

# Agenda

## Cabinet

Date: **Wednesday 31 January 2024**

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Time: **2.00 pm**

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Place: **Council Chamber**

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For any further information please contact:

**Democratic Services**

[committees@gedling.gov.uk](mailto:committees@gedling.gov.uk)

0115 901 3906

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# Cabinet

## Membership

**Chair** Councillor John Clarke

**Vice-Chair** Councillor Michael Payne

Councillor David Ellis  
Councillor Kathryn Fox  
Councillor Jenny Hollingsworth  
Councillor Viv McCrossen  
Councillor Marje Paling  
Councillor Lynda Pearson  
Councillor Henry Wheeler

### **WEBCASTING NOTICE**

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### **Responsibility of committee:**

Cabinet is the meeting of all executive members. The Executive will carry out all the local authority's functions which are not the responsibility of any other part of the local authority, whether by law or under the Constitution. Cabinet Portfolios are detailed within Section 6, Part 9 of the Council's Constitution.

## **AGENDA**

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|-----------|--|-----------------|
| <b>1</b>  | <b>Apologies for absence</b>   |                 |
| <b>2</b>  | <b>To approve, as a correct record, the minutes of the meeting held on 14 December 2023</b>  | <b>5 - 7</b>    |
| <b>3</b>  | <b>Declaration of interests</b>  |                 |
| <b>4</b>  | <b>Forward Plan</b><br>Report of the Democratic Services Manager   | <b>9 - 16</b>   |
| <b>5</b>  | <b>Progress Report on Carbon Management Strategy</b><br>Report of the Climate Change Officer   | <b>17 - 90</b>  |
| <b>6</b>  | <b>Consultation on Equalities &amp; Diversity Policy</b><br>Report of the Interim Corporate Director   | <b>91 - 110</b> |
| <b>7</b>  | <b>Modern Slavery and Human Trafficking Statement 2022/23</b><br>Report of the Chief Executive   | <b>111-126</b>  |
| <b>8</b>  | <b>Gedling Plan Quarter 3 Report 2023-24</b><br>Report of the Senior Leadership Team   | <b>127-165</b>  |
| <b>9</b>  | <b>Prudential Code Indicator Monitoring 2023/24 and Quarterly Treasury Activity Report for Quarter ended 31 December 2023</b><br>Report of the Head of Finance and ICT & Deputy S151 Officer | <b>167-181</b>  |
| <b>10</b> | <b>Quarterly Budget Monitoring and Virement Report – Quarter 3 December 2023</b><br>Report of the Senior Leadership Team   | <b>183-207</b>  |
| <b>11</b> | <b>Any other items the Chair considers urgent.</b>   |                 |

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## **MINUTES CABINET**

**Thursday 14 December 2023**

Councillor John Clarke (Chair)

Councillor David Ellis  
Councillor Kathryn Fox  
Councillor Jenny Hollingsworth  
Councillor Viv McCrossen

Councillor Marje Paling  
Councillor Lynda Pearson  
Councillor Henry Wheeler

Absent: Councillor Michael Payne

Officers in Attendance: C McCleary, F Whyley and T Adams

### **50 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Payne.

### **51 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 9 NOVEMBER 2023**

#### **RESOLVED:**

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

### **52 DECLARATION OF INTERESTS**

None.

### **53 FORWARD PLAN**

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

#### **RESOLVED:**

To note the report.

### **54 ANNUAL RIPA AUDIT UPDATE**

The Principal Legal Officer introduced a report, which had been circulated in advance of the meeting, updating Members on the Council's use of powers under RIPA from 1 April 2022 to 31 March 2023 in line with the Council's RIPA policy and on the three yearly inspection

conducted by the Investigatory Powers Commissioner's Office in June 2023.

**RESOLVED:**

To note the report

**55 AUTHORITY MONITORING REPORT APRIL 2022-MARCH 2023**

The Planning Policy Manager introduced a report, which had been circulated in advance of the meeting, informing members of the Council's Authority Monitoring Report for April 2022 – March 2023.

**RESOLVED:**

To note the report.

**56 INFRASTRUCTURE FUNDING STATEMENT 2022/23**

The Community Infrastructure Levy and Section 106 Monitoring Officer introduced a report, which had been circulated in advance of the meeting, presenting the Infrastructure Funding Statement 2022/23.

**RESOLVED to:**

- 1) Note the report; and
- 2) Agree to the publication of the Infrastructure Funding Statement for 2022/23 as detailed at Appendix A of the report.

**57 SUSTAINABLE URBAN DRAINAGE SYSTEMS**

The Head of Development and Place introduced a report, which had been circulated in advance of the meeting, seeking consideration of whether there is a necessity to prepare a Supplementary Planning Document (SPD) on the topic of Sustainable urban Drainage systems (SuDS) specifically requiring the provision of construction phase drainage.

**RESOLVED:**

- 1) To note the report which confirms that issues relating to SuDS are addressed by existing and emerging policies/guidance and pre-commencement conditions are an effective solution to effectively manage construction phase drainage; and
- 2) To agree that it is not necessary to produce an SPD specifically on SuDS to ensure adequate drainage is installed first on any new housing development site.

**58                    SELECTIVE      LICENSING      CONSULTATION,      NETHERFIELD  
SCHEME REVIEW AND PROPOSAL PHASE 1A**

The Head of Environment introduced a report, which had been circulated in advance of the meeting, seeking approval to issue the Netherfield Selective Licensing Scheme Review and Proposal Phase 1a to declare a selective licensing designation within the private rented sector for a 12 week public consultation.

**RESOLVED:**

- 1) To note the review of the selective licensing scheme in Netherfield and the Proposal Phase 1a to declare a selective licensing designation within the private rented sector at appendix 1 to the report;
- 2) To approve the selective licensing scheme review in Netherfield and Proposal 1a to declare a selective licensing designation within the private rented sector contained at appendix 1 to be issued for a 12 week public consultation; and
- 3) To note the proposed fees and resource requirements outlined in financial implications section of this report, subject to the result of the public consultation.

**59                    SAFER STREETS 4**

The Head of Environment introduced a report, which had been circulated in advance of the meeting, updating members on the delivery of the Safer Streets 4 round of funding.

**RESOLVED:**

To note the update and analysis of the outcomes and successes delivered.

**60                    ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.**

None.

The meeting finished at 3.10 pm

Signed by Chair:  
Date:

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## **Report to Cabinet**

**Subject:** Forward Plan

**Date:** 31 January 2024

**Author:** Democratic Services Manager

### **Wards Affected**

All

### **Purpose**

To present the Executive's draft Forward Plan for the next six month period.

### **Key Decision**

This is not a Key Decision.

### **Recommendation(s)**

**THAT:**

**Cabinet notes the contents of the draft Forward Plan making comments where appropriate.**

## **1 Background**

- 1.1 The Council is required by law to give to give notice of key decisions that are scheduled to be taken by the Executive.
- 1.2 A key decision is one which is financially significant, in terms of spending or savings, for the service or function concerned (more than £500,000), or which will have a significant impact on communities, in two or more wards in the Borough.
- 1.3 In the interests of effective coordination and public transparency, the plan includes any item that is likely to require an Executive decision of the Council, Cabinet or Cabinet Member (whether a key decision or not). The Forward Plan covers the following 6 months and must be

updated on a rolling monthly basis. All items have been discussed and approved by the Senior Leadership Team.

## **2 Proposal**

- 2.1 The Forward Plan is ultimately the responsibility of the Leader and Cabinet as it contains Executive business due for decision. The Plan is therefore presented at this meeting to give Cabinet the opportunity to discuss, amend or delete any item that is listed.

## **3 Alternative Options**

- 3.1 Cabinet could decide not agree with any of the items are suggested for inclusion in the plan. This would then be referred back to the Senior Leadership Team.
- 3.2 Cabinet could decide to move the date for consideration of any item.

## **4 Financial Implications**

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

## **5 Legal Implications**

- 5.1 There are no legal implications directly arising from this report.

## **6 Equalities Implications**

- 6.1 There are no equalities implications arising from this report.

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

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

## **8 Appendices**

- 8.1 Appendix 1 – Forward Plan

## **9 Background Papers**

- 9.1 None identified

## **10 Reasons for Recommendations**

- 10.1 To promote the items that are due for decision by Gedling Borough Council's Executive over the following six month period.

**Statutory Officer approval****Approved by:**

Chief Financial Officer

**Date:**

31/8/2020 (report content)

**Approved by:**

Monitoring Officer

31/8/2020 (report content)

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# **Gedling** **FORWARD PLAN**

## **FOR THE PERIOD 1 FEBRUARY 2024 TO 30 JUNE 2024**

This Forward Plan sets out the details of the key and non-key decisions which the Executive Cabinet expect to take during the next six months.

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 David Ellis – Portfolio Holder for Public Protection

Councillor Kathryn Fox – Portfolio Holder for Life Chances and Vulnerability

Councillor Jenny Hollingsworth – Portfolio Holder for Sustainable Growth and Economy

Councillor Marje Paling – Portfolio Holder for Environmental Services (Operations)

Councillor Lynda Pearson – Portfolio Holder for Communities and Place

Councillor Viv McCrossen – Portfolio Holder for Climate Change and Natural Habitat

Councillor Henry Wheeler – Portfolio Holder for Lifestyles, 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>Update on the Carbon Management Strategic Action Plan</b> To update Cabinet Members on the progress of the Carbon Management Strategy and Action Plan that is in place to reduce the Council's carbon emissions to net zero by 2030.	<b>31 Jan 2024 Cabinet</b>	Melvyn Cryer, Head of Environment	Officer Report	Portfolio Holder for Climate Change and Natural Habitat	Open  Yes
<b>Gedling Plan Quarter 3 Report 2023-24</b> To give members an update on the progress against the actions in the Gedling Plan 2023/24 for quarter 3.	<b>31 Jan 2024 Cabinet</b>	David Archer, Head of Human Resources Performance and Service Planning	Officer Report	Leader of the Council	Open  No
<b>Quarterly Budget Monitoring and Expenditure Report – Quarter 3 December 2023</b> To update Cabinet on the forecast outturn for Revenue and Capital Budgets for 2023/24.	<b>31 Jan 2024 Cabinet</b>  <b>21 Feb 2024 Council</b>	Tina Adams, Financial Services Manager	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  Yes
<b>Prudential Code Indicator Monitoring 2023/24 and Quarterly Treasury Activity Report for Quarter ended 31 December 2023</b> To inform Members of the performance monitoring of the 2023/24 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy	<b>31 Jan 2024 Cabinet</b>	Tina Adams, Financial Services Manager	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  No
<b>Equality and Diversity Policy, Framework and Action Plan</b> To seek approval to launch a consultation on changes to the Council's Equality and Diversity policy 2024-27 and to update Members on the ongoing equality and diversity work.	<b>31 Jan 2024 Cabinet</b>	Fran Whyley, Interim Corporate Director	Officer Report	Portfolio Holder for Life Chances and Vulnerability	Open  Yes

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)  Is this a key decision?
<b>Modern Slavery and Human Trafficking Statement 2022/23</b> To update members on the Modern Slavery and Human Trafficking Statement 2022/23	<b>31 Jan 2024 Cabinet</b>	Mike Hill, Chief Executive	Officer Report	Portfolio Holder for Life Chances and Vulnerability	Open  No
<b>Front Street</b> To give members an update on the properties on Front Street	<b>21 Feb 2024 Cabinet</b>	Tanya Najuk, Head of Regeneration and Welfare	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  Yes
<b>Prudential and Treasury Indicators and Treasury Management Strategy Statement 2024/25</b> To present for Members' approval the Council's Prudential Code Indicators and Treasury Strategy for 2024/25, for referral to Full Council on 6 March 2024.	<b>21 Feb 2024 Cabinet</b>  <b>6 Mar 2024 Council</b>	Tina Adams, Financial Services Manager	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  Yes
<b>General Fund Revenue Budget 2024/25</b> This report sets out the revenue budget which aligns to the Gedling Plan priorities, objectives, and priority actions for the Council for the forthcoming year. Cabinet is asked to approve the discretionary inflation increase and recommend to Council on 6 March 2024 the approval of Council Tax Increase and the detailed Revenue Budget for 2024/25.	<b>21 Feb 2024 Cabinet</b>  <b>6 Mar 2024 Council</b>	Tina Adams, Financial Services Manager	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  Yes
<b>Capital Programme and Capital Investment Strategy 2024/25 to 2028/29</b> To approve the Capital Investment Strategy 2024/25 to 2028/29 and to approve the Capital Programme for 2024/25 to 2026/27 and refer to Council for approval on 6 March 2024.	<b>21 Feb 2024 Cabinet</b>  <b>6 Mar 2024 Council</b>	Tina Adams, Financial Services Manager	Officer Report	Portfolio Holder for Corporate Resources and Performance	Open  Yes

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private)
					Is this a key decision?
<b>Community Asset transfer of Wollaton Avenue Community Centre</b> To give members an update on the community asset transfer of Wollaton Avenue Community Centre.	<b>21 Feb 2024 Cabinet</b>	Lance Juby, Head of Communities and Leisure	Officer Report	Portfolio Holder for Lifestyles, Health and Wellbeing	Open  No
<b>Strategic Review - Community Facilities</b> To adopt the further strategic work undertaken as part of the Strategic Outcomes Planning Model.	<b>21 Feb 2024 Cabinet</b>	Lance Juby, Head of Communities and Leisure	Officer Report	Portfolio Holder for Lifestyles, Health and Wellbeing	Open  Yes
<b>Community Infrastructure Levy (CIL) Non- Parish Funding – Local Infrastructure Schedule, Project Assessments and Proposed Funding Allocations</b> To seek approval for the commencement of a four week public consultation on the projects shortlisted as suitable for CIL Neighbourhood Funding in the 'CIL Non-Parish Funding - Local Infrastructure Schedule, Project Assessments and Proposed Funding Allocations document.	<b>21 Feb 2024 Cabinet</b>	Lewis Widdowson, Planning Officer	Officer Report	Portfolio Holder for Sustainable Growth and Economy	Open  Yes
<b>Interim Planning Policy Statement: Biodiversity Net Gain</b> To approve an interim planning policy statement on biodiversity net gain	<b>28 Mar 2024 Cabinet</b>	Jo Gray, Planning Policy Manager	Officer Report	Portfolio Holder for Sustainable Growth and Economy	Open  Yes
<b>Review of Local Development Scheme</b> To update members on the Review of Local Development Scheme	<b>28 Mar 2024 Cabinet</b>	Jo Gray, Planning Policy Manager	Officer Report	Portfolio Holder for Sustainable Growth and Economy	Open  No
<b>Gedling Plan Performance Indicators 2024-25</b> To update members on the Gedling Plan Performance Indicators for 2024-25	<b>28 Mar 2024 Cabinet</b>	David Archer, Head of Human Resources Performance and Service Planning	Officer Report	Leader of the Council	Open  Yes



## Report to Cabinet

**Subject:** Progress Report on Carbon Management Strategy

**Date:** 31 January 2024

**Author:** Climate Change Officer

### Wards Affected

All wards

### Purpose

To update Members on the progress of the Carbon Management Strategy and Action Plan.

### Key Decision

This is not a key decision.

### Recommendation(s)

#### THAT:

- 1) Members note the summary of actions and activities already undertaken by the Council so far this year.

## 1 Background

- 1.1 In March 2022, following public consultation to seek views from stakeholders, Cabinet approved a Carbon Management Strategy and Action Plan, which details over a 100 initiatives and programmes of work to ensure the Council and community achieve net zero Carbon emissions by 2030. There are 64 actions set out in the Action Plan that we delivering to in this financial year (2023/24) and we are making good progress in 37 of these. Some of the actions delivered are shown in Appendix 3.
- 1.2 As part of our bid to address our carbon emissions, the Council commissioned APSE to refresh and calculate our carbon footprint, as they did in 2019/20, using data from July 2022 to July 2023. (Appendix 1). The table below shows the comparison of the emissions between 2019/20 and 2022/23:

Emissions Source	Scope	2019/20 Tonnes CO2e	2022/23 Tonnes CO2e	Difference
Natural Gas	1	499	599	20%
Vehicles	1	813	439	-46%
Electricity	2	363	266	-27%
<b>Total</b>		<b>1,675</b>	<b>1,304</b>	<b>-22%</b>

The table shows that overall, our carbon emissions have reduced by 22%, which indicates a significant move in the right direction, with more to come. The collation of data in the latest set of results for 2022/23 has improved, with more assets being identified. In 2022/23 there are 38 electricity meters and 14 gas meters reviewed and included in the data, whereas in 2019 there were only 7 electricity and 9 gas meters. Even with these additions the result has remained positive with a large reduction in carbon emissions resulting from the change in fleet fuel use in April 2023 from hydrocarbon diesel to hydrogenated vegetable oil (HVO) fuel. This has seen a 90% reduction per vehicle in CO2 emissions.

- 1.3 During the year, our Climate Change officer successfully submitted a bid and received funding from Cycling UK for the 'big bike workplace revival'. As a result, three events were organised and delivered by them, between January and March 2023. This allowed staff to access servicing of their bicycles and associated repairs, which were undertaken free of charge. 10 members of staff benefitted from this. (Appendix 3).
- 1.4 The Climate Change Officer has also worked with local schools in collaboration with the Neighbourhood Wardens to promote the 'car idling' campaign, to encourage vehicle users when dropping off their children at school, to switch off their engines whilst waiting outside the gates. This initiative received good national and local media attention and has served to drive down unnecessary vehicle emissions in such areas. (Appendix 3).
- 1.5 Gedling Borough Council has also introduced an innovative recycling scheme, which has been made available at the Arnold, Calverton and Carlton Forum leisure centres. The Leisure Loop Recycling Scheme makes it easier for swimmers to recycle many common items at their local centres such as goggles, swim caps, and floats. By November 2023 we had recycled approximately 30kg of swimming pool waste. This received good media coverage including an appearance on BBC East Midlands Today when the scheme was first launched. (Appendix 3).
- 1.6 The Climate Change Officer delivered the first Climate Change Assembly to over 315 children and all staff at Arnold Hill View Primary School to celebrate Earth Day in April 2023 (Appendix 3).
- 1.7 As previously stated, the Waste, Fleet and Depot Manager has implemented the transition of our existing fleet from Hydrocarbon diesel fuel to Hydrogenated Vegetable Oil (HVO) fuel in March 2023. This advanced renewable fuel works in the diesel engines used by our fleet vehicles and offers a fast and simple step towards Net Zero. The fuel is used without need for further capital expenditure or changes to our fleet infrastructure,

and though more expensive revenue wise, it nevertheless provides an effective solution on our journey towards decarbonisation. (Appendix 3).

- 1.8 The Green Rewards scheme, launched at the end of October 2021, has been extended for a further year. Green Rewards is an online platform designed to incentivise and encourage residents to undertake positive environmental behaviour change. The platform is a shared partnership project between the Nottinghamshire boroughs and districts and Nottingham City Council. To date, 613 Gedling borough residents have registered as members and this number is growing.
- 1.9 A collaborative bid led by Nottingham City Council has successfully secured £277,671 of Government funding from the Net Zero Living: Fast Followers competition. The bid was submitted in partnership with Gedling Borough Council, Nottinghamshire County Council, Derby City Council, Derbyshire County Council, Broxtowe Borough Council, and Rushcliffe Borough Council. The competition funded by the Department for Energy Security and Net Zero and Innovate UK, aims to accelerate progress towards local climate goals. Achieving net zero goals in the region requires partners to work together, and the Fast Followers funding will build on the positive collaboration between Nottinghamshire and Derbyshire moving forwards. This commenced in July 2023 and will run for two years.
- 1.10 The Climate Change Officer attended a Youth Council meeting in September 2023 to discuss how the Youth Council can get involved and this meeting generated various actions to follow up on. (Appendix 3).
- 1.11 In 2023, Nottinghamshire County Council received £5.55 million for Local Electric Vehicle Infrastructure (LEVI) across the whole Nottinghamshire area. Gedling have been consulted on this and the council has put forward suggestions where these points could potentially be installed locally. We are hoping to work collaboratively in the future, to take this initiative forward.
- 1.12 During the year Gedling Borough Council were announced as 'winners' at the Association for Public Service Excellence (APSE), Annual Service Awards in September 2023 in the category 'Best Collaborative Working Initiative (with other public sector or third sector bodies)'. The entry was the Nottinghamshire Green Rewards - Helping Nottinghamshire and Nottingham City residents take action to reduce their carbon footprint and to help tackle climate change. The Council was selected as winners from a shortlisted group of 9 local authorities in this category, including some metropolitan and City councils, so a significant national win, which once again shows Gedling Borough Council and its partnering authorities are leading the way. (Appendix 3).
- 1.13 The Climate Change Officer made a compelling presentation on 'Gedling's journey to net zero' to the Parish Councils at the Parish Council Conference in November 2023. (Appendix 3). The Head of Environment also presented what support can be offered to residents on the impacts of flooding, caused by Climate Change.
- 1.14 To celebrate and promote National Recycling Week in October, the Climate Change Officer organised and delivered workshops. This included an interactive presentation on the importance of recycling paper and saving trees and how this directly links to climate change and then making new paper from the schools' waste paper. (Appendix 3).

- 1.15 Gedling Borough Council has been recognised for its actions to tackle the climate emergency. All councils across the country were graded on the delivery of their climate actions. In October 2023, the organisation Climate Emergency UK assessed all Councils across seven different sections. Councils were then given a percentage on how well they are delivering on their climate actions to achieve net zero. Gedling was graded the highest of the seven boroughs and districts councils in Nottinghamshire with 31%.
- 1.16 Our Climate Change Officer has been regularly communicating throughout the year with various groups, in particular supporting and providing updates for two of our local Climate Groups: Gedling Climate Group and Burton Joyce Climate Action Group. As part of this partnership support approach, Burton Joyce Climate group held a 'warm homes talk' for residents in October 2023. Additionally, the first 'Nature and Climate Convention' took place in November 2023, the first in the Borough and Nottinghamshire, with over 90 people attending. The progress made to date in this report covers many of the recommendations mentioned in the "*Climate and Nature Convention Report 2023*" (Appendix 4 & 5). The Climate Change Officer will continue to support Gedling Climate Change group, to deliver further in these action areas where practicable and possible. This is as well as working collaboratively at events such as at Arnot Hill Park in June and Gedling Country Park in August, promoting the Green Rewards and engaging on the sustainability and climate change message with members of the public. (Appendix 3).
- 1.17 In November, the first climate change debate took place in the Council Chamber, with 60 children taking part, it was chaired by the Mayor of Gedling and Climate Change Officer taking on board a Q&A session. (Appendix 3).
- 1.18 The Climate Change Officer has delivered two Carbon Literacy Training sessions to the Senior Leadership Team, Heads of Service Management and Elected Members. (Appendix 3).
- 1.19 A new fitness studio with state-of-the-art accessible equipment is being created at Carlton Forum Leisure Centre. All the new equipment not only meets the needs of disabled and other users but is also self-charging and does require plugging into a power supply as well as LED lighting being installed in the studio. In terms of the move to promoting sustainable transport, Redhill Leisure Centre have installed 6 secure cycle lockers to encourage sustainable travel to and from the leisure centre. (Appendix 3).
- 1.20 The Climate Change Officer has put together a dedicated section on climate change on the Gedling Borough Council website, so that local residents can be informed and educated and in doing so understand the impact their footprint has on the Borough in terms of the need to reduce carbon emissions, as well as providing information for staff, on sustainability and climate change on the internal intranet.
- 1.21 In 2022/23, 2,388 trees were planted throughout the Borough in the Council's continuing move to mitigate against the effects of climate change. In 2023 Gedling Borough Council also installed new 'Tree Plotter' software to enable a robust tree stock inventory to be made. This is allowing the collection of live field data and effective and efficient tree stock management to take place. To date, 472 trees in the borough have been plotted and this number is rapidly growing. As the collection of Borough Council owned tree data increases it will allow information on the Borough's ecosystem to be made directly available including the amount of carbon sequestered. To date the amount of carbon sequestered for 2022/23 is 30,252.77kg. This is the amount annually removed from the



atmosphere and stored in the canopy's biomass, for the trees plotted to date.

Tree planting funds were explored and for parks and open spaces, the Urban Tree Challenge Fund was selected as the most suitable fund for our needs to assist with levelling up access to nature across Gedling Borough, planting trees in socially deprived urban areas with low canopy cover, in proximity to healthcare and educational facilities. An Urban Tree Challenge Funding bid was compiled by our Tree Officer and GBC were successful with the funding of 170 standard trees. A positive outcome from the Urban Tree Challenge Fund, means that parks and open spaces are becoming enhanced through the selection of trees appropriate to site. So far, various sites across the borough have been allocated funding for standard tree planting to level up access to nature and for their future maintenance to ensure they survive into the future.

- 1.22 In terms of Planning and New Housing Developments, Keepmoat is delivering on the first development of new homes that will produce up to 80% less carbon emissions than standard homes. The homes at Gedling Green, a development comprising of 33 new homes at the site of the former colliery will see properties that feature air source pumps, solar PV panels, increased levels of insulation and EV charging points to achieve and deliver to new future homes regulations.
- 1.23 An independent technical advisor has been appointed to assist in the submission of the Public Sector Decarbonisation Scheme Phase 3b Salix Application. The Council is currently awaiting a response, but the anticipated Council contribution would be in excess of £900k for a £2.1m Civic Centre project. Arnot Hill House and Burton Road projects have been deferred and will be reviewed at a later date.
- 1.24 The Council's Home Upgrade Grant (Phase 1) and the Local Authority Delivery Grant (Phase 3) schemes both concluded in 2023. As a result of both schemes a total of 69 energy efficiency measures were installed in 68 low energy performance homes for residents likely to be in fuel poverty.

The schemes were delivered in partnership with EON Energy Services Limited and Nottingham Energy Partnership to utilise a Government grant and spending a total of £774,089 to install the energy efficiency measures in eligible homes was delivered.

Over the course of the two schemes the project completed the installation of:

- external wall insulation at 25 homes,
- solar panels at 35 homes,
- loft insulation at 3 homes
- and smarter heating controls at 6 properties.

The scheme aimed to address fuel poverty and contribute to reducing carbon emissions. (Appendix 3).

## **2 Proposal**

- 2.1 It is proposed that members note the summary of actions and activities already undertaken by the Council so far this year.

### 3 Alternative Options

- 3.1 A more formalised approach including an annual report will be considered for future reports to Cabinet in line with the Carbon Management Strategy.

### 4 Financial Implications

- 4.1 The Council has committed to reducing its carbon footprint and will consider the Carbon agenda when approving projects through the Capital Programme when appropriate, and other projects funded through Revenue. The tables below set out the investment that the Council has committed to various projects that will have a positive impact on the Councils Carbon footprint.

This year the Council has spent circa £190k on capital schemes and £73k on revenue on the following:

<b>Capital Spend</b>
Solar PV panels at the Changing Places toilet at King George V. Arnold
Thermal windows in the Civic Centre; [Out to Tender]
Radiator Valves in the Civic Centre.
Water Heater Replacement Civic Centre (Phase 1)
Lambley Lane PV panels
Fitness Suite at Carlton Forum Leisure Centre
<b>Revenue Spend</b>
Climate Change Officer
EPC assessments, Community Centres – Brickyard, Westdale Lane, Burton Road & Killisick
Pavilions – Loft Insulation works, Various Pavilions
Leisure Loop Recycling scheme
Bike Lockers at Redhill Leisure Centre

#### Urban Tree Challenge Funding bid:

The Councils has made significant investment in planting trees in the Borough to help to mitigate the impact of climate change, this scheme is detailed in section 1.21 of this report and the table below sets out the investment of both the grant funding received of £113.9k and the Councils match funding of £28.5k.

Year	Grant Funding	Match Funding	Total
2023/24	£36,781	£9,195	£45,976
2024/25	£25,704	£6,426	£32,130
2025/26	£25,704	£6,426	£32,130
2026/27	£25,704	£6,426	£32,130
<b>Total</b>	<b>£113,893.</b>	<b>£28,473</b>	<b>£142,366</b>

## **5 Legal Implications**

- 5.1 Achieving net zero emissions of carbon dioxide by 2030 is not a legal requirement. However, the Council has agreed a motion that establishes an expectation to deliver widespread carbon reductions through the Carbon Management Strategy and Action Plan.

## **6 Equalities Implications**

- 6.1 The Carbon Management Strategy and Action Plan has been consulted on. This has given the opportunity for consideration of the views of residents, community groups and staff to be considered. An Equalities Impact Assessment was undertaken prior to adopting the Carbon Management Strategy and Action Plan.

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

- 7.1 This Cabinet report gives an update on actions and activities undertaken so far on carbon reduction / environmental sustainability. Adopting the Carbon Management Strategy and Action Plan strengthens the carbon reductions for the future.

## **8 Appendices**

- 8.1 Appendix 1 – APSE Carbon Footprint Report
- 8.2 Appendix 2 – Carbon Management Action Plan
- 8.3 Appendix 3 – Examples of some of the work undertaken through the year 2023
- 8.3 Appendix 4 – Gedling ‘Nature and Climate’ Convention (GNCC) Report
- 8.4 Appendix 5 – Progress on areas of GNCC Report

## **9 Background Papers**

- 9.1 Carbon Management Strategy and Action Plan

## **10 Reasons for Recommendations**

- 10.1 To update Members on the actions and activities already undertaken by the Council so far this year.

