



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

# Agenda

## Overview and Scrutiny Committee

Date: **Monday 8 March 2021**

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Time: **5.30 pm**

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Place: **Virtual Meeting**

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For any further information please contact:

**Helen Lee**

Democratic Services Officer

0115 901 3894

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# Overview and Scrutiny Committee

## Membership

**Chair** Councillor Liz Clunie

**Vice-Chair** Councillor Paul Feeney

Councillor Sandra Barnes  
Councillor Michael Boyle  
Councillor Jim Creamer  
Councillor Rachael Ellis  
Councillor Andrew Ellwood  
Councillor Jennifer Hemingway  
Councillor Mike Hope  
Councillor Simon Murray  
Councillor Marje Paling  
Councillor Martin Smith  
Councillor Sam Smith

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Please note: this meeting will be audio and video recorded for live and subsequent broadcast via the Council's website ([www.gedling.gov.uk](http://www.gedling.gov.uk)) - at the start of the meeting the Chair will confirm if all or part of the meeting is being recorded.

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## **AGENDA**

**Page**

- 1 Apologies for Absence and Substitutions.**
- 2 To approve, as a correct record, the minutes of the meeting held on 18 January 2021.** 5 - 9
- 3 Declaration of Interests.**
- 4 Programme of Portfolio Holder Attendance** 11 - 42  
Report of the Democratic Services Officer.
- 5 Community Infrastructure Levy (CIL) Funding Statement** 43 - 73  
Report of the Democratic Services Officer.
- 6 Gedling Plan Quarter 3** 75 - 92  
Report of the Director of Corporate Resources and Section 151 Officer.
- 7 Corporate Management Risk Scorecard Quarters 1 and 2** 93 - 106  
Report of the Democratic Services Officer.
- 8 Scrutiny Work Programme** 107 - 115  
Report of the Democratic Services Officer.
- 9 Reports and Notices received by the Chair of Overview and Scrutiny Committee as required under the Constitution or Law.** 117 - 121  
Report of the Democratic Services Officer.
- 10 Any other item which the Chair considers urgent.**

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## MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 18 January 2021

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Mike Hope
Councillor Sandra Barnes	Councillor Simon Murray
Councillor Michael Boyle	Councillor Marje Paling
Councillor Jim Creamer	Councillor Martin Smith
Councillor Rachael Ellis	Councillor Sam Smith
Councillor Andrew Ellwood	

Apologies for absence: Councillor Jennifer Hemingway

Officers in Attendance: D Wakelin, L Juby, D Jayne and H Lee

Guests in Attendance Councillors H Wheeler, V McCrossen, K Fox and Gibbons

### **27 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.**

Apologies were received from Councillor Hemingway.

### **28 DECLARATION OF INTERESTS.**

None.

### **29 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2020.**

#### **RESOLVED:**

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

### **30 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE**

The committee welcomed Councillor Wheeler, Portfolio Holder for Housing, Health and Wellbeing and Councillor V McCrossen Portfolio Holder for Young People and Equalities who attended the meeting to discuss a range of issues that fall within their portfolios. Lance Juby, Community Relations Manager also attended the meeting.

Councillor Wheeler presented an overview of detrimental impact the current pandemic has had on mental health for all age groups but

particular children and young people. The prevalence of children with symptoms of mental health disorder such as anxiety and depression was outlined and how school closures and the withdrawal of the support they offer has exacerbated this problem. The shortage of services available to help young people and the long waiting times for appointments was also explained. Councillor McCrossen stressed the need to advocate for support for young people to try and narrow the attainment gap and to develop strong resilient young people for the future.

During discussion the following issues were highlighted

- There have been a number of consultations to help identify the issues that are concerning young people both at national, county and borough level.
- There was a shortage of support available before the pandemic but the need has grown and waiting lists are long and has resulted in some young people accessing services through hospital A&E departments.
- As Gedling is not responsible for health or 1<sup>st</sup> tier authority it can do little to support this problem but it was explained that members of the committee could consider funding small community projects

Other issues considered included the locations of Covid-19 vaccination centres and the cost of temporary accommodation.

Answers were provided to the questions submitted in advance of the meeting.

**RESOLVED to:**

- 1) Thank Councillor Wheeler and McCrossen for attending the committee; and
- 2) Note the information.

**31 ANTI-SOCIAL BEHAVIOUR TRENDS**

David Jayne, Community Safety Officer, attended the committee and informed the members about current trends in antisocial behaviour.

During discussion the following points were highlighted:

- There had been a significant increase April - June, this was attributed to the unseasonably warm weather and included complaints relating to noise and bonfires.
- Incidents are lower in the current lockdown.
- Police systems record ASB in predefined categories and do not identify specific Covid related incidents.
- Covid marshals have no enforcement powers and have to report breaches back to enforcement authorities for action to be taken.

**RESOLVED to:**

Note the information.

**32**

**GEDLING PLAN QUARTER 2**

David Wakelin, Director of Environment, Communities and Leisure introduced a report that had been circulated in advance of the meeting summarising performance at the end of Quarter 2.

The report informed members about the status of indicators and actions at the end of Quarter 2. It was explained that a number of actions are due to be delivered across the three years of the plan, that some would be completed in year 1 whereas other actions may not commence until year 2 or 3. Overall indicator performance at the end of quarter 2 shows that out of a total of 36 indicators 13 were on target, 3 slightly below target and 6 indicators missed target

Examples of particularly positive performance were highlighted, this included the successful administration and payment of 1,500 small business grants to support business facing financial difficulty during the Covid-19 pandemic.

Concern was raised about the lack of any affordable housing delivered and the use of section 106 contributions.

Members of the committee expressed their thanks to the staff for working so efficiently during the pandemic.

**RESOLVED to:**

- 1) Note the progress against Actions and Performance indicators for Quarter 2 of the Gedling Plan 2020-2023; and

- 2) Request information regarding the building of affordable homes and the use of Community Infrastructure payments and section 106 agreements.

**33 CORPORATE MANAGEMENT RISK SCORECARD QUARTERS 1 AND 2**

Consideration was given to a report, which had been circulated in advance, relating to the Corporate Risk Management Scorecard Quarters 1 and 2 advising members of the current level of assurance that can be provided against corporate risk.

Members raised concern about Risk numbers 1, 2, 4 and 5 and the Council's ability to maintain and deliver services. Additional information was requested for the next committee

**RESOLVED to:**

- 1) Request additional information relating to the identifies risks; and
- 2) Note the progress of actions identified in the Corporate Risk Register.

**34 SCRUTINY WORK PROGRAMME**

**2020/2021 Scrutiny Work Programme**

**Scrutiny Working Groups**

Members were given an update on progress of the Flooding working group and the review that is considering access to temporary accommodation for victims of domestic abuse.

**Scrutiny in Committee**

It was agreed to invite Councillors P Barnes and Gregory to the committee on the 22<sup>nd</sup> April to discuss issues in their portfolio's.

**RESOLVED to:**

Note the information.

**35 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 7.45 pm

Signed by Chair:  
Date:

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## Report to Overview and Scrutiny Committee

Subject: **Programme of Portfolio Holder Attendance**

Date: 8<sup>th</sup> March 2021

Author: Democratic Services Officer

### 1. PURPOSE OF THE REPORT

- I. To consider areas of responsibility of Councillor Jenny, Hollingsworth, Portfolio Holder for Growth and Regeneration as part of the programme of holding the Executive to account.
- II. To discuss issues for examination in the Environment and the Community Development portfolios in preparation for the April committee meeting.

### RECOMMENDATION

#### That the Overview and Scrutiny Committee:

- **consider, ask questions and comment on the information provided**
- **thank Councillor Hollingsworth and other guests for their attendance**
- **discuss and consider areas for examination in Councillor Barnes and Gregory's portfolio.**

### 2 BACKGROUND

- 2.1 At the 6<sup>th</sup> July 2020 Overview and Scrutiny Committee, members agreed to continue with a programme of attendance by Portfolio Holders, and relevant officers, at committee. Areas of performance, within each portfolio for examination, would be identified, and questions for the Portfolio Holder submitted in advance of each meeting. 'Ad hoc' questions could also be put forward at the meeting itself.
- Non-executive members are also invited to submit questions for the Portfolio Holder.

### **3. 2020/2021 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE**

- 3.1** Councillor Hollingsworth, Portfolio Holder for Growth and Regeneration is attending the committee to give members the opportunity to examine issues in her portfolio.
- 3.2** Areas of responsibility in the Housing, Health and Wellbeing Portfolio
- Planning policy, development management and building control
  - Transportation
  - Town centre management and development
  - Business improvement, local business engagement, promotion and support
  - Housing Development
  - Employment and skills
- 3.4** Councillor Hollingsworth will be discussing a range of issues including the Housing Delivery Action Plan and the development of Arnold Market and Carlton Square.
- 3.5** A customised report detailing performance outcomes for Q3 is attached at **Appendix 1** to assist members identify areas for consideration.

### **4 FUTURE PORTFOLIO HOLDER ATTENDANCE**

- 4.1** Councillors Peter Barnes and Gary Gregory will be attending the April Committee to give members the opportunity to examine areas of responsibility in their portfolios.
- 4.2** Councillor Barnes, Portfolio Holder for Environment
- Waste Management and recycling.
  - Street cleaning.
  - Maintenance and development of parks, open spaces, cemeteries and Allotments.
  - Pet cremation.
  - Energy management and sustainability.
- 4.3** Councillor Gary Gregory, Portfolio Holder for Community Development
- Neighbourhood Working.
  - Community Events.
  - Arts and culture.

- Community Engagement and Consultation, including liaison with the voluntary sector and Parish Councils.
- Members' services, including member training and development.

**4.4** A customised report detailing performance outcomes for Quarter 3 for the above portfolios is attached at **Appendix 2 and 3** to assist members identify areas for consideration. Members will be invited to submit questions in advance of the meeting.

## **5 Financial Implications**

5.1 There are no financial implications arising out of this report.

## **6 Legal Implications**

6.1 There are no legal implications arising out of this report.

## **7 Equalities Implications**

7.1 There are no equalities implications arising out of this report

## **8 Carbon Reduction/Environmental Sustainability Implications**

8.1 There are no carbon/environmental/sustainability implication arising out of this report.

## **9 Appendices**

9.1 Appendix 1: Q 3 Growth and Regeneration  
 Appendix 2 Q 3 Environment  
 Appendix 3 Q 3 Community Development

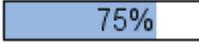
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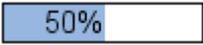
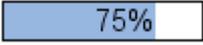
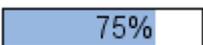
## Quarter 3 Performance Report

PI Status		Action Status		Short Term Trends	
	Alert		Cancelled		Improving
	Warning		Overdue; Neglected		No Change
	OK		Check Progress		Getting Worse
	Unknown		Not Started; In Progress		
	Data Only		Completed		

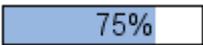
### Portfolio Owners Growth and Regeneration

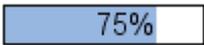
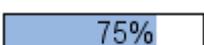
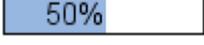
Title	Service Area	Status	Completion Date	Progress Bar	Notes
Work with partners to review the Aligned Core Strategy	Planning Policy		31-Mar-2021	<div style="width: 20%;"><div style="width: 20%;"></div></div> 20%	The Growth Options consultation, being the first consultation stage in the preparation of the Greater Nottingham Strategic Plan, ended on 14th September 2020. Careful consideration is being given to the 3,300+ comments received. The Greater Nottingham Strategic Plan is being progressed in conjunction with Broxtowe Borough Council, Nottingham City Council and Rushcliffe Borough Council. Evidence work is also progressing.
Put in place and keep up to date an	Planning Policy		31-Mar-2021	<div style="width: 70%;"><div style="width: 70%;"></div></div> 70%	Work is ongoing to put in place and

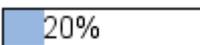
appropriate suite of Planning guidance					keep up to date an appropriate suite of Planning Guidance. Good progress is being made on the Greater Nottingham Strategic Plan which will replace the Aligned Core Strategy and consultation on the Growth Options document ended in September. Reviews of conservation area appraisals are being undertaken with revised appraisals for Bestwood village and Lambley being taken to Cabinet on 12th November for approval. Work is ongoing to prepare a number of supplementary planning documents and informal guidance.
Review the Community Infrastructure Levy policy	Development Services		31-Mar-2021		The reviewed has been paused as radical changes to CIL and s.106 are expected, following the publication of the Planning White Paper.
Identify and facilitate the delivery of the identified housing priorities	Economic Growth and Regeneration		31-Mar-2021		The Strategic Housing team have been working on the Housing Strategy which identifies the housing priorities for the Borough, but has been placed on hold due to

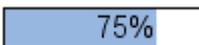
					responding to Covid19. The team have been providing assistance as part of the Covid19 response, whilst also completing the consultation of the amendments to the housing allocation policy and working with register housing providers to increase the number of affordable properties being built in the Borough. There is also considerable work being done to secure funding through the Next Steps Accommodation programme and further funding for people at risk of homelessness.
Drive the delivery of key housing sites	Development Services		31-Mar-2021		
Identify the opportunities for redeveloping vacant or underused sites for new affordable homes and temporary accommodation	Economic Growth and Regeneration		31-Mar-2021		Station and Burton Road - detailed business cases are being prepared to take a report to cabinet in Q4.  Garage sites - There is ongoing work to explore the development potential of GBC and Jigsaw Homes' garage sites.
Explore the development of additional houses	Economic Growth and Regeneration		31-Mar-2021		Ongoing work to explore how the Council can

<p>across the borough through appropriate models</p>				<p>facilitate and deliver more housing across the Borough. This includes work to explore the development of own land through a housing delivery model/housing company, working with registered housing providers to increase their supply and to liaise with developers to encourage swift delivery of their housing sites. This will be progress initially through the Station and Burton Road sites.</p>
<p>Work with partners and local businesses to provide training opportunities for residents through apprenticeships, jobs, work experience placements and specialist events</p>	<p>Economic Growth and Regeneration</p>	<p></p>	<p>31-Mar-2021</p>	<p>Due to Covid19 the emphasis on this has changed slightly. The main priority now is to support businesses with the Kick Start scheme.</p> <p>Work on the Local Labour Agreements continue, which supports apprenticeships and our schools programme. However, the format of these are currently being adapted in response to Covid.</p> <p>The work being done with partners and local businesses is to</p>



					support getting people back to work and to reduce the amount of redundancies due to Covid19.
Extend delivery of the Compact Agreement with Nottingham Trent University through provision of student work placements and project opportunities	Organisational Development		31-Mar-2021		Placements are not currently possible through restrictions imposed through Tier 3 and lockdown classification
Work with the Department for Work and Pensions to deliver Mentoring Circles to local unemployed people	Organisational Development		31-Mar-2021		Although not currently able to deliver on-line sessions due to resource pressures, mentoring circles are being delivered as required at times when physical proximity is allowed. It is expected that mentoring circles will again commence in the workplace once restrictions are lifted.
Support delivery of a local industrial strategy including playing an active role in D2N2/LEP	Economic Growth and Regeneration		31-Mar-2021		Ongoing work to feed into the LEP LIS and the Covid recovery strategy.
Create a programme of events and festivals to increase footfall in our Town Centres and High Streets	Community Development		31-Mar-2021		Due to on-going Coronavirus restrictions, a Christmas promotional programme was developed and delivered, incorporating a virtual Christmas Lights Switch-on,

					Christmas in Gedling film, a mini Covid-19 secure festive market in Arnold and engagement with schools and communities with lantern making and Christmas Card designs for display in Arnold Town Centre.
Implement a Car Parking strategy	Property Services		31-Mar-2021		Occupancy data is being compiled in relation to Arnold Town Centre. Further data will be collected for other car parks and this will all be used to formulate the strategy.
Work with the County Council to ensure completion of the Gedling Access Road to support growth	Chief Executive		31-Mar-2021		The completion of the Gedling Access Road project is very important to facilitate much needed new homes and employment opportunities in the area. The road is currently still on schedule to be completed towards the end of 2021, despite the coronavirus outbreak. Should any future delays arise, we expect to be kept informed by Nottinghamshire County Council.
Deliver in partnership sustainable transport links to reduce congestion and improve air quality	Economic Growth and Regeneration		31-Mar-2021		Good progress has been made with securing the funding required for the Park and Ride

including the tram extension, bus park and ride etc.					facility at A60 (secured by the Metro group and then being delivered by the County).
Ensure delivery of new technology infrastructure such as electric charging points, 5G and broadband	Economic Growth and Regeneration		31-Mar-2021		<p>Station/Burton Road housing sites - is being considered.</p> <p>Housing developments - raising awareness of the potential for district heating system.</p> <p>Calverton – PVs, LED lighting and electric charging points secured planning. Ongoing work to see if funding can be secured for the delivery of this scheme.</p> <p>Carlton Square – EV charging points funding has been secured</p> <p>Arnold Market Place - renewable energy strategy prepared, including PVs, rain water harvesting and solar gain.</p>
Ensure appropriate Conservation Area coverage and keep under review	Planning Policy		31-Mar-2021		Following the end of the formal consultation period which ended on 28th August, careful consideration has been given to all comments received

					and the draft appraisals and management plans amended as appropriate. The revised Bestwood village and Lambley conservation area appraisals are being taken to Cabinet on 12th November for approval.
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**NI155 Number of affordable homes delivered (gross)**

Service Area	Economic Growth and Regeneration	Status	
Current Value	Current Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters
21	5		

**Latest Note**

Jigsaw homes have delivered 16 rented and 5 shared ownership properties in the last quarter.

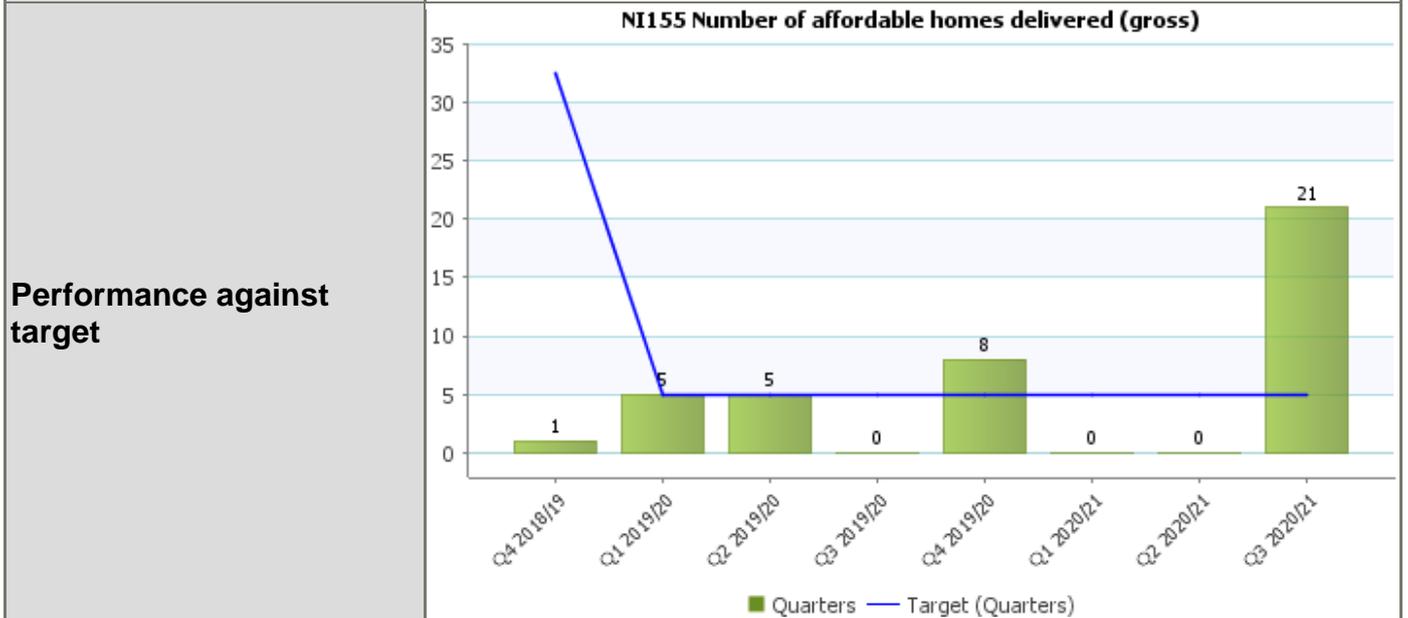
**Development update –**

Rolleston: Some ongoing conversations regarding scheme for 131 units. Hoping to move forward though some obstacles to be overcome.

Chase Farm: Further units coming forward. Five bed adapted property – due to be handed over May 2021. Discussions due to commence with GBC DFG team regarding prospect of DFG funding for adaptations.

Teal Close: Last 5 properties due to come over in January 2021. Jigsaw are in discussions with Persimmon about purchasing more units.

Position on grant: Decisions to be made by March with drawdown April 2021 by Homes England. Jigsaw are looking to become a Strategic Partner.



