



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

Agenda

Council

Date: **Wednesday 21 April 2021**

Time: **6.00 pm**

Place: **Virtual Meeting**

For any further information please contact:

Caroline McCleary

Democratic Services Officer

0115 901 3910

Council

Membership

Mayor Councillor Sandra Barnes
Deputy Mayor Councillor Meredith Lawrence

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

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SUMMONS

A meeting of the Borough Council will be held virtually on Wednesday 21 April 2021 at 6.00 pm to transact the business as set out below.



Mike Hill
Chief Executive

AGENDA

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- 1 Opening Prayers.
- 2 Apologies for Absence.
- 3 Mayor's Announcements.
- 4 To approve, as a correct record, the minutes of the meetings held on 27 January 2021 and 4 March 2021. 9 - 36
- 5 Declaration of Interests.
- 6 To deal with any petitions received under Standing Order 8a.
- 7 To answer questions asked by the public under Standing Order 8.
- 8 To answer questions asked by Members of the Council under Standing Order 9.
- 9 Mazars Annual Audit Letter 2019/20 37 - 55
Report of the Director of Corporate Resources.
Council is recommended to note the Annual Audit Letter.
- 10 Mazars External Audit – Audit Strategy Memorandum 57 - 93
Report of the Director of Corporate Resources.
Council is recommended to note the External Audit Strategy Memorandum.
- 11 To receive questions and comments from Members concerning any matter dealt with by the Executive or by a Committee or Sub-Committee (Standing Order 11.1).

a	Minutes of meeting Tuesday 12 January 2021 of Environment and Licensing Committee	95 - 97
b	Minutes of meeting Wednesday 13 January 2021 of Planning Committee	99 - 105
c	Minutes of meeting Monday 18 January 2021 of Overview and Scrutiny Committee	107 - 111
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r	Decisions made under delegated authority	171 - 174
12	To consider comments, of which due notice has been given, under Standing Order 11.03(a).	
13	To consider motions under Standing Order 12.	

Motion One

This Council thanks our NHS workers, carers and all keyworkers for their service, sacrifice and outstanding support for residents in Gedling borough and across Britain throughout the Coronavirus pandemic.

This Council condemns the Conservative Government's proposals to award only a 1% pay increase to our heroic NHS workers. This Council notes that the Government's proposed 1% pay increase for our NHS workers is in fact a real terms pay cut, with the Office for Budget Responsibility predicting consumer price inflation (CPI) will rise to 1.7% in the coming year.

This Council believes our NHS workers deserve a pay rise that reflects the sacrifices they have made during a year of working on the frontline in the fight against Coronavirus.

This Council agrees to write to the Prime Minister calling on him to reconsider the Government's proposed real terms pay cut for our NHS heroes and to ensure they are properly rewarded for their outstanding service to our nation.

This Council joins with other organisations and our NHS colleagues to urge the

Independent Pay Review Body to reject the Government's current 1% pay proposals and recommend the substantial increase that NHS workers so richly deserve.

Proposed: Councillor Payne
Seconded: Councillor Clarke

Motion Two

This Council is appalled by the Conservative Government's recent administrative sleight of hand, which moved the census date for school Pupil Premium funding allocations from the normal annual date of January (2021) to October 2020, resulting in hundreds of pupils in Nottinghamshire who rely on free school meals being ignored when Pupil Premium allocations were recorded and allocated.

This Council condemns this recent accounting con by the Conservative Government that will short-change children and schools in receipt of Pupil Premium. Nottinghamshire County Council figures indicate that at least 1,200 children will be affected, leaving at least a £1.5m shortfall across the county's schools.

This Council notes the Conservative Government has refused to u-turn on their decision to move the cut-off date for Pupil Premium allocation from January 2021 to October 2020, which has excluded children driven into hardship since October, even though they know Universal Credit claimants have risen 5.5% during that period.

This Council agrees to write to the Prime Minister and local Conservative Members of Parliament for Gedling borough, calling on them to immediately reverse this disgraceful accounting con, which has short-changed disadvantaged children and schools in our borough and across Nottinghamshire.

Proposed: Councillor Payne
Seconded: Councillor Clarke

MINUTES COUNCIL

Wednesday 27 January 2021

Councillor Sandra Barnes (Mayor)

Present:

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

52 **OPENING PRAYERS.**

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

The Mayor lit a candle in recognition of Holocaust Memorial Day and the Council observed a minute's silence. The Mayor also wished to remember the 100,000 people who had lost their lives to Covid-19 since the start of the pandemic.

53 **APOLOGIES FOR ABSENCE.**

None.

54 **MAYOR'S ANNOUNCEMENTS.**

The Mayor thanked Arnold and Mapperley Rotary Club for inviting her to their annual meeting and for their generous offer of a donation to the Mayor's charity. The Mayor, on behalf of the Council, also wished to thank all of the Nottinghamshire hospitals and NHS staff for their hard

work and dedication throughout the Covid-19 pandemic and the staff and volunteers at the Richard Herrod Centre for their efforts in efficiently rolling out the vaccination programme.

55 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 NOVEMBER 2020.

RESOLVED:

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

56 DECLARATION OF INTERESTS.

None received.

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

None received.

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

None received.

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

Question received from Councillor Sam Smith

“We have all seen an increase in anti-social behaviour in our Wards over the past year. Can the Cabinet Member responsible inform us of how this data is collected by the Council and what plans the Council has in place to reduce anti-social behaviour across the Borough?”

Response from the Portfolio Holder for Public Protection, Councillor David Ellis

“I suppose I ought to start with an apology to those members who are on Overview and Scrutiny. I alerted members on the Committee to this increase in reports of anti-social behaviour (ASB) when I attended it in November. As well as that discussion, the Committee considered an update earlier this month. These two meetings gave the opportunity for a thorough discussion on ASB and the effect of Covid 19.

Therefore, much of this reply will be familiar to members on Overview and Scrutiny. Councillor Smith was at both those meetings so I’m not sure what additional insights he expects to gain from asking this

question that he could not have gained from taking advantage of the earlier opportunities.

Recorded incidents of anti-social behaviour reported by the Council are taken from two data sets. The primary data is incidents reported to Nottinghamshire Police. The second is incidents reported to the Council and recorded on its own system, Uniform.

As I discussed with members at the Scrutiny Committee, the increase in reported ASB since March 2020 is mainly driven by reports of infringements of Covid restrictions. In line with the police national recording standards these are recorded as ASB. Consequently, there has been an apparent increase - locally, across the South Notts CSP area, across Nottinghamshire, and indeed nationally. Much of this was exacerbated during the first period of lockdown which coincided with good weather, that proved too much temptation for many.

The latest information from the Police and Crime Commissioner and the Chief Constable confirms that the increase in ASB is primarily due to the enforcement of Covid restrictions and that the underlying level of "traditional" ASB has not increased. It's anticipated that the significant increase in reported ASB seen at the six month point will have diminished when the full year figures are published.

The response to ASB is a partnership effort. The Council works closely with the neighbourhood policing team, as well as other partners such as social housing providers, to provide an effective and comprehensive response. The Anti-Social Behaviour, Crime and Policing Act 2014 consolidated the powers available to deal with ASB. These powers include civil injunctions; criminal behaviour orders and community protection notices, all of which are taken against individuals. Action can be taken where the problems relate to specific places through Public Space Protection Orders, Dispersal Orders, and Closure orders. As you would expect the Council and its partners use their powers appropriately and judiciously. Under this Administration the Council has consistently demonstrated its determination to take action where necessary.

Responding to Covid has been a challenge to all public services. We can be proud of the way that the Council and its staff have adapted to meet the humanitarian needs of our communities. In addition, I would commend the way in which the Public Protection team has provided support and advice to businesses and individuals – very much engaging, educating, and encouraging. However, where appropriate we have taken enforcement action.

The co-ordination between the neighbourhood policing team and the Public Protection service is well established. As well as the fortnightly Local Operations Meetings the fact that the two teams are co-located means, in normal times, that informal discussions are far easier and relationships are strong. The Neighbourhood Inspector also attends my

portfolio meetings. These local arrangements demonstrate joined up working on a common agenda.

When specific issues have come to light appropriate action has been taken. For example, members highlighted concerns about some parks and open spaces being used for impromptu gatherings of young people. In response, high visibility patrols were deployed providing advice and where necessary enforcement activity. Thank you to those local members who raised these specific concerns with me and the team. The neighbourhood wardens and police have continued with their targeted patrols, including joint patrols where appropriate, to engage with the public across the Borough. The Covid Marshalls are an additional resource to provide support, reassurance, deterrence and are a good source of intelligence and information.

There have been ongoing engagement projects and outreach work delivered in hot spot locations with young people by Nottinghamshire County Council Youth Services, again working closely with Police and Wardens.

Our CCTV system is also a vital tool in tackling anti-social behaviour in identified hot spots. There has been some very significant intelligence and information obtained by the CCTV room staff. Members will be aware that this Administration has continued to invest in CCTV and to improve the quality of images for evidential purposes.

Members will be aware of some high profile instances of closure orders being served, of fixed penalties being imposed, and of dispersal orders being made. However, we must not lose sight of the fact that most people in the Borough have accepted the restrictions which the Government has imposed and despite the difficulties have contributed to controlling Covid. Enforcement has only been necessary against a minority.

Madam Mayor, I hope that this response reassures members that the Council and its partners take anti-social behaviour seriously and are responding appropriately. Thank You."

In response to an additional comment from Councillor Sam Smith, the Portfolio Holder for Public Protection confirmed that he would be happy for further discussions to take place with any members who have any particular ASB issues in particular wards.

Councillor Feeney joined the meeting at 6.15pm.

60

COUNCIL TAX REDUCTION SCHEME

Consideration was given to a report of the Director of Corporate Resources and S151 Officer, seeking approval for the continuation of

the Council Tax Reduction Scheme (CTRS) for the financial year 2021/22.

RESOLVED to:

Approve and adopt the Council Tax Reduction Scheme (CTRS) 2021/22, from 1 April 2021 with no changes to the CTRS for working age people as described in Section 2 of this report, except for the annual uprating and amendments of allowances and premiums in line with Housing Benefit levels.

61 REFERRAL FROM APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE: PAY POLICY STATEMENT 2021-22

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

RESOLVED to:

Adopt the Pay Policy Statement 2021/22 for publication on the Council's website.

62 OVERVIEW AND SCRUTINY ANNUAL REPORT

Consideration was given to a report of the Democratic Services Officer, which had been referred to Council by the Overview and Scrutiny Committee.

RESOLVED:

That the Overview and Scrutiny Annual report be noted by Council.

63 INDEPENDENT REMUNERATION PANEL - REPORT AND RECOMMENDATIONS FOR 2021/22

Consideration was given to a report of the Democratic Services Manager, informing Council of the latest report from the Independent Remuneration Panel (IRP), relating to member remuneration for 2021/22.

RESOLVED to:

- 1) Thank the Independent Remuneration Panel for its work;
- 2) Accept the recommendations of the Independent Remuneration Panel contained in the report;

- 3) Agree the schedule of members' allowances for 2021/22 as attached at Appendix 2 to this report; and
- 4) Authorise the Monitoring Officer to make appropriate amendments to Part 6 of the Constitution to reflect any changes to the members' allowances scheme agreed.

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

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

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

None received.

66 TO CONSIDER MOTIONS UNDER STANDING ORDER 12.

Motion One

Upon a notice of motion received in the name of Councillor Rachael Ellis, a proposition was moved by Councillor Rachael Ellis and seconded by Councillor Gibbons in the following terms:

This Council notes:

Fireworks are used by people throughout the year to mark different events. While they can bring much enjoyment to some people, they can cause significant problems and fear for other people and animals. They can be a source of fear and distress for many animals (including pet animals, farm livestock and wildlife). Animals affected not only suffer psychological distress but can also cause themselves injuries - sometimes very serious ones – as they attempt to run away or hide from the noise.

This Council therefore resolves to:

- 1) Require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people.
- 2) Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.

- 3) Write to the UK Government and Gedling Borough's two local Members of Parliament urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays and to support the RSPCA in their campaign to ensure the safety of all animals.
- 4) Encourage local suppliers of fireworks to stock 'quieter' fireworks for public display.
- 5) Write to the Leader and Chief Executive of Nottinghamshire County Council inviting and encouraging them to also take the action outlined in points 1 – 4 above.
- 6) Work with Nottinghamshire County Council and all other relevant authorities to ensure existing legislation regarding purchase of and setting off fireworks is enforced across our borough and county.

RESOLVED UNANIMOUSLY to:

- 1) Require all public firework displays on Gedling Borough Council owned land, and advise and encourage organisers of other public firework displays within Gedling borough, to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people.
- 2) Actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.
- 3) Write to the UK Government and Gedling Borough's two local Members of Parliament urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays and to support the RSPCA in their campaign to ensure the safety of all animals.
- 4) Encourage local suppliers of fireworks to stock 'quieter' fireworks for public display.
- 5) Write to the Leader and Chief Executive of Nottinghamshire County Council inviting and encouraging them to also take the action outlined in points 1 – 4 above.
- 6) Work with Nottinghamshire County Council and all other relevant authorities to ensure existing legislation regarding purchase of and setting off fireworks is enforced across our borough and county.

Motion Two

Upon a notice of motion received in the name of Councillor Michael Payne, a proposition was moved by Councillor Payne and seconded by Councillor Fox in the following terms:

This Council notes:

Bees and other pollinators play an essential role in the Earth's ecosystems. Bees and other pollinators are vital to our food crops, our gardens and our countryside, but they are declining – some species have become extinct, others are declining in range. Bees not only maintain biodiversity but also pollinate plants which produce food. The Government has estimated that these pollinators are worth around £500 million to the UK food and fruit industries alone; bees therefore help keep healthy habitats for people and nature.

This pollinator decline is due to various external influences. These causes include disease, climate change, loss of habitat and the use of insecticides such as neonicotinoids ('neonics'). Neonicotinoid use has been linked in a range of studies to adverse ecological effects, including honeybee colony collapse disorder.

The World Health Organisation's cancer agency has recently declared that herbicides that include glyphosate are probably carcinogenic to humans. Glyphosate lab trials have shown impact on bee behaviours, although not on their foraging efficiency.

Local authorities already have a Duty to have regard to the conservation of biodiversity in exercising their functions, introduced by the Natural Environment and Rural Communities Act, which came into force on 1 October 2006. The Duty affects all public authorities and aims to raise the profile and visibility of biodiversity, to clarify existing commitments with regard to biodiversity, and to make it a natural and integral part of policy and decision making. Conserving biodiversity includes restoring and enhancing species' populations and habitats.

This Council further notes:

The UK Government pledged to back the 2018 EU ban on all outdoor uses of the neonicotinoid thiamethoxam. At the time, Michael Gove, then the Environment Secretary, said: "The weight of evidence now shows the risks neonicotinoids pose to our environment, particularly to the bees and other pollinators which play such a key part in our £100bn food industry, is greater than previously understood ... We cannot afford to put our pollinator populations at risk."

He also wrote in the Guardian ('The evidence points in one direction – we must ban neonicotinoids' - 9 Nov 2017): "Unless the evidence base changes again, the government will keep these restrictions in place after we have left the EU."

This Council therefore resolves to:

- 1) Write to the Environment Secretary and Gedling Borough's local Members of Parliament, condemning the UK Government's recent authorisation in England of the use of a pesticide containing the neonicotinoid thiamethoxam, despite an EU-wide ban on its outdoor use two years ago and an explicit Government pledge to keep the restrictions.
- 2) Call on the UK Government to fund proper research into the hazards of glyphosphates on human and nature's health.
- 3) Cease the use of neonicotinoids and glyphosphates on all public access land that it manages in a proactive effort to reverse the destruction of the bees and pollinators and protect human health.
- 4) Explore other ways in which to enhance and protect bee and pollinator habitats and encourage environmental growth. This Council will therefore produce a Bee/Pollinator Action Plan. This action plan could include:
 - a) Protecting pollinator habitats via the planning process.
 - b) Encouraging all new developments to provide for pollinators.
 - c) Stopping the use of insecticides on local authority land.
 - d) Establishing wildflower meadows on un-used areas of parks and public greenspace.
 - e) Planting pollinator-friendly plants as part of amenity planting in parks, gardens and green spaces.
 - f) Planting trees for bees – blossom producing spring flowering trees such as apple, cherry, hawthorn, blackthorn, willow.
 - g) Working with Nottinghamshire County Council to manage road verges for spring and late summer flowers.

An amendment was moved by Councillor Ellwood and seconded by Councillor Towsey-Hinton in the following terms:

Immediately following point 4) sub paragraph g) of the original motion, insert the following:

- h) Consult in advance with local residents and members to seek their views on whether specific open spaces in residential areas should be used for wild flower planting or retained as a conventional lawn.
- i) Where open spaces in residential areas are not to be used for wild flower planting, the Borough Council to continue the cutting of grass at such spaces with their existing frequency.

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

The meeting adjourned at 7.33 pm.

The meeting resumed at 7.42 pm.

Following debate, the amendment was put to a vote and the Mayor declared that the amendment was not carried.

A second amendment was proposed by Councillor Adams and seconded by Councillor Murray in the following terms:

That points 1) and 2) of the original motion be replaced as follows:

- 1) Write to the Environment Secretary and Gedling Borough's local Members of Parliament, seeking urgent reassurances that the UK government's recent authorisation in England of the use of the pesticide containing the neonicotinoid thiamethoxam, will not extend past the very strictly controlled licence and remain in the general use ban as in the EU.
- 2) Call on the UK government to increase investment into the research into alternative controls to deal with pests and thus mitigate the hazards of glyphosates on human and nature's health.

Following debate, the amendment was put to a vote and the Mayor declared that the amendment was not carried.

RESOLVED to:

- 1) Write to the Environment Secretary and Gedling Borough's local Members of Parliament, condemning the UK Government's recent authorisation in England of the use of a pesticide containing the neonicotinoid thiamethoxam, despite an EU-wide ban on its outdoor use two years ago and an explicit Government pledge to keep the restrictions.
- 2) Call on the UK Government to fund proper research into the hazards of glyphosphates on human and nature's health.
- 3) Cease the use of neonicotinoids and glyphosphates on all public access land that it manages in a proactive effort to reverse the destruction of the bees and pollinators and protect human health.
- 4) Explore other ways in which to enhance and protect bee and pollinator habitats and encourage environmental growth. This

Council will therefore produce a Bee/Pollinator Action Plan. This action plan could include:

- a) Protecting pollinator habitats via the planning process.
- b) Encouraging all new developments to provide for pollinators.
- c) Stopping the use of insecticides on local authority land.
- d) Establishing wildflower meadows on un-used areas of parks and public greenspace.
- e) Planting pollinator-friendly plants as part of amenity planting in parks, gardens and green spaces.
- f) Planting trees for bees – blossom producing spring flowering trees such as apple, cherry, hawthorn, blackthorn, willow.
- g) Working with Nottinghamshire County Council to manage road verges for spring and late summer flowers.