### **Statutory Officer approval**

**Approved by:**

**Date:**

**On behalf of the Chief Financial Officer**

**Approved by:**

**Date:**

**On behalf of the Monitoring Officer**

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# **Gedling Borough Council Consultancy support – Carbon Footprint 2022/23**

Report Rev A

Report produced in November 2023



APSE (Association for Public Service Excellence) is a not for profit local government body working with over 300 councils throughout the UK. Promoting excellence in public services, APSE is the foremost specialist in local authority front line services, hosting a network for front line service providers in areas such as waste and refuse collection, parks and environmental services, leisure, school meals, cleaning, housing and building maintenance.

APSE Energy is APSE's local authority energy collaboration. The vision for the collaboration is to form an "effective collaboration of a large number of local authorities to enable and facilitate the local municipalisation of energy services. By this we mean the public and community, as well as private, ownership and managerial control of local energy generation, supply networks and delivery of energy efficiency works. Local authorities working together in this way would have great influence and would be able to deliver economies of scale in green energy to promote economic growth and combat fuel poverty.

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**GEDLING BOROUGH COUNCIL**  
**CONSULTANCY REPORT – CARBON FOOTPRINT 2022/23**

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# 1 Introduction

This report provides an update of the carbon footprint for Gedling Borough Council which can be used to monitor performance for emitting carbon in the Council's own operations. The carbon footprint has been undertaken in accordance with best practise guidance by the Greenhouse Gas Protocol and calculated using conversion factors for the carbon dioxide equivalent (CO<sub>2</sub>e) published by Department for Energy Security and Net Zero (DESNZ).

This report was based on data covering the period August 2022 to July 2023 and compares emissions from calendar year of 2019.

The carbon footprint is categorised into scopes, which cover:

**Scope 1 (direct)** emissions are from activities owned or controlled by the Council. Examples of Scope 1 emissions include emissions from combustion in council owned or controlled boilers, furnaces and vehicles.

**Scope 2 (indirect)** emissions are associated with purchased electricity, heat, steam and cooling. These indirect emissions are a consequence of the Council's energy use, but occur at sources that the Council do not own or control. Examples include grid supplied electricity and heat provided through a heat network.

**Scope 3 (other indirect)** emissions are a consequence of the Council's actions that occur at sources the Council do not own or control and are not classed as Scope 2 emissions. Examples of Scope 3 emissions include business travel by means not owned or controlled by the Council (grey fleet), disposing of the Council's own waste and purchased goods in the supply chain etc.



## 2 Carbon Footprint

### 2.1 Carbon Reporting Boundaries

The organisational boundaries determine what emissions are the responsibility of the Council or others. This can be based on who owns, operates, or exerts control over certain assets. The buildings categorised under Scope 1 & 2 within this report are those where energy is purchased or acquired and consumed by the Council. The vehicles categorised under Scope 1 are vehicles that the Council own, lease and operate purely for the Council's own operations.

Scope 3 emissions are classified under 15 different categories as detailed under Appendix B. As Scope 3 emissions are under the influence of the Council, but not under its direct control, it can be difficult to obtain the necessary data to calculate the associated carbon emissions from some Scope 3 sources. One of the larger contributors to carbon emissions is purchased goods and services.

Emissions from assets a company owns and leases to another entity, but does not operate, can either be included in Scope 3 or excluded from the inventory.

The Council is just reporting on Scope 1 & 2 emissions and not Scope 3.

#### *2.1.1 Out of Scope*

Hydrotreated Vegetable Oil (HVO) is a biodiesel that is used in many of the council owned vehicles. HVO is considered as 'net zero' to account for the CO<sub>2</sub> absorbed by fast-growing bioenergy sources during their growth. However, CO<sub>2</sub>e (see Glossary) emissions are still present in the form of N<sub>2</sub>O and CH<sub>4</sub> emissions which are not absorbed during growth. These emissions are included in the overall carbon emissions.

Although the HVO Scope 1 conversion factors contain a 'zero' value for CO<sub>2</sub> emissions, the Council should account for the impact of the CO<sub>2</sub> released through combustion of the fuel. This is shown as 'outside of scope' and is shown separately. This ensures that the Council is being transparent with regard to all potential sources of CO<sub>2</sub> from its activities.

### 2.2 Emissions

The carbon footprint has been calculated using data that was available to the Council during the reporting year.

Data was provided for the period of August 2022 to July 2023. The carbon conversion factors used were taken from 2023 as more of the date range was within 2023.

Appendix A is an Excel spreadsheet that shows a breakdown of the emissions by source. This can be used to develop a carbon strategy by identifying and approaching sources with the highest emissions.

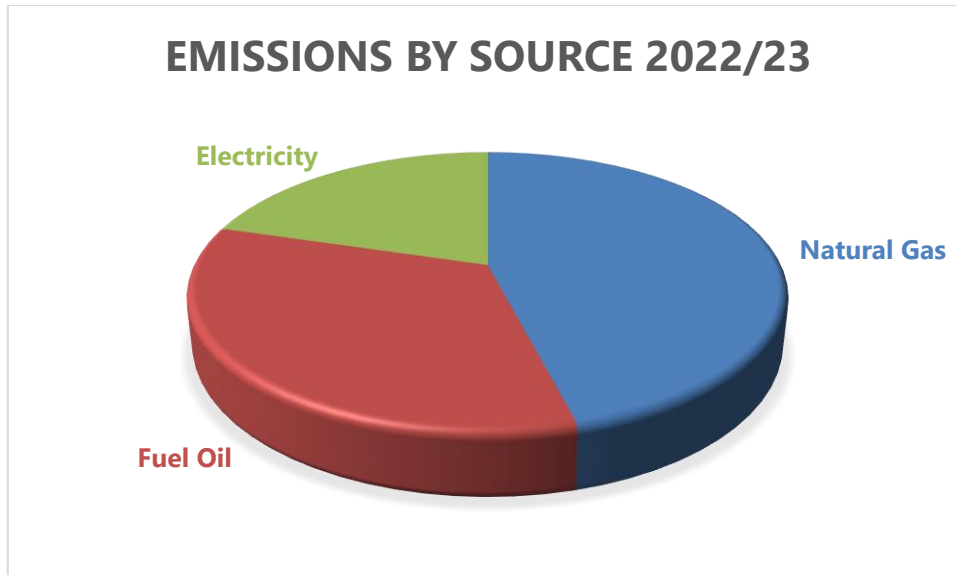
### 2.2.1 Emissions from the Councils operations

The figures below show the Scope 1 and 2 emissions from the Councils own operations for 2022/23.

**Table 1: Carbon emissions by source for the Council operations in 2022/23**

Emissions Source	Scope	% Split	Tonnes CO2e
Natural Gas	1	46%	599
Fuel Oil	1	34%	439
Electricity	2	20%	266
<b>Total</b>	-	<b>100%</b>	<b>1,304</b>
Outside of Scope			339

**Chart 1: Carbon emissions by source for the Councils operations in 2022/23**



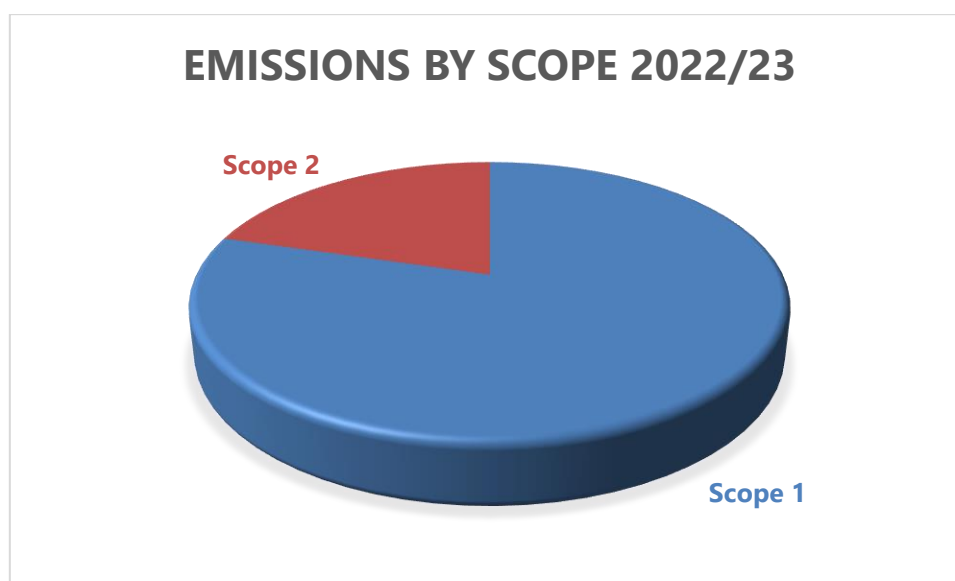
### 2.2.2 Emissions by Scope

The figures below show the split of Scope 1 and 2 emissions across the Council's operations:

**Table 2: Carbon emissions by scope**

Emissions Source	% Split	Tonnes CO2e
Scope 1	80%	1,038
Scope 2	20%	266
<b>Total</b>	<b>100%</b>	<b>1,304</b>

**Chart 2: Carbon emissions by scope**



## 2.3 Comparison Between Years

The table below shows a comparison of the emissions between the calendar year of 2019 and August 2022 to July 2023:

Emissions Source	Scope	2019 Tonnes CO2e	2022/2023 Tonnes CO2e	Difference
Natural Gas	1	499	599	20%
Vehicles	1	813	439	-46%
Electricity	2	363	266	-27%
<b>Total</b>	-	<b>1,675</b>	<b>1,304</b>	<b>-22%</b>

The table shows that overall emissions have reduced by 22%.

In 2022/23 there are 38 electricity meters and 14 gas meters, whereas in 2019 there are 7 electricity meters and 9 gas meters. It is normal for more assets to be identified in later years as the quality of data improves.

However, the largest energy users are Arnold Leisure Centre, Richard Herrod Leisure Centre and the Civic Centre collectively making up 84% of the total gas and 71% of the total electricity in 2022/23. The additional meters make up a marginal amount of energy.

The volume of fuel used in vehicles is very similar across the two years, but the large reduction in carbon emissions is due to the use of HVO.

## 3 Notes and Observations

### 3.1 Scope 1 and 2 Emissions

Appendix A shows a separate tab for the fuel consumed in council owned vehicles and separate data was provided for the volume of fuel used at the depot. To calculate the overall emissions the total volume of fuel was used and not the fuel used in individual vehicles as it would be double counting to use both. The volume of fuel for individual vehicles is still shown in Appendix A so that the Council can monitor which vehicles use the most fuel and contribute towards the highest emissions.

Data was provided for the volume of engine oil and hydraulic oil. The carbon conversion factor for 'lubricants' was used for both sources.

The Council should develop a procedure for gathering and storing data as it is made available. The benefit of this is that the carbon reporting process is streamlined and progress towards targets can be tracked.

### 3.2 Scope 3 Emissions

Scope 3 emissions are separated into 15 different categories as shown in Appendix B which includes waste, staff travel and the purchased goods in the supply chain. Scope 3 emissions can amount to a higher proportion of total emissions than Scope 1 and 2 combined and represent the most significant opportunity to reduce carbon emissions and the impact to climate change. Understanding these risks through accurate and consistent measurement, evaluation and reporting should improve both resilience and reputation.

ASPE Energy can provide further guidance on how to gather Scope 3 data from third parties.

### 3.3 Exclusions

The Council has stated that the sites below have been excluded from the reporting:

Killisick Community Centre – There is one meter for both the community centre and the pavilion. This has been included and listed as Killisick pavilion.

Richard Herrod pavilion – This was previously tenanted and the tenant paid the bills so will not be able to provide usage figures for the period. The pavilion has been back under the Council's control for 6 months.

Breckhill Pavilion – This building was cut off and a new meter was installed. Cannot provide readings for the period.

The sites below are assets the Council own but are leased out and the tenant pays the utility bills. These should be included under Scope 3.

- Retail units; 20
- Industrial units; 23
- TA's; 16 properties
- Bestwood Lodge Hotel
- Mapperley Golf Club
- Carlton Cemetery Lodge (tenanted part)
- Redhill Cemetery Lodge (tenanted part).

## 4 Conclusion and Recommendations

- Use carbon footprint data and Appendix A to develop a strategy to become net zero carbon. APSE Energy can provide a desktop investigation to provide a trajectory up to the zero carbon target year and give an indication of what measures could be taken and their potential capital cost and cost/carbon savings.
- Sense check all data to confirm accuracy.
- Develop policies and processes for capturing data going forward and report on Scope 3 emissions.
- Develop policies to request emissions data from suppliers to gather Scope 3 data.
- Commission detailed energy audits of each site to identify what projects can be delivered to reduce carbon emissions and calculate the estimated cost can carbon savings.

## 5 Glossary

Term	Definition
Carbon dioxide equivalent (CO <sub>2</sub> e)	The carbon dioxide equivalent (CO <sub>2</sub> e) allows the different greenhouse gases to be compared on a like-for-like basis relative to one unit of CO <sub>2</sub> and includes the six greenhouse gases with the greatest global warming potential (GWP).
Carbon footprint	A carbon footprint measures the total greenhouse gas emissions caused directly and indirectly by a person, organisation, event or product. A carbon footprint is measured in tonnes of carbon dioxide equivalent (tCO <sub>2</sub> e).
Council Vehicles	Vehicles that are owned or controlled by the Council. This does not include employee-owned vehicles that are used for business purposes.
Electricity	Electricity used at sites owned/controlled by the Council. This is reported as Scope 2, indirect emissions. The conversion factors used are for the electricity supplied to the grid that the Council purchase - they do not include the emissions associated with the transmission and distribution of electricity.
Gas	Primary fuel sources combusted at a site or in an asset owned or controlled by the Council.

**Appendix A** – A separate Excel spreadsheet showing a breakdown of the emissions by source.

**Appendix B** – Data that should be gathered to report on Scope 3 emissions.

The reporting of Scope 3 emissions is discretionary. The table below provides further guidance on the information required to calculate emissions from Scope 3.

Item	Category	Details Required
1	Purchased goods and services	<p>This category includes all upstream (i.e. cradle-to-gate) emissions from the production of products purchased or acquired by the Council in the reporting year. Products include both goods (tangible products) and services (intangible products).</p> <p>This category includes emissions from all purchased goods and services not otherwise included in the other categories of upstream scope 3 emissions (i.e. category 2 through category 8 below).</p> <p>Cradle-to-gate emissions include all emissions that occur in the life cycle of purchased products, up to the point of receipt by the Council. Cradle-to-gate emissions may include:</p> <ul style="list-style-type: none"> <li>• Extraction of raw materials</li> <li>• Agricultural activities</li> <li>• Manufacturing, production, and processing</li> <li>• Generation of electricity consumed by upstream activities</li> <li>• Disposal/treatment of waste generated by upstream activities</li> <li>• Land use and land-use change</li> <li>• Transportation of materials and products between suppliers</li> <li>• Any other activities prior to acquisition by the reporting company</li> </ul> <p>Relevant purchases to the Council may include capital goods, such as office supplies, office furniture, computers, telephones, travel services, IT support, outsourced administrative functions, consulting services, janitorial, landscaping services, maintenance, repairs and operations.</p> <p>For accurate carbon reporting emissions, the Council should request cradle-to-gate emission factors for materials used by suppliers to produce purchased goods such as Environmental Product Declarations (EPDs). It is likely that many suppliers will not be able to provide all the emission data.</p>

		<p>If an EPD cannot be provided, supplementary information required includes the volume of product (kg) and the carbon emission factor (kg CO<sub>2</sub>e).</p> <p>A policy should be developed so that suppliers in the supply chain are required to provide this data as part of the contract, where the volume of goods is noteworthy.</p>
2	Capital goods	<p>Capital goods are final products that have an extended life and are used by the Council to manufacture a product, provide a service, or sell, store, and deliver merchandise. Capital goods are treated as fixed assets or as plant, property, and equipment (PP&amp;E). Examples of capital goods include equipment, machinery, buildings, facilities, and vehicles.</p> <p>The required information is the same as Category 1 above.</p> <p>A policy should be developed so that suppliers in the supply chain are required to provide this data as part of the contract.</p>
3	Fuel- and energy related activities (not included in Scope 1 or Scope 2)	<p>Transmission and distribution (T&amp;D) losses have been included and calculated from the data provided in Scope 2.</p>
4	Upstream transportation and distribution	<p>Category 4 includes emissions from:</p> <ul style="list-style-type: none"> <li>• Transportation and distribution of products purchased in the reporting year, between suppliers and its own operations in vehicles not owned or operated by the Council.</li> <li>• </li> <li>• Third-party transportation and distribution services purchased by the Council in the reporting year (either directly or through an intermediary), including inbound logistics, outbound logistics (e.g. of sold products), and third-party transportation and distribution between the Council's own facilities.</li> </ul>



		<p>The Council requires data on:</p> <ul style="list-style-type: none"> <li>• Quantities of fuel (e.g., diesel, petrol, jet fuel, biofuels) consumed</li> <li>• Amount spent on fuels</li> <li>• Distance travelled</li> <li>• Vehicle type</li> </ul> <p>This may include managed assets - Vehicles that are used by the Council but are not owned by the organisation and generally do not appear on the organisation's balance sheet, for example, maintenance contractor vehicles, outsourced refuse and recycling trucks, road sweepers, grounds maintenance mowers etc.</p> <p>A policy should be developed so that suppliers using their own vehicles are required to provide this data as part of the contract.</p>
5	Waste generated in operations	<p>This includes emissions from third-party disposal and treatment of waste generated in the Councils owned or controlled operations in the reporting year. This category includes emissions from disposal of both solid waste and wastewater.</p> <p>The Council should request volume and emissions data from the waste treatment company applicable to <b>its own waste stream</b>. If this cannot be provided, the emissions can be calculated by requesting the volume of waste, type and disposal method:</p> <p>Example of data required:</p> <p>Total weight (kg) of waste type and disposal method e.g.</p> <ul style="list-style-type: none"> <li>• 5,000kg municipal waste to landfill</li> <li>• 500kg organic garden waste to composting</li> <li>• 1,000kg metal recycled</li> <li>• 1,000kg plastic recycled</li> <li>• 1,000kg paper recycled</li> </ul> <p>Data is required for the volume of supply and wastewater in cubic metres (m<sup>3</sup>) from water bills.</p>

		Local authorities have an important role in waste prevention and sustainable waste management through awareness-raising campaigns, providing separate collection for recycling and food waste, and implementing waste-to-energy schemes. It is therefore voluntary on whether the Council choose to include the emissions from waste associated with the whole borough, or just the Council's own operation.
6	Business travel	<p>Travel for assets not owned or directly operated by the Council. This includes mileage for business purposes in cars owned by employees, public transport, hire cars etc.</p> <p>Require details for:</p> <p><u>Vehicle</u></p> <p>Fuel type, size of vehicle and distance for:</p> <ul style="list-style-type: none"> <li>• Car</li> <li>• Motorbike</li> <li>• Taxis</li> <li>• Bus</li> <li>• Rail</li> </ul> <p><u>Flights</u></p> <ul style="list-style-type: none"> <li>• Airport travelled to/from</li> <li>• Number of passengers</li> <li>• Class type</li> <li>• Distance</li> </ul> <p><u>Ferry</u></p> <ul style="list-style-type: none"> <li>• Foot or car passenger</li> <li>• Distance</li> </ul>
7	Employee commuting	<p>This category includes emissions from the transportation of employees between their homes and their worksites.</p> <p>Emissions from employee commuting may arise from:</p> <ul style="list-style-type: none"> <li>• Car</li> <li>• Bus</li> <li>• Rail</li> </ul>

		<ul style="list-style-type: none"> <li>Other modes of transportation</li> </ul> <p>Staff would be required to provide method of transport and distance travelled. It may be difficult and time consuming to collect accurate data.</p>
8	Upstream leased assets	<p>This category is applicable from the operation of assets that are leased by the Council.</p> <p>If the Council procures the energy then this should be considered as Scope 1 and 2.</p> <p>If the landlord is responsible for the Scope 1 and 2 emissions, the Council should include the reporting under Scope 3. An example may include an office that the Council lease from a private landlord. All energy bills may be included as part of the lease and the energy contract is under the name of the landlord. The Council should therefore request the energy data from the landlord and include this under Scope 3.</p> <p>Data required include the Scope 1 and 2 data from the leased asset.</p>
9	Downstream transportation and distribution	<p>This category includes emissions that occur in the reporting year from transportation and distribution of sold products in vehicles and facilities not owned or controlled by the Council in the reporting year.</p> <p>It is assumed that this category is not applicable to the Council as it does not manufacture and sell products.</p>
10	Processing of sold products	<p>It is assumed that this category is not applicable to the Council as it does not manufacture and sell products.</p>

11	Use of sold products	It is assumed that this category is not applicable to the Council as it does not manufacture and sell products.
12	End-of-life treatment of sold products	It is assumed that this category is not applicable to the Council as it does not manufacture and sell products.
13	Downstream leased assets	<p>This category is applicable where the Council is the landlord to a lessee.</p> <p>If the Council procures the energy on behalf of a lessee then this should be considered as Scope 1 and 2. An example of this is where the Council may lease a premises to a lessee and include all energy costs as part of the lease. The energy contract is under the name of the Council and is therefore reported under Scope 1 and 2.</p> <p>If the lessee is responsible for the Scope 1 and 2 emissions, the council should include the reporting under Scope 3. An example of this is a shop that the Council own and the occupant pays for the energy bills and the contract is under their name. The Council should request the energy data from the shop occupier and report this under Scope 3.</p> <p>Data required include the Scope 1 and 2 data from the leased asset.</p>
14	Franchises	It is assumed that this category is not applicable to the Council as it does not operate any franchises.
15	Investments	<p>This category includes scope 3 emissions associated with the Council's investments in the reporting year, not already included in scope 1 or scope 2. This category is applicable to investors (i.e. organisations that make an investment with the objective of making a profit) and organisations that provide financial services. This category also applies to investors that are not profit driven (e.g. multilateral development banks). Investments are categorised as a downstream scope 3 category because providing capital or financing is a service provided by the organisation.</p>

Category 15 is designed primarily for private financial institutions (e.g., commercial banks), but is also relevant to public financial institutions (e.g., multilateral development banks, export credit agencies) and other entities with investments not included in scope 1 and scope 2.

The Councils scope 3 emissions from investments are the scope 1 and scope 2 emissions of investees.

For purposes of greenhouse gas accounting, this standard divides financial investments into four types:

- Equity investments
- Debt investments
- Project finance
- Managed investments and client services

An example of the information required is the Scope 1 and 2 emissions from the bank where an investment is in place. This is based on the Council's proportional share of investment in the investee. If the Council has £1million invested in the bank and the banks total investments amount to £100million, the Council should report on 1% of the banks Scope 1 and 2 emissions.

It is assumed that this information will be difficult to collate from third parties and that the total emissions will be proportionally small compared to other emission sources and these emissions could be excluded from the reporting.

## **NEW MUNICIPALISM**

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## 4.0 Action Plan

It is intended to establish a 'Climate Change Reserve Fund' to action quick wins, small works and carbon efficiencies; this reserve could be drawn down from as specific initiatives are identified during the course of the Climate Change Team's work moving forward.

### 4.1 The Built Environment

Objectives	Actions	Timescales	Lead & Key Partners
<b>CMP01.</b> <b>Promote the uptake of energy efficiency technologies in commercial and domestic properties</b>	01. Consider the inclusion of local energy efficiency standards through the GBC Low Carbon Planning Guidance	Ongoing/reported annually	Lead: Head of Development & Place Key Partners: Planning Policy Manager Food Health & Housing Manager Climate Change Officer
	02. Maximise available funding and promote schemes to help retrofit housing within the borough, prioritising low EPC rated owner occupied and rented homes (both social & private), privately owned properties (D and below) and social landlord housing where possible.	<b>SP</b>  April 2022 onwards	Lead: Head of Environment Key Partners: Food, Health and Housing Manager Climate Change Officer

	03. Create or promote a scheme that helps simplify the retrofit market and reduce costs for property owners by creating a one-stop-shop for energy efficiency measures with pre-procured contractors.	March 2025	Lead: Head of Environment Key Partners: Food, Health and Housing Manager Property Manager Climate Change Officer Communications Manager
	04. Investigate financial incentives for installing energy efficiency measures/low carbon technology in residential, commercial and industrial premises in Gedling	2022/23 onwards	Lead: Head of Regeneration & Welfare, Head of Environment Key Partners: Property Manager Food, Health and Housing Manager Climate Change Officer
	05 Ensure at least the minimum energy efficiency standards are achieved in new build social & private housing sector (Investigate non gas grid solutions)	Statutory requirements 2022/23 onwards	Lead: Head of Development & Place Key Partners: Planning Policy Manager Principal Building Control Officer Development & Regeneration Manager Food, Health and Housing Manager Climate Change Officer
	06. To regulate and enforce the minimum energy efficiency standard in rented accommodation. Linked to selective licensing &	Ongoing	Lead: Head of Environment Key Partners: Food, Health and Housing Manager Senior Environmental Health Officer



	regulation of private rented housing.		Climate Change Officer Communications Manager
<b>CMP02.</b> <b>Provide support and guidance to the borough's residents and businesses to reduce their energy demand</b>	01. Work with residents and businesses across the borough on energy saving measures through developing materials and engagement i.e. local pop up-stalls/roadshows, with the aim of helping them to reduce fuel poverty.	<b>SP</b>  April 2022	Lead: Head of Environment Key Partners: Development & Regeneration Manager Climate Change Officer Communications Manager
<b>CMP03.</b> <b>Minimise emissions in the construction of new buildings and ensure that these buildings are built with the highest energy efficiency standards</b>	01. Produce & adopt a Supplementary Planning Document (SPD) to ensure best practice by working with developers across the borough to encourage sustainable design and construction in new developments including thermal insulation, passive ventilation and cooling, heat source pumps in accordance with the Low Carbon Planning Guidance for Gedling Borough.	Dec 23	Lead: Head of Development & Place Key Partners: Building Control Manager
	02. Ensure regional procurement frameworks encourage developers to source locally	2022/23 onwards	Lead: Head of Finance & ICT Key Partners: Economic Growth Manager Legal Services Manager
	03.		Lead: Head of Development & Place

	Work with Nottinghamshire County Council as lead Waste Authority to facilitate a local circular economy for material reuse in construction to reduce emissions, costs and improve sustainability	2023/24 onwards	Key Partners: Economic Growth Manager Climate Change Officer Communications Manager
	04 Investigate requiring new developments to provide a 'EPC certificate showing the carbon footprint of each property and its likely running cost	2022/23 onwards	Lead: Head of Development & Place Key Partners: Building Control Team Leader Food, Health and Housing Manager Climate Change Officer
<b>CMP04. Continually improve the energy efficiency of the council's existing building stock and its services</b>	01. Introduce detailed energy use monitoring of the property portfolio, including the provision of Energy Performance Certificates and actively review our assets to identify where energy efficiency improvements can be made.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager Leisure Services, Parks & Street Care Climate Change Officer
	02. Call on the Government to provide the necessary powers and resources for us to deliver local action on climate change and provide strategic and financial leadership to drive ongoing carbon reductions	Throughout the strategy	Lead: Chief Executive Key Partners: Leader of the Council Deputy Leader and Portfolio Holders

	03. Identify existing sites that could be suitable for green technologies and infrastructure.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Services Climate Change Officer
	04. Consider energy efficiency as part of any reactive repair or refurbishment work by replacing old equipment with new energy efficient alternatives.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager Leisure Manager Business Development & Support Manager
	05. Carry out a review of opportunities to reduce the Information Technology carbon footprint by updating Information and Communications Technology (ICT) infrastructure with lower carbon equipment (including server equipment, printers, workstations etc) and enforcing power saving policies	2022/23 onwards	Lead: Head of Finance & ICT Key Partners: IT Manager Managers of Services
	06. Review the carbon footprint of e-services and cloud-based services and consider how council service can best be delivered (including e-services, documents transfer and electronic postage and online public services).	2022/23 onwards	Lead: Head of Finance & ICT Key Partners: IT Manager Managers of Services

	07. Continue the roll out of energy efficient plant equipment and lighting across the property portfolio including community buildings and facilities, and car park lighting e.g. LED lighting, power controls, heating systems	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager
	08. Review purchasing/procurement policy to prioritise sustainability.	2022/23 onwards	Lead: Head of Finance & ICT Key Partners: Procurement Officer Legal Services Manager Climate Change Officer

## 4.2 Transport

<b>CMP05</b> <b>Reduce the need to travel by diesel or petrol cars within the borough's boundaries</b>	01. Review the Air Quality Strategy to include carbon reduction targets	2024/25 onwards	Lead: Head of Environment Key Partners: Scientific Officer Community Protection Manager
	02. Encourage employers to implement smarter working or home working initiatives to reduce employees' travel time and distance travelled, considering the use of fiscal policy as an incentive	March 2023	Lead: Chief Executive Key Partners: All Council staff Elected members

	03. Promote active travel and the use of green spaces through social prescribing (including green gym, health walks, forest school etc)	March 2024	Lead: Head of Communities & Leisure Key Partners: Economic Growth & Regeneration Parks and Street Care Manager Climate Change Officer Communications Manager
	04. Ensure that new developments accord with active travel and are within easy reach of high-quality public transport and cycle network routes. To meet future requirements of the 20 minutes neighbourhood guidance.	2022/23 onwards	Lead: Head of Development & Place Key Partners: Development & Regeneration Manager Planning Policy Manager Health Development Officer Business Development & Support Manager
	05. Work with partners across D2N2 to offer greater connectivity over the region.	2022/23 onwards	Lead: Head of Development & Place Key Partners: Planning Policy Manager Scientific Officer Climate Change Officer Relevant stakeholders
	06. <b>Develop a staff travel promotion/incentive scheme for sustainable travel to encourage uptake:</b> <ul style="list-style-type: none"> <li>Sustainable (Bus, tram or train) &amp; Active Travel</li> </ul>	March 2024	Lead: Head of Human Resources, Performance & Service Planning  Key Partners: Senior Assistant Accountant Climate Change Officer Communications Manager