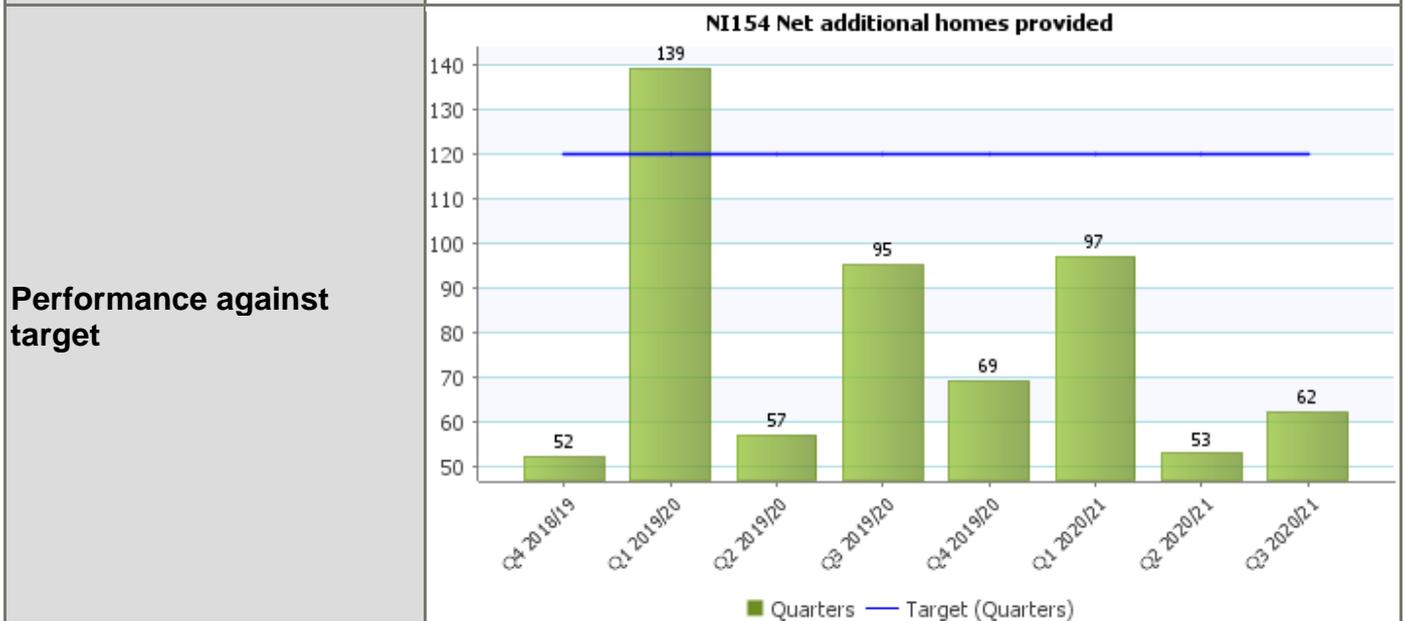
**NI154 Net additional homes provided**

<b>Service Area</b>	Planning Policy	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
62	120		

**Latest Note**

A further 62 Net additional homes were built in quarter 3, but this was below the target of 120. This Construction during this period has been affected by lockdown restrictions which resulted in development pausing on many large and small sites within the Borough. To address why the target has been missed a Housing Delivery Action Plan was published 13<sup>th</sup> August 2020, <https://www.gedling.gov.uk/media/gedlingboroughcouncil/documents/planningpolicy/documents/HDAP%202020.pdf>, this analyses the key reasons for the under delivery of the Council's housing requirement and identifies measures the Council intends to undertake to increase delivery of new housing.

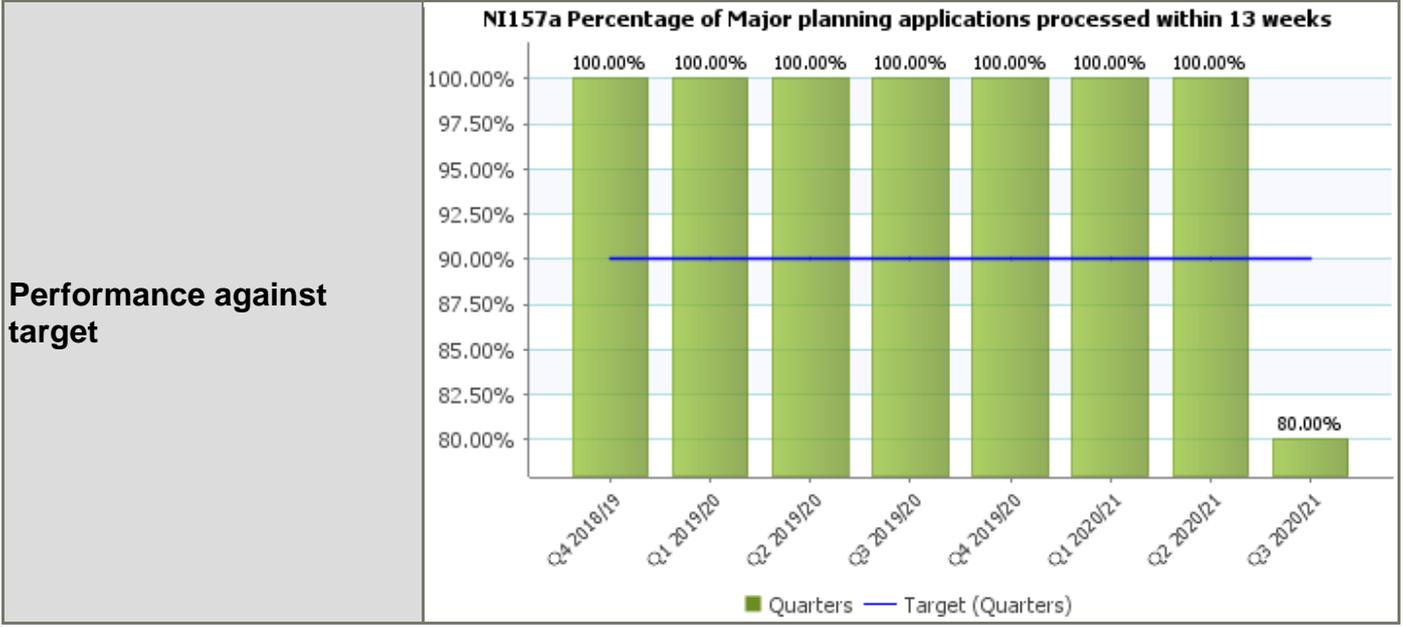
The Action Plan looks at the planning policy context, provides an analysis of past housing delivery (with regards to past performance, progress on Local Plan housing allocations, engaging with developers and viability and infrastructure issues) and identifies a number of key actions which aim to improve housing delivery. A number of the actions identified in the Action Plan fall within the remit of the Council, whilst other actions will need to be supported by other stakeholders involved in delivering housing, in particular landowners and house builders.



**NI157a Percentage of Major planning applications processed within 13 weeks**

<b>Service Area</b>	Development Services	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
80.00%	90.00%		

**Latest Note**  
 One major application out of 5 was processed out of time due to continuing dialogue with the applicant to resolve issues. End of year performance is expected to be on target.

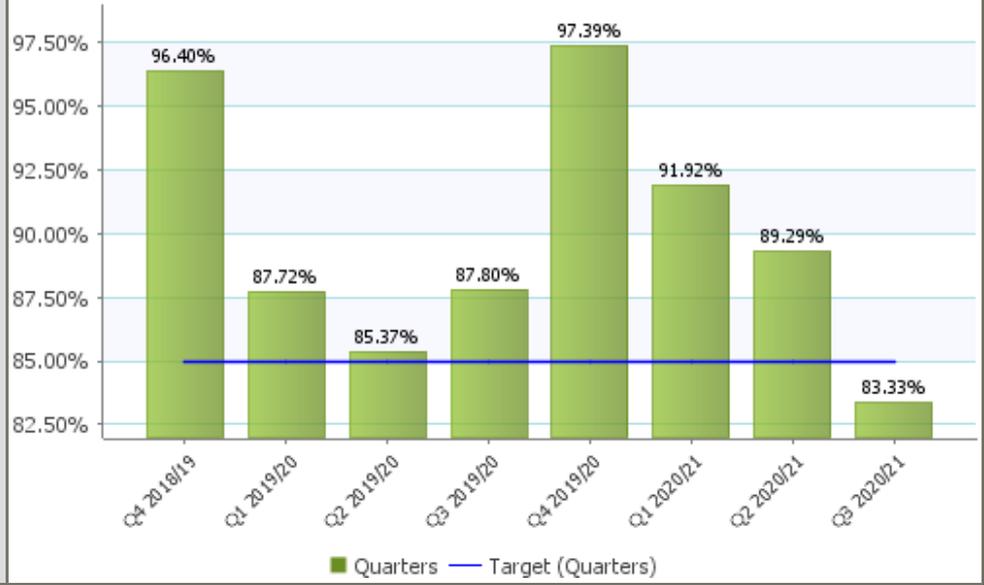


NI157b Percentage of Minor planning applications processed within 8 weeks																					
Service Area	Development Services	Status																			
Current Value	Current Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters																		
79.31%	91.00%																				
Latest Note	High workloads and competing demands on case workers has had an adverse impact upon performance. Workloads are unlikely to reduce in the short-term, so end of year performance is expected to be below target.																				
Performance against target	<p style="text-align: center;"><b>NI157b Percentage of Minor planning applications processed within 8 weeks</b></p> <table border="1"> <caption>NI157b Performance Data</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Q4 2018/19</td><td>87.88%</td></tr> <tr><td>Q1 2019/20</td><td>81.48%</td></tr> <tr><td>Q2 2019/20</td><td>79.31%</td></tr> <tr><td>Q3 2019/20</td><td>82.86%</td></tr> <tr><td>Q4 2019/20</td><td>93.02%</td></tr> <tr><td>Q1 2020/21</td><td>96.30%</td></tr> <tr><td>Q2 2020/21</td><td>88.00%</td></tr> <tr><td>Q3 2020/21</td><td>79.31%</td></tr> </tbody> </table>			Quarter	Percentage	Q4 2018/19	87.88%	Q1 2019/20	81.48%	Q2 2019/20	79.31%	Q3 2019/20	82.86%	Q4 2019/20	93.02%	Q1 2020/21	96.30%	Q2 2020/21	88.00%	Q3 2020/21	79.31%
Quarter	Percentage																				
Q4 2018/19	87.88%																				
Q1 2019/20	81.48%																				
Q2 2019/20	79.31%																				
Q3 2019/20	82.86%																				
Q4 2019/20	93.02%																				
Q1 2020/21	96.30%																				
Q2 2020/21	88.00%																				
Q3 2020/21	79.31%																				

NI157c Percentage of other planning applications processed within 8 weeks			
Service Area	Development Services	Status	
Current Value	Current Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters
83.33%	85.00%		
Latest Note	High workloads and competing demands on case workers has had an impact upon performance. Workloads are unlikely to reduce in the short-term, however it is expected that determination rates for this category of application will be back on target by the end of the next quarter given the very marginal dip in performance		

**Performance against target**

**NI157c Percentage of other planning applications processed within 8 weeks**

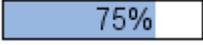
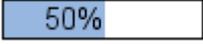


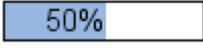
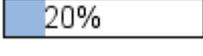
ECO12 Delivery of school based employability events																														
Service Area	Economic Growth and Regeneration	Status																												
Current Value	Current Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters																											
0	0																													
Latest Note	Due to Covid 19 there have been no school based employability events during October to December 2020. An event has been developed but was cancelled at short notice due to an outbreak. The team continue to work on events for delivery in 2021.																													
Performance against target	<p style="text-align: center;"><b>ECO12 Delivery of school based employability events</b></p>  <table border="1"> <caption>Performance against target data</caption> <thead> <tr> <th>Quarter</th> <th>Actual (Quarters)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q4 2018/19</td> <td>0</td> <td>0</td> </tr> <tr> <td>Q1 2019/20</td> <td>3</td> <td>2</td> </tr> <tr> <td>Q2 2019/20</td> <td>2</td> <td>2</td> </tr> <tr> <td>Q3 2019/20</td> <td>3</td> <td>2</td> </tr> <tr> <td>Q4 2019/20</td> <td>4</td> <td>2</td> </tr> <tr> <td>Q1 2020/21</td> <td>0</td> <td>2</td> </tr> <tr> <td>Q2 2020/21</td> <td>0</td> <td>2</td> </tr> <tr> <td>Q3 2020/21</td> <td>0</td> <td>0</td> </tr> </tbody> </table>			Quarter	Actual (Quarters)	Target (Quarters)	Q4 2018/19	0	0	Q1 2019/20	3	2	Q2 2019/20	2	2	Q3 2019/20	3	2	Q4 2019/20	4	2	Q1 2020/21	0	2	Q2 2020/21	0	2	Q3 2020/21	0	0
Quarter	Actual (Quarters)	Target (Quarters)																												
Q4 2018/19	0	0																												
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Q4 2019/20	4	2																												
Q1 2020/21	0	2																												
Q2 2020/21	0	2																												
Q3 2020/21	0	0																												

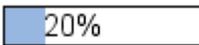
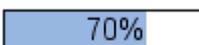
## Quarter 3 Performance Report

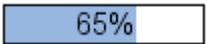
PI Status		Action Status		Short Term Trends	
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	OK		Check Progress		Getting Worse
	Unknown		Not Started; In Progress		
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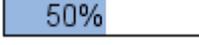
### Portfolio Owners Environment

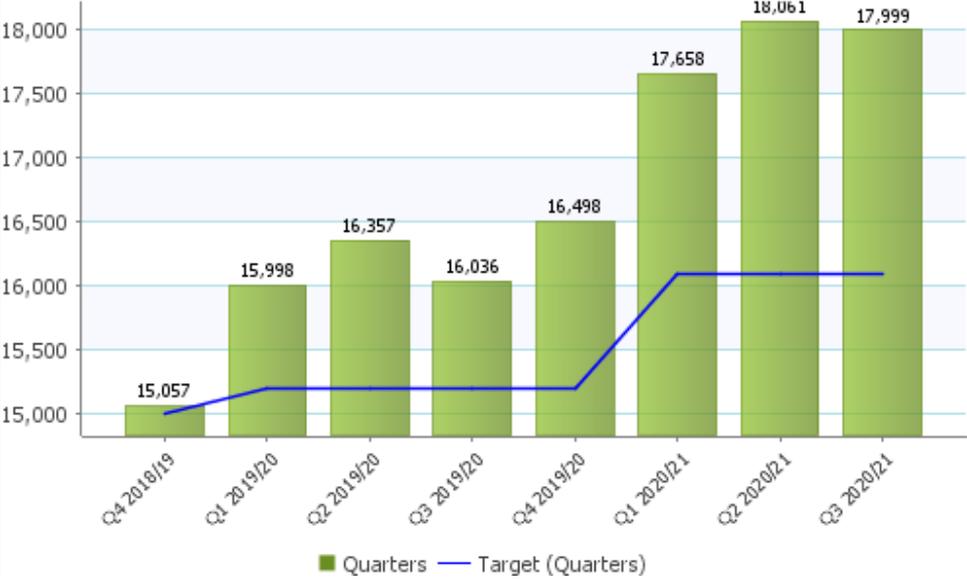
Title	Service Area	Status	Completion Date	Progress Bar	Notes
Develop and implement a long term strategy for the improvement of Gedling Country Park	Director of Health and Community Wellbeing		31-Mar-2021		A high-level ambitious development plan has been produced for Members to prioritise. This involves a range of actions that sensitively develop the facilities on the site whilst having regard to it and the ecology plan that provide a back drop to all activities on the park. The two new viewing platforms and the car park extension completed this year have been significant additions to this green flag destination park venue.
Develop and implement a plan to enhance existing	Parks and Street Care		31-Mar-2021		

parks and open spaces					
Review the asset stock for Allotments to meet current and future demand	Parks and Street Care		31-Mar-2021		
Review and develop availability and quality of Council public toilets	Property Services		31-Mar-2021		
Develop and implement a Carbon Reduction Strategy aligned with key partners across the borough	Chief Executive		31-Mar-2021		We are currently working collaboratively with other Nottinghamshire Local Authorities and the D2N2 Local Enterprise Partnership (the LEP) on the Climate Emergency Agenda through the Environmental Strategy Working Group, recognising that the energy, climate and sustainability agenda does not respect Local Authority boundaries. This Group meets on a regular basis utilising a workshop approach that is addressing the challenges laid out in the overarching D2N2 LEP Energy Strategy. We have engaged APSE to produce a carbon baseline position for our current operations, and this will be used to prepare a Gedling Carbon

					Management Action Plan to be presented to Cabinet in March/April 2021.
Produce and implement a practical and robust borough wide action plan to tackle a climate emergency	Development Services		31-Mar-2021		We are currently working collaboratively with other Nottinghamshire Local Authorities and the D2N2 Local Enterprise Partnership (the LEP) on the Climate Emergency Agenda through the Environmental Strategy Working Group. This partnership work enables a clear oversight to the work going on across the County, and allows Local Authorities to identify areas of collaboration and joint working, investment and a sharing of resources.
Approve and implement a plan of action to increase levels of recycling and reduce contamination levels and levels of residual waste	Transport and Waste Services		31-Mar-2021		Recycling educational material was sent through to our comms team in the run up to the festive period to post on social media to inform residents on what can be recycled relating to Christmas cards, wrapping paper, food waste and what can go in the recycling bin.

<p>Promote and support community based 'clean up' initiatives including the seasonal big clean events</p>	<p>Parks and Street Care</p>		<p>31-Mar-2021</p>		<p>A 'Partnership' 5 days of Community Activity in Netherfield, titled the Netherfield Community Activity Intensification Plan took place over 5 weeks starting at the end of September and going on into October to include internal, (PASC Street Cleansing, Community Safety Wardens), and external, (Police), partners. This planned activity involves responsive and reactive activity for a wide range of issues, including fly-tipping, Graffiti, refuse bins on streets and litter due to parked vehicles. It involved leaflet letterbox drops and 'knocking on doors' as well as intensive Street Cleaning Operations to remove graffiti and fly-tips and to cleanse dense urban housing area streets and Netherfield Town Centre. This initiative was carried out to support local residents and help to improve their environment whilst getting the message out about</p>
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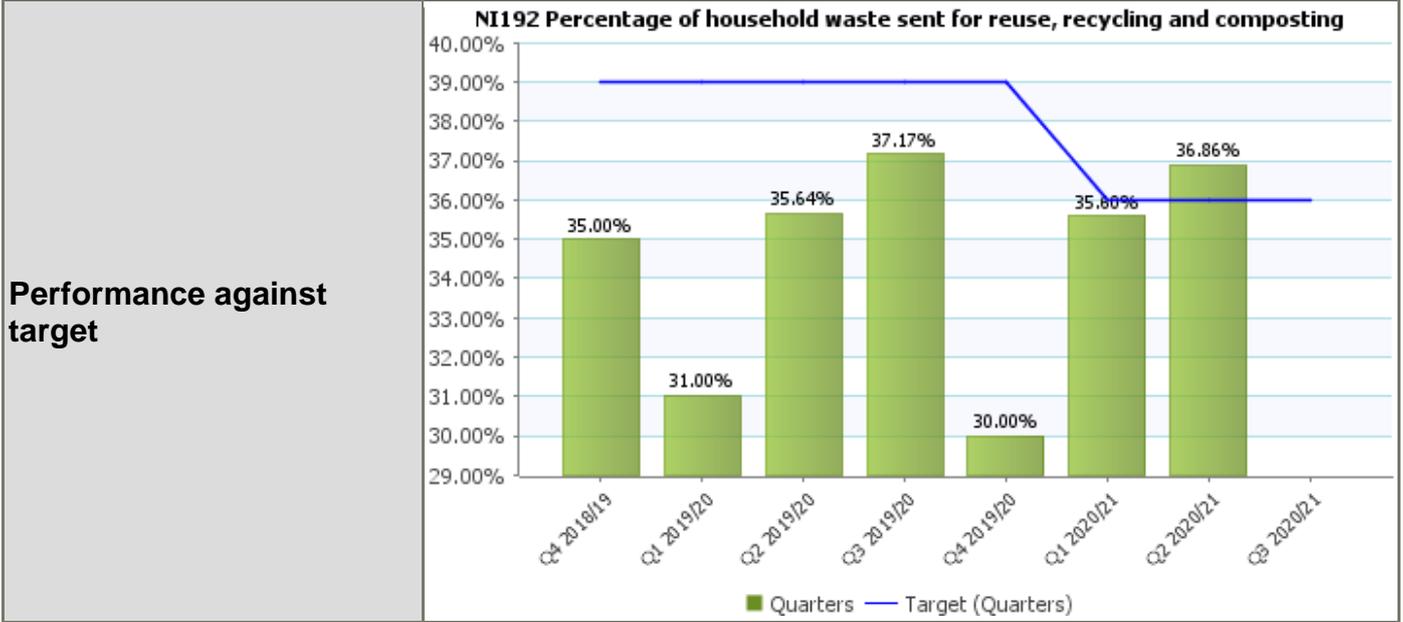
					enviro-crime and the need to recycle.
Maintain the Council's commitment as a 'Plastic Clever Council'	Parks and Street Care		31-Mar-2021		Burton Road Jubilee Park has been identified as a site for a drinking fountain. This has been installed to enable local residents to refill their bottles when using the parks facilities.
Make arrangements to offer every household one free bulky waste collection every year and provide additional waste collection at Christmas	Transport and Waste Services		31-Mar-2021		The free bulky waste collection service will start on Monday 11th January 2021 and will be provided Monday to Friday up to the 26th February 2021.  Over the festive period we collected up to 2 additional domestic waste bags, additional recycling and glass waste for residents between the dates of 28th December 2020 through to the 8th January 2021.
Develop and implement a plan to enhance and seek external funding for existing play areas	Parks and Street Care		31-Mar-2021		
Develop and implement a plan to raise awareness of and maximise usage of our local parks, play areas and open spaces	Parks and Street Care		31-Mar-2021		.