Motion Three

Upon a notice of motion received in the name of Councillor Michael Payne, a proposition was moved by Councillor Payne and seconded by Councillor Clarke in the following terms:

This Council notes:

- 1) The provisional Local Government Finance Settlement for 2021/22, which was published by the Secretary of State for Housing, Communities & Local Government on 17 December 2020.
- 2) Core Spending Power is the Government's own measure of the resources available to local councils to fund service delivery – it sets out the money that has been made available to local councils through the Local Government Finance Settlement.

This Council is disappointed that:

- 1) For the second successive year, Gedling Borough Council is the worst affected council in England in terms of change in Core Spending Power from 2015-16 to 2021-22.
- 2) As a result of Government policy and decisions, Gedling Borough Council has received a 20.2% reduction in Core Spending Power between 2021-22 and 2015/16.

The Council further notes:

- 1) By comparison, twenty councils have received a greater than 20.5% uplift in Core Spending Power in 2021/22 compared to 2015/16 and that 18 of the 20 are Conservative controlled.

This Council agrees:

- 1) To use all available resources to:
 - a) ensure residents and businesses across our borough are aware of the disproportionate way Gedling Borough has been negatively affected by successive Local Government Finance Settlements since 2015/16, in terms of change in Core Spending Power.
 - b) lobby the Government to reverse this unfair and unjust treatment of Gedling Borough's local communities.
- 2) That all members of the Council will be invited to sign the letter being sent by the Leader and Deputy Leader of the Council to the Secretary of State for Housing, Communities and Local Government and Gedling Borough's two local Members of Parliament, urging them to reverse the unfair and unjust treatment of Gedling Borough Council in this year's provisional Local Government Finance Settlement (as set out above).

Sources: Link to official Government data showing Gedling Borough Council is the worst affected in England in terms of Core Spending Power in 2021/22 compared to 2015/16:
<https://www.gov.uk/government/publications/corespending-power-provisional-local-government-finance-settlement-2021-to-2022>

RESOLVED UNANIMOUSLY:

- 1) To use all appropriate resources to:
 - a) lobby the Government to increase Gedling Borough Council's share of the Local Government Finance Settlement 2021/22.
- 2) That all members of the Council will sign the letter being sent by the Leader and Deputy Leader of the Council, working with Gedling Borough's two local Members of Parliament, to the Secretary of State for Housing, Communities and Local Government calling on the Government to increase Gedling Borough Council's share of the Local Government Finance Settlement 2021/22 (as set out above).

The meeting finished at 8.58 pm

Signed by Chair:
Date:

**MINUTES
COUNCIL**

Thursday 4 March 2021

Councillor Sandra Barnes (Mayor)

Present:

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

Absent: Councillor Roxanne Ellis

67 OPENING PRAYERS.

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

68 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Roxanne Ellis.

69 DECLARATION OF INTERESTS.

Councillors Barnfather, Brooks, Creamer and Elliott declared a non-pecuniary interest in Item 4 as members of Nottinghamshire County Council.

Councillors Clarke and Payne declared a non-pecuniary interest in Item 4 as members of Nottinghamshire County Council and Nottinghamshire Fire Authority.

70

WAIVER OF CONTRACT STANDING ORDERS - RESURFACING WORK TO BESTWOOD LODGE DRIVE

Consideration was given to a report of the Director of Corporate Resources requesting a waiver from the Council's contract standing orders to enable the Council to enter into a new contract with Via East Midlands Limited to carry out resurfacing work to Bestwood Lodge Drive, an un-adopted road at Bestwood Country Park.

A proposition was moved by Councillor Barnes and seconded by Councillor Wheeler.

Councillor Lawrence joined the meeting at 6.10pm.

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

For the motion:

Councillors Adams, Peter Barnes, Sandra Barnes, Barnfather, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, Elliott, David Ellis, Rachael Ellis, Ellwood, Feeney, Fox, Gibbons, Greensmith, Gregory, Hollingsworth, Hope, Keneally, Ron McCrossen, Viv McCrossen, Miller, Murray, Najuk, Paling, Parr, Payne, Scroggie, Martin Smith, Sam Smith, Towsey-Hinton, Truscott, Wheeler, Wheeler.

Against the motion:

None.

Abstentions:

Councillor Lawrence was not present for the full item, so abstained from voting.

RESOLVED:

To waive contract standing orders to enable the Council to directly award a contract for the resurfacing of Bestwood Lodge Drive, an un-adopted road at Bestwood Country Park, to Via East Midlands Limited.

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TO CONSIDER, AND IF APPROVED, ADOPT THE RECOMMENDATIONS OF CABINET DATED 11 FEBRUARY 2021 AND SET THE COUNCIL TAX FOR THE YEAR ENDING 31 MARCH 2022.

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

That:

1. In accordance with the recommendations of Cabinet on 11 February 2021, that the Prudential and Treasury Indicators and the Treasury Management Strategy Statement 2021/22, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 11 to 51 of the Council agenda, be approved.
2. In accordance with the recommendations of Cabinet on 11 February 2021, that the Capital Programme for 2021/22 to 2023/24 set out at page 65 of the Council agenda and the Capital Investment Strategy 2021/22 to 2025/26 set out in the document circulated separately to the Council agenda be approved.
3. In accordance with the recommendation of Cabinet on 11 February 2021, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2021/22, and that the detailed budget for 2021/22 included at pages 117 to 156 of the Council agenda be approved.
4. In accordance with the recommendations of Cabinet on 11 February 2021, that the refreshed Gedling Plan 2020-2023 included at pages 185 to 204 of the Council agenda, and which sets out the priorities, objectives and actions, be approved.
5. That the sum of £4,975,600 be taken from General Fund Balances in 2021/22 of which £4,621,000 is to fund the 2020/21 exceptional NDR deficit, and £354,600 is to support General Fund revenue expenditure in 2021/22.
6. That it be noted that the Portfolio holder for Resources and Reputation and Deputy Leader of the Council determined on 5 January 2021 (D1106), the following amounts for the year 2021/22 in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.
 - a) 37,389.96 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Bestwood Village	637.76
Burton Joyce	1,509.80
Calverton	2,214.52
Colwick	859.57
Lambley	510.93
Linby	326.86
Newstead	361.60
Papplewick	270.81
Ravenshead	2,740.55
St Albans	928.08
Stoke Bardolph	237.13
Woodborough	931.58

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

7. That the following amounts be now calculated by the Council for the year 2021/22 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):

(a) £41,337,402 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**

(b) £34,115,000 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**

(c) £7,222,402 being the amount by which the aggregate at 7(a) above exceeds the aggregate at 7(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**

(d) £193.16 being the amount at 7(c) above, divided by the amount at 6(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**

(e) £751,302 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**. For information, the amount in respect of each parish is as follows:

<u>Part of the Council's Area</u>	<u>Parish Precept</u>
Bestwood Village	25,000
Burton Joyce	188,709
Calverton	210,403
Colwick	20,000
Lambley	16,550
Linby	18,438
Newstead	15,739
Papplewick	12,529
Ravenshead	139,810
St Albans	28,269
Stoke Bardolph	1,060
Woodborough	74,795

(f) £173.07 being the amount at 7(d) above less the result given by dividing the amount at 7(e) above by the amount at 6(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its

council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

<u>Part of the Council's Area</u>	£
Bestwood Village	212.27
Burton Joyce	298.06
Calverton	268.08
Colwick	196.34
Lambley	205.46
Linby	229.48
Newstead	216.60
Papplewick	219.33
Ravenshead	224.09
St Albans	203.53
Stoke Bardolph	177.54
Woodborough	253.36

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

(h)

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A £	B £	C £	D £	E £	F £	G £	H £
Bestwood Village	141.51	165.10	188.68	212.27	259.44	306.61	353.78	424.54
Burton Joyce	198.71	231.82	264.94	298.06	364.30	430.53	496.77	596.12
Calverton	178.72	208.51	238.29	268.08	327.65	387.23	446.80	536.16
Colwick	130.89	152.71	174.52	196.34	239.97	283.60	327.23	392.68
Lambley	136.97	159.80	182.63	205.46	251.12	296.78	342.43	410.92
Linby	152.99	178.48	203.98	229.48	280.48	331.47	382.47	458.96
Newstead	144.40	168.47	192.53	216.60	264.73	312.87	361.00	433.20
Papplewick	146.22	170.59	194.96	219.33	268.07	316.81	365.55	438.66
Ravenshead	149.39	174.29	199.19	224.09	273.89	323.69	373.48	448.18
St Albans	135.69	158.30	180.92	203.53	248.76	293.99	339.22	407.06
Stoke Bardolph	118.36	138.09	157.81	177.54	216.99	256.45	295.90	355.08
Woodborough	168.91	197.06	225.21	253.36	309.66	365.96	422.27	506.72
All other parts of the Council's area	115.38	134.61	153.84	173.07	211.53	249.99	288.45	346.14

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

8. That it be noted that for the year 2021/22, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire & Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority:	A £	B £	C £	D £	E £	F £	G £	H £
Notts County Council	1,053.90	1,229.55	1,405.20	1,580.85	1,932.15	2,283.45	2,634.75	3,161.70
Notts Police & Crime Commissioner	162.84	189.98	217.12	244.26	298.54	352.82	407.10	488.52
Combined Fire & Rescue Authority	55.30	64.52	73.73	82.95	101.38	119.82	138.25	165.90

9. That, having calculated the aggregate in each case of the amounts at 7(h) and 8 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2021/22 for each of the categories of dwellings shown below: **(The total amount of Council Tax for each band of dwelling)**

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A £	B £	C £	D £	E £	F £	G £	H £
Bestwood Village	1,413.55	1,649.15	1,884.73	2,120.33	2,591.51	3,062.70	3,533.88	4,240.66
Burton Joyce	1,470.75	1,715.87	1,960.99	2,206.12	2,696.37	3,186.62	3,676.87	4,412.24
Calverton	1,450.76	1,692.56	1,934.34	2,176.14	2,659.72	3,143.32	3,626.90	4,352.28
Colwick	1,402.93	1,636.76	1,870.57	2,104.40	2,572.04	3,039.69	3,507.33	4,208.80
Lambley	1,409.01	1,643.85	1,878.68	2,113.52	2,583.19	3,052.87	3,522.53	4,227.04
Linby	1,425.03	1,662.53	1,900.03	2,137.54	2,612.55	3,087.56	3,562.57	4,275.08
Newstead	1,416.44	1,652.52	1,888.58	2,124.66	2,596.80	3,068.96	3,541.10	4,249.32
Papplewick	1,418.26	1,654.64	1,891.01	2,127.39	2,600.14	3,072.90	3,545.65	4,254.78
Ravenshead	1,421.43	1,658.34	1,895.24	2,132.15	2,605.96	3,079.78	3,553.58	4,264.30
St Albans	1,407.73	1,642.35	1,876.97	2,111.59	2,580.83	3,050.08	3,519.32	4,223.18
Stoke Bardolph	1,390.40	1,622.14	1,853.86	2,085.60	2,549.06	3,012.54	3,476.00	4,171.20
Woodborough	1,440.95	1,681.11	1,921.26	2,161.42	2,641.73	3,122.05	3,602.37	4,322.84
All other parts of the Council's area	1,387.42	1,618.66	1,849.89	2,081.13	2,543.60	3,006.08	3,468.55	4,162.26

Councillor Hemmingway joined the meeting at 6.43pm.

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

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

Capital Programme

- | | | |
|---|---|----------|
| 1 | Reduce the Arnold Flood Alleviation budget from £50,000 to £25,000; and | -£25,000 |
| 2 | Add the acquisition of secure storage units to house flood alleviation packs at sites in the borough to serve areas at risk of flooding. | £25,000 |
| 3 | Acquisition and installation of two fixed and one deployable CCTV cameras to deter anti-social behaviour in identified risk areas to be financed by borrowing (subject to surveillance impact assessment) | £72,000 |

General Fund Revenue Budget

- | | | |
|---|--|---------|
| 4 | Revenue implications of the borrowing required for the acquisition and installation of CCTV cameras. | £8,200 |
| 5 | Reduce the Members' Pot from £2,000 per member per annum to £1,800 per member per annum. | -£8,200 |

Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is the Director of Corporate Resources and s151 Officer, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

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

The annual budget and the medium term plan are based on a range of assumptions, detailed to Cabinet on 11 February, and these have

enabled estimates of current and future spending to be modelled. The Council has an excellent track record of meeting demands within the approved budget, together with a good reputation for the robustness of its financial planning. The Council also has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register shows that it is able to manage risk over the medium term. The Medium Term Financial Plan (MTFP) is presented against the backdrop of major and unprecedented uncertainty, primarily due to the Covid-19 pandemic and the consequent deferral of local government finance reforms.

Members should note that given the Council's excellent track record for budget management, careful budget monitoring and financial planning, which will continue, the structural deficit that remains within the MTFP is considered to still be at a manageable level, although it should be expected that there will need to be some contraction of service delivery/performance if existing efficiency plans do not proceed in line with expectations.

The annual budget for 2021/22 and the subsequent years of the MTFP leave the Council with a level of balances broadly in line with the minimum required. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered may be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the efficiency plans in order to balance the MTFP. These plans, if implemented, will mean that the financial outlook remains positive, and that the 2021/22 estimates, and beyond, are robust. Members are advised that risk levels in the MTFP are continuing as a result of ongoing uncertainties surrounding the local government finance settlement and in the absence of funding increases from 2022/23 additional budget reductions will be required but these are not currently backed by an agreed action plan. Despite this risks are currently still at acceptable levels as there is a sufficient lead in time for developing detailed plans if required.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short and medium term. However, pressures on both capital and revenue budgets remain significant and the MTFP shows continued future reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 11 February 2021.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2021/22 Council Tax.

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

The meeting adjourned at 7.05 pm.

The meeting resumed at 7.17 pm.

Following debate, in accordance with Standing Order 17.03 the amendment was put to a named vote as follows:

For the amendment:

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

Against the amendment:

Councillors Peter Barnes, Sandra Barnes, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, David Ellis, Rachael Ellis, Feeney, Fox, Gibbons, Gregory, Hemmingway, Hope, Keneally, Lawrence, Ron McCrossen, Viv McCrossen, Miller, Najuk, Paling, Payne, Scroggie, Truscott, Wheeler, Wilkinson.

The Mayor declared the amendment lost.

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

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

General Fund Revenue Budget

- | | | |
|---|--|----------|
| 1 | Add an Emergency Play Area Equipment Replacement and Maintenance Budget | £20,500 |
| 2 | Reduce the Members' Pot from £2,000 per member per annum to £1,500 per member per annum. | -£20,500 |

Capital Programme

- | | | |
|---|--|----------|
| 3 | Reduce the Carbon Reduction Initiatives budget from £100,000 to £15,000; and | -£85,000 |
|---|--|----------|

4	Add the acquisition of an energy efficient electric playing field mower (£60,000) and the installation of an electric charging point at the Council's depot (£25,000).	£85,000
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Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is the Director of Corporate Resources and s151 Officer, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

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

The annual budget and the medium term plan are based on a range of assumptions, detailed to Cabinet on 11 February, and these have enabled estimates of current and future spending to be modelled. The Council has an excellent track record of meeting demands within the approved budget, together with a good reputation for the robustness of its financial planning. The Council also has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register shows that it is able to manage risk over the medium term. The Medium Term Financial Plan (MTFP) is presented against the backdrop of major and unprecedented uncertainty, primarily due to the Covid-19 pandemic and the consequent deferral of local government finance reforms.

Members should note that given the Council's excellent track record for budget management, careful budget monitoring and financial planning, which will continue, the structural deficit that remains within the MTFP is considered to still be at a manageable level, although it should be expected that there will need to be some contraction of service delivery/performance if existing efficiency plans do not proceed in line with expectations.

The annual budget for 2021/22 and the subsequent years of the MTFP leave the Council with a level of balances broadly in line with the minimum required. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered may be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the efficiency plans in order to balance the MTFP. These plans, if implemented, will mean that the financial outlook remains positive, and that the 2021/22 estimates, and beyond, are robust. Members are advised that risk levels in the MTFP are continuing as a result of ongoing

uncertainties surrounding the local government finance settlement and in the absence of funding increases from 2022/23 additional budget reductions will be required but these are not currently backed by an agreed action plan. Despite this risks are currently still at acceptable levels as there is a sufficient lead in time for developing detailed plans if required.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short and medium term. However, pressures on both capital and revenue budgets remain significant and the MTFP shows continued future reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 11 February 2021.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2021/22 Council Tax.

Councillor Lawrence left the meeting at 8.20pm.

Following debate, in accordance with Standing Order 17.03 the amendment was put to a named vote as follows:

For the amendment:

Councillors Ellwood and Towsey-Hinton.

Against the amendment:

Councillors Adams, Peter Barnes, Sandra Barnes, Barnfather, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, Elliott, David Ellis, Rachael Ellis, Feeney, Fox, Gibbons, Greensmith, Gregory, Hemmingway, Hollingsworth, Hope, Keneally, Ron McCrossen, Viv McCrossen, Miller, Murray, Najuk, Paling, Parr, Payne, Scroggie, Martin Smith, Sam Smith, Truscott, Wheeler and Wilkinson.

The Mayor declared the amendment lost.

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

For the motion:

Councillors Peter Barnes, Sandra Barnes, Bosworth, Boyle, Brooks, Clarke, Clunie, Collis, Creamer, David Ellis, Rachael Ellis, Ellwood, Feeney, Fox, Gibbons, Gregory, Hemmingway, Hollingsworth, Hope, Keneally, Ron McCrossen, Viv McCrossen,

Miller, Najuk, Paling, Payne, Scroggie, Towsey-Hinton, Truscott, Wheeler, Wilkinson.

Against the motion:

None.