	<p>(walk, scooter, cycle) to/from work</p> <ul style="list-style-type: none"> <li>• Cycle Purchase scheme – regular comms to promote the scheme, to include electric bikes</li> <li>• Business Travel – add wording to our internal claims system to encourage business travel by public transport where it is a viable option</li> <li>• Car driver allowance (additional rate for the driver if car sharing for business purposes only)</li> <li>• Discounts on buses via the Green Rewards App – to encourage new/existing staff to register – include details of the app in the Induction/ reminder in PDR's</li> </ul>	<p>Ongoing</p> <p>March 2023</p> <p>March 2024</p> <p>April 2026</p>	
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	<ul style="list-style-type: none"> <li>Roll out a car lease scheme</li> </ul>		
	07. Widen access to the Staff Cycle purchase scheme & influence businesses  Improve the parking facilities & security of bicycles at the Civic Centre	2022/23 onwards  April 2023	Lead: Head of Human Resources, Performance & Service Planning Head of Regeneration & Welfare Key Partners: Senior Assistant Accountant Climate Change Officer Communications Manager
	08. Develop a strategy for further EV charging points across Gedling owned car parks.	March 2024	Lead: Head of Environment Key Partners: Scientific Officer Property Manager Finance Business Partner Car Parks Officer
	09. Work with employers within the borough to promote car sharing schemes.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Local Businesses Climate Change Officer Communications Manager
	10 Encourage freight organisations to make the switch to electric vehicles and promote the use of cargo-bikes for final stage deliveries for SME's.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Local Businesses Climate Change Officer Communications Manager
<b>CMP05</b> <b>Promote the uptake of active travel</b>	01. Advocate the development of active travel as part of the	March 2024 onwards	Lead: Head of Communities & Leisure Key Partners:

	delivery of community & leisure facilities strategies and health and wellbeing programmes.		Planning Policy Manager Business Development & Support Manager Community Partnership Manager Nottinghamshire County Council
	02. Seek to secure ongoing funding to support education, co-design and engagement to help commuters and visitors feel safe to make the switch to walking and cycling.	2022/23 onwards	Lead: Head of Development & Place Key Partners: Planning Policy Manager Business Development & Support Manager Community Partnership Manager Climate Change Officer
	03. Encourage our own staff, local schools and businesses within our borough to consider travel by public transport, walking, cycling and car sharing. Promote events such as car free days, clean air days to promote the health benefits of walking and cycling..	<b>SP</b>  March 2024	Lead: Head of Environment Key Partners: Climate Change Officer Partners/stakeholders Community Partnership Officer Communications Manager
	04. Consider introducing a workplace travel grant for employers to encourage their employees to commute to work by cycling.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Scientific Officer Economic Growth Manager Local Businesses Climate Change Officer



<b>CMP06</b> <b>Support the deployment of electric vehicles</b>	01. Extend the provision of EV charging points across the borough's car parks.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Economic Growth Manager Property Manager Car Park Officer Financial Business Partner
<b>CMP07</b> <b>Reduce emissions from council fleet and private vehicle hire</b>	01. Investigate with partners a programme to replace / upgrade refuse trucks with ULEV/Biogas/Hydrogen/Hydrogenated Vegetable Oil Diesel fuelled vehicles fuelled vehicles.	<b>SP</b> March 2023	Lead: Head of Environment Key Partners: Depot Services Manager External Stakeholders/Partners
	02. Investigate and replace/upgrade, all vans with electric powered vehicles (including establishing charging infrastructure).	March 2025	Lead: Head of Environment Key Partners: Depot Services Manager External Stakeholders/Partners
	03. Integrate driver training with annual certification and investigate 'in cab' monitoring and route optimisation.	<b>SP</b> March 2024	Lead: Head of Environment Key Partners: Depot Services Manager Business Development & Support Manager
	04. Introduce Taxi licensing minimum vehicle emission requirement (e.g. maximum age of vehicle, EURO class, emissions monitoring etc).	Ongoing	Lead: Head of Environment Key Partners: Depot Services Manager Community Protection Manager Partners

### 4.3 Energy Generation

<b>CMP08</b> <b>Expand local low carbon energy generation in the borough</b>	<b>01.</b> In conjunction with research and other public sector partners, create a map of potential areas for low carbon generation across the Council's owned sites and building stock.	2024/25 onwards	Lead: Head of Development & Place Key Partners: D2N2 Midland Net Zero Hub Planning Policy Manager
	<b>02.</b> Work collectively to support the delivery of the D2N2 Energy Strategy and develop and deliver tangible energy action plans to support the area wide reduction of carbon emissions.	Ongoing	Lead: Head of Environment Key Partners: Food, Health and Housing Manager Climate Change Officer
	<b>03.</b> To facilitate greater uptake of renewable energy generation, develop a suite of information and guidance materials following engagement with residents and lead partners.	Ongoing	Lead: Head of Environment Key Partners: Climate Change Officer Community Partnership Manager Communications Manager
	<b>04.</b> Explore options to invest in alternative energy generation (e.g. PV farms, wind turbines)	Throughout the strategy	Lead: Head of Regeneration & Welfare Key Partners: Planning Policy Manager Property Manager Food, Health and Housing Manager Climate Change Officer

	05. Undertake a feasibility study of opportunities to fit PV/alternative energy generation and storage to our property portfolio.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager Food, Health and Housing Manager Climate Change Officer
	06. Audit council leisure centres with a view to preparing a business case for installing PV systems on all roofs, pool covers and other energy saving initiatives. As part of strategic review of Leisure Services.	2024 onwards	Lead: Head Communities & Leisure Property Manager Leisure Manager Climate Change Officer
	07. In the council, for any additional energy that we require beyond our generation potential, we will look to purchase from renewable suppliers supplying 100% renewable energy tariffs.	2022/23 onwards	Lead: Head of Finance & ICT Key Partners: Property Manager Procurement Officer Food, Health and Housing Manager Climate Change Officer
	08. Explore the possibility of establishing a community energy scheme with partners to deliver energy efficiency options such as Solar PV and heat source pumps.	2024/25 onwards	Lead: Head of Regeneration & Welfare Key Partners: Community Partnership Manager Food, Health and Housing Manager Climate Change Officer

<b>CMP09</b> <b>Improve the borough's capacity to store locally generated renewable energy</b>	01. Undertake a feasibility study of opportunities with partners to incorporate energy storage alongside renewable generation on council buildings to allow maximum use of locally generated energy.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager
	02. Increase electricity storage locally, through communicating benefits, understanding financial and business cases.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Property Manager Registered social landlords/property suppliers.
<b>CMP10</b> <b>Promote low carbon energy initiatives that are affordable and accessible to all</b>	01. Promote access to appropriate nationally available grant funding, incentives, and access to finance, to support affordable energy generation for all.	Throughout the strategy	Lead: Head of Regeneration & Welfare Key Partners: Property Manager Community Partnership Manager Food Health and Housing Manager Climate Change Officer
	02. Work with partners to explore an energy hub where residents, parish council's, local businesses and third sector organisations. can access	2023/24 onwards	Lead: Head of Regeneration & Welfare Key Partners: Local Businesses Community Partnership Manager Residents

	information, advice and services provided by the council related to energy and going carbon neutral.		Climate Change Officer Communications Manager
	03. Promote incentives for low carbon heating and investigate additional finances/funding opportunities for low carbon heating.	Ongoing	Lead: Head of Environment Key Partners: Community Partnership Manager Food, Health and Housing Manager Climate Change Officer

#### 4.4 Consumption and Behavioural Change

<b>CMP11</b> <b>Increase local and low carbon production</b>	01. Identify and work with key influencers within Gedling on Carbon Management best practice.	Throughout the strategy	Lead: Head of Environment Key Partners: Climate Change Officer Economic Growth Manager Local Businesses Community Partnership Manager Residents Communications Manager
	02. Support the development of cooperative, community owned and other collaborative ventures to foster more effective use and sharing of resources such as Gedling Play Forum, swap shops to encourage recycling.	Ongoing	Lead: Head of Communities & Leisure & Head of Environment Key Partners: Climate Change Officer Community Partnership Manager Localities Co-ordinators Economic Growth Manager
	03. Promote local & sustainable food/flower growing (Allotments,	Ongoing	Lead: Head of Environment Key Partners: Community Partnership Manager

	community growing plots, schools growing projects, Abundance Projects as recommended by the Permaculture Association, and other initiatives for example 'Incredible Edible', and develop links to local fruit and veg businesses)		Localities Co-ordinators Residents and community groups Climate Change Officer
<b>CMP12</b> <b>Reduce consumption of high carbon produce</b>	01 Influence health & wellbeing partners running community education and outreach programmes to reduce meat consumption, whilst in turn, encouraging residents to take up plant-based diets,	Throughout the strategy	Lead: Head of Communities & Leisure Key Partners: Community Partnerships Manager Local Businesses Residents Climate Change Officer Other Partners Communications Manager
	02. Work in partnership with catering facilities to consider their carbon footprint in order to identify the biggest emissions areas so that they can be reduced and consumers can make informed choices.	Ongoing	Lead: Head of Environment Key partners: Economic Growth Manager Food, Health and Housing Manager Environmental Health Officers Residents Local Businesses Climate Change Officer Communications Manager
	03 Promote and encourage seasonal and local eating. E.g., Seasonal food markets	2022/23 onwards	Lead: Head of Regeneration & Welfare Key Partners: Economic Growth Officer Town Centre Manager Climate Change Officer

			Local Businesses Residents
<b>CMP13</b> <b>Buy and procure sustainably and maximise existing resources</b>	01. Signpost communities across the borough to explore the idea of sustainable swapping of goods through re-use schemes,	2022/23 onwards	Lead: Head of Communities & Leisure Key partners: Climate Change Officer Community Partnerships Manager Economic Growth Manager Local Businesses Residents Other Partners Communications Manager
	02. Work with partners and networks in the borough to support SMEs across all sectors to become more sustainable and low carbon in their operations.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key partners: Economic Growth Manager Local Businesses Food, Health and Housing Manager Residents Climate Change Officer Communications Manager
<b>CMP14</b> <b>Encourage environmental awareness</b>	03. Promote green business issues including energy efficiency, transport/travel planning, low carbon technology, 'green' accreditation and signposting to grants and support services etc.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key partners: Climate Change Officer Economic Growth Manager Food, Health and Housing Manager Community Protection Manager
	04. Draw up and implement an Environmental Policy and raise cultural & behaviours awareness by implementing:	March 2023	Lead: Head of Environment/ Head of Human Resources, Performance & Service Planning Key Partners: Senior Leadership Team Heads of Service Managers

	<ul style="list-style-type: none"> <li>Update staff handbook/Induction process?</li> <li>Pledges through the PDR process &amp; on the intranet</li> <li>Introduce a simplified carbon literacy training module for all staff on the intranet</li> </ul>		IT Services Climate Change Officer Communications Manager
	05. Provide work experiences/placements opportunities, where possible to incorporate opportunities for learning environmental issues	Ongoing	Lead: Head of Human Resources, Performance & Service Planning Key Partners: Head of Environment Climate Change Officer
	06. Run a series of climate promotion events both internal for example 'Carbon Literacy training'. & external for parish councils, businesses and the public.	Ongoing	Lead: Head of Environment Key Partners: Climate Change Officer Communications Manager Parish Council's Economic Growth Officer Local Businesses Community Partnerships Manager Localities Co-ordinators Residents Other Partners
	07. Promote various environmental awareness events, partnering with charities and organisation's to run activities in support of our net zero ambition and to celebrate progress.	<b>SP</b> Ongoing	Lead: Head of Environment Key Partners: Climate Change Officer Communications Manager Parish Council's Community Partnerships Manager Localities Co-ordinators Residents



			Local Charities Communications Manager
	08. Review any Council Service Level Agreements to include sustainability criteria and raise awareness amongst our partners on the importance of this priority and support them to look at their own operations.	2022/23 onwards	Lead: Head of Governance & Customer Services & Monitoring Officer Key Partners: Heads of Department Legal Services Manager Procurement Officer Climate Change Officer
	09. Set up platform for residents to make their own climate declarations and reduce their carbon footprint.	<b>SP</b> March 2023	Lead: Head of Environment Key partners: Food, Health and Housing Manager Scientific Officer Climate Change Officer IT Services Communications Manager
	10.. Promote through business networks & Community engagement networks such as the Youth Council to inform the delivery of the carbon management plan <b>accordingly</b> .	2022/23 onwards	Lead: Head of Communities & Leisure Key Partners: Climate Change Officer Economic Growth Manager Businesses representatives Community Partnerships Manager Communications Manager

#### 4.5 Waste Reduction and Recycling

<b>CMP15</b> <b>Minimise the borough's waste and its impact on the environment</b>	01. Engage the public, communities, schools and businesses through	<b>SP</b> March 2023 onwards	Lead: Head of Environment Key Partners: Depot Service Manager Climate Change Officer
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	borough wide behavioural change initiatives and information campaigns to provide a greater understanding of waste issues, where local waste goes and best practices to reduce the volume of waste and recycle correctly.		Community Partnership Manager Communications Manager Business Development & Support Manager
	02. Promote SMART (Save Money and Reduce Trash) shopping to encourage households to buy items with less packaging, use reusable bags and buy refill packs.	2024/25 onwards	Lead: Head of Regeneration & Welfare Key partners: Climate Change Officer Economic Growth Manager Local Businesses Residents Depot Service Manager Communications Manager
	03. Promote at council events environmental initiatives and consider a carbon clever brand.	<b>SP</b> March 2024	Lead: Head of Environment Key partners: Climate Change Officer Community Partnerships Manager Communications Manager
	04. Use social media to promote initiatives such as 'Recycling Week (linking into Plastic Clever Council).	<b>SP</b> March 2024	Lead: Head of Environment Key Partners: Communications Manager Climate Change Officer Depot Service Manager
	05. Encourage waste prevention as part of the Council's own activities and operations	Ongoing	Lead: Head of Environment Key partners: All Heads of Service All Council staff Elected members

	06. Explore the concept of an Arnold Market environmental policy standards documents to address sustainability, plastic packaging and bags etc.	2022/23 onwards	Lead: Head of Regeneration & Welfare Key partners: Economic Growth Manager Town Centre Manager Food, Health and Housing Manager Climate Change Officer
	07. Explore options for the roll out of food waste recycling.	March 2025/26	Lead: Head of Environment Key partners: Depot Service Manager in conjunction with partners such as the County Council as Lead Waste Authority
	08. Install public drinking fountains that reduce the need for plastic consumption.	March 2024	Lead: Head of Environment Key Partners: Business Development & Support Manager Parks Development Officer Climate Change Officer
	09. Encourage a repair and reuse economy by exploring possible subsidies, creating a repurpose/recycle economy.	March 2023	Lead: Head of Regeneration & Welfare & Head of Environment Key partners: Climate Change Officer Economic Growth Manager Community Partnerships Manager Charities Local Businesses
	10. Adopt and promote the use of electronic payments and documentation, moving away from sending	March 2023	Lead: Head of Finance & ICT Key partners: Finance Business Partners All Departments

	cheques and look to make payments electronically. Switch over to e-billing for companies that we still receive paper invoices from (where available). Increase use of email for remittances / invoices / reminders etc.		Residents
	11. Explore the opportunity for commercial food waste collection and potential for anaerobic digestion.	March 2025/26	Lead: Head of Environment Key partners: Depot Service Manager in conjunction with partners such as the County Council as Lead Waste Authority
	12. Research the feasibility of moving towards a near-to closed-loop composting service in which food waste can create compost to grow veg locally to put back into the community.	March 2025/26 – speak to Mel?	Lead: Head of Environment Key partners: Depot Service Manager Climate Change Officer Community Partnerships Manager Localities Co-ordinators
<b>CMP16</b> <b>Maximise the amount of domestic waste that is recycled in the borough</b>	01. Seek to reduce contamination levels through publicity and promotion and target areas. (where contamination is particularly prevalent).	Ongoing	Lead: Head of Environment Key partners: Depot Service Manager Climate Change Officer Business Development & Support Manager Communications Manager
	02.. Ensure that householders are encouraged to recycle and compost through	Ongoing	Lead: Head of Environment Key partners: Depot Service Manager Climate Change Officer

	promotional campaigns that inform them what can be recycled and composted and monitor that the right things are in the correct bins.		Communications Manager
	03.. Deliver to the principals of the JWMC Nottinghamshire Principles for the Reduction of Contamination. Issue S46 Fixed penalty notices to repeat offenders.	Ongoing	Lead: Head of Environment Key partners: Depot Service Manager Community Protection Manager Communications Manager
<b>CMP17</b> <b>Promote a culture of reuse</b>	01. Run more promotional campaigns to schools and householders to encourage everyone to reuse waste	<b>SP</b> March 2024	Lead: Head of Environment Key partners: Depot Service Manager Climate Change Officer Communications Manager
	02.. Develop an A-Z re-use and recycling directory which explains how and where to re-use and recycle a range of items and materials.	<b>SP</b> March 2024	Lead: Head of Environment Key Partners: Climate Change Officer Community Partnerships Manager Economic Growth Officer Depot Service Manager Communications Manager
	03. Promote existing on-line reuse schemes (Freecycle, Freegle etc.)	March 2024	Lead: Head of Environment Key partners: Climate Change Officer Depot Service Manager Communications Manager
	04. Ensure that bulky waste is re-used wherever possible	Ongoing	Lead: Head of Environment Key partners: Climate Change Officer

	as an alternative to disposal, collaborating with local charitable groups.		Depot Service Manager Communications Manager
<b>CMP18</b> <b>Reduce the carbon impact of waste management in Gedling Borough, ensuring that our services become more economic, efficient, and effective</b>	01. Explore the potential installation and use of vehicle monitoring systems to optimise fleet performance and on-going eco-driver training courses to ensure optimal use of vehicles by Council staff.	<b>SP</b> March 2024	Lead: Head of Environment Key partners: Depot Service Manager
	02. Continue to investigate use of lower carbon fleet technologies and drive down annual energy consumption in fleet vehicles.	March 2023	Lead: Head of Environment Key partners: Depot Service Manager

#### 4.6 Green Infrastructure – Carbon Offsetting

<b>CMP19</b> <b>Offset residual emissions from hard to reduce sources</b>	01. Review and evaluate the establishment of a carbon offset fund for developers to pay into when a certain high level of energy efficiency of buildings is not able to be met.	2026/27 onwards	Lead: Head Development & Place Key partners: Planning Policy Manager
	02	2023/24 onwards	Lead: Head of Development & Place

	Delivery of Biodiversity Net Gain for new developments by at least 10%. Promote Natural Climate Solutions for Gelding in partnership with landowners/managers.		Key partners: Planning Policy Manager Economic Growth Manager Communications Manager
	03 Audit and assess key sites across the borough for Green Infrastructure to help improve the resilience of the borough to climate related risks such as flooding and heatwaves.	2022/23 onwards	Lead: Head of Development & Place Key partners: Planning Policy Manager Climate Change Officer Economic Growth Manager Property Manager
	04 Increase biodiversity using tree planting plans on council open space portfolio. To explore grant funding initiatives for residents.	<b>SP</b> March 2024	Lead: Head of Environment Key partners: Tree Officer Climate Change Officer
	05 Create more 'bee friendly' meadow areas on green spaces, and let grasslands grow to encourage greater biodiversity.	<b>SP</b> March 2024	Lead: Head of Environment Key partners: Tree Officer Climate Change Officer Parks and Street Care operations Manager
	06. Reduce the use of herbicides and ban the use of Glyphosate to protect bees and pollinators.	Ongoing	Lead: Head of Environment Key partners: Tree Officer Climate Change Officer

			Parks and Street Care Operations Manager
07. Promote sustainable management of sports clubs / grounds (best practice case studies, grants etc).	March 2024	Lead: Head of Communities & Leisure & Head of Environment Key partners: Leisure Managers Parks and Street Care Operations Manager Climate Change Officer	
08. Review and update the standards and conditions document for allotments – sustainability, materials, waste, energy, water supply and capture etc.	March 2025	Lead: Head of Environment Key partners: Parks and Street Care Operations Manager Climate Change Officer	
09. Develop planning policies to promote sustainable construction and design including e.g. for energy efficiency and low carbon developments renewable energy climate adaptation; green infrastructure [Provision of allotments avoidance measures in new developments (including SUD's, natural flood management (NFM)], travel plans (encouraging modal shift and active travel.	Ongoing	Lead: Head of Development & Place Key partners: Planning Policy Manager Economic Growth Manager Property Services Manager Parks and Street Care Operations Manager Climate Change Officer	



	provision of EV charging points, cycle/walking routes and connectivity investment.		
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**Key**

**Lead**

Head of Environment & Place

Head of Environment

Head of Regeneration & Welfare

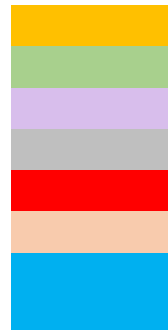
Head of Finance & ICT

Chief Executive

Head of Communities & Leisure

Head of Human Resources,  
Performance & Service Planning

**SP**



**Service Planning**

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### Appendix 3: Examples of some of the work undertaken throughout 2023:

Litterpicking at Burntstump park – March/April 2023



Dr Bike session for staff bicycles, January- March 2023:



Promoting Idling policy outside Ernehale Junior School, February 2023



Carlton Forum Lesuire Centre, introduction of Pool waste recycling, March 2023



Celebrating Earth day at Arnold View Primary School, April 2023:





Promoting HVO refuse vehicle, April 2023



Promoting Green Rewards at Gedling Country Park Event, August 2023



Representatives of the Youth Council, September 2023



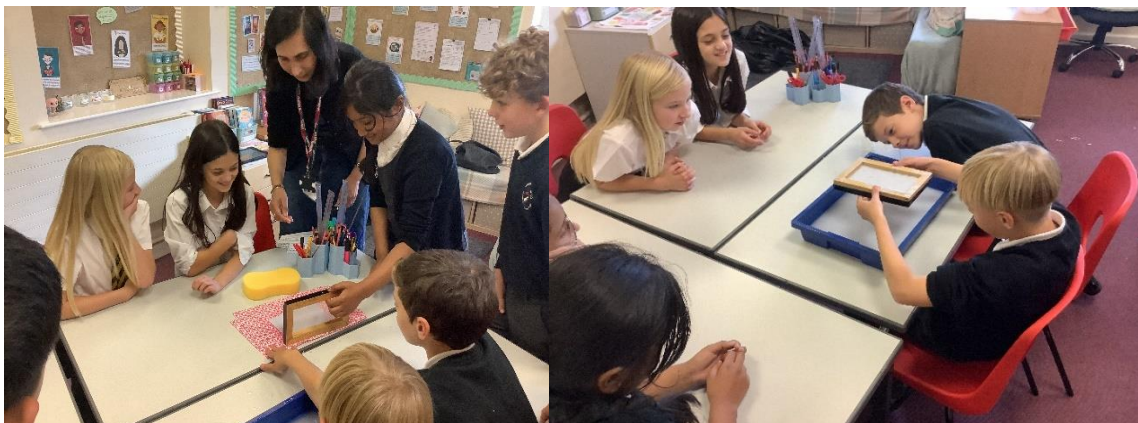
APSE Winners for best collaborative working, September 2023



Parish Council Conference, October 2023:



National Recycling Week: making paper





## Climate Change Debate, Council Chamber November 2023



## Carbon Literacy Training: held in January & November 2023



## Redhill Leisure Centre: Cycle Lockers, December 2023



## Tree planting at Gedling Country Park, December 2023



## Keepmoat: Future Homes



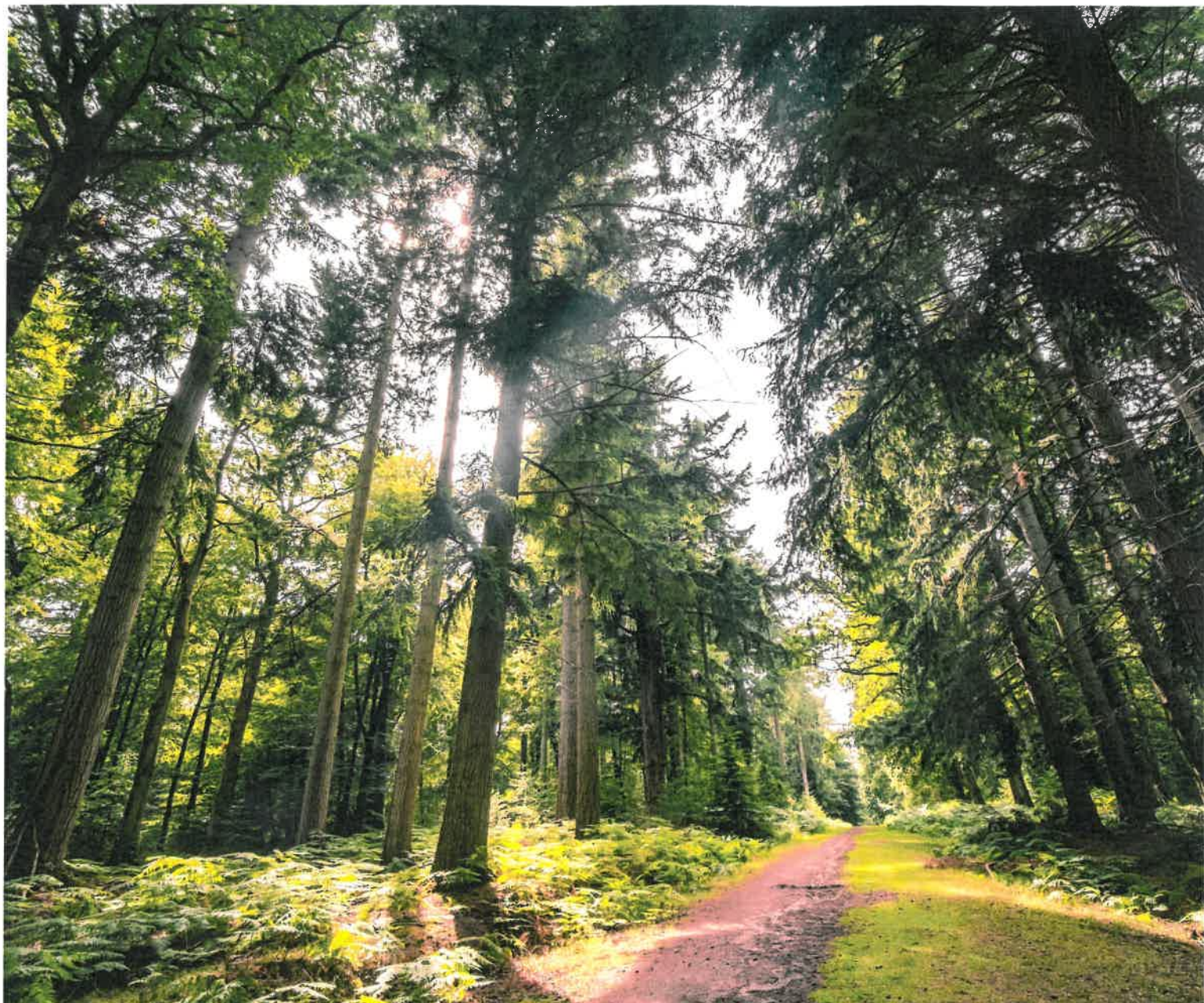
## Retrofit scheme:

House with solar panel installed

House with solid wall Insulation







# Climate and Nature Convention Report 2023







## Climate and Nature Convention Report 2023

18<sup>th</sup> November 2023

Organised by Gedling Climate Change Group



“

*When ordinary people come together anything is possible.*

*So please do not read this report with “Well we can’t do that” or “That’s not in our remit.” Instead ask yourself “How can I help make that happen?”*

*The alternative is to watch helplessly while the planet hits 3C or more above pre-industrial temperatures and increased flooding and heatwaves in Gedling Borough and elsewhere make life harder and harder for us and our children.*

”



***“Thanks for a stimulating event, scary and motivating”***

## Foreword

While 90 citizens came together in the Civic Centre in Arnold, Nottinghamshire to discuss what needs to be done to tackle the worsening climate and nature crises, the planet sent a stark and frightening message:

November 18<sup>th</sup> was the first day ever that the planet reached over 2°C above preindustrial temperatures. 2023 will be the hottest year since records began.

This report represents both a plea and a demand for more rapid and far-reaching action from our political representatives, to both mitigate and adapt to the reality of what these crises will bring – more flooding, more heatwaves, more storms across the world and in our local area. None of us, or our natural surroundings, will be immune from their impacts.

### TIME IS RUNNING OUT

Gedling Climate Change Group are grateful to all the participants for their time, energy and enthusiasm as well as the local community groups who helped mould the event and promote it more widely. We are also grateful to the local Borough Council for providing the Civic Centre with all its facilities to enable the event to take place.

## The Convention

An open invitation to this convention was taken up by 120 local citizens, 90 of whom gave up their day to consider the Climate and Nature Crises. Attendees listened to two keynote speakers, one setting out the science of climate change and the other the awful consequences of global warming on us and our natural world. Then, importantly, participants in small group discussions talked about what could and/or should be done about these crises. It clearly shows that climate and nature are high up the agenda of a growing number of residents.

