

# Agenda

## Overview and Scrutiny Committee

Date: **Monday 6 September 2021**

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Time: **5.30 pm**

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Place: **Council Chamber**

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For any further information please contact:

**Alec Dubberley**

Democratic Services Manager

0115 901 3906

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# Overview and Scrutiny Committee

## Membership

**Chair** Councillor Liz Clunie

**Vice-Chair** Councillor Paul Feeney

Councillor Sandra Barnes  
Councillor Michael Boyle  
Councillor Jim Creamer  
Councillor Andrew Ellwood  
Councillor Jennifer Hemingway  
Councillor Mike Hope  
Councillor Barbara Miller  
Councillor Simon Murray  
Councillor Marje Paling  
Councillor Martin Smith  
Councillor Sam Smith  
Councillor Paul Wilkinson

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# AGENDA

Page

- 1 **Apologies for Absence and Substitutions.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 5 July 2021** 5 - 9
- 3 **Declaration of Interests.**
- 4 **Programme of Portfolio Holder Attendance** 11 - 24  
Report of the Democratic Services Manager
- 5 **Gedling Plan Quarter 4 and Year End Performance Report** 25 - 56  
Report of the Senior Leadership Team
- 6 **Scrutiny Work Programme** 57 - 74  
Report of the Democratic Services Manager  
  
Appendix 2 – Report of the Waste Policy Working Group – To Follow
- 7 **Reports and Notices received by the Chair of Overview and Scrutiny Committee as required under the Constitution or Law** 75
- 8 **Any other item which the Chair considers urgent.**

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## MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 5 July 2021

Councillor Liz Clunie (Chair)

Councillor Paul Feeney	Councillor Mike Hope
Councillor Sandra Barnes	Councillor Marje Paling
Councillor Michael Boyle	Councillor Martin Smith
Councillor Jim Creamer	Councillor Sam Smith
Councillor Andrew Ellwood	Councillor Paul Wilkinson
Councillor Jennifer Hemingway	

Apologies for absence: Councillor Simon Murray

Officers in Attendance: A Davey and A Dubberley

Guests in Attendance Councillor Clarke, Councillor Roxanne Ellis and  
Councillor Payne

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Murray.

### 2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 26 APRIL 2021.

#### RESOLVED:

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

### 3 DECLARATION OF INTERESTS.

None.

### 4 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE

Members welcomed Councillors Clarke and Payne to the meeting to examine their portfolios.

Councillor Payne first addressed the question raised in respect of the recent commercialisation internal audit. He said that the Senior Leadership Team had fully accepted the recommendations made in the audit, which mainly concerned the market research undertaken and business case building process for the Pet Cremation Service. He added that he would be happy to talk members through the individual recommendations if that was required.

In respect of the second question about scrutiny involvement in policy formation, the Deputy Leader said that the scrutiny committee was always welcome to engage with portfolio holders at any time on matters relating to their areas of work. He added that work was ongoing, led by the Chief Executive supported by Democratic Services, to produce a more relevant Executive Forward Plan which contained all forthcoming details for the short, medium and long term.

A further question concerning the progress of a climate action plan for the council was also submitted. The Deputy Leader advised that a Carbon baseline assessment and associated draft action plan had been completed using 2019/20 full year data. Additional funding had been allocated for a Climate Change Officer who would be in post shortly to work in partnership with external bodies and departments to deliver the program of work in the plan. The plan arising will be embedded in the Council's Climate Change Strategy. Progress is being made on the strategy and an actionable action plan is being prepared for further consultation. It is aimed to have the Carbon Action Plan done by 18 July for consultation with the draft strategy document ready in the autumn.

A final question was asked about covid-19 Restart and Additional Restrictions grants. Information from the Deputy Leader was provided as follows:

- A total of 736 applications for restart grants had been received taking an average of 25.4 days to process with 48 still being processed. A total of 2214 Additional Restart Grant applications (ARG) had been received with 0 outstanding and an average processing time of 19.4 days
- A total of £3,362,042 has been paid out for Restart Grants and £4,504,196 for the ARGs
- The average processing time was a crude estimate calculated using a random sample of 10 applications as accurate data on processing times was not a requirement for the scheme and to produce it would be onerous. The processing time statistics do not take account of applications that were received incomplete or without the required evidence.
- In many cases the Portfolio Holder asked for officers to contact applicants to provide missing application information rather than reject those as per the guidance and exceptional cases were re-considered where the guidance was considered to be too restrictive for example car mechanics.
- Initially the government gave a date of March 2022 for authorities to distribute ARG funds which led to a decision being taken to hold a small proportion of the funding back should the pandemic

worsen. This date was then revised to 30 June 2021 with the requirement for pre-assurance checks to be made on applications. The pre-assurance checks were introduced to combat fraud.

- The Council has paid out nearly £30 million of covid funding to all businesses across the 25 different schemes
- Massive thanks was due to the businesses in Gedling for their efforts in coping with the pandemic and restart period.
- Thanks also to the staff involved in the complex grant allocation process which was done in addition to their normal duties, especially in light of the extra demand for the council tax reduction scheme
- Additional funding was promised to authorities who had used their allocations by 30 June. This had been done leading to a claim of £624,000 which is due for payment in July.
- It was disappointing to note the level of scrutiny given to national decisions for various government funding decisions in comparison to the level of scrutiny given to local authorities' allocation of grants.

In discussion the following was covered:

- A number of members added their thanks to the officers involved in the processing of covid grants which had been gratefully received by businesses.
- The Leader emphasised his thanks to the officers involved in the grants process.
- In respect of commercialisation, the Deputy Leader stated in response to a question that the social value aspect of any business case for a commercial service was very important so long as tax payers' money was spent wisely.

**RESOLVED:**

To note the information provided and thank Councillors Clarke and Payne for their attendance.

**5 CORPORATE RISK MANAGEMENT SCORECARD QUARTER 4 2020/21**

Consideration was given to a report of the Head of Finance and IT, which had been circulated in advance of the meeting, updating members

on the current level of assurance that can be provided against each corporate risk.

**RESOLVED to:**

- 1) Note the report; and
- 2) Not to request further information in respect of any of the identified risks.

**6 SCRUTINY WORK PROGRAMME**

Previous work programme

Members noted the update on the economic development working group and the reply to the question on Policy Advisers.

The Executive response received to the recommendations on the Flooding Review was included in the agenda and noted by the Committee.

Councillor Roxanne Ellis, as Chair of the Domestic Abuse and Access to Emergency Accommodation Working Group gave a brief overview of the group's findings, particularly emphasising the importance of the Sanctuary Scheme. She added that the work involved in domestic violence was very fast paced and ever changing and further examination of the work would be necessary in future. Members of the working group particularly wished to thank David Jayne, Community Safety Officer, for the tireless work he does to support this vital work.

Future work programme

As a result of items appearing on the Executive Forward Plan, it was decided to establish a working group to examine the forthcoming Waste Policy which was in draft and subject to public consultation in the autumn.

Alice Davey, Corporate Director responsible for Waste, explained that the Borough had some challenges in terms of recycling and contamination rates and this policy would be the first step in addressing these.

Councillors Clunie, Hope, Ellwood, Wilkinson, Creamer, Feeney, Boyle and Paling volunteered to be part of the working group which would meet over the summer with a view to making recommendations on the draft policy to Cabinet in the autumn.

Fly tipping was discussed as an area of concern and the committee may in future look at Environmental Enforcement which was a separate topic.



The Forward Plan also made reference to a forthcoming Carbon Reduction Plan. Members were minded to request information on this at the January meeting.

Another issue discussed was the availability of defibrillators in the Borough. Information on this would be brought to the next meeting if it was available.

**RESOLVED to:**

- 1) Note the information provide in relation to the previous work programme;
- 2) Approve the final recommendations of the Domestic Abuse Working group which would be passed to the relevant portfolio holder;
- 3) Note the response to the Flooding Working Group recommendations;
- 4) Establish a working group to examine the forthcoming Waste Policy as part of the 2021/22 work programme; and
- 5) Include the Caron Reduction Plan and location of defibrillators as topics for consideration at future meetings.

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

None.

The meeting finished at 6.40 pm

Signed by Chair:  
Date:

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## **Report to Overview and Scrutiny Committee**

**Subject: Programme of Portfolio Holder Attendance**

**Date: 6 September 2021**

**Author: Democratic Services Manager**

### **Purpose**

To consider the areas of responsibility of Councillor Peter Barnes, Portfolio Holder for the Environment, as part of the programme of holding the Executive to account.

To discuss areas for examination in Public Protection Portfolio, as part of the annual review of Crime and Disorder, for the November committee.

### **Recommendation(s)**

#### **That the Overview and Scrutiny Committee:**

- 1) Considers, asks questions and makes comment on the information provided;
- 2) Discusses any topics for potential inclusion in the future work programme; and
- 3) Identifies areas in the Public Protection for examination at the next meeting

### **1 Background**

At the 26 April 2021 Overview and Scrutiny Committee, Members agreed to continue with a programme of attendance by Portfolio Holders, and relevant officers, at committee. Areas of performance, within each portfolio for examination, would be identified, and questions for Portfolio Holder submitted in advance of each meeting. 'Ad hoc' questions could also be put forward at the meeting itself.

Non-executive members would also be invited to submit questions for the Portfolio Holder.

## **2. 2021/2022 PROGRAMME OF PORTFOLIO HOLDER ATTENDANCE**

2.1 Councillor Peter Barnes, Portfolio Holder for Environment, is attending the committee to give Members the opportunity to examine his area of responsibility which includes:

- Waste Management and recycling.
- Street cleaning.
- Maintenance and development of parks, open spaces, cemeteries and Allotments.
- Pet cremation.
- Energy management and sustainability.

A report detailing performance outcomes for the last year is attached at Appendix 1 to the report

## **3 FUTURE PORTFOLIO HOLDER ATTENDANCE**

3.1 Councillor David Ellis Holder for Public Protection, will be attending the next meeting of the committee to give Members the opportunity to examine areas within his Portfolio as part of the Annual Review of the Chrome and Disorder Partnership.

Responsibilities in this portfolio include:

- Crime Reduction and Community Safety.
- Public Protection.
- CCTV and RIPA.
- Safeguarding.
- Environmental Health.
- Empty Properties

A report detailing performance outcomes for the last year is attached at Appendix 2 to the report.

## **4 Financial Implications**

4.1 There are no financial implications arising from this report.

## **5 Legal Implications**

5.1 There are no legal implications arising from this report.

## **6 Equalities Implications**

6.1 There are no equalities implications arising from this report

**7 Carbon Reduction/Sustainability Implications**

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

**8 Appendices**

Appendix 1: Environment Portfolio performance information

Appendix 2: Public Protection Portfolio performance information

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## Quarter 4/year End Performance Report



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




### Portfolio Owners Environment Portfolio

Title	Service Area	Status	Completion Date	Progress Bar	Notes
Develop and implement a long term strategy for the improvement of Gedling Country Park	Environment		31-Mar-2021		
Develop and implement a plan to enhance existing parks and open spaces	Environment		31-Mar-2021		
Review the asset stock for Allotments to meet current and future demand	Environment		31-Mar-2021		
Review and develop availability and quality of Council public toilets	Environment		31-Mar-2021		
Develop and implement a Carbon Reduction Strategy aligned with key partners across the borough	Environment		31-Mar-2021		
Produce and implement a practical and robust borough wide action plan to tackle a climate	Environment		31-Mar-2021		

emergency					
Approve and implement a plan of action to increase levels of recycling and reduce contamination levels and levels of residual waste	Environment		31-Mar-2021		
Promote and support community based 'clean up' initiatives including the seasonal big clean events	Environment		31-Mar-2021		
Maintain the Council's commitment as a 'Plastic Clever Council'	Environment		31-Mar-2021		
Make arrangements to offer every household one free bulky waste collection every year and provide additional waste collection at Christmas	Environment		31-Mar-2021		
Develop and implement a plan to enhance and seek external funding for existing play areas	Communities and Leisure		31-Mar-2021		
Develop and implement a plan to raise awareness of and maximise usage of our local parks, play areas and open spaces	Communities and Leisure		31-Mar-2021		