LI371 Number of garden waste customers																														
Service Area	Transport and Waste Services	Status																												
Current Value	Current Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters																											
17,999	16,100																													
Latest Note	Slight decrease in active members from Q2 but still ahead of target.																													
Performance against target	<p style="text-align: center;"><b>LI371 Number of garden waste customers</b></p>  <table border="1"> <caption>LI371 Number of garden waste customers - Performance against target</caption> <thead> <tr> <th>Quarter</th> <th>Actual Value (Quarters)</th> <th>Target (Quarters)</th> </tr> </thead> <tbody> <tr> <td>Q4 2019/20</td> <td>15,057</td> <td>16,100</td> </tr> <tr> <td>Q1 2019/20</td> <td>15,998</td> <td>16,100</td> </tr> <tr> <td>Q2 2019/20</td> <td>16,357</td> <td>16,100</td> </tr> <tr> <td>Q3 2019/20</td> <td>16,036</td> <td>16,100</td> </tr> <tr> <td>Q4 2019/20</td> <td>16,498</td> <td>16,100</td> </tr> <tr> <td>Q1 2020/21</td> <td>17,658</td> <td>16,100</td> </tr> <tr> <td>Q2 2020/21</td> <td>18,061</td> <td>16,100</td> </tr> <tr> <td>Q3 2020/21</td> <td>17,999</td> <td>16,100</td> </tr> </tbody> </table>			Quarter	Actual Value (Quarters)	Target (Quarters)	Q4 2019/20	15,057	16,100	Q1 2019/20	15,998	16,100	Q2 2019/20	16,357	16,100	Q3 2019/20	16,036	16,100	Q4 2019/20	16,498	16,100	Q1 2020/21	17,658	16,100	Q2 2020/21	18,061	16,100	Q3 2020/21	17,999	16,100
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**NI192 Percentage of household waste sent for reuse, recycling and composting**

<b>Service Area</b>	Transport and Waste Services	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
	36.00%		

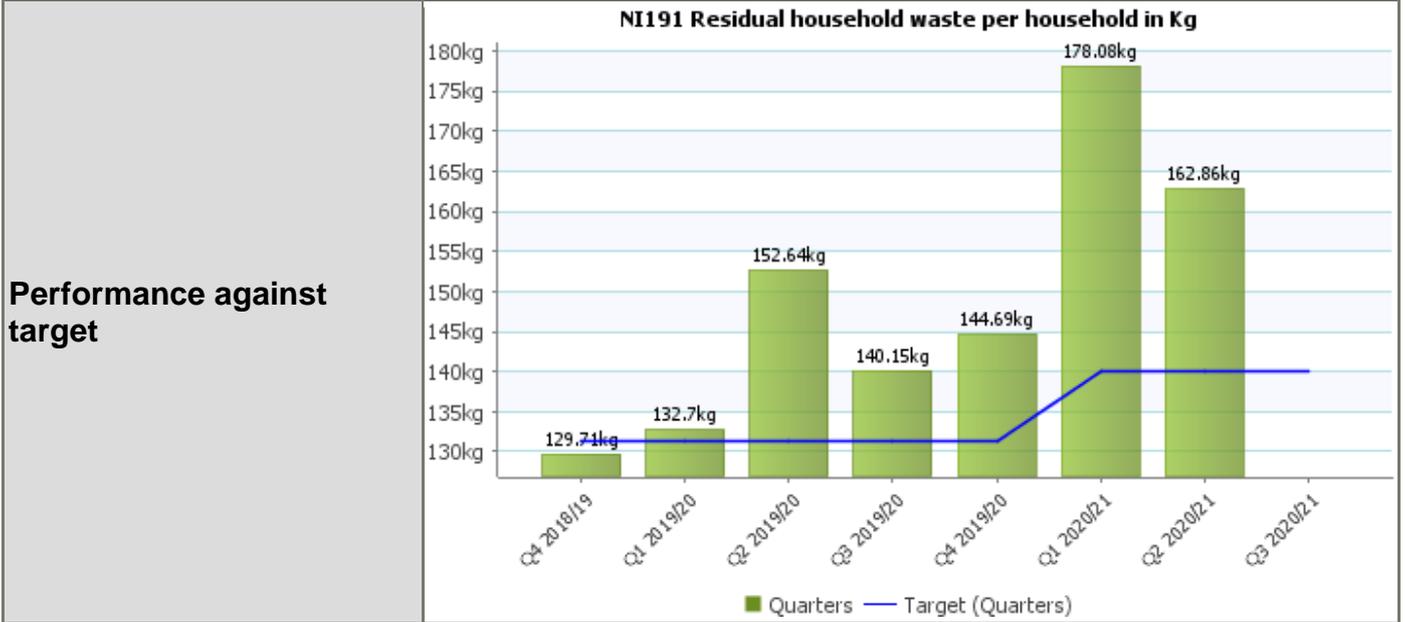
**Latest Note** At the time of this report we are still awaiting figures from County.



**NI191 Residual household waste per household in Kg**

<b>Service Area</b>	Transport and Waste Services	<b>Status</b>	
<b>Current Value</b>	<b>Current Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
	140kg		

**Latest Note** At the time of this report we are still awaiting figures from County.





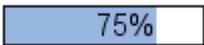
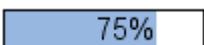
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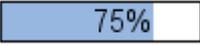
## Quarter 3 Performance Report

PI Status		Action Status		Short Term Trends	
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	Warning		Overdue; Neglected		No Change
	OK		Check Progress		Getting Worse
	Unknown		Not Started; In Progress		
	Data Only		Completed		

### Portfolio Owners Community Development

Title	Service Area	Status	Completion Date	Progress Bar	Notes
Deliver a programme of community events and youth activities reflecting Gedling Plan priorities	Community Development		31-Mar-2021	<div style="width: 75%;"><div style="width: 75%;"></div></div> 75%	Christmas in Gedling programme delivered, which included a small Covid-19 secure Festive market in Arnold, a virtual Christmas Lights Switch-on, a promotional Christmas video, messages of supporting local communities and community engagement through Mayor's Christmas card competitions, lantern making and 600 Festive Parcels delivered to those families most in need.
Develop and implement a sustainable plan for our existing Community Centres	Community Development		31-Mar-2021	<div style="width: 5%;"><div style="width: 5%;"></div></div> 5%	Community Centres operational status constantly changing during Quarter 3 as Coronavirus

					Restrictions moved between tiers and to national restrictions. Limited scope to forward plan sustainable strategy moving forward.
Develop, engage and support the voluntary sector to increase participation	Community Development		31-Mar-2021		<p>Ongoing support and contact with spontaneous volunteering groups and successful support for local groups to accessing national and local Covid-19 emergency funds.</p> <p>Joint working through the South Nottinghamshire Integrated Care Partnership to pursue a longer-term approach with partners with regard to sustainable support for the local voluntary sector. This includes extending community development support for social prescribing and accessing NHS Charities funding.</p>
Continue to support community the Interfaith forum, Gedling Senior's Council and Youth Council and develop new community leadership forums	Community Development		31-Mar-2021		During Q3 the first virtual Youth Council and Senior's Council meetings were held and effective engagement between Youth Mayor and Christmas programme, Kids

					<p>Against Plastic campaign and the local foodbanks and church leaders.</p> <p>Youth Council has supported the development of the GBC Youth Survey.</p>
Deliver the annual Pride of Gedling Awards	Customer Services and Communications		31-Mar-2021		A virtual award ceremony was held during Q3.
Prepare and plan for an event to mark the 50th anniversary of the creation of GBC and the 200 years anniversary of Lord Bryon	Community Development		31-Mar-2023		
Identify and facilitate delivery of key interventions in agreed locality areas	Economic Growth and Regeneration		31-Mar-2021		<p>Good progress is being made in response to the revised priorities in light of Covid and work on the humanitarian cell. Revised work programmes for the locality areas are currently being agreed in light of the changing corporate priorities.</p>
Explore and further develop plans for the Gedling Borough Heritage Way	Community Development		31-Mar-2021		<p>Work suspended due to Covid-19 restrictions and staff re-deployment on emergency response. Partner stakeholder workshop took place in March. Project plan to be reviewed in light of current restrictions. NTU support will</p>

					need to be revisited. Project considered as part of both Resident and Communities and Economy Reset plan.
Work with owners to identify and secure opportunities for external funding for key historic assets	Community Development		31-Mar-2021		Work delayed due to Covid-19 emergency response commitments. Key link with Heritage Way work programme.
Plant 500 UK native trees across the borough to mark the lead up to the 50th Anniversary of the creation of Gedling Borough	Parks and Street Care		31-Mar-2021		Work is underway to create a Community Orchard at Gedling Country Park. This will see old English fruit trees planted within an area of the park for the community to enjoy. This and other projects will ensure that the target of 500 UK native trees is met in 2020/21.



## Report to Overview and Scrutiny Committee

**Subject:** Community Infrastructure Levy (CIL) Funding Statement

**Date:** 8<sup>th</sup> March

**Author:** Democratic Services Officer

### Purpose

To introduce a report by the Community Infrastructure Levy and Section 106 Monitoring Officer which was presented to Cabinet on the 10<sup>th</sup> December. This provides information on the monies collected through the Community Infrastructure Levy (CIL) and Section 106 Planning Obligations, how they are administered and future expenditure priorities in relation to monies collected.

### Recommendation(s)

**The Overview and Scrutiny Committee is asked to:**

- 1. Consider and comment on the information provided**
- 2. Identify any areas that require additional information**

### 1 Background

- 1.1 At the January committee, whilst discussing the Quarter 2 Performance Report, a number of issues were raised regarding the collection and dispersal of Community Infrastructure Levy and Section 106 Obligations.
- 1.2 The report at **Appendix 1** includes details of the amount of CIL receipts received, expended and retained for the financial year 2019/20, a breakdown of cumulative CIL receipts since its adoption in 2015 and details of demand notices issued during the reported year. It provides details of CIL passed to councils.
- 1.3 The report also provides an update on financial contributions collected through Section 106 Planning Obligations, including details of the new planning obligations which were agreed upon during the reported year and the monies which have either been allocated or expended within the reported year. The report also give a breakdown of any non-monetary

obligations.

## **2 Financial Implications**

2.1 There are no financial implications arising from this report.

## **3 Legal Implications**

3.1 There are no legal implications arising from this report.

## **4 Equalities Implications**

4.1 There are no equalities implications arising from this report.

## **5 Carbon Reduction/Environmental Sustainability Implications**

5.1 There are no carbon reduction implications arising from this report.

## **6 Appendices**

6.1 **Appendix 1:** Infrastructure Funding Statement 2019/20



**Gedling Borough Council  
Community Infrastructure Levy (CIL)**

**Infrastructure Funding Statement 2019/20**

**Published December 2020**

## **1 INTRODUCTION**

Welcome to the Gedling Borough Council Infrastructure Funding Statement. This statement sets out this year's income and expenditure relating to the Community Infrastructure Levy (CIL) and Section 106 (s106) Agreements.

As a result of the recent changes made by the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019, Local Authorities are required to produce Infrastructure Funding Statements on an annual basis.

Income collected from the CIL and / or s106 (collectively known as 'planning obligations' or 'developer contributions') is used to help fund the provision of infrastructure which is necessary to support and enable development and growth within the Borough.

Sections 2 and 3 of this statement will provide details of the progress in relation to the collection and expenditure of income generated through the CIL and s106 respectively for the last financial year.

Section 4 sets out the planned future expenditure of income generated through these mechanisms over the next reporting period.

### **1.1 Community Infrastructure Levy & Section 106 Agreements**

The Community Infrastructure Levy is a tariff-based charge on the development of new floorspace within the borough. Monies collected through the CIL can be used to fund a wide range of infrastructure (e.g. roads, medical practices and the provision of open space) that is required to meet the future growth needs of the borough.

The Gedling Borough Community Infrastructure Levy (CIL) Charging Schedule was approved by Full Council on 15<sup>th</sup> July 2015 and came into effect on 16<sup>th</sup> October 2015. Planning applications decided on or after 16<sup>th</sup> October 2015 may therefore be subject to CIL.

Section 106 agreements are private agreements made between local authorities and developers and can be attached to a planning permission to ensure that a certain development, which may otherwise be unacceptable in planning terms, meets the local planning authorities policy requirements. Typical forms of Section 106 Obligations include:

- Site-specific financial contribution;
- Non-financial obligations; and
- Provision of on-site affordable housing.

## 1.2 Summary of Headlines within Statement

**Table 1. Key Headlines from the Statement.**

**Summary of CIL Receipts**

A total of £423,522.65 in CIL receipts were collected during the financial year 2019/20.

A total of £1,276,677 receipts were retained at the end of the financial year 2019/20. Of this, £1,229,538 is to be used towards the provision of Strategic Infrastructure within the Borough, whilst £47,140 remains for Infrastructure projects identified through the Neighbourhood portion of the CIL.

A total of £23,807.91 was passed to Local Parishes during 2019/20 in accordance with Regulations 59A.

A total of £21,176 was allocated to cover the administrative costs of implementing and monitoring the CIL during 2019/20.

**Summary of Section 106 Contributions**

During the 2019/20 financial year £239,850.75 was collected in capital contributions through Section 106 Obligations.

A total of £405,733.50 capital contributions have been spent on infrastructure within Gedling Borough Council during the 2019/20 financial year.

At the end of the financial year 2019/20, £1,792,734 worth of capital contributions were retained by Gedling Borough Council.

## 2 COMMUNITY INFRASTRUCTURE LEVY

The amount of CIL payable depends on where the development is located within the borough, the type of use the development comprises of, and the net additional increase in floorspace (£ per Sqm).

Gedling Borough Council's Charging Schedule currently identifies two different types of Uses which are liable for the CIL. Retail development chargeable by a flat rate across the borough whilst new residential development is split into three different zones. The Charging Schedule and Map of the different zones are available to view from our website at <https://www.gedling.gov.uk/cil/>.

Alongside the Charging Schedule Gedling Borough Council also adopted a Regulation 123 List in accordance with the regulations in force at the time. Expenditure of the Strategic CIL receipt was approved for the following infrastructure projects:

- The Gedling Access Road (GAR);
- Secondary School Contributions for Gedling Colliery / Chase Farm and Top Wighay Farm strategic sites; and
- The Gedling Country Park Visitors Centre.

Unlike Section 106 Agreements, the CIL payable is a fixed rate which is mandatory and non-negotiable. The charge becomes payable upon the commencement of development.

### 2.1 CIL Income

Table 2 below provides a cumulative total of the receipts retained at the end of each year since Gedling Borough Council adopted the CIL in 2015.

<b>Table 2. Cumulative Total CIL Receipts Retained (to the nearest £)</b>	
<b>Year</b>	<b>Income</b>
2015/16	£0
2016/17	£36,171
2017/18	£420,148
2018/19	£1,038,139
2019/20	£1,276,677

Gedling Borough Council adopted the CIL on 16<sup>th</sup> October 2015. In accordance with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019, any planning application which was determined prior to this date is not chargeable. It is for this reason, along with a gap between the granting of permission and implemented, that no receipts were collected during the 2015/16 financial year.

Of all the receipts collected to date, the greatest amount of CIL collected from a singular development relates to the first phase of the Chase Farm development which has currently generated £1,162,609.88 in CIL Receipts. The receipts from this development explain the increase in CIL collected during the 2018/19 financial year.

## 2.2 Breakdown of CIL for 2019/20

During the reported year 2019/20, 23 Demand Notices were issued totalling £382,125.00 in CIL Receipts. To date £240,552.83 of these receipts have been collected. The collection of the remaining sums from these Demand Notices will be reported in the next annual Infrastructure Funding Statement.

In total there has been £423,522 collected in CIL receipts from across 12 different developments. A summary of the receipts collected during the year is detailed in Table 3 below.

Total Receipts Collected	£423,522.65
Receipts Passed to Local Parishes	£23,807.91
Administration CIL	£21,176.13
CIL Receipts Retained at End of Year	£1,276,677

Of the receipts which were collected during 2019/20, £332,116 is to be spent on strategic infrastructure projects that were identified on the Regulation 123 List while £70,230 is to be spent in the locality it was collected as part of the neighbourhood portion of the CIL. A total of £23,807.91 of the Neighbourhood portion of the CIL has been passed directly to the Local Parishes in accordance with Regulation 59A of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.

£21,176 (5%) has been set aside to cover the administration costs as permitted by the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.

In 2019 projects which were identified as suitable for funding through the Neighbourhood portion of the CIL, in accordance with Regulation 59F of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019, were awarded a total of £140,000.

A total of £1,276,677 in CIL receipts were retained at the end of the financial year 2019/20.

### 2.2.1 Strategic CIL

Since its adoption of CIL, Gedling Borough Council has collected £1,229,538 towards the provision of its strategic projects.

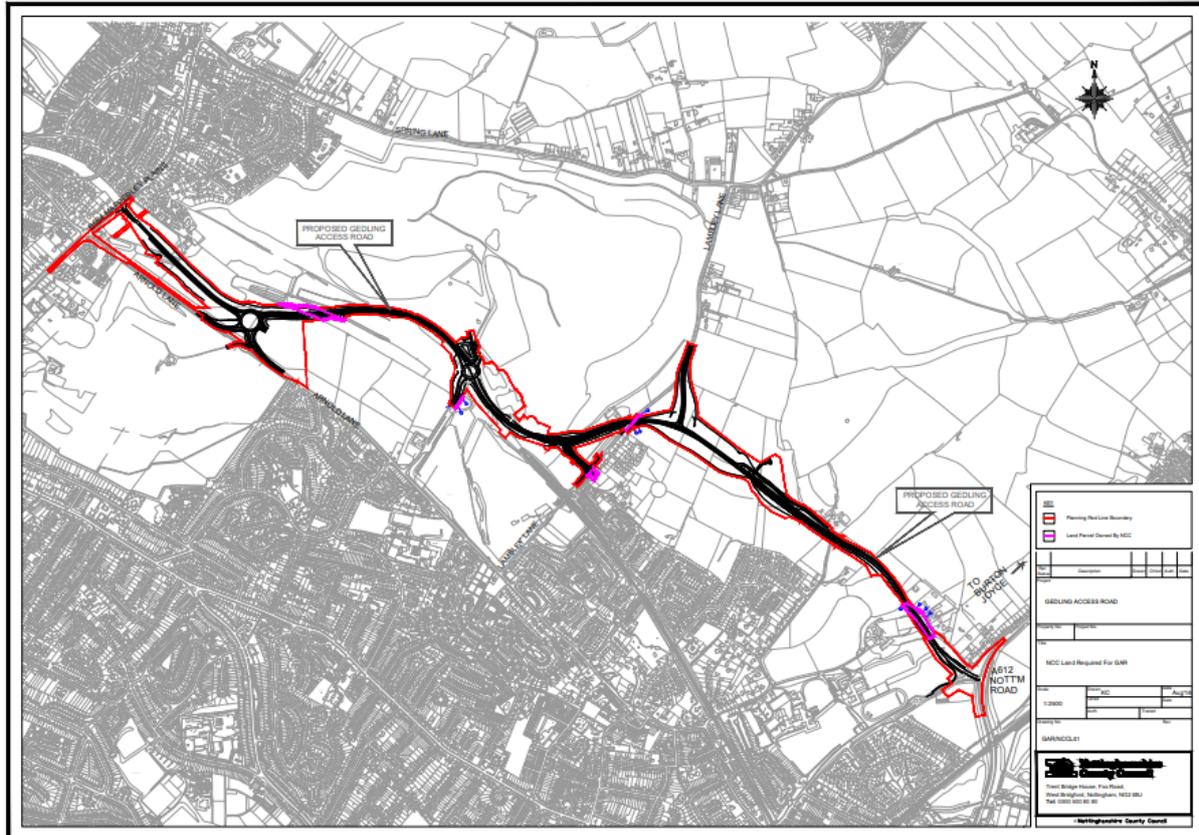
<b>Table 4. Annual Strategic CIL Collected (to the nearest £)</b>	
<b>Year</b>	<b>Income</b>
2015/16	£0
2016/17	£33,695
2017/18	£333,580
2018/19	£530,147
2019/20	£332,116
<b>Total</b>	<b>£1,229,538</b>

Following its introduction in 2015, the strategic portion of the CIL collected has been retained for the construction of Gedling Access Road (GAR) which remains the Council's first priority in terms of key infrastructure within the Borough. The Borough Council has agreed to make a contribution of up to £4.48 million from the Strategic CIL receipt.