This was in essence a Community Assembly, a new and compelling way to engage with local people and gather their views. Participants were also asked to vote on ideas they thought were particularly important – thus giving an indication of strength of feeling.

It is now time for politicians to consider these ideas and start to incorporate them into their Carbon Management Strategy and, importantly, agree timetabled and measurable targets for which they can be held accountable.

## The Results

For each area, the total number of votes received is recorded, plus the number of groups who raised the issue in their discussions. Comments in *grey italics* have been added from Gedling Climate Change Group's perspective. All illustrative quotes were taken from convention attendees.



## 1// New Buildings

69 votes  
6 out of 8 groups

All new buildings – private, public, residential and commercial new builds - should be fit to meet the demands of our changing climate.

Higher levels of insulation and glazing, solar panels on all appropriate roofs, a charging point and zero carbon heating systems e.g. heat pumps installed.

- This should be mandatory. Failure to do this will result in higher costs for the owners, as all buildings will need to be retrofitted sooner rather than later.
- National planning and building regulations need urgent overhaul to ensure all new builds are required to meet the highest standards to reduce carbon emissions. Meanwhile many councils are putting these standards in place in their areas.

## 2// Community Engagement and Public Education

38 votes  
6 out of 8 groups

There was a lot of support for a whole variety of ideas around ensuring that the public were both informed about the climate and nature crises and properly engaged and consulted about solutions.

- We need politicians more visibly committed to the green agenda.
- Achieved through creating a ripple effect for positive change e.g. promoting communication skills for how to talk to people about climate and renewables through use of stories. This was an area that many people felt the local councils were well placed to do much more of as well as enabling grassroots voluntary organisations to do the same.
- These ideas included: setting up systems to offer talks to community groups of all kinds including young people, BAME groups, older people; positive community fun activities; community-led decision making – citizens' assemblies which create informed and better-quality debate and engagement - received significant support; Eco buddy schemes; countering climate anxiety.
- It took a small local group (Gedling Climate Change Group) to initiate such a well-supported event – use of the civic centre may well have contributed to its success. In addition, GCCG would like to see all local councillors, Members of Parliament and officers receive significant and on-going mandatory training on Climate and Nature issues.

**“Thank you  
for organising  
an inspiring  
event”**





### 3// Existing Buildings

34 votes  
5 out of 8 groups

All existing buildings to have relevant adaptations to reduce their emissions:

- Retrofitting: insulation (external or internal), solar panels with feed-in tariffs, green heating.
- There should be incentive grants to encourage this take-up and publicity on the savings that would be made.
- Consider incentivising building owners through increased rates if improvements not taken up. Maybe putting % of inheritance tax to retrofitting homes.
- Turn empty shops into well-insulated, affordable accommodation for young people.
- *Planning regulations should ensure these actions are easier and cheaper and keeping a register of approved contractors would prevent exploitation of customers as the transition is ramped up.*

### 4// Transport

29 votes  
6 out of 8 groups

There were many comments around the need to reduce carbon emissions from the way we travel and plan communities.

- Public local transport use to be increased through better and cheap or free (subsidised) local bus services – so that car use is reduced for short journeys. Ticketing should be integrated.
- No new road building unless it is shown to reduce carbon emissions.
- Improved cycling and walking provision for all new roads and, importantly, where feasible all existing roads.
- Speed limit reductions – urban 20mph and motorways to 50/60mph – reduces emissions and reduces accidents/fatalities. *Reducing urban speed limits would also encourage more people to cycle, especially women, as it makes it safer.*
- Reduce need for car use for transporting children to school. Introduction of School Streets (reducing traffic and parking round schools, especially at drop-off and pick-up times) for primary and better public transport for secondary schools. *This would reduce air pollution for children, the most vulnerable to fossil fuel pollutants.*
- Re-nationalise the railways and reduce fares to incentivise use.
- Fossil fuel for transport should be taxed more, thereby reducing carbon emissions and making other alternatives financially viable. Some support for banning short haul flights. *Aircraft fuel is not taxed at all now and flying creates disproportionately high emissions.*
- More charging points to encourage a move to electric cars.
- Planning communities where everyone has easy access to necessary services. Transition towns.
- Reduce business rates for local shops that source products within 50km away.

“Great speakers - thought provoking”



## 5// Education in Schools

20 votes  
5 out of 8 groups

It was recognised that children influence parents. So ensuring children are engaged in the wider climate and nature challenges can both have a long-term and short-term impact on public opinion.

- What support is available to teachers to communicate about climate change in a way which gives hope as well as communicating the need for urgent action?
- Should it be a mandatory part of the curriculum? *There is a new Natural History GCSE to be launched in Sept 2025, which includes sustainability but it is not part of the core curriculum.*

## 6// Energy and Green Jobs

20 votes  
4 out of 8 groups

There were several suggestions around energy and energy policy – phasing out fossil fuel use and replacing with renewables and nuclear.

- Promotion of community renewable energy ownership and eg Ripple Energy (where individuals can own part of wind and solar farms)
- There was some support for nationalising energy presumably to ensure renewables were prioritised.
- Investment in green jobs should be prioritised.

## 7// Local Accountability

19 votes  
3 out of 8 groups

- All Council strategies, policies and decisions should contain a written Climate and Nature Impact Assessment – this will ensure that councillors take account of how their decisions are compatible with a secure future for citizens. This would provide improved transparency.
- There was also support for the publication of environmental targets monitored by residents.
- Sewage treatment was specifically mentioned as needing urgent action.
- Gedling Borough Council booklet 'If you want to be green' should be updated annually and promoted via social media. The Council should publish this report on their website and social media. *It is acknowledged that Gedling BC declared a Climate Emergency in December 2019 and have a [Carbon Management Strategy 2021-30](#) and aim to be net zero by 2030. However, the plan lacks any meaningful interim targets by which the Council can be measured. This target for net zero only applies to council buildings and there has been no measurement since 'baseline figures' from 2018. It would also not appear to include emissions from building activity and resulting extra housing stock passed through the borough planning process.*



*“Really educational and inspiring”*



## 8// Controlling Water

13 votes  
5 out of 8 groups

The flooding in Gedling Borough is clearly a big concern for residents.

- Stop approving planning permission for new housing on flood plains.
- Should all houses have soakaways, water butts and reduced areas of paving? Should new builds have water-capturing systems, which could reduce demand for water as well as prevent run-off.
- It has also been suggested we ban artificial grass.
- People raised natural ways to reduce flooding – rain gardens in new developments, introduction of beavers and slowing down stream and river water by encouraging them to meander across flood plains.
- More trees to be planted in the borough. It should be made clear how newly planted trees will be cared for – increasing the survival rates of young trees, especially during drought.
- Water companies should be nationalised.

## 9// Food Waste

11 votes  
3 out of 8 groups

The wastage of food as well as the disposal of food waste generated significant discussion.

- Can we do more to ensure that food from households is not wasted and food from shops is not thrown away but provided to those that need it.
- Are sell-by dates appropriate?
- In addition, could the Council not have a food waste collection from both households and businesses to prevent it going into land fill, causing methane production and instead be a source for fuel for biodigesters?

***“Where are the young people and communities of colour?”***



## 10// Recycling

10 Votes

4 out of 8 groups

- We need a national recycling strategy for improved and more consistent recycling.
- Better and clearer information on what can be recycled could make it easier for residents to recycle more, with the Council promoting this better.
- Re-use also mentioned as well as reducing packaging, especially plastic wrapping and bottles, through a green tax and banning single-use plastic.
- Encourage pop-up repair shops. Move away from consumerist and growth strategies.
- *The time for a wider discussion on our throw-away society is urgently needed. Too much "stuff" is bought and then thrown away rather than repaired – destroying natural environments for the raw materials needed to make them and then creating waste when thrown away or inadequately recycled. What is the Council doing to consider and promote a circular waste economy?*

## 11// Allotments and Community Garden and Greening

5 votes

4 out of 8 groups

Allotments, country parks and community gardens and public spaces are seen as having personal as well as wider benefits to society and nature.

- What more can the Council do to promote them, allocate more land for green spaces, including as part of new developments and improve the facilities available at existing allotment sites?
- The wider use of roadside verges and central reservations would improve biodiversity, as would the introduction of swift boxes to some houses.

## 12// Miscellaneous

- Food education and promotion of the health and climate benefits of reducing meat consumption (6 votes, 1 out of 8 groups)
- Change agricultural subsidies to encourage regenerative agriculture. (4 votes, 1 out of 8 groups)



*“Hope a  
manifesto  
comes out  
of it”*



## Closing Comments

While the voting on these issues helps to give a bit of focus on the things that participants thought were particularly important, it is worth reminding readers that everyone had a limited number of votes. Thus, just because an idea scored fewer votes does not mean this is not a useful thing to do or is not supported by many participants.

Please read this in the spirit of it being a catalyst for urgent action and as just the start of the means by which local people can have their say on the biggest challenge that has faced us all. It is incumbent on our local and national politicians, business leaders and citizens to listen, be bold and put in place a liveable future for all of us, all our children and all our grandchildren.

The Gedling Climate Change Group will be continuing to work hard locally to ensure the outcomes of the Convention are pursued. If you like to join us, please contact us at [gedlingccg@gmail.com](mailto:gedlingccg@gmail.com)

*“Really great,  
loved the focus  
on action”*





# LOCAL CLIMATE ACTION STARTS HERE



Gedling  
Climate  
Change  
Group



## **1. New Buildings**

The Council has adopted Low Carbon Planning Guidance (May 2021). This complements the relevant existing and future building regulations and intends to provide:

- Practical guidance on forms of sustainable design and construction;
- Guidance to help inform planning applications for major development and the development management process;
- Sign-posting to best practice examples and guidance; and
- A checklist guide for developers to assist in the submission of major planning applications.
- The energy efficiency of new buildings is controlled through the Building Regulations.

Within Gedling Borough the first commercial development of new homes on Lambley Lane, Gedling that will produce up to 80% less carbon emissions than standard homes is underway. The development comprising of 33 new homes will deliver sustainable, energy efficient new homes to area. It is the first to be built in the UK where every home fully complies with the Future Homes Standard. The 33 feature air source pumps, solar PV panels, increased levels of insulation and EV charging points to achieve the new future homes regulations which is set out to replace traditional Building Regulations for new dwellings.

## **2. Community Engagement and Public Education**

Gedling Borough Council have declared a climate emergency in 2019. In 2022 the Carbon Management Strategy was approved by cabinet. Many of our members have received carbon literacy training in 2023, including our Portfolio Holder Cllr Viv McCrossen.

In 2021, Gedling Borough Council employed a dedicated Climate Change Officer who coordinates and delivers the climate work across the Council.

Please refer to sections of 1.8, 1.9, 1.10, 1.12, 1.13, 1.16, 1.17 of the cabinet report.

## **3. Existing Buildings**

Please refer to section 1.23 and 1.24 of the cabinet report.

## **4. Transport**

Gedling Borough Council will continue to work in partnership in with Nottinghamshire Council Highways department. Refer to section 1.11 of the cabinet report to progress in this going forward.

## **5. Education in Schools**

The Climate Change Officer engages with local schools in the borough to deliver sustainability and climate change and promotes the international Eco-Schools programme.

## **Progress made to date on area's identified in the Climate and Nature Convention Report 2023**

Government is responsible for any changes in the curriculum.

### **6. Energy and Green Jobs**

Through the Local Energy Area planning and devolution, it is hoped this will lead to further growth and prioritisation as well further investment in the green sector.

### **7. Local Accountability**

Gedling Borough Council Gedling Borough Council declared a climate change emergency alongside a pledge to achieve net-zero carbon emissions by 2030. We are committed to minimising the Council's adverse environmental impacts while enhancing the quality of life for the people of Gedling Borough Council.

We have a written Environment Policy statement that affirms the council's commitment to the climate emergency. It outlines the councils' intentions and priorities and aligns with the Carbon Management Strategy and action plan. It lays the foundation for the council projects, initiatives and future partnerships and collaborations.

Gedling Borough Council have developed and are proposing 'a climate impact assessment. To drive this forward to ensure we examine and analyse our policies, processes and decisions to determine what the impacts are on the climate and carbon reduction:

A climate impact assessment should be completed for any project, policy, decision where there are identified carbon impacts and appended to decision reports. This will be rolled out shortly.

The Gedling Borough Council website contains the latest information including 'if you want to be green' and is updated regularly [Become a greener you - Gedling Borough Council](#). Refer to section 1.20 of the cabinet report.

### **8. Controlling Water**

Planning permission for new residential development is only approved in areas which are at a low risk of flooding. Where there is any risk, a full flood risk assessment is required including mitigation measures which are agreed by the Environment Agency and the Lead Local Flood Authority, prior to the commencement of any development. The Council ensures that the implemented measures are incorporated into the approved development.

The Low Carbon Planning Guidance (May 2021) encourages the use of water efficiency measures such as low flush toilets and grey water recycling, to be incorporated into new developments. Sustainable Urban Drainage systems (SUDs) are also encouraged for all new developments.

Gedling Borough Council would not permit artificial grass as part of landscaping proposals for new housing developments. Instead, we seek to ensure that

## **Progress made to date on area's identified in the Climate and Nature Convention Report 2023**

landscaping schemes comprise of native planting species. If any newly planted trees become diseased within 5 years, we require their replacement.

In addition to trees planted by developers through the creation of new public open spaces, Gedling Borough Council has planted 2,388 trees in our parks.

Gedling Borough Council as a local authority support Nottinghamshire County Council as lead Flood authority as part of Nottingham & Nottinghamshire Local Resilience Forum which has been established "to maintain effective multi-agency arrangements to respond to major incidents and emergencies, such as flooding, to minimise the impact of those incidents on the public, property and environment. In a flood situation they provide a robust response.

The Council's Planning Section also works with Developers as regards water capture and control measures. All developments must now have sustainable drainage system to collect any surface water from the new development and store it for later slow release. These areas provide areas for increased Biodiversity. We are additionally planting more trees in the Borough than we ever have previously. The trees are maintained by our Parks Rangers who ensure they are correctly staked and tied and are watered using our watering vehicle.

### **9. Food Waste**

As Lead Waste Authority Nottinghamshire County Council are responsible along with waste contractor 'Veolia', for the introduction of a new Food waste service to residents and business across Nottinghamshire. It has been decided that the delivery of a food waste service to residents will commence in October 2027. Details as regarding how the new and adapted services will be paid for have yet to be decided. Government has indicated that it will pay for freighters, and bins and food caddy containers through capital funding, but further details on the delivery of this service have yet to be worked out.

### **10. Recycling**

The Environment Act 2021 is bringing about significant changes in the industry. As the National 'Recycle week' ended 21 October 2023, the Government and DEFRA launched new Waste reforms to make it easier for household and Businesses to recycle by introducing a simpler approach to waste collections. This 'Common sense approach' – Simpler Recycling – was formerly known as Consistency in Household and Business Recycling in England. So, for the first time, people across England will be able to recycle the same materials. This will lead to improved and consistent recycling across England, and stop the current confusion faced by residents as regards what can be recycled and what cannot. It will in the future see plastic, trays, carrier bags, plastic film, foils trays, tetra packs and other items collected in the waste stream when currently they are not.

A new Extended Producer Responsibilities scheme introduced in 2023, also sees the introduction of legislation aimed at further increasing recycling by making 'packaging producers' responsible for household packaging recycling and recovery costs.

### **11. Allotments and Community Gardens and Greening**

In terms of 'Allotment and Community Garden' provision three sites in the Borough are directly manage and a further 5 sites across the borough are managed by an allotment association, regulated by a lease agreement.

All sites have full tenancies for the plots at present and the Council and the Allotment Trustees promote the sites and maintain a waiting list for them.

New Allotment Sites are planned through Developer planning regulations and will be delivered at Magenta Way on Teal Close, at Top Wighay and Westhouse Farm, in Bestwood. The County Council are responsible for the maintenance and upkeep of all roadside verges and street trees. Gedling Borough Council is responsible for all the parks and green spaces and uses it's Section 106 Open Space supplementary planning guidance regulations, to allocated more land for green space on new Developments. The parks section regularly introduce wildflower bee friendly meadows and operate a 'no mow May' policy to increase biodiversity in areas of green space where we are able.

### **12. Miscellaneous**

Gedling Borough Council will continue to promote health and climate benefits.

The Government are responsible for implementing and taking new approaches on agricultural subsidies.



## Report to Cabinet

**Subject:** Equality and Diversity Policy, Framework and Action Plan

**Date:** 31 January 2024

**Author:** Interim Corporate Director

### Wards Affected

All Wards

### Purpose

To seek approval to launch a consultation on changes to the Council's Equality and Diversity policy 2024-27 and to update Member's on the ongoing equality and diversity work.

### Key Decision

This is not a key decision.

### Recommendation

#### THAT Members:

- 1) Note the work undertaken on the Equality and Diversity Framework and Action Plan and the wider work undertaken by officers and members to strengthen the Council's approach to equality and diversity in the performance of its functions from 2021-2024.
- 2) Agrees to a public consultation on the Council's updated Equality and Diversity Policy 2024-2027.

## 1 Background

- 1.1 In October 2021, Cabinet approved the Council's Equality and Diversity Policy document along with the Equality and Diversity Framework and Action Plan for 2021-2024. These documents were approved following two rounds of public consultation. In October 2023, Cabinet received an update on the work undertaken under the framework since its adoption.

- 1.2 In summary, 70 equality related actions were included in the 2021-24 action plan, to date only 8 actions and 6 sub actions remain outstanding and are due for completion by 31<sup>st</sup> March 2024. This is considered to be an excellent achievement for all involved. The action plan has been monitored closely by the Strategic Equality and Diversity Group (SEDG) which is a cross party group with membership consisting of the Leader and Deputy Leader, Portfolio Holder and Policy Adviser with responsibility for equalities, a member from each opposition group, the Chief Executive and Director responsible for Equalities.
- 1.3 The SEDG is supported by an Officer's Equality Group and more recently a group of staff volunteers who have come together to support delivery of our equality objectives.
- 1.4 Alongside the framework and action plan, work continues to improve equality and diversity in the performance of the Council's functions including awareness raising for staff in relation to menopause, with the roll out of webinars on a dedicated intranet page where staff can gain a better understanding about the impacts of menopause and how to support staff in the workplace experiencing menopause. In addition, a new changing places facility has recently opened in Arnold, providing new, accessible toilet facilities in the town. Also, with the establishment of the staff equality group, named the Gedling Inclusion Group Support or "GIGS", it is hoped that equality and diversity will become more embedded throughout the organisation with Gedling becoming a more inclusive employer.
- 1.5 The current policy and framework expires in March 2024, as such, the policy has been reviewed and a new approach put forward to SEDG for the framework and action plan from April 2024.
- 1.6 The Council's current Equality and Diversity Framework and Action Plan is derived from the Local Government Association Equality Framework for Local Government, which categorises organisations through a self-assessment process into developing, achieving or excellent categories. Our original framework for 2021-24 was aimed at the Council becoming a "developing" organisation as it was recognised that equality and diversity had not necessarily been a strong corporate priority. All actions against that framework are set to be completed by April 2024, and following further self-assessment in December 2023, the Council has now largely achieved the developing category and is seeking to progress to "achieving" and ultimately "excellent."
- 1.7 In order to further embed equality and diversity into our organisational practices and processes, for 2024-27, the Council is proposing a new approach to delivering equality actions. Each year a set of equality actions will be agreed as part of the service planning process. The actions may be



main actions or sub-actions within service plans but will fully integrate into service planning and performance monitoring of those plans by SLT, Cabinet and the Strategic Equality and Diversity Group.

- 1.8 The actions in the action plan will be set in order to aim for “achieving” levels against the LGA framework and are split into 4 categories as set out in the LGA framework:

- Understanding and Working with Communities
- Leadership, Partnership and Organisational Commitment
- Responsive Services and Customer Care
- Diverse and engaged Workforce

- 1.9 In terms of the Equality and Diversity Policy for 2024-27 this has been reviewed and amendments can be seen in Appendix 1 to this report. It is proposed that this document, which highlights the new approach to the framework and action plan, be subject to a period of public consultation with a view to a new Policy being agreed for 1<sup>st</sup> April 2024.

- 1.10 As part of the consultation exercise, it is proposed that the public are asked for wider views on its approach to equality and diversity in service delivery and decision making. This will help guide service plan actions and ensure Council services are delivered in a way that is accessible to all. As part of ensuring wider Member engagement in equality work, the Overview and Scrutiny Committee at its meeting in January agreed to form a working group to participate in the consultation exercise.

## **2 Proposal**

- 2.1 It is proposed that Committee note the work undertaken by officers and members in relation to the Council's Equality and Diversity Policy, Framework and Action Plan for 2021-24.
- 2.2 It is proposed that this Cabinet agree a period of consultation with the public on the Equality and Diversity Policy 2023-27 at appendix 1. The consultation will seek views on the policy as well as wider views on how we can improve. The consultation will run for a minimum of 4 weeks with responses brought back to cabinet as part of the consideration of the Equality and Diversity Policy for 2024-27.

## **3 Alternative Options**

- 3.1 This information could not be reported to Cabinet however, it is considered important that Cabinet are informed of the progress against the Equality and Diversity Framework and Action Plan and are involved in the preparation of the future policy and framework/action plan approach.

- 3.2 Cabinet could determine not to consult on the policy moving forward, however in order to effectively deliver on our equality and diversity commitments, a wider public view is important.

#### **4 Financial Implications**

- 4.1 In terms of the financial implications, there are no direct financial implications arising from this report.
- 4.2 As indicated, there is no dedicated resource associated with the equality agenda and the work and associated budgets form part of approved budgets within service areas.

#### **5 Legal Implications**

- 5.1 The Council has a statutory duty to comply with the requirements of the Equality Act 2010. The policy, framework and action plan demonstrates how the Council seeks to comply with its Public Sector Equality Duty and deliver on its Equality objectives as set out in the Gedling Plan.

#### **6 Equalities Implications**

- 6.1 By its nature this report seeks to update members of the Council's work to strengthen equality of access to services for residents and staff. The consultation exercise will be run in a way to ensure it is accessible and support from Communications is being sought to ensure we gain wide views on how we can make our services accessible.

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

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

#### **8 Appendices**

- 8.1 Appendix 1 – Draft Updated Equality and Diversity Policy 2024-27

#### **9 Background Papers**

- 9.1 [Equality Framework for Local Government \(EFLG\) 2021 | Local Government Association](#)

#### **10 Reasons for Recommendations**

- 10.1 To alert the Executive to the work undertaken on the Council's Equality and Diversity Framework and Action Plan.
- 10.2 To involve the public on proposals for policy change.

**Statutory Officer approval**

**Approved by:**

**Date:**

**On behalf of the Chief Financial Officer**

**Approved by:**

**Date:**

**On behalf of the Monitoring Officer**

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# **Gedling Borough Council's Equality and Diversity Policy 2024-2027**

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## **1. Introduction**

1.1 This is Gedling Borough Council's Equality and Diversity Policy 2024-27 covering our commitment to enhancing and promoting equality and diversity. This policy is supported by the Council's Equality and Diversity Framework and Action Plan which provides an annual operational programme of equality actions linked to the Gedling Plan and service plans. Further details in the framework and action plan are included in section 7.

1.2 This policy is part of a set of policies, guidance and information around equality and diversity which includes:

- Equality Impact Assessment and guidance – to analyse the effects of our policies, procedures, and services on people and make sure our decisions are fair, informed and lawful
- Recruitment and employment policies and standards including the Equality Policy (Employment)
- Learning and development opportunities including equality training
- Code of Conduct for Members
- Complaints, Compliments and Comments Policy
- Procurement equality standards and clauses in contracts for organisations providing services on our behalf
- Equality objectives
- Gedling Plan
- Equalities information and data about diversity characteristics and needs, community feedback and employment/community/customer data
- Equality Framework and Action Plan

1.3 Whether you are an employee, job applicant, volunteer, elected Member, customer, partner, visitor to Gedling or resident of the borough, we aim to provide you with services and opportunities without barriers to equality. If you do face any barriers we hope that we can sort them out for you.

1.4 Everyone who works for Gedling Borough Council (as an employee, contractor or volunteer) is expected to adhere to this policy.

1.5 Councillors (Members of Gedling Borough Council) are bound by their Code of Conduct.

1.6 Following on from our Equality and Diversity Policy 2021-2024 this Council is proud of its continued commitment to promoting equality and diversity in the delivery of its functions. Over the last three years there has been a change to the way we work which has seen equality and diversity considerations becoming a much more integrated part of our service delivery and decision making processes, we thank all our residents, communities, partners, Councillors and Officers for their continued

commitment to deliver on our Equality Objectives.

## **2. What is Equality?**

- 2.1 Equality is about valuing a person 'as an equal' and treating people according to their needs and characteristics to achieve an equal or fair outcome – it is not necessarily about treating everyone the same.
- 2.2 An equal society values human diversity, recognising that diversity brings a range of skills, knowledge, values, styles, perspective, experience and ideas that secure the borough's future as a place where people want to live, work and prosper, and challenges the inequalities that destroy this diversity and divides our society.
- 2.3 By promoting and embracing equality as an organisation, we are serving our communities and improving the lives of our residents and our staff.
- 2.4 Equality brings quality for everyone and the creation of a fairer society where everyone can participate and achieve their potential.
- 2.5 As an organisation we recognise that it is only by meeting people's needs, engaging with our communities, having accessible services and a diverse workforce and respecting diversity that we will achieve equality and reduce inequality.

## **3. Our Commitment**

- 3.1 Gedling Borough Council is committed to the public sector equality duty under the Equality Act 2010 ('the Act') and in the exercise of our functions we will have due regard to the need to: eliminate discrimination, harassment victimisation, and any other unlawful conduct prohibited by the Act, advance equality of opportunity and challenge prejudice, in order to advance the achievement of equality and the fostering of good relations between diverse groups in the Borough.
- 3.2 Gedling Borough Council is committed to promoting and providing equality and diversity in all our areas of responsibility both as a major employer and key service deliverer. We see the diversity of our Borough as a real strength, and we are committed to ensuring that equality and diversity lies at the heart of all our work and decision making across the Council.
- 3.3 Gedling Borough Council will challenge unfair treatment, prejudice, discrimination, harassment, victimisation and bullying on grounds of the following protected characteristics:
- Age
  - Disability
  - Gender reassignment
  - Marriage and civil partnership
  - Pregnancy and maternity
  - Race



- Religion or belief
- Sex
- Sexual orientation

This includes discrimination by association and perception.

3.4 Together, through leadership, management supervision, personal responsibility, partnership working, guidance and training we will create a culture which demonstrates our commitment to equality, where people can feel confident of being treated with fairness, dignity and tolerance irrespective of their personal circumstances, background or lifestyle.

We will strive to ensure that everyone working for the Council understands about equality and diversity and how to operate in a non-discriminatory and inclusive way.

3.5 The Equality Act 2010 (“the Act”) places a legal duty on the Council and those working for the Council to operate in accordance with the Act. The Council acknowledges and welcomes its legal duties and uses the legislation and national guidance as a framework to maintain and where necessary improve standards and be accountable to residents. As an organisation we are not just driven by legislative requirements and this policy and the work we do is a response to our local needs.

#### **4. How will we make sure we fulfil our commitment?**

##### **4.1 In developing plans, policies, practices and making decisions – WE WILL:**

- design our plans, policies and practices to meet the needs of all our communities by using detailed research and data, consulting and engaging with relevant stakeholders and the communities, following our legal duties and using our experience of good practice.
- make sure that our plans, policies and practices do not unfairly discriminate against people with protected characteristics by doing robust equality impact assessments, acting on the results and understanding who is affected.
- make sure that all our employees, members, volunteers, customers, partners, contractors and residents are aware of this policy, our responsibilities and commitment to equality.
- make sure that in decision making, our Members have all the relevant information needed to ensure decisions are taken in a way that promotes equality and reduces inequality.
- make sure that we fully understand and assess the equality impacts of our budget setting and savings decisions.

##### **4.2 In providing services – WE WILL:**

- take into account the diverse needs of our communities and provide services that are relevant to those needs.
- make sure our services are accessible to as many as possible including access to physical premises and access to information about our services and make reasonable adjustments where appropriate (see Appendix 1).
- ensure our website is maintained to address the needs of different audiences.

- engage with as many sections of the community as possible when we consult about our services.
- promote and celebrate diversity within our borough.
- treat customers fairly according to their needs, doing what matters to them and not making assumptions.
- encourage our communities to take part in public events and engage with the Council in how we deliver our services.
- keep our services under review to ensure that we are not discriminating unfairly and identify where improvements can be made.
- keep listening to the views of our residents and communities to ensure we take their views into account when reviewing or changing services.
- comply with our legal responsibilities.
- Listen to complaints about our services and act promptly to investigate complaints of discrimination, harassment, victimisation and bullying.

#### **4.3 In employment – WE WILL:**

- have regard to our Equality Policy (Employment).
- do everything we can to make sure our workplace is free from discrimination, oppression, bullying, harassment and victimisation and will act promptly on any complaints.
- ensure employees are made aware of the Equality Policy (Employment) and how this is relevant to them in the workplace and in the work that they do.
- treat all employees, volunteers and job applicants fairly.
- make sure that we work to relevant legislation and statutory codes.
- listen to our employees ideas for service improvement and delivery.
- provide a safe and inclusive working environment and make reasonable adjustments for employees where appropriate.
- provide a culture that promotes and advances equality within the organisation.