Abstentions:

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

The Mayor declared the motion carried and it was

RESOLVED that:

1. In accordance with the recommendations of Cabinet on 11 February 2021, that the Prudential and Treasury Indicators and the Treasury Management Strategy Statement 2021/22, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 11 to 51 of the Council agenda, be approved.
2. In accordance with the recommendations of Cabinet on 11 February 2021, that the Capital Programme for 2021/22 to 2023/24 set out at page 65 of the Council agenda and the Capital Investment Strategy 2021/22 to 2025/26 set out in the document circulated separately to the Council agenda be approved.
3. In accordance with the recommendation of Cabinet on 11 February 2021, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2021/22, and that the detailed budget for 2021/22 included at pages 117 to 156 of the Council agenda be approved.
4. In accordance with the recommendations of Cabinet on 11 February 2021, that the refreshed Gedling Plan 2020-2023 included at pages 185 to 204 of the Council agenda, and which sets out the priorities, objectives and actions, be approved.
5. That the sum of £4,975,600 be taken from General Fund Balances in 2021/22 of which £4,621,000 is to fund the 2020/21 exceptional NDR deficit, and £354,600 is to support General Fund revenue expenditure in 2021/22.
6. That it be noted that the Portfolio holder for Resources and Reputation and Deputy Leader of the Council determined on 5 January 2021 (D1106), the following amounts for the year 2021/22 in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.
 - a) 37,389.96 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Bestwood Village	637.76
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Papplewick	270.81
Ravenshead	2,740.55
St Albans	928.08
Stoke Bardolph	237.13
Woodborough	931.58

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

7. That the following amounts be now calculated by the Council for the year 2021/22 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):
- (a) £41,337,402 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**
 - (b) £34,115,000 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**
 - (c) £7,222,402 being the amount by which the aggregate at 7(a) above exceeds the aggregate at 7(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**
 - (d) £193.16 being the amount at 7(c) above, divided by the amount at 6(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**
 - (e) £751,302 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**. For information, the amount in respect of each parish is as follows:

<u>Part of the Council's Area</u>	<u>Parish Precept</u>
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St Albans	28,269
Stoke Bardolph	1,060
Woodborough	74,795

(f) £173.07 being the amount at 7(d) above less the result given by dividing the amount at 7(e) above by the amount at 6(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

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Calverton	268.08
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Lambley	205.46
Linby	229.48
Newstead	216.60
Papplewick	219.33
Ravenshead	224.09
St Albans	203.53
Stoke Bardolph	177.54
Woodborough	253.36

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

(h)

Part of the Council's Area

	<u>Valuation Bands</u>							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	141.51	165.10	188.68	212.27	259.44	306.61	353.78	424.54
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Newstead	144.40	168.47	192.53	216.60	264.73	312.87	361.00	433.20
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Woodborough	168.91	197.06	225.21	253.36	309.66	365.96	422.27	506.72

All other parts of the Council's area 115.38 134.61 153.84 173.07 211.53 249.99 288.45 346.14

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

8. That it be noted that for the year 2021/22, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire & Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority:	A £	B £	C £	D £	E £	F £	G £	H £
Notts County Council	1,053.90	1,229.55	1,405.20	1,580.85	1,932.15	2,283.45	2,634.75	3,161.70
Notts Police & Crime Commissioner	162.84	189.98	217.12	244.26	298.54	352.82	407.10	488.52
Combined Fire & Rescue Authority	55.30	64.52	73.73	82.95	101.38	119.82	138.25	165.90

9. That, having calculated the aggregate in each case of the amounts at 7(h) and 8 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2021/22 for each of the categories of dwellings shown below: **(The total amount of Council Tax for each band of dwelling)**

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A £	B £	C £	D £	E £	F £	G £	H £
Bestwood Village	1,413.55	1,649.15	1,884.73	2,120.33	2,591.51	3,062.70	3,533.88	4,240.66
Burton Joyce	1,470.75	1,715.87	1,960.99	2,206.12	2,696.37	3,186.62	3,676.87	4,412.24
Calverton	1,450.76	1,692.56	1,934.34	2,176.14	2,659.72	3,143.32	3,626.90	4,352.28
Colwick	1,402.93	1,636.76	1,870.57	2,104.40	2,572.04	3,039.69	3,507.33	4,208.80
Lambley	1,409.01	1,643.85	1,878.68	2,113.52	2,583.19	3,052.87	3,522.53	4,227.04
Linby	1,425.03	1,662.53	1,900.03	2,137.54	2,612.55	3,087.56	3,562.57	4,275.08
Newstead	1,416.44	1,652.52	1,888.58	2,124.66	2,596.80	3,068.96	3,541.10	4,249.32
Papplewick	1,418.26	1,654.64	1,891.01	2,127.39	2,600.14	3,072.90	3,545.65	4,254.78
Ravenshead	1,421.43	1,658.34	1,895.24	2,132.15	2,605.96	3,079.78	3,553.58	4,264.30
St Albans	1,407.73	1,642.35	1,876.97	2,111.59	2,580.83	3,050.08	3,519.32	4,223.18
Stoke Bardolph	1,390.40	1,622.14	1,853.86	2,085.60	2,549.06	3,012.54	3,476.00	4,171.20
Woodborough	1,440.95	1,681.11	1,921.26	2,161.42	2,641.73	3,122.05	3,602.37	4,322.84
All other parts of the Council's area	1,387.42	1,618.66	1,849.89	2,081.13	2,543.60	3,006.08	3,468.55	4,162.26

The meeting finished at 9.18 pm

Signed by Chair:
Date:



Report to Audit Committee

Subject: Mazars Annual Audit Letter 2019/20
Date: 16 March 2021
Author: Director of Corporate Resources and S151 Officer

1 Purpose of Report

To inform Members of the outcome of the external audit work in respect of 2019/20.

Recommendation:

THAT:

- 1) Members accept the Mazars Annual Audit Letter for 2019/20 (Appendix 1) and refer it to Council for information.

2 Background

The external auditor's Annual Audit Letter summarises the outcomes from the audit work at Gedling Borough Council in relation to the 2019/20 audit year. Although it is addressed to the Council, it is designed to be read by a wider audience, including members of the public and other external stakeholders, and will be placed on the Authority's website.

3 Proposal

As external auditors, Mazars have concluded their audit work for 2019/20 and outcomes are summarised in the Annual Audit Letter attached at Appendix 1. The letter confirms that an unqualified audit opinion was issued in respect of both the Council's Financial Statements and the Value for Money arrangements. In addition, it confirms that they did not have to issue a public interest report and did not have to exercise any other audit powers

under the Local Audit and Accountability Act 2014 during the course of the audit.

Section 5 of the Annual Audit Letter summarises the audit fees for the work. The final fee for the 2019/20 audit of the authority was £32,779 plus additional fees, yet to be agreed, for work relating to:

- Additional testing on property, plant and equipment (PPE) and Pensions
- Additional costs associated with 2019/20 including:
 - Impact of material valuation uncertainty on PPE and pension fund assets;
 - Updating audit risk assessments;
 - Additional consideration of estimation uncertainty;
 - Changes impacting pension liabilities through the McCloud and Goodwin legal cases.

It is proposed that the letter is accepted and be recommended to Full Council.

4 Financial Implications

There are no financial implications directly arising from this report.

5 Legal Implications

There are no legal implications directly arising from this report.

6 Equalities Implications

There are no equalities implications directly arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

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

8 Appendices

Appendix 1 Mazars Annual Audit Letter 2019/20.

Statutory officer Approval:

Approved by: Chief Financial Officer

Date: 8 March 2021

Approved by: Monitoring Officer

Date: 8 March 2021

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Annual Audit Letter

Gedling Borough Council

Year ending 31 March 2020





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Our reports are prepared in the context of the 'Statement of responsibilities of auditors and audited bodies' issued by Public Sector Audit Appointments Ltd. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of the Council. No responsibility is accepted to any member or officer in their individual capacity or to any third party. Our written consent must first be obtained before this document, or any part of it, is disclosed to a third party.

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1. EXECUTIVE SUMMARY

Purpose of the Annual Audit Letter

Our Annual Audit Letter summarises the work we have undertaken as the auditor for Gedling Borough Council (the Council) for the year ended 31 March 2020. Although this letter is addressed to the Council, it is designed to be read by a wider audience including members of the public and other external stakeholders.

Our responsibilities are defined by the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (the NAO). The detailed sections of this letter provide details on those responsibilities, the work we have done to discharge them, and the key findings arising from our work. These are summarised below.

Area of responsibility	Assessment	Summary
Audit of the financial statements	●	<p>Our auditor's report issued on 18 December 2020 included our opinion that the financial statements:</p> <ul style="list-style-type: none">• give a true and fair view of the Council's financial position as at 31 March 2020 and of its expenditure and income for the year then ended; and• have been prepared properly in accordance with the CIPFA/LASAAC Code of Practice on Local Authority Accounting in the United Kingdom 2019/20.
Other information published alongside the audited financial statements	●	<p>Our auditor's report included our opinion that:</p> <ul style="list-style-type: none">• the other information in the Statement of Accounts is consistent with the audited financial statements.
Value for money conclusion	●	<p>Our auditor's report concluded that we are satisfied that in all significant respects, the Council has put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31 March 2020.</p>
Reporting to the group auditor	●	<p>In line with group audit instructions, issued by the NAO on 4th November, we reported to the group auditor in line with the requirements applicable to the Council's Whole of Government Accounts return.</p>
Statutory reporting	●	<p>Our auditor's report confirmed that we did not use our powers under s24 of the 2014 Act to issue a report in the public interest or to make written recommendations to the Council.</p> <p>The report also confirmed that we did not exercise any other special powers of the auditor under sections 28, 29 or 31 of the 2014 Act.</p>



2. AUDIT OF THE FINANCIAL STATEMENTS

Opinion on the financial statements

Unqualified

The scope of our audit and the results of our work

The purpose of our audit is to provide reasonable assurance to users that the financial statements are free from material error. We do this by expressing an opinion on whether the statements are prepared, in all material respects, in line with the financial reporting framework applicable to the Council and whether they give a true and fair view of the Council's financial position as at 31 March 2020 and of its financial performance for the year then ended.

Our audit was conducted in accordance with the requirements of the Code of Audit Practice issued by the National Audit Office and International Standards on Auditing. These require us to consider whether:

- the accounting policies are appropriate to the Council's circumstances and have been consistently applied and adequately disclosed;
- the significant accounting estimates made by management in the preparation of the financial statements are reasonable; and
- the overall presentation of the financial statements provides a true and fair view.

Our auditor's report, stated that in our view, the financial statements give a true and fair view of the Council's financial position as at 31 March 2020 and of its financial performance for the year then ended.

Our auditor's report was modified to include an emphasis of matter paragraph. This drew attention to the financial statement disclosure explaining that COVID-19 had contributed to 'material valuation uncertainty' in the valuation of three of the Council's property, plant and equipment and investment properties and in the Council's share of Nottinghamshire Pension Fund's property investment assets included in the estimated net Pension Liability.



2. AUDIT OF THE FINANCIAL STATEMENTS

Our approach to materiality

We apply the concept of materiality when planning and performing our audit, and when evaluating the effect of misstatements identified as part of our work. We consider the concept of materiality at numerous stages throughout the audit process, in particular when determining the nature, timing and extent of our audit procedures, and when evaluating the effect of uncorrected misstatements. An item is considered material if its misstatement or omission could reasonably be expected to influence the economic decisions of users of the financial statements.

Judgements about materiality are made in the light of surrounding circumstances and are affected by both qualitative and quantitative factors. We set materiality for the financial statements as a whole (financial statement materiality) and set a lower level of materiality for specific items of account (specific materiality) due to the nature of these items or because they attract public interest. We also set a threshold for reporting identified misstatements to the Audit and Accounts Committee. We call this our trivial threshold.

The table below provides details of the materiality levels applied in the audit of the financial statements for the year ended 31 March 2020:

		Council
Financial statement materiality	Our financial statement materiality is based on 2% of Gross Operating Expenditure on the surplus/deficit on provision of services.	£1,054k
Trivial threshold	Our trivial threshold is based on 3% of financial statement materiality.	£32k
	We have applied a lower level of materiality to the following areas of the accounts:	
Specific materiality	• Termination payments	£42k
	• Senior Officer Remuneration	£5k
	• Members Allowances	£45k
	• External Audit Fee	£5k

2. AUDIT OF THE FINANCIAL STATEMENTS

Our response to significant audit risks

As part of our continuous planning procedures we considered whether there were risks of material misstatement in the Council's financial statements that required special audit consideration. We reported significant risks identified at the planning stage to the Audit and Accounts Committee within our Audit Strategy Memorandum and provided details of how we responded to those risks in our Audit Completion Report. The table below outlines the identified significant risks, the work we carried out on those risks and our conclusions.

Identified significant risk	Our response	Our findings and conclusions
<p>Management override of controls Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur, we consider there to be a risk of material misstatement due to fraud and thus a significant risk on all audits.</p>	<p>We addressed this risk through performing audit work over:</p> <ul style="list-style-type: none"> Accounting estimates impacting on amounts included in the financial statements. Consideration of identified significant transactions outside the normal course of business. Journals recorded in the general ledger and other adjustments made in preparation of the financial statements. 	<p>Our audit procedures did not identify any material errors or uncertainties in the financial statements, or other matters that we wish to highlight.</p>



2. AUDIT OF THE FINANCIAL STATEMENTS

Our response to significant audit risks (continued)

Identified significant risk	Our response	Our findings and conclusions
<p>Valuation of Property, Plant and Equipment and Investment Properties</p> <p>The financial statements contain material entries on the Balance Sheet as well as material disclosure notes in relation to the Authority's holding of Property, Plant and Equipment (PPE). Although the Authority uses an internal valuation expert to provide information on valuations, there remains a high degree of estimation uncertainty associated with the revaluation of PPE due to the significant judgements and number of variables involved in providing revaluations. We have therefore identified the valuation of PPE to be an area of significant risk. For 2019/20 we understand that Bruton Knowles have been commissioned to value Mapperley Golf Course and the Bestwood Lodge Hotel and the same risks apply in relation to the external valuer.</p> <p>At the outset of the Covid19 outbreak, guidance issued by the Royal Institute of Chartered Surveyors set out an expectation that valuers are likely to conclude that there is "material uncertainty" over the valuation of land and buildings at the balance sheet date.</p>	<p>We performed a range of audit tests, including, but not limited to:</p> <ul style="list-style-type: none"> Assessing the Council's valuers scope of work, qualifications, objectivity and independence to carry out the required programme of revaluations. Considering whether the overall revaluation methodology used by the Council's valuer is in line with industry practice, the CIPFA Code of Practice and the Council's accounting policies. Assessing whether valuation movements are in line with market expectations by reference to alternative sources of valuation data to provide information on regional valuation trends. Assessing the treatment of the upward and downward revaluations in the Council's financial statements with regards to the requirements of the CIPFA Code of Practice. Assessing the approach that the Council adopts to ensure that assets not subject to revaluation in 2019/20 are materially correct, including considering the robustness of that approach in light of the valuation information reported by the Council's valuer. <p>We also considered the potential impact of the COVID-19 pandemic on the Council's asset valuations and the adequacy of the disclosures in the financial statements, specifically those relating to the material uncertainty applied by your valuer to their valuations.</p>	<p>The Council's valuer declared that the valuation of 2 of the Council's property assets and 1 investment property were subject to 'material valuation uncertainty' as a result of COVID-19 and this was disclosed in Note 4 of the financial statements and referred to in the 'emphasis of matter' paragraph in our auditor's report. A 'material valuation uncertainty' declaration does not mean that the valuation cannot be relied upon, only that, because of the extraordinary circumstances arising from COVID-19, less certainty can be attached to the valuation.</p>

2. AUDIT OF THE FINANCIAL STATEMENTS

Our response to significant audit risks (continued)

Identified significant risk	Our response	Our findings and conclusions
<p>Valuation of the Net Pension Liability</p> <p>The financial statements contain material pension entries in respect of retirement benefits. The calculation of these pension figures, both assets and liabilities, can be subject to significant volatility and includes estimates based upon a complex interaction of actuarial assumptions. Moreover, in 2019/20 the local government pension assets and liabilities were subject to triennial revaluation, which set the contribution rates for 2020/21 onwards. This results in an increased risk of material misstatement .</p>	<p>We performed a range of audit tests, including, but not limited to:</p> <ul style="list-style-type: none"> • Reviewing the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation. • Assessing the competency, objectivity and independence of the Nottinghamshire Pension Fund’s Actuary, Barnett Waddingham LLP. • Agreeing the data in the IAS 19 valuation report provided by the Fund Actuary for accounting purposes to the pension accounting entries and disclosures in the Council’s financial statements. • Liaising with the auditor of the Nottinghamshire Pension Fund to gain assurance that the controls in place at the Pension Fund are operating effectively. 	<p>‘Material valuation uncertainty’ was disclosed on the Pension Fund’s property investment assets as a result of COVID-19. As the Council’s share of those assets in the net Pension Liability in its own balance sheet is material, the Council has disclosed this in Note 4 of the financial statements and we have reflected this in the ‘emphasis of matter’ paragraph in our Audit Report.</p>



2. AUDIT OF THE FINANCIAL STATEMENTS

Internal control recommendations

As part of our audit we considered the internal controls in place that are relevant to the preparation of the financial statements. We did this to design audit procedures that allow us to express our opinion on the financial statements, but this did not extend to us expressing an opinion on the effectiveness of internal controls. We identified the following deficiencies in internal control as part of our audit.

Description of deficiency	<p><u>Non Disclosure of Leases</u></p> <p>We note that as a result of decluttering the accounts a number of years ago the lease note is no longer included within the accounts as it is not material. With the upcoming changes under IFRS16 to take effect in 2020/21 in relation to leases this is something that the authority may wish to reconsider in future years.</p>
Potential effects	<p>Failure to disclose in future years when new code requirements come into effect.</p>
Recommendation	<p>The Council will need to consider the disclosure of leases as a separate note when the code change comes into effect in 2021/22 as this area will be subject to specific audit procedures to ensure the correct accounting approach has been followed. As prior year equivalents would have to be provided the Council may wish to consider the disclosure of leases in future years.</p>
Management response	<p>The Council did indeed remove the leasing note as part of the decluttering exercise some years ago. However, a full consideration of operating leases is nevertheless undertaken on an annual basis. The latest review found all instances to be de-minimis in line with the relevant policy and no disclosure was therefore required. The Council is aware that the implementation of IFRS16 may require a review of the policy on leases and accordingly may change our disclosure requirements.</p> <p>The Code change does not come into effect until 2021/22 and any disclosure requirements will be fully reviewed at the appropriate time.</p>

3. VALUE FOR MONEY CONCLUSION

Value for money conclusion

Unqualified

Our audit approach

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

The overall criterion is that, 'in all significant respects, the Council had proper arrangements to ensure it took properly informed decisions and deployed resources to achieve planned and sustainable outcomes for taxpayers and local people.' To assist auditors in reaching a conclusion on this overall criterion, the following sub-criteria are set out by the NAO:

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

Significant audit risks

The NAO's guidance requires us to carry out work to identify whether or not a risk to our conclusion exists. Risk, in the context of our work, is the risk that we come to an incorrect conclusion rather than the risk of the arrangements in place at the Council being inadequate.

When we perform our work, we consider whether there are any areas requiring additional audit attention as a "Significant Audit Risk", which we report to the Audit and Accounts Committee prior to finalising our conclusion. For 2019/20, we did not identify any significant audit risks.

Overall Conclusion

Our auditor's report stated that that, in all significant respects, the Council put in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources for the year ended 31st March 2020.



4. OTHER REPORTING RESPONSIBILITIES

Exercise of statutory reporting powers	No matters to report
Completion of group audit reporting requirements	Below testing threshold
Other information published alongside the audited financial statements	Consistent

The Code of Audit Practice and the 2014 Act place wider reporting responsibilities on us, as the Council's external auditor. We set out below, the context of these reporting responsibilities and our findings for each.

Matters on which we report by exception

The 2014 Act provides us with specific powers where matters come to our attention that, in our judgement, require reporting action to be taken. We have the power to:

- issue a report in the public interest;
- make statutory recommendations that must be considered and responded to publicly;
- apply to the court for a declaration that an item of account is contrary to law; and
- issue an advisory notice under schedule 8 of the 2014 Act.

We have not exercised any of these statutory reporting powers.

The 2014 Act also gives rights to local electors and other parties, such as the right to ask questions of the auditor and the right to make an objection to an item of account. We did not receive any such objections or questions.

Reporting to the NAO in respect of Whole of Government Accounts consolidation data

The National Audit Office, as group auditor, requires us to complete a Whole of Government Accounts Assurance Statement in respect of financial consolidation data produced by the Council. We submitted this information to the NAO on 18 December 2020.