The GAR is a new 3.8km single carriageway road which will provide a link between the B684 Mapperley Plains and the A612 Trent Valley Road / Nottingham Road. The provision of this piece of infrastructure is vital to support planned growth in this area. Construction of the GAR began in January 2020 and is expected to be completed in Autumn 2021. A video showing the proposed layout and route of the Gedling Access

Road can be found at <https://www.nottinghamshire.gov.uk/transport/roads/gedling-access-road/construction>.

**Figure 1. Map of Gedling Access Road**



### 2.2.2 Neighbourhood CIL

Under the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 a 'meaningful proportion of CIL receipts are to be passed to local town or parish councils for the area where development takes place. This is known as the 'neighbourhood portion'. The neighbourhood portion to be passed to the local council is set at 15% of the relevant CIL receipts (up to a cap of £100 per existing council tax dwelling) or 25% with no maximum cap specified where there is a Neighbourhood Development Plan in place. At this time there are four Neighbourhood Plans 'made' within Gedling Borough:

- Burton Joyce Neighbourhood Plan,
- Calverton Neighbourhood Plan,
- Linby Neighbourhood Plan, and

- Papplewick Neighbourhood Plan.

Table 5 below shows the portion of the Neighbourhood CIL Receipts which have been collected on behalf of local parishes.

<b>Table 5. Neighbourhood CIL Awarded to Local Parishes (to the nearest £)</b>	
<b>Year</b>	<b>Income</b>
2015/16	£0
2016/17	£3,842
2017/18	£12,374
2018/19	£8,059
2019/20	£23,808
<b>Total</b>	<b>£48,083</b>

Where there is no Parish Council, Regulation 59A of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 places a duty on charging authorities to allocate at least 15% (up to a cap of £100 per existing council tax dwelling) or 25% (uncapped) where there is a 'made' Neighbourhood Plan, of CIL receipts to spend on priorities that should be agreed with the local community in areas where development is taking place. Gedling Borough Council undertake annual consultations with local residents and groups to identify and assess projects which may be suitable for Non-Parish neighbourhood funding. Where no suitable projects are identified the Neighbourhood portion is carried over to the next financial year. Further information regarding the Neighbourhood portion of the CIL can be found on the Gedling Borough Council website at <https://www.gedling.gov.uk/cil/>.

Gedling Borough has 11 Parishes where the Neighbourhood portion of CIL Receipts will be passed to the Parish Councils if developments take place in those areas. The Parishes cover the following areas:

- Bestwood
- Colwick;
- Papplewick;
- Village;
- Lambley;
- Ravenshead;
- Burton Joyce;
- Linby;
- St Albans, and
- Calverton;
- Newstead;
- Woodborough.

In accordance with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019, Parish Councils must publish their own annual reports which detail funding and expenditure for each year where they have received monies passed down through the Neighbourhood Portion through CIL.

It should be noted that the extent of the Parishes does not cover the majority of the urban area of Gedling Borough (with the exception of Colwick). This creates a gap in the coverage for the Neighbourhood portion in the Borough. When development takes place in this area Gedling Borough Council will determine, in consultation with its residents, how to expend this element of the CIL in accordance with Regulation 59F of with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.

Below is a table showing the amount of CIL which has been collected and allocated towards the Non-Parish Neighbourhood element since the CIL was adopted.

<b>Table 6. Non-Parish Neighbourhood CIL Collected (to the nearest £)</b>	
<b>Year</b>	<b>Income</b>
2015/16	£0
2016/17	£2,476
2017/18	£50,397
2018/19	£91,344
2019/20	£46,423
<b>Total</b>	<b>£190,640</b>

To date Gedling Borough Council has provided funding to three pieces of infrastructure through the Non-Parish Neighborhood portion. These include:

## **Car Park extension at Gedling Country Park**

The sum of £100,000 was awarded to extension of the car park at Gedling Country Park, Mapperley in 2019.

Gedling Country Park was opened in 2015 and provides approx. 580 acres of open space, footpaths, and wildlife for members of the public to enjoy. Due to the growing popularity of the Gedling Country Park it was considered necessary to increase the capacity of the car park to the front of the site.

A Planning Application, reference 2019/0752, which sought permission for the “Creation of 100 additional car parking spaces. New connecting footpaths, landscaped bunds, and suds drainage system.” was granted Conditional Permission on the 22<sup>nd</sup> November 2019. Construction of the car park extension was completed early 2020.



## **Changing Room Facilities at Lambley Lane**

In 2019 a total of £40,000 was awarded to the replacement of the existing changing room facilities at Lambley Lane Recreation Ground.



Works are expected to be completed in August 2021.

### **New Lighting at Cinderpath**

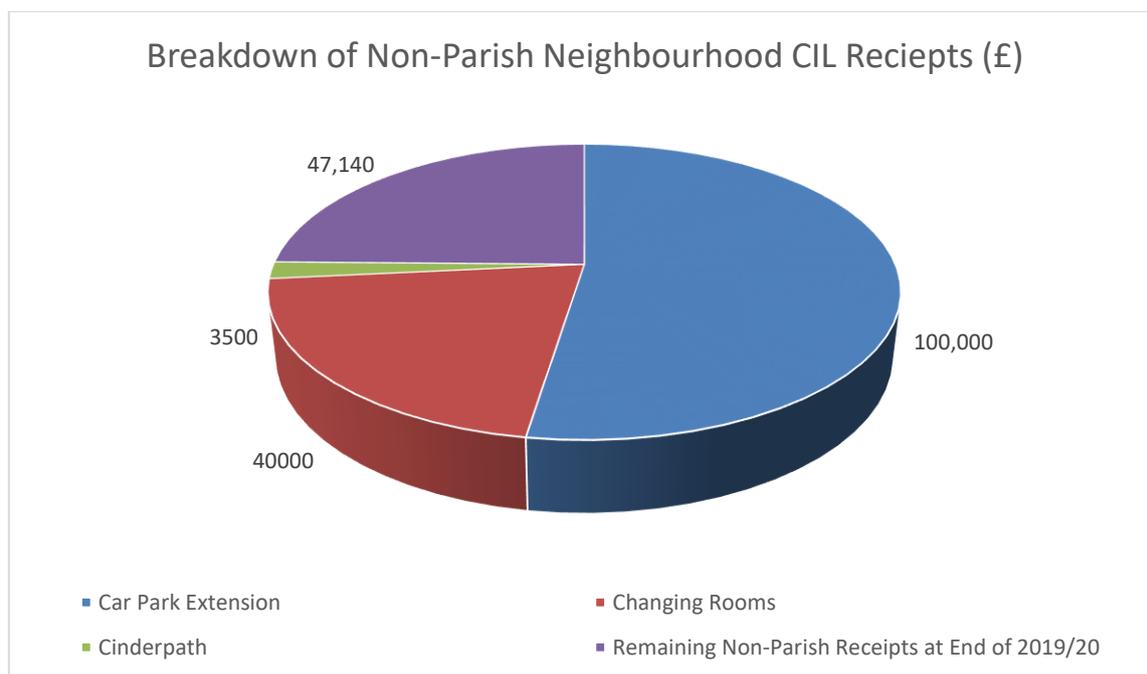
In 2018, an award of £3,500 was granted to deliver new lighting as part of the Cinderpath scheme in Netherfield.



Works were completed on the lighting for the Cinderpath in 2018.

To date a total of £143,500 in CIL receipts has been awarded to infrastructure projects in accordance with Regulation 59F of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019. At the end of the financial year 2019/20 £47,140 remain with Gedling Borough Council for allocation towards the funding of future nominated projects.

**Figure 2. Pie Chart showing allocation of Non-Parish Neighbourhood Funding**



### 2.2.3 CIL Administration Portion

The remaining 5% of monies collected through CIL Receipts is made available for Charging Authorities to cover the administrative costs associated with implementing and enforcing the CIL.

To date a total of £77,277 has been collected towards covering the costs of operating the CIL within Gedling Borough Council. Table 7 below shows a breakdown of the annual receipts collected towards this portion of the CIL.

<b>Table 7. Administration CIL Collected (to the nearest £)</b>	
<b>Year</b>	<b>Income</b>
2015/16	£0
2016/17	£2,106
2017/18	£20,861
2018/19	£33,134
2019/20	£21,176
<b>Total</b>	<b>£77,277</b>

### 3 SECTION 106 OBLIGATIONS

Gedling Borough Councils approach to planning obligations is set out within the Aligned Core Strategy 2014 (Part 1 Local Plan), the Local Planning Document 2018 (Part 2 Local Plan) and Gedling Borough Councils Planning Obligations Protocol 2014. Priorities which should be considered when negotiating planning applications include factors such as Affordable Housing, Open Space, Education and Primary Healthcare.

More detailed guidance regarding how obligations are calculated can be found in Gedling Borough Councils Supplementary Planning Documents and Guidance on the Gedling Borough Councils website at

<https://www.gedling.gov.uk/resident/planningandbuildingcontrol/planningpolicy/adoptedlocalplanandpolicydocuments/>.

#### 3.1 New Section 106 Agreements Signed

There have been several new planning permissions granted for larger developments which were subject to Section 106 Agreements. These include:

<b>Table 8. List of New Section 106 Agreements</b>		
<b>App Ref</b>	<b>Location</b>	<b>Obligations</b>
2018/0549	Carlton Police Station, Cavendish Road, Carlton, Nottinghamshire, NG4 3DZ	Local Employment Skills Plan.  Primary Healthcare Contribution £21,357 (Index Linked).*  Open Space Contribution £61,422.95 (Index Linked).*  Affordable Housing provision of 13 Affordable Units on-site.*  (*provision subject to re-assessment of viability if development not substantially complete within 48 months)

2018/1143	Land at Flatts Lane, Calverton, Nottinghamshire	Affordable Housing provision of 20% Affordable Units on-site.  Local Employment and Skills Plan.  Open Space LAP or LEAP Capital and Maintenance Contribution £193,798 (Index Linked).  Open Space Amenity Spaces Capital and Maintenance Contribution £58,311 (Index Linked).  Primary Healthcare Contribution £45,300 (Index Linked).
2017/0155	Land at Brookfields Garden Centre, Mapperley Plains, Nottingham, NG3 5RW	Affordable Housing provision of 30% Affordable Units on-site.  Local Employment and Skills Plan.  Primary Healthcare Contribution £45,300 (Index Linked).  Open Space Contribution £98,093.32 (Index Linked).
2019/0876	1 Lendrum Court, Burton Joyce, Nottinghamshire, NG14 5BB	To enter into Nomination Agreement regarding Affordable Housing units on-site.
2018/0607	Land North West, Park Road, Calverton, Nottinghamshire	Affordable Housing provision of 20% Affordable Units on-site.  Local Employment and Skills Plan.

		<p>Primary Healthcare Contribution £196,745.00 (Index Linked).</p> <p>Open Space Contribution £35,000.00 (Index Linked).</p>
2019/0770	84-86 Chapel Lane, Ravenshead, Nottingham	Open Space Contribution £41,346.80 (Index Linked).
2019/0764	Land at Chase Farm, Mapperley Plains, Mapperley, Nottingham	<p>Affordable Housing provision of 20% Affordable Units on-site.</p> <p>Local Employment and Skills Plan.</p> <p>Primary Healthcare Contribution £4,926.25 (Index Linked).</p> <p>Open Space Contribution £227,407.40 (Index Linked).</p>
2020/0009	Millbeck House, Oakdale Road, Arnold, Nottinghamshire, NG5 8BX	Local Employment and Skills Plan.

A copy of each Section 106 Agreement and other public documents relevant to each Planning Application can be viewed electronically on the planning portal at <https://pawam.gedling.gov.uk/online-applications/>.

### 3.2 Section 106 Capital Contributions Overview

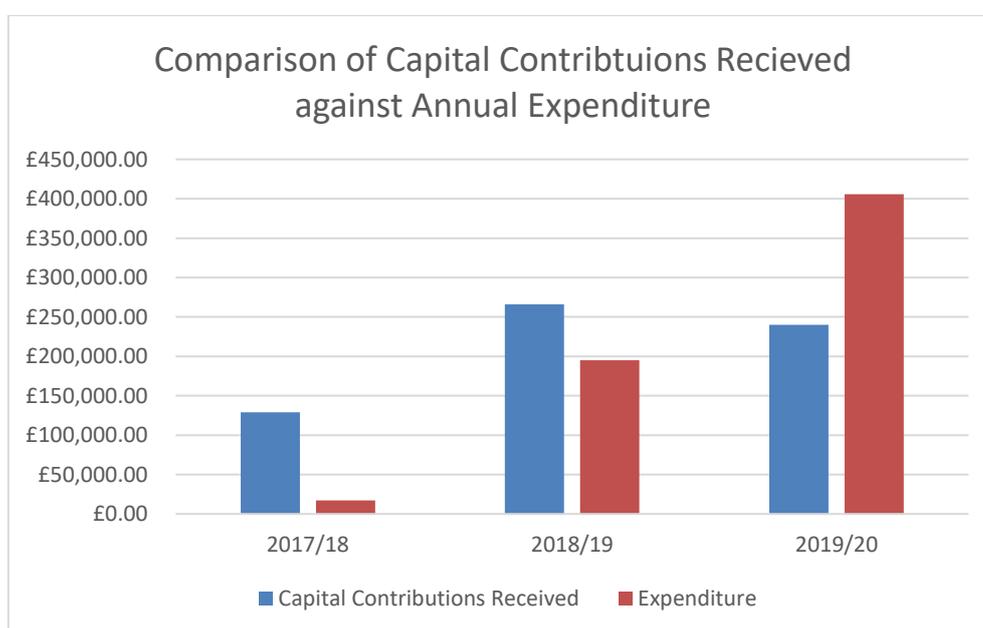
For the financial year 2019/20, a total of £239,851 capital was received in Section 106 Contributions with expenditure rising to £405,734.

Table 9 sets out the total amount received from S106 Contributions and the amount of Expenditure over the last three financial years.

<b>Table 9. Overview of Annual Section 106</b>		
<b>Year</b>	<b>Capital Contributions Received</b>	<b>Expenditure</b>
2017/18	£128,895.96	£17,079.00
2018/19	£266,066.78	£195,164.00
2019/20	£239,850.75	£405,733.50

As shown in figure 4 below, Gedling Borough Council has increased its expenditure of Section 106 Contributions for the past three years running. This is in keeping with the Borough Councils objective to ensure that appropriate infrastructure is delivered on site to mitigate against the impacts of new development and to meet the needs of its residents and local communities, and to ensure that contributions are spent in a timely manner.

**Figure 3. Section 106 Income and Expenditure since 2017/18**



### **3.3 Capital Contributions retained at end of Financial Year 19/20**

Contributions collected through a Section 106 agreement usually have a clause stating the timeframe in which the contribution is to be expended. Currently there are no S106 contributions which have exceeded the timeframe and plans are in place to ensure that the contributions are expended prior to the repayment dates set.

In the majority of S106 agreements the payback period is usually 10 years however these clauses can range between 5 – 10 years.

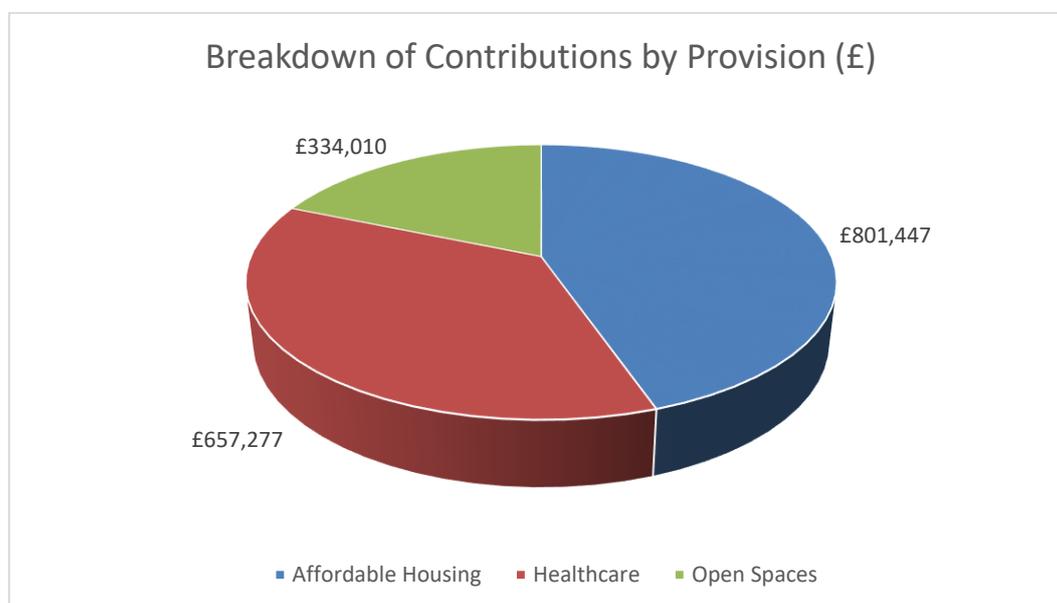
Table 10 below details the Capital Contributions which have been retained at the end of the financial year 2019 – 2020. These monies have yet to be allocated to a specific scheme or project.

<b>Table 10. Capital Contributions held at 31<sup>st</sup> March 2020.</b>					
<b>Site</b>	<b>Application Reference</b>	<b>S106 Received</b>	<b>Contributions Held</b>	<b>Provision</b>	<b>Deadline to for expenditure</b>
Spring Lane	2007/0748	2014	£25,124	Affordable Housing	2024
			£76,079	Open Space	
Land at Wighay Road	2014/0950	2016	£94,822	Open Space	2026
			£560,567	Affordable Housing	
			£21,741	Healthcare	
Land at Stockings Farm	2010/0437	2016	£435,232	Healthcare	2026
Bradstone Drive, off Spring Lane	2014/0740	2017	£23,903	Healthcare	2028
Land North of Papplewick Lane, Linby	2013/1406	2017	£37,346	Healthcare	2027
Land Off Cavendish Road	2014/0559	2017	£35,243	Open Space	2027
Land North of Papplewick Lane, Linby	2013/1406	2018	£215,568	Affordable Housing	2028
Land South of	2018/0911	2018	£28,518	Open Space	2028

Woodchurch Road					
Land at Teal Close, Netherfield	2013/0546	2020	£111,237	Healthcare	2030
Land West of Westhouse Farm	2014/0238	2019	£27,818	Healthcare	2029
Land Between Main St and Hollinwood	2012/0941	2019	£99,536	Open Space	2029
<b>Total</b>			<b>£1,792,734</b>		

Figure 5 below provides a breakdown of all the contributions currently held by Gedling Borough Council per service provision.

**Figure 4. Pie Chart showing S106 Contributions held per type of provision**



### 3.4 Section 106 Capital and Revenue Expenditure

In 2019/20 Section 106 Contributions totalling £405,733.50 were spent on infrastructure projects across the borough. Table 11 indicates which developments the contributions were drawn down from and what projects they were allocated to.

**Table 11. Capital Contributions expended during 2019/20.**

Site	Application Reference	S106 Contribution Received	Amount Spent	Provision/Project Funded
Bradstone Drive off Spring Lane	2014/0740	2017	£42,639.00	Westdale Lane Surgery, 20-22 Westdale Lane, Gedling Extension to practice, providing 4 No. additional consultation rooms.
Ashwater Drive, Mapperley	2010/1022	2017	£133,330.59	Westdale Lane Surgery, 20-22 Westdale Lane, Gedling Extension to practice, providing 4 No. additional consultation rooms.
Land Off Cavendish Road, Carlton	2014/0559	2017	£23,862.88	Westdale Lane Surgery, 20-22 Westdale Lane, Gedling Extension to practice, providing 4 No. additional consultation rooms.
Spring Lane Mapperley	2007/0748	2014	£63,537.68	Gedling Country Park, Seating Area, Viewing Platforms and Car Park Extension
7-9 Chapel Lane	2007/0623	2010	£35,298.48	Demolition of Burton Road
Spring Lane Mapperley	2007/0748	2014	£106,876.40	Demolition of Burton Road
Clearance of Historic Balance	Various		£188.47	Gedling Country Park, Seating Area, Viewing Platforms and Car Park Extension
<b>Total</b>			<b>£405,733.50</b>	

This is in keeping with the aim of ensuring that the delivery of appropriate infrastructure is provided to support the development of additional homes within the Borough.

As well as the collection and expenditure of capital contributions, it is not uncommon for Section 106 Agreements to require the payment of revenue contributions towards the ongoing maintenance of infrastructure which is provided. These payments are typically agreed for a period of 10 years. The majority of revenue contributions which are collected by Gedling Borough Council relate primarily to ongoing maintenance works on Open Spaces sites that the Council have adopted. Table 12 below sets out revenue contributions which have been collected by the Local Authority and the developments they have been spent on thus far.