#### **4.4 In partnerships, procurement and commissioning services – WE WILL:**

- seek to work with organisations who have the same approach to equality and diversity as we do.
- make sure that our commitment to equality is embedded in our contract documentation and procurement processes.
- take appropriate action for any failure by our contractor's to comply with any equality condition or requirements.
- ensure any contractors or partners we work with are aware of and adhere to this policy.
- share our knowledge of our diverse communities with our contractors and partners to ensure that services are delivered in a relevant way.
- listen to the views of our partners and contractors to ensure we keep our work and practices under review and improve our services and practices when necessary.

### **5. Responsibilities**

5.1 A number of individuals and groups have specific roles in meeting our equality and diversity responsibilities. There is a clear structure in place to demonstrate our leadership and organisational commitment, challenge inequalities and drive an improvement agenda.

All Councillors are responsible for demonstrating commitment to equality and diversity in their work and decision making, and striving to improve equality in their wards. Full Council stands against intolerance and inequality and will agree the Council's published Equality Objectives as part of the Gedling Plan and approve the Council's Pay Policy Statement including Gender Pay Gap reporting.

5.2 The Leader of the Council and Cabinet Members will act as ambassadors by promoting the Council's approach to equality and diversity across the organisation and in the wider community. They have the responsibility of approving this policy, and ensuring equality considerations are taken into account when making decisions.

5.3 The Portfolio Holder for Life Chances and Vulnerability is responsible for functions in relation to equality and is supported by a Policy Advisor for Vulnerable people. Together they will work with senior leaders to promote equality and diversity within the organisation and engage with communities to ensure equality in service delivery.

5.4 The Portfolio Holder for Life Chances and Vulnerability will chair a Strategic Equalities & Diversity Group (SEDG) which comprises the Leader, Deputy



Advisor for Vulnerable People, one representative from each of the opposition groups, the Chief Executive and the Director with lead responsibility for equality and diversity. Any other Cabinet Member may attend if they wish. The Group will provide leadership and act as ambassadors for equality and diversity issues, leading by example and encouraging the integration and embedment of equality and diversity in all of the council's functions; oversee, support and monitor progress of the Equality Framework and Action Plan and consult and seek representation from staff, Members, user groups, service users, residents, businesses and partners. This Strategic Equalities & Diversity Group may set up and oversee the work of a number of sub-groups (Diversity Action Groups) as required.

- 5.5 The Chief Executive is responsible for encouraging continued proper regard for equal opportunities issues at a strategic level within the Council with reference to employment, to achieve a diverse and engaged workforce, and service delivery, to ensure responsive services and customer care; instigating action to address areas of concern highlighted by trends or patterns in monitoring data and developing strategic measures and policies to ensure equality across all employment issues within the Council.
- 5.6 Senior Leadership Team and Senior Managers have responsibility for developing and encouraging a culture that promotes equality and diversity in employment and service delivery. They also have responsibility to ensure implementation and awareness of and compliance with this policy, and to investigate any complaints in relation to equality and diversity in a fair and effective way.
- 5.7 The Director with lead responsibility for equality and diversity within the organisation is responsible for maintaining and reviewing this policy, providing performance management information relating to equality that informs Cabinet, SEDG, SLT and managers, ensuring the provision of training for Members and officers in relation to equality and diversity awareness, publishing relevant equality data including equality objectives and ensuring that the Council meets its statutory responsibilities in relation to equality.
- 5.8 Heads of Service are responsible for ensuring equality and diversity considerations and actions are embedded in Service Plans and are central to service delivery, dealing with breaches of this policy and ensuring compliance with statutory responsibilities at a practical level through management of employees
- 5.9 All employees have a personal responsibility to act in accordance with Equality law and other codes of conduct and policies endorsed or adopted by the Council which govern acceptable behaviour. Employees have a personal responsibility to ensure that the Council's commitment to equality and diversity is fulfilled and that this policy is complied with. Failure to comply with this policy will always be investigated under the Council's Disciplinary Procedure and may result in disciplinary action.

5.10 All contractors, partners and volunteers should be made aware of this policy and act in compliance with it.

## 6. Monitoring and Review

6.1 This policy will be regularly reviewed but must be reviewed at least every 3 years to ensure it remains fit for purpose. We will ensure that we engage with residents and staff to enable this policy to be reviewed, taking into account the views of those who use our services or work for, or with us.

## 7. Equality and Diversity Framework and Action Plan

7.1 To support this policy, the Council have developed an Equality and Diversity Framework and Action Plan. This is a set of actions which demonstrates how the Council will deliver on its equality commitments and published objectives within the Gedling Plan.

7.2 The Equality Framework and Action Plan is assessed against the Local Government Association Equality Framework for Local Government ("LGA framework") [Equality Framework for Local Government \(EFLG\) 2021 | Local Government Association](#) which provides a framework against which local authorities can self-assess their overall status in relation to equality and diversity against three categories; **developing**, **achieving** and **excellent**.

7.3 The Council's Equality and Diversity Framework and Action Plan for 2021-24 was based on securing the **developing** level for the Council based on the LGA framework. The completion of the Council's 2021-24 action plan has seen the improvement of the Council's position and following self-assessment, the **developing** level is now secured.

7.4 For 2024-27, the Council will develop a framework and action plan for each financial year which will be agreed by Cabinet annually. The actions will form part of Service Plans and link to the Gedling Plan objectives in order to further embed equality and diversity into the delivery of Council functions. The Framework and Action Plan will include actions each year that further improve the Council's position against the LGA framework with the aim of securing **achieving** status and moving towards **excellent** by 2027. Performance of the Equality and Diversity framework actions will be monitored as part of quarterly monitoring by Cabinet, SEDG and SLT to ensure delivery.

## Appendix 1

### Reasonable Adjustments

1. The Equality Act 2010 ("the Act") requires reasonable adjustments to be provided for people who are "disabled". Under the Act this means they have a

“physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day to day activities”.

2. The duty is to make “reasonable adjustments” if the way that we carry out our functions places a disabled person at a “substantial disadvantage” compared to someone who is not disabled.

### **Our Legal Duties**

3. Anyone providing goods, facilities or services to the public or a section of the public, or carrying out public functions, who find that there are barriers to disabled people in the way they do things must consider making adjustments. If those adjustments are reasonable they must be made.
4. The duty is ‘anticipatory’. This means a service provider cannot wait until a disabled person wants to use the service. They must think in advance about what disabled people with a range of impairments, such as visual, hearing, mobility impairment or a learning disability, might reasonably need.

### **What are Reasonable Adjustments?**

5. Reasonable adjustments are not defined by the Act. There is a Code of Practice which gives guidance as to the kind of adjustments that could be made. Depending on the individual’s needs, these might include, for example:
  - Providing documents or correspondence in larger print, or with a specific colour contrast, which may help people with conditions such as dyslexia
  - Giving someone more time than would usually be allowed to provide further information or comments on their complaint
  - Using the telephone rather than written communication (e.g. for someone with a visual disability)
  - Communicating with a person through their representative or advocate
  - Arranging for a single point of contact at the council’s premises



- Providing access to an 'easyread' version of our decision for those with a learning disability
  - Providing a person who uses British Sign Language (BSL) with a fully qualified interpreter
6. We will raise awareness of reasonable adjustments by:
- Publishing this policy on our website
  - Asking people whether they need any additional help or assistance.
  - Making sure that our staff are aware of their responsibilities.
  - Including a statement in our publications that invites people to contact us if they need us to adapt the way we communicate
7. We consider each request individually and aim to agree any adjustments with individuals to avoid us making incorrect assumptions about needs.

### **Our response to requests**

8. Before making an adjustment, we will take into account the Code of Practice and we need to consider some important factors, including:
- What the disadvantage would be if the adjustments were not made
  - Whether the adjustment will be effective in reducing the disadvantage
  - How practical it is to make it
  - Whether it would disrupt our other activities unreasonably
  - The cost and availability of internal resources, such as staff available, finance and also possible external help
9. Although we will try to agree a reasonable adjustment with a minimum of delay, in some cases we may need to consider the request in more detail for a longer period of time.

**Circumstances when the council decides not to meet the request for reasonable adjustments**

10. There may be circumstances where we decide not to meet the request as we might, for example, consider the request itself not to be reasonable. This might be because we need to take into account the cost or resource implications of making the adjustment. If providing the adjustment or meeting it would interfere with our ability to meet our legal obligations, we may decide the adjustment is not “reasonable”.

**Complaints about failure to provide reasonable adjustments**

11. If someone is dissatisfied with our response to their request for reasonable adjustment, or with the reasonable adjustment provided, they can complain to us about this. We will respond in accordance with our Complaints, Compliments and Comments Policy.



## Report to Cabinet

**Subject:** Modern Slavery and Human Trafficking

**Date:** 31 January 2024

**Author:** Chief Executive

### Wards Affected

Borough-wide.

### Purpose

To seek Cabinet approval of the Modern Slavery and Human Trafficking Statement 2022/23, including the associated commitments to practical action; and to approve a new Modern Slavery and Human Trafficking Policy (2024-2027).

### Key Decision

This is not a key decision.

### Recommendation

#### THAT CABINET:

1. Approves the Modern Slavery and Human Trafficking Statement 2022/23.
2. Approves the Modern Slavery and Human Trafficking Policy (2024-2027).

## 1 Background

- 1.1 Modern Slavery is an umbrella term encompassing slavery, servitude, forced work and human trafficking. They are defined as:

**Slavery** – people are forced to work through mental or physical threat; owned or controlled by an ‘employer’, usually through mental or physical abuse or the threat of abuse; dehumanised, treated as a commodity or bought and sold as ‘property’; physically constrained or have restrictions placed on their freedom.

**Servitude** – similar to slavery in that a person is under an obligation to provide a service which is imposed on them, but there is no element of ownership.

**Forced Work** – defined as ‘work or service which is exacted from any person under the menace of any penalty and for which the person has not offered him/herself voluntary’.

**Human Trafficking** – when men, women and children are moved and forced into exploitation. A person is a victim of human trafficking even if they haven't yet been exploited but have been moved for the purposes of exploitation.

1.2 There are a number of different types of exploitation that victims of Modern Slavery may be subjected to, and victims may experience more than one type of exploitation at the same time. The most common forms of exploitation are:

- **Sexual exploitation** – forced into prostitution, pornography or lap dancing for little or no pay. They may be deprived of their freedom of movement and subjected to threats and violence.
- **Labour exploitation** – a victim is made to work for little or no pay, and may face violence or threats. If they are foreign nationals, their passports may be confiscated by their exploiters and they may be made to live in terrible conditions and under constant threat.
- **Forced criminality** – victims can be forced to participate in a range of illegal activities including pick pocketing, shop lifting, cannabis cultivation, county lines exploitation (drugs) and other activities. Note – the Modern Slavery Act provides a defence for victims who have been forced into criminality.
- **Organ harvesting** – victims are trafficked in order for their internal organs (typically kidneys or liver) to be harvested for transplant.
- **Domestic servitude** – victims work in a household where they may be ill-treated, humiliated, subjected to exhausting hours, forced to work and live under unbearable conditions or forced to work for little or no pay.

1.3 During 2022 (January – December) in the UK, 16,938 potential victims of Modern Slavery were referred to the Home Office via the National Referral Mechanism (NRM), which is used to identify and support victims of Modern Slavery. This represented a 33% increase on 2021 figures (12,727). It is more likely to be found in industries where there is high demand and low paid work. As an example, and not an exhaustive list, Modern Slavery has been found in the following industries: farming (fruit, vegetable and flower picking), HGV driving, care homes, hotels, nail bars, car washes, charity bag collection, domestic servants, fishing, tarmacking and paving, restaurants and takeaways).

1.4 Whilst it is possible for anyone to become a victim of Modern Slavery, the following groups are more at risk: young people, women and girls, homeless people, people who can speak little or no English, asylum seekers and refugees, people with learning difficulties, people with mental health problems.

#### 1.5 Modern Slavery Act 2015

In March 2015, the Government enacted the Modern Slavery Act 2015 which:

- consolidated and clarified existing Modern Slavery and Human Trafficking offences and increased the maximum sentences for committing these offences;

- introduced slavery and trafficking Prevention Orders and slavery and trafficking Risk Orders, which can be used to disrupt activities by Modern Slavery perpetrators;
  - created the role of the Independent Anti-Slavery Commissioner;
  - introduced support and protection for victims;
  - introduced a requirement for certain businesses to produce and publish a Modern Slavery Statement on what they are doing to tackle Modern Slavery and Human Trafficking in their supply chains.
- 1.6 The Act includes a number of provisions for local authorities. Firstly, a duty to identify and refer Modern Slavery child victims and consenting adults through the NRM. Secondly, a duty to notify the Home Secretary of adults who do not consent to enter the NRM. Thirdly, a duty to cooperate with the Independent Anti-Slavery Commissioner.
- 1.7 All commercial organisations turning over in excess of £36 million annually, are also required to report their efforts to identify, prevent and mitigate the risk of Modern Slavery in their commercial operations by publishing an annual Modern Slavery and Human Trafficking Statement.
- 1.8 Local Authorities
- While the public sector was largely overlooked in the 2015 Act, in April 2017 the Parliament's Joint Committee on Human Rights recommended that *"If the Government expects business to take human rights issues in their supply chains seriously, it must demonstrate at least the same level of commitment in its own procurement supply chains"*. The same can be said of local authorities i.e. that they have a responsibility to ensure that the risks of Modern Slavery within their supply chains are understood and that they are demonstrating community leadership in promoting a human rights approach towards procurement.
- 1.9 Putting this into context, local authorities have four distinct roles to play:
- Identification and referral of victims;
  - Supporting victims, for example, through safeguarding children and adults with care and support needs and through housing/homelessness services;
  - Community safety services and disruption activities;
  - Ensuring that supply chains that local authorities procure from are free from Modern Slavery.
- 1.10 Gedling is already actively involved in tackling Modern Slavery in a number of ways. Gedling's former Member of Parliament, Lord Vernon Coaker, works for the University of Nottingham's Rights Lab as part of their Law and Policy Programme on Modern Slavery and local, regional, national and international policy; and the Chief Executive chairs the Nottingham and Nottinghamshire Modern Slavery Partnership. Key members of staff have been trained by the external organisation 'Hope for Justice', and Modern Slavery has featured in Staff Briefings which raised staff awareness of

the signs to look out for which may indicate an individual is enslaved and how to report any concerns. The Council also has a Corporate Safeguarding Group which includes modern slavery as part of its agenda, and the Council's contracts and procurement documents contain clauses in respect of compliance with the Modern Slavery Act 2015.

- 1.11 The previous Modern Slavery Policy dated June 2018 has been reviewed, and a new Modern Slavery and Human Trafficking Policy (2024 – 2027) is attached for approval.

## **2 Proposal**

- 2.1 In line with the Act and the recommendation from the Joint Committee on Human Rights, Cabinet is asked to approve the Modern Slavery and Human Trafficking Statement for 2022/23. Cabinet is also asked to approve a new Modern Slavery and Human Trafficking Policy 2024-2027.

## **3 Alternative Options**

- 3.1 Members could choose not to approve the Modern Slavery and Human Trafficking Statement 2022/23 and the new Policy 2024-2027 or approve different versions. However, the documents have been prepared in order to set out the current and ongoing action the Council intends to take to demonstrate its commitment to tackling this issue in a clear and concise way.
- 3.2 Whilst the Council could take a less proactive approach than set out in the documents, this would not demonstrate the Council's ambition and commitment to tackle and prevent Modern Slavery issues in the Borough, the County and in its own supply chains.

## **4 Financial Implications**

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

## **5 Legal Implications**

- 5.1 Whilst local authorities are not required as a commercial organisation to publish a Modern Slavery and Human Trafficking Statement unless their turnover exceeds the annual threshold, it is considered best practice.

## **6 Equalities Implications**

- 6.1 The equalities implications are set out within 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: Modern Slavery and Human Trafficking Statement 2022/23.  
Appendix 2: Modern Slavery and Human Trafficking Policy (2024-2027).

## **9 Background Papers**

- 9.1 LGA publication 2017: Tackling Modern Slavery – A Council Guide.
- 9.2 GBC Modern Slavery Policy - June 2018

## **10 Reasons for Recommendations**

- 10.1 To lead by example and to take a proactive role in ensuring that there is no slavery or human trafficking in our own business and our supply chains.

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## **MODERN SLAVERY & HUMAN TRAFFICKING STATEMENT - 2022/23**

### **1. Introduction**

- 1.1 Gedling Borough Council (GBC) is committed to preventing slavery and human trafficking in the delivery of its services and corporate activities. GBC recognises that slavery and human trafficking remain a hidden blight on our society, that it has a responsibility to be alert to the risks and to strive to ensure that its supply chains are free from slavery and human trafficking.
- 1.2 This Modern Slavery and Human Trafficking Statement details the steps that GBC has taken to understand potential modern slavery risks related to its business and to put in place measures to ensure that these offences are not committed in its own business or its supply chains.
- 1.3 This Statement relates to all activities carried out by GBC. It will be reviewed on an annual basis and a new updated Statement, acknowledging any further actions that may have been taken, will be published in the summer in each subsequent year.

### **2. The Modern Slavery Act 2015**

- 2.1 The Modern Slavery Act 2015 (the Act) consolidates various offences relating to human trafficking and slavery. Offences relate to the following activities:
  - 'slavery' is where ownership is exercised over a person;
  - 'servitude' involves coercion to oblige a person to provide services;
  - 'forced and compulsory labour' is where a person works or provides services on a non- voluntary basis under the threat of a penalty;
  - 'human trafficking' involves arranging or facilitating the travel of a person with a view to exploiting them.
- 2.2 Section 52 of the Act imposes a duty on public authorities, including district/borough councils, to notify the Secretary of State of suspected victims of slavery or human trafficking.
- 2.3 Section 54 of the Act imposes a legal duty on commercial organisations, which supply goods and/or services from or to the UK and have a global turnover of more than £36 million, to publish a slavery and human trafficking statement each financial year.
- 2.4 GBC engages in commercial activities by providing services (both statutory and discretionary). The budget set for 2022/23 forecasted annual turnover to be £33.7\* million. Whilst the Act does not state that local authorities specifically are included in those organisations legally required to publish a statement, GBC has elected to do so as a matter of good practice. GBC is keen to raise awareness of slavery and human trafficking and as a large-scale local employer and provider of services, it is seen as imperative that GBC makes its position of zero tolerance in respect of slavery and trafficking clear and unequivocal.

\*As per paragraph 7(b) of the calculation for the year 2022/23 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992

### 3. **Standards**

3.1 GBC will meet the following standards and also expects those with whom it does business, to meet them to:

- Support every individual's human right to live free from abuse, servitude and inhumane treatment;
- Promote ethical business and operational practices in corporate activity and services delivered;
- Take appropriate steps to ensure, as far as is reasonably possible, that slavery and human trafficking is not taking part in any of its business or supply chains;
- Take reports of witnessed, suspected or disclosed concerns of slavery and human trafficking seriously and ensure that such reports are shared with appropriate law enforcement and other partner agencies in order that they can be fully investigated;
- Take appropriate action to address actual instances of slavery and human trafficking brought to GBC's attention and to take all reasonable steps to support and protect its victims.

### 4. **Organisational Structure**

4.1 GBC is a second-tier local authority situated in the county of Nottinghamshire, providing a wide range of statutory and discretionary services delivered both directly by itself, and through partnership working with other agencies and commissioned work with external contractors.

4.2 GBC's Constitution and details of the structure are available on its website [www.gedling.gov.uk](http://www.gedling.gov.uk).

### 5. **Supply Chains**

5.1 As part of its procurement processes, GBC requires that suppliers of goods and services comply with all applicable laws, statutes, regulations and codes, including the Modern Slavery Act 2015. Suppliers are also expected to publish a Slavery and Human Trafficking Statement (where applicable). Contract terms and conditions set out the requirements of suppliers and sub-contractors in relation to ensuring there is no slavery or human trafficking in their businesses.

5.2 GBC also requires its suppliers and sub-contractors engaged in 'regulated activity' involving children and young adults at risk to have safeguarding policies, procedures and training in place and to comply with the reporting procedures in the Council's Child Protection Policy.

### 6. **Policies and Plans**

6.1 GBC has a range of policies and plans in place that reflect its commitment to acting ethically and with integrity to prevent slavery and human trafficking in its operations. These include:

6.1.1 **The Gedling Plan 2020-2023** – the Council adopted a strategic priority *Cohesive, Diverse and Safe Communities* and a key objective under this was to *Reduce Anti-Social Behaviour, Crime and the Fear of Crime*. In order to meet these objectives, GBC worked both individually and with partner agencies to reduce crime and anti-social behaviour; used statutory powers to improve public safety, for example, enforcement of licensing requirements; raised awareness of services available; and encouraged victims to report incidents to access the support they need. A new Gedling Plan 2023-2027 was approved by full council on 2 March 2023.

- 6.1.2 **Safeguarding Policies** – GBC’s Safeguarding Children and Young People Policy and Safeguarding Vulnerable Adults Policy set out the steps the Council is taking to safeguard and protect the welfare of children and young people at risk and vulnerable adults who come into contact with or use its services and activities. This Policy includes the Council’s responsibilities in respect of reporting suspected activity which may amount to modern slavery. We have a statutory duty to work in partnership with a number of agencies to identify, refer and respond to suspected abuse and to provide additional support.
- 6.1.3 **Whistleblowing Policy** – GBC encourages all its employees, Councillors, contractors, their agents and/or subcontractors, consultants, suppliers and service providers to report concerns about any aspect of service provision, conduct of officers and others acting on behalf of GBC. The Whistleblowing Policy is intended to make it easier to disclose information without fear of discrimination and victimisation.
- 6.1.4 **Code of Conduct** – GBC makes clear to all its employees that there are expected standards of behaviour to which they must adhere when they are representing and acting on its behalf. Employee conduct and behaviour that fails to meet these standards is fully investigated and appropriate action taken. All Councillors are expected to demonstrate the highest standards of conduct and behaviour, and are required to abide by the formal Code of Conduct.
- 6.1.5 **Declaration of Interests** – GBC expects all Councillors to record and declare disclosable pecuniary and non pecuniary interests. Employees are also required to declare certain interests in respect of GBC’s business.
- 6.1.6 **Recruitment and Selection** – GBC works to legislative requirements and adopts industry-standard good practices to vet new employees to ensure confirmation of identities and qualifications. To comply with the Immigration, Asylum and Nationality Act 2006, prospective employees are asked to supply evidence of their eligibility to work in the United Kingdom. References are sought and followed up for all employees and relevant checks, for example Disclosure and Barring Service (DBS) checks, are carried out where relevant to the position.
- 6.1.7 **Agency Workers** – GBC use only specified, reputable employment agencies to source labour and always verifies the practices of any new agency it is using before accepting workers from that agency.
- 6.1.8 **Anti-Money Laundering Policy** – This sets out GBC’s commitment to the prevention, detection and reporting of money laundering.
- 6.1.9 **Equality, Diversity and Inclusion Policies** – GBC has an Equality and Diversity Policy in place that states that we aim to provide services and opportunities without barriers to Councillors, employees, service users and Gedling citizens and also references our own internal Equality Policy (Employment). This is a declaration of the Council’s commitment to making equality, diversity and inclusion an integral part of the Council’s business as usual. It includes a commitment to use our influence and purchasing power to help make equality a reality for all, and to take action to eradicate discrimination and inequality when delivering services, when employing others to deliver services on our behalf, and when providing funding to others to provide services. The document sets out how we will meet our public sector duty under the Equality Act 2010.

approach to the wide-ranging equality and diversity agenda and sets out the standards we expect to achieve.

- 6.1.11 **Procurement Strategy** - The Council's Procurement Strategy is due for approval early in 2024 and will set out how the Council will continue to drive forward the key objectives of delivering economic, social and environmental benefits to the borough through procurement. It will include ethical standards as a core principle for procurement and acknowledge the important role that procurement plays in sourcing in a manner that ensures ethical standards are met, minimises the risk of social exploitation and rewards good employment practices. Our ethical procurement objectives will be to ensure the well-being and protection of work forces throughout the supply chain, that people are treated with respect and their rights are protected.

## **7. Due Diligence**

- 7.1 GBC's approach to commissioning and procurement requires suppliers of goods and services to implement due diligence procedures in relation to slavery and human trafficking with their own suppliers, sub-contractors and other participants in their supply chain and to certify their compliance with the Modern Slavery Act 2015.
- 7.2 As part of GBC's commitment to identify and mitigate risk, all business units work together and alongside partner agencies to:
- Identify and assess potential risk areas in their business affairs;
  - Mitigate the risk of slavery and human trafficking through robust checks and balances;
  - Monitor and review any potential risk areas identified;
  - Protect whistle blowers.

## **8. Training**

- 8.1 GBC has made efforts to ensure that initiatives to raise awareness of slavery and human trafficking, and services available to assist victims have been prioritised.
- 8.2 We have given an undertaking to provide Safeguarding, Domestic Violence and Modern Slavery awareness training to employees periodically.
- 8.3 We require all new Councillors and employees to complete induction training, which will include safeguarding training.

## **9. Targeted Activity**

- 9.1 GBC has a strong history of working in partnership with other local authorities, both at county and district/borough level, partner agencies, local charities and community groups including Nottinghamshire's Serious Organised Crime Group and the Community Safety Partnership. The Council's Public Protection team are working with colleagues to deliver activities locally, both in respect of responding to issues reported on a daily basis and creating and coordinating medium and longer-term projects that aim to reduce crime and improve public safety by gathering intelligence on disruptive activity where appropriate.
- 9.2 GBC also attends and supports the MARAC (Multi Agency Risk Assessment Conference) which is a meeting where information is shared on the highest risk domestic abuse cases between representatives of local police, probation, health,

child protection, housing practitioners, Independent Domestic Violence Advisors (IDVAs) and other specialists from the statutory and voluntary sectors. Where these groups identify potential abuse or slavery, the necessary enforcement agencies are informed and referrals are made to local and national support agencies.

- 9.3 GBC has a Corporate Safeguarding Group which raises awareness of corporate safeguarding responsibilities and reviews all safeguarding referrals to ensure that cases of modern day slavery are identified and the appropriate referrals are made. The Group provides advice and guidance to all appropriate staff on the signs and indicators of where modern day slavery may be present. It is also undertaking a programme of reviews / updates to all relevant policies to ensure compliance with the Modern Slavery Act 2015.
- 9.4 Nottingham City Council operate a Slavery Exploitation Team (SET) which extends into Gedling and takes referrals where there are concerns about exploitation, working with partners to support victims and reduce harm. The team's focus has been to develop a structure through which professionals can refer known or suspected victims of exploitation, slavery or trafficking and share situations where suspicious activity has been highlighted. Central to the team's responsibilities is the coordination and chairing of the monthly SERAC (Slavery Exploitation Risk Assessment Conference) meetings. The team receives and reviews all referrals to the SERAC, in addition to dealing with queries raised by colleagues and external partners. SET seeks to establish the wider background to cases and works with partners to identify action plans.

## **10. Monitoring our Effectiveness**

- 10.1 GBC regularly reviews and monitors the measures being implemented to address slavery and human trafficking and to safeguard against such activity in any part of its business or supply chains by:
- i) Tasking the Corporate Safeguarding Group to develop/implement an action plan aligned (where appropriate) to delivery of objectives included within the Gedling Plan as well as normal day to day council activities;
  - ii) Recording the number of employees provided with training on modern slavery and human trafficking;
  - iii) Carrying out a periodic review to identify any deficiencies within our policies and practices and taking appropriate action to rectify these to strengthen our ability to address slavery and human trafficking;
  - iv) Carrying out periodic internal audits to ensure compliance within these policies.
- 10.2 This Statement together with the action plan will be reviewed annually to monitor their effectiveness.

Signed: Mike Hill, Chief Executive

Date: 31 January 2024

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# **MODERN SLAVERY AND HUMAN TRAFFICKING POLICY**

Policy Owner: Mike Hill  
Date of Adoption: 31 January 2024  
Next Review: 31 March 2027  
Version Number: 1

## **1. Policy statement**

1.1. Modern slavery and human trafficking are a crime and a violation of fundamental human rights. It is widely recognised as increasing in prevalence across the UK and a safeguarding concern for all communities. Modern slavery can take various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain. Gedling Borough Council has a zero-tolerance approach to modern slavery.

1.2. Gedling Borough Council are committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains.

1.3. We expect the same high standards from all of our contractors, suppliers and other business partners, and as part of our contracting processes, we include specific clauses in our standard contract templates and tender documents to ensure we are contracting with organisations who are committed to complying with requirements under the anti-slavery and human trafficking laws, including but not limited to the Modern Slavery Act 2015.

1.4. This policy applies to all persons working for us or on our behalf in any capacity, including Members, employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

## **2. Responsibility**

2.1. The Council's Members and Senior Management Team have overall corporate governance responsibility for ensuring this policy complies with our legal and ethical obligations. This policy document will be kept under review to ensure it complies with any legislative changes and remains fit for purpose.

2.2 It is the responsibility of the Head of Service responsible for procurement to ensure that procurement processes are robust in identifying risks in relation to slavery and human trafficking. Any high risks identified should be assessed in consultation with the officer responsible for safeguarding and a risk assessment prepared.

2.3 It is the responsibility of the Head of Service responsible for safeguarding to ensure that any risks or issues in relation to modern slavery and human trafficking identified outside of the supply chain are dealt with appropriately and in a timely fashion. This includes assisting officers in the preparation of risk assessments where activities are identified as high risk in relation to modern slavery and human trafficking, and also utilising the appropriate reporting methods where any issues of modern slavery or human trafficking are reported to the officer responsible for safeguarding.