Other information published alongside the financial statements

The Code of Audit Practice requires us to consider whether information published alongside the financial statements is consistent with those statements and our knowledge and understanding of the Council. In our opinion, the other information in the Statement of Accounts is consistent with the audited financial statements.



5. OUR FEES

Fees for work as the Council's auditor

We reported our proposed fees for the delivery of our work in the Audit Strategy Memorandum in March 2020 as £32,779, plus amounts to be confirmed to cover the additional testing on Property, Plant & Equipment and Defined Benefit Pensions Schemes.

Having completed our work for the 2019/20 financial year, we can confirm that our final fees are as follows:

Area of work	2019/20 proposed fee	2019/20 final fee
Delivery of audit work under the NAO Code of Audit Practice	£32,779	£32,779
Fee Variations*:		
• Additional testing on Property, Plant & Equipment and Defined Benefit Pensions Schemes	To be agreed	£6,194
• Additional costs associated with 2019/20, including, but not limited to: <ul style="list-style-type: none">• Impact of 'Material Valuation Uncertainty' on the Council's land and buildings and its share of Pension Fund property assets.• Updating audit risk assessments, including the value for money conclusion.• Additional considerations of estimation uncertainty in going concern.• Changes impacting pension liabilities through the McCloud and Goodwin legal cases.	To be agreed	£5,032
Final audit fee		£44,005

*Fee variations subject to confirmation from PSAA.

Fees for other work

We confirm that we have not undertaken any non-audit services for the Council in the year.



6. FORWARD LOOK: AUDIT CHANGES 2020/21

Changes to the Code of Audit Practice

The Code of Audit Practice (the Audit Code), issued by the Comptroller and Auditor General, prescribes the way we carry out our responsibilities as your auditors. On 1st April 2020 a new Code came in to force and will apply to our work from 2020/21 onwards.

The new Audit Code continues to apply the requirements of International Standards on Auditing (ISAs) to our audit of the financial statements. While there are changes to the ISAs that are effective from 2020/21 the Audit Code has not introduced any changes to the scope of our audit of the financial statements. We will continue to give our opinion on the financial statements in our independent auditor's report.

There are however significant changes to the work on value for money arrangements, and the way we report the outcomes of our work to you.

The auditor's work on value for money arrangements

From 2020/21 we are still required to satisfy ourselves that you have made proper arrangements for securing the economy, efficiency and effectiveness in your use of resources, however unlike under the 2015 Audit Code, we will no longer report in the form of a conclusion on arrangements. Instead, where our work identifies significant weaknesses in arrangements, we are required to report those weaknesses to you, along with the actions that need to be taken to address those weaknesses.

Our work will focus on three criteria specified in the revised Audit Code:

- Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;
- Governance: how the body ensures that it makes informed decisions and properly manages its risks; and
- Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.

Under the new Audit Code, we will be expected to report and make recommendations as soon as we identify a significant weakness in arrangements, as opposed to reporting our conclusion on arrangements at the end of the audit cycle as has previously been the case.

Reporting the results of the auditor's work

We currently issue you with an Annual Audit Letter which provides a summary of our work across all aspects of our audit. From 2020/21 the Annual Audit Letter will be replaced by the Auditor's Annual Report. This will continue to provide a summary of our work over the year of audit but will also include a detailed commentary on your arrangements in place to achieve economy, efficiency and effectiveness. This commentary replaces the conclusion on arrangements that was previously provided and will include details of any significant weakness identified and reported to you, follow up of any previous recommendations made, and our view as to whether recommendations have been implemented satisfactorily.

The new Audit Code will result in additional officer time and auditor time and therefore audit fees.



6. FORWARD LOOK: AUDIT CHANGES 2020/21

Redmond Review

In September 2020, Sir Tony Redmond published the findings of his independent review into the oversight of local audit and the transparency of local authority financial reporting. The report makes several recommendations that, if implemented, could affect both the financial statements that local authorities are required to prepare and the work that we as auditors are required to do.

The report and recommendations are wide-ranging, and includes:

- the creation of the Office of Local Audit and Regulation (OLAR), to manage, oversee and regulate local audit;
- reviewing reporting deadlines;
- reviewing governance arrangements in local authorities, including the membership of the Audit and Accounts Committee; and
- increasing transparency and reducing the complexity of local authority financial statements.

The recommendations and findings will now be considered by the Ministry of Housing, Communities and Local Government and we look forward to working with all stakeholders to implement changes to ensure the development and sustainability of local audit.

The full report is available here: <https://www.gov.uk/government/publications/local-authority-financial-reporting-and-external-audit-independent-review>



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Report to Audit Committee

Subject: Mazars External Audit – Audit Strategy Memorandum

Date: 16 March 2021

Author: Director of Corporate Resources and Section 151 Officer

Purpose

The attached report prepared by Mazars, the Council's External Auditor, sets out the External Audit Strategy Memorandum for the year ending 31 March 2021 for approval.

Recommendation(s)

THAT:

- 1) **Members receive the report and approve the Mazars External Audit Plan for 2020/21 and refer the report to full Council for information.**

1 Background

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

2 Proposal

- 2.1 The attached report prepared by Mazars, the Council's External Auditor, sets out the External Audit Plan and associated key deliverables in respect of the audit/review and report on the 2020/21 Financial Statements (including the Annual Governance Statement) and the Value for Money

Arrangements of the Council.

3 Financial Implications

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

4 Legal Implications

4.1 None

5 Equalities Implications

5.1 None

6 Carbon Reduction/Environmental Sustainability Implications

6.1 None

7 Appendices

7.1 Mazars Audit Strategy Memorandum – Year ending 31 March 2021.

9 Background Papers

9.1 None

Statutory Officer approval

Approved by: Chief Financial Officer

Date: 05/03/21

Approved by: Monitoring Officer

Date: 05/03/21

Audit Strategy Memorandum

Gedling Borough Council

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1 March 2021

Dear Committee Members

Audit Strategy Memorandum – Year ending 31 March 2021

We are pleased to present our Audit Strategy Memorandum for Gedling Borough Council for the year ending 31 March 2021. The purpose of this document is to summarise our audit approach, highlight significant audit risks and areas of key judgements and provide you with the details of our audit team. As it is a fundamental requirement that an auditor is, and is seen to be, independent of its clients, section 7 of this document also summarises our considerations and conclusions on our independence as auditors. We consider two-way communication with you to be key to a successful audit and important in:

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

With that in mind, we see this document, which has been prepared following our initial planning discussions with management, as being the basis for a discussion around our audit approach, any questions, concerns or input you may have on our approach or role as auditor. This document also contains an appendix that outlines our key communications with you during the course of the audit,

Client service is extremely important to us and we strive to provide technical excellence with the highest level of service quality, together with continuous improvement to exceed your expectations so, if you have any concerns or comments about this document or audit approach, please contact me at david.hoose@mazars.co.uk.

Yours faithfully

David Hoose

Mazars LLP

Mazars LLP – Park View House- 58 The Ropewalk- Nottingham – NG1 5DW

Tel: 0115 964 4744 – www.mazars.co.uk

Mazars LLP is the UK firm of Mazars, an integrated international advisory and accountancy organisation. Mazars LLP is a limited liability partnership registered in England and Wales with registered number OC308299 and with its registered office at Tower Bridge House, St Katharine's Way, London E1W 1DD.

We are registered to carry on audit work in the UK by the Institute of Chartered Accountants in England and Wales. Details about our audit registration can be viewed at www.auditregister.org.uk under reference number C001139861. VAT number: 839 8356 73

01

Section 01:

Engagement and responsibilities summary

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1. Engagement and responsibilities summary

Overview of engagement

We are appointed to perform the external audit of Gedling Borough Council (the Council) for the year to 31 March 2021. The scope of our engagement is set out in the Statement of Responsibilities of Auditors and Audited Bodies, issued by Public Sector Audit Appointments Ltd (PSAA) available from the PSAA website: <https://www.psa.co.uk/managing-audit-quality/statement-of-responsibilities-of-auditors-and-audited-bodies/>. Our responsibilities are principally derived from the Local Audit and Accountability Act 2014 (the 2014 Act) and the Code of Audit Practice issued by the National Audit Office (NAO), as outlined below.



Audit opinion

We are responsible for forming and expressing an opinion on the financial statements. Our audit does not relieve management or Audit Committee, as those charged with governance, of their responsibilities.



Fraud

The responsibility for safeguarding assets and for the prevention and detection of fraud, error and non-compliance with law or regulations rests with both those charged with governance and management. This includes establishing and maintaining internal controls over reliability of financial reporting.

As part of our audit procedures in relation to fraud we are required to enquire of those charged with governance, including key management and Internal Audit, as to their knowledge of instances of fraud, the risk of fraud and their views on internal controls that mitigate the fraud risks. In accordance with International Standards on Auditing (UK), we plan and perform our audit so as to obtain reasonable assurance that the financial statements taken as a whole are free from material misstatement, whether caused by fraud or error. However, our audit should not be relied upon to identify all such misstatements.



Going concern

The Council is required to prepare its financial statements on a going concern basis by the Code of Practice on Local Authority Accounting. The section 151 officer is responsible for the assessment of whether it is appropriate for the Council to prepare its accounts on a going concern basis. As auditors, we are required to obtain sufficient appropriate audit evidence regarding, and conclude on the appropriateness of the section 151 officer's use of the going concern basis of accounting in the preparation of the financial statements and the adequacy of disclosures made.



Value for money

We are also responsible for reaching a conclusion on the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources. We discuss our approach to Value for Money work further in section 5 of this report.



Reporting to the NAO

We report to the NAO on the Council's financial statements and the matters arising from our audit which are relevant to the Council's Whole of Government Accounts (WGA) submission.



Electors' rights

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

Engagement and responsibilities summary

Your audit engagement team

Audit scope, approach and timeline

Significant risks and key judgement areas

Value for money

Fees for audit and other services

Our commitment to independence

Materiality and misstatements

Appendices

02

Section 02:

Your audit engagement team

2. Your audit engagement team

Your external audit service continues to be led by David Hoose. A summary of key team members are detailed below:

Who	Role	E-mail
David Hoose	Engagement Lead	david.hoose@mazars.co.uk
TBC	Engagement Manager	TBC
James Wright	Engagement Senior	james.wright@mazars.co.uk

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Engagement and responsibilities summary	Your audit engagement team	Audit scope, approach and timeline	Significant risks and key judgement areas	Value for money	Fees for audit and other services	Our commitment to independence	Materiality and misstatements	Appendices
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03

Section 03:

Audit scope, approach and timeline

Page 64

3. Audit scope, approach and timeline

Audit scope

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

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

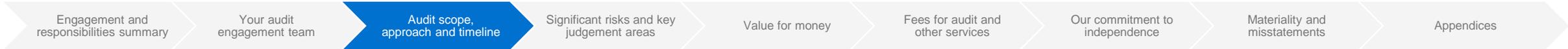
Audit approach

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

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

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

The diagram on the next page outlines the procedures we perform at the different stages of the audit.



3. Audit scope, approach and timeline

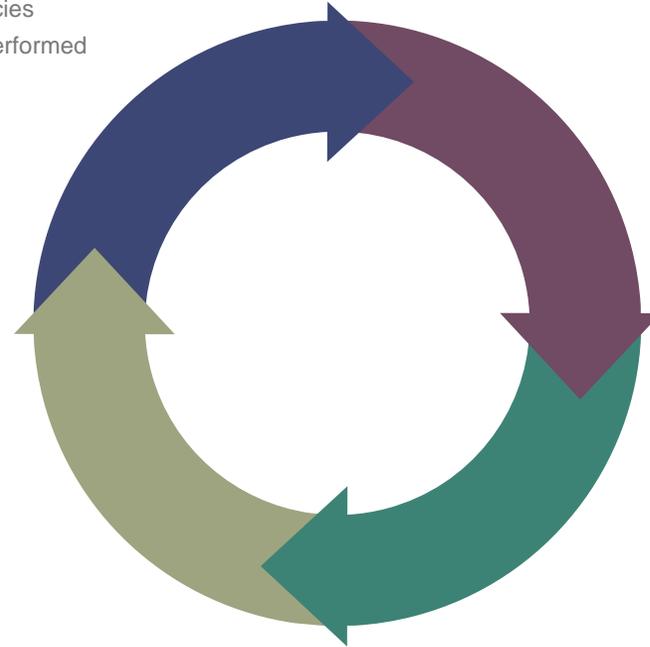
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Planning January – February 2021

- Planning visit and developing our understanding of the Council
- Initial opinion and value for money risk assessments
- Considering proposed accounting treatments and accounting policies
- Developing the audit strategy and planning the audit work to be performed
- Agreeing timetable and deadlines
- Preliminary analytical review

Interim March 2021

- Documenting systems and controls
- Performing walkthroughs
- Interim controls testing including tests of IT general controls
- Early substantive testing of transactions
- Reassessment of audit plan and revision if necessary

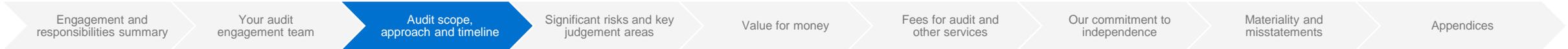


Completion September – November 2021

- *Final review and disclosure* checklist of financial statements
- Final partner review
- Agreeing content of letter of representation
- Reporting to the Audit Committee
- Reviewing subsequent events
- Signing the auditor’s report

Fieldwork August – September 2021

- Receiving and reviewing draft financial statements
- Reassessment of audit plan and revision if necessary
- Executing the strategy starting with significant risks and high risk areas
- Communicating progress and issues
- Clearance meeting



3. Audit scope, approach and timeline

Reliance on internal audit

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

Where we intend to rely on the work on internal audit, we will evaluate the work performed by your internal audit team and perform our own audit procedures to determine its adequacy for our audit.

Management's and our experts

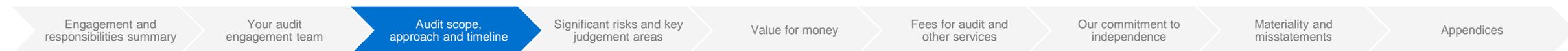
Management makes use of experts in specific areas when preparing the Council's financial statements. We also use experts to assist us to obtain sufficient appropriate audit evidence on specific items of account.

Item of account	Management's expert	Our expert
Property, plant and equipment	TBC The Council's internal Valuer has left the organisation and recruitment for a replacement is ongoing.	None
Pensions	Barnett Waddingham Actuary for Nottinghamshire Pension Fund	PwC LLP Consulting actuary appointed by the NAO
Financial instrument disclosures	Link Asset Services Treasury management advisors	None
Business rate appeals provision	InformCPI Ltd. The Council's rating specialist	None

Service organisations

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

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



04

Section 04:

Significant risks and other key judgement areas

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4. Significant risks and other key judgement areas

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

Significant risk

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

Enhanced risk

An enhanced risk is an area of higher assessed risk of material misstatement ('RMM') at audit assertion level other than a significant risk. Enhanced risks require additional consideration but does not rise to the level of a significant risk, these include but may not be limited to:

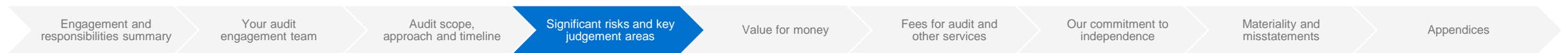
- key areas of management judgement, including accounting estimates which are material but are not considered to give rise to a significant risk of material misstatement; and
- other audit assertion risks arising from significant events or transactions that occurred during the period.

Standard risk

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

Summary risk assessment

The summary risk assessment, illustrated in the table below, highlights those risks which we deem to be significant and other enhanced risks in respect of the Council. We have summarised our audit response to these risks on the next page.



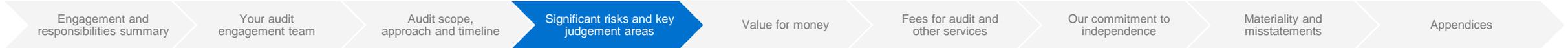
4. Significant risks and other key judgement areas

Specific identified audit risks and planned testing strategy

We have presented below in more detail the reasons for the risk assessment highlighted above, and also our testing approach with respect to significant risks. An audit is a dynamic process, should we change our view of risk or approach to address the identified risks during the course of our audit, we will report this to the Audit Committee.

Significant risks

	Description	Fraud	Error	Judgement	Planned response
1 Page 70	<p>Management override of controls This is a mandatory significant risk on all audits due to the unpredictable way in which such override could occur.</p> <p>Management at various levels within an organisation are in a unique position to perpetrate fraud because of their ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Due to the unpredictable way in which such override could occur there is a risk of material misstatement due to fraud on all audits.</p>	●	-	-	We plan to address the management override of controls risk through performing audit work over accounting estimates, journal entries and significant transactions outside the normal course of business or otherwise unusual.

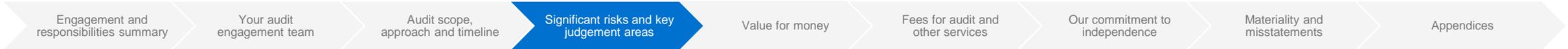


4. Significant risks and other key judgement areas

Significant risks (continued)

	Description	Fraud	Error	Judgement	Planned response
2	<p>Net defined benefit liability valuation The defined benefit liability relating to the Local Government pension scheme represents a significant balance on the Council's balance sheet.</p> <p>The Council uses an actuary to provide an annual valuation of these liabilities in line with the requirements of IAS 19 Employee Benefits.</p> <p>Due to the high degree of estimation uncertainty associated with this valuation, we have determined there is a significant risk in this area.</p>	-	●	●	<p>We plan to address the risk by:</p> <ul style="list-style-type: none"> critically assessing the competency, objectivity and independence of the Nottinghamshire Pension Fund's Actuary, Barnett Waddingham; liaising with the auditors of the Nottinghamshire Pension Fund to gain assurance that the controls in place at the Pension Fund are operating effectively. This will included the processes and controls in place to ensure data provided to the Actuary by the Pension Fund for the purposes of the IAS 19 valuation is complete and accurate; reviewing the appropriateness of the Pension Asset and Liability valuation methodologies applied by the Pension Fund Actuary, and the key assumptions included within the valuation. This will include comparing them to expected ranges, utilising information by the consulting actuary engaged by the National Audit Office; and agreeing the data in the IAS 19 valuation report provided by the Fund Actuary for accounting purposes to the pension accounting entries and disclosures in the Council's financial statements. <p>In line with 2019/20 and the continuing Covid-19 pandemic, there may be a material valuation uncertainty disclosure to be made and emphasis of matter paragraph to be included within our opinion. We will monitor this throughout the audit process.</p>

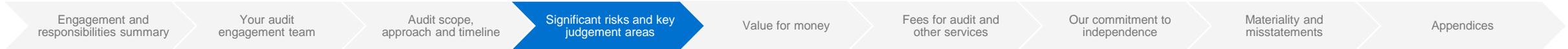
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4. Significant risks and other key judgement areas

Significant risks (continued)

	Description	Fraud	Error	Judgement	Planned response
Page 72	<p>3 Valuation of property, plant and equipment, and investment properties</p> <p>The Council's accounts contain material balances and disclosures relating to its holding of property, plant and equipment and investment properties, with the majority required to be carried at valuation.</p> <p>The valuation of these assets is complex and is subject to a number of management assumptions and judgements.</p> <p>Due to the high degree of estimation uncertainty associated, we have determined there is a significant risk in this area.</p>	-	●	●	<p>We plan to address this risk by:</p> <ul style="list-style-type: none"> critically assessing the Council's valuers scope of work, qualifications, objectivity and independence to carry out the required programme of revaluations; considering whether the overall revaluation methodologies used by the Council's valuers are in line with industry practice, the CIPFA code of practice and the Council's accounting policies; assessing whether valuation movements are in line with market expectations by considering valuation trends; and critically assessing the approach that the Council adopts to ensure that assets that are not subject to revaluation in 2020/21 are materially correct, including considering the robustness of that approach in light of the valuation information reported by the Councils valuers. <p>In line with 2019/20 and the continuing Covid-19 pandemic, there may be a material valuation uncertainty disclosure to be made and emphasis of matter paragraph to be included within our opinion. We will monitor this throughout the audit process.</p>

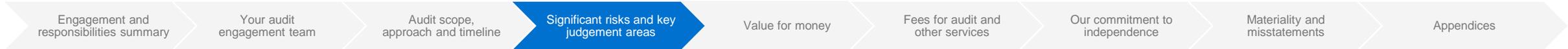


4. Significant risks and other key judgement areas

Significant risks (continued)

	Description	Fraud	Error	Judgement	Planned response
4	<p>Covid-19 grant recognition Throughout 2020/21, the Government has provided substantial sums of financial support to local authorities. A lack of clarity exists in respect of the expected accounting treatment over this income source.</p> <p>We therefore identified the completeness and accuracy of the this income as a risk.</p>	-	●	-	<p>We plan to address this risk by:</p> <ul style="list-style-type: none"> • reviewing the Council's approach in determining whether grants are or are not ringfenced for specified areas of expenditure; • testing grant income recorded in the ledger to grant allocations/ notifications; and • reviewing a sample of grants to ensure conditions to recognise the income in 2020/21 have or have not been met.