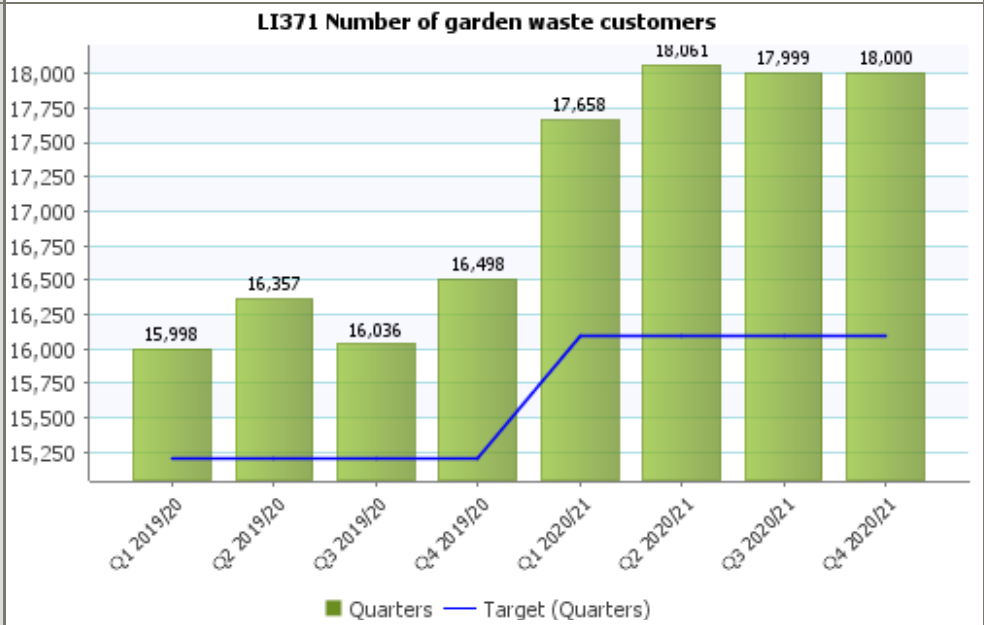


**LI371 Number of garden waste customers**


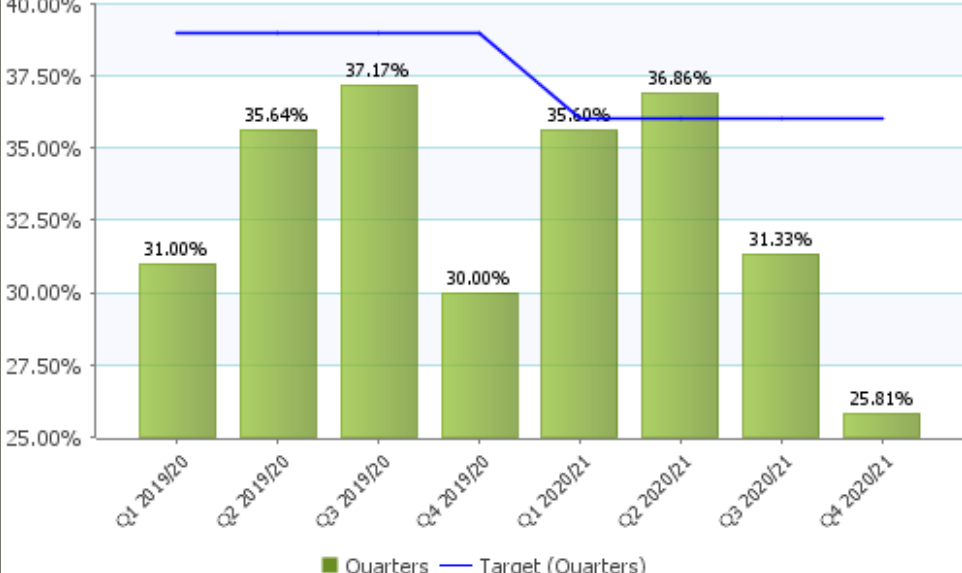
<b>Service Area</b>	Environment	<b>Status</b>	
<b>Annual Value</b>	<b>Annual Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
18,000	16,100		

**Latest Note**

**Performance against target**



NI191 Residual household waste per household in Kg																					
Service Area	Environment	Status																			
Annual Value	Annual Target	Trend Compared to Last Period	Trend Compared to Average of Previous 4 Quarters																		
668.6kg	560kg																				
<b>Latest Note</b>	<p>This is due in part to high levels of contamination in recycling and also to the unplanned and continuing closure of the Veolia Freeth Street waste transfer facility in September 2020 due to a fire. This has resulted in an increased level of diversion to energy from waste and landfill. Officers are engaging with the Joint Waste Partnership to implement further communication plans to support recycling encouragement.</p> <p>This is affected by the high contamination rate within the Borough. Work is underway with partners to establish additional activities and campaigns to encourage recycling, and proper disposal of garden waste.</p>																				
<b>Performance against target</b>	<p style="text-align: center;"><b>NI191 Residual household waste per household in Kg</b></p>  <table border="1"> <caption>Quarterly Residual Household Waste per Household in Kg</caption> <thead> <tr> <th>Quarter</th> <th>Value (kg)</th> </tr> </thead> <tbody> <tr> <td>Q1 2019/20</td> <td>132.7</td> </tr> <tr> <td>Q2 2019/20</td> <td>152.64</td> </tr> <tr> <td>Q3 2019/20</td> <td>140.15</td> </tr> <tr> <td>Q4 2019/20</td> <td>144.69</td> </tr> <tr> <td>Q1 2020/21</td> <td>178.08</td> </tr> <tr> <td>Q2 2020/21</td> <td>162.86</td> </tr> <tr> <td>Q3 2020/21</td> <td>162.12</td> </tr> <tr> <td>Q4 2020/21</td> <td>165.51</td> </tr> </tbody> </table> <p style="text-align: center;">■ Quarters    — Target (Quarters)</p>			Quarter	Value (kg)	Q1 2019/20	132.7	Q2 2019/20	152.64	Q3 2019/20	140.15	Q4 2019/20	144.69	Q1 2020/21	178.08	Q2 2020/21	162.86	Q3 2020/21	162.12	Q4 2020/21	165.51
Quarter	Value (kg)																				
Q1 2019/20	132.7																				
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Q1 2020/21	178.08																				
Q2 2020/21	162.86																				
Q3 2020/21	162.12																				
Q4 2020/21	165.51																				

NI192 Percentage of household waste sent for reuse, recycling and composting																					
Service Area	Environment	Status																			
Annual Value	32.4%	Annual Target	36.00%																		
Latest Note	This is affected by the high contamination rate within the Borough. Work is underway with partners to establish additional activities and campaigns to encourage recycling, and proper disposal of garden waste.																				
Performance against target	<p style="text-align: center;"><b>NI192 Percentage of household waste sent for reuse, recycling and composting</b></p>  <table border="1"> <caption>Quarterly Performance Data</caption> <thead> <tr> <th>Quarter</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Q1 2019/20</td> <td>31.00%</td> </tr> <tr> <td>Q2 2019/20</td> <td>35.64%</td> </tr> <tr> <td>Q3 2019/20</td> <td>37.17%</td> </tr> <tr> <td>Q4 2019/20</td> <td>30.00%</td> </tr> <tr> <td>Q1 2020/21</td> <td>35.60%</td> </tr> <tr> <td>Q2 2020/21</td> <td>36.86%</td> </tr> <tr> <td>Q3 2020/21</td> <td>31.33%</td> </tr> <tr> <td>Q4 2020/21</td> <td>25.81%</td> </tr> </tbody> </table> <p style="text-align: center;">■ Quarters    — Target (Quarters)</p>			Quarter	Percentage	Q1 2019/20	31.00%	Q2 2019/20	35.64%	Q3 2019/20	37.17%	Q4 2019/20	30.00%	Q1 2020/21	35.60%	Q2 2020/21	36.86%	Q3 2020/21	31.33%	Q4 2020/21	25.81%
Quarter	Percentage																				
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Q4 2020/21	25.81%																				

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## Quarter 4/Year end Performance Report






PI Status		Action Status		Trends	
	Missed target		Cancelled		Improving
	Slightly below target		Overdue		No Change
	On or about target		Check Progress		Getting Worse
	Unknown		Not Started; In Progress		
	Data Only		Completed		

## Portfolio Owners Public Protection Portfolio

Title	Service Area	Status	Completion Date	Progress Bar	Notes
Work with partners to use innovative approaches to bring about a reduction in crime and anti-social behaviour	Environment		31-Mar-2021		
Seek successful prosecutions and enforcement action for dog fouling, anti-social behaviour and against those that fly-tip waste	Environment		31-Mar-2021		
Invest in new and existing CCTV in priority hot spots	Environment		31-Mar-2021		
Work with the Police and Crime Commissioner to establish an additional Neighbourhood Policing Team	Environment		31-Mar-2021		
Develop the Council's approach to licensing regulation and enforcement	Environment		31-Mar-2021		Not completed due to impact of Covid 19 and redirection of resources. Further work required action

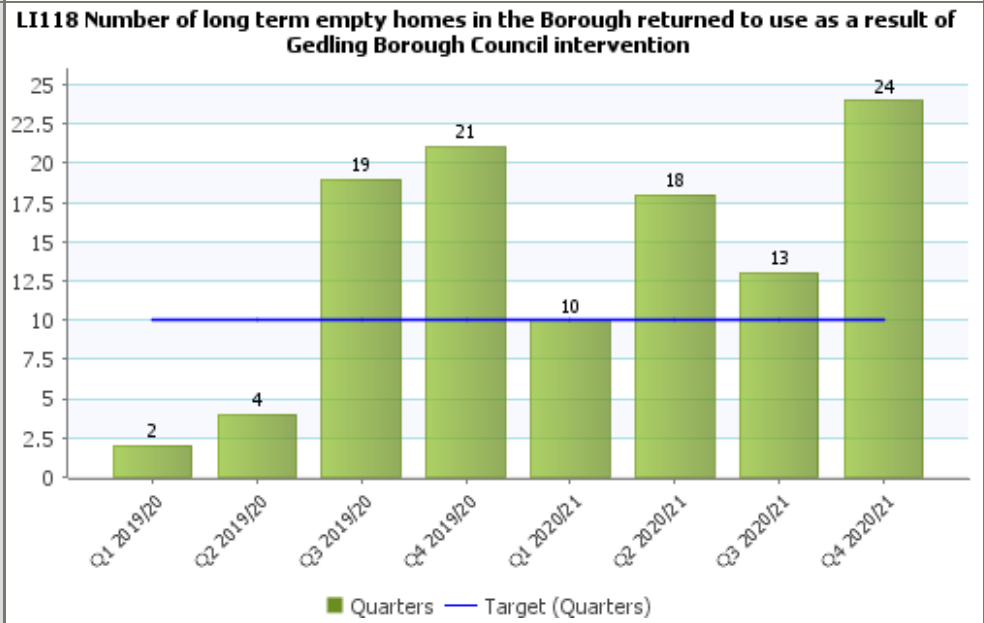
					carried forward into following year
Work with partners to promote and develop support for Neighbourhood Watch	Environment		31-Mar-2021		
Review the pilot Selective Licensing Scheme and investigate new schemes in the borough	Environment		31-Mar-2021		
Develop and roll out a 'Quality Scheme' for safe places, health and food outlets	Environment		31-Mar-2021		

**LI118 Number of long term empty homes in the Borough returned to use as a result of Gedling Borough Council intervention**




<b>Service Area</b>	Environment	<b>Status</b>	
<b>Annual Value</b>	<b>Annual Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
65	40		