2.4. The Council's Heads of Service have primary and day-to-day responsibility for implementing, monitoring the policy's use and effectiveness, dealing with any queries regarding it and auditing internal control systems and procedures, including effective contract management, to ensure they are effective in countering modern slavery.



2.5. All levels of management are responsible for ensuring that the staff reporting to them understand and comply with this policy and are given appropriate training on the issue of modern slavery in supply chains.

### **3. Training**

3.1 Staff have already been briefed on the impact of modern slavery and human trafficking both locally and nationally. Staff will receive further training in respect of this policy, how to identify the signs of human slavery and trafficking and how to escalate potential slavery or human trafficking issues to the relevant person within the Council.

3.2 Training on this policy, and on the risk the business and the community face from modern slavery in its supply chains, will also form part of the induction process for all individuals who commence employment with the Council.

3.3 The co-ordination of training and disseminating further information to staff in respect of modern slavery will be dealt with by the Council's Corporate Safeguarding Group.

### **4. Reporting**

4.1 If a member of staff identifies the signs of modern slavery or human trafficking they should report their concerns to their manager. The manager or Head of Service for the service area must report this to the officer responsible for safeguarding.

4.2 The officer responsible for safeguarding will ensure that the appropriate reporting mechanisms to external agencies are followed where appropriate, and will assist the reporting staff member in the preparation of any necessary referral documents.

### **5. Compliance with the policy**

5.1. All employees must be aware of, read, understand and comply with this policy.

5.2. The prevention, detection and reporting of modern slavery in any part of the Council's business or supply chains is the responsibility of all those working for the Council or under its control. Staff are required to avoid any activity that might lead to, or suggest, a breach of this policy. If an employee is unsure about whether a particular act or treatment of workers or working conditions constitutes any of the various forms of modern slavery, their concerns should be raised with their manager.

5.3. Staff must notify their manager as soon as possible if they believe or suspect that a conflict with this policy has occurred, or may occur in the future.

5.4. Staff are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier at the earliest possible stage.

5.5. Staff should note that where appropriate, the Council will give support and guidance to our suppliers to help them address abusive and exploitative work practices in their own business and supply chains.

5.6. The Council aims to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken and no one should suffer any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery is or may be taking place. This includes dismissal, disciplinary action, threats or other unfavourable treatment.

## **6. Relevant Policies**

6.1 The Council operates the following policies which may also be relevant in relation to the identification of modern slavery risks:

- Safeguarding Policies (Children and Young People; Vulnerable Adults)
- Whistleblowing Policy
- Code of Conduct and Declaration of Interests
- Recruitment and Selection
- Anti-Money Laundering Policy
- Equality and Diversity Policy



## Report to Cabinet

**Subject:** Gedling Plan Quarter 3 2023/24 Report

**Date:** 31 January 2024

**Author:** Senior Leadership Team

### Wards Affected

Borough-wide

### Purpose

To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2023-27 Gedling Plan at the end of Quarter 3 of 2023/24.

### Key Decision

This is not a key decision.

### Recommendation

#### THAT:

The progress against the Improvement Actions and Performance Indicators in the 2023-27 Gedling Plan for the end of Quarter 3 of 2023/24 be noted.

## 1 Background

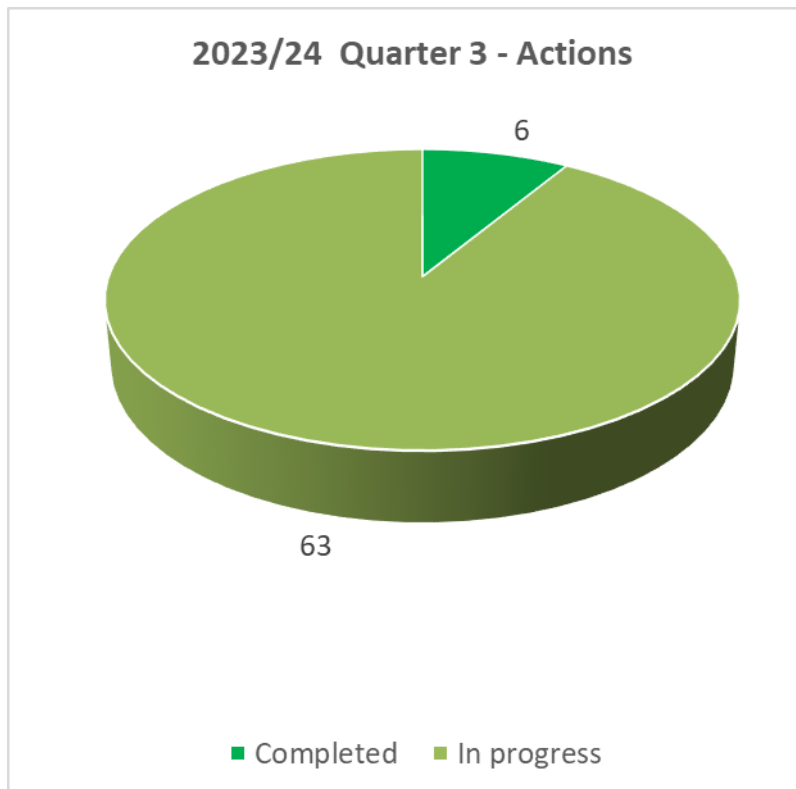
- 1.1 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.2 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have all been 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 still being reported to Cabinet together and 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 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, Ideagen Risk (formally known as Pentana).

## 2 Proposal

2.1 It is proposed that Cabinet note the performance information for the Gedling Plan 2023-27 at the end of Quarter 3 of 2023/24 as set out below.

### 2.2 Actions

At this stage, of the 69 actions currently active in the Gedling Plan 2023-27, 6 are complete and the remaining are either in progress or assigned to an Officer. See Appendix 1 for Quarter 3 Actions Report.



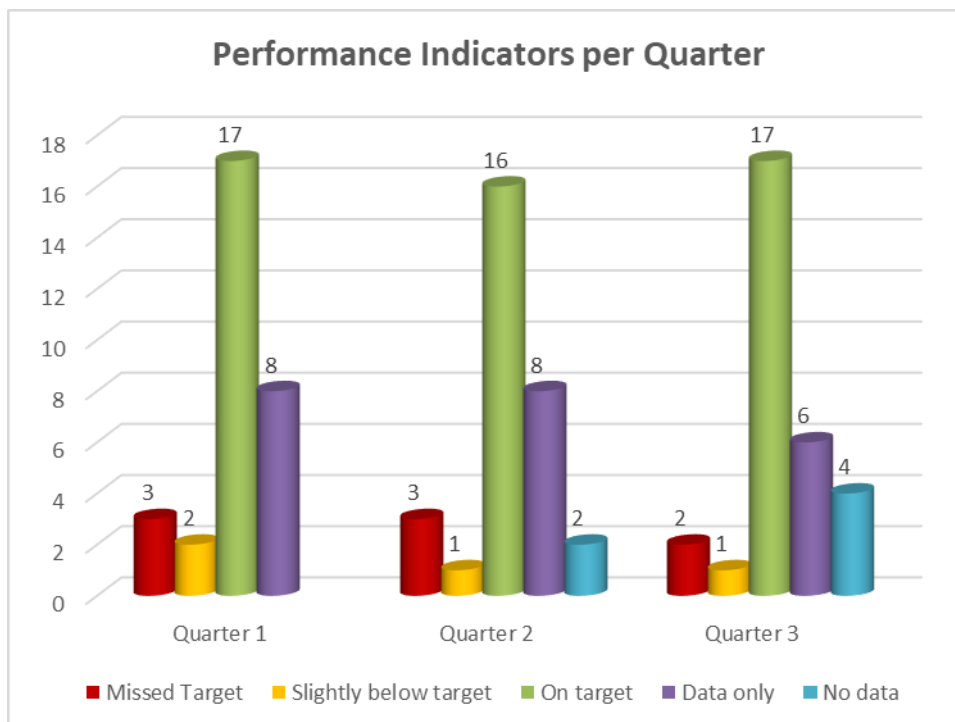
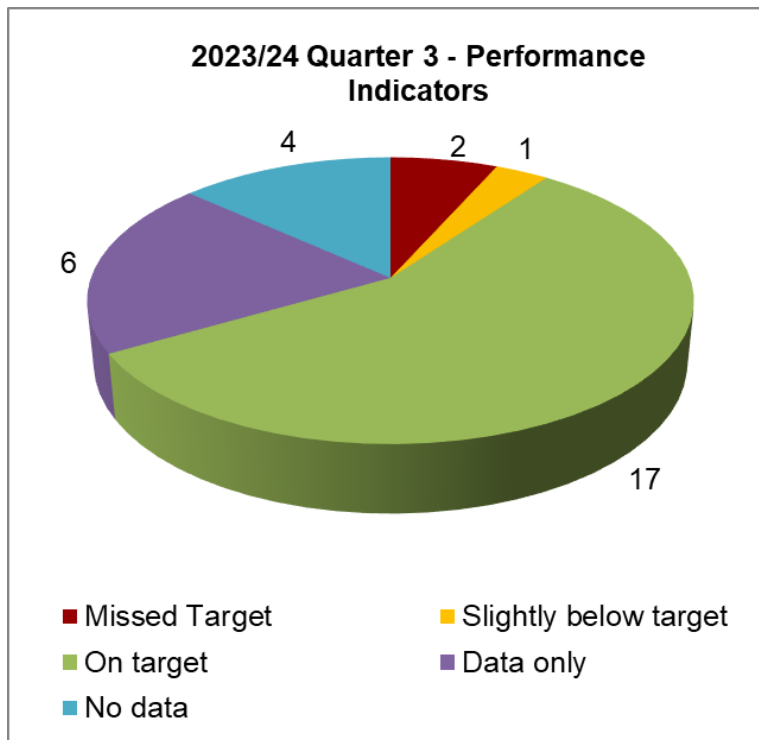
There are six completed actions as follows:

- Produce annual report – this was reported to Cabinet on 6 July 2023.
- Coordinate the supported internship programme (fourth cohort) - The fourth cohort of supported interns started in November with a placement in our Welfare and Housing Team.
- Provide member Induction and Training programme – completed post election in May/June.
- Review effectiveness of Committees - Member survey undertaken with results shared with SLT on 9 August. A motion to change the chair of Scrutiny was debated at Council in September. The work programme is reviewed at every meeting.
- Work with local organisations to improve people's life chances and reduce levels of poverty – the formal agreement for 2023/24 was completed in December with Phenomenal Futures, formerly WE R HERE, following reconstitution of the organisation in June/July 2023. The 2023/24 formal agreements and monitoring arrangements are now in place for all three Annual Grant Agreements i.e. Gedling Play Forum, Citizens Advice Nottingham and District, and Phenomenal Futures.

- Celebrate our local achievements (Pride of Gedling awards) – delivered in November.

### 2.3 Indicators

Overall indicator performance at the end of Quarter 3 shows that out of a total of 30 indicators: 17 were on or above target, 1 is slightly below target and 2 indicators missed their target. 6 are for data tracking purposes only and data wasn't available for 4 indicators. A report of all Performance Indicators is shown in Appendix 2.



We are awaiting data from Veolia so no data is available for the following indicators for Q3:

- Residual household waste per household in Kg
- Percentage of household waste sent for reuse, recycling and composting.

These were not reported at Q2 due to the same issue, however the figures are as follows:

PI Name	Managed by	Q2 2023/24			Annual 2023/24
		Value	Target	Year to Date	
Residual household waste per household in Kg	Environment	141.7	150	299.8	600
Percentage of household waste sent for reuse, recycling and composting	Environment	38.25%	30.0%	37.9%	30.0%

We are also awaiting data from the Police so no data is available for:

- Level of All Crime across Gedling Borough rate per 1000 population
- Level of recorded anti-social behaviour across Gedling Borough (per 1000 population)

2.4 Examples of particularly positive performance for Quarter 3 include:

Performance Indicator	Figure reported	Target	Period covered
Number of visits to leisure centres	280,463	248,175	October to December
Number of attendances - Bonington Theatre	13,805	10,150	October to December
Average time to process new Housing Benefit claims (in calendar days)	12 days	15 days	October to December
Average time to process Housing Benefit change in circumstances (in calendar days)	2.7 days	5 days	October to December
Average number of Swim School Members	3,883	3,800	12 month rolling period
Percentage of calls to the contact centre answered (or call back made)	96.0%	94.0%	12 month rolling period
Number of affordable homes delivered (gross)	118	45	April to December
Net additional homes	149	124	October to December
Percentage of Major planning applications processed within 13 weeks.	100%	92%	October to December

Percentage of other planning applications processed within 8 weeks	94.7%	80.0%	October to December
Number of long term (over 6 months) empty homes in the Borough returned to use as a result of Gedling Borough Council intervention	21	10	October to December
LI 314 Number of rented households with health and safety hazards that fall below the minimum legal standard that have been remediated following the council's intervention	24	5	October to December

- 2.5 The following two performance indicators missed their target at the end of Quarter 3:

**NI157b Percentage of Minor planning applications processed within 8 weeks**  
- Performance: 80.0% against a target of 86.0% for the period July to September.

The target has been narrowly missed due to the complexity of some of the cases. A grant award of £20,400 has been secured for the purpose of addressing planning application backlogs. Plans are in place to direct the funding to secure improvements against this performance indicator.

**LI006 Working Days Lost Due to Sickness Absence (rolling 12 month total)** –  
Performance: 10.1 days against target of 9.0 days.

The rate of absence still remains high (above target) and with an upwards trend. HR Officers are aware of this and will continue to focus attention on support for managers. Long term absence in December (almost entirely within the Environment and Leisure Service Areas) remains high and accounts for 60% of time lost.

## 2.6 Compliments and Complaints

In Quarter 3, the Council received 14% fewer compliments and 11% fewer complaints than in quarter 2 2023/24. 40% of all complaints that the Council received in Quarter 3 were upheld. Of the complaints that the Council received in Quarter 3, six complaints were escalated to stage 2.

The complaints continue to be reviewed by the Senior Leadership Team and any lessons learnt are shared across the relevant team(s).

## 2.7 Achievements

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

**Arnold Christmas Lights Switch On** – The Council delivered a Christmas Lights Switch On in Arnold Town Centre outside the AMP which was attended by over 2,000 people. Six local choirs and schools performed at the event which was sponsored for the first time by Robert Ellis Estate Agents. Local businesses opened late for the event and Arnold Methodist Church provided a Christmas Craft fair to compliment activities outside. Dice and Balls and Carols for the Cause entertained the crowds alongside Arnold and

Mapperley Rotary Club, who brought Santa along for a visit, allowing them to raise £168 for local charities. For the first time the event included a lantern parade which was a collaboration between Gedling Play Forum and St Paul's Church in Daybrook.

**Challenging Poverty Drop-In Event** - As part of Challenge Poverty Week, Gedling Borough Council held a drop in event at the Civic Centre during October to promote the different range of support services available for residents to help with the cost of living. A range of partner organisations attended to highlight the different services they offer, helping with enquiries, and raising awareness of the other schemes that may be available for residents.

Support at the event included housing benefit and legal advice, checking residents are receiving the correct benefits, health and wellbeing support, help completing application forms, job seeker information as well as details of schemes and promotions across the borough to help with the cost of living.

**GBC partnership with Health and Fitness Education (HFE)** – we announced a partnership with HFE, who will support the Gedling Leisure Team with essential training and education to provide safe and effective exercise for members with a disability.

**Tree Planting to tackle Climate Change** - Our Carbon Management Strategy 2021-2030 highlights our need to tackle climate change, and one of the key actions is to plant trees in our parks and open spaces. During Q3, 2,361 trees have been planted on several sites in the borough including Gedling Country Park, Arnot Hill Park and Digby Park. The park rangers have organised the planting alongside partners, including the Community Payback Service and Friends Groups.

We have been successful in our funding application for 200 standard trees and ongoing 15-year maintenance from the Urban Tree Challenge Fund administered by the Forestry Commission. Planting will take place during the 2023/24 tree planting season.

**Pride of Gedling Awards** - We held the Pride of Gedling Awards in November. We received a record number of nominations, with over 290 received. The event was held in the Council Chamber, and it showcased the very best of the borough. Notts TV attended the event, and it was also covered by other local media outlets. The Overall Pride of Gedling Award went to Lauren Cope, for her community and charity work. The Communications and Marketing Team, with support from Executive Support, organised the event and raised over £6,000 in sponsorship.

**Proposal for a further selective licensing scheme in Netherfield** - following approval by Cabinet in December the Council has begun a 12-week public consultation into a proposal to designate a further selective licensing scheme in the Netherfield ward. This follows a review of the previous scheme that operated from October 2018 to September 2023 which described that 81% of properties inspected required essential works to remove hazards and 52 homes had high risk imminent issues requiring urgent action to protect the tenants or visitors to the properties. Key objectives of the pilot scheme which have been satisfied are to “address poor housing conditions” and to “introduce a mechanism to address anti-social behaviour, and crime associated with private rented homes”.

The public consultation will continue until Spring 2024 and the findings will be reported to Cabinet to determine whether to implement a further selective licensing scheme in Netherfield.



### **3 Alternative Options**

- 3.1** Not to present an update on quarterly performance, in which case Cabinet members will not be aware of performance against the Gedling Plan 2023-27.

### **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 – Quarter 3 Performance Indicator Report

Appendix 2 – Quarter 3 Actions Report

Appendix 3 – Examples of Outcomes/Achievements during Quarter 3 of 2023/24.












### **9 Background Papers**

- 9.1** None identified.

### **10 Reasons for Recommendations**



- 10.1** To ensure Members are informed of the performance against the Gedling Plan 2023-27.

# Quarter 3 indicator report






PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving		Improving
	Warning		No Change		No Change
	OK		Getting Worse		Getting Worse
	Unknown				
	Data Only				

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## COMMUNITY

PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
LI027 Number of visits to leisure centres	Communities and Leisure; Leisure	Health and Wellbeing Lifestyles	280,463	248,175	836,635	1,060,000			
LI027f Number of attendances - Bonington Theatre	Communities and Leisure; Leisure	Health and Wellbeing Lifestyles	13,805	10,150	34,021	40,600			

PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
LI074 Average time to process new Housing Benefit claims (in calendar days)	Regeneration and Welfare	Life Chances and Vulnerability	12 days	15 days	13.7 days	15 days	↑	✓	
LI075 Average time to process Housing Benefit change in circumstances (in calendar days)	Regeneration and Welfare	Life Chances and Vulnerability	2.7 days	5 days	4.6 days	5 days	↑	✓	
LI085 Current number of DNA members	Communities and Leisure; Leisure	Health and Wellbeing Lifestyles	4,088	4,125	4,088	4,125	↓	✓	The DNA membership base at the end of Q3 has surpassed the start of the financial year membership base, which demonstrates steady growth through-out the year. The December promotion was particularly strong bringing in 255 new DNA members. As usual there will be an influx of new customers in January, which is a




PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
									typical cycle in the leisure industry, which we hope to capitalise on with our marketing and communication plan
LI086 Average length of time spent in temporary accommodation (in weeks)	Regeneration and Welfare	Life Chances and Vulnerability	22.4 wks	Tracking Indicator Only	22.7 wks	Tracking Indicator Only	↑		
LI379 Average number of Swim School Members (12 month rolling period)	Communities and Leisure; Leisure	Health and Wellbeing Lifestyles	3,883	3,800	3,883	3,800	↓		
LI410 Total number of family households in B&B at the end of the month	Regeneration and Welfare	Life Chances and Vulnerability	13.7	Tracking Indicator Only	11.4	Tracking Indicator Only	↓		
LI418 Total number of households in B&B at the end of the month	Regeneration and Welfare	Life Chances and Vulnerability	26	Tracking Indicator Only	18.8	Tracking Indicator Only	▬		
NI155 Number of affordable homes delivered (gross)	Development and Place	Sustainable Growth and Economy	118	45	118	60	↓		

## COUNCIL

PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
LI006 Working Days Lost Due to Sickness absence (rolling 12 month total) Page 137	HR, Performance and Service Planning	Deputy Leader Resources and Performance	10.1 days	9.0 days	10.07 days	9.0 days	↓	🛑	The rate of absence still remains high (above target) and with upwards trend. HR Officers are aware of this and will continue to focus attention on support for managers. Long term absence in December (almost entirely within the Environment and Leisure Service Areas) remains high and accounts for 60% of time lost.
LI016 Percentage of Council Tax collected	Finance and ICT	Deputy Leader Resources and Performance	81.51%	82.69%	81.51%	98.4%	↑	⚠️	The collection rate is slightly behind target which is likely to be caused by the wider economic situation with, for example, inflation increasing sharply in recent months and the

PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
									ongoing cost of living crisis. Any trends will be carefully monitored.
LI017 Percentage of Business Rates Collected	Finance and ICT	Deputy Leader Resources and Performance	82.39%	82.26%	52.39%	98.9%	↑	✓	
LI018 Percentage of invoices paid within 30 days	Finance and ICT	Deputy Leader Resources and Performance	98.94%	99.0%	98.50%	99.0%	↑	✓	
LI052 Percentage of calls to the contact centre answered (or call back made) - 12 month rolling total	Governance and Customer Services	Deputy Leader Resources and Performance	96.0%	94.0%	96.0%	94.0%	↓	✓	
LI411 Number of customers attending outreach hubs	Governance and Customer Services	Deputy Leader Resources and Performance	168	Tracking Indicator Only	561	Tracking Indicator Only	↓	📈	

## PLACE

PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
LI 314 Number of rented households with health and safety hazards that fall below the minimum legal standard that have been remediated following the council's intervention	Environment; Public Protection	Public Protection Portfolio	24	5	69	20	↓	✓	
LI076 Level of All Crime across Gedling Borough rate per 1000 population	Community Safety; Environment	Public Protection Portfolio		Tracking Indicator Only		Tracking Indicator Only	↑		Q3 data not available
LI081 Level of recorded anti-social behaviour across Gedling Borough (per 1000 population)	Community Safety; Environment	Public Protection Portfolio		Tracking Indicator Only		Tracking Indicator Only	↑		Q3 data not available
LI107 Number of litter and dog fouling Fixed Penalty Notices (FPN) served	Community Safety; Environment	Public Protection Portfolio	9	Tracking Indicator Only	37	Tracking Indicator Only	▬		






PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
LI118 Number of long term (over 6 months) empty homes in the Borough returned to use as a result of Gedling Borough Council intervention	Environment; Public Protection	Sustainable Growth and Economy	21	10	74	40	↓	✓	
LI133 Number of fly tipping incidents reported to Gedling Borough Council	Community Safety; Environment	Public Protection Portfolio	309	Tracking Indicator Only	925	Tracking Indicator Only	↓	📊	
LI276 Percentage of food premises scoring 4 or 5 in the national food hygiene rating scheme	Environment	Public Protection Portfolio	96%	95%	96%	95%	▬	✓	
LI346 Percentage of fly tipping incidents removed within 10 working days	Community Safety; Environment	Public Protection Portfolio	96.76%	98%	98.16%	98%	↓	✓	
NI154 Net additional homes provided	Development and Place	Sustainable Growth and Economy	149	124	483	497	↓	✓	
NI157a Percentage of Major planning	Development and Place	Sustainable Growth and Economy	100%	92.0%	100%	92.0%	▬	✓	





PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
applications processed within 13 weeks									
NI157b Percentage of Minor planning applications processed within 8 weeks	Development and Place	Sustainable Growth and Economy	80.0%	86.0%	78.38%	86.0%	↑	⬮	The target has been narrowly missed due to the complexity of some of the cases. A grant award of £20,400 has been secured for the purpose of addressing planning application backlogs. Plans are in place to direct the funding to secure improvements against this performance indicator.
NI157c Percentage of other planning applications processed within 8 weeks	Development and Place	Sustainable Growth and Economy	94.68%	80.0%	87.34%	80.0%	↑	✓	
NI191 Residual household waste per household in Kg	Environment; Transport and Waste Services	Environmental Services (Operations)		150kg		600kg	↑	✓	Q3 data not available
NI192 Percentage of household waste sent	Environment; Transport and Waste Services	Environmental Services (Operations)		30.0%		30.0%	↑	✓	Q3 data not available








PI Code & Short Name	Managed by	Ownership Portfolio Owners	Q3 2023/24			Annual 2023/24	Trend compared to previous quarter	Quarterly Status	Latest Note
			Value	Target	Year to Date				
for reuse, recycling and composting									


Quarter 3 Action Report

Action Status	
	Cancelled
	Overdue; Neglected
	Unassigned; Check Progress
	Not Started; In Progress; Assigned
	Completed

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Theme COMMUNITY




Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Work with local organisations to improve people's life chances and reduce levels of poverty	Communities and Leisure	Life Chances and Vulnerability		31-Mar-2024	<div><div>100%</div></div>	
Continue to ensure activity programmes for children and young people are incorporated with the Council's community events programme	Communities and Leisure	Life Chances and Vulnerability		31-Mar-2024	<div><div>95%</div></div>	









Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Enabling young people to access careers, training and apprenticeship opportunities	Regeneration and Welfare	Life Chances and Vulnerability		31-Mar-2024	<div><div>55%</div></div>	
Facilitate the Gedling Social Mobility Commission	Communities and Leisure	Life Chances and Vulnerability		31-Mar-2024	<div><div>75%</div></div>	
Review and ensure delivery of the Equality Framework and Action Plan	Governance and Customer Services	Life Chances and Vulnerability		31-Mar-2024	<div><div>75%</div></div>	
Coordinate the supported internship programme (fourth cohort)	HR, Performance and Service Planning	Life Chances and Vulnerability		30-Sep-2023	<div><div>100%</div></div>	
Recognise the needs of our rural communities and engage / work with partners on improvement plans	Regeneration and Welfare	Communities and Place		31-Mar-2024	<div><div>60%</div></div>	
Promote the uptake of active travel	Environment	Climate Change and Natural Habitat		31-Mar-2024	<div><div>50%</div></div>	
Adopt a new Leisure and Community Facilities Strategy for the Borough	Communities and Leisure	Health and Wellbeing Lifestyles		31-Mar-2024	<div><div>87%</div></div>	
Promote 20 Minute Neighbourhoods where residents can meet the majority of their everyday needs within a short walk or cycle.	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div>87%</div></div>	








Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Review the Bonington Theatre and Cinema business plan to increase attendance, improve visitor experience and encourage wider community participation	Communities and Leisure	Health and Wellbeing Lifestyles		31-Mar-2024	<div><div>50%</div></div>	






Theme COUNCIL

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Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Produce Annual Report	HR, Performance and Service Planning	Deputy Leader Resources and Performance		31-Jul-2023	<div><div>100%</div></div>	
Improve customer engagement with elections to encourage participation and compliance with Election Act	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>60%</div></div>	
Improve customer accessibility to Council Services	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>65%</div></div>	

Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Continue to deliver management training (bi-monthly) to managers and employees through the “Learning carousel”	HR, Performance and Service Planning	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>50%</div></div>	
Maximise capabilities of technology	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>49%</div></div>	
Develop and implement new ICT and Digital Strategies	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>40%</div></div>	
Review of policies and procedures defined within Policy review agreement	HR, Performance and Service Planning	Deputy Leader Resources and Performance		30-Apr-2024	<div><div>35%</div></div>	
Provide member Induction and Training programme	Governance and Customer Services	Deputy Leader Resources and Performance		31-Jul-2023	<div><div>100%</div></div>	
Review effectiveness of Committees	Governance and Customer Services	Deputy Leader Resources and Performance		30-Sep-2023	<div><div>100%</div></div>	
Ensure compliance with Procurement Bill and contract management	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>75%</div></div>	
Review Council's arrangements for information governance	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>50%</div></div>	




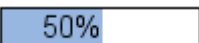

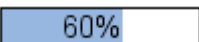

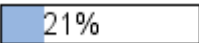

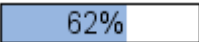
Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Review Code of Conduct and arrangements for dealing for Member Code of Conduct Complaints	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 75%;">75%</div></div>	
Develop and implement a Property Asset Management Plan for the council	Regeneration and Welfare	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 38%;">38%</div></div>	
Develop and deliver a new efficiency programme in order to secure a balanced budget in the medium term	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 87%;">87%</div></div>	
Develop and implement a strategy to maximise current income streams and identify new income opportunities	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 50%;">50%</div></div>	
Update the Risk Management Strategy and deliver training	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 70%;">70%</div></div>	
Update the Fraud Strategy and continue and to implement Fraud Strategy Action Plan	Finance and ICT	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 30%;">30%</div></div>	
Review current Agile Working Arrangements	HR, Performance and Service Planning	Deputy Leader Resources and Performance		31-Mar-2024	<div><div style="width: 50%;">50%</div></div>	



Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Evaluate viability of establishing meaningful equality networks within the council comprising groups of employees for whom protected characteristics have a relevance (audit recommendation)	HR, Performance and Service Planning	Life Chances and Vulnerability		31-Mar-2024	<div><div>50%</div></div>	
Review of induction process (all employees)	HR, Performance and Service Planning	Deputy Leader Resources and Performance		30-Jun-2024	<div><div>62%</div></div>	
Review Workforce Strategy and implement new 23-27 strategy	HR, Performance and Service Planning	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>77%</div></div>	
Complete delivery of roll-out of new equality, diversity and inclusion training	HR, Performance and Service Planning	Life Chances and Vulnerability		31-Mar-2024	<div><div>22%</div></div>	
Review of health and safety procedures and policies, emergency and continuity plans	Governance and Customer Services	Deputy Leader Resources and Performance		31-Mar-2024	<div><div>56%</div></div>	