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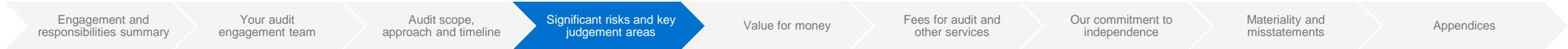


4. Significant risks and other key judgement areas

Consideration of other mandatory risks

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

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05

Section 05: **Value for Money**

Page 75

5. Value for Money

The framework for Value for Money work

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

The new Code of Audit Practice (the Code) has changed the way in which we report our findings in relation to Value for Money (VFM) arrangements from 2020/21. Whilst we are still required to be satisfied that the Council has proper arrangements in place, we will now report by exception in our auditor's report where we have identified significant weakness in those arrangements. This is a significant change to the requirements under the previous Code which required us to give a conclusion on the Council's arrangements as part of our auditor's report.

Under the new Code, the key output of our work on VFM arrangements will be a commentary on those arrangements which will form part of the Auditor's Annual Report.

Specified reporting criteria

The Code requires us to structure our commentary to report under three specified criteria:

1. **Financial sustainability** – how the Council plans and manages its resources to ensure it can continue to deliver its services
2. **Governance** – how the Council ensures that it makes informed decisions and properly manages its risks
3. **Improving economy, efficiency and effectiveness** – how the Council uses information about its costs and performance to improve the way it manages and delivers its services

Our approach

Our work falls into three primary phases as outlined opposite. We need to gather sufficient evidence to support our commentary on the Council's arrangements and to identify and report on any significant weaknesses in arrangements. Where significant weaknesses are identified we are required to report these to the Council and make recommendations for improvement. Such recommendations can be made at any point during the audit cycle and we are not expected to wait until issuing our overall commentary to do so.



5. Value for money conclusion

Under the 2020 Code, we are required to structure our commentary on the Council's 'proper arrangements' under three specified reporting criteria, which are expanded in the supporting guidance notes produced by the National Audit Office:

Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services

- how the body ensures that it identifies all the significant financial pressures that are relevant to its short and medium-term plans and builds these into them
- how the body plans to bridge its funding gaps and identifies achievable savings
- how the body plans finances to support the sustainable delivery of services in accordance with strategic and statutory priorities
- how the body ensures that its financial plan is consistent with other plans such as workforce, capital, investment, and other operational planning which may include working with other local public bodies as part of a wider system
- how the body identifies and manages risks to financial resilience, e.g. unplanned changes in demand, including challenge of the assumptions underlying its plans.

Governance: how the body ensures that it makes informed decisions and properly manages its risks, including

- how the body monitors and assesses risk and how the body gains assurance over the effective operation of internal controls, including arrangements to prevent and detect fraud
- how the body approaches and carries out its annual budget setting process
- how the body ensures effective processes and systems are in place to ensure budgetary control; to communicate relevant, accurate and timely management information (including non-financial information where appropriate); supports its statutory financial reporting requirements; and ensures corrective action is taken where needed
- how the body ensures it makes properly informed decisions, supported by appropriate evidence and allowing for challenge and transparency. This includes arrangements for effective challenge from those charged with governance/audit committee
- how the body monitors and ensures appropriate standards, such as meeting legislative/regulatory requirements and standards in terms of officer or member behaviour (such as gifts and hospitality or declarations/conflicts of interests).

Improving VFM: how the body uses information about its costs and performance to improve the way it manages and delivers its services

- how financial and performance information has been used to assess performance to identify areas for improvement
- how the body evaluates the services it provides to assess performance and identify areas for improvement
- how the body ensures it delivers its role within significant partnerships, engages with stakeholders it has identified, monitors performance against expectations, and ensures action is taken where necessary to improve
- where the body commissions or procures services, how the body ensures that this is done in accordance with relevant legislation, professional standards and internal policies, and how the body assesses whether it is realising the expected benefits.

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5. Value for Money

Identified risks of significant weaknesses in arrangements

The NAO's guidance requires us to carry out work at the planning stage to understand the Council's arrangements and to identify risks that significant weaknesses in arrangements may exist.

Due to the late release of the NAO's Auditor Guidance Note and supporting information to auditors, we have not yet fully completed our planning and risk assessment work. We will report the results of our planning and risk assessment work to the Audit Committee at a later date.

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06

Section 06:

Fees for audit and other services

Page 79

6. Fees for audit and other services

Fees for work as the Council's appointed auditor

Details of the 2019/20 Actual and 2020/21 Audit fees in line with PSAA and other reporting mechanisms are set out below:

Area of work	2020/21 Proposed Fee	2019/20 Actual Fee
Scale audit fee	£32,779	£32,779
<i>Fee variations:</i>		
Additional Testing on Property, Plant & Equipment and Defined Benefit Pensions Schemes as a result of changes in regulatory expectations	£6,194 ¹	£6,194
Additional testing as a result of the implementation of new auditing standards: ISA 200 (Revised): Quality control of an audit of financial statements; ISA 540 (Revised): Auditing accounting estimates and related disclosures; ISA570 (Revised) Going Concern; and ISA 600 (Revised).	£2,000 ²	-
Other additional costs	TBC	£5,032 ³
Sub-total	£40,973	£44,005
Additional work arising from the change in the Code of Audit Practice	£10,000 ⁴	-
Total	£50,973 ⁵	£44,005

¹ As previously reported to you, the scale fee has been adjusted to take into account the additional work required as a result of increased regulatory expectations over these areas.

² For 2020/21, two new auditing standards have been introduced incurring additional time and audit work not reflected in the scale fee. Additional testing as a result of the implementation of IFRS 16 Leases is deferred to the financial year 2021/22.

³ The additional audit costs in 2019/20 have been disclosed within our Annual Audit Letter, This mainly relates to additional testing and reporting of uncertainties in key estimates as a result of Covid-19.

⁴ As explained in section 5, the revised Code of Audit Practice results in a substantial amount of additional audit work to support the value for money conclusion and the changes in reporting requirements, requiring additional time and input from the senior members of the team. Our review of the Code and supporting guidance notes shows that the additional fee impact at all public sector entities is expected to be at least £10,000. The final fee will take into account the extent, and complexity of, any significant weaknesses in arrangements to review and report upon.

⁵ This is a proposed fee for 2020/21 at the point of the issue of our ASM. This figure is subject to change and additional costs will be discussed with management, for example material valuation uncertainty on asset valuations as a result of Covid-19.

07

Section 07:

Our commitment to independence

Page 81

7. Our commitment to independence

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

The Ethical Standard 2019 is applicable for any non-audit services commencing on or after 15 March 2020.

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

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

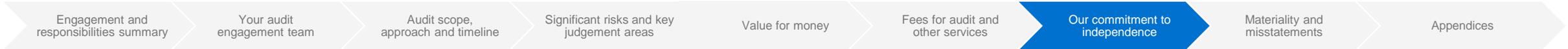
- All partners and staff are required to complete an annual independence declaration;
- All new partners and staff are required to complete an independence confirmation and also complete computer based ethical training;
- Rotation policies covering audit engagement partners and other key members of the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

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

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

Any emerging independence threats and associated identified safeguards will be communicated in our Audit Completion Report.

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08

Section 08:

Materiality and other misstatements

Page 83

8. Materiality and misstatements

Summary of initial materiality thresholds

Threshold	Initial threshold £'000s
Overall materiality	1,054
Performance materiality	790
Trivial threshold for errors to be reported to Audit Committee	32
<u>Specific materiality:</u>	
Officer remuneration	5*
Termination payments	42
Audit fees	5

* Reflecting movement from one salary band to another

Materiality

Materiality is an expression of the relative significance or importance of a particular matter in the context of financial statements as a whole.

Misstatements in financial statements are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

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

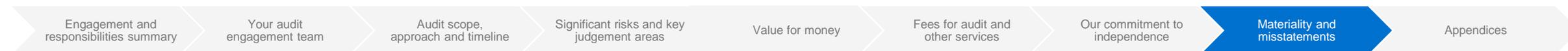
The assessment of what is material is a matter of professional judgement and is affected by our perception of the financial information needs of the users of the financial statements. In making our assessment we assume that users:

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

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

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

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



8. Materiality and misstatements

Materiality (continued)

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

Our provisional materiality is set based on a benchmark of gross revenue expenditure on the surplus/deficit on the provision of services level for 2019/20. We will identify a figure for materiality but identify separate levels for procedures design to detect individual errors, and also a level above which all identified errors will be reported to Audit Committee.

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

We expect to set a materiality threshold at 2% of gross revenue expenditure. Based on prior year financial statements we anticipate the overall materiality for the year ending 31 March 2021 to be in the region of £1.064m.

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

Performance Materiality

Performance materiality is the amount or amounts set by the auditor at less than materiality for the financial statements as a whole to reduce, to an appropriately low level, the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole. Our initial assessment of performance materiality is based on low inherent risk, meaning that we have applied 75% of overall materiality as performance materiality.

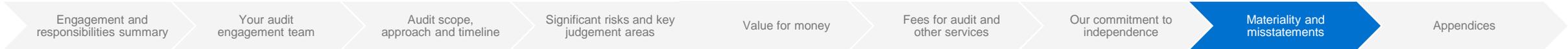
Misstatements

We accumulate misstatements identified during the audit that are other than clearly trivial. We set a level of triviality for individual errors identified (a reporting threshold) for reporting to the Audit Committee that is consistent with the level of triviality that we consider would not need to be accumulated because we expect that the accumulation of such amounts would not have a material effect on the financial statements. Based on our preliminary assessment of overall materiality, our proposed triviality threshold is £32k based on 3% of overall materiality. If you have any queries about this please do not hesitate to raise these with David Hoose.

Reporting to Audit Committee.

The following three types of audit differences will be presented to the Audit Committee:

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





Appendix: Key communication points

Appendix: Key communication points

We value communication with Those Charged With Governance as a two way feedback process at the heart of our client service commitment. ISA 260 (UK) 'Communication with Those Charged with Governance' and ISA 265 (UK) 'Communicating Deficiencies In Internal Control To Those Charged With Governance And Management' specifically require us to communicate a number of points with you.

Relevant points that need to be communicated with you at each stage of the audit are outlined below.

Form, timing and content of our communications

We will present the following reports:

- Our Audit Strategy Memorandum;
- Our Audit Completion Report; and
- Auditor's Annual Report

These documents will be discussed with management prior to being presented to yourselves and their comments will be incorporated as appropriate.

Key communication points at the planning stage as included in this Audit Strategy Memorandum

- Our responsibilities in relation to the audit of the financial statements;
- The planned scope and timing of the audit;
- Significant audit risks and areas of management judgement;
- Our commitment to independence;
- Responsibilities for preventing and detecting errors;
- Materiality and misstatements; and
- Fees for audit and other services.

Key communication points at the completion stage to be included in our Audit Completion Report

- Significant deficiencies in internal control;
- Significant findings from the audit;
- Significant matters discussed with management;
- Our conclusions on the significant audit risks and areas of management judgement;
- Summary of misstatements;
- Management representation letter;
- Our proposed draft audit report; and
- Independence.

Engagement and responsibilities summary

Your audit engagement team

Audit scope, approach and timeline

Significant risks and key judgement areas

Value for money

Fees for audit and other services

Our commitment to independence

Materiality and misstatements

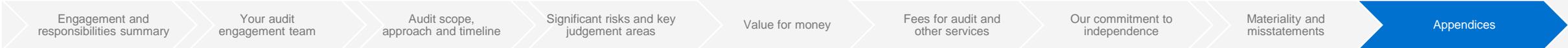
Appendices

Appendix: Key communication points

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

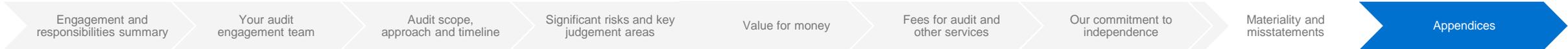
Required communication	Where addressed
Our responsibilities in relation to the financial statement audit and those of management and those charged with governance.	Audit Strategy Memorandum
The planned scope and timing of the audit including any limitations, specifically including with respect to significant risks.	Audit Strategy Memorandum
With respect to misstatements: <ul style="list-style-type: none"> • Uncorrected misstatements and their effect on our audit opinion; • The effect of uncorrected misstatements related to prior periods; • A request that any uncorrected misstatement is corrected; and • In writing, corrected misstatements that are significant. 	Audit Completion Report
With respect to fraud communications: <ul style="list-style-type: none"> • Enquiries of the Audit Committee to determine whether they have a knowledge of any actual, suspected or alleged fraud affecting the entity; • Any fraud that we have identified or information we have obtained that indicates that fraud may exist; and • A discussion of any other matters related to fraud. 	Audit Completion Report and discussion at the Audit Committee. Audit Planning and Clearance meetings

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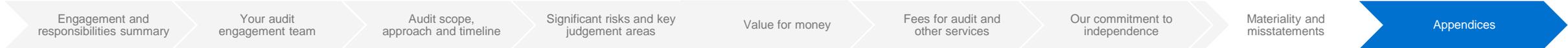
Appendix: Key communication points

Required communication	Where addressed
<p>Significant matters arising during the audit in connection with the entity’s related parties including, when applicable:</p> <ul style="list-style-type: none"> • Non-disclosure by management; • Inappropriate authorisation and approval of transactions; • Disagreement over disclosures; • Non-compliance with laws and regulations; and • Difficulty in identifying the party that ultimately controls the entity. 	<p>Audit Completion Report</p>
<p>Significant findings from the audit including:</p> <ul style="list-style-type: none"> • Our view about the significant qualitative aspects of accounting practices including accounting policies, accounting estimates and financial statement disclosures; • Significant difficulties, if any, encountered during the audit; • Significant matters, if any, arising from the audit that were discussed with management or were the subject of correspondence with management; • Written representations that we are seeking; • Expected modifications to the audit report; and • Other matters, if any, significant to the oversight of the financial reporting process or otherwise identified in the course of the audit that we believe will be relevant to the Audit Committee in the context of fulfilling their responsibilities. 	<p>Audit Completion Report</p>
<p>Significant deficiencies in internal controls identified during the audit.</p>	<p>Audit Completion Report</p>
<p>Where relevant, any issues identified with respect to authority to obtain external confirmations or inability to obtain relevant and reliable audit evidence from other procedures.</p>	<p>Audit Completion Report</p>



Appendix: Key communication points

Required communication	Where addressed
Audit findings regarding non-compliance with laws and regulations where the non-compliance is material and believed to be intentional (subject to compliance with legislation on tipping off) and enquiry of the Audit Committee into possible instances of non-compliance with laws and regulations that may have a material effect on the financial statements and that the Audit Committee may be aware of.	Audit Completion Report and Audit Committee meetings
With respect to going concern, events or conditions identified that may cast significant doubt on the entity's ability to continue as a going concern, including: <ul style="list-style-type: none"> • Whether the events or conditions constitute a material uncertainty; • Whether the use of the going concern assumption is appropriate in the preparation and presentation of the financial statements; and • The adequacy of related disclosures in the financial statements. 	Audit Completion Report
Reporting on the valuation methods applied to the various items in the annual financial statements including any impact of changes of such methods	Audit Completion Report
Indication of whether all requested explanations and documents were provided by the entity	Audit Completion Report



David Hoose

Mazars

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Nottingham
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Mazars is an internationally integrated partnership, specialising in audit, accountancy, advisory, tax and legal services*. Operating in over 90 countries and territories around the world, we draw on the expertise of 40,400 professionals – 24,400 in Mazars’ integrated partnership and 16,000 via the Mazars North America Alliance – to assist clients of all sizes at every stage in their development.

*where permitted under applicable country laws.

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MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 12 January 2021

Councillor Marje Paling (Chair)

Present: Councillor Nicki Brooks Councillor Des Gibbons
Councillor Pat Bosworth Councillor Julie Najuk
Councillor Boyd Elliott Councillor Clive Towsey-Hinton
Councillor Roxanne Ellis Councillor Paul Wilkinson

Absent: Councillor Sam Smith and Councillor John Truscott

Officers in Attendance: C Allcock, A Dubberley and P Gibbs

55 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Smith.

56 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 1 AND 8 DECEMBER 2020.

RESOLVED:

That the minutes of the above meetings, having been circulated, be approved as a correct record subject to clarifying minutes 53 and 54 to make clear the reasons that the applications were being deferred.

57 DECLARATION OF INTERESTS.

None received.

58 AIR QUALITY (TAXI AND PRIVATE HIRE VEHICLES DATABASE) (ENGLAND AND WALES) REGULATIONS 2019 – MEMORANDUM OF UNDERSTANDING 2020 REVISION

Consideration was given to a report of the Community Protection Manager which concerned the Memorandum of Understanding between the Council and the Department for Environment, Food and Rural Affairs, relating to the statutory requirement placed on all local authorities to submit information to DEFRA for the purposes of maintaining a database in relation to all Hackney Carriage and Private Hire Vehicles licensed by the Council.

RESOLVED to:

- 1) Note the obligations placed on the Council under the Regulations as outlined in the amended Memorandum of Understanding, signed by the Community Protection and Pollution Control Manager; and
- 2) Delegate authority to the Corporate Director of Director of Health and Community Wellbeing to sign Memorandums of Understanding biannually unless there is a significant change to the MOU.

59 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

60 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

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

61 APPLICATION FOR A 1 YEAR JOINT HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE - CP

Consideration was given to a report of the Corporate Director of Environment, Communities and Leisure, which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for CP.