**Latest Note**

**Performance against target**

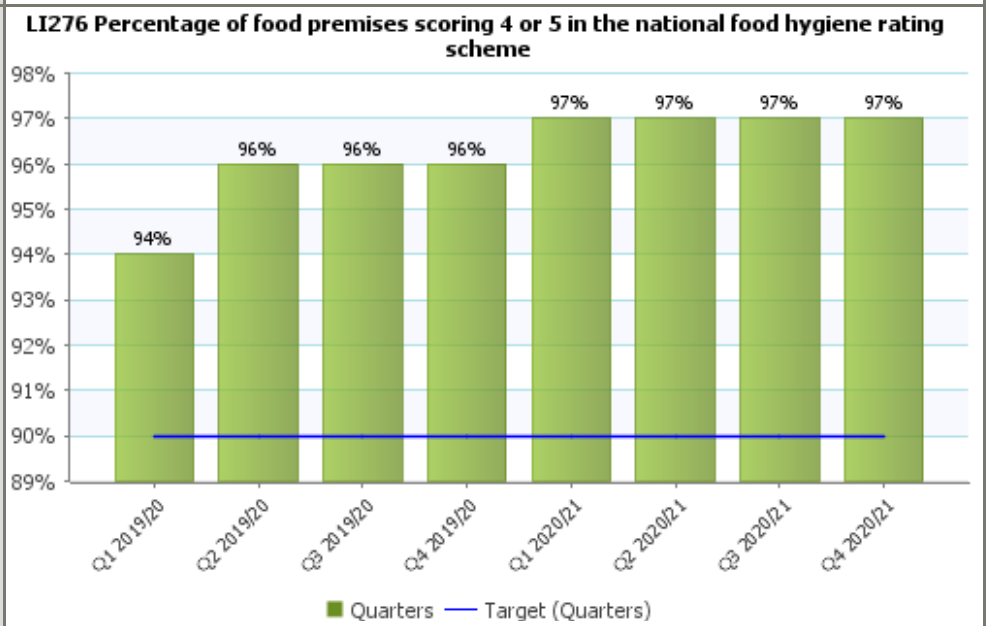


**LI276 Percentage of food premises scoring 4 or 5 in the national food hygiene rating scheme**

<b>Service Area</b>	Environment	<b>Status</b>	
<b>Annual Value</b>	<b>Annual Target</b>	<b>Trend Compared to Last Period</b>	<b>Trend Compared to Average of Previous 4 Quarters</b>
97%	90%		

**Latest Note**

**Performance against target**







## Report to Overview and Scrutiny Committee

**Subject:** Gedling Plan Quarter 4 and Year End Performance Report

**Date:** 6 September 2021

**Author:** Senior Leadership Team

### Wards Affected

Borough wide

### Purpose

To inform the Overview and Scrutiny Committee in summary of the position against Improvement Actions and Performance Indicators in the 2020/21 Gedling Plan at the end of quarter 4 and year end.

### Key Decision

This is not a key decision.

### Recommendation

**To:**

- 1) Consider the performance information, ask questions and identify any actions or indicators that require additional information**
- 2) Identify any potential areas for inclusion in the Committee's work programme**
- 3) Note the Annual Report attached as Appendix 2 to the report**

## 1 Background

- 1.1 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.2 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have all been brought together and are now embedded in the way the Council works. Whilst the budget and performance information are presented in two separate reports, they are and will be reported to Cabinet together and will appear on the same agenda.

- 1.3 In addition, performance reports now focus more directly on the Council's priorities and offer an "early warning" system of instances where targets may not be secured.
- 1.4 As usual, comprehensive details about current performance against the Gedling Plan can be accessed through the following link on the Council's website:-

<http://www.gedling.gov.uk/council/aboutus/prioritiesplansandperformance/howweredoing/>

Members are recommended to view this document which provides valuable background detail to this summary paper. It provides a more in-depth review of indicators, actions and outcomes for quarter 4/year end.

- 1.5 A full set of papers that appear on the website have been printed and these reports are available in the Members' Room. They contain explanations of variances from expected performance together with trend arrows for all the performance indicators within the Gedling Plan (note that an upward arrow indicates improved performance, irrespective of whether improvement is represented by a higher or lower value) and progress bars for all Gedling Plan actions showing progress made against project milestones.
- 1.6 The assessment criteria used for actions and indicators is based on red, amber and green traffic light symbols. To be assessed as green performance indicators must be in line with their expected performance at this stage of the year, whilst actions must be on target against the "completed" or "in progress" milestones determined within the performance management system, Pentana.
- 1.7 This report was presented to the July meeting of Cabinet and is now put forward for the consideration of the Overview and Scrutiny Committee. Also attached as Appendix 2 to the report, is the Annual Report. This is the second time such a document has been produced as it aims to summarise the positive achievements of the Council over the past very challenging year.

## **2 Proposal**

- 2.1 It is proposed that the Overview and Scrutiny Committee examines the Performance Information for the Gedling Plan 2020/21 for quarter 4 and the year end as set out below.

## 2.2 Actions

Of the 96 actions included in the Gedling Plan 2020-23 which were due for completion in 2020/21, 90 are complete.. Of the 6 occasions where the target was missed, all were planned to have been completed in 2020/21 and will need to be carried forward into next year. The main reason for missing the deadlines was the impact of Covid 19 and the redirection of resources to tackle the pandemic.



The actions which were not progressed as expected during the year are:

Nearing Completion:

- Create and implement a Communication Strategy and plan
- Complete the Constitution review to continue to support good governance

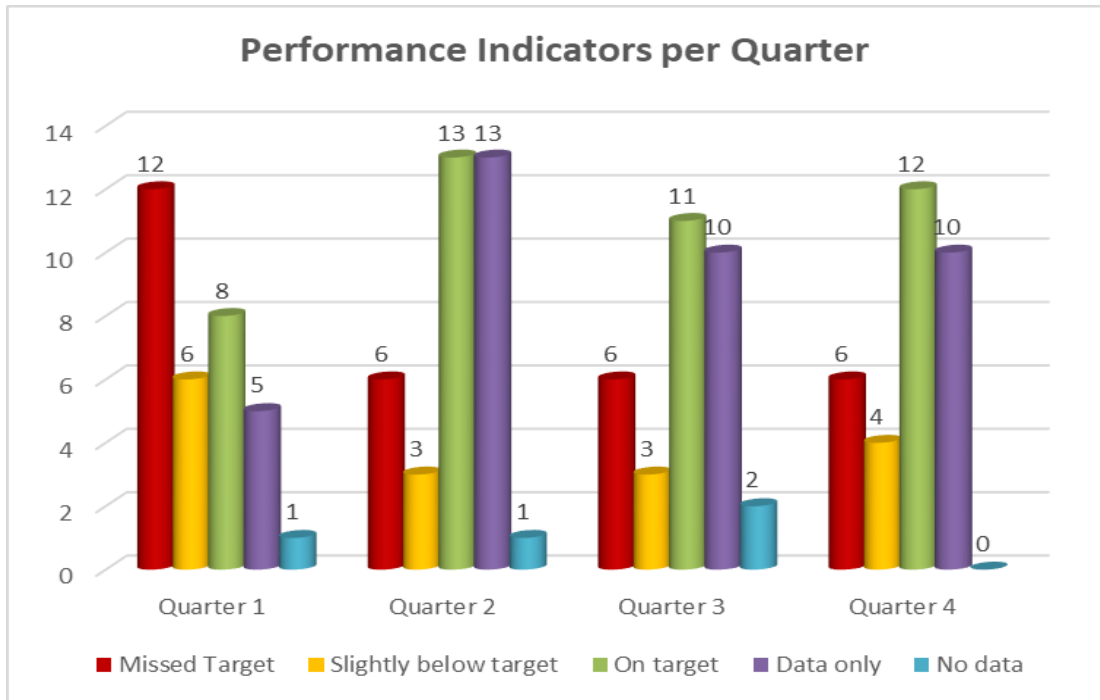
Further work required:

- Develop the Council's approach to licensing regulation and enforcement
- Develop and implement a strategy to maximise current income streams and identify new income opportunities
- Implement the requirements of the financial management code to deliver effective longer term financial planning
- Develop and roll out a 'Quality Scheme' for safe places, health and food outlets

## 2.3 Indicators

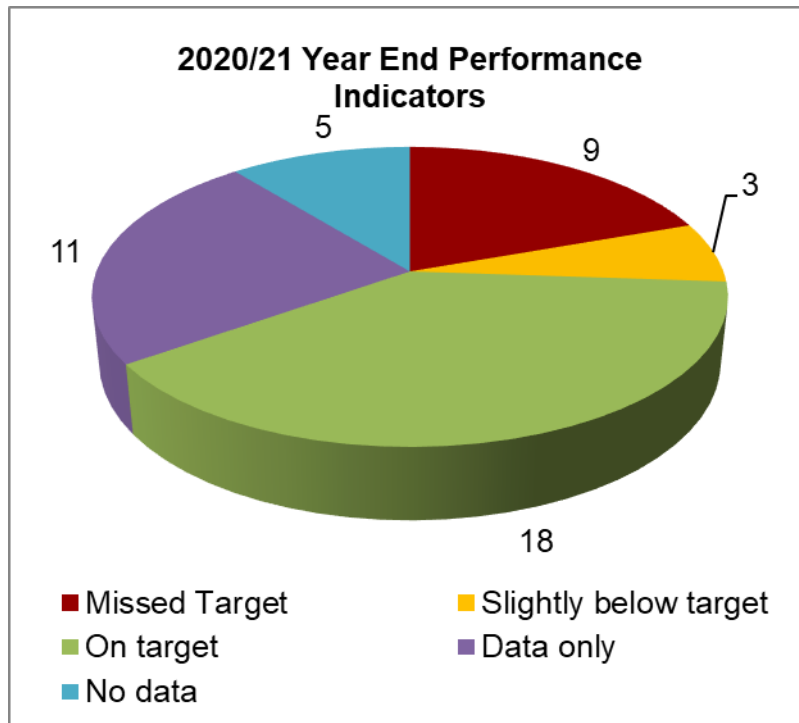
### Quarter 4

The following table shows the status of performance indicators appropriate for quarterly monitoring for each quarter throughout the year. During quarter 4, 12 of the 32 performance indicators that are appropriate for quarterly monitoring met or exceeded target and 4 were slightly below target. 6 indicators missed their target. 10 were tracking only indicators.



### Year end

In addition to the performance indicators which are monitored on a quarterly basis, there are a number of indicators which are reported on an annual basis. The diagram below shows the performance position at the end of the year in respect of all 46 indicators included in the Gedling Plan. Overall performance is good with 21 of the indicators either on target or slightly below target, and 9 behind target. 11 were tracking only indicators.



No data was available for the following 5 indicators:

- LI252 Percentage of customers that are satisfied with overall customer service - Surveys are normally completed in February / March. Unfortunately work around Covid-19 within Customer Services has meant that insufficient surveys have taken place.
- ECOi8 Percentage of vacant properties along the high street – only essential item shops were allowed to remain open during the lockdown, which continued past the year-end, hence this indicator was not purposeful in 2020/21. Phase 3 of the lockdown allowed other shops to open from 17 May 2021.
- ECOi9 Percentage of occupancy for all GBC owned car parks in Arnold – as above, only essential shops were open and national Covid guidance was to stay at home, so this indicator was not relevant in 2020/21.
- ECOI5 Amount of employment land developed for the delivery of jobs – again this was affected by Covid measures and furlough of some construction workforces.
- ENVi2 Level of CO2 emissions from Council Buildings – we have recently engaged APSE to undertake some work in this area, and this has now delivered results for 2019/20. Work is currently ongoing to assess the results for 2020/21.

2.4 Examples of particularly positive performance over the year include:

- LI074 Average time to process new Housing Benefit claims (in calendar days) – finishing the year with an average of 12.6 days against 13 days target.
- LI052 - Percentage of calls to the contact centre answered (or call back made) - 12 month rolling total – Currently stands at 95.3% in comparison to target of 94%.
- LI057 - Percentage of customers seen within 15 minutes – 100% of customers were seen within 15 minutes against target of 90%.
- LI321 - Number of Keep Me Posted email newsletter subscribers – This has risen to 37,777 subscribers against an anticipated target of 25,000.
- LI250 – Number of social media followers – This has again risen and now stands at 37,500 against a target of 27,000.
- LI118 - 65 long term empty homes in the Borough were returned to use as a result of Gedling Borough Council intervention against a target of 40.
- NI155 - 59 affordable homes were delivered (gross), well in excess of the target of 20.
- NI157a - Percentage of Major planning applications processed within 13 weeks – 100% processed within 13 weeks against a target of 90%.
- LI371 Number of garden waste customers – The number continues to grow with 18,000 customers, exceeding target by 1,900.
- HEAi1 – the council now has four Green Flag status parks.
- LI276 - Percentage of food premises scoring 4 or 5 in the national food hygiene rating scheme – 97% against a target of 90%.