## Theme ECONOMY








Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Supporting local residents into employment and training	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 61%;">61%</div></div>	
Continue to promote engagement with work experience programme for ex-offenders	HR, Performance and Service Planning	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 50%;">50%</div></div>	
Support and Coordinate ongoing compact with NTU	HR, Performance and Service Planning	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 50%;">50%</div></div>	
Facilitate the creation of employment associated with new development and seek to address skills shortages in the construction sector to facilitate growth.	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 50%;">50%</div></div>	
Supporting existing businesses within Gedling Borough to ensure business sustainability and good quality employment opportunities.	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 33%;">33%</div></div>	
Identify the opportunities to drive investment in the	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024	<div><div style="width: 90%;">90%</div></div>	







Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Borough and create new business opportunities						
Identify the opportunities to move to a net zero carbon economy	Economic Growth and Regeneration	Climate Change and Natural Habitat		31-Mar-2024		
Improvements to the town and local centres to make a more vibrant and attractive place to visit	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024		
Engage with high street retailers and independents and other stakeholders in local centres to ensure our high street remain vibrant and viable	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024		
Encourage a more carbon neutral way of travelling to local centres	Economic Growth and Regeneration	Climate Change and Natural Habitat		31-Mar-2024		
Develop a strategy to safeguard the long term viability of the Borough's Town Centre and addresses the issues of decline to the north of the Arnold Town Centre	Economic Growth and Regeneration	Sustainable Growth and Economy		31-Mar-2024		


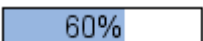





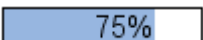

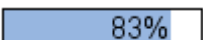


Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Develop plans for a active walking and cycling routes in the Borough	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div>39%</div></div>	
Explore and further develop plans for the Gedling Borough Heritage Way	Development and Place	Communities and Place		31-Mar-2024	<div><div>46%</div></div>	

## Theme PLACE

Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Implement the GBC Carbon Reduction Strategy and deliver to the action plan aligned with key partners across the borough	Environment	Climate Change and Natural Habitat		31-Mar-2024	<div><div>0%</div></div>	
Minimise the borough's waste and its impact on the environment	Environment	Environmental Services (Operations)		31-Mar-2024	<div><div>40%</div></div>	
Carbon offsetting through development of our green	Environment	Climate Change and Natural Habitat		31-Mar-2024	<div><div>0%</div></div>	

Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
infrastructure across the borough						
Develop and implement a plan to enhance existing parks and open spaces and seek external funding for our development projects	Environment	Climate Change and Natural Habitat		31-Mar-2024	<div><div>0%</div></div>	
Ensure planning policies and decisions protect and enhance the natural environment	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div>56%</div></div>	
Implement Strength in Community programme	Communities and Leisure	Communities and Place		31-Mar-2024	<div><div>85%</div></div>	
Implement Community Events, Culture and Heritage Programme	Communities and Leisure	Communities and Place		31-Mar-2024	<div><div>58%</div></div>	
Review the Community Infrastructure Levy Policy.	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div>30%</div></div>	
Preserve the historic built environment.	Development and Place	Communities and Place		31-Mar-2024	<div><div>70%</div></div>	
Promote and support community based 'clean up' initiatives including the seasonal big clean events	Environment	Environmental Services (Operations)		31-Mar-2024	<div><div>37%</div></div>	

Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Promote Town and Local Centres and define Borough gateways	Development and Place	Sustainable Growth and Economy		31-Mar-2024	<div><div></div>20%</div>	
Celebrate our local achievements (Pride of Gedling awards)	Communications	Communities and Place		31-Mar-2024	<div><div></div>100%</div>	
Address reduction in Crime, Youth Offending and a reduction in the fear of crime and awareness of risk to young people, also a reduction in misuse of substances and domestic violence.	Environment	Public Protection Portfolio		31-Mar-2024	<div><div></div>37%</div>	
Seek successful prosecutions and enforcement action for dog fouling, anti-social behaviour and against those that fly-tip waste	Environment	Public Protection Portfolio		31-Mar-2024	<div><div></div>0%</div>	
Invest in new and existing CCTV in priority hot spots	Environment	Public Protection Portfolio		31-Mar-2024	<div><div></div>34%</div>	
Develop the Council's approach to licensing regulation and enforcement	Environment	Public Protection Portfolio		31-Mar-2024	<div><div></div>85%</div>	

Title	Responsible OUs	Portfolio Owners	Status	Target Completion Date	Progress Bar	Q3 Notes
Progress the Greater Nottingham Strategic Plan in partnership with Broxtowe and Rushcliffe Borough Councils and Nottingham City.	Development and Place	Sustainable Growth and Economy		31-Mar-2024		
Drive the delivery of key housing sites	Development and Place	Sustainable Growth and Economy		31-Mar-2024		
Promote the uptake of energy efficiency technologies in commercial and domestic properties	Environment	Climate Change and Natural Habitat		31-Mar-2024		
Review the Netherfield pilot Selective Licensing Scheme and investigate renewal or extension of the scheme when the scheme designation concludes at the end of September 2023	Environment	Public Protection Portfolio		31-Mar-2024		
Identify and deliver key interventions to prevent homelessness and rough sleeping.	Regeneration and Welfare	Life Chances and Vulnerability		31-Mar-2024		
Support for Refugees and asylum seekers	Regeneration and Welfare	Life Chances and Vulnerability		31-Mar-2024		

# **GEDLING PLAN 2023-2027**

## **Examples of Achievements and Activities**

### **During**

### **Quarter 3 - 2023/24**

#### **ECONOMY**

**To encourage and support healthy businesses in our town and local centres, improving local skills and employment opportunities, and promoting an economy that attracts visitors throughout the day and supports leisure activity.**

**Skills and Employment - the council will support local people into employment using its influence and connectivity with partners to create jobs, and provide support and training.**

Jobs Fair - The Economic Growth and Regeneration team, in partnership with the DWP, held the third jobs fair of the year on the 14<sup>th</sup> of November 2023 at the Civic Centre. There were 250 attendees – with 25 exhibitors (employers, training providers and apprenticeship providers). Unfortunately, Tesco and Sainsburys did not attend.

From the 167 completed evaluation forms, most people heard about the event from the Jobcentre (126). 114 came from Arnold, seven from Calverton and one from Ravenshead.

The next event is planned for the 6<sup>th</sup> of February, again at the Civic Centre, with a particular focus on apprenticeships, in line with National Apprenticeship Week. Nottingham Trent University and the University of Nottingham have both confirmed attendance.

## **Business - a local economy that attracts new business investment enabling growth and the creation of jobs.**

Business Support Surgery - The Economic Growth and Regeneration team held a Business Support Surgery in quarter 3 in conjunction with the Nottinghamshire County Council/Growth Hub Adviser. Over half were looking to grow their business and one was a start-up looking how to get her business started.

Small business and retail advisor - Contracts have been awarded in quarter 3 for a small business and retail advisor to work across the Borough providing support, advice and guidance. They will work alongside the Town Centre Manager and Economic Growth and Regeneration Officer.

D2N2 funding - The decision on the application to D2N2 for funding to further develop Hillcrest Park at Calverton has now been approved. This has now moved to the next stage; Green Book treasury compliant business case is being developed.

'Transform Your Future' Project - The Council has entered into a joint commissioning contract with the district/borough Councils of Nottinghamshire under the UK Shared Prosperity Fund, People and Skills. The Project 'Transform Your Future' will address local need and fill provision gaps in the employment and skills system.

Town Centre Masterplan/Ambition Arnold – a contractor has been appointed to undertake a town centre masterplan and feasibility to support the regeneration and long-term sustainability of the Borough's main retail centre. This work forms part of the Council's Ambition Arnold Programme.

Enterprise Centre - The Council has appointed technical advisors to support the creation of an Enterprise Centre on the first floor of the AMP. A contractor is to be appointed in the new year and works should commence March/April 2024.

## **Town and Local Centres - to provide vibrant town and local centres that attract shoppers and leisure users.**

Arnold Christmas Lights Switch On – The Council delivered a Christmas Lights Switch On in Arnold Town Centre outside the AMP which was attended by over 2000 people. Six local choirs and schools performed at the event which was sponsored for the first time by Robert Ellis Estate Agents. Local businesses opened late for the event and Arnold Methodist Church provided a Christmas Craft fair to compliment activities outside. Dice and Balls and Can Samba entertained the crowds alongside Arnold and Mapperley Rotary Club, who brought Santa along for a visit, allowing them to raise £168 for local charities. For the first time the event included a lantern parade which was a collaboration between Gedling Play Forum and St Paul's Church in Daybrook.

AMP Live, the new market provider contract is now in place, provided by Skin Solace and Taste First (both AMP retailers). Christmas markets haven't taken place throughout December except for one cancellation, due to bad weather. The Town Centre Manager is working with AMP Live on a programme of events for 2024.

Carlton Square – we are continuing to work with Waypoint, the managing agent at Carlton Square. Improvement works are scheduled to take place early 2024. Farmfoods have confirmed they will expand into the vacant former Wilko unit.

St Wilfred's Square, Calverton - we are building relationships with L&C investments, the landlord for St. Wilfrids Square, Calverton. This follows meetings with Parish Councillors, keen to engage and work together.



New signage at Eagle Square - our Town Centre Manager is working with local designer Richard Janes, bringing in local schools and youth groups to design a new sign to go at Eagles Square, welcoming visitors to Arnold.

High Street Strategy - The first draft of the High Street Strategy is being worked on at present and will be completed by Spring 2024.

## COMMUNITY

**To enable a resilient, empowered, connected, inclusive and healthy community.**

### **Poverty and the Vulnerable - financially vulnerable residents are supported through our welfare services and community partnerships.**

Challenging Poverty Drop-In Event - As part of Challenge Poverty Week, Gedling Borough Council held a drop in event at the Civic Centre during October to promote the different range of support services available for residents to help with the cost of living. A range of partner organisations attended to highlighting the different services they offer, helping with enquiries, and raising awareness of the other schemes that may be available for residents.

Support at the event included housing benefit and legal advice, checking residents are receiving the correct benefits, health and wellbeing support, help completing application forms, job seeker information as well as details of schemes and promotions across the borough to help with the cost of living.

Arnold Methodist Church Community Food Club - Support was provided to Arnold Methodist Church to enable the setup of the Arnold Methodist Church Community Food Club. The Food Club (God's Menu) provides families and individuals with a box of good quality food for £4 a week. The Food Club start in November runs every Monday 2pm-4pm. The first session provided almost 30 boxes for local families.

Assisting residents who have been affected by recent flooding - the Revenues Services team is supporting the flood response team by creating flood reliefs and flood grant payment processes. Payment of support grants has commenced, and all eligible domestic applications having been paid.

### **Children and Young People - in partnership, improving the life chances and opportunities for our children and young people.**

Gedling Youth Council meeting – As part of their championship and scrutiny of the Council's response action plan to the Gedling Young People Consultation 2020/2021, young people met with local Police Inspector Mark Stanley and colleagues to discuss young people's safety. Concerns were raised and discussed about vaping, substance misuse, safety of women and girls when out and about and knife crime. It was noted that Young People felt less safe in the City Centre than in Gedling, however there were some concerns about choices being made by young people attending Gedling Schools.

We have formally launched the recruitment drive to appoint a new incoming Gedling Youth Council 2024 – 2028, which marks the 10<sup>th</sup> Anniversary of the Gedling Youth Council initiative at the Council. An article in Contacts, promotion of the opportunity at the GBC Democracy Day reported in Q2 and establishment of a new, dedicated Gedling Youth Council webpage has been followed by a pre-Christmas letter out to all Secondary Schools / Academies and Youth Clubs in or serving the Borough. Five new members have signed up to date, with further expressions of interest pending.

## **Equality, Diversity and Social Inclusion - providing opportunities for all people to connect and live, work and socialise together, and have equal access to services.**

Gedling Caribbean Elders - Supported by the Communities Team, The Gedling Caribbean Elders have achieved additional funding income and further developed their activities over 2023/24, holding knitting and sewing classes and arranging two cultural awareness trips to London, to see the Windrush statue and make a visit to Parliament, also contributing a legacy donation from long standing member and equality and diversity activist and historian Mrs Anderson to the 'Standing in this Place' Women in the Cotton Industry sculpture project, led by artist and sculptor Rachel Carter. The Council has also made a Silver Award pledge to the Standing in This Place project of £5,000.

A video montage celebrating Windrush Generation Caribbean Elders Members was shared by the Council on social media during Black History Month, which the Caribbean Elders were able to use as part of their monitoring reports on a recent successful National Lottery Community Fund application.

Gedling Seniors Council - The Gedling Seniors Council held their Festive Brunch meeting on Friday 8<sup>th</sup> December, and pledged £250 of Mrs Anderson's legacy donation to the group to a memorial tree, which will be planted in memory of Mrs Anderson in Arnot Hill Park.

Skate Nottingham – The Communities team have commissioned Skate Nottingham to deliver a series of engagement sessions which will also result in improvements to skate parks across the borough. As part of workshops where young people will be encouraged to come and learn to skate, sessions will run concurrently where there are also opportunities to learn practical skills and assist in making repairs to skate parks. Skate Nottingham have also agreed to conduct a review of skate park facilities around the borough as part of these workshops.

## **Health and Wellbeing - work with Health Service partners to enable residents to lead healthy lives through positive social and physical activity.**

GBC partnership with Health and Fitness Education (HFE) – we announced partnership with HFE, who will support the Gedling Leisure Team with essential training and education to provide safe and effective exercise for members with a disability.

New gym equipment – a successful tender process was completed for three new treadmills at Calverton Leisure Centre ensuring customer expectations are met and satisfaction levels are improved by having more up to date equipment.

NPS (Net Promotor Score) –NPS, an ongoing survey of all leisure centre customers was introduced, which is an indicator of loyalty as well as a tool of gaining positive and negative feedback allowing the sites to focus efforts in the areas that matter most to customers.

RLSS (Royal Life Saving Society) - we upgraded the RLSS compliance across the leisure centre sites which allows Gedling to continue to run RLSS courses, providing the opportunity for individuals to gain a qualification which enables them to operate as lifeguards at swimming pools.

Gedling Leisure app improvements – we increased the functionality of the Gedling Leisure app which can now be used for referring new members and accessing discounts, as well as setting up reminders for bookings made at the sites.

Swimming pool support fund – we applied for phase two of the fund which seeks funding to improve energy efficiency at the three Gedling pools.

Swim England pool schematics training – the training was completed, which provides insights into maximising pool water space, increasing teaching points and more efficiency when planning the pool layout.

The Gedling Guide – The updated guide contains useful information for residents to get local support on topics such as mental health, finance as well as social activities. It is now in a year-round format to help people at any time of the year not just during the winter months. Guides have been distributed at Christmas community events as well as being circulated through the local community hubs and partners.

The Killisick NHSE health inequalities programme has supported the following initiatives over the past 3 months: Killisick Youth bus to provide a Christmas Party and 2 trips for Young People that attend the Killisick Youth bus. A successful Community Event was organised by Positively Empowered Kids along with a range of health and wellbeing a community partners. Killisick Community Living room a social friendship group started at the beginning of November at Tavill Field Community room.

Health and Wellbeing e-newsletter - The monthly Health and Wellbeing e-newsletter has covered the following topics over the last 3 months: Winter Vaccinations, NottAlone, stop smoking services, Killisick Community Living Room, Nottinghamshire County Council Family Hub consultation, Age UK Connect Service and Gedling Leisure opportunities.

Community Falls Prevention Programme - The Falls prevention programme delivered by a Postural Stability instructor across community venues in Gedling, was shortlisted in the Prevention category of the Nottingham and Nottinghamshire Integrated Care System Health and Care Awards 2023. The programme has now been running for over 12 months with participants noticing improvements in their strength, balance and social confidence.

Carlton Community Connector - Active Notts have worked with Age Concern Carlton & District, Gedling Borough Council, The Carlton Community Connector and Jigsaw Homes to produce an information leaflet called 'Getting in and about in Carlton', which shows where benches in Carlton are situated, helping local residents to plan rest stops when out and about. The leaflet is available from the information stand in the Age Concern Carlton & District shop, Jigsaw homes complexes and the Carlton Community Hub.

Integrated Neighbourhood Working Arnold – A launch event was held at the beginning of December which included over 30 partners from various organisations including, health, local authority and charities. The event was designed to invite partners to be part of a new way of working to deliver better health and wellbeing outcomes for the local Arnold Community.

The Playing Pitch and Outdoor Sport Strategy was adopted by Cabinet in November 2023. The Council has submitted an initial Expression of Interest to the Football Foundation's Home Advantage Fund targeting potential community asset transfer opportunities at Lambley Lane Rec, Richard Herrod Playing Fields and Magenta Way. Further options to support sport facilities in the Borough are also being considered as part of the Shared Prosperity Fund.

Strategic Outcomes Planning Model Stage One Strategy - In November 2023, Cabinet adopted the Strategic Outcomes Planning Model Stage One Strategy. Through extensive community and stakeholder consultation, an assessment of national and local strategy and a comprehensive assessment of local insight and community need a new vision, themes and outcomes have been adopted within the Strategy with an emphasis on enabling better health equality through physical activity.

# PLACE

**To enable a safe, attractive, clean and culturally vibrant borough that plays its part to tackle the climate emergency.**

**Cleanliness, Environment and Climate Change - cleanliness of our built environment and the protection and enhancement of our natural environment, including our waterways, parks and open spaces, habitats and wildlife; minimising pollution and waste by influencing the council's and borough's carbon emissions.**

Tree Planting to tackle Climate Change - Our Carbon Management Strategy 2021-2030 highlights our need to tackle climate change, one of the key actions is to plant trees in our parks and open spaces. During Q3 2361 trees have been planted on several sites in the borough including Gedling Country Park, Arnot Hill Park and Digby Park. The park rangers have organised the planting alongside partners including the Community Payback Service and Friends Groups.

We have been successful in our funding application for 200 standard trees and ongoing 15-year maintenance from the Urban Tree Challenge Fund administered by the Forestry Commission. Planting will take place during the 2023/24 tree planting season.

Wildflower areas created to enhance Bee Pollinator sites - Continued careful maintenance of existing wildflower areas in the borough's parks including Gedling Country Park, Arnot Hill Park, Burton Road Jubilee Park, Digby Park, The Hobbucks and many more. New sites developed during Q3 include Arno Vale and Willow Park. The projects are led by the park rangers.

Litter picking at the Hobbucks with children from Killisick Junior School and the Hobbucks Friends Group - Working in partnership with the Friends of the Hobbucks and Killisick Junior School, 30 children came to collect items of fly tipping and general litter from the Hobbucks site. A total of 32 black bags of rubbish was collected along with several fly tipped items. The activity was organised to coincide with the Schools Environmental themed week of activities at the end of November.

Installation of Defibrillators on Parks Pavilions - Two defibrillators have been installed on the pavilions at Breck Hill Park and Burton Road Jubilee Park. The friends of Breck Hill and the Gedling Parks Community Group applied for the funding from the Department of Health & Social Care. Staff in the facilities team arranged for the installation.

Lambley Lane Play Area Refurbishment - A complete refurbishment of the play area was completed at the end of October. This was funded by a grant of £100k funded by FCC Communities following a joint funding application being submitted by GBC and the Gedling Parks Community Group. The new play area has been designed to provide equipment for children up to the age of 12 years and includes a wheelchair accessible roundabout, swings, slides, a 30m long zipline, climbing frames, trampoline and play panels and more. Consultation for the design included partnership working with children from three local primary schools.

APSE performance networks finalists – our environmental team were selected as APSE performance networks 'top ten' finalists out of 130 Authorities overall, in the following categories:

- APSE performance networks best performer finalist notification: street cleansing
- APSE performance networks best performer finalist notification: Parks, open spaces and horticultural services
- APSE performance networks most improved performer finalist notification: Parks, open spaces and horticultural services.

We didn't win, but being a finalist as 'best' in both Parks and Street Cleansing is very important and shows that we are operating our services in an efficient and cost-effective manner in these difficult times.

Engaging paper making workshop – response was overwhelming for the workshop that was offered to five schools to celebrate National Recycling Week. The main focus was the importance of recycling paper (saving trees) and how this links in with climate change. The workshops also highlighted what to put into the residual and recycling bin.

Warm Homes talk – our Climate Change Officer regularly communicates with, supports and updates two of our local Climate Groups: Gedling Climate Group and Burton Joyce Climate Action Group. As a result, Burton Joyce Climate group held a 'warm homes talk' for residents in October.

A compelling presentation on 'Gedling's journey to net zero' to the Parish Councils Conference was presented by the Climate Change Officer.

Carbon Literacy has been rolled out to Members – 11 attended to raise awareness of climate science and the need to take action to reduce greenhouse gas emissions.

Climate Change debate - the first climate change debate took place in the Council Chamber, with 60 children taking part, it was chaired by the Mayor of Gedling and Climate Change Officer taking on board a Q&A session.

## **Pride of Place - developing sustainable community hubs and infrastructure, and encouraging volunteering and participation in cultural activity and preserving our heritage.**

Pride of Gedling Awards - We held the Pride of Gedling Awards in November. We received a record number of nominations, with over 290 received. The event was held in the Chamber, and it showcased the very best of the borough, Notts TV attended the event, and it was also covered by other local media outlets. The Overall Pride of Gedling Award went to Lauren Cope, for her community and charity work. The Communications and Marketing Team, with support from Executive Support, organised the event and raised over £6,000 in sponsorship.

The Gedling UKSPF /NCC SRF 'Strength In Community' VCS Resilience Grant Fund and VCS Support and Commissioning Tender were both launched in the first week of December, providing resources for the Gedling Voluntary Sector and wider VCS Support organisations to extend their services to vulnerable people and those with protected characteristics in the Equalities Act 2010, and offering a tender opportunity to Councils for Voluntary Services to create a sustainable system model for the provision of support to Gedling voluntary organisations.

The VCS Grant fund value is £100,000 over two financial years 23/24 and 24/25, and the Tender Value £77,800 over the same timeframe. Five applications have been received to the grant fund to date; the Tender opportunity closes on 19<sup>th</sup> January 2024.

UKSPF Funding for Community Events - UKSPF funding has enabled the Council to provide support for Christmas events across the borough including:

- Carlton Action Group's Christmas Lights Switch On on Carlton Hill, enabling the group to provide a stage for the event and increase the capacity of the event.
- Netherfield Christmas Lights Switch On organised by Netherfield Forum. Additional funding allowed Netherfield Forum to enhance the event with a performance from Burton Joyce Community Band. The Communities team also provided practical support with events planning and guidance to allow the event to take place safely.
- Warren Action Group hosted a Christmas afternoon tea for 39 residents in the local area with the aim of bringing people together and reducing isolation for the most vulnerable in the community. WAG delivered Christmas hampers to those residents who were unable to attend.

Remembrance – the Council worked alongside the Royal British Legion, uniformed organisations and St Paul's Church in Daybrook to hold a remembrance parade and service in

Arnold and Arnot Hill Park. Additional assistance was also provided to community event organisers to enable the Gedling and Mapperley remembrance parade to take place.

Members Community Initiatives Fund awards - During Quarter 3, 57 grants in the region of £13,000 have been awarded to various community groups, including Lambley Reed Pond Group, Parkinson's UK Nottingham, Burton Joyce Co-op, Age Concern Carlton & District, Bestwood Miners Welfare, Friends of King George V Recreation Ground, Netherfield Forum

Community E Newsletters – Three Community E-Newsletters were circulated to 7k community contacts between October and December. Information shared included Calverton Parish Council Community units open day, Newark and Sherwood Free Funding Fair, Armed Forces Breakfast Club, Killisick Community Living Room Friendship Group, Gedling UKSPF Strength in Community Funding Launch, Re-engage Christmas Telephone Befriending Service and much more.

### **Community Protection - reducing crime and the fear of crime so that residents feel safe and protected in their neighbourhoods, and the licensing and regulation of businesses for health and hygiene safety.**

CCTV - A new 360-degree CCTV camera has been installed on St Wilfrid's Square Car Park, Calverton, to help tackle anti-social behaviour. The camera provides high-quality images to the council's CCTV control room and will be used to assist the police with investigations, as well as aiding the council's Community Safety Team and Neighbourhood Wardens in tackling anti-social behaviour. Funding for the camera, which cost £8,534, was provided by the UK Shared Prosperity Fund.

Planning Permission has also been granted at the November Committee Meeting to install a CCTV camera in Burton Joyce.

Safer Streets Fund Round 5 – In December the Public Protection department were successful in securing £95,570 worth of funding from Nottinghamshire Police and Crime Commissioners Office. This funding has been awarded for improvements to the street lighting in Arnot Hill Park. This will include 4 new lights and 39 lighting upgrades.

Free film screening to raise awareness of domestic violence. – during October, as part of the Council's activities for Domestic Violence Awareness Month, we hosted a free screening of the film What's Love Got to Do With It? at the Bonington Theatre. The screening was shown after a short talk by Phenomenal Futures, a local community organisation that works with survivors of domestic abuse and their families to promote recovery and empowerment.

The council is working with local organisations such as Phenomenal Futures, We R Here, and local health services to provide information, support, and resources to anyone who is experiencing or witnessing domestic violence in the borough. As well as the showing of the film, there were also events and information stalls hosted at the council's civic centre during the awareness month.

Unlicensed beauty-related businesses - The council has issued over ten new beauty-related licenses/registrations from premises previously unlicensed and working our way through the district in small batches. The majority of businesses have welcomed officer visits as this will ensure all businesses offering licensable treatments are working to the same high safety and hygienic standards in the licence conditions and premises who cannot initially meet these standards are given help and advice on how to comply before they are licensed or registered. The Council has enforcement powers and if businesses are unwilling to meet the conditions, legal action can be taken to ensure that they comply or ultimately the Council can prevent them carrying out unsafe procedures. To date, businesses have followed the advice and help has been given.

Unlicensed dog care businesses - Following complaints regarding animal welfare, officers have advised two dog-walking businesses who were unlicensed to provide dog home-boarding/day



care, from continuing to offer these services until they are licensed thereby ensuring dog owners are not leaving their dogs where they may be issues with safe and suitable accommodation.

## **Housing - individuals and families can access high quality, affordable and energy efficient housing to bring life to neighbourhoods.**

Temporary Accommodation - since cabinet approval in March for the temporary accommodation options appraisal, officers have been tirelessly viewing suitable accommodation within the borough. Significant progress has been made and three properties have been purchased to date. This comprises of a one-bedroom house in Top Valley and two two-bedroom properties located in Colwick and Netherfield.

A further two successful bids have also been made and the transfer of ownership is currently underway through the conveyancing process. It is hoped a further two three-bedroom properties can also be acquired over the next few months which will complete the current project of purchasing seven new units.

Housing Strategy - The Council is in the process of developing a Housing Strategy which it aims to implement in early 2024. An initial meeting was held to inform the development of the housing strategy and an officer workshop has now been established.

The strategy will provide an opportunity to ensure a consistent approach to housing across the organisation and the subsequent action plan which will be developed will outline the key objectives required to address all housing need across the Borough.

Empty Homes - The empty homes officer has worked with a long-term empty homeowner of a property on Lees Road which has been empty for 19 years. Utilising the council's empty property matchmaker scheme, the council has introduced an investor who has entered into an agreement with the owner to refurbish the property and lease it to provide rented accommodation to a tenant. The property that has sat empty since 2004 was brought back into use in December 2023.

Proposal for a further selective licensing scheme in Netherfield - following approval by Cabinet in December the council has begun a 12-week public consultation into a proposal to designate a further selective licensing scheme in the Netherfield ward. This follows a review of the previous scheme that operated from October 2018 to September 2023 which described that 81% of properties inspected required essential works to remove hazards and 52 homes had high risk imminent issues requiring urgent action to protect the tenants or visitors to the properties. Key objectives of the pilot scheme which have been satisfied are to “address poor housing conditions” and to “introduce a mechanism to address antisocial behaviour, and crime, associated with private rented homes”.

The public consultation will continue until Spring 2024 and the findings will be reported to Cabinet to determine whether to implement a further selective licensing scheme in Netherfield.

# THE COUNCIL

**To ensure the council is a healthy place to work, it engages with its customers, has a focus on improvement, is financially sound, and ensures compliance with all relevant legislation.**

**Customer Engagement - our customer experience is the best possible and our facilities and services are accessible to all.**

National Customer Services Week celebrated the partnership work between Gedling Borough Council and the community hubs in Carlton, Calverton and Bestwood Village. Senior Leadership Team and Members visited the hubs to see how they were run and how important they are to the local community. Our Customer Services team work at these hubs weekly and assist with help in Housing, Council Tax, Planning, Environmental Health/Public Protection and Benefit enquiries.

Web Chat - Customer Services have introduced web chat as a new digital access for residents. Web chat allows the team to deal with multiple enquiries at the same time (dependant on complexity) and therefore gives advisors the ability to answer queries straight away with no queuing time. So far, we have dealt with 1,366 enquiries through this access channel.

In addition to this it allows us to see the customer journey and those pinch points on the website which users struggle with. We are hoping that this will highlight some improvements for the website in order to help users self-serve.

Some of the comments we have received from the public are - very helpful, helpful and efficient, clear and helpful, very professional, great service, fabulous service, great service - not used this before but very impressed, super helpful and patient what a great service, really helpful and answered quickly, resolved my query immediately and was a great help.

**Innovation and Improvement - we strive to make improvements by doing things differently and collaboratively, using digital transformation of our services.**

ICT Projects completed during this quarter included:

- Implementation of the Tree Inspection Database System
- Mitel Handset replacement / Softphone rollout
- ArcGIS Enterprise Mapping Upgrade
- WIFI for Bin lorry workshop & Cube
- ResourceLink HR System SQL database upgrade
- Implementation of Web Chat for Customer Services
- IDOX Total Land Charges upgrade to version 10.2 and Public Access to 3.5.