CP attended the meeting.

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

RESOLVED:

To refuse CP's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

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

APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - TUR

Consideration was given to a report of Corporate Director of Environment, Communities and Leisure, which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for TUR. The application had been deferred from the previous meeting to allow the applicant to provide references. Members briefly adjourned to consider the references.

TUR attended the meeting.

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

RESOLVED:

To refuse TUR's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

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

The meeting finished at 3.30 pm

Signed by Chair:
Date:

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Construction and operation of a hand car wash and valeting business to include construction of canopies and welfare building; new access and fencing.

Russell Coughtrey, a local resident, spoke against the application.

The Principal Planning Officer introduced the report. He informed Members that further to publication of the report an additional five letters of representation had been received that expressed concern about the recommendation, but that the comments had raised no new issues to those covered within the report.

Following debate, the Committee resolved not to grant permission for the proposed development. An alternative proposal to refuse planning permission was moved and duly seconded and it was

RESOLVED:

To refuse the application for the following reasons:

1. The proposed development would, by reason of its form and appearance in this prominent location, have a detrimental impact upon the visual amenity of the surrounding area. The development would therefore be contrary to Part 12 of the National Planning Policy Framework and Policy 10 of the Aligned Core Strategy.
2. The proposed development would, by reason of the intensification of the use of the site, have an adverse impact upon the residential amenity of adjoining residents and would therefore be contrary to Policy LPD32 – Amenity.

82 APPLICATION NO. 2020/0484 - 56 MEADOW ROAD, NETHERFIELD

Single storey extension to rear elevation and change of use from C3 to sui-generis, 6 bedrooms, 7 occupants House in Multiple Occupation

A written representation from Clare Selwood, a local resident in objection to the application, was read by Alec Dubberley, Service Manager – Democratic Services.

Matthew Edwards–Silk, Director of Silk Projects (The Applicant), spoke in support of the application.

The Head of Development and Place introduced the report. He informed Members that further to the publication of the report he had received 11

representations, however they raised no new material planning considerations to those already contained within the report.

Following debate, the Committee resolved not to grant permission for the proposed development. An alternative proposal to refuse planning permission was moved and duly seconded and it was

RESOLVED:

To Refuse the application for the following reason:

1. The proposed development would, by reason of the intensification of the use of the site, have an adverse impact upon the residential amenity of adjoining and nearby residents and the character of the area. The proposal would also result in additional demands for very limited on street car parking, to the detriment of existing residents. The development would therefore be contrary to Policy LPD32 – Amenity

83 APPLICATION NO. 2020/0630 - 45 ASHWELL STREET, NETHERFIELD

Change of use from C3 dwellinghouse to seven bedroom (Sui-generis) HMO including loft dormer extension.

Russell Whiting, a local resident, spoke against the application.

Rae Murphy, the applicant, spoke in support of the application.

The Head of Development and Place introduced the report. He informed Members that 37 letters of objection were summarised in the report and that a petition, signed by 57 residents had also been received. Further to the publication of the report, he had received eight letters of representation, however they raised no new material considerations.

Following debate, the Committee resolved not to grant permission for the proposed development. An alternative proposal to refuse planning permission was moved and duly seconded and it was

RESOLVED:

To Refuse the application for the following reason:

1. The proposed development would, by reason of the intensification of the use of the site, have an adverse impact upon the residential amenity of adjoining and nearby residents and the character of the area. The proposal would also result in additional demands for very limited on street car parking, to the detriment of existing residents. The development would therefore be contrary to Policy LPD32 – Amenity

APPLICATION NO. 2020/1110 - CONWAY ROAD RECREATION GROUND, CARLTON

Install 12m cabinet style galvanised column including concrete base for CCTV camera.

The Head of Development and Place introduced the report.

RESOLVED:

To Grant Conditional Planning Permission.

Conditions

- 1 The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
- 2 This permission shall be read in accordance with the application form and following list of documents and approved drawings:
Application Form, received 5th November 2020 and amended Certificates, received 13th November 2020
Site Location and Block Plan, received 18th November 2020
Drawing no. TC.10.400.01 entitled 400 Sq Cabinet Based 10 Mtr Pole, received 5th November 2020
Appendix One Image of CCTV Dome Type Camera, received 5th November 2020
Appendix Two Image of Proposed Transmitter, received 5th November 2020
Appendix Three Diagram of CCTV Column, received 5th November 2020
Drawing no. WEC-467586A1 entitled CS2000 showing Plastic Bung, received 18th November 2020

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

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt

Reasons for Decision

The proposed development is consistent with Gedling Borough planning policies. The proposal represents an acceptable form of development which seeks to reduce crime, the detection of crime and the fear of crime. The proposal is not considered to have an unacceptable impact

on the visual amenity of the area. The proposal will not have an unacceptable impact on the residential amenity of the occupiers of neighbouring properties. The proposal will not increase flood risk in the area. It is considered that the proposal is appropriate for its context and is in accordance with the NPPF (Sections 8 and 12), Policy 10 of the GBCAS (2014) and Policies LPD 3 and 32 of the LPD.

Notes to Applicant

The applicant is advised that all planning permissions granted on or 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL is not payable on the development given that there is no net additional increase of floorspace as a result of the development.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

The applicant should be aware that the site is within a flood zone and therefore it would be advisable to set any control equipment as high as possible to offset the risk of any control equipment becoming damaged.

Date Recommended: 16th December 2020

85 ENFORCEMENT REF: 0182/2020 - 9 GEDLING ROAD, CARLTON

The construction of an unauthorised building.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the unauthorised outbuilding is removed.

86 ENFORCEMENT REF: 0143/2020 - LAND AT 60 WOODCHURCH ROAD, BESTWOOD

Material change of use of residential dwelling and garden to a mixed use of residential dwelling and garden and a warehousing/storage and distribution facility.

The Head of Development and Place introduced the report. He informed Members that following the senior management restructure that took place on the 4th of January, the recommendation should be updated as follows:

The Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the cessation of the unauthorised storage and distribution use.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the cessation of the unauthorised storage and distribution use.

87 ENFORCEMENT REF: 0073/2020 - LAND AT 17 UPMINSTER DRIVE, ARNOLD

Construction of an unauthorised building.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the cessation of the unauthorised storage and distribution use.

88 APPEAL DECISION - 1 SHANDWICK CLOSE, ARNOLD, NG5 8AZ

Two-storey front extension.

RESOLVED:

To note the information.

89 APPEAL DECISION - 10 NOTTINGHAM ROAD, RAVENSHEAD

RESOLVED:

To note the information.

90 FUTURE PLANNING APPLICATIONS

RESOLVED:

To note the information.

91 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

92 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 8.45 pm

Signed by Chair:

Date:

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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 1st 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.

The question received in advance relating to policy advisors was discussed and referred to the Leader of the Council. Answers were provided to the remaining questions submitted.

RESOLVED to:

- 1) Thank Councillor Wheeler and McCrossen for attending the committee
- 2) Request information relating to the role and effectiveness of policy advisors
- 3) 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 breeches 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 22nd 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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MINUTES CABINET

Thursday 28 January 2021

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Viv McCrossen
Councillor Henry Wheeler

68 APOLOGIES FOR ABSENCE

None.

69 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 10 DECEMBER 2020

RESOLVED:

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

70 DECLARATION OF INTERESTS

None.

71 PRUDENTIAL CODE INDICATOR MONITORING 2020/21 AND QUARTERLY TREASURY ACTIVITY REPORT FOR QUARTER ENDED 31 DECEMBER 2020

The Director of Corporate Resources and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, updating Members on the performance monitoring of the 2020/21 Prudential Code Indicators, and advising Members of the quarterly Treasury activity as required by the Treasury Management Strategy.

RESOLVED:

To note the report, together with the Treasury Activity Report 2020/21 for Quarter 3 at Appendix 1, and the Prudential and Treasury Indicator Monitoring 2020/21 for Quarter 3, at Appendix 2 to the report.

72

BUDGET MONITORING (Q3) AND VIREMENT REPORT

The Director of Corporate Resources and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, updating Members on the forecast outturn for Revenue and Capital budgets for 2020/21 and requesting approval for the changes to the budget as set out in the report.

RESOLVED to:

- 1) Approve the General Fund Budget virements set out in Appendix 1 to the report;
- 2) Approve the amendments to the Capital programme set out in Appendix 3 to the report;
- 3) Note the use of reserves and funds and virements approved during quarter two as detailed in Appendix 2 to the report;
- 4) Agree the withdrawal of the Commercial Property Investment Strategy as detailed in paragraph 2.7 to the report and recommend it to Council for approval.

73

GEDLING PLAN QUARTER 3 PERFORMANCE REPORT

The Chief Executive introduced a report, which had been circulated prior to the meeting, informing Members in summary of the position against Improvement Actions and Performance Indicators in the 2020-23 Gedling Plan at the end of 2020/21 quarter 3.

RESOLVED:

To note the progress against Improvement Actions and Performance Indicators in the 2020-23 Gedling Plan for the end of 2020/21 quarter 3.

74

HOUSING ALLOCATION POLICY

The Head of Regeneration and Welfare introduced a report, which had been circulated in advance of the meeting, updating Members on two rounds of public consultation regarding proposed amendments to the Council's Housing Allocation Policy and seeking approval to adopt the new policy.

RESOLVED:

To approve the revised Housing Allocation Policy, as detailed in Appendix A to the report, in light of the public consultation undertaken.

75 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

76 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.17 pm

Signed by Chair:
Date:

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MINUTES LICENSING ACT COMMITTEE

Tuesday 9 February 2021

Councillor Marje Paling (Chair)

Councillor Nicki Brooks
Councillor Pat Bosworth
Councillor Boyd Elliott
Councillor Roxanne Ellis
Councillor Des Gibbons

Councillor Julie Najuk
Councillor Clive Towsey-Hinton
Councillor John Truscott
Councillor Paul Wilkinson

Apologies for absence: Councillor Sam Smith

Officers in Attendance: C Allcock, A Dubberley and R Pentlow

63 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Smith.

64 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 4 FEBRUARY 2020

RESOLVED:

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

65 DECLARATION OF INTEREST.

None.

66 PROPOSED GAMBLING ACT FEES 2021/22

Consideration was given to a report of the Director of Health and Community Wellbeing seeking approval for a proposed increase to gambling fees for 2021/22.

RESOLVED:

To approve the fees and charges detailed in Appendix 2 for 2021/22 to come into effect from 1 April 2021.

67 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 2.05 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 9 February 2021

Councillor Marje Paling (Chair)

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

Absent: Councillor Sam Smith

Officers in Attendance: C Allcock, A Dubberley and R Pentlow

63 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Smith.

64 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 JANUARY 2021

RESOLVED:

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

65 DECLARATION OF INTERESTS.

None.

66 PROPOSED GENERAL AND TAXI LICENSING FEES FOR 2021/22

Consideration was given to a report of the Director for Communities Leisure and Environment, which had been circulated in advance of the meeting, seeking approval for proposed fees for Taxi Drivers that would apply for 2021/22.

RESOLVED to approve:

- 1) The fees and charges detailed in Appendix 1 to the report with effect from 1 April 2021; and
- 2) For advertisement in accordance with the Local Government (Miscellaneous Provisions) Act 1976 the fees for taxi driver,

operators and vehicle licences as detailed in Appendix 2 to the report for 2021/22 and that such fees will automatically come into force if no objections are received within the statutory period. If any objections are received within the statutory period that these be referred back to Committee for consideration in accordance with the legislation.

67 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

68 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

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

69 APPEAL AGAINST DIRECTOR'S DECISION FOR IMMEDIATE REVOCATION OF HACKNEY CARRIAGE/PRIVATE HIRE LICENCE - MK

Members considered a report, which had been circulated in advance of the meeting, reporting the outcome of a recent appeal.

RESOLVED:

To note the information.

The meeting finished at 2.15 pm

Signed by Chair:
Date:

MINUTES CABINET

Thursday 11 February 2021

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Viv McCrossen
Councillor Henry Wheeler

77 APOLOGIES FOR ABSENCE

None.

78 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 28 JANUARY 2021

RESOLVED:

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

79 DECLARATION OF INTERESTS

Councillors Clarke and Payne declared non-pecuniary interests in item 6 on the agenda in respect of land owned by Nottinghamshire County Council as County Councillors.

80 UPDATE ON THE WORK OF THE POLICY ADVISORS

The Chief Executive introduced a report, which had been circulated in advance of the meeting, updating Members on the actions and activities that the Policy Advisors had undertaken since their appointment in May 2019.

The Leader moved an amended focus and remit of Policy Advisors and the Deputy Leader seconded this.

RESOLVED to:

- 1) Note the content of the report; and
- 2) Note that the Leader has amended the focus and remit of the Policy Advisors as follows:

- Policy Advisor for Regeneration, Recovery and Rural Affairs - Councillor Julie Najuk
- Policy Advisor for Equalities, Diversity and Young People – Councillor Kathryn Fox
- Policy Advisor for Environment and Climate Change – Councillor Ron McCrossen
- Policy Advisor for Women, Domestic Abuse and Hate Crime – Councillor Rosa Keneally
- Policy Advisor for Heritage and Homelessness – Councillor Des Gibbons

81 TEMPORARY ACCOMMODATION

The Head of Regeneration and Welfare introduced a report, which had been circulated in advance of the meeting, introducing Members to the Temporary Accommodation Options Appraisal findings and the proposed future approach to reduce B&B and nightly paid for accommodation usage.

RESOLVED to:

- 1) Note the Temporary Accommodation Options Appraisal at Appendix A to the report, which sets out the preferred approach for the Council to reduce its use of B&B and nightly paid accommodation usage for temporary accommodation purposes;
- 2) Note that a request for approval of a Capital Budget of £1,154,000 has been included in the Capital Budget Report being presented to Members at this meeting, for referral to Council for approval on 4 March 2021, to allow for the purchasing 8 properties for use as temporary accommodation;
- 3) Note that a request for approval of a Capital Budget of £2,647,000 has been included in the Capital Budget Report being presented to Members at this meeting, for referral to Council for approval on 4 March 2021, for the development of Station Road and Burton Road sites; and
- 4) Note the achievements delivered by funding secured from the Next Steps Accommodation Programme (NSAP) and the recent award from the Cold Weather Fund 2020.

82 GEDLING BOROUGH FIVE YEAR HOUSING LAND SUPPLY ASSESSMENT 2020

The Planning Policy Manager introduced a report, which had been circulated in advance of the meeting, informing Members of the Five Year Housing Land Supply Assessment.

RESOLVED to:

Note the Gedling Borough Five Year Housing Land Supply Assessment 2020.

83

PRUDENTIAL AND TREASURY INDICATORS AND TREASURY MANAGEMENT STRATEGY STATEMENT (TMSS) 2021/22

The Director of Corporate Resources and S151 Officer introduced the report, which had been circulated in advance of the meeting, presenting the Council's Prudential Code Indicators and Treasury Strategy for 2021/22.

RESOLVED to:

- 1) Approve the Prudential and Treasury Indicators and Treasury Management Strategy Statement 2021/22, which includes the key elements below, and refer it to Council on 4 March 2021 for approval:
 - a) The Minimum Revenue Provision (MRP) Policy Statement (2.2);
 - b) The Borrowing Strategy (2.3.4);
 - c) The Annual Investment Strategy (2.3.8);
 - d) Capital Affordability Prudential Indicators for 2021/22 to 2023/24 (Appendix 1);
 - e) Treasury Indicators including affordability limits to borrowing for 2021/22 to 2023/24 (Appendix 1); and

- 2) Note the indicative Prudential and Treasury Indicators for 2024/25 and 2025/26 (Appendix 1).

84

CAPITAL PROGRAMME AND CAPITAL INVESTMENT STRATEGY

The Director of Corporate Resources and Section 151 Officer introduced the Capital programme for the next financial year as well as an indicative capital spending strategy for the next five years.

RESOLVED to:

- 1) Note the estimated capital financing available for 2021/22 to 2025/26;

- 2) Approve the Capital Investment Strategy 2021/22 to 2025/26 detailed at Appendix 1 to the report and refer it to Council for approval on 4 March 2021;

- 3) Approve the Capital Programme for 2021/22 to 2023/24 detailed at Appendix 2 to the report and refer it to Council for approval on 4 March 2021; and

4) Note the indicative Capital Programme for 2024/25 to 2025/26.

85 GENERAL FUND BUDGET 2021/22

The Director for Corporate Resources and Section 151 Officer introduced the proposed 2021/22 general fund budget.

RESOLVED to:

- 1) Approve a 3% discretionary income inflation increase for the individual portfolios as shown in the table at paragraph 2.5.5 of the report; and
- 2) To recommend to Council on 4 March 2021:
 - a) that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5m for 2021/22;
 - b) a Council Tax increase of 2.97% (£5.00) which balances the financing of a Net Council Tax Requirement of £6,471,100 in 2021/22;
 - c) that the detailed budget for 2021/22, as detailed in Appendix 2 of the report is approved.

86 GEDLING PLAN 2021/22

The Chief Executive gave a review of the Gedling Plan for 2020-23 and sought approval for a number of amendments.

RESOLVED to:

- 1) Note the review of the Gedling Plan 2020-23; and
- 2) Agree the amendments to objectives and actions contained in the Gedling Plan as set out in the report, for referral to Council on 4 March 2021.

87 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

88 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.35 pm

Signed by Chair:
Date:

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MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 23 February 2021

Councillor Roxanne Ellis (Chair)

Present: Councillor Liz Clunie Councillor Helen Greensmith
Councillor Boyd Elliott Councillor Jennifer Hemingway
Councillor Paul Feeney Councillor Paul Wilkinson
Unison: Alison Hunt Gill Morley

Absent: Councillor Alex Scroggie

Officers in Attendance: D Archer, A Dubberley and G Ilett

21 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillor Scroggie.

22 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 4 NOVEMBER 2020

RESOLVED:

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

23 DECLARATION OF INTERESTS.

None.

24 HEALTH AND SAFETY ANNUAL REPORT 2019/20

The Health and Safety Officer introduced the Health and Safety Annual report for 2019/20, which was presented at Cabinet in November, for the Committee's information

RESOLVED:

To note the report.

25 SICKNESS ABSENCE

The Head of HR Service Planning and Performance introduced a report, which had been circulated in advance of the meeting, giving information about the current levels of sickness absence in the organisation.

RESOLVED:

To note the report.

26 CURRENT STAFFING ISSUES

The Head of HR, Performance and Service Planning presented a report, which had been circulated in advance of the meeting, highlighting particular issues of interest that relate to the council's workforce.

RESOLVED:

To note the report.

27 MINOR CHANGES TO THE ESTABLISHMENT

The Head of HR, Performance and Service Planning presented a report, which had been circulated in advance of the meeting, highlighting minor changes to the staffing establishment since the last meeting.

RESOLVED:

To note the report.

28 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None

29 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

30 CONSULTATION CLOSURE- EQUALITY POLICY (EMPLOYMENT)

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on the proposed Equality Policy (Employment).

RESOLVED:

To support the policy as proposed and recommend it for adoption at the Appointment and Conditions of Service Committee.