2.5 The following performance indicators missed their target at the end of the year and are worthy of note.

**Housing needs and welfare support**

The average length of time spent in temporary accommodation (in weeks) is 20.9 weeks against a target of 15 weeks. The department is still experiencing high numbers of households in priority need presenting as homeless. As at the end of Q4 we had 6 large families (3+ children) living in temporary 2 bedroom flats/3 bedroom houses. This has now reduced to 4 families. Unfortunately, the number of 2 or 3 bedroom social housing becoming available has declined and it is not

proportionate to the demand for permanent housing, meaning families continue to be placed in temporary accommodation. However, better news is that the house construction market has now restarted, meaning the numbers of affordable properties in Gedling will start to increase again during 2021/22. The Council has also recently approved a new Housing Allocations Policy against which all applications for temporary accommodation are now assessed.

### **Housing**

The number of net additional new homes for this year was 310 which was lower than the 480 anticipated. Construction during this period has been affected by lockdown restrictions which has resulted in development pausing and slowing down on many large and small sites within the Borough. It is anticipated that the numbers will rise again during 2021/22.

### **Waste**

Residual waste levels were above the target threshold for all four quarters of 2020/21, with a final outcome of 668kg per household against the target of 560kg. This is due in part to high levels of contamination in recycling and also to the unplanned and continuing closure of the Veolia Freeth Street waste transfer facility in September 2020 due to a fire. This has resulted in an increased level of diversion to energy from waste and landfill. Officers are engaging with the Joint Waste Partnership to implement further communication plans to support recycling encouragement.

The average for the year is 32.4% of household waste being sent for reuse, recycling and composting against the target of 36%. Q2 was the only quarter in the year that the target was exceeded. Q4 was a particularly low performance of 25.1% which appears to be due to a reduction in dry recycling tonnage which requires further detailed investigation. This is affected by the high contamination rate within the Borough. Work is underway with partners to establish additional activities and campaigns to encourage recycling, and proper disposal of garden waste.

## **2.6 Achievements**

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

**Gedling Young People's Consultation** - A consultation targeting young people aged 11 -16 was designed and promoted to Gedling Young People between December 2020 and February 2021. As a result of intensive targeted promotion 236 online forms were completed by young people in the Borough. 30 of these were assisted completions from hard to reach young people supported by the Nottinghamshire County Council Youth Service during specialist youth settings.

Gedling Youth Council members will support the Portfolio Holder for Equalities and Young People to assess the findings and develop recommendations for Cabinet in May. It is proposed for the survey to be integrated into the bi-annual Gedling Conversation and concerns of young people taken into account in the planning of council and partnership services going forward. A follow up survey is also proposed to coincide with this summer's Gedling Conversation survey. An opportunity to re-engage and seek the views of our young people as Covid-19 restrictions are lifted.

**Online Taxi Application Portal** - Customer Services, with help from IT, have created a new online taxi licence application portal to enable taxi drivers to access their accounts and check the progress of their application. This saves on phone calls/queries to customer services to chase licence applications and saves on paper/print and postage on application forms and renewal letters.

**Workforce Strategy 2020/23** - An action within the 2019/20 Gedling Plan was to produce a Workforce Strategy for the period 2020/23. Due to conflicting priorities presented by the Covid-19 pandemic this was not achieved on time, however, the strategy has now been approved for implementation from 1 April this year. The strategy not only demonstrates the "building blocks" already in place that make the organisation a strong, good, fair and business-like place to work but also identifies a clear set of actions that will further support and develop our workforce.

**Local litter picks** - Street Cleansing staff continue to support local litter picks by individuals even during lockdown, providing litter pickers and black bags before the litter picks and collecting the bags and disposing of them afterwards. Operations to remove graffiti and fly-tips and to cleanse hot spot areas continue apace in support of local resident groups who help to improve their environment whilst getting the message out about enviro-crime and the need to recycle. This initiative took place early January 2021 before lockdown.

**'One Step at a Time' Project Addressing Isolation** - This partnership project involving Jigsaw Homes and Active Notts, supported by the Council, has developed in the Carlton area, following collaborative research by partners that identified older people in Carlton as being a local community that had low levels of physical activity.

**Memorial Stone** - A memorial stone dedicated to the memories of Gedling borough residents who have tragically lost their lives due to Covid was unveiled during March. The stone was unveiled by Cllr. John Clarke, Leader of Gedling Borough Council and Cllr. Michael Payne, Deputy Leader of Gedling Borough Council at the site of Eagle Square, near the main Arnold town centre.

In addition the following are examples of the Council's response to Covid -19 during the year.

**Giving for Gedling Humanitarian Centre and Food Bank** - The Richard Herrod Centre was transformed into the Giving for Gedling Humanitarian Centre and Food Bank and by January 2021 it had become one of the County's biggest Community Vaccination Centres.



**Giving for Gedling Humanitarian team** - We established a cross service Giving for Gedling Humanitarian team to offer Covid-19 support and advice to residents in need, recruit volunteers, support spontaneous volunteering groups and work in partnership with our local Foodbanks and Church Leaders throughout the pandemic.

**Grant Schemes** - We successfully completed the full administration and payment of over 15 different grant schemes totalling around £25.1m of support to local businesses facing financial difficulty during the Covid-19 pandemic.

**Our two community fundraisers**, 'Giving for Gedling' and 'Feeding Gedling's Children', raised over £37,000 to support local residents and families for food and emergency humanitarian supplies.

**Festive Food Parcels** - Working with our partners Gedling Play Forum, family services and primary schools we distributed 500 Festive Food Parcels to local families most in need. These included food items, activity packs, Giving for Gedling 'Good Neighbour' Guides, healthy eating advice and recipes.

**Covid-19 Winter Grant** - We allocated £40,800 of the Covid-19 Winter Grant, working with Arnold and Netherfield Food Banks, 'The Ark' money advice service, St Georges Centre and Nottingham Energy Partnership. Eligible residents received supermarket vouchers, hot meals, food parcels, small white goods and emergency winter warmth.

**Covid testing sites** - Carlton Forum Leisure Centre and Druid's Car Park in Arnold were used as community Covid testing sites.

**Support of vulnerable residents** - We worked in partnership to establish a new South Nottinghamshire Volunteer Telephone Befriending Service in support of vulnerable Gedling residents affected by the pandemic.

### **3 Alternative Options**

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

### **4 Financial Implications**

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

### **5 Legal Implications**

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

### **6 Equalities Implications**

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

**7 Carbon Reduction/Sustainability Implications**

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

**8 Appendices**

8.1 Appendix 1 – Examples of Outcomes achieved during Quarter 4 2020/21.  
Appendix 2 – Annual Report

**9 Background Papers**

9.1 None identified.

**10 Reasons for Recommendations**

10.1 To ensure Members are informed of the performance against the current Gedling Plan.

**Statutory Officer approval**

**Approved by the Chief Financial Officer**

**Date: 25/06/2021**

**Approved by the Monitoring Officer**

**Date: 25/06/2021**

**GEDLING  
PLAN  
2020-2023**

**Examples of Achievements and  
Activities**

**During**

**Quarter 4 - 2020/21**

# Cohesive, Diverse and Safe COMMUNITIES

## Promote and encourage pride, good citizenship and participation

**Gedling Play Forum Chinese New Year Packs** - Due to Covid-19 restrictions to annual Chinese New Year play activity delivered in partnership with Gedling Play Forum was unable to take place this quarter. However, the Council did commission the Play Forum to produce Chinese New Year crafts packs that were distributed to families most in need during February half-term via Children's Centres and other family support agencies.

**NHS GoodSam Integration and Learning Pilot** - The Council has been working alongside Nottinghamshire County Council to undertake local integration and learning of the NHS National GoodSam volunteer scheme. A joint allocation of £30,000 from NHS England has been received for this pilot. As part of the pilot, The Council has commissioned Nottingham CVS to undertake a series of Zoom stakeholder engagement workshops and engaged the GBC Customer Insight Officer. The aim is to:

- interrogate the GoodSam Futures database to provide information about current referral sources
- understand the deployment of volunteer roles
- evaluate the effectiveness of the response in the Gedling area
- make recommendations as to how the scheme might be further integrated at local level.

40 local stakeholders have signed up to the Zoom sessions, comprising of potential service users, voluntary and community sector organisations, local community groups and commissioned partners. The first workshop, attended by 12 delegates, was held on 24 March.

**Members Community Initiatives Fund 2020/21** - For the 2020/21 Fund, all Councillors have allocated individual spend budgets within the financial year. Over 100 applications have been processed – less than average due to the pandemic having an impact on the ability for groups to deliver activities. Each Councillor contributed £250 towards the Giving for Gedling Humanitarian Centre efforts to support the most vulnerable, at risk and elderly during the pandemic. In October the Feeding Gedling Fund Spacehive was set up to tackle child hunger within the borough were both Labour and Conservative members donated £150 each.

Activities supported ranged from assisting groups who were experiencing hardship due the pandemic, supporting local Rainbow, Brownies, Guides and Scouts groups in organising activities bags for their members during the pandemic.

A new set of criteria is being developed to enable a broader application of the fund in the light of emerging Covid Recovery 'blended' initiatives, enabling businesses as well as community groups to apply to deliver activities of benefit in the Borough under a series of Council priority themes.

**Seniors Council and Youth Council** - Both the Gedling Seniors Council and Youth Council have met over MS Teams in the Autumn and Winter 2020 and again in February 2021. Both groups are sharing concerns around mental health, anxiety and the need to focus on hard to reach people as we emerge from Covid -19. Priorities for both are effective communications platforms for older and younger residents, community connectivity activities, buddying and befriending, economic recovery and access to wellbeing recovery services.

Information regarding vaccinations has been discussed and distributed via the Seniors Council representative groups. Exercise sheets have also been distributed to members and for one these have been gratefully received. Following a recent fall a member received the exercise sheets from in our Seniors Council mail out. He has been doing the neck exercise daily, and reports that it has made a huge positive difference to his pain and mobility levels, and not only will he carry on with those, but also intends to share in a local community group newsletter, for other members to gain the benefit. He thanked us very much.

**Gedling Young People's Consultation** - A consultation targeting young people aged 11-16 was designed and promoted to Gedling Young People between December 2020 and February 2021. As a result of intensive targeted promotion 236 online forms were completed by young people in the Borough. 30 of these were assisted completions from hard to reach young people supported by the Nottinghamshire County Council Youth Service during specialist youth settings. Gedling Youth Council members will support the Portfolio Holder for Equalities and Young People to assess the findings and develop recommendations for Cabinet in May. It is proposed for the survey to be integrated into the bi-annual Gedling Conversation and concerns of young people taken into account in the planning of council and partnership services going forward. A follow up survey is also proposed to coincide with this summer's Gedling Conversation survey. An opportunity to re-engage and seek the views of our young people as Covid-19 restrictions are lifted.

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

**RESET Gedling Covid-19 Winter Grant Delivery Partnership** - The Council has worked with Arnold Food Bank, Netherfield Food Bank, The Ark money advice service and Netherfield Forum and St Georges Centre hot food takeaway to deliver supermarket vouchers, hot meals, food parcels and small white goods to eligible families in Gedling impacted by Covid-19 over Winter 2020/21. The scheme also offers referral for emergency winter warmth support via Nottingham Energy Partnership. In total £40,800 have been allocated to the Gedling area. It is anticipated that around 300 eligible households will have benefitted from the scheme in Gedling by April 2021.

**Temporary Accommodation** - cabinet approval received in January for the temporary accommodation options appraisal which sets out the proposed future approach to reduce B&B and nightly paid-for accommodation usage. This means now Officers are pursuing the purchase of 8 2/3 bedroomed properties and then leasing 7 2/3 bedroomed properties. Furthermore, approval was given at March Cabinet to construct 17 units at the council owned sites at Burton Road and Station Road (7 of which are to be used for temporary accommodation).

### **Improve social mobility and life chances**

**RESET Leisure Centres Support the Covid-19 Effort** - The leisure facilities and staff continue to support the local effort of tackling the impact of Covid by providing food parcels and a mass vaccination service at the Richard Herrod Centre and a lateral flow testing site at Carlton Forum Leisure Centre.