<b>Table 12. Revenue Contributions Received</b>				
<b>Site</b>	<b>Date Received</b>	<b>Balance at 1<sup>st</sup> April 2019</b>	<b>Annual Payment 2019/20</b>	<b>Remaining Balance at 31<sup>st</sup> March 2020</b>
Spring Lane	2006	£3,413.20	£568.86	£2,844.34
Park Road, Bestwood	2006	£17,880.41	£0	£17,880.41
Edison Way, Arnold	2007	£15,637.62	£5,212.54	£10,425.08
Downham Close, Arnold	2008	£4,951.70	£825.28	£4,126.42
Emerys Road	2008	£2,316.38	£2,316.38	£0.00
Brooklands Drive	2008	£4,309.84	£1,445.50	£2,864.34
Arnold View Primary School	2009	£17,320.93	£2,474.42	£14,846.51
Burton Road, Gedling	2009	£4,582.03	£763.34	£3,818.69

188-194 Mapperley Plains	2016	£13,324.55	£1,903.51	£11,421.04
333-339 Mapperley Plains	2016	£16,861.60	£2,408.80	£14,452.80
Spring Lane	2017	£88,460.31	£11,057.54	£77,402.77
Land at Teal Close, Netherfield	2018	£2,549.67	£0.00	£2,549.67
<b>Total</b>		<b>£191,608.24</b>	<b>£28,976.17</b>	<b>£162,632.07</b>

### 3.5 Section 106 Monitoring Fees

The Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019 introduced a provision for Local Authorities to insert Monitoring Clauses into future Section 106 Agreements. These clauses allow fees to be levied to support the costs of monitoring and reporting on the delivery of Section 106 planning obligations.

Whilst the amendments to the Regulations allows for monitoring fees to be levied, any such fee must be both fair and reasonable based on the Local Authorities estimates of the actual costs of monitoring the agreement. The Borough Council has an adopted policy

<https://democracy.gedling.gov.uk/documents/s16689/Appendix%201%20Monitoring%20Fee%20Ststatement.pdf>.

To date Gedling Borough Council have sought Monitoring Fees in relation to nine developments. A list of these developments and the relevant monitoring fees are detailed below.

<b>Table 13. Section 106 Agreements with Monitoring Fees</b>			
<b>Site</b>	<b>Date S106 Signed</b>	<b>Value of Monitoring Fee</b>	<b>Status</b>
Land West Of Westhouse Farm, Moor Road, Bestwood, Nottinghamshire	21.03.2019	£1,260.00	Received

Carlton Police Station, Cavendish Road, Carlton, Nottingham, NG4 3DZ	29.03.2019	£315.00	Payment Due
Land North West, Park Road, Calverton, Nottinghamshire	18.02.2020	£2,520.00	Not Commenced
Land On Flatts Lane, Calverton, Nottinghamshire	03.03.2020	£2,835.00	Not Commenced
Land at Orchard Close, Burton Joyce, Nottinghamshire	26.03.2020	£2,520.00	Not Commenced
Land at Brookfields Garden Centre, Mapperley Plains, Nottingham, NG3 5RW	26.03.2020	£2,205.00	Not Commenced
84-86 Chapel Lane, Ravenshead, Nottingham	03.07.2020	£1,260.00	Payment Due
Land at Chase Farm, Mapperley Plains, Mapperley, Nottingham	09.07.2020	£1,890.00	Not Commenced
Land to the West of Mapperley Plains, Mapperley	08.10.2020	£1,890.00	Received
<b>Total</b>		<b>£16,695.00</b>	

### 3.6 Non-Monetary Contributions

In some instances, financial contributions may not be deemed necessary to mitigate against the impacts of a development. Instead it may be considered that the provision of on-site infrastructure such as Affordable Housing or, the agreement of future plans such as local employment schemes may be sufficient.

Table 14 details developments approved during the reporting year which include a provision to provide Affordable Housing on site.

<b>Table 14. Provision of Affordable Housing 2019/20</b>			
<b>Site Address</b>	<b>Application Reference</b>	<b>Date S106 Signed</b>	<b>Affordable Housing Obligation</b>
Land North West, Park Road, Calverton, Nottinghamshire	2018/0607	18.02.2020	20% of dwellings to be Affordable Housing Units (70% Affordable Rented Units and 30% Intermediate Housing)

Land On Flatts Lane, Calverton, Nottinghamshire	2018/1143	03.03.2020	20% of dwellings to be Affordable Housing Units (70% Affordable Rented Units and 30% Intermediate Housing)
Land at Brookfields Garden Centre, Mapperley Plains, Nottingham, NG3 5RW	2017/0155	26.03.2020	30% of dwellings to be Affordable Housing Units (70% Affordable Rented Units and 30% Intermediate Housing)
Land at Orchard Close, Burton Joyce, Nottinghamshire	2018/1034	26.03.2020	4 dwellings to be Affordable Housing Units (3 Affordable Rented Units and 1 Intermediate Housing)

Several Planning Permissions approved during the 2019 / 20 financial year include a requirement to submit an Employment and Skill Plans as part of a Section 106 Obligation. Table 13 details the developments which require such obligations.

<b>Table 13. Employment and Skills Plans Agreed 2019/20</b>	
<b>Site</b>	<b>Date S106 Signed</b>
Land North West, Park Road, Calverton, Nottinghamshire	18.02.2020
Land On Flatts Lane, Calverton, Nottinghamshire	03.03.2020
Land at Brookfields Garden Centre, Mapperley Plains, Nottingham, NG3 5RW	26.03.2020
Land at Orchard Close, Burton Joyce, Nottinghamshire	26.03.2020

### **3.7 Monies Borrowed**

No Section 106 monies were spent repaying money borrowed during the financial year 2019/20.

## **4 GOING FORWARD – PLANNED EXPENDITURE**

In accordance with the latest amendments to the CIL Regulations, the IFS outlines the future priorities in terms of expenditure over the next reporting period (2020/21).

The amount of CIL receipts generated in any given financial year is dependent upon the implementation of planning permissions and phasing of developments. Whilst it is possible to calculate the amount of CIL receipts expected through the totalling of Liability Notices generated, this will only ever be a theoretical figure as payment only becomes due upon the commencement of development.

Contributions generated through Section 106 Agreements must be spent in accordance with the terms set out within each Agreement (as negotiated during the planning application process). These terms will often have several trigger points, such as number of residential units occupied, which will cause the payment to become due. In this way, funding obtained through Section 106 agreements are heavily reliant upon the phasing and delivery of development and can vary greatly on a site by site basis, making it difficult to accurately forecast future income.

### **4.1 Strategic CIL**

Since Gedling Borough Council first adopted the CIL in 2015 the Strategic portion of CIL Receipts have been ring-fenced for the provision of the Gedling Access Road (GAR). The GAR remains a vital piece of infrastructure to support growth in the area and provide greater connectivity between the central urbanised area of the Borough such as Mapperley and Arnold, and more rural settlements such as Burton Joyce and Stoke Bardolph. Until such a time as the funding gap for the GAR has been reached, CIL receipts for the Strategic element will continue to be ring-fenced for this piece of infrastructure.

Once the funding gap for the GAR has been reached the focus will shift towards secondary school contributions at Gedling Colliery / Chase Farm and Top Wighay Farm strategic sites. It is envisaged that the interim funding gap for Secondary School facilities required for these two developments can be reduced through education contributions delivered through Section 106 Agreements. Expenditure on a possible visitor centre at Gedling Country Park has also been approved.

## 4.2 Neighbourhood Portion CIL

The Neighbourhood CIL will continue to be spent on providing and improving existing infrastructure within the Borough. 15% of CIL receipts will continue to be allocated to the Neighbourhood portion of the CIL rising to 25% in places where a Neighbourhood Plan has been adopted.

The Neighbourhood portion of CIL receipts collected in local parishes will continue to be forwards directly to these governing bodies for allocation.

Throughout the year, local community groups and stakeholders will be able to nominate projects for the Neighbourhood portion of the CIL receipts which are collected within non-parish areas. Submissions can be made by completing the electronic form on the Gedling Borough Council website at <https://apps.gedling.gov.uk/forms/default.aspx?formid=86>.

At the beginning of September an annual review of all the projects nominated will commence and includes a publication of a Local Infrastructure Schedule, a comprehensive project assessment followed by a public consultation, and a final report identifying which if any projects have been successful. If no projects are nominated or deemed appropriate the Neighbourhood CIL will be carried over to the next financial year.

Examples of types of Infrastructure which may be appropriate include:

- Improvements to local open spaces;
- Street improvements;
- Drainage improvements;
- Town centre regeneration and
- Recreational facilities.

It is important that any project which is nominated is able to demonstrate how it fulfils a need created by new development within the area and, should wherever possible, show availability to provide match funding through other revenue streams.

### 4.3 Section 106 Contributions

The Gedling 2020/21 capital programme sets out the future spending priorities of Gedling Borough Council. Currently £63,600 of Section 106 Contributions have been allocated towards infrastructure projects in the next financial year. The projects which have been identified so far as suitable for Section 106 funding are detailed in table 14 below.

<b>Table 14. Section 106 Contributions 2020/21 Allocations</b>
<b>Affordable Housing</b>
Burton Road £12,000 from Spring Lane 2007/0748 contributions.
<b>Open Spaces</b>
Gedling Country Park £16,000 from Spring Lane 2007/0748 contributions.
Lambley Lane Changing Rooms £35,000 from Cavendish Road 2014/0559 contributions.
<b>Healthcare</b>
No funding committed for 20/21 to date.
<b>Education</b>
Education Contributions are requested and secured by Nottinghamshire County Council. The County Council are required to draft their own Infrastructure Funding Statement reporting on financial contributions received through S106 Agreements. A copy of this document will be available for viewing on Nottinghamshire County Councils website.

Careful consideration will be given to remaining Section 106 Contributions which are being held by Gedling Borough Council. These remaining sums will be monitored and allocated when appropriate to infrastructure projects which accord with the legal definitions within the corresponding S106 agreements.

## 5 Infrastructure List

<b>Table 15. The Infrastructure List</b>	
<b>Community Infrastructure Levy</b>	
Construction of Gedling Access Road to facilitate Gedling Colliery / Chase Farm development.	To be funded through Strategic portion of CIL Receipts collected.
Secondary School Contributions at Gedling Colliery / Chase Farm and Top Wighay Farm developments.	To be funded through Strategic portion of CIL Receipts collected.
Gedling Colliery Country Park Visitors Centre	To be funded through Strategic portion of CIL Receipts collected.
Lambley Lane Changing Rooms	£40,000 allocated during 2018/2019 from Neighbourhood portion of CIL Receipts collected.
Annual assessment of suitable Infrastructure projects identified in accordance with Regulation 59F of the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019.	To be funded through the Neighbourhood portion of CIL Receipts collected.
<b>Section 106 Contributions</b>	
Provision of Affordable Housing Units either on-site or through capital contributions.	To be secured through Section 106 Obligations.
Provision of Open Spaces including new infrastructure and improvements to existing sites.	To be secured through Section 106 Obligations.
Provision for Primary Healthcare including new infrastructure and improvements of existing surgeries.	To be secured through Section 106 Obligations.
Any other future infrastructure which is deemed necessary, in accordance with the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019	To be secured through Section 106 Obligations.

The above is not a final account of all infrastructure that may be funded through Planning Obligations. The Infrastructure List will be monitored and may be updated accordingly to represent new projects that are identified in the future.

If you have any further queries or comments about this statement, please do not hesitate to contact us via email at [CIL@gedling.gov.uk](mailto:CIL@gedling.gov.uk) or phone on 0115 901 3731.

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## Report to Overview and Scrutiny Committee

**Subject:** Gedling Plan Quarter 3

**Date:** 8<sup>th</sup> March 2021

**Author:** Director of Corporate Resources and Section 151 Officer.

### Purpose

To inform the Overview and Scrutiny of the position against Improvement Actions and Performance Indicators in the 2020/2021 Gedling Plan at the end of quarter 3.

### Recommendation

**That the Overview and Scrutiny Committee:**

- **Consider, ask questions and identify any actions or indicators that require additional information; and**
- **Note the progress against Actions and Performance Indicators in the 2020/2021 Gedling Plan.**

### 1 Background

1.1 As usual, comprehensive details about the Gedling Plan can be assessed through the following link on the Council's website:-

<https://www.gedling.gov.uk/council/aboutus/prioritiesplansandperformance/gedlingplan/>

Members are recommended to view this document which reviews actions, indicators and outcomes for quarter 3. They contain explanations of variances from expected performance together with trend arrows for all the performance indicators within the Gedling Plan (note that an upward arrow indicates improved performance, irrespective of whether improvement is represented by a higher or lower value) and progress bars for all Gedling Plan actions showing progress made against project milestones.

1.2 The assessment criteria used for actions and indicators is based on red, amber and green traffic light symbols. To be assessed as green performance indicators must be in line with their expected performance at this stage of the year, whilst actions must

be on target against the “completed” or “in progress” milestones determined within the performance management system, Pentenna.

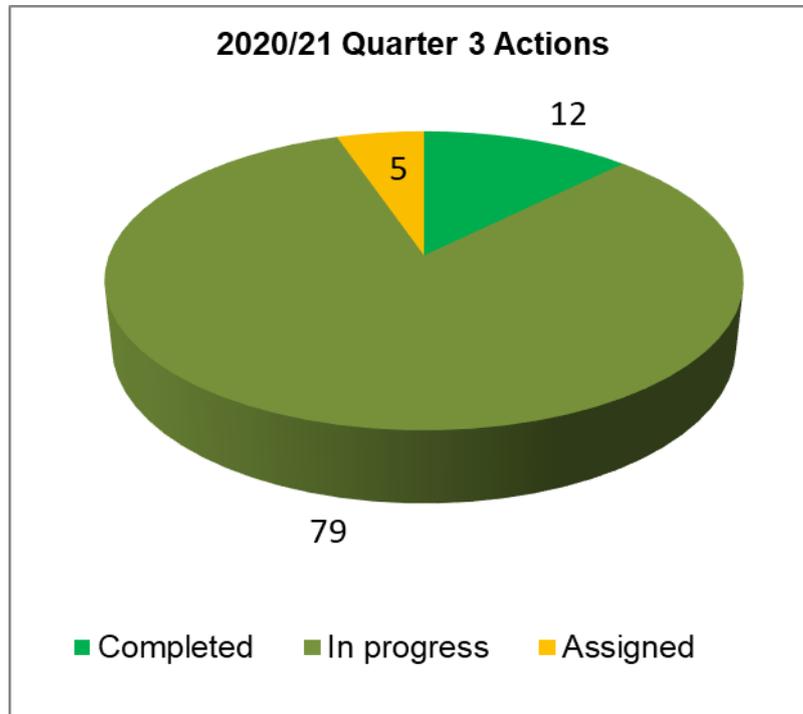
- 1.3 Performance reports now focus more directly on the Council’s priorities and offer an “early warning” system of instances where targets may not be secured.

## 2 Proposal

- 2.1 It is proposed that the Overview and Scrutiny Committee note the performance information for the Gedling Plan 2020-23 at the end of 2020/21 quarter 3 as set out below, and identify any actions or indicators where they require additional information.

### Actions

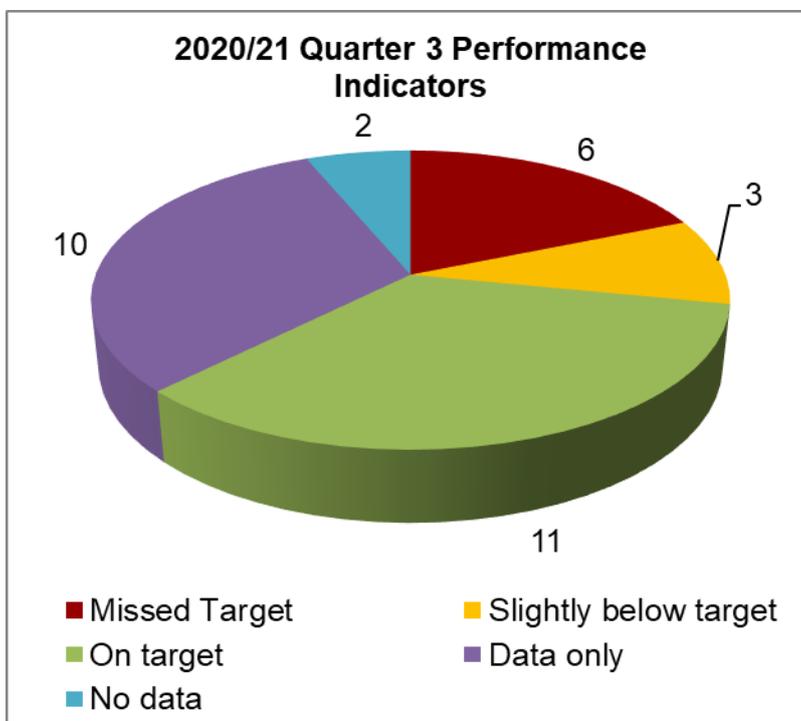
- 2.2 At this stage of the 96 actions included in the Gedling Plan 2020-23, twelve are complete, the rest are either in progress or assigned to an Officer. Members will be aware that a number of actions are due to be delivered across the 3 years of the Plan, some are expected to be started and completed in year 1, whereas other actions are not due to commence until years 2 and 3. It must be noted that the data in this report refers to quarter 3 of 2020/21 and it is expected that the majority of the actions identified for the year will be met.

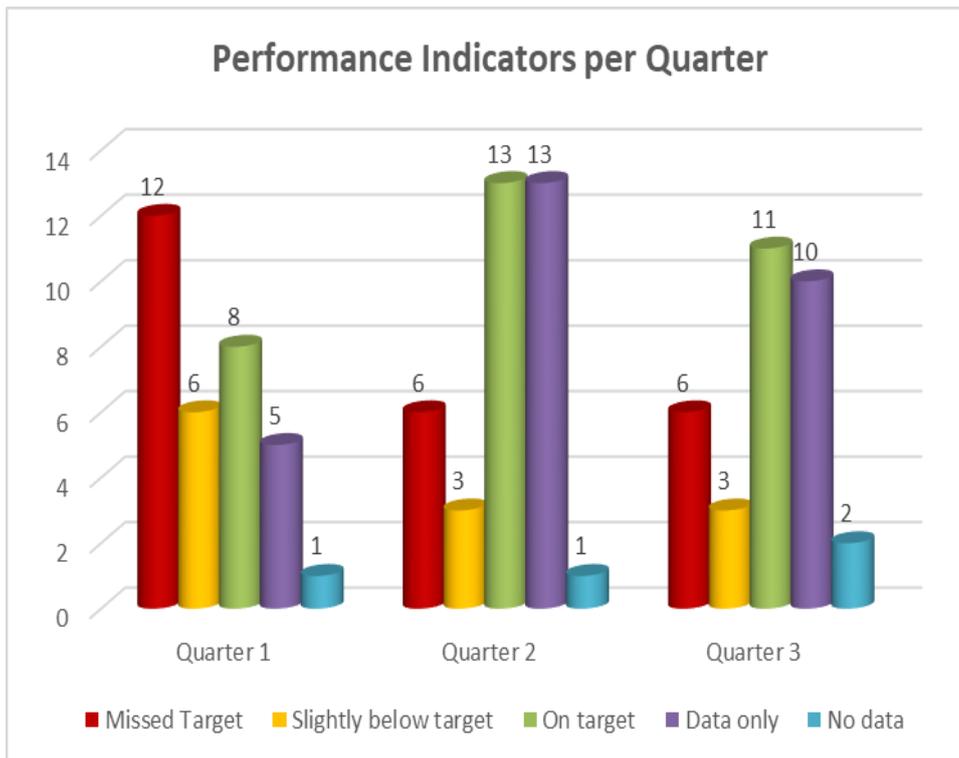


## Indicators

2.3 Overall indicator performance at the end of quarter 3 shows that out of a total of 32 indicators, 11 were on or above target, 3 were slightly below target and 6 indicators missed their target. Ten indicators are for tracking purposes only. This has increased significantly due to the impact of Covid resulting in a number of Performance Indicators moving from target led to tracking only as agreed.

At the time that this report was produced no data was available for the indicators NI 191 Residual household waste per household in Kg and NI 192 Percentage of household waste sent for reuse, recycling and composting. This data is provided by the County and wasn't available at this time.





2.4 Examples of particularly positive performance for quarter 3 include:

- 99.7% of fly tipping incidents removed within 4 working days
- Average time to process Housing Benefit change in circumstances (in calendar days) is 3.3 days against a target of 4 days
- 97.3% of calls to the contact centre answered (or call back made) against the target of 94.0%
- The number of Keep Me Posted email newsletter subscribers has continued to increase to 34,777
- 13 long term empty homes in the Borough returned to use as a result of Gedling Borough Council intervention against a target of 10
- 21 affordable homes delivered in Q3
- 97% of food premises scoring 4 or 5 in the national food hygiene rating scheme against a target of 90%

2.5 Heads of Service have highlighted that the following indicators are unlikely to meet their target by year end:

- Net additional homes provided
- Residual household waste per household

- Average length of time spent in temporary accommodation (in weeks)
- Percentage of Business Rates Collected
- Percentage of Council Tax collected
- Percentage of Minor planning applications processed within 8 weeks
- Working Days Lost Due to Sickness Absence (rolling 12 month total)

2.6 The following performance indicators missed their target at the end quarter 3 and are worthy of note. However from a Senior Leadership Team perspective there are no specific performance concerns to raise.