31 CLOSE OF CONSULTATION- WORKFORCE STRATEGY

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on the proposed Workforce Strategy.

RESOLVED:

To support the policy as proposed and recommend it for adoption at the Appointment and Conditions of Service Committee.

32 CLOSE OF CONSULTATION- OVERTIME AND STAND-BY POLICIES

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking comments on the authorisation to close formal consultation on new Overtime and Standby Policies.

RESOLVED:

To support the policies as proposed and recommend them for adoption at the Appointment and Conditions of Service Committee.

The meeting finished at 6.25 pm

Signed by Chair:

Date:

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MINUTES PLANNING COMMITTEE

Wednesday 24 February 2021

Councillor John Truscott (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Rosa Keneally
Councillor Peter Barnes Councillor Meredith Lawrence
Councillor Chris Barnfather Councillor Ron McCrossen
Councillor David Ellis Councillor Barbara Miller
Councillor Rachael Ellis Councillor Marje Paling
Councillor Andrew Ellwood Councillor John Parr
Councillor Mike Hope Councillor Henry Wheeler

Absent: Councillor Michael Adams and Councillor Alex Scroggie

Officers in Attendance: M Avery, N Bryan, K Cartwright, A Dubberley, S Fayaz, C Goodall and S Pregon

93 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Adams and Scroggie. Councillor McCrossen attended as substitute.

94 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 13 JANUARY 2021.

RESOLVED:

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

95 DECLARATION OF INTERESTS

The Chair declared a non-pecuniary interest on behalf of all Members of the committee on item 6 of the agenda, as Gedling Borough Council owned the site and had made the application.

Councillor Barnfather declared a non-pecuniary interest in item 5 on the agenda, as the Chair of Ravenshead Parish Council. Part of the recommendation in respect of the application would involve a financial contribution towards open space, which would be passed to the Parish Council. He added that he would withdraw from the meeting during consideration of the item.

**APPLICATION NO. 2020/0822 - LAND OFF FLATTS LANE,
CALVERTON**

Reserved matters approval (appearance, landscaping, layout and scale) for the erection of 82 dwellings and public open space pursuant to outline permission 2020/0726.

The Principal Planning Officer introduced the report and proposed to alter the wording of condition 3 in respect of the landscaping, to that identified below;

“Prior to above ground works commencing, a planting schedule for planting to the front of all residential plots shall be submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented prior to the occupation of the plot to which the landscaping relates. The planting shown in the public open space shall be implemented prior to occupation of the first dwelling on-site. Any trees, shrubs or plants that die within a period of five years from the completion of each development phase, or are removed and/or become seriously damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of a similar size and species.”

He recommended that the application be granted reserved matters approval subject to the conditions within the report, and the updated condition 3 as previously read.

RESOLVED:

To Grant reserved matters approval, subject to the following conditions:

1. This permission shall be read in accordance with the application form and following list of approved drawings:

S0000/100/01/PLC Rev C Planning Layout Colour

S0000/100/01/PLC rev C Planning Layout black and White

House Type Pack

P20-0044_202 01 Lacemaker (3 bed) House type floor plans

P20-0044_202 02 Lacemaker (3 bed) House type elevations

P20-0044_201 01 Silversmith AS (4 Bed) House type floor plans/elevations

P20-0044_201 02 Silversmith OPP (4 Bed) House type floor plans/elevations

GL1320 01B Leap Proposals

Arboricultural Assessment by FPCR October 2020

Access Note 075666-CUR-00-XX-RP-TP-001-V02

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

2. No above ground works shall commence until samples of external facing and roofing materials have been submitted to and approved in writing by the Local Planning Authority. Development shall thereafter be carried out in accordance with the approved details.
3. Prior to above ground works commencing, a planting schedule for planting to the front of all residential plots shall be submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be implemented prior to the occupation of the plot to which the landscaping relates. The planting shown in the public open space shall be implemented prior to occupation of the first dwelling on-site. Any trees, shrubs or plants that die within a period of five years from the completion of each development phase, or are removed and/or become seriously damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of a similar size and species.
4. Prior to above ground works commencing details of all walls (including retaining walls), fences, gates or other means of enclosure to be erected in or around the development hereby approved shall be submitted to, and approved in writing by, the Local Planning Authority. Prior to first occupation of each dwelling, the walls (including retaining walls), fences, gates or other means of enclosure for that particular unit shall be in situ.

Reasons

1. For the avoidance of doubt.
2. To ensure that the character of the area is respected and to comply with policy ACS10 of the Aligned Core Strategy.
3. To ensure that the development assimilate within the green environment and to comply with guidance within the NPPF.
4. To ensure that the development would respect the character of the area and to assimilate within the green environment and to comply with guidance within the NPPF.

Informatives

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework (2018). Negotiations have taken place during the determination of the application to address adverse impacts identified by officers. Amendments have subsequently been made to the

proposal, addressing the identified adverse impacts, thereby resulting in a more acceptable scheme and a favourable recommendation.

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

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

Councillor Barnfather left the meeting.

97 APPLICATION NO. 2020/1108 - LAND EAST OF 16 KIGHILL LANE, RAVENSHEAD

Erection of up to 7 dwellings with (private) accesses and garaging.

The Head of Development and Place introduced the report.

RESOLVED:

To Grant Outline Planning Permission with the matters of Access, Layout, Scale and appearance approved: Subject to the owner entering into planning obligations with the Borough Council as Local Planning Authority and with the County Council as Local Education Authority for financial contributions towards off-site open space and its future maintenance and education; and subject to the following conditions for the reasons set out in the report.

Conditions

- 1 Details of landscaping, (hereinafter called "the reserved matters") shall be submitted to and approved in writing by the local planning authority before any development takes place and the development shall be carried out as approved.

- 2 Application for the approval of reserved matters must be made not later than three years from the date of the outline permission and the development to which this permission relates must be begun within two years from the date of final approval of reserved matters.
- 3 The development hereby permitted shall be completed in accordance with the submitted documents and plans received on the 5th November 2020 - the Application Form; Site Location Plan; Plots 1-3 Layout and Elevations drg. no. 03 Rev B; Plots 4-7 Layout and Elevation drg. no. 04 Rev A; and revised Proposed Site Plan with Visibility Splay and Highways drg. no 02 Rev B deposited on the 1st February 2021. For the avoidance of doubt
- 4 No above ground construction works shall commence on the development hereby approved until samples of the proposed external facing and roofing materials to be used in the construction of the development have been submitted to, and approved in writing by the Local Planning Authority and the development shall only be undertaken in accordance with the materials so approved and shall be retained as such thereafter.
- 5 Prior to the dwellings being first occupied complete details of all walls (including retaining walls), fences, gates or other means of enclosure to be erected in or around the development shall be submitted to and approved in writing by the Local Planning Authority. Prior to first occupation of the dwellings the, the walls (including retaining walls), fences, gates or other means of enclosure shall be erected as approved and retained thereafter.
- 6 No part of the development hereby permitted shall be brought into use until the visibility splays shown on no. drg. no 02 Rev B (Proposed Site Plan with Visibility Splay and Highways) deposited on the 1st February 2021 are provided. The area within the visibility splays as identified on the drawing shall thereafter be kept free of all obstructions, structures or erections.
- 7 The dwellings shall not be brought into use until the verge vehicular footway crossings are available for use and constructed in accordance with the Highway Authority specification to the satisfaction of the Local Planning Authority.
- 8 The dwellings shall not be brought into use until all drives and any parking or turning areas are surfaced in a hard-bound material (not loose gravel) for a minimum of 5.5 metres behind the Highway boundary. The surfaced drives and any parking or turning areas shall then be maintained in such hard-bound material for the life of the development.
- 9 The dwellings shall not be brought into use until the access driveway / parking / turning area (s) is constructed with provision to prevent

the unregulated discharge of surface water from the driveway/parking/turning area(s) to the public highway in accordance with details first submitted to and approved in writing by the LPA. The provision to prevent the unregulated discharge of surface water to the public highway shall then be retained for the life of the development.

- 10 The dwellings shall not be brought into use until the bin store has been constructed and positioned in accordance with drg. no 02 Rev B (Proposed Site Plan with Visibility Splay and Highways) deposited on the 1st February 2021.
- 11 Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP unless otherwise agreed in writing by the Local Planning Authority.
- 12 From the date of first occupation every property built on the site with one or more dedicated vehicle parking spaces and/ or a garage shall be provided with access to an electric vehicle (EV) charge point. Charge points must have a minimum power rating output of 7kW on a dedicated circuit, capable of providing a safe overnight charge to an electric vehicle. All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice.

Reasons

- 1 To comply with the requirements of Section 92 of the Town and Country Planning Act 1990. The application is expressed to be in outline only in accordance with Article 5 of the Town and Country Planning (Development Management Procedure)(England) Order 2015.
- 2 To comply with the requirements of Section 92 of the Town and Country Planning Act 1990.
- 3 For the avoidance of doubt.
- 4 In the interests of visual amenity in accordance with the aims of Policy 10 of the Aligned Core Strategy (2014) and policy LPD 40 of the Local Planning Document (2018).

- 5 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy (2014) and policies LPD 32 and LPD 40 of the Local Planning Document (2018).
- 6 In the interests of highway safety.
- 7 In the interests of Highway safety.
- 8 To reduce the possibility of deleterious material being deposited on the public highway (loose stones etc.)
- 9 To ensure surface water from the site is not deposited on the public highway causing dangers to road users.
- 10 To enable the bins to be collected by the refuse team on collection day.
- 11 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
- 12 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.

Reasons for Decision

The development is visually acceptable, results in no undue impact on neighbouring properties or the area in general. There are no highway safety or parking issues arising as part of the proposal. The proposal would not be viable if the required affordable planning obligations are provided. However, financial contributions towards education and open space provision and maintenance would not render the development unviable. Taking the above into account, it is considered that the proposal is appropriate for its context and is in accordance with Sections 2, 4, 5, 6, 8, 9, 11 and 12 of the NPPF (2019), Policies A, 1, 2, 8, 10, 17 18 and 19 of the Aligned Core Strategy (2014) and Policies LPD 4, 10, 11, 18, 21, 32, 33, 35, 36, 37, 40, 48, 57, 61, 62 and 67 the Local Planning Document Part 2 Local Plan (2018). There are no material considerations that indicate otherwise although conditions have been attached

Notes to Applicant

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

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

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

The developer is encouraged to consider upgrading the EV charging facilities to incorporate mode 3 charging capability as this will help future proof the development and improve its sustainability. A suitable electrical socket can be provided to allow 'Mode 3' charging of an electric vehicle, allowing Smart charging of electric vehicles. All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015).

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework (2019). Negotiations have taken place during the assessment of the application to address adverse impacts identified by officers. Amendments have subsequently been made to the proposal, addressing the identified adverse impacts, thereby resulting in a more acceptable scheme and a favourable recommendation.

Councillor Barnfather joined the meeting.

98 APPLICATION NO. 2020/1015 - ARNOT HILL HOUSE, ARNOT HILL PARK, ARNOLD

Installation of a 16" diameter cast aluminium plaque on southern elevation of Arnot Hill House.

The Head of Development and Place introduced the report.

RESOLVED:

To GRANT Listed Building Consent subject to conditions:

Conditions

- 1 The works authorised by this consent shall be carried out within 3 years from the date of this consent.
- 2 This consent shall be read in accordance with the application form, site location plan and details of the plaque received on 8th October 2020. The works shall thereafter be undertaken in accordance with these details.
- 3 The plaque hereby permitted shall be non-illuminated at all times.
- 4 Non-ferrous screws shall be utilised to fix the hardwood base plate on to the southern elevation of Arnot Hill House and the base plate shall only be fixed utilising the mortar joints.

Reasons

- 1 In order to ensure that the works are commenced in a timely manner, as set out in Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended).
- 2 For the avoidance of doubt.
- 3 In order to preserve the special architectural and historic interest of the listed building.
- 4 In order to preserve the special architectural and historic interest of the listed building.

Reasons for Decision

In the opinion of the Local Planning Authority the proposed installation of the plaque on the southern elevation of Arnot Hill House is acceptable and would not result in harm to the historic fabric and the minor harm that would result on the setting of the listed building would be outweighed by the public benefit of providing social and recreational benefits within a public Park, to highlight the birth place and career of the region's most eminent water engineer. The proposal would comply with the NPPF Section 16 and policies LPD 26 and LPD 27 of the Local Planning Document.

Notes to Applicant

Positive and Proactive Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. During the processing of the

application there were no problems for which the Local Planning Authority had to seek a solution in relation to this application.

99 ENFORCEMENT REF: 0156/2020 - LAND AT 5 STATION ROAD, CARLTON

Breach of Planning Conditions; Upper floor window not obscured glazed or non-opening.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the window to be obscured glazed and non-opening unless the opening parts of the window are more than 1.7m from floor level.

100 ENFORCEMENT REF: 0139/2020 - LAND AT 2 ROWAN AVENUE, RAVENSHEAD

Construction of an unauthorised rear dormer extension and unauthorised boundary fence to the front of the property.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the removal of the unauthorised dormer extension and the removal of the fence or alternatively the reduction in height of the fence to 1m.

101 ENFORCEMENT REF: 0013/2020 - LAND AT 63 CATFOOT LANE, LAMBLEY

Construction of wall, pillars and gates to the frontage of the site together with the retention of engineering works to increase the land levels to the front of the site.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure that land levels are restored to their original level before the development took place and the removal or reduction in height of the wall, pillars and gates to 1m.

102 ENFORCEMENT REF: 0171/2020 - LAND AT 95 FIRST AVENUE, CARLTON

Construction of an unauthorised extension.

The Head of Development and Place introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services take proceedings through the courts if required to ensure the removal of the unauthorised extension.

103 TREE PRESERVATION ORDER 000133 - 15 BIRCHWOOD DRIVE, RAVENSHEAD, NOTTINGHAMSHIRE, NG15 9EE

Protection of 2 no. Oak trees by a Tree Preservation Order (TPO).

RESOLVED:

To confirm Tree Preservation Order - 000133 '15 Birchwood Drive' without modification.

104 TREE PRESERVATION ORDER 000134 - 555-557 MOOR ROAD, BESTWOOD, NOTTINGHAMSHIRE, NG6 8SZ

Protection of 2 no. Silver Birch trees by a Tree Preservation Order (TPO).

RESOLVED:

To confirm the Tree Preservation Order 000134 with modifications to the title of the Order to '555 Moor Road, Bestwood' omitting any reference to 557 Moor Road, and to modify the associated Map to correctly display the location of the Silver Birch tree (T1).

105 TREE PRESERVATION ORDER 000137 - THE FARM HOUSE BANK HILL FARM, BANK HILL, WOODBOROUGH, NOTTINGHAMSHIRE, NG14 6EF

Protection of 1 no. Copper Beech tree by a Tree Preservation Order (TPO).

RESOLVED:

To confirm Tree Preservation Order - 000137 'The Farm House, Bank Hill Farm' without modification.

106 APPEAL - LAND ADJACENT 34 MARLBOROUGH ROAD, WOODTHORPE, NOTTINGHAMSHIRE NG5 4GB

4 no new build dwellings.

RESOLVED:

To note the information.

107 FUTURE APPLICATIONS

RESOLVED:

To note the information.

108 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

109 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 7.35 pm

Signed by Chair:
Date:

MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 8 March 2021

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Jennifer Hemingway
Councillor Sandra Barnes	Councillor Mike Hope
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 Simon Murray

Officers in Attendance: M Hill, M Avery, J Davies, H Lee and A Dubberley

Guests in Attendance Councillor Jenny Hollingsworth

36 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillor Murray.

37 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 JANUARY 2021.

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record subject to a minor amendment to the Programme of Portfolio Holder Attendance minute.

38 DECLARATION OF INTERESTS.

None.

39 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE

The committee welcomed Councillor Jenny Hollingsworth, Portfolio Holder for Growth and Regeneration who attended the meeting to discuss a range of issues in her portfolio. Mike Avery, Head of Development and Place and Joelle Davies Head of Regeneration and Place also attended the meeting.

Councillor Hollingsworth supported by officers addressed issues that had been raised by the committee.

Mike Avery explained that the National Planning Policy Framework states that where the Housing Delivery Test indicates that delivery has fallen below 95% of the housing requirement that a Housing Delivery Action Plan is prepared to improve delivery in the future. The Housing Delivery Test result for 2019 was 58% this has now risen to 68%. The Action Plan includes a range of actions undertaken to address the housing delivery shortfall. He explained a variety of activities that are undertaken to encourage an increase in the number of houses delivered including engaging with developers and site specific actions on allocated developments.

Members were informed about the progress of the development of Arnold Market and the regeneration of Carlton Square was presented. The moves to develop land at Burton Road and Station Road and the provision of temporary and affordable accommodation at these sites was considered.

Members asked a number of questions and during discussion the following points were made:

Until the restrictions are lifted it is not possible to calculate how many shops will reopen. Business support staff have been working to support business during this difficult time.

Existing tradespeople at Arnold Market will be given priority for the new market area. The new business units are aimed at small start-up businesses and not for established entities. It is hoped that the mix of new business will encourage footfall to Arnold.

It is envisaged that the regeneration of Carlton Square will make it more accessible and appealing to local residents.

RESOLVED to:

- Note the report.

40 COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING STATEMENT

Member considered a report that had been circulated in advance of the meeting which included information requested at the January committee regarding the Community Infrastructure Levy (CIL) and Section 106 Agreements.

Mike Avery, Head of Development and Place explained that the imminent Planning White Paper could include changes to how CIL and Section 106 agreements operate. The current processes for disbursement were described and members asked a number of questions relating to payments to parished and none parished areas and allocations made to public open spaces.

RESOLVED to:

- Note the report.

GEDLING PLAN QUARTER 3

Mike Hill, the Chief Executive, introduced a report that had been circulated in advance of the meeting summarising performance at the end of Quarter 3.

It was explained that a number of actions are due to be delivered across the three years of the plan that although some may be delivered in year 1 other actions may not commence until year 2 or 3. Currently there are 96 actions of which 12 are complete with the remainder in progress or assigned to an officer. Overall indicator performance shows that out of a total of 32 indicators 11 were on or above target, 3 were slightly below target and 6 indicators missed target.

Examples of particularly positive performance included incidence of fly tipping removed within four days, 97.3 % of calls to the contact centre answered(or call back made) against a target of 94% and 21 affordable homes delivered. Indicators unlikely to meet target at year end included net additional homes provided, residual waste per household and the percentage of Business Rates and Council Tax collected.

During discussion the following points were highlighted:

- The development temporary accommodation at Burton Road and Station Road was welcomed
- The authority works proactively to discourage fly tipping and, should evidence of the offender be available, prosecutions would be taken.
- Developers are building their allocated proportion of affordable homes and how it envisaged that targets will be increased for next year. It was explained that developers do not usually sign off affordable homes individually but do so when all units have been completed.
- That there has been a large increase in planning applications during the pandemic and, although still performing at a high level, there has been a fall in the number of planning applications processed within eight weeks.

Members asked for additional information relating to the 'One Step at a Time' scheme in the Bestwood St Albans ward and when the ABL partnership will start and how it will operate.