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

**CCTV at Conway Road Recreation Ground** - Gedling Borough Council has invested in the new CCTV equipment to support residents in Carlton. A new CCTV camera has been installed on Conway Road Recreation Ground as part of the council's work to reduce crime and anti-social behaviour in the borough. The camera, which cost £19,500, covers the whole of the recreation ground, including the new children's play area.

**Covid Marshals** - Additional Covid marshals have been brought in to provide additional cover at weekends to support the work of our Public protection Neighbourhood Wardens.

**Covid Compliance Checks** – Environmental Health Officers have been working on a project in collaboration with the HSE and Public Health doing spot check of supermarkets and corner shops for Covid compliance. So far over 40 premises in the borough have been visited. Generally compliance has been good. A couple of national retailers have been identified for not proactively challenging customers who do not wear face coverings. We are tackling this in collaboration with Nottinghamshire councils to raise at head office level with the specific organisations trading in the area. Local Authorities have limited enforcement powers for this aspect so we are working with partners try to improve the situation and help control transmission of the virus.

# High Performing COUNCIL

## Improve the customer experience of engaging with the Council

**Online Taxi Application Portal** - Customer Services, with help from IT, have created a new online taxi licence application portal to enable taxi drivers to access their accounts and check the progress of their application. This saves on phone calls/queries to customer services to chase licence applications and saves on paper/print and postage on application forms and renewal letters.

**Leisure Centres Customer Service Excellence** - The leisure centres successfully went through their external re-evaluation for Customer Service Excellence in January 2021, which showed significant improvement across a range of criteria associated with delivering good customer service. The assessor highlighted strong leadership and a proactive shift in the engagement and interaction with residents in response to the impact of Covid-19.

## Provide efficient and effective services

**Legal Services** – During quarter 4 our legal services team successfully defended a taxi appeal against revocation of a licence, successfully prosecuted a taxi driver for driving without a taxi licence and successfully prosecuted an individual for breach of a Community Protection Notice. We also completed the contract for Breckhill play area which has now been opened and completed an agreement with NHS Trust and Sherwood hospitals in relation to staff assisting at the mass vaccination centre.

**Gedling Plan** - The performance team has worked hard to support the completion of the 2019/20 Annual Plan (the document that summarises our activity against the Gedling Plan) as well as providing support in the production of the 2021/22 refresh of the Gedling Plan itself.

**Garden Waste Invoices** - Revenues Services faced a challenging time with a last minute alteration to an invoicing process that has existed for many years. Revenues officers have had to maintain high priority workloads elsewhere at the same time as managing the adjustment of a system output which had an impact on just under 17,000 customers in the borough as well as pausing the ability to collect income for other departments within the authority. This adjustment included working with software providers to develop the alterations needed as well as demonstrating excellent communication throughout the relevant departments and with our customers affected. The conclusion of this process meant officers within Revenues Services were required to give additional time over a many days to facilitate the issue of the new invoices.

**Continued Grant Payments** - The Revenues team continues to play a vital part in The Business Grants team that administer the ever changing Covid-19 business grants throughout the varying tiers and lockdowns. With 15 grant schemes having been managed and administered to date paying out around £25.1m of support to local businesses, the team must now look forward to new grant funding coming from April 2021. The Revenues Services team and the Financial Services team are administering these grants whilst still meeting statutory deadlines and maintaining performance in their day to day functions.

**Annual Billing** - From procurement of a new printing company through to the very final print of all annual bills, Revenues Services managed to complete this task successfully and in line with statutory deadlines alongside other high priority workloads.

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

**Employment Policies** - A number of key employment policies have been re-drafted, passed through consultation and taken through the Appointments and Conditions of Service Committee for implementation including the Equality Policy (Employment), the Stand-by and Callout Policy and the Overtime Policy. Trade unions were particularly supportive of the positive changes to the terms and conditions of employment made within the revised Overtime Policy.

**Workforce Strategy 2020/23** - An action within the 2019/20 Gedling Plan was to produce a Workforce Strategy for the period 2020/23. Due to conflicting priorities presented by the C-19 pandemic this was not achieved on time, however, the strategy has now been approved for implementation from 1 April this year. The strategy not only demonstrates the “building blocks” already in place that make the organisation a strong, good, fair and business-like place to work but also identifies a clear set of actions that will further support and develop our workforce.

**Improve use of digital technologies**

**Projects and Upgrades** - A number of projects and upgrades have been completed within IT including year-end for Civica and ResourceLink, new feature rollout of Office 365, Resourcelink Server and DB migration upgrade and Agresso upgrade to MS7.

**RESET Homeworking** - Our IT team have continued to facilitate homeworking and roll out of appropriate kit and soft phones whilst maintaining appropriate cyber security controls.



# Vibrant ECONOMY

## Provide more homes

**Station Road and Burton Road** - good progress is being made with the council owned sites at Station and Burton Road with Cabinet approval given in March.

## Drive business growth, workforce development and job opportunities

**Building Your Future/Apprenticeship Fair** - A virtual Building Your Future/Apprenticeship Fair was held for a week in February. This replaced the usual Apprenticeship Faye that would be held in the Methodist Church. Over the week we had 115 attendees over the 19 sessions.

**Business Advisors** - The two businesses advisors have been in place now for over 9 months. Their contracts are due to end at the end of the month, but we are seeking a two year contract.

The Retail Business Advisor continues to engage with a businesses in all the main retail areas within the Borough, spending time in Arnold but also in Ravenshead and Carlton Hill and the other centres too. She has achieved this by spending time in the centres and actively going in and speaking directly to owners as well as through referrals from the EGR team. She is also starting to see direct requests for her help through the Economic Development inbox, highlighting that businesses are starting to hear directly about the service.

The Small Business Advisor has engaged with over 50 businesses in the first year of the contract. The interactions are more intense and prolonged with some businesses needing more support and advice; this was a key part of this role and is working well. She has helped businesses to access advice on bringing an idea to market, funding access, increasing sales as well as promoting employment schemes such as apprenticeships and Kickstart. She is also finding that businesses are coming directly to her following earlier advice and we are also seeing direct requests for her help as well showing that the promotion of the role is starting to work.

Both Advisors also took part in the events to mark National Apprenticeship Week. Their services have also been linked up with the Environmental Health team as part of the high street reopening work. This is good way to share resources and to engage positively with businesses to help them through this difficult time.

## Create thriving and vibrant town and local centres

**Arnold Market Place Redevelopment Scheme** - Significant progress has been made with the Arnold Market Place redevelopment scheme and the construction works will start in April 2021.

**Carlton Square Development** - Significant progress has been made with the Carlton Square improvement scheme and the construction works will start in Spring 2021.

**RESET - Re-opening the high streets safely** – as part of the re-opening the high street safely funding, officers have been working closely with retailers and businesses to ensure that they re-opened and are adhering to the changing government legislation. This work will be increased to coincide with the relaxing of the restrictions in April.

# Sustainable ENVIRONMENT

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

**Gedling Country Park – Community Orchard** – The Council has created a new Community Orchard, installing a number of fruit and blossom trees as part of ongoing works to improve the destination country park. Over 20 native trees have been planted, including apple trees, heritage pear trees, damson trees and cherry trees. All of the trees originate from the Nottingham area. The new orchard will also play a vital part in supporting local wildlife due to the produce created from the trees. The tree planting is also part of the council's pledge to plant 500 new trees, which has already been exceeded, as they have now planted 1,050 trees and more are planned over the next year.

**Breckhill Recreation Ground, Woodthorpe** - Work to refurbish the play area at Breckhill Recreation Ground has taken place. The official opening in February had to be very low-key due to Covid restrictions. A community celebration event will be arranged once the restrictions have been lifted. The official opening for this new facility was attended by the Mayor of Gedling Cllr Barnes and Portfolio Holder Peter Barnes.

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

**Memorial Stone** - A memorial stone dedicated to the memories of Gedling borough residents who have tragically lost their lives due to Covid was unveiled during March. The stone was unveiled by Cllr. John Clarke, Leader of Gedling Borough Council and Cllr. Michael Payne, Deputy Leader of Gedling Borough Council at the site of Eagle Square, near the main Arnold town centre.

## **Promote and protect the environment by minimising pollution and waste and becoming carbon neutral**

**Local litter picks** - Street Cleansing staff continue to support local litter picks by individuals even during lock down, providing litter pickers and black bags before the litter picks and collecting the bags and disposing of them afterwards. Operations to remove graffiti and fly-tips and to cleanse hot spot areas continue apace. All in support of local resident groups who help to improve their environment whilst getting the message out about enviro-crime and the need to recycle. This initiative took place early Jan 2021 before lock down.

# HEALTHY lifestyles

## Improve health and wellbeing and reduce health inequalities

**RESET Health and Wellbeing Coproduction Partnership** - This partnership was established in 2020 as a mechanism for developing and promoting partnership health and wellbeing initiatives to support recovery from Covid-19. Joint planning and coordination has included Self Help UK/MacMillan Cancer Gateway, Rushcliffe CVS, Newark and Sherwood CVS, Age UK, 'Your Health, Your Way' wellbeing service, Active Notts Trust, Jigsaw Homes, Children's Centres and Youth Service. The partnership has supported:

- the development of the 'One Step at a Time' physical and social isolation initiative with local residents in Carlton
- City Arts wellbeing programmes being blended with local recovery priorities
- engagement between groups and agencies to assess the role of volunteering as part of the 'GoodSam' NHS Responder pilot
- Covid-19 Winter Grant scheme
- initial planning for the development of Family Food Clubs in the Borough.

**Promotion of Health and Wellbeing activities** - The latest edition of the Community Health and Wellbeing E-Newsletter was received by 5,659 subscribers and contained content on the following:

- Community COVID testing centre information
- Psychological First Aid training
- Create to Connect
- Olle virtual advice service
- View Points
- Your Health Your Way smoking cessation service
- Breastfeeding support.

National No Smoking Day has been promoted by the Council both to its staff and externally via social media platforms. In particular information has been shared on the support offered the 'Your Health, Your Way' smoking cessation service.

Throughout the New Year period, the Council has regularly promoted the community sessions for young people offered by Nottingham Forest Community Trust.

A range of local Health and Wellbeing initiatives have also promoted on the TV screens at the Richard Herrod Vaccination Centre, including information on the local 'One Step at a Time' project.

**Gymsales** - The leisure centres have implemented a new piece of software which manages, tracks and communicates with prospective new gym and swimming lesson customers, ensuring there is a consistent flow of information and interaction regardless of which leisure centres are contacted.

## Support physically active lifestyles

**RESET Engagement with Local Football Clubs** - Communication with local grass roots football clubs has been re-established through the Gedling Football Development Group to support clubs with the return to football and the latest funding opportunities.

**RESET Health Walks** - Getting Going in Gedling Health Walks resumed from 29 March with the first walk taking place in Gedling County Park on 31 March. Other walks will commence after Easter with social distancing being safely be adhered to.

**RESET Funding for Jigsaw Homes tenants** - Jigsaw Homes were successfully awarded £6240 from the Active Notts Tackling Inequalities Fund to get residents socially and physically active once their communal areas reopen and activities can safely take place.

### **Increase recreational activities**

**New Artificial Pitch for Nottingham Hockey Club** - Nottingham Hockey Club (Goosedale) replacement of Artificial Grass Pitch and installation of new lighting and fencing completed. There has now been four new artificial pitch sport pitch hubs developed for community use and activity since the current Playing Pitch Strategy was adopted in 2016:

- 3G football pitches at the Redhill Leisure Centre and Redhill Academy site
- 3G football pitches at Carlton-le-Willows Academy
- Carlton Football Centre at the Carlton Academy site
- Sand based artificial pitch for hockey and other sports use at Goosedale Sports Hub just outside Bestwood Village.

**Lambley Lane Recreation Ground Changing Rooms** - A funding application has been submitted to the Football Foundation to replace the Changing Cabins at Lambley Lane Rec. Pitch renovations works have commenced in March 2021 and will be completed by August 2021 to enable Mapperley All Stars FC to move back to that site.

**Engagement with Bonington Patrons** - Throughout the Covid-19 lockdown the Bonington Theatre and Cinema has continued to engage with their patrons through regular communications, which has also resulted in income generation for the facility due to partnership working with film distributors.