### Housing

A further 62 Net additional homes were built in quarter 3, but this was below the target of 120. This Construction during this period has been affected by lockdown restrictions which resulted in development pausing on many large and small sites within the Borough. To address why the target has been missed a Housing Delivery Action Plan was published 13<sup>th</sup> August 2020, [https://www.gedling.gov.uk/media/gedlingboroughcouncil/documents/planning\\_policy/documents/HDAP%202020.pdf](https://www.gedling.gov.uk/media/gedlingboroughcouncil/documents/planning_policy/documents/HDAP%202020.pdf), this analyses the key reasons for the under delivery of the Council's housing requirement and identifies measures the Council intends to undertake to increase delivery of new housing.

The Action Plan looks at the planning policy context, provides an analysis of past housing delivery (with regards to past performance, progress on Local Plan housing allocations, engaging with developers and viability and infrastructure issues) and identifies a number of key actions which aim to improve housing delivery. A number of the actions identified in the Action Plan fall within the remit of the Council, whilst other actions will need to be supported by other stakeholders involved in delivering housing, in particular landowners and house builders.

### Homelessness and Welfare Support

The average length of time spent in temporary accommodation (in weeks) was 22 weeks against a target of 15 weeks. The department is still experiencing high numbers of households in priority need presenting as homeless. In comparison, the amount of suitable social housing becoming available continues to decline and is not proportionate to the demand for housing in particular for larger families. We are working with the private sector to secure accommodation but this continues to be difficult.

### Sickness absence

Long-term absence accounted for almost half of all days lost in December (122 full-time equivalent days out of 231). Three large teams all had very high levels of

absence. Coronavirus sickness absence only accounted for 34 days lost out of a total of 268 days in December. The amount of days lost in December last year (231 FTE days) was almost the same as December this year (243 FTE days) although the number of days lost per employee was larger as the total number of employees in the workforce has reduced (354 FTE this year against 370 FTE in December 2019). As such, sickness absence hasn't really worsened between periods which is encouraging bearing in mind the current pandemic. Active management of long-term cases still remains perhaps the key focus and with a sustained effort to help these employees return to work as early as possible (and where possible).

## **Achievements**

- 2.7 A separate report has been produced highlighting additional key achievements delivered during quarter 3, focusing on areas where the Council has made a real difference to people's lives. This is attached as Appendix 1 and is available on the Council's website and in hard copy in the Members' Room. The following outcomes are identified for particular attention:

**Feeding Gedling Fund – Festive Parcels** - In response to footballer Marcus Rashford's campaign around children's food poverty launched in the October half term, GBC Elected Members had raised just over £10,000 to support food for vulnerable families and children in the Borough. The Humanitarian Team worked with NCC Children's Services, ABL Health, Gedling Play Forum, GBC Customer Services, the RHC Hub and Church and Food Bank Leaders Group to identify and provide healthy, festive food parcels to the 600 most vulnerable families in the Borough in the week leading up to Christmas.

**Staff Awards** - The first ever staff virtual staff award ceremony, organised and presented by the employee engagement group ("Our Gedling"), took place in December and was attended by over 100 employees from across the Council. The award ceremony was also made available on our employee Facebook page for employees unable to attend on the day.

**APSE Award 2020** – Our Parks and Street Care team won the APSE Annual Service Award 2020 for "Best Service Team: Street Cleansing and Streetscene Service (Public Realm)." Faced with pressure on 'Street Cleansing Services', especially in the Top Valley/Warren Hill Estate area of Gedling Borough, both in terms of finances, and escalating complaints, a solution was required to resolve the situation. By establishing a 'Clean Streets Partnership' working together with neighbouring authorities and local resident groups in a dynamic relationship, Gedling Borough Council Street Cleansing Services managed to raise standards of delivery and added social value to ensure tidier streets and better integrated waste and recycling.

**ABL partnership** - ABL (A Better Life) is a commissioned service who support the population to maintain healthy lifestyles and make healthier choices. The service

support they offer includes weight management, stopping smoking, intensive personalised support and well-being to name just a few. ABL will be going into partnership with Gedling Borough Councils Leisure Service department utilising the leisure facilities as a base to hold their client assessments and activity sessions. Redhill and Carlton Forum leisure facilities are the agreed venues to start with in 2021. ABL work together with partners to reduce costs across health economies delivering outcomes to clients, reduce GP appointments, mental health waiting lists and prescribing costs. Gedling Borough Council will play a part in this by providing up to date, clean and safe facilities with the latest fitness equipment and having friendly knowledgeable staff on hand to help local residents on their journey.

**Gedling Country Park** –Work was completed on a new outdoor seating area adjacent to the visitor Café 1899 at GCP. This is a new canopied seating area for 20 people plus, which will enable dog walkers to sit in shelter and drink a coffee in the inclement months ahead. The project was completed in December and opened by Portfolio Holder Cllr Barnes and the Leader.

**Business Grants (Covid Support)** - The Business Grants team continues to administer the ever changing business grants throughout the varying tiers and lockdowns. Currently 12 different grants are being administered with a combined grant value of around £11m. The Revenues Services team and the Financial Services team are administering these grants whilst still meeting statutory deadlines and maintaining performance in their day to day functions.

**Launch of the Armed Forces Membership** - On the 11<sup>th</sup> November the Armed Forces Membership was launched to residents of Gedling Borough who are retired or serving members of the armed forces. The membership gives unlimited free access to the borough's 3 fitness suites, as well as motivational sessions with the gym team and personal programme settings. Since its launch there have been over 100 applications to the scheme and lots of positive comments from eligible customers.

**One Step at a Time** - The need for "One Step at a Time" has been identified directly from the voluntary and statutory sectors reporting that the numbers of people now feeling isolated and lonely has increased as their normal networks of support have decreased or have gone digital (which they cannot or do not want to readily access). Due to shielding and increased risk factors older and vulnerable members of our communities have been disproportionately affected by the pandemic resulting in increased social isolation and reduced opportunities for physical activity. Not connecting via digital technology has left them feeling even more isolated and anxious.

The Council has supported Jigsaw Homes to deliver a pilot of the One Step at a Time project. Pilots are also being delivered by other organisations in Nottingham City, Mansfield, Ashfield and Bassetlaw and there is a group made up of all delivery

partners which reports to the LRF. Volunteers have been connected to tenants of Jigsaw Homes who would benefit from a short walk in their local area to increase their self-confidence in getting out and about and improving levels of physical activity in a safe and managed way.

To date, five tenants have been identified with varying levels of need. Eight volunteers have been referred to Jigsaw Homes for matching with tenants and they are being taken through an induction process and associated checks to enable them to start speaking with and meeting tenants in person.

### **3 Alternative Options**

- 3.1 Not to present an update on quarterly performance, in which case Executive members will not be aware of performance against the Gedling Plan 2020-23.

### **4 Financial Implications**

- 4.1 There are no financial implications arising out of this report.

### **5 Legal Implications**

- 5.1 There are no legal implications arising out of this report.

### **6 Equalities Implications**

- 6.1 There are no equalities implications arising out of this report.

### **7 Carbon Reduction/Sustainability Implications**

- 7.1 There are no carbon reduction/sustainability implications arising out of this report.

### **8 Appendices**

- 8.1 Appendix 1 – Examples of Achievements and Activities achieved during Quarter 3 2020/21.

**GEDLING**

**PLAN**

**2020-2023**

**Examples of Achievements and  
Activities**

**During**

**Quarter 3 - 2020/21**

# Cohesive, Diverse and Safe COMMUNITIES

## Promote and encourage pride, good citizenship and participation

**Pride of Gedling Awards** - The first ever virtual Pride of Gedling Awards took place in November. It was very popular with a very much larger audience than would be possible in a purely physical event and the feedback from attendees has been very positive.

**Gedling Youth Council** reconvened on Teams on 23rd November for the first time since February. Youth Service colleagues and Youth Councillors were able to input into question design for the Young Peoples Survey, which was launched in early December. Young people also reviewed the NCC Children and Young People Board MH2K peer led Mental Health consultation, highlighting issues for boys and young men in accessing help and support. Members were informed of their successful Lord Lieutenants Award for Volunteering, which was confirmed back in March/April 2020, pending a formal celebration planned at the Lord Lieutenant's residence in Summer 2021.

The Meeks Sisters, local residents presented their 'Kids Against Plastic' Charity and set out their aims to sign up Gedling and Countywide Primary Schools. As a result, the NCC Youth Service is rolling out sign up to the Charity and EcoToolkit by all of its Youth Centres, and the Youth Mayor is backing the campaign in Gedling primary schools, all of which have been sent the pledge and link.

Members also received a presentation from Public Health Commissioned ABL on their 'Your Health Your Way' young people's lifestyle initiative, and a short wellbeing survey was circulated to members after the meeting for completion.

**Gedling Seniors Council** reconvened on Teams on 11<sup>th</sup> December. Twelve members attended, most using Teams for the first time. Members enjoyed a mindfulness / safe aerobic exercise session delivered by a local practitioner, shared their Covid -19 experiences and hopes for the new year, and made plans for a Newsletter and a Seniors Council resilience building/constitutional development project, for which funding will need to be secured.

**NHS Volunteer integration and learning** - Gedling has been selected as a pilot for the integration of NHS Volunteer Responders following a successful bid submitted to 'NHS Good Sam' Funding opportunity. The £30,000 allocation will help integrate NHS registered volunteers at the local level, with a view to extending roles, engage in learning with a view to developing a sustainable partnership and local volunteer resource.

**Volunteers** - The Community Relations team have continued to support the recruitment and deployment of volunteers with a resurgence in interest in registering to volunteer during Lockdown 2. Volunteers continue to be signposted to One Step at a Time (through Jigsaw Homes) and Rushcliffe CVS as part of the South Notts Befriending service. In addition to this 5 volunteers assisted with the distribution of festive Good Neighbour Guides to community hubs around the borough. A further 6 volunteers assisted staff at the Richard Herrod Centre packing festive food parcels for local families. The Community Relations team maintains a database of around 50 volunteers who are active and responsive to new opportunities as they arise. An assessment of spontaneous community groups took place in advance of Lockdown 2 to ascertain if they were continuing to offer the same support to local residents as had been established earlier in the spring. Many reported that relationships had been formed between volunteers and local residents which were ongoing, and so new support requests were minimal. Further support from volunteers was available in many cases should it be needed and contact will be maintained with these groups should they require assistance from the Council.

**Gedling Christmas Projects** - Given the Covid-19 restrictions the Council coordinated Christmas promotion and celebration in a Covid-19 secure manner in December. This included an Arnold Covid-19 secure Festive Market and synchronised virtual Light switch on, production and distribution of Festive Good Neighbour Guide by GBC Volunteers, engagement of Church and Food Bank Leaders Group in promoting a safe Christmas and encouraging residents to keep an eye on older and vulnerable neighbour.

The Community Relations Team reproduced 25 children's entries to the Mayors Christmas Card competition for display in Arnold Market Place.

An artist created reusable lanterns which were displayed in Arnold Library and the Civic Centre. An instruction sheet on producing lanterns from recycled materials was produced and distributed to local schools. Carlton Digby School produced 20 lanterns which were displayed in the Civic Centre Foyer.

### **Reduce poverty and inequality and provide support to the most vulnerable**

**Feeding Gedling Fund – Festive Parcels** - In response to footballer Marcus Rashford's campaign around children's food poverty launched in the October half term, GBC Elected Members had raised just over £10,000 to support food for vulnerable families and children in the Borough. The Humanitarian Team lead worked with NCC Children's Services, ABL Health, Gedling Play Forum, GBC Customer Services, the RHC Hub and Church and Food Bank Leaders Group to identify and provide healthy, festive food parcels to the 600 most vulnerable families in the Borough in the week leading up to Christmas.

**Development of Family Food Clubs and Social Eating Opportunities** - The Council has submitted a bid to the NCC Emergency Assistance Fund for £55,000 for the rollout of up to 5 ultimately self-sustaining Family Food Clubs in Children's Centres in priority localities in Netherfield, Killisick, Newstead, Calverton and Arnbrook, as well as 'Cook and Eat' social eating sessions in community hubs in Netherfield, Newstead, Calverton, Bestwood, and in Youth Centres across the Borough.

### **Reduce anti-social behaviour, crime and the fear of crime**

**Selective Licensing Scheme progress** - A successful phase 2 selective licensing public consultation was held. This included engagement with landlord associations, press releases and Nottingham Post coverage. Leaflets were delivered together with an article to all residents in the Contacts magazine. Two live virtual consultation briefings were held online and recordings were made available on the council's website. Over 100 consultation responses have been received and the feedback from stakeholders is currently being considered.

**Covid compliance and enforcement work** has been ongoing. Covid Marshalls have been patrolling high footfall areas of the borough and engaging with businesses and the community to encourage compliance. Officers from the Public Protection Service have been investigating over 20 requests for service each week. The majority of cases are resolved informally but where necessary enforcement powers are used.

**Successful closure order** - Public Protection Officers, the council's Legal Team and Nottinghamshire Police worked in partnership to address a café and bookshop that continued to operate in breach of the restrictions. The business was closed after council officers successfully obtained a closure order after presenting evidence to the courts supported by Nottinghamshire Police.

# High Performing COUNCIL

## Provide efficient and effective services

**Annual Bulky Waste Collection** - In December, we launched our [annual Bulky Waste Collection](#) with over 700 online free collection bookings placed on the first day! This scheme helps out residents get rid of unwanted items, reduces fly tipping and in a bleak winter, every little helps.

**RESET** - Along with other teams the OD team has supported unplanned work related to Covid19 and in particular in relation to the placement of almost 160 contracted employees and casual workers across two teams (Leisure and Community Services) onto furlough when services were closed during “tier 3” restrictions.

## Maintain a positive and supportive working environment and strong employee morale

**An on-line programme of mental health awareness** has been launched and has been made available to as many employees across the council as possible. Although only just released the feedback has been very positive. This is in addition to the existing support programmes that include our Employee Assistance Programme.

**Staff Awards** - The first ever staff virtual staff award ceremony, organised and presented by the employee engagement group (“Our Gedling”), took place in December and was attended by over 100 employees from across the Council. The award ceremony was also made available on our employee Facebook page for employees unable to attend on the day.

## Improve use of digital technologies

**Projects and Upgrades** - A number of projects and upgrades have been completed within IT including; completing the implementing forms and zoom, the Civica OpenPortal Migration, the Mitel Contact Centre Upgrade and installing the Konica Data Collection Agent.

# Vibrant ECONOMY

## Ensure a robust strategic development framework is in place

**Authority Monitoring Report** - The National Planning Practice Guidance states that local planning authorities must publish information at least annually that shows progress with Local Plan preparation, reports any activity relating to the duty to cooperate and shows how the implementation of policies in the Local Plan is progressing.

The Authority Monitoring Report for GBC is there prepared annually and an updated version has now been published which covers the period 1 April 2019 to 31 March 2020. The monitoring report contains information on the implementation of the Local Development Scheme and the extent to which the policies contained in the Aligned Core Strategy and the Local Planning Document are being successfully implemented. The report also provides a baseline of information for the Borough.

To view the updated AMR, visit

<https://www.gedling.gov.uk/media/gedlingboroughcouncil/documents/planningpolicy/amrand5yhsa/FINAL%20AMR%202019-20.pdf>

## Drive business growth, workforce development and job opportunities

**Recruitment Academy** - Gedling Leisure department are working with Swim England to develop local volunteers and local residents that have shown an interest in swimming into Qualified Swimming Teachers. Swim England help to identify and train local residents to give them the skills to come and work with us at Gedling Borough Council. We have a recruitment drive upcoming and we hope that the fruitful partnership continues to provide talented and skilled staff for Gedling Borough Council.

**Supported Internship Programme** - Despite the restrictions placed on services due to Covid19, the Organisational Development Team has worked hard to push forward on two pieces of work to enable other teams to offer places through the Supported Internship Programme (PASC and Waste Services Admin) and KickStart (PASC and Waste Services). The Supported Internship Programme is run with partners at Notts County Council and West Notts College and provides meaningful work experience placements over a prolonged period of time for young people with learning difficulties. Our first placements start in January. The KickStart scheme is a programme just introduced by the Government to help unemployed young people on Universal Credit to gain paid work experience to help improve their chance of permanent employment after the six-month placement comes to an end.

**Apprenticeship Programme Success** - Our apprenticeship programme continues to be a success with 50% of the learners from cohort 1 having completed and the other 50% almost at the finish line. We have 4 more apprentices from cohort 2 on track to finish by April 2021. We are incredibly proud to be a part of this success and are working hard to get the other learners over the finishing line by April 2021.

**Business Grants (Covid Support)** - The Business Grants team continues to administer the ever changing business grants throughout the varying tiers and lockdowns. Currently 12 different grants are being administered with a combined grant value of around £11m. The Revenues Services team and the Financial Services team are administering these grants whilst still meeting statutory deadlines and maintaining performance in their day to day functions.

# Sustainable ENVIRONMENT

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

**APSE Award 2020** – Our Parks and Street Care team won the APSE Annual Service Award 2020 for “Best Service Team: Street Cleansing and Streetscene Service (Public Realm).” Faced with pressure on ‘Street Cleansing Services’, especially in the Top Valley/Warren Hill Estate area of Gedling Borough, both in terms of finances, and escalating complaints, a solution was required to resolve the situation. By establishing a ‘Clean Streets Partnership’ working together with neighbouring authorities and local resident groups in a dynamic relationship, Gedling Borough Council Street Cleansing Services managed to raise standards of delivery and added social value to ensure tidier streets and better integrated waste and recycling.

**Gedling Country Park** – Work was completed on a new outdoor seating area adjacent to the visitor Café 1899 at GCP. This is a new canopied seating area for 20 people plus, which will enable dog walkers to sit in shelter and drink a coffee in the inclement months ahead. The project was completed in December and opened by Portfolio Holder Cllr Barnes and the Leader.

**Gedling Country Park Tree Trail** - The artists ‘Instar’ have been appointed by the Council and the Friends of GCP to create a piece of art work to enhance the tree trail, funded by the Coop Community fund.

**Carlton Cemetery Remembrance Garden Extension** - Work to develop a derelict area within the Carlton Cemetery grounds adjacent to the existing Cemetery Remembrance garden, as a cemetery Remembrance garden extension, has taken place during October/November at Carlton Hill Cemetery. The official opening for this new facility was attended by the Portfolio Holder Peter Barnes and area ward member Cllr Gregory.

**Netherfield Community Activity Intensification Plan** - A ‘Partnership’ 5 days of Community Activity in Netherfield, titled the Netherfield Community Activity Intensification Plan is taking place over 5 weeks starting at the end of September and going on into October to include internal, (PASC Street Cleansing, Community Safety Wardens), and external, (Police), partners. This planned activity involves responsive and reactive activity for a wide range of issues, including fly-tipping, Graffiti, refuse bins on streets and litter due to parked vehicles. It involves leaflet letterbox drops and ‘knocking on doors’ as well as intensive Street Cleaning Operations to remove graffiti and fly-tips and to cleanse dense urban housing area streets and Netherfield Town Centre. It is hoped this initiative will support local residents and help to improve their environment whilst getting the message out about enviro-crime and the need to recycle.

**Grant Award for Killisick Recreation Ground** - Another FCC Communities Foundation grants bid has been successful for Killisick Recreation Ground which will see the refurbishment of the children’s play area. Tenders for this will be prepared in the New Year and work will start late Spring 2021.

**RESET** - Following the Covid-19 lockdown which ended 2<sup>nd</sup> December, all the Borough’s football matches resumed. Seating adjacent to the Kiosk in AHP and GCP Café remain closed as Tier 3 requirements dictate. Regular cleaning of the toilets and play areas is taking place to ensure Covid-19 compliance.

## **Conserve, enhance, promote and celebrate our heritage**

**Conservation in Bestwood and Lambley** - Reviews have been carried out of conservation area appraisals for Bestwood and Lambley. These appraisals identify the architectural and historic interests of the conservation areas and highlight the specific qualities that contribute to the need for them to be protected and enhanced. The updated appraisals provide a framework against which decisions about future development can be made. The purpose of a conservation area is not to prevent development but instead manage any changes in a way which preserves and enhances the conservation area without harming its special character and appearance. As part of the review, the boundaries of both conservation areas have been reassessed and a number of changes made. The updated appraisals have been created with valuable input from Bestwood and Lambley parish councils and Lambley Local History Society and take into account comments received from the local communities as a result of a consultation carried out in July and August. To view the updated appraisals, visit [www.gedling.gov.uk/conservation](http://www.gedling.gov.uk/conservation)

# HEALTHY lifestyles

## Improve health and wellbeing and reduce health inequalities

**Good Boost** - Gedling Leisure department have secured a free trial of an innovative new scheme called Good Boost, which is an activity programme delivered in the swimming pools to help improve the health and fitness of residents with musculoskeletal conditions. The scheme will launch in the New Year at Carlton Forum Leisure Centre.