RESOLVED to:

- I. Note the progress against Actions and Performance indicators for Quarter 3 of the Gedling Plan 2020 – 2023; and
- II. Request additional information relating to the 'One Step at a Time' scheme and the ABL partnership work.

AND 2

Mike Hill, Chief Executive, introduced a report that had been circulated in advance of the meeting and addressed concerns, identified by members at the January committee, relating to a number of risks in the Corporate Management Risk Scorecard Quarters 1 and 2.

He explained a variety of actions that have been taken to mitigate issues and change the direction of travel for the four risks identified by the committee.

RESOLVED to:

- Note the report.

43 SCRUTINY WORK PROGRAMME

2020/2021 Scrutiny Work Programme

Progress of Scrutiny Working Groups

Flooding

Members were updated on the work of the flooding working group which is meeting shortly to develop the conclusions and recommendations arising from the review.

Domestic abuse and access to temporary accommodation

At the last meeting of the group the lead officer for domestic abuse at the Nottinghamshire County Council attended and discussed how the County Council commissions temporary accommodation and the new duty that will be placed on it by the Domestic Abuse Bill 2020. A representative from Juno Women's Aid will be attending the next meeting.

RESOLVED to:

Note the information.

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

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

RESOLVED to:

Note the information.

45 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 7.15 pm

Signed by Chair:
Date:

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MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 9 March 2021

Councillor Marje Paling (Chair)

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

Absent: Councillor Sam Smith

Officers in Attendance: C Allcock, A Dubberley and P Gibbs

70 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies were received from Councillor Smith.

71 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 9 FEBRUARY 2021

RESOLVED:

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

72 DECLARATION OF INTERESTS.

None.

73 STATUTORY TAXI & PRIVATE HIRE VEHICLE STANDARDS

Consideration was given to a report of the Director of Environment and Communities and Leisure advising members of the recommendations of the working group, appointed to consider the impact of the Department of Transport's Statutory Taxi and Private Hire Vehicle Standards on the Council's policies, procedures and conditions.

RESOLVED to:

- 1) Note the recommendations of the working group; and
- 2) Approve that the matters contained at Appendix 1 and 2 of the report be issued for an eight week public consultation.

74 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

75 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

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

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

Consideration was given to a report of the Corporate Director of Environment, Communities and Leisure, which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for AMS.

AMS attended the meeting, along with a friend, and addressed the committee.

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

RESOLVED:

To refuse AMS's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

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

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

Consideration was given to a report of the Corporate Director of Environment, Communities and Leisure, which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for AI.

AI attended the meeting and addressed the committee.

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

RESOLVED:

To refuse AI's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

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

78 CHANGE OF CIRCUMSTANCE OF JOINT HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE

Councillor Bosworth joined the meeting.

Consideration was given to a report of the Director of Environment Communities and Leisure, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

NS attended the meeting and addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED:

To suspend NS's licence for 28 days.

NS was given 21 days to surrender his licence and was advised of his right to appeal against the decision of the Committee.

The meeting finished at 4.15 pm

Signed by Chair:
Date:

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MINUTES LICENSING ACT PANEL

Tuesday 16 March 2021

Councillor Marje Paling (Chair)

Councillor Julie Najuk

Councillor Clive Towsey-Hinton

Officers in Attendance: L Chaplin and A Dubberley

5 APPOINTMENT OF CHAIR

Councillor Paling was elected as Chair for the meeting.

6 APOLOGIES FOR ABSENCE

None received.

7 DECLARATIONS OF INTEREST

None.

8 TO APPROVE THE MINUTES OF THE MEETING HELD ON 16 MARCH 2020.

RESOLVED:

That the minutes of the above meeting, having been previously circulated are agreed as a correct record.

9 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT

None.

10 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED:

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

THE HEARING - APPLICATION FOR A PERSONAL LICENCE - BH

The panel considered an application for a personal license for BH

The Panel has heard evidence from BH (the applicant) and Michelle White (Nottinghamshire Police).

In making its decision the Panel has:

- a) Applied the test as set out in the licensing Act 2003 s120
- b) Had regard to Gedling Borough Council's Statement of Licensing Policy dated 7 January 2019, and in particular Policy 3
- c) Had regard to the Guidance issued under the Licensing Act 2003 s182 dated April 2018
- d) Had regard to the Human Rights Act.

RESOLVED

To reject the application for the following reasons:

- 1) The offence for which the Applicant is convicted is a relevant offence and will not become spent until 29 April 2024.
- 2) The Panel have listened to the representations made by the Police and is satisfied that they have demonstrated that to grant the licence would undermine the crime prevention objective for the following reasons:
 - a) The circumstances of the offence showed a poor sense of judgement and being involved in a serious group offence which concerns the Panel.
 - b) There is still significant time remaining before the convictions will be spent.

The meeting finished at 11.55 am

Signed by Chair:

Date:

MINUTES AUDIT COMMITTEE

Tuesday 16 March 2021

Councillor Bob Collis (Chair)

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

Officers in Attendance: A Dubberley, A Ball and F Whyley

29 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

30 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 NOVEMBER 2020

RESOLVED:

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

31 DECLARATION OF INTERESTS.

None

32 LOCAL CODE OF CORPORATE GOVERNANCE 2021/22

The Monitoring Officer introduced a report, which had been circulated in advance of the meeting, seeking approval for the updated Local Code of Corporate Governance for 2021/22.

RESOLVED:

To approve the Local Code of Corporate Governance for 2021/22.

33 MAZARS ANNUAL AUDIT LETTER 2019/20

David Hoose (Audit Partner, Mazars) introduced a report, which had been circulated in advance of the meeting, presenting Members with the Annual Audit Letter for 2019/20.

RESOLVED:

To accept the Mazars Annual Audit Letter for 2019/20, at appendix one to the report, and refer it to Council for information.

34 MAZARS EXTERNAL AUDIT – AUDIT STRATEGY MEMORANDUM

David Hoose (Audit Partner, Mazars) introduced a report, which had been circulated in advance of the meeting, setting out the External Audit Strategy Memorandum for the year ending 31 March 2021 for approval.

RESOLVED:

To receive the report and approve the Mazars External Audit Plan for 2020/21 and refer the report to Council for information.

35 INTERNAL AUDIT PROGRESS REPORT 2020/21

Katie Ball (BDO) introduced a report, which had been circulated in advance of the meeting, summarising the outcome of internal audit activity completed by the Internal Audit Team for the period November 2020 to March 2021.

RESOLVED to:

Note the report and actions taken or to be taken.

36 DRAFT INTERNAL AUDIT ANNUAL PLAN 2021/22

Gurpreet Dulay (BDO) introduced a report, which had been circulated in advance of the meeting, detailing the three year Gedling Internal Audit Plan for 2021/22 – 2023/24.

RESOLVED:

To approve the Internal Audit Plan 2021/22 - 2023/24.

37 CORPORATE RISK MANAGEMENT SCORECARD QUARTER 3 2020/21

The Director of Corporate Resources introduced a report, which had been circulated in advance of the meeting, updating members on the current level of assurance that could be provided against each corporate risk.

RESOLVED to

Note the progress of actions identified within the Corporate Risk Register.

38 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.20 pm

Signed by Chair:
Date:

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 17 March 2021

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Sandra Barnes
Councillor Bob Collis

Councillor Marje Paling
Councillor Sam Smith

Absent: Councillor Michael Adams

Officers in Attendance: D Archer and A Dubberley

42 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Adams.

43 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 16 DECEMBER 2020

RESOLVED:

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

44 DECLARATION OF INTERESTS.

None.

45 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

46 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

47 OVERTIME AND STAND-BY & CALLOUT POLICIES-IMPLEMENTATION

The Head of HR, Performance and Service Planning introduced a report seeking approval to implement the proposal for policy change in respect of the Overtime and Stand-by and Callout policies.

RESOLVED to:

- 1) Note the consultation comments and recommendations from the Joint Consultative and Safety Committee; and
- 2) Agree to implement the proposals made to amend policy in respect to Overtime and Stand-by and Callout with effect from 1 April 2021.

48 WORKFORCE STRATEGY- IMPLEMENTATION

The Head of HR, Performance and Service Planning introduced a report, which was circulated in advance of the meeting, seeking authorisation to implement the proposal for the introduction of a Workforce Strategy.

RESOLVED to:

- 1) Note consultation comments and recommendations from the Joint Consultative and Safety Committee; and
- 2) Authorise the implementation of the proposed Workforce Strategy with effect from 1 April 2021.

49 EQUALITY POLICY (EMPLOYMENT)

The Head of HR, Performance and Service Planning introduced a report, which was circulated in advance of the meeting, seeking authorisation to implement the proposal to amend the Employment Equality Policy.

RESOLVED to:

- 1) Note the consultation comments and recommendations from the Joint Consultative and Safety Committee; and
- 2) Agree to the implementation of the proposals made to amend policy in respect to Equality (Employment) with effect from 1 April 2021.

The meeting finished at 10.38 am

Signed by Chair:
Date:

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MINUTES CABINET

Thursday 18 March 2021

Councillor John Clarke (Chair)

Councillor Michael Payne
Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory

Councillor Jenny Hollingsworth
Councillor Viv McCrossen
Councillor Henry Wheeler

Officers in Attendance: M Hill, A Ball, M Cryer, J Davies, A Dubberley and F Whyley

89 APOLOGIES FOR ABSENCE.

None.

90 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 11 FEBRUARY 2021

RESOLVED:

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

91 DECLARATION OF INTERESTS.

None.

92 STATION ROAD AND BURTON ROAD REGENERATION SITES

The Head of Regeneration and Welfare introduced a report, which had been circulated in advance of the meeting, seeking approval for the preferred delivery route to ensure the sites at Burton Road and Station Road are redeveloped for residential units as affordable housing and temporary accommodation.

RESOLVED to:

- 1) Approve the redevelopment of Burton Road and Station Road as sites for the provision of Council owned affordable housing and temporary accommodation, as detailed in the report, subject to any necessary approvals, including planning permission and subject to the confirmation of grant funding and costs remaining within the approved budget;

- 2) Delegate authority to the Chief Executive, in consultation with the Leader of the Council and Portfolio Holder for Growth and Regeneration, to approve a final design scheme for the sites at Burton Road and Station Road, to be submitted for planning permission, in consultation with the Leader of the Council;
- 3) Approve the submission of an application to the Ministry of Housing, Communities and Local Government to waive the statutory requirement to open a Housing Revenue Account for any affordable/social housing units constructed on the site; and
- 4) Approve the submission of an application for necessary consents to charge affordable rent for the housing not retained as temporary accommodation units.

93 PERFORMANCE INDICATORS FOR 2021/22

The Chief Executive presented a report seeking approval for performance indicators against which progress of the Gedling Plan would be measured in 2021/22.

RESOLVED:

To approve the performance indicators and targets, set out in Appendix 1 to the report, for 2021/22.

94 PROVISION OF A NEW TOILET BLOCK IN KING GEORGE V PARK, ARNOLD

The Head of Environment introduced a report, which had been circulated in advance of the meeting, seeking approval to build a new toilet block with a changing places facility in the garden area of King George V Park, in Arnold as part of on-going green space improvements to parks facilities within the Borough.

RESOLVED to

- 1) Approve the proposals for the new public toilet block and changing places facility in King George V Park in Arnold, as detailed in the report, subject to planning permission, further design amendments and costs remaining within the approved budget;
- 2) Delegate authority to the Chief Executive, in consultation with the Leader of the Council, to approve the final design scheme for the toilet block and changing places facility for submission for planning permission; and

- 3) Allocate the current approved capital scheme for the provision of Public Toilets approved as part of the 2021/22 budget to the King George V Park Toilet Block.

95 GREEN SPACE STRATEGY 2021-2026

The Head of Environment introduced a report, which was circulated in advance of the meeting, seeking approval to adopt the Gedling Borough Green Space Strategy 2021 – 2026.

RESOLVED:

To approve the Green Space Strategy for Gedling 2021-2026 as set out in Appendix 1 to the report.

96 FORWARD PLAN

Consideration was given to a report of the Service Manager, Democratic Services, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

97 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.15 pm

Signed by Chair:
Date:

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**MINUTES
APPEALS AND RETIREMENTS COMMITTEE**

Tuesday 23 March 2021

Councillor Barbara Miller (Chair)

Councillor Paul Feeney
Councillor Simon Murray
Councillor Marje Paling

Councillor John Parr
Councillor John Truscott

Apologies for absence: Councillor Jim Creamer

Officers in Attendance: D Archer, M Avery, A Dubberley, A Snodin and
F Whyley

13 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies were received from Councillor Creamer.

**14 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE
MEETING HELD ON 8 OCTOBER 2020**

RESOLVED:

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

15 DECLARATION OF INTERESTS.

None.

16 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

17 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

APPEAL AGAINST DISMISSAL

The Head of HR, Performance and Service Planning informed the Committee that SR had appealed against the decision of the Head of Service to dismiss him from the Council's employment.

Members had considered the full agenda which had been circulated prior to the meeting.

Mike Avery, Head of Development and Place, attended with Andrea Snodin, Senior Personnel Officer, and presented the Council's reasons for the decision to dismiss. SR addressed the Committee and outlined his reasons for appeal.

RESOLVED:

To uphold the decision made by the Head of Development and Place to dismiss SR from the Council's service with effect from 23 February 2021 and to dismiss the appeal made by SR against dismissal.

The meeting finished at 12.50 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 30 March 2021

Councillor Marje Paling (Chair)

Present: Councillor Nicki Brooks Councillor Des Gibbons
Councillor Pat Bosworth Councillor Julie Najuk
Councillor Boyd Elliott Councillor Clive Towsey-Hinton
Councillor Roxanne Ellis Councillor John Truscott

Absent: Councillor Sam Smith and Councillor Paul Wilkinson

Officers in Attendance: A Dubberley, L Chaplin and K Nealon

79 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Smith and Wilkinson.

80 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 9 MARCH 2021

RESOLVED:

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

81 DECLARATION OF INTERESTS.

None.

82 TAXI LICENSING FEES FOR 2021/22

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the seeking approval of the proposed increase of fees for taxi driver, operator and vehicle licences for 2021/22 as shown.

RESOLVED to

- 1) Note the objections received to the proposals at Appendix 2 to the report; and

- 2) Approve the increases of fees for taxi driver, operator and vehicle licences for 2021/22 as shown at Appendix 1 to the report from 1st April 2021

83 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 2.25 pm

Signed by Chair:
Date:

DECISIONS MADE UNDER DELEGATED AUTHORITY

<u>Business (click to view decision)</u>	<u>Summary</u>	<u>Ref.</u>	<u>Date</u>	<u>Portfolio</u>	<u>Was decision made under urgency provisions?</u>
Response to Government Consultation – The Future of the New Homes Bonus	To approve response to the Government consultation on the Future of the New Homes Bonus.	D1172	07/04/2021	Resources and Reputation	N
Response to Government consultations – to changes to the NPPF and National Model Design Code	To approve response to the Government consultation on changes to the NPPF in connection with the Government consultation on the draft National Model Design Code.	D1159	01/04/2021	Growth and Regeneration	N
National Non-Domestic Rates – Relief Application – Party Occupied Property	To approve relief under section 44A of the Local Government Finance Act 1988.	D1142	01/04/2021	Resources and Reputation	N
Leisure Fees and Charges 21/22	To approve the 2021/22 fees and charges for Leisure Centres from 1st April 2021.	D1138	16/03/2021	Housing, Health and Wellbeing	N
Waste Services Fees and Charges 2021/22	To approve the 2021/22 fees and charges for Waste Services from 1st April 2021.	D1137	08/03/2021	Environment	N

Parks & Street Care, Cemeteries and Sports, Fees and Charges 2021/22	To approve the 2021/22 fees and charges for Cemeteries and Sports from 1 st April 2021.	D1135	30/03/2021	Environment	N
Granting of an easement to lay a gas main at Jubilee Park, Burton Road	To grant an easement to lay a gas main at Jubilee Park, Burton Road.	D1132	09/03/2021	Resources and Reputation	N
Local Restrictions Support Grant for Business - Additional Restrictions Grant Top-Up Awards	To establish a budget of £1,047,300 to allow payment of the top-up Additional Restrictions Grant and to approve amounts to be set by business type for payment in accordance with the criteria approved in the Council's approved Local Restrictions Business Support Scheme.	D1131	25/02/2021	Leader of the Council	Y
Discretionary Additional Restrictions Business Grants – Determination of Grants	To approve the Additional Restrictions Business Grant awards to eligible businesses that provide key benefits to the broader economy, as determined in accordance with the Gedling Borough Council Local Restrictions Business Support Scheme.	D1129	16/02/2021	Resources and Reputation	N
Community Centre Fees and Charges 2021/22	To approve the 2021/22 fees and charges for Community Centres from 1st April 2021.	D1127	15/03/2021	Community Development	N
Nottinghamshire / DWP Covid Winter Grant Scheme – Proposed Implementation	To approve the proposed management and distribution arrangements for the Government's package of	D1121	12/02/2021	Housing, Health and Wellbeing	N

	extra-targeted financial support for those in need over the winter period.				
Equalities Update	To approve a further period of consultation on the Equality and Diversity Policy and Equality Framework Action plan.	D1120	05/02/2021	Leader of the Council	N
Public Protection Fees and Charges 2021/2022	To approve the 2021/22 fees and charges for Public Protection from 1st April 2021.	D1119	23/03/2021	Public Protection	N
Local Restrictions Support Grants for Businesses (Scheme 3)	To approve the following grant schemes: <ul style="list-style-type: none"> Local Restrictions Support Grant (Closed) Addendum (Tier 4) Local Restrictions Support Grant (Closed) Addendum (5th January onwards) Closed Business Lockdown Payment 	D1118	25/01/2021	Leader of the Council	Y
Amendment of delegation to Cabinet Member	To add "Climate Change" under the list of responsibilities for the Portfolio Holder for Resources and Reputation.	D1115	19/01/2021	Leader of the Council	N
Response to Government consultation – 'Supporting Housing Delivery & Public Service Infrastructure'	To approve the response to the Government consultation 'Supporting Housing Delivery & Public Service Infrastructure'.	D1114	28/01/2021	Growth and Regeneration	N

Concurrent multiple Disabled Facilities Grants due to exceptional and compelling circumstances	To approve a discretionary grant of £60,000 on top of a disabled facilities grant of £30,000 (to be approved at officer level) to allow completion of multiple adaptation works at a particular property within the Borough.	D1105	04/02/2021	Public Protection	N
Statement of Intent re Energy Company Obligation: Flexible Eligibility (first time central heating: Warm Homes Hub)	To approve the Statement of Intent to enable targeted households in the borough to access the Energy Company Obligation (ECO) Local Authority Flexible Eligibility (first time central heating: Warm Homes Hub) funding for works to their homes.	D1104	28/01/2021	Public Protection	N
Property Flood Resilience Recovery Schemes	To approve a local Flood Recovery Scheme that will provide residents and a business who suffered from Flooding internal damage during Storm Ciara and Dennis in February 2020 with financial support.	D1099	04/02/2021	Leader of the Council	N
Proposed cessation of accredited learning centre and apprenticeship delivery centre	To support the proposal to wind-down the accredited learning centres (and the associated income streams) in order to achieve budgetary efficiencies.	D1064	12/02/2021	Leader of the Council	N