**RESET Public Art for Our Local Parks** - Public Art projects which had been delayed by the pandemic are now recommencing with plans to create a new mural at Burton Road Jubilee Park alongside the Friends of Group, Netherfield Youth Club and Carlton Le Willows Academy. A series of art works to enhance the new tree trail at Gedling Country Park in partnership with the Friends of Group are also being developed.

### **Reduce levels of loneliness and isolation**

**South Nottinghamshire Community Development Worker** - The Council has recently secured a further year's extension to the South Nottinghamshire Community Development Coordinator post up until February 2022 to support NHS organisations with the development of a sustainable social prescribing system. This system enables patients to be referred to suitable community based activities to support their health and wellbeing. Along with the post, additional resource of £4,000 has been secured for the provision of a small grant fund for local groups across the area.

**RESET Gedling Community Development Forum** - The South Notts Community Development Worker has established Community Development Forums for Gedling and will work with these groups ongoing to identify gaps in service, share good practice and build community resilience and connectivity as we emerge from lockdown over the coming year.

**RESET 'One Step at a Time' Project Addressing Isolation** - This partnership project involving Jigsaw Homes and Active Notts, supported by the Council, has developed in the Carlton area, following collaborative research by partners that identified older people in Carlton as being a local community that had low levels of physical activity.

A case study has recorded the journey of a local resident as part of this project:

“Our tenant has a degenerative condition in his vertebrae which means he has to use an electric scooter when out and about. This condition also affects his speech. He has been quite isolated during the pandemic with the communal Lounge being closed at his Independent Living Scheme. A volunteer recruited through the Giving for Gedling volunteer process was matched with this tenant. He was a volunteer at the Arnold Methodist Church Mental Health project in Arnold and also been a social prescribing volunteer previously for Jigsaw Homes and Gedling Borough Council. The tenant revealed to our volunteer over the phone that he was currently shielding. Our volunteer had his first Covid jab three weeks before his first visit and they had a socially distanced conversation. They found they both had a transport connection through work. As the tenant was initially unable to go out he asked if the volunteer knew anything about pruning rose bushes. The volunteer didn't but consulted his wife who gave him instructions on what to do. At their next meeting the volunteer pruned the rose bush outside the tenant's flat and they had a further chat where the tenant revealed it was his birthday on the following Sunday and he would be unable to see his wife. The volunteer sent a birthday card through the post to the tenant. He also passed on to the project coordinator that there was an issue with a security light affecting the tenant's sleep. This issue is now being addressed by Jigsaw Homes. On 17/03/21 the volunteer reported that - 'we took advantage of the excellent sunshine this afternoon to spend about an hour with the tenant in his electric scooter exploring the shopping area on Carlton Hill. He enjoyed getting the sun on his skin'. Outcomes recorded by this resident have included getting out of the house, increased confidence, increased social contact and feeling less lonely.”

**Psychological First Aid training** - The Council has been sharing and signposting Psychological First Aid Training to volunteers, voluntary groups and specialist family support teams that are in contact with children and young people aged up to 25 who may be affected by Covid-19.

**Time to Talk Day** - For Time to Talk day on 4 February the Council focused on the promotion of opportunities for people to talk about their mental health with connections made to local counselling and support services. The directory on the Giving for Gedling page of the Council website has been enhanced, including support for children and young people's mental health, and recommendations have been made for a new webpage to direct residents to specific support that is available and relevant to them as we move out of lockdown.

**'Create to Connect' Arts to tackle isolation** - The Council has been supporting City Arts who have been awarded £28,000 by Department of Culture Media and Sport to tackle loneliness and isolation through creative activity. The Create to Connect programme will offer online arts sessions for anyone aged over 55 and the Council has provided support in making connections to social prescribing link workers and partners through its Health and Wellbeing Co-production Partnership, enabling referrals to these sessions. Some face to face sessions may take place later in the year and a series of sound walks are planned at Gedling County Park in May.

**Online Photography Course for Young People** - The Young People's project, Express Yourself has had an excellent response to an online photography course named 'View Points; that has been funded by Active Notts). Led by organisation City Arts, 19 young people have signed up to the course which encourages them to visit Arnot Hill Park and Gedling Country Park as inspiration for their photography. Participants will have the chance to work towards a bronze or silver Arts Award as well as sharing their images online and as part of a local exhibition.

# GEDLING PLAN 2020-21 ANNUAL REPORT

Serving people **Improving Lives**



Gedling Country Park

# Introduction

The purpose of this report is to provide an overview of what was achieved and how we performed against the Gedling Plan 2020-21. It shows our key achievements and performance measures for the year for each of our five corporate priorities and how we have delivered services and outcomes which support our ethos of 'Serving People, Improving Lives'. It also shows the huge amount of work that has been undertaken over the past year in response to the Covid pandemic and how this has supported businesses and our most vulnerable residents across the whole of the borough.

The last year has been truly terrible and what we have experienced as a community is beyond the experience of any of us as we have lost friends and loved ones. There is no getting away from the horror of what we have seen and we have commemorated this with the memorial stone set in Arnold Town Centre to help us to remember those losses.

But the pandemic has also shown us what is exceptional about our local community. The way that volunteers came forward in number to help distribute food and support to our most vulnerable residents; we delivered 320 food parcels to those people and made almost 2,500 calls to our older residents to ensure that they were safe and to show them that they were not alone. I could not have been more proud of our residents and our staff. In many ways this has been our "finest hour".

In the face of all of this and ongoing severe financial pressures we continued to work hard on our priorities to provide strong and resilient communities, supported by being a high performing Council, ensuring we have a vibrant economy, having a sustainable environment and to promote and encourage the health and wellbeing of our residents. A few of our planned objectives have had to be rescheduled because of the events of last year but all still remain on track to be delivered within the three-year Gedling Plan. This has been possible due to our incredibly committed and talented staff who really have gone the extra mile to provide the services that we have often taken for granted and to deliver the ambitious projects that will make the borough a better place in which to live, work and spend free time.

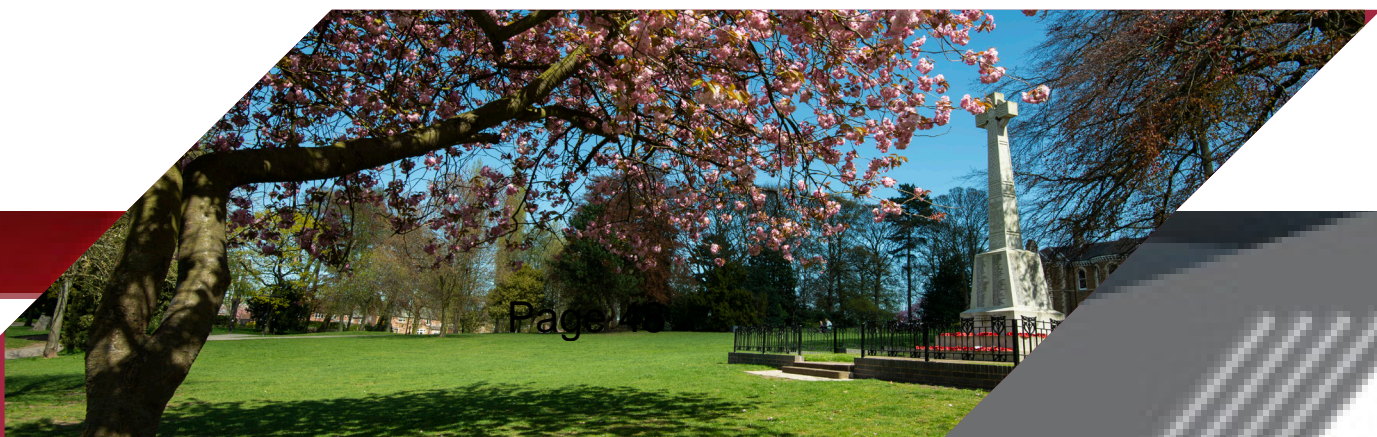
We value our residents' opinion, and feedback from our 2019 Satisfaction Survey told us that we are continuing to deliver good council services, with 82% being satisfied with the local area as a place to live, and 68% were satisfied with the way the Council runs things. We will be conducting another residents' survey later this year.

We know that there are great challenges ahead for us including returning our staff and services to a "new normal" but our intention is that services, even if delivered differently in some areas, will continue to be excellent and meet the needs of the community as a whole; our residents, businesses and service users.

## **Councillor John Clarke**

Leader of the Council

Arnot Hill Park





# OUR RESPONSE TO THE COVID PANDEMIC

## Our key achievements



The Richard Herrod Centre was transformed into the Giving for Gedling Humanitarian Centre and Food Bank and by January 2021 it had become one of the County's biggest Community Vaccination Centres.



Our two community fundraisers, 'Giving for Gedling' and 'Feeding Gedling's Children', raised over £37,000 to support local residents and families for food and emergency humanitarian supplies.



We established a cross service Giving for Gedling Humanitarian team to offer Covid-19 support and advice to residents in need, recruit volunteers, support spontaneous volunteering groups and work in partnership with our local Foodbanks and Church Leaders throughout the pandemic.



We allocated £40,800 of the Covid-19 Winter Grant, working with Arnold and Netherfield Food Banks, 'The Ark' money advice service, St Georges Centre and Nottingham Energy Partnership. Eligible residents received supermarket vouchers, hot meals, food parcels, small white goods and emergency winter warmth.



We successfully completed the full administration and payment of over 15 different grant schemes totalling around £25.1m of support to local businesses facing financial difficulty during the Covid-19 pandemic.



We worked in partnership to establish a new South Nottinghamshire Volunteer Telephone Befriending Service in support of vulnerable Gedling residents affected by the pandemic throughout the school holidays and ongoing support to local community groups and schools.



Working with our partners Gedling Play Forum, family services and primary schools we distributed 500 Festive Food Parcels to local families most in need. These included food items, activity packs, Giving for Gedling 'Good Neighbour' Guides, healthy eating advice and recipes.



Carlton Forum Leisure Centre and Druid's Car Park in Arnold were used as community Covid testing sites.

# OUR RESPONSE TO THE COVID PANDEMIC

## Our key performance measures

850 vulnerable people were supported by our Giving for Gedling Humanitarian team in the first wave of the pandemic.

Since July 2020, nearly 2,500 vulnerable people over 70 have been directly contacted by the Council to offer support.

70 vulnerable residents with dementia were identified as not having claimed 'Severe Mental Impairment' exemption on their Council Tax and supported to access this.

420 direct calls were taken from residents seeking humanitarian advice and support and 320 food parcels were arranged since July 2020.



500 volunteers were recruited as part of our Giving for Gedling campaign.

Over 60,000 vaccinations were undertaken at the Richard Herrod Vaccination Centre.

Throughout the pandemic the Council, Foodbanks, Churches and spontaneous community response groups have supported residents, in the form of food parcels, prescription collections, shopping, support and advice, befriending and access to financial support, on more than 10,000 occasions.

300 eligible households benefitted from the Covid-19 Winter Grant.

Council tax hardship relief of £770k paid to 2686 working families



## OUR PRIORITIES AND WHAT WE DELIVERED

# COHESIVE, DIVERSE AND SAFE COMMUNITIES

To promote strong, resilient communities and reduce hardship and inequality

### Our key achievements



A range of successful Covid-secure events were held throughout the year including a programme of summer on-line arts courses, free access to on-line summer shows at the Nottingham Playhouse, a virtual "Pride of Gedling" awards event, Christmas markets and a synchronised virtual Christmas light switch-on.



We were selected as a pilot for the integration of NHS Volunteer Responders following a successful bid submitted to the NHS "Good Sam" Funding opportunity. The allocation will help integrate NHS-registered volunteers at a local level, with the aim of developing a sustainable partnership and local volunteer resource.



Our Seniors Council and Youth Council worked to identify what was particularly important to them in order to help the council to target resources effectively. They prioritised effective communications platforms, community connectivity activities, buddying and befriending, economic recovery and access to wellbeing recovery services.



The Sanctuary installations project was refreshed in response to increases in high-risk domestic abuse cases as a result of the lockdown. This reduced the usual wait for security measures from a 12-week average down to two weeks.



Consultation targeting young people was designed and promoted to enable concerns of young people to be taken into account when planning future council and partnership services.