**ABL partnership** - ABL (A Better Life) is a commissioned service who support the population to maintain healthy lifestyles and make healthier choices. The service support they offer includes weight management, stopping smoking, intensive personalised support and well-being to name just a few. ABL will be going into partnership with Gedling Borough Councils Leisure Service department utilising the leisure facilities as a base to hold their client assessments and activity sessions. Redhill and Carlton Forum leisure facilities are the agreed venues to start with in 2021. ABL work together with partners to reduce costs across health economies delivering outcomes to clients, reduce GP appointments, mental health waiting lists and prescribing costs. Gedling Borough Council will play a part in this by providing up to date, clean and safe facilities with the latest fitness equipment and having friendly knowledgeable staff on hand to help local residents on their journey.

**Social Prescribing and “Your Health, Your Way”** - The Council’s Community Development Coordinator has linked up with Your Health Your Way and other wellbeing services with the local NHS social prescribing system. The collaboration with these three initiatives will expand referral opportunities for link workers. They offer in quitting smoking, weight management, move more, drink less, falls prevention to mention but five.

## Reduce levels of loneliness and isolation

**Launch of the Armed Forces Membership** - On the 11<sup>th</sup> November the Armed Forces Membership was launched to residents of Gedling Borough who are retired or serving members of the armed forces. The membership gives unlimited free access to the borough’s 3 fitness suites, as well as motivational sessions with the gym team and personal programme settings. Since its launch there have been over 100 applications to the scheme and lots of positive comments from eligible customers.

**One Step at a Time** - The need for “One Step at a Time” has been identified directly from the voluntary and statutory sectors reporting that the numbers of people now feeling isolated and lonely has increased as their normal networks of support have decreased or have gone digital (which they cannot or do not want to readily access). Due to shielding and increased risk factors older and vulnerable members of our communities have been disproportionately affected by the pandemic resulting in increased social isolation and reduced opportunities for physical activity. Not connecting via digital technology has left them feeling even more isolated and anxious. The Council has supported Jigsaw Homes to deliver a pilot of the One Step at a Time project. Pilots are also being delivered by other organisations in Nottingham City, Mansfield, Ashfield and Bassetlaw and there is a group made up of all delivery partners which reports to the LRF. Volunteers have been connected to tenants of Jigsaw Homes who would benefit from a short walk in their local area to increase their self-confidence in getting out and about and improving levels of physical activity in a safe and managed way. To date, five tenants have been identified with varying levels of need. Eight volunteers have been referred to Jigsaw Homes for matching with tenants and they are being taken through an

induction process and associated checks to enable them to start speaking with and meeting tenants in person.

**Thriving Communities ‘Out of the Blue’** - A bid to the Thriving Communities fund managed by Arts Council England has been submitted by a partnership led by City Arts and including the Council, the Wildlife Trust, Jigsaw Homes and Age Concern. The proposal is for a project, ‘Out of the Blue’, which will use One Step at a Time as a starting point but which will offer guided walks in local green spaces and incorporate creative and heritage themed activities. The project will also link with the South Notts Volunteer Befriending project in terms of developing connections with people in advance of them accessing sessions. The project will create a resource of some kind which can be shared more widely and this will take the form of creative activities to take away and do, resources to assess online or walking guides. A decision on whether the bid has been successful is expected on around 15<sup>th</sup> March.

City Arts have been allocated £27k from Arts Council England for projects addressing loneliness and isolation and the Council intend to work with them on allocating this funding locally, most likely in a similar way as outlined in the ‘Out of the Blue’ proposal.

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## Report to Overview and Scrutiny Committee

Subject: **Corporate Management Risk Scorecard Quarters 1 and 2**

Date: 8<sup>th</sup> March 2021

Author: Democratic Services Officer

### PURPOSE OF THE REPORT

To update members of the Overview and Scrutiny Committee about concerns identified at the January committee on a number of risks in the Corporate Management Risk Scorecard Quarters 1 and 2.

#### RECOMMENDATION

**That the Overview and Scrutiny Committee:**

- Consider, ask questions and comment on the information provided

## 1 Background

1.1 It was agreed at the 9<sup>th</sup> March 2020 Overview and Scrutiny Committee that it would receive quarterly updates on the Corporate Risk Scorecard and specifically those issues that are identified by the Audit Committee to be of concern.

1.2 At the January 2021 Overview and Scrutiny Committee a number of Risks were identified as being of concern to members and additional information was requested.

- 1 Failure to prevent budget overheating once the budget has been set**, concern was raised about the collapse in income and the additional spend.
- 2 Failure to maintain financial integrity**
- 4 Failure to recruit and retain staff, and maintaining internal capacity**, members wanted to know how this could be addressed.
- 5 Failure to properly utilise ICT, react to changes technology**

**changes, and prevent data loss**, members wanted to know the effect the pandemic has had on this risk.

The Corporate Risk Register Monitoring for Quarters 1&2 is attached at **Appendix 1**.

- 1.3 Alison Ball, Director of Corporate Resources is attending the meeting to discuss the identified risks.

## **2 Financial Implications**

- 2.1 There are no financial implications arising out of this report.

## **3 Legal Implications**

- 3.1 There are no legal implications arising out of this report.

## **4 Equalities Implications**

- 4.1 There are no equalities implications arising out of this report

## **5 Carbon Reduction/Environmental Sustainability Implications**

- 5.1 There are no carbon/environmental/sustainability implication arising out of this report.

## **6 Appendices**

- 6.1 Appendix 1 Corporate Risk Register Monitoring – Quarter 1 & 2 2020

## Appendix 1 - Corporate Risk Register Monitoring – Quarters 1 and 2, September 2020

1	<p><b>FAILURE TO PREVENT BUDGET OVERHEATING ONCE THE BUDGET HAS BEEN SET</b></p> <p><b>Owner: Alison Ball</b></p> <p><b>Current Risk and Direction of Travel: RED – Deterioration from Green B1 (Low likelihood; Negligible Impact)</b></p> <p><b>Definition:</b></p> <p><i>Shorter term implications of overspending budgets or not collecting as much income as forecasted. This can cause adverse impact on Council balances.</i></p> <p><b>Key Risk Driver:</b> Financial Impact</p> <p><b>Raw Risk Value:</b> Serious - £50k - £500k</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• Quarter 1 budget monitoring was completed and reported to Cabinet for consideration on 6 August. Quarter 1 reported a projected overspend of £420k, primarily due to estimated net Covid-19 impacts, including deferred efficiencies, and the additional pay award above that budgeted of 0.75%. Cabinet approved the use of appropriate earmarked reserves to ensure the budget be maintained within Cabinet's maximum approved by Council. Whilst this position is improved from that initially expected at the time of the Quarter 4 2020 risk update, due to the announcement of further government funding including the income compensation scheme, the Cabinet report noted the significant uncertainty that still remained around the full impact of the Covid-19 pandemic. The risks recognised included a potential resurgence of the virus, rising demand pressures and income losses e.g ongoing leisure centre capacity restrictions, and noted that future adjustments may be recommended in order to maintain a balanced budget and appropriate allocation of resources;</li> <li>• Quarter 2 budget monitoring was completed and reported to Cabinet for consideration on 12 November. Quarter 2 indicates that expenditure will be contained within that approved at Quarter 1 i.e. after approved use of additional earmarked reserves to fund Covid impacts. Covid impacts have improved marginally and some income levels have recovered better than</li> </ul>
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	<p>initially forecast. Additional government emergency funding of £167k announced in October has enabled the reversal of £100k of the earmarked reserves usage approved at quarter 1 which, subject to no further pressures being identified, may now be available to support the future MTFP if required.</p> <p>Whilst a strategy has been identified to maintain a balanced budget as detailed above, the risks are now again increasing due to the emerging second wave of the virus requiring both local restrictions in Nottinghamshire and subsequently national restrictions, requiring further response activity and the closure of facilities. The 2020/21 budget will continue to be closely monitored and further mitigation measures may be recommended to secure a balanced position.</p>
2	<p><b>FAILURE TO MAINTAIN FINANCIAL INTEGRITY</b></p> <p><b>Owner: Alison Ball</b></p> <p><b>Current Risk and Direction of Travel: RED – No change (E4 major impact £500k to £1m)/very high likelihood)</b></p> <p><b>Definition:</b></p> <p><i>Affecting the ability of the Council to meet its financial commitments in the longer term.</i></p> <p><b>Key Risk Driver:</b> Financial Impact</p> <p><b>Raw Risk Value:</b> Critical - £1m+</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p>The Council's financial position remains extremely challenging and future funding remains uncertain.</p> <p>An increased risk level was reported in quarter 4 of 2019/20 due to the risks arising from the Covid-19 pandemic which remains unchanged as at quarter 2.</p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>Quarter 1 - MTFP scenario planning was considered by SLT incorporating the increased risks presented by Covid in terms of spending pressures and the impact on income levels due to the lockdown and potential ongoing demand levels. After accounting for estimated grant funding a shortfall of c£0.7m to £1.0m for the 2020/21 full impact was projected (not all arising during 2020/21 i.e. collection fund deficits impact in the following year) which would need to be funded from earmarked reserves and additional savings. The Government announced</li> </ul>

a further delay in the Fair Funding Review and Business Rates retention scheme which further inhibits meaningful medium term financial planning at a critical time. SLT reviewed the current approved efficiency programme to identify items at high risk of non-delivery to determine if any replacement plans need to be developed during the 2021/22 budget process alongside plans to deliver the target of £250k approved by Council in March 2020 and £100k to fund to ongoing pressure of the 2020/21 pay award in excess of that estimated.

- Quarter 2 - A mid-year review of the MTFP considering the potential ongoing impacts of Covid-19 was completed by SLT and reported to Cabinet in November. The report details the key financial risks and presents a reasonable case scenario for the future ongoing impacts and the potential funding gap requiring mitigation measures in the absence of government funding being made available in the local government finance settlement. The Chancellor of the Exchequer has confirmed there will be a one-year only settlement which, along with the previously confirmed deferral of the Fair Funding Review and Business Rates retention scheme, continues to inhibit meaningful financial planning. In a reasonable scenario mitigation measures of the use of earmarked reserves and an additional efficiency programme of £400k will be required to maintain a balanced MTFP. The MTFP will be closely reviewed during the budget process and recommendations for mitigation measures will be made to Budget Council in March as appropriate. The second wave of Covid-19 further increases risks to the economy and securing a sustainable MTFP in the absence of future government funding via the Settlement.
- Monitoring of the Brexit impact and action plan has been completed and will continue to be reviewed. Brexit negotiations are continuing with a trade deal still not finalised and this uncertainty is recognised as an additional risk to the achievement of a balanced Medium Term Financial Plan.

Actions outstanding:

- Implementation of Advertising, Sponsorship and Marketing strategies to generate additional funding;
- Development of a Procurement and Contract Management Strategy to ensure value for money in purchasing.

3	<p><b>FAILURE TO PROTECT STAFF, INCLUDING HEALTH &amp; SAFETY ISSUES</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: AMBER – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>Ineffective systems, processes and equipment that can present danger to individuals or groups of employees.</i></p> <p><b>Key Risk Driver: Health &amp; Safety</b></p> <p><b>Raw Risk Value: Major – Loss of life / major illness</b></p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• Health and Safety annual risk assessment declarations were introduced and completed by Service Managers;</li> <li>• Covid-19 secure risk assessments have been completed by all service areas prior to staff moving back into our buildings as restrictions are lifted and as we re-instate services. An additional 104 risk assessments have been generated that are covid-related;</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Full implementation of emergency evacuation templates at each council location, delayed due to Covid-19;</li> <li>• Periodic reviews of Covid secure risk assessments in light of most recent government advice.</li> <li>• Transfer all completed risk assessments on to the e-system.</li> </ul>
4	<p><b>FAILURE TO RECRUIT AND RETAIN STAFF, AND MAINTAINING INTERNAL CAPACITY</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: AMBER – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>Associated with the particular nature of each profession, internal protocols, managerial abilities, and sickness levels.</i></p> <p><b>Key Risk Driver: Service Provision</b></p>

	<p><b>Raw Risk Value:</b> Serious – Significant elements of a service suspended / reduced</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p>As a consequence of budget pressures, decreasing workforce, increasing workload and higher customer expectations we are seeing an impact on capacity and resilience which may result in a potential reduction in performance. Work is needed to help improve organisational capacity and resilience by developing the skills and abilities of key leaders and staff.</p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• Implementation of the Agile Working Strategy is ongoing and was accelerated to enable the rapid implementation of home working due to Covid-19 restrictions with a fully agile combined risk assessment completed. The Agile Working business case was circulated to Service Managers for comment and will be considered at a future meeting of SLT;</li> <li>• A benefit statement for employees has been completed and circulated to staff in June 2020.</li> <li>• A first draft of the Workforce Strategy has been completed and approved by to SLT in October including an action plan and timeline for implementation</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Workforce Strategy to be formally approved and implemented. The Strategy will seek to ensure that staff are creative, flexible and have the right skills to respond positively to the challenges that lie ahead;</li> <li>• Final approval and implementation of the Agile Working Strategy business case.</li> </ul>
5	<p><b>FAILURE TO PROPERLY UTILISE EXISTING ICT, REACT TO TECHNOLOGY CHANGES, AND PREVENT DATA LOSS</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: RED – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>The capacity of the Council to deal with the pace / scale of technological change, or its ability to use technology to address changing demands. Challenges over the security, storage and retention of both electronic and manual records, and data.</i></p> <p><b>Key Risk Driver:</b> Objectives</p>

	<p><b>Raw Risk Value:</b> Major – Directorate objectives not met</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• An agreement has been reached with partners and the software provider of the Abris Housing Needs system for the separation of the database to secure GDPR compliance. Contracts for the implementation have been finalised and work commenced in August with completion expected by December 2020;</li> <li>• General Data Protection Regulations – the delivery of the project plan to ensure that the Council responds to the requirements of the Act is essentially complete with ongoing compliance now the risk. Essential training for new staff and refresher training has been deferred due to Covid;</li> <li>• Ongoing implementation of the Digital Strategy annual action plan which sets out a requirement that the technological solutions we invest in are used to their full potential;</li> <li>• A staffing report to enable the establishment of the post approved in a resource development bid for an additional IT Technical Officer to support the delivery of key digital projects and ensure that the robustness of cyber system security processes are maintained, was approved by SLT and the post has been advertised.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Cyber Security risk assessment – the first draft has been considered by SLT and further information requested but the response has been delayed due to Covid-19. The Internal Audit Team (BDO) is to currently undertaking an advisory cyber risk review which will support the conclusion of the risk assessment;</li> <li>• Abris Housing Needs system amendments to be implemented;</li> <li>• Ongoing implementation of the Digital Strategy action plan. The Strategy will be refreshed to ensure that it effectively supports the future three year Gedling Plan.</li> </ul>
6	<p><b>FAILURE TO PROTECT &amp; UTILISE PHYSICAL ASSETS</b></p> <p><b>Owner: Mike Avery</b></p> <p><b>Current Risk and Direction of Travel: AMBER – NO CHANGE</b></p> <p><b>Definition:</b></p>

	<p><i>Buildings that are fit for purpose, safe, secure, and meet legislative requirements for fire, asbestos, and water-testing. Land, buildings and other assets to be recorded on a database.</i></p> <p><b>Key Risk Driver:</b> Health &amp; Safety</p> <p><b>Raw Risk Value:</b> Major – Loss of life / major illness</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• The rolling programme of condition surveys for all council-owned buildings is continuing and is now 75% complete;</li> <li>• Suitability and sufficiency surveys of all Council assets has commenced as part of the asset management planning process;</li> <li>• Parks Risk Review - plans to increase the level of tree inspection works to support the development of a tree register are in development;</li> <li>• Counter Terrorism Review – a security review has been completed by external agents and an action plan development which will now be reported to SLT for approval.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• A tree register is to be developed to support the parks risk review work;</li> <li>• Completion of the asset condition and suitability surveys;</li> <li>• Approval and implementation of the actions arising from the Counter Terrorism Review.</li> </ul>
7	<p><b>FAILURE TO REACT TO CHANGES IN LEGISLATION</b></p> <p><b>Owner:</b> Helen Barrington</p> <p><b>Current Risk and Direction of Travel:</b> AMBER – NO CHANGE</p> <p><b>Definition:</b></p> <p><i>Associated with current or potential changes in national or European law which can lead to possible breaches of legislation. Assessing the wider implications of new legislation on both the Council and its residents.</i></p> <p><b>Key Risk Driver:</b> Financial Impact</p> <p><b>Raw Risk Value:</b> Major - £500k - £1m</p>

	<p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• General Data Protection Regulations and Data Protection Act 2018 – the delivery of the project plan to ensure compliance is essentially complete with ongoing compliance now the risk;</li> <li>• Universal Credit implementation is ongoing. All government guidance is monitored but the pace of roll-out is slower than predicted.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Implement any outcomes from the Recycling and Waste Strategy consultation. Requirements may include an increase in recycling requirements and consequent funding implications but the outcome of the consultation is still awaited;</li> <li>• A new risk identified was identified in 2019/20: the Supreme Court is currently considering a case in respect of annual leave and associated payments for irregular workers e.g. casual workers, which may have consequences for all employers nationally – the outcome is awaited and the impact for the Council will be determined.</li> </ul>
8	<p><b>FAILURE OF CONTRACTORS OR PARTNERSHIP ARRANGEMENTS – CONTRACTUAL BREACHES</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: AMBER – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>Associated with the failure of contractors and partnership arrangements to deliver services or products to the agreed cost and specification.</i></p> <p><b>Key Risk Driver:</b> Financial Impact</p> <p><b>Raw Risk Value:</b> Serious - £50k - £500k</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• Implementation of the contract management module of the new procurement system is ongoing and the transfer of legacy information into the contracts register has commenced but implementation is delayed due to Covid with completion now expected in quarter 3 of 2020/21;</li> <li>• Client officer and construction management guidance and templates have been introduced.</li> </ul>

	<p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Contract management processes are to be developed and implemented as part of the new e-procurement system;</li> <li>• A review of procurement and supply chain issues related to Brexit subsequent to trade negotiations.</li> </ul>
9	<p><b>INABILITY TO DEFEND ONE-OFF CHALLENGES TO A COUNCIL DECISION OR NEW COMPENSATION TREND EMERGES</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: GREEN – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>Councils are increasingly vulnerable to judicial reviews and new compensation claims.</i></p> <p><b>Key Risk Driver:</b> Financial Impact</p> <p><b>Raw Risk Value:</b> Serious - £50k - £500k</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• None to be delivered.</li> </ul> <p><u>Actions outstanding:</u> There are currently no outstanding control gaps in the strategic or operational risk registers relating to this corporate risk.</p>
10	<p><b>FAILURE TO MAINTAIN SERVICE STANDARDS, CUSTOMER SATISFACTION, AND/OR MEET CUSTOMER EXPECTATIONS</b></p> <p><b>Owner: Helen Barrington</b></p> <p><b>Current Risk and Direction of Travel: AMBER – NO CHANGE</b></p> <p><b>Definition:</b></p> <p><i>Related to channel shift to more digital on-line services but retaining the availability of face-to-face services. Affecting the competitiveness of the service (in terms of cost or quality) and/or its ability to deliver best value.</i></p> <p><b>Key Risk Driver:</b> Reputation</p>

	<p><b>Raw Risk Value:</b> Major – Adverse national publicity</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p>The emergence of the Covid-19 pandemic has caused the deterioration in the assessed level of risk in quarter 4 of 2019/20. Covid-19 resulted in a number of service closures and suspensions in quarter 4 due, both to the government imposed restrictions, and the uncertainty of available staffing levels due to sickness, shielding and the prioritisation of critical services. The consequence is a possible adverse impact on service standards and customer satisfaction. Improvements in the risk level are expected as service levels return to normal but this could be impacted by a second outbreak of Covid 19. The impact is not expected to continue in the longer term.</p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>Monitoring of complaints received for Covid-19 related impacts has been completed and initially did not indicate any significant issues during quarter 1. However, increased incidents of customer frustration have emerged during quarter 2 due to full service levels not being possible in all areas due to Covid.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>To continue complaints monitoring and resume service levels when the risks are reduced and staffing levels and government guidance enable us to do so.</li> </ul>
11	<p><b>FAILURE TO PREVENT DAMAGE TO THE COUNCIL'S REPUTATION</b></p> <p><b>Owner:</b> Mike Hill</p> <p><b>Current Risk and Direction of Travel:</b> GREEN – NO CHANGE</p> <p><b>Definition:</b></p> <p><i>Related to the Council's reaction to a specific event or issue, or generally a downturn in quality of service.</i></p> <p><b>Key Risk Driver:</b> Reputation</p> <p><b>Raw Risk Value:</b> Major – Adverse national publicity</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <p>Quarterly monitoring of performance information by SLT is an embedded process and timely management action is taken to address any service quality issues arising.</p>

	<p><u>Actions outstanding:</u> There are currently no outstanding control gaps in the strategic or operational risk registers relating to this corporate risk.</p>
12	<p><b>FAILURE TO REACT TO AN ENVIRONMENTAL INCIDENT OR MALICIOUS ACT</b></p> <p><b>Owner: Mike Hill</b></p> <p><b>Current Risk and Direction of Travel: GREEN – Improvement from Amber B3 to Serious Impact/Low Likelihood to B2 Minor Impact/Low Likelihood</b></p> <p><b>Definition:</b></p> <p><i>Council reaction to a natural occurrence e.g. widespread flooding, or other events such as fire and explosions.</i></p> <p><b>Key Risk Driver:</b> Reputation</p> <p><b>Raw Risk Value:</b> Major – Adverse national publicity</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p>The emergence of the Covid-19 pandemic revealed some gaps in existing Business Continuity Plans meaning that some control gaps existed and the previously assessed risk level was too low.</p> <p><u>Actions completed during quarters 1&amp; 2:</u></p> <ul style="list-style-type: none"> <li>• Cabinet approved the Business Continuity Policy and Business Continuity Impact Assessment Guidance in July;</li> <li>• All Business Continuity Impact Assessments have been reviewed and completed in accordance with the updates Business Continuity Policy ensuring a full suite of plans covering all risk events is now available.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• Development of business continuity promotion page on the website.</li> </ul>
13	<p><b>FAILURE TO REACT TO SOCIO-ECONOMIC TRENDS</b></p> <p><b>Owner: Mike Hill</b></p> <p><b>Current Risk and Direction of Travel: GREEN - NO CHANGE</b></p>

	<p><b>Definition:</b></p> <p><i>Relating to the effects of changes in demographic, residential, or socio-economic trends on the Council's ability to meet its objectives.</i></p> <p><b>Key Risk Driver:</b> Reputation</p> <p><b>Raw Risk Value:</b> Serious– Adverse regional publicity</p> <p><b>Corporate Risk Register Outstanding Controls:</b></p> <p><u>Actions completed during quarters 1 and 2:</u></p> <ul style="list-style-type: none"> <li>• The Senior Leadership Team receives economic indicator reports on a bi-annual basis that reports over the themes of homelessness, new homes, benefits and income, and local economy. SLT reflect on these demographic trends and ensure they are fully reflected in service planning processes to ensure needs continue to be met.</li> </ul> <p><u>Actions outstanding:</u></p> <ul style="list-style-type: none"> <li>• To undertake a 'Visioning' exercise to identify longer term forecasts for socio-economic trends and how these will be reflected in the longer term priorities for the Council to ensure services can meet future needs within available resources.</li> </ul>
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**HIGH RISK AUDIT RECOMMENDATIONS RAISED IN PREVIOUS YEARS BUT NOT YET IMPLEMENTED:**

There are no high risk audit recommendations from previous years that have not been addressed and implemented.