New cameras were installed in Gedling Country Park and on Conway Road Recreation Ground as part of the council's work to reduce crime and anti-social behaviour in the Borough.



We approved a new Equality and Diversity Policy and Action Plan for wider consultation with residents and community groups.



Our locality workers continued to provide much-needed help to the most vulnerable residents in our deprived areas. This included support to access food and humanitarian assistance, work and training, planned children's activities and events.

### Our key performance measures

40 fixed penalty notices were served for litter and dog fouling.



Average time to process new Housing Benefits claims (in calendar days) was 12.6 days against target of 13 days.



£842.2k of adaptations were funded to support people with disabilities to remain in their homes.



98% of fly tipping incidents removed within 4 working days



## OUR PRIORITIES AND WHAT WE DELIVERED

# HIGH PERFORMING COUNCIL

To be a high performing, efficient and effective council

### Our key achievements



We developed and implemented strong and fair employment policies, launched our employee Mental Health Awareness programme and completed a senior management restructure.



Our Customer Services team received a Certificate of Excellence award by the iESE, which recognises significant innovations in transforming local public services.



Our Building Control Team and Keepmoat Homes won a joint LABC Regional Building Excellence Award for the Chase Farm development in the category of 'Best High Volume New Housing Development Award'.



The Gedling Lotto was launched which has so far raised over £20,000 and benefitted 27 good causes.



A new on-line taxi licence application portal was created to enable taxi drivers to access their accounts and check the progress of their application.



We successfully implemented remote working for our staff and ensured our services continued to be available during Covid lockdown.



We approved a new efficiency programme and achieved a balanced Medium Term Financial Plan.

### Our key performance measures

95.3% of calls to our Contact Centre were answered or a call back made.



98% of invoices were paid within 30 days.



We have 37,777 'Keep Me Posted' email newsletter subscribers.

KEEP ME POSTED

## OUR PRIORITIES AND WHAT WE DELIVERED

### VIBRANT ECONOMY

To promote and drive sustainable growth across the borough to meet current and future needs

#### Our key achievements



Our accredited learning centre continued to be a huge success with our second cohort of apprentices now almost at end-point assessment and 11 learners (internal and external) having achieved their ILM Level 5 Leadership qualification.



We continued to work collaboratively with the County Council to ensure the timely delivery of the Gedling Access Road that will support housing and economic growth.



With help from our partners, we pushed forward with our Supported Internship and Kickstart programmes providing placements for young people in Waste Services and Parks and Street Care.



Progress was made with the council owned housing sites at Station and Burton Road. Following an appraisal of the various options for the number, size, types of the houses and tenures, a recommendation was taken to Cabinet to build 17 affordable homes, with 7 being earmarked for use as temporary accommodation.



Alongside Broxtowe, City and Rushcliffe Councils we began to develop the Greater Nottingham Strategic Plan, receiving over 5,000 responses from our public consultation on various growth options which are currently being reviewed.



Project work was approved for both the Arnold Marketplace redevelopment scheme and the Carlton Square improvement scheme. Both schemes have secured planning permission and funding approval.

#### Our key performance measures

108 small and medium enterprises were engaged with.



59 affordable homes were delivered (gross) against a target of 20.



65 long term empty homes were returned to use as a result of our intervention.



95% of major planning applications were progressed within 13 weeks against the target of 90%



## OUR PRIORITIES AND WHAT WE DELIVERED

# SUSTAINABLE ENVIRONMENT

To promote a sustainable environment

### Our key achievements



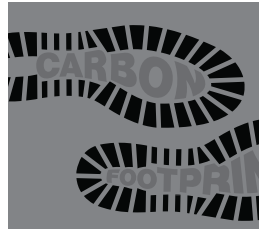
We launched our popular free annual bulky waste collection scheme in December, receiving over 700 on-line bookings from our residents on the first day and 1,503 bookings in total.



Conservation area appraisals were reviewed for Bestwood and Lambley. The boundaries of both conservation areas have been reassessed and a number of changes made.



Gedling Country Park was further enhanced by the installation of viewing platforms, additional car parking, an outdoor seating area, a Tree Trail and a Community Orchard.



Our carbon footprint was established and we identified future potential projects at key council-owned sites to further reduce our carbon emissions. We have also been working with other councils and the D2N2 Local Enterprise Partnership to look at ways we can improve sustainability, create greener infrastructure, decarbonise our vehicles and invest in more green energy.



A new junior play area was constructed at Conway Road Recreation Ground and the play area at Breck Hill Recreation Ground was refurbished.



We were delighted to receive Green Flag Awards for four of our flagship parks including a first for Bestwood Country Park.

### Our key performance measures

1,040 trees were planted in the Borough.



32.4% of household waste was recycled.



Garden waste customers increased from 16,498 to 18,000.



Only 1% of streets surveyed had unacceptable levels of litter.



## OUR PRIORITIES AND WHAT WE DELIVERED

# HEALTHY LIFESTYLES

To promote the health and wellbeing of our residents

### Our key achievements



The Carlton-le-Willows Academy 3G football pitches opened for community football use as part of the community use agreement between the Academy and the Council.



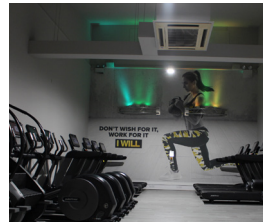
The “One Step at a Time” pilot was established for older isolated people in Carlton working alongside Jigsaw Homes and Active Notts with the aim to increase physical activity through community walking groups.



Working with our NHS primary care partners, we continue to lead on the social prescribing community development programme supporting grass roots organisations to assist those most lonely and isolated. Our Community Development Coordinator has linked up with other wellbeing services to offer advice such as smoking cessation, weight management and falls prevention and supported community groups offering food parcels and both virtual and telephone support to residents.



An Armed Forces Membership scheme was launched for our residents who are retired or serving members of the armed forces. The membership gives unlimited free access to the borough’s three fitness suites as well as motivational sessions with the gym team and help to develop personal fitness programmes.



The accessible changing facility at Carlton Forum Leisure Centre swimming pool has been refurbished including new flooring, shower cubicle, chair, hand rail, toilet and sink. Along with the pool hoist, the changing room improvements will help more customers enjoy the swimming pool for a source of exercise and enjoyment.

### Our key performance measures

97% of food premises scored 4 or 5 in the national food hygiene rating scheme.



150 community groups were identified across South Nottinghamshire to support social prescribing. A £4,000 Community Development Growth Fund was secured for 2021/22 from primary care colleagues to support these groups.



21 Gedling residents volunteered for the South Nottinghamshire Telephone Befriending Service and made 837 calls to 41 Gedling Borough residents.



13 areas of exceptional customer service were identified at our Leisure Centres by an independent Customer Service Excellence audit.



5,659 subscribers have received our regular Community Health and Wellbeing Newsletter offering healthy lifestyles and humanitarian advice and signposting to key health services.





View from Gedling Country Park



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Page 56





## Report to Overview and Scrutiny Committee

**Subject:** Scrutiny Work Programme

**Date:** 6 September 2021

**Author:** Democratic Services Manager

### 1 Purpose of the Report

To provide an update on the scrutiny work programme.

#### Recommendation(s)

##### That the Overview and Scrutiny Committee:

- 1) Considers the Executive Member's response to the Domestic Abuse and Access to Emergency Accommodation working group recommendations;
- 2) Notes the information in the "Follow up" section of the report; and
- 3) Identifies any further areas for examination in the 2021/22 work programme

### 2. Scrutiny Working Groups

#### 2.1. Domestic Abuse and Access to Emergency Accommodation

The final report of the Domestic Abuse and Access to Emergency Accommodation Working Group was presented to Cabinet in July. A copy of the response from the Portfolio Holder for Public Protection is attached at **Appendix 1**. Members are asked to consider the response and make any comments as they see fit.

#### 2.2 Waste Policy

The final report and recommendations arising from the working group are attached at **Appendix 2**. Subject to the approval of the Committee, the report will be submitted to the October meeting of Cabinet, alongside the

Waste Policy, as a piece of pre-decision scrutiny work. The relevant Portfolio Holder will be asked to provide a written response within 28 days.

### **3 Follow up from previous meetings**

#### Defibrillators

At its July meeting the Committee requested information on the availability of defibrillators in the borough as an area of potential exploration. The following information has been found that may be of interest:

The Council has defibrillator (AED) equipment at its Civic Centre main site, all leisure centres and the Country Park. There are staff trained in the use of the equipment, although its use does not require specific training.

In terms of information about the wider availability of defibrillators the British Heart Foundation (BHF) is currently working on “The Circuit” a national database of AEDs which will be available to the emergency services in all 14 ambulance service areas.

The project will eventually lead to a searchable national database accessible to the public. Work to achieve this is ongoing and the BHF expect it to be available sometime during 2021.

It is therefore sensible to recommend that this piece of work is revisited in 2022 once the national database is established and coverage of AEDs across the Borough is known.

### **4 Work Programme**

A draft skeleton programme was discussed at the previous meeting and has been updated and attached as **Appendix 3**.

The programme of portfolio holder attendance will continue, as will other standing items such as performance, and members are invited to put forward any additional ideas for inclusion in the work programme.

To aid the Committee, a copy of Cabinet Portfolios is attached at **Appendix 4** and a copy of the Current Executive Forward Plan is attached at **Appendix 5**.

### **5 Financial Implications**

5.1 There are no financial implications arising from this report.

## **6 Legal Implications**

6.1 There are no legal implications arising from this report.

## **7 Equalities Implications**

7.1 There are no equality implications arising from this report.

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

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

## **9 Appendices**

Appendix 1 – Response to Domestic Violence Review recommendations

Appendix 2 – Report of the Waste Policy Working Group

Appendix 3 – Draft Work Programme

Appendix 4 – Cabinet Portfolios

Appendix 5 - Executive Forward Plan

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**Responses to Scrutiny Review Recommendations**

**Report to Overview Committee**

Title of the review: Domestic Abuse and accommodation working group  
Date review completed: 13 July 2021  
Date Presented to Cabinet: 5 August 2021  
Portfolio Holder: Councillor David Ellis  
Chair of the review group: Councillor Roxanne Ellis  
Officer supporting the review: Helen Lee/Alec Dubberley  
Response due to the Overview Committee (28 days): 2 September 2021

**Guidance**

The final report and recommendations from the above review have been considered by Cabinet and a written response to the recommendations from the responsible Cabinet Member to the Overview Committee is required within twenty eight days of the date the review was presented to Cabinet.

If you need any further assistance in completing this response please contact the Officer that supported the review

**Recommendation 1**

The Executive recognises the financial savings achieved and the benefits to clients of the Sanctuary Scheme and ensures that the service continues to receive funding at a level that fully meets the needs of families to enable them to live safely.

(Please tick) Recommendation Accepted  Partly accepted  Do not accept

The Panel's recognition of the value of the Sanctuary scheme is welcome. Despite budgetary pressures Gedling BC has maintained its commitment to the scheme. This has proved particularly useful over the last year in responding to the pressures caused by the Covid pandemic

The implementation of the Domestic Abuse Act 2021 gives the County Council the

statutory responsibility to commission support services, in conjunction with a Local Domestic Abuse Partnership Board. MCHLG funding has been provided for 2021/2 to support the implementation of this duty.

The Commissioning Plan offers funding of up to £20k providing it is matched by the Borough Council. Using the current budget plus additional funding from the Housing and Homelessness service will enable us to make maximum use of this offer. So for 2021/22 the resources available should be four times the previous level. Further discussions will be necessary within the Partnership Board for future years which the Council will need to consider as part of its budget setting process.

### **Recommendation 2**

Work is undertaken to Increase awareness for both the public and staff members of domestic abuse and the services available to address this issue using the website, Contacts magazine and council owned buildings, leisure centres, community centres, Intranet etc.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Awareness work has previously been undertaken by the Public Protection Service in conjunction with the Communications Team. This has often tied in with IWD and White Ribbon events.

Limited physical access to the Civic Centre and other buildings during lockdown has reduced the effectiveness of posters etc.

Materials are readily available and it would be appropriate for these to be refreshed in the Council's buildings as well as key community buildings.

Campaigns need to be co-ordinated with the Police and other partners and will be included in the Public Protection Service supported by the Communications Team.

### **Recommendation 3**

The Council pro-actively works with organisations such as JUNO so that they can be given access to council owned buildings to provide outreach/drop-in session.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

The Council would be happy to support sessions by support agencies in its premises where this would be suitable. However, it may be that community facilities are more suitable for drop-in sessions. The Public Protection Service will support agencies in this.

The Civic Centre had been made available for JUNO to hold individual sessions in the Civic Centre in 2020 but the closure of public buildings due to Covid prevented this.

#### **Recommendation 4**

Compulsory training on identifying and interacting with victims of domestic abuse is given to front line officers and elected members and that this is delivered at future member inductions.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Compulsory training is already required for many front line officers. A review of those trained over the last three years is underway and will identify needs for refresher training or gaps.

Good quality training is available online which officers can do when it is convenient.

Domestic Abuse was part of the general safeguarding briefing in the members induction in 2017. The Induction Programme will be reviewed in advance of the next election with the suggestion that it is a standalone element.

#### **Recommendation 5**

A section on safeguarding considerations including domestic abuse is included as a specific section in committee and decision reports.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Although it is recognised that decision-makers should take account of safeguarding concerns, and that report writers should draw them to their attention it is considered that most reports would state “no safeguarding implications” which would reduce the effectiveness of a specific section. However, it is proposed that the guidance on the equalities section could be expanded to include safeguarding concerns.

## Recommendation 6

The Portfolio Holders with responsibility for Public Protection and Housing continue to monitor the need for refuge provision with a view to providing an adequate level of funding for delivering dispersed refuge and “move on” accessible accommodation in the Borough.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

Responsibility for the adequacy of refuge provision (of various types) rests with Tier 1 authorities working with the Local Domestic Abuse Partnership. Gedling BC is represented on the Partnership with the relevant portfolio holders receiving feedback from our officer representative. We are committed to working with the partnership to improve the response to Domestic Abuse

The initial countywide needs assessment recognises that there is a need for further refuge places in Nottinghamshire. We welcome this.

## Recommendation 7

Partnership working across the country for the provision of refuge spaces continues offering accommodation on a reciprocal basis. This should be based on need rather than geographical residence in Gedling.

(Please tick) Recommendation Accepted  Partly Accepted  Do not accept

There are a range of refuge providers – some are commissioned by local authorities while others are independent charities. They operate according to need – so, for instance, a survivor may wish to be located away from their local area for safety. There are established mechanisms for finding safe locations but these are not formalised as reciprocal arrangements.

The Panel may have been thinking of the need for temporary accommodation. Its report notes that all those in need of temporary accommodation are assessed on their circumstances and that some weight is given to residence in Gedling. While this does disadvantage survivors without any connection wanting to relocate to Gedling it is difficult to see how a reciprocal arrangement could be established with their home authority.



## Overview and Scrutiny Committee work programme 2021/22 - Draft

	Programme of Portfolio Holding to account	Performance review	Reports/items at committee	Current reviews	Responses to scrutiny reviews
5 July	Cllrs Clarke and Payne	Risk Register		Domestic Abuse Final Report	Econ Dev update Flooding Response
6 September	Cllr Barnes (Confirmed)	Quarter 4 Performance		Waste Policy Final Report	
8 November	Cllr D Ellis (Confirmed)	Quarter 1 Performance	Scrutiny of Crime and Disorder Partnership		
17 January		Quarter 2 Performance Risk Register			
5 March		Performance			
25 April	Cllr Gregory (Confirmed)	Quarter 3 Risk Register			
Rolling issues			Procurement Policy Annual Report Complaints		

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## **CABINET PORTFOLIOS**

### **Leader of the Council**

- Overall strategy and delivery of agreed Council priorities and objectives.
- Oversight of all Cabinet responsibilities.
- Building and developing relationships with partners at a local, regional, national and international level to pursue matters of interest to the Council and the community.
- Representing the interests of the Council and the wider community on the Local Enterprise Partnership, Metro Board, East Midlands Councils, and other key strategic local, regional and national bodies.
- Oversight of the Council's Partnership and Collaboration Agreements with key partners.
- Building and maintaining positive relationships with and between elected Members and employees.
- Promoting and encouraging effective corporate governance and the highest standards of probity.
- Emergency Planning.
- Strategic lead for Economic Development and Inward investment.

### **Resources and Reputation**

- Budget strategy, financial management and local taxation.
- Asset Management, including the Council's investment property, sales and purchase of land.
- Climate Change.
- Commercialisation.
- Communications, marketing and promotion.
- Media relations.
- Customer Services, information and communications technology, including digitalisation.
- Transformation of Council services, processes and governance.
- Social Mobility.

### **Public Protection**

- Crime Reduction and Community Safety.
- Public Protection.
- CCTV and RIPA.
- Safeguarding.
- Environmental Health.
- Empty Properties.

## **Growth and Regeneration**

- Planning policy, development management and building control.
- Transportation.
- Town Centre management and development.
- Business improvement, local business engagement, promotion and support.
- Housing Development.
- Employment and Skills.

## **Health and Wellbeing**

- Leisure Centres and Sports Development, including lead for sport and physical activity.
- Health Promotion and development.
- Bonington Theatre.
- Homelessness and Housing Needs.
- Council housing development.
- Housing and council tax benefits.
- Liaison with Public Health and Clinical Commissioning Group.

## **Environment**

- Waste Management and recycling.
- Street cleaning.
- Maintenance and development of parks, open spaces, cemeteries and Allotments.
- Pet cremation.
- Energy management and sustainability.

## **Community Development**

- Community centres.
- Neighbourhood Working.
- Community Events.
- Arts and culture.
- Community Engagement and Consultation, including liaison with the voluntary sector and Parish Councils.
- Members' services, including member training and development.

## **Young People and Equalities**

- Play and events for young people.
- Equalities.

- Youth Council and Youth Mayor.
- Engagement and consultation with young people.
- Liaison with various bodies and agencies in relation to mental health.
- Support the Deputy Leader in the development of a Social Mobility Commission and delivery of agreed key actions.
- Work with the Portfolio holder for Growth and Regeneration in reducing levels of youth unemployment.
- Work with the Portfolio holder for Public Protection to reduce risk and fear of crime for young people.

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# Gedling Borough Council

## FORWARD PLAN

### FOR THE FOUR MONTH PERIOD 1 AUGUST 2021 TO 30 NOVEMBER 2021

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

The current members of the Executive Cabinet are:

Councillor John Clarke – Leader of the Council

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

Councillor Peter Barnes – Portfolio Holder for Environment

Councillor David Ellis – Portfolio Holder for Public Protection

Councillor Gary Gregory – Portfolio Holder for Community Development

Councillor Jenny Hollingsworth – Portfolio Holder for Growth and Regeneration

Councillor Viv McCrossen – Portfolio Holder for Young People and Equalities

Councillor Henry Wheeler – Portfolio Holder for Health and Wellbeing.

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

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Open / Exempt (and reason if the decision is to be taken in private)  Is this a Key Decision?
<b>Quarter 1 Performance</b> To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2021/2022 Gedling Plan for the most recent quarter.	<b>5 Aug 2021 Cabinet</b>	Alan Green, Performance and Project Officer	Officer Report	Leader of the Council	Open  Yes
<b>Review of complaints received by the Council and Annual Review Letter – Local Government and Social Care Ombudsman</b> To inform Members of the receipt of the Annual Review letter from the Office of the Local Government and Social Care Ombudsman and the complaints dealt with by the Council through the internal Complaints Procedure during the last year	<b>7 Oct 2021 Cabinet</b>	Francesca Whyley, Head of Governance and Customer Services	Officer Report	Portfolio Holder for Resources and Reputation	Open  No
<b>Carbon Reduction Action Plan</b> To agree a carbon reduction action plan for the Council's operations.	<b>7 Oct 2021 Cabinet</b>	Melvyn Cryer, Head of Environment	Officer Report	Portfolio Holder for Environment	Open  Yes
<b>Equality and Diversity Policy and Action Plan</b> To update Members following the public consultation on the draft Equality and Diversity Policy and Equality Framework and Action Plan and seek approval for adoption.	<b>7 Oct 2021 Cabinet</b>	Alison Ball, Director of Corporate Resources	Officer Report	Portfolio Holder for Young People and Equalities	Open  Yes
<b>Environmental Enforcement Policy</b> Update to the approach to environmental enforcement policy to include priorities for enforcement and approaches	<b>7 Oct 2021 Cabinet</b>	Alice Davey, Corporate Director of Environment, Communities and Leisure, Kevin Nealon, Community Protection and	Officer Report	Portfolio Holder for Public Protection	Open  Yes

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Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)  Is this a key decision?
		Pollution Control Manager			
<b>Draft Waste &amp; Recycling Policy</b> Seeking permission to consult on the draft waste and recycling policy	<b>7 Oct 2021 Cabinet</b>	Melvyn Cryer, Head of Environment	Officer Report	Portfolio Holder for Environment	Open  Yes
<b>Prudential Code Indicator Monitoring 2021/22 and Quarterly Treasury Activity Report for Quarter 2</b> To inform Members of the performance monitoring of the 2021/22 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy.	<b>4 Nov 2021 Cabinet</b>	Sue Healey, Principal Accountant	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Budget Monitoring (Q2) and Virement Report</b> To update members on financial performance information for the 2nd quarter of the 2021/22 year.	<b>4 Nov 2021 Cabinet</b>	Tina Adams, Principal Finance Business Partner	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Gedling Plan Quarter 2 Performance Report</b> To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2021/2022 Gedling Plan for the most recent quarter.	<b>4 Nov 2021 Cabinet</b>	Alan Green, Performance and Project Officer	Officer Report	Leader of the Council	Open  Yes
<b>Sport and Physical Activity Strategy</b> The sport and physical activity strategy for Gedling Borough Council 2021	<b>4 Nov 2021 Cabinet</b>	Lance Juby, Head of Communities and Leisure	Officer Report	Portfolio Holder for Community Development	Open  Yes
<b>Prudential Code Indicator Monitoring 2021/22 and Quarterly Treasury Activity Report for Quarter 3</b>	<b>27 Jan 2022 Cabinet</b>	Sue Healey, Principal Accountant	Officer Report	Portfolio Holder for Resources and Reputation	Open

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)  Is this a key decision?
To inform Members of the performance monitoring of the 2021/22 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy.					No
<b>Quarterly (Q3) Budget Monitoring and Virement Report</b> To update members on financial performance information for the 3rd quarter of the 2021/22 year.	<b>27 Jan 2022 Cabinet</b>	Tina Adams, Principal Finance Business Partner	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Gedling Plan Quarter 3 Performance Report</b> To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2021/2022 Gedling Plan for the most recent quarter.	<b>27 Jan 2022 Cabinet</b>	Alan Green, Performance and Project Officer	Officer Report	Leader of the Council	Open  Yes
<b>Prudential and Treasury Indicators and Treasury Management Strategy Statement 2022/23</b> To present for Members' approval the Council's Prudential Code Indicators and Treasury Strategy for 2022/23, for referral to Council.	<b>10 Feb 2022 Cabinet</b>  <b>3 Mar 2022 Council</b>	Sue Healey, Principal Accountant	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>Capital Programme and Capital Investment Strategy</b> To approve the capital investment strategy and capital spending programme for the next financial year.	<b>10 Feb 2022 Cabinet</b>  <b>3 Mar 2022 Council</b>	Alison Ball, Director of Corporate Resources	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes
<b>General Fund Budget 2022/23</b> For Cabinet to recommend to Council the revenue budget for the next financial year.	<b>10 Feb 2022 Cabinet</b>  <b>3 Mar 2022 Council</b>	Tina Adams, Principal Finance Business Partner	Officer Report	Portfolio Holder for Resources and Reputation	Open  Yes

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

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

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

- 1) Short term extension to Leisure management system to enable a full procurement to take place for a replacement system.
- 2) Procurement of various specialist gardening machinery from a specialist provider where only two quotes were received.
- 3) Contract for the provision of Consultancy services in respect of Planning Applications in the Development Management team.

Due to higher workloads because of increased demand, short term specialist consultancy has been brought into the team to clear application backlogs whilst a planning officer recruitment process is undertaken.

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

To provide specialist arboricultural services in the interim period before a Tree Officer is recruited to the Council.

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

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