**HIGH RISK AUDIT RECOMMENDATIONS RAISED IN THIS FINANCIAL YEAR:**

There have been no high risk recommendations reported to date during 2020/21.



**Report to: Overview and Scrutiny Committee**

**Subject:** Scrutiny Work Programme

**Date:** 8<sup>th</sup> March 2021

**Author:** Democratic Services Officer

## **1 PURPOSE OF THE REPORT**

To provide an update on the current scrutiny work programme.

### **Recommendation(s)**

**That the Overview and Scrutiny Committee:**

- 1) Note the update on scrutiny working groups**
- 2) Consider and discuss the scrutiny work programme; and**
- 3) Consider if there are any issues in the Forward Plan which require additional information.**

## **2 2020/2021 Scrutiny Work Programme**

### **2.1 Scrutiny Working Groups**

#### **2.2 Flooding**

Working group members: Councillors Boyle, Clunie, Greensmith, Paling, M Smith and S Smith.

The working group will meeting shortly to develop conclusions and recommendations arising from the information they have received.

#### **2.3 Domestic Abuse and Access to Emergency Accommodation**

Working group members: Councillors Boyle, Clunie, Rachael Ellis, Roxanne Ellis and Paling.

A representative from Juno Women's Aide will be attending the next meeting of the working group to inform members about the advice, support, refuge and temporary accommodation they provide for victims of domestic abuse.

### 3 Scrutiny in Committee

3.1 At the Overview and Scrutiny Committee on 20th July 2020, members agreed to continue with a programme of attendance by Portfolio Holders and relevant officers at committee. Areas of performance within each Portfolio for examination would be identified, and questions for Portfolio Holders submitted in advance of each meeting, however 'ad hoc' questions could be put forward at the meeting itself. Non-executive members will also be invited to submit questions for the Portfolio Holder.

3.2 The programme for 2020/21 is below

26th April	Councillor P Barnes Councillor G Gregory
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3.3 The scrutiny work programme is attached at **Appendix 1**. The work programme is to assist the management of the committee agenda, the scheduling of the committee business and forward planning. The work programme will be updated and reviewed as required. Committee members can suggest issues for possible inclusion.

3.4. A copy of the Forward Plan which sets out details of key and non-key decisions which the Cabinet, individual portfolio holders or officers expect to take during the next four months period is attached at **Appendix 2**. A key decision is one that has financial implication over £500,000 or one that affects two or more wards. This is included to make members aware of planned decisions and to assist them to consider if there are any decisions about which they may want further information.

### 4 Financial Implications

4.1 There are no financial implications 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 equality 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**

Appendix 1. Committee 2020/21 Work Programme

Appendix 2. Forward Plan February 2021 – 31<sup>st</sup> May 2021.

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<b>Overview and Scrutiny Committee work programme 2020/21</b>					
	<b>Programme of Portfolio Holding to account</b>	<b>Performance review</b>	<b>Reports/items at committee</b>	<b>Current reviews</b>	<b>Responses to scrutiny reviews</b>
<b>6<sup>th</sup> July</b>		<b>Quarter4 Performance Risk Register</b>	<b>Covid 19 Response</b>	<b>Planning policy</b>	
<b>7<sup>th</sup> September</b>	<b>Cllrs Clarke and Payne</b>	<b>Quarter 1 Performance</b>	<b>Annual Report Update Housing Allocations</b>	<b>Planning Policy Consultation Flooding</b>	<b>Executive Scrutiny Protocol Econ Development</b>
<b>9<sup>th</sup> November</b>	<b>Councillor Ellis Public Protection</b>		<b>C&amp;D Scrutiny Homelessness and housing allocations</b>	<b>Flooding Housing?</b>	<b>Planning Policy Consultation comments forwarded to Planning Policy Officer.</b>
<b>18<sup>th</sup> January</b>	<b>Cllr McCrossen. Young People and Equalities &amp; Cllr Wheeler, Housing, Health and Wellbeing. Mental health of young people?</b>	<b>Quarter 2 Performance Risk Register</b>	<b>Antisocial behaviour</b>	<b>Flooding Domestic abuse</b>	
<b>8<sup>th</sup> March</b>	<b>Councillor Hollingsworth Growth and Regeneration</b>	<b>Quarter 3 Performance</b>	<b>Affordable/social housing/increasing housing stock/housing allocations. CIL/Section106 Risk Register</b>	<b>Flooding Domestic Abuse</b>	
<b>26th April</b>	<b>Cllr Gregory, Cllr P Barnes</b>	<b>Risk Register Q 3</b>	<b>Complaints</b>	<b>Flooding Domestic Abuse</b>	<b>Econ Dev update <a href="#">Planning Policy Consultation - followup</a></b>
<b>Rolling issues</b>			<b>Procurement Policy</b>		

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# Gedling FORWARD PLAN

Borough Council

## FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2021 TO 31 MAY 2021

This Forward Plan sets out the details of the key and non-key decisions which the Executive Cabinet, individual Executive Members or Officers expect to take during the next four month period.

The current members of the Executive Cabinet are:

Councillor John Clarke – Leader of the Council

Councillor Michael Payne – Deputy Leader and Portfolio Holder for Resources and Reputation

Councillor Peter Barnes – Portfolio Holder for Environment

TC Councillor David Ellis – Portfolio Holder for Public Protection

CG Councillor Gary Gregory – Portfolio Holder for Community Development

⊕ Councillor Jenny Hollingsworth – Portfolio Holder for Growth and Regeneration

→ Councillor Viv McCrossen – Portfolio Holder for Young People and Equalities Councillor

W Councillor Henry Wheeler – Portfolio Holder for Health and Wellbeing.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

	<b>Date decision is expected to be taken and who will take the decision?</b>	<b>Responsible Officer</b>	<b>Documents to be considered by the decision maker</b>	<b>Cabinet Portfolio</b>	<b>Open / Exempt (and reason if the decision is to be taken in private)</b> <b>Is this a Key Decision?</b>
<b>Temporary Accommodations Strategy</b> To approve a new strategy for the Council's use of temporary accommodation.	<b>11 Feb 2021 Cabinet</b>	Joelle Davies, Head of Regeneration and Welfare	Officer Report	Portfolio Holder for Housing, Health and Wellbeing	Open  No
<b>Gedling Borough Five Year Housing Land Supply Assessment 2020</b> To note the Five Year Housing Land Supply Assessment 2020	<b>11 Feb 2021 Cabinet</b>	Jo Gray, Planning Policy Manager	Officer Report	Portfolio Holder for Growth and Regeneration	Open  No
<b>Prudential and Treasury Indicators and Treasury Management Strategy Statement 2021/22</b> To present for Members' approval the Council's Prudential Code Indicators and Treasury Strategy for 2021/22, for referral to Council.	<b>11 Feb 2021 Cabinet</b>  <b>4 Mar 2021 Council</b>	Sue Healey, Principal Accountant	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Capital Programme and Capital Investment Strategy</b> To approve the capital investment strategy and capital spending programme for the next financial year.	<b>11 Feb 2021 Cabinet</b>  <b>4 Mar 2021 Council</b>	Tina Adams, Principal Finance Business Partner	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes

<b>General Fund Budget 2021/22</b> For Cabinet to recommend to Council the revenue budget for the next financial year.	<b>11 Feb 2021 Cabinet</b>  <b>4 Mar 2021 Council</b>	Tina Adams, Principal Finance Business Partner	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Gedling Plan 2021/22</b> To approve the priorities, objectives and top actions for the Council for the forthcoming year.	<b>11 Feb 2021 Cabinet</b>  <b>4 Mar 2021 Council</b>	Mike Hill, Chief Executive	Officer Report	Leader of the Council	Open  Yes

1

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)
					Is this a key decision?
<b>Station Road and Burton Road Regeneration Sites</b> Approval is being sought to progress with the next steps for the Station Road and Burton Road regeneration sites	<b>18 Mar 2021 Cabinet</b>	Joelle Davies, Head of Regeneration and Welfare	Officer Report	Portfolio Holder for Growth and Regeneration	Open  Yes
<b>Community Infrastructure Levy (CIL) Non- Parish Funding – Local Infrastructure Schedule, Project Assessments and Proposed Funding Allocations</b> Report seeking authorisation to undertake a public consultation in relation nominated projects to be funded through the nonparish neighbourhood portion of the CIL.	<b>18 Mar 2021 Cabinet</b>	Lewis Widdowson, Planning Officer	Officer Report	Portfolio Holder for Growth and Regeneration	Open  Yes

February 2021

- 2 -

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## **Reports and Notices received by the Chair of Overview and Scrutiny Committee as required under the Constitution or Law.**

### **1. Items referred to the Chair of Overview and Scrutiny Committee under Contract Standing orders and Standing orders for dealing with Land**

Notifications received where it has not been possible to obtain 3 quotations for a contract estimated to be between £10,000 and £50,000.

- **To commission professional Cost Specialist & Project Management consultancy services for the redevelopment of Arnold Market Place during the Covid-19 crisis (preconstruction stage activities).**

The Council has been successful in securing funding from the N2 Town Centres programme to support the delivery of a comprehensive redevelopment scheme for Arnold Market Place. The terms of this funding is that the scheme is to be delivered within a set timeframe. Feasibility Appraisal work was completed by the Council's Town Centre Project Manager in December 2019. This was a design led exercise which gave the project a strategic direction and developed the initial brief for the project to proceed. MPP Group Ltd consultants were appointed as part of the initial project team during April 2020 to provide professional Cost & Project Management advice on development costs and to prepare/coordinate the outline cost plan. The initial cost plan has been instrumental in setting the financial scope (included in the detailed business case) of the project and will be used to control the development of the technical design through the framework process to engage a main contractor.

With the changing restrictions linked to Covid-19, Officers feel it is inappropriate to seek 3 quotes for the work, as we would normally seek a site visit and face to face meeting with any consultant before appointing them. Given the further lockdown restrictions and future uncertainty, this has made this requirement extremely difficult given social distancing and non-essential working mandates from the government. As MPP Group Ltd have already undertaken work on the feasibility stage of the project, by virtue they have an established understanding of the site, its location and project team, given the site analysis work previously carried out. Therefore this would negate the need for non-essential site visits at this time and would allow them to proceed with the advancing the project to the next stage. Furthermore, Officers have been impressed with the work done to date and have no concerns about the quality and value for money already received.

Officers therefore propose to appoint MPP Group Ltd to prepare and coordinate a technical building design, specification and supporting documents to RIBA work stages 3&4 for the Arnold Market Place.

- **Development of the Swim Scheme**

In October 2020 a specialist company called Bigwave Media Ltd ("Bigwave") was commissioned to carry out a detailed analysis of the swimming lesson scheme in GBC pools. The findings of the report highlighted significant levels of growth in the borough, which could be achieved over a 2 to 3yr period, with the right improvements and

alterations to the operation of the scheme.

The Bigwave report identifies many recommendations ranging from development of Key Performance Indicators, pool programming, back office processes as well as marketing and significant improvements to the website. Implementation of these recommendations will take time, but will undoubtedly help the business recover back to pre-Covid swim numbers, as well as realising the growth identified in the borough.

Bigwave offer the service of working with organisations to deliver the recommendations utilising their data and processes as well as their teams of specialists. They have carried out this work at over 445 pools across the country and are well known for their expertise and experience in the industry.

Bigwave is a leisure growth agency that carried out the initial assessment and therefore are the only suitable company to help support the delivery of their recommendations. As a result it is not possible to acquire 2 other quotes due to the specific nature of this work. For the reasons outlined above, it is proposed that the Council enters into a contract with BigWave for a term of 2 years with the option to extend by a further 1 year if required to deliver these services. A contract that will be drawn up between GBC and Bigwave will allow for early termination if the work is no longer required or the situation in Gedling changes.

- **Contract for online legal resources**

Legal Services needs a library of resources in order to provide an effective and efficient service to the Council. Historically this has consisted of a mixture of hard copy books and encyclopaedias, but in 2010 the department moved to a core on-line resource and hard copy encyclopaedias. More recently all but one of the encyclopaedias have moved to an on-line resource.

Legal Services have used the core online legal research product – Westlaw UK and Practical Law for a number of years and wishes to enter into a new contract for on-line resources for a further 3 years.

In view of the fact that this is a specialised product there are only 2 providers in the market, a third quotation cannot be obtained.

Thompson Reuters have offered preferential prices to public authorities which are members of EM Lawshare (a legal services consortium for public bodies in the East Midlands). The deal represents a 40% saving on core services of Westlaw UK and Practical Law compared to if each member were to purchase outside of EM Lawshare. The Council can therefore be satisfied that the proposal offers good value for money. The Westlaw UK and Practical Law has worked well to date. Thompson Reuters offer regular training to users of the package which Legal Services tends to take up on an annual basis as a refresher for members of the team or for new starters. Legal Services find it easy to use with good functionality. The precedent documents are used by most other public authorities and private firms and the Revenues team are also able to access case law through our subscription.

For these reasons, it is proposed that Legal Services continue with their current provider, Thomson Reuters, for the provision of their online resources.

- **Contract for the provision of Consultancy services in respect of Planning Enforcement and Compliance in the Development Services team.**

On 24<sup>th</sup> August 2020 the Council entered into a consultancy contract for the provision of planning enforcement services, this contract was for 4 months with an option to extend to 6 months, which was exercised. This contract will expire on 24<sup>th</sup> February 2021. This contract was reported to the Chair of Overview and Scrutiny Committee in August as it was not possible to obtain 3 quotations. At that time a recruitment exercise to recruit a permanent planning enforcement officer had been unsuccessful and the contractor utilised was known to the Council having previously worked in the planning enforcement post. The service structure in planning is lean, and it is not possible for the enforcement work to be absorbed by other post-holders within the service. There has been a further recruitment campaign to the post of planning enforcement officer which has been unsuccessful. It is therefore necessary to immediately acquire additional resources to cover enforcement work, if performance and service levels are to be maintained and statutory timescales are to be met.

The proposed consultant has been working with the Council since August is a highly skilled consultant who has longstanding experience in planning enforcement and compliance within a local authority setting. She has specialist knowledge and skills having previously worked at Gedling in planning enforcement and compliance and will not require any training or supervision in order to deliver the services. In addition, the work undertaken since August is ongoing, to appoint a different consultant at this point would mean they would need to undertake additional hours to understand the history of the current caseload which would potentially increase costs and resource time in training and support.

The consultant is available up until the end of April and would provide a further temporary solution to ensure that statutory timescales and service levels are met whilst a further recruitment exercise, or longer term solution is considered. It is therefore proposed to enter into a contact with the same consultant.

- **To commission professional Cost Specialist & Project Management consultancy services for the Council works at Carlton Square during the Covid-19 crisis (preconstruction stage activities).**

The regeneration of the Carlton Square shopping area (privately owned) and associated car park (Council owned) has been a long-held ambition of Gedling Borough Council. Following lengthy negotiations and preparations, planning applications for a scheme to cover both elements was approved in November 2020. Furthermore a Council contribution of £100,000 towards the scheme was approved at Cabinet on 2 June 2020.

Following both of these the Council was successful in securing £350,000 funding from the N2 Town Centres programme to support the delivery of a redevelopment scheme of the car park at Carlton Square. The terms of this funding is that the scheme is to be delivered within a set timeframe, namely by March 2021. Whilst the overall scheme does not need to be completed, the N2TC budget of £350,000 needs to have been spent.

To facilitate this timescale the Council has used the Scape Framework to secure a contractor to undertake the Council element of the works. To help with this delivery and to keep up momentum, Officers have engaged MPP Group Ltd consultants to provide the project management function to drive the project forward. They liaise and challenge the contractor and provide critical experience not available within the team.

Initially, MPP were appointed at the critical time of November and December, when there was a need to push forward with delivery timescales and arrangements to start on site in early 2021. It has since become apparent that the need for this service is required beyond this time to cover the remainder of the pre-construction phase, as well as the construction phase itself.

Now that MPP have got to grips with the project and their support has proven to be useful there is a desire to continue this service to manage the remainder of the work. In this current situation, and with the need to deliver a significant part of the scheme to fit with the funders deadline (£350,000 spend by 31 March 2021), Officers would like to commission the next pre-construction phase of work. However, the project has already experienced some challenges during the Covid-19 pandemic which have impacted on the delivery programme. Officers are concerned that the project is at high risk of further delays, increased costs and uncertainty whilst we are all working under the Governments restrictions. Officers have therefore been reviewing the most economically viable and commercially advantageous method of progressing the scheme within the lockdown period.

With the changing restrictions linked to Covid-19, Officers feel it is inappropriate to seek three quotes for the work, as we would normally seek a site visit and face to face meeting with any consultant before appointing them. Given the further lockdown restrictions and future uncertainty, this has made this requirement extremely difficult given social distancing and non-essential working mandates from the government. Additionally, the need to progress the project quickly and achieve a significant amount of spend by 31 March 2021 makes it impractical.

Officers therefore propose to appoint MPP Group Ltd to continue to provide project management support services to take the Carlton Square project through to the end of the construction phase.

- **Contract for the provision of Consultancy services in respect of the provision of an Arborist to the Development Services team.**

On 30<sup>th</sup> July 2020 the Council entered into a consultancy contract with 4 D Tree Survey Limited to engage a consultant, for the provision of specialist arboricultural services. The contract was for 6 months and expired on 29th January 2021.

The role of an arborist for the Council is to provide expert advice on matters such as Tree Preservation Orders and planning applications. Such advice has previously been obtained through external providers and a longer term solution is under consideration. There is a statutory requirement for the Council to consider applications for Tree Preservation Orders and to assess the impact of development on protected trees. It is therefore necessary to immediately acquire the resources of an arborist to assist the Development Services team and ensure statutory obligations are met.

The proposed consultant is provided by the Consultant Company 4 D Tree Survey Limited. The consultant, is a highly skilled consultant who has longstanding experience in arboricultural advice within a local authority setting and as he has been working with the Council since July 2020 he will not require any training or supervision in order to deliver the services. Furthermore the work undertaken since July 2020 is ongoing, to appoint a different consultant at this point would mean they would need to undertake additional hours to understand the history of the current caseload which would potentially increase costs and resource time in training and support. The consultant through the company 4D Tree Survey Ltd is immediately available up until the end of May 2021 and would provide a further solution to ensure that statutory obligations are met.

It is therefore proposed to enter into a contact with 4D Tree Survey Ltd for consultancy services.

**Please note that the above list may not be exhaustive; items may be referred at short notice to the Chair of Overview and Scrutiny Committee.**

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