**Governance and Compliance - governance and decision-making is transparent and evidence-led, and services continue to be delivered in accordance with legislation and professional guidance.**

Legal Services – in quarter 3, legal services had 8% more open matters than the same time last year. Legal services successfully defended two Judicial Review claims and successfully defended two Pre-Action Judicial Review claims. RIPA training successfully delivered on 29<sup>th</sup> November 2023.



**Healthy Workplace - the council provides a positive working environment for its staff; it is recognised as an employer of choice with a workforce that is empowered, skilled, diverse and responsive and is proud to work for the council; and it embraces all aspects of equality, diversity and inclusion.**

Succession planning – we implemented a succession planning process to ensure that key posts within the organisation are identified and that measures are put into place to retain existing staff and to train and develop internal candidates so that they are equipped to succeed into those key posts (through appropriate selection process) should the posts become vacant.

Diversity Network Group - we created a “Diversity Network” of employees drawn from teams across the Council. The purpose of the group is to contribute to the work of the Council to the benefit of the organisation and its workforce in respect to issues relating to equality, diversity and inclusion.

Successful tendering exercise – we successfully tendered for the renewal of the contract to supply the Employee Benefits platform and the Employee Assistance Programme (employee support service).

Staff Well@Work e- newsletter - The monthly Staff well@work e-newsletter has covered many topics over the last 3 months, including Stoptober to help staff to quit smoking, monthly healthy recipes, World menopause day, and stress awareness.

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## Report to Cabinet

**Subject:** Prudential Code Indicator Monitoring 2023/24 and Quarterly Treasury Activity Report for Quarter ended 31 December 2023

**Date:** 31 January 2024

**Author:** Head of Finance and ICT & Deputy S151 Officer

### Wards Affected

Borough wide

### Purpose

To inform Members of the performance monitoring of the 2023/24 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy.

### Key Decision

This is **not** a key decision.

#### Recommendation

That:

1. Members note the report, together with the Treasury Activity Report 2023/24 for Quarter 3 at Appendix 1, and the Prudential and Treasury Indicator Monitoring 2023/24 for Quarter 3, at Appendix 2.

## 1 Background

- 1.1 The Council is required by regulations issued under the Local Government Act 2003 to report on its Prudential Code indicators and treasury activity. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

1.2 For 2023/24 the minimum reporting requirements are that the Full Council should receive the following reports:

- An annual Treasury Strategy in advance of the year (the TMSS, considered by Cabinet on 16 February 2023 and subsequently approved by Full Council on 2 March 2023);
- A mid-year treasury update report;
- An annual review following the end of the year describing the activity compared to the Strategy.

In accordance with best practice, quarterly monitoring reports for treasury activity are provided to Members, and this exceeds the minimum requirements.

1.3 The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report provides details of the position as at 31 December 2023 and highlights compliance with the Council's policies.

## **2 Proposal**

### **2.1 Economic Update**

The quarterly estimate of UK real Gross Domestic Product (GDP) shows that the economy decreased by 0.3% September to December 2023. This follows decline of 0.5% in the previous quarter. The level of quarterly GDP in Quarter 3 is now 1.0% below its pre-coronavirus level from October-December 2019.

Consumer price inflation (CPI) is a measure of the cost of living for the typical person. Core CPI is a similar measure but removes energy and food prices as they have a tendency to be highly volatile.

CPI fell from 8.7% in April to 3.9% in November. Core CPI was 7.1% in April and May which was a 31 year high and fell to 5.1% in November the lowest rate since January 2022.

The labour market remains tight by historical standards, but the sharp fall in wage growth seen in October will reinforce the growing belief in markets that interest rates will be cut mid-2024. Wage growth eased in October much faster than the consensus expected.

The Bank of England sprung no surprises with its December monetary policy committee (MPC) meeting, leaving interest rates at 5.25% for the third time in a row and pushing back against the prospect of near-term interest rate cuts.

## 2.2 Interest rate forecast

Our Treasury Management advisors Link provided its latest forecast of interest rates on 31 December 2023 and these are shown in the table below. PWLB rates in the table are based on the Certainty Rate which include a 0.2% reduction on the standard rates. This shows that the bank rate is estimated to peak at 5.25% in December 2023 and then falls back to 3.0% in December 2025.

Link Group Interest Rate View 07.11.23													
	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26
BANK RATE	5.25	5.25	5.25	5.00	4.50	4.00	3.50	3.25	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	5.30	5.00	4.50	4.00	3.50	3.30	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.60	5.50	5.40	5.10	4.60	4.10	3.60	3.40	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.80	5.70	5.50	5.20	4.70	4.20	3.70	3.50	3.30	3.30	3.30	3.30	3.30
5 yr PWLB	5.00	4.90	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.60	3.50	3.50	3.50
10 yr PWLB	5.10	5.00	4.80	4.70	4.40	4.20	4.00	3.80	3.70	3.70	3.60	3.60	3.50
25 yr PWLB	5.50	5.30	5.10	4.90	4.70	4.50	4.30	4.20	4.10	4.10	4.00	4.00	4.00
50 yr PWLB	5.30	5.10	4.90	4.70	4.50	4.30	4.10	4.00	3.90	3.90	3.80	3.80	3.80

## 2.3 Investment Strategy

The Treasury Management Strategy Statement (TMSS) for 2023/24, which includes the Annual Investment Strategy, was approved by Council on 2 March 2023, and sets out the Council's investment priorities as:

- Security of capital;
- Liquidity;
- Yield.

Whilst the Council will always seek to obtain the optimum return (yield) on its investments, this will at all times be commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate either to keep investments short term to cover cash flow needs, or to extend the period up to 12 months with highly rated financial institutions, selected by the use of the LAS creditworthiness methodology (see below) which includes consideration of sovereign ratings.

Investment counterparty limits for 2023/24 are generally **£3m** per individual counterparty, however a higher limit of **£4m** per Money Market Fund is considered prudent since such funds are already by definition highly diversified investment vehicles. There is no limit on Investment with the Debt Management Office (DMO) since this represents lending to central government. The Chief Financial Officer has delegated authority to vary these limits as appropriate, and then to report any change to Cabinet as part of the next quarterly report.

Members are advised that no new variations have been made during Q3 of 2023/24, having been previously advised of an extension to £4m with Santander and a limitation to £3m with the CCLA PSDF, both for operational reasons. These variations remain in place.

Limits with investment counterparties have not exceeded the prevailing levels approved by the CFO during the period 1 April to 31 December 2023.

Credit ratings advice is taken from LAS and the Chief Financial Officer has adopted the LAS credit rating methodology for the selection of investment counterparties. This employs a sophisticated modelling approach utilising credit ratings from all three of the main rating agencies to give a suggested maximum duration for investments. Accordingly it does not place undue reliance on any one agency's ratings.

The methodology subsequently applies an "overlay" to take account of positive and negative credit watches and/or credit outlook information, which may increase or decrease the suggested duration of investments. It then applies a second overlay based on the credit default swap spreads for institutions, the monitoring of which has been shown to give an early warning of likely changes in credit ratings. It also incorporates sovereign ratings to ensure selection of counterparties from only the most creditworthy countries. The current Treasury Strategy permits the use of any UK counterparties subject to their individual credit ratings under the LAS methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA minus. For information, the UK currently has a rating of AA minus.

The LAS modelling approach combines all the various factors in a weighted scoring system and results in a series of colour coded bands which indicate the creditworthiness of counterparties. The colour bandings are as follows:

- Yellow 5 years (UK Government debt or its equivalent)
- Dark pink 5 years for Ultra Short Dated Bond Funds (credit score 1.25)
- Light pink 5 years for Ultra Short Dated Bond Funds (credit score 1.50)
- Purple 2 years
- Blue 1 year (nationalised or semi nationalised UK banks only)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

Significant downgrades by the Ratings agencies have not materialised since the beginning of the Covid-19 crisis in March 2020. Where changes were made these were generally limited to 'outlooks'. However, as economies re-opened some instances of previous reductions were reversed.

Credit ratings are monitored weekly and the Council is also alerted to interim changes by its use of the LAS creditworthiness service, however ratings under the methodology, including sovereign ratings, will not necessarily be the sole determinant of the quality of an institution. Other information sources used will include the financial press, share price and other such information pertaining to

the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

**The ultimate decision on what is prudent and manageable for the Council will be taken by the Chief Financial Officer under the approved scheme of delegation.**

## 2.4 Treasury Activity during Quarter 3 of 2023/24

The Treasury Activity Report for the quarter ended 31 December 2023 is attached at Appendix 1, in accordance with the Treasury Management Strategy.

Members will note that investment interest of £1,024,671 was generated from MMF activity, term deposits with banks and building societies, and the property fund, during the period from 1 April to 31 December 2023. This represents an overall equated rate for the Council of 5.76% which is slightly higher than the compounded Sterling Overnight Index Average (SONIA) rate (3 month backward looking), which averaged 5.12% for the same period.

During the period from 1 April to 31 December 2023, significant use was made of the Council's three Money Market Funds (MMFs). These are AAA rated investment vehicles which allow the pooling of many billions of pounds into highly diversified funds, thus reducing risk. The current rates of return on these funds are between 5.29% and 5.33%, which remain generally higher than overnight treasury deposit rates, and slightly higher than the rate obtainable from the Debt Management Office (DMO).

The Council made an investment of £1m in the CCLA Local Authority Property Fund (LAPF) on 1 December 2017. The LAPF is a local government investment scheme approved by the Treasury under the Trustee Investments Act 1961 (section 11). Dividends are treated as revenue income and have in previous years averaged around 4%.

The fund reduced slightly by £9,387 between 1 October 2023 and 31 December 2023. However, dividends of £11,855 were received in the third quarter of the year.

This investment allows the Council to introduce a property element into its investment portfolio without the risks associated with the direct purchase of assets. It should be noted however that the capital value is **not** guaranteed and can fall as well as rise. The certificated value of the investment at 31 December 2023 was £892,902 which was lower than the original investment of £1m, this represents a current £107,098 loss. However, this investment is regarded as a long-term commitment and fluctuations should be expected. A recent meeting with the CCLA suggested that the investment is expected to increase over the course of the next few years and dividends continue to be received.

Interest rates in the market are significantly higher than they have been in previous years in response to the rise in the bank rate. As loans mature every effort is made to replace them at favourable rates. As regards investments, security and liquidity will always be the overriding factors in the Council's treasury management procedures. As stated in 2.2 above, LAS currently forecast that Bank Rate will peak at 5.25% in December 2023 and then fall back to 3.00% in December 2025.

It is currently anticipated that the outturn for investment interest will outperform the current approved estimate of £1,100,000 by £250,000 (£1.35m forecast at Q3) for 2023/24 as the rates in the market are above those used in the estimates and the level of cash balances for short term investment remains higher than that estimated, and every effort has been made to maximise use of the most favourable rates available.

## 2.5 New borrowing

At 31 December 2023 no new borrowing had been undertaken.

Advice will be taken from LAS with regard to the amount and timing of any additional borrowing, and should conditions become advantageous, some borrowing in advance of need will also be considered by the Chief Financial Officer. The Council's Capital Financing Requirement (CFR) represents its underlying need to borrow to finance capital investment. Due to favourable interest rates, borrowing in advance of need is sometimes desirable, with the result that the CFR can differ to the actual borrowing planned in the year.

Councils may not borrow in advance of need purely to profit from the investment of the extra sums borrowed. However, prudent early borrowing for a demonstrable service objective is permitted. Serious consideration must be given to the cost of carrying any additional borrowing during the period prior to it being required for the financing of capital expenditure since this places a further burden on the General Fund.

## 2.6 Debt rescheduling

When the current day PWLB rate for the same term is higher than that being paid on an existing loan there is the potential for a discount to be receivable if the loan is repaid prematurely.

However, debt rescheduling opportunities are limited in the current economic climate, due to the structure of PWLB interest rates. Advice in this regard will continue to be taken from LAS. No debt rescheduling has been undertaken during the period from 1 April to 31 December 2023.



## 2.7 Compliance with Prudential and treasury indicators

It is a statutory duty for the Council to determine and keep under review the affordable borrowing limit. The Council's approved Prudential and Treasury Indicators (affordability limits) are included in the Treasury Management Strategy Statement (TMSS) approved by Full Council on 2 March 2023.

During the financial year to date the Council has at all times operated within the treasury limits and Prudential Indicators set out in the Council's TMSS, and in compliance with the Council's Treasury Management Practices. The Prudential and Treasury Indicators as at 31 December 2023 are shown at Appendix 2.

### A) Prudential Indicators:

These indicators are based on estimates of expected outcomes, and are key indicators of "affordability". They are monitored on a quarterly basis, and Appendix 2 compares the approved indicators with the projected outturn for 2023/24, and shows variances on the indicators, as described below:

#### a. Capital Expenditure

The latest projected outturn shows that total capital expenditure is expected to be £13,087,100. This differs to the approved indicator of £6,928,100 due to the inclusion of approved carry-forward requests from 2022/23 and variations on the current year's capital programme.

#### b. Capital Financing Requirement (CFR)

The CFR represents the historic outstanding capital expenditure which has not yet been paid for from capital or revenue resources, and is essentially a measure of the Council's underlying borrowing need. The CFR does not increase indefinitely since the minimum revenue provision (MRP) is a statutory annual revenue charge for the economic consumption of capital assets.

At 31 December 2023 the projected closing CFR for 2023/24 is £16,023,435. This differs to the approved indicator of £17,161,800 due to savings and deferrals on the 2023/24 capital programme.

#### c. Gearing ratio

The concept of "gearing" compares the total underlying borrowing need (the CFR) to the Council's total fixed assets and the gearing ratio can provide an early indication where debt levels are rising relative to long term assets held.

The projected gearing ratio at 31 December 2023 is 35%, which is in line with the approved indicator and is broadly comparable with the average gearing ratio for councils of a similar size.

d. Ratio of financing costs to net revenue stream

This indicator identifies the trend in the cost of borrowing net of investment income against the net revenue stream. Financing costs represent the element of the Council's budget to which it is committed even before providing any services.

The projected outturn of 0.47% for service related expenditure is lower than the approved indicator of 9.76%.

e. Maximum gross debt

The Council must ensure that its gross debt does not, except in the short term, exceed the opening capital financing requirement, plus estimates of any additional CFR for 2023/24 and the following two financial years. This allows flexibility for early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes. The Council's gross debt at 31 December 2023 was £10.812m, which was within the approved indicator.

g. Ratio of internal borrowing to CFR

The Council is currently maintaining an "internal borrowing" position, i.e. the underlying borrowing need (CFR) has not yet been fully funded with loan debt as cash supporting the Council's reserves and balances is being used as a temporary measure.

The projected outturn for internal borrowing is 20%, which is lower than the approved indicator of 25% due to an increased level of external borrowing in 2022/23 impacting upon the projected outturn for CFR and hence the difference between CFR and projected external borrowing.

B) Treasury Management Indicators:

These indicators are based on limits, beyond which activities should not pass without management action. They include two key indicators of affordability and four key indicators of prudence.

Affordability:

a. Operational boundary for external debt

This is the limit which external debt is not "normally" expected to exceed. In most cases, this would be a similar figure to the CFR, but it may be lower or higher depending on the levels of actual debt, and must allow for unusual cash flow movements.

b. Authorised limit for external debt

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

Prudence:

c. Upper limits for the maturity structure of borrowing

These are set to reduce the Council’s exposure to large fixed rate sums falling due for refinancing.

d. Maximum new principal sums to be invested during 2023/24 for periods in excess of one year (365 days)

All such investments are classified as “non-specified”. This indicator is subject to the overall limit for non-specified investments set out in the TMSS, and to the overall limit per counterparty.

e. Interest rate exposure

The latest Treasury Management Code requires a statement in the TMSS explaining how interest rate exposure is managed and monitored by the Council, and this is repeated below:

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

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

Appendix 2 shows the actual position as at 31 December 2023, and demonstrates that all activities are contained within the currently approved limits.

### **3 Risk Management**

The CIPFA Prudential Code and Treasury Management Code (both updated in 2021) have placed greater importance on risk management. Where a local authority changes its risk appetite (for example, moving surplus cash into or out of certain types of investment funds or other investment instruments) then this change in risk appetite should be brought to Members attention in treasury management update reports.

There have been no changes in risk appetite and there are no other significant treasury management issues that have arisen since approval of the TMSS on 2 March 2023 that need to be brought to the attention of Members.

There are a number of risks inherent within any treasury management strategy, the most significant risks include:

- Reporting is not compliant with statutory guidelines
- Investment and borrowing activity is outside the approved TM framework.
- Long term borrowing is taken at rates that are not advantageous
- Investment of principal sums with insecure counterparties.
- Investment returns are volatile and may not meet budgeted amounts.
- Borrowing is not affordable.

These risks are mitigated by the controls included in the TMSS and are detailed at section 2.3 - Treasury Strategy above.

### **4 Alternative Options**

An alternative option is to fail to present a quarterly Prudential Code Indicator Monitoring and Treasury Activity Report, however this would contravene the requirement of the Council's Treasury Management Strategy Statement (TMSS).

### **5 Financial Implications**

These are set out in the body of the report.

### **6 Legal Implications**

The regulatory requirements for treasury management are set out in the report at paragraphs 1.1 and 1.2.

### **7 Equalities Implications**

There are no equalities implications arising from this report.

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

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

## **9 Appendices**

1. Treasury Activity Report 2023/24 for Quarter 3 (31 December 2023).
2. Prudential and Treasury Indicator Monitoring 2023/24 for Quarter 3.

## **10 Background Papers**

None identified.

## **11 Reasons for Recommendation**

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

**Statutory Officer approval:**

**Approved by on behalf of Chief Financial Officer; Tina Adams**

**Date:** 19/01/2024

**Approved by:** Monitoring Officer

**Date:** 19/01/2024

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For Quarter ended 31st December 2023

	<u>Position @ 1 Oct 2023</u> £	<u>Loans Made During Q3</u> £	<u>Loans Repaid During Q3</u> £	<u>Position @ 31 Dec 2023</u> £
<b><u>Long Term Borrowing</u></b>				
PWLB	10,811,577	0	0	10,811,577
<b>Total Long Term Borrowing</b>	10,811,577	0	0	10,811,577
<b><u>Temporary Borrowing</u></b>				
Local Authorities	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
<b>Total Temporary Borrowing</b>	0	0	0	0
<b>TOTAL BORROWING</b>	<b>10,811,577</b>	<b>0</b>	<b>0</b>	<b>10,811,577</b>
<b><u>Long Term Investment</u></b>				
CCLA LAPF Property Fund	(1,000,000)	0	0	(1,000,000)
<b>Total Long Term Investment</b>	(1,000,000)	0	0	(1,000,000)
<b><u>Short Term Investment</u></b>				
Aberdeen MMF	(4,000,000)	(4,150,000)	4,150,000	(4,000,000)
Bank of Scotland	0	0	0	0
Barclays	(2,000,000)	0	2,000,000	0
Blackrock MMF	(870,000)	(5,390,000)	2,260,000	(4,000,000)
CCLA PSDF (MMF)	(3,000,000)	0	0	(3,000,000)
Close Brothers	(3,000,000)	(1,000,000)	1,000,000	(3,000,000)
Debt Management Office	(8,930,000)	(31,517,000)	28,370,000	(12,077,000)
Goldman Sachs	(3,000,000)	(3,000,000)	3,000,000	(3,000,000)
HSBC Treasury	0	0	0	0
Local Authorities & Other	0	0	0	0
Nationwide	(3,000,000)	(2,000,000)	2,000,000	(3,000,000)
Santander	0	0	0	0
<b>Total Short Term Investment</b>	<b>(27,800,000)</b>	<b>(47,057,000)</b>	<b>42,780,000</b>	<b>(32,077,000)</b>
<b>TOTAL INVESTMENT (See below)</b>	<b>(28,800,000)</b>	<b>(47,057,000)</b>	<b>42,780,000</b>	<b>(33,077,000)</b>
<b>NET BORROWING / (INVESTMENT)</b>	<b>(17,988,423)</b>	<b>(47,057,000)</b>	<b>42,780,000</b>	<b>(22,265,423)</b>

**Temporary Borrowing & Investment Statistics at 31 December 2023****Investment:**

Fixed Rate Investment	(19,930,000)	(37,517,000)	36,370,000	(21,077,000)
Variable Rate Investment	(8,870,000)	(9,540,000)	6,410,000	(12,000,000)
<b>TOTAL INVESTMENT</b>	<b>(28,800,000)</b>	<b>(47,057,000)</b>	<b>42,780,000</b>	<b>(33,077,000)</b>

Proportion of Fixed Rate Investment	63.72%
Proportion of Variable Rate Investment	36.28%
Temporary Investment Interest Receivable	£ 1,024,671
Equated Temporary Investment	£ 17,786,267
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	5.76%
Compounded SONIA (3 month backward looking)	5.12%

**Borrowing:**

Temporary Borrowing Interest Payable	£ -
Equated Temporary Borrowing	£ -
Weighted Average Interest Rate Paid (Interest Payable / Equated Borrowing)	n/a

If SONIA Worse/(Better) by  
910,072 114,599

3 month

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**A) Prudential Indicators**

Affordability:

i) Capital Expenditure	£ 6,928,100	£ 13,087,100
ii) Capital Financing Requirement	£ 17,161,800	£ 16,023,435
iii) Gearing (CFR to Long Term Assets)	32%	35%
iv) Ratio of Financing Costs to Net Revenue Stream-Services	9.76%	0.47%
v) Maximum Gross Debt	£ 17,341,400	£ 10,811,577
vi) Ratio of Internal Borrowing to CFR	25%	20%

**B) Treasury Management Indicators**

Affordability:

i) Operational Boundary for External Debt:		
Borrowing	£ 18,300,000	£ 10,811,577
Other Long Term Liabilities	£ 1,500,000	£ -
Total Operational Boundary	£ 19,800,000	£ 10,811,577
ii) Authorised Limit for External Debt:		
Borrowing	£ 19,300,000	£ 10,811,577
Other Long Term Liabilities	£ 1,500,000	£ -
Total Authorised Limit	£ 20,800,000	£ 10,811,577

Prudence:

iii) Investment Treasury Indicator and limit:		
Max. NEW principal sums invested in 2023/24 for periods OVER 365 days (ie. non-specified investments), subject to maximum non specified per counterparty of £3m AND to the prevailing overall counterparty limit, AND to the TOTAL non specified limit of £5m.	£ 3,000,000	£ 3,000,000
iv) Upper & Lower limits for the maturity structure of outstanding Borrowing during 2023/24:		
Under 1 Year	40%	0%
1 Year to 2 Years	40%	0%
2 Years to 5 Years	50%	0%
5 Years to 10 Years	50%	6%
Over 10 Years	100%	94%

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## Report to Cabinet

**Subject:** Quarterly Budget Monitoring and Virement Report – Quarter 3  
December 2023

**Date:** 31 January 2024

**Author:** Senior Leadership Team

### Wards Affected

Borough-wide

### Purpose

- To update Cabinet on the forecast outturn for Revenue and Capital Budgets for 2023/24. The budgets include all approved carried forward amounts from the 2022/23 financial year.
- To request approval from Cabinet for the changes to the budget as set out in this report.

### Key Decision

This is a key decision.

### Recommendation(s)

#### Members are recommended:

- 1) To approve the General Fund Budget virements set out in Appendix 1;
- 2) To note the use of reserves and funds during quarter three as detailed in Appendix 2;
- 3) To approve the changes to the capital programme included in paragraph 2.3.
- 4) To Recommend to Council approval of the additional £100,000 to the capital programme and borrowing required to fund repairs to the large storage shed as set out in section 2.3 of 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 is presented in 2 separate reports, they are reported to Cabinet together and will appear on the same agenda.
- 1.3 The Financial Management system has been updated to reflect the recent changes in Portfolio Holder responsibilities. This report is now based upon those new Portfolio Holder responsibilities.

## **2. Proposal**

### **2.1 General Fund Revenue Budget Summary**

The following table summarises the overall financial position of the General Fund Revenue Budget and the expected total spend for the year. This information has been compiled using the best information made available to Financial Services by the relevant spending officers as at 31 December 2023.

#### **General Fund Revenue Budget 2023/24 – Change Analysis**

	£
<b>Net Council Budget for 2023/24 approved by Council on 2 March 2023 and Cabinet's Maximum Budget is:</b>	<b>14,199,900</b>
<b>Underspend reported at Quarter 2</b>	<b>(182,500)</b>
<b>Revised Net Council Budget at Quarter 2</b>	<b>14,017,400</b>
Up to the end of December 2023 expenditure less income totalled	9,268,961
In the remaining 3 months of year we expect net expenditure to be	4,748,439

<b>Total net revenue spend for the year is currently expected to be</b>	<b>14,017,400</b>
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Appendix 1 outlines how the General Fund Revenue budget is divided between the Portfolios of the Council and includes a detailed variance analysis identifying the current proposed changes for quarter three against the approved budget for each Portfolio area. Cabinet is recommended to approve these changes.

The major variances detailed in Appendix 1 include:

**Expenditure:**

- Deferral of Efficiency 'Operating Hours at Richard Herrod' £45,000 pending Leisure Strategy Review.
- Additional staffing costs in Parks, Street Care and Cemeteries (PASC) £118,900. A result of additional Agency and Overtime.
- Additional staffing costs in Waste service £150,000 due to increased overtime, Agency and Honoraria.
- Adjustment to Minimum Revenue Provision (MRP) (£70,000) to reflect capital programme amendments.
- Corporate Management Vacancy savings (£50,000).
- Additional staffing overtime costs within Fleet Workshop £40,000.
- Additional Council Tax Hardship payments made £28,300.
- Additional expenditure for Hire of Fleet Transport £35,000.
- Increase in Temporary Accommodation Bed & Breakfast costs £30,000.
- Additional costs at Workshop on repairs and parts £25,000.

**Income:**

- Additional interest on investments forecast (£250,000), this is due to continuation of higher interest rates on investments.
- Increase in Swimming Lesson Income (£37,100).
- Bookings at Richard Herrod lower than expected £29,100.
- Decrease in Building Control income £25,000.
- Increase in Housing Benefit Income (£30,000) due to increase in Temporary Accommodation housing stock.

Details of the budget virements authorising the usage of Earmarked Reserves and Revenue Budget Funds as approved by the Chief Financial Officer and relevant Corporate Director in accordance with Financial Regulations are set out in **Appendix 2**. There was 1 virement approved

during quarter 3 for Arnold Master Planning work for £200,000 which is to be funded from NNDR Pool Reserve.

### **Cost of Living - Inflationary Pressures**

As highlighted in the Quarter 2 monitoring report presented to Cabinet on 9 November 2023 and in Appendix 1, increasing pressures arising from the cost of living crisis are affecting all organisations as well as this Council. Close attention is therefore being paid to this and attempts are being made to capture and report upon the likely impact.

One positive consequence of the cost-of-living crisis is an increase in the base rate set by the Monetary Policy Committee (MPC) which now stands at 5.25%. This has increased the amount of investment income with £1,350,000 now anticipated in 2023/24.

Other costs, such as energy, were estimated and included in the budget, however these are being monitored for any significant variances by the finance team.

Despite the difficult economic environment, good performance is being maintained as regards collection rates for council tax and business rates. As at 31 December 2023, 81.51% of council tax due for collection in 2023/24 had been received compared to an estimate of 82.68% at that date. The position for business rates was even better, with 82.39% of the sum due for collection having been received compared to an estimate of 82.25% at that date.

The annual refresh Medium Term Financial Plan (MTFP) is being undertaken to incorporate these and any other items that may significantly affect the Councils income and expenditure and that this be included in the General Fund revenue budget 2024/25 report to Cabinet on 21 February 2024.

### **Pay Award**

The Council included a sum of £774,900 in the 2023/24 Revenue Budget for the April 2023 pay award based upon an assumed 5.0% increase. The National Employers proposed an increase of £1,925 on all NJC pay points 1 and above with effect from 1 April 2023, after initial rejections Unions accepted the offer in Quarter 3 The additional £175,000 shortfall from the original budget is included in Appendix 1. The JNC pay award for Chief Officers of 3.5% has been accepted and reported in Quarter 1.

### **Support for Residents**

The Current Council Tax Reduction scheme for 2023/24 is £172,600 which is government funded and intended to alleviate the impact of some cost pressures for the most financially vulnerable residents.

At Quarter 3 this has been spent, with the current amount of relief exceeding the budget by £28,300. This falls as a cost to the Council.

In addition, the Council also operates a discretionary scheme for care leavers. As at December, the amount of relief the Council has paid is £71,000, and this is significantly more than previous years due to more people presenting as care leavers.

## **2.2 Efficiency programme – Progress Update**

Since 2014/15 the Council has approved six separate budget reduction programmes totalling £7.5m net of risk provision, including the new programme of £443,500 approved during the 2023/24 budget process.

Of the existing programme, £975,500 remains to be delivered over 2023/24 to 2024/25 with £894,500 originally planned for 2023/24.

In terms of 2023/24, the revised efficiency programme due for delivery is now £619,900 as set out in the table below.

<b>Movements on Efficiencies 2023/24</b>	
	<b>£</b>
<b>Approved Efficiency Programme 2023/24</b>	<b>(894,500)</b>
Quarter 1 Deferrals	0
Quarter 2 Deferrals	216,600
<b>Deferred Efficiencies to 2024/25 at Quarter 3</b>	
Richard Herrod Centre	45,000
Building Control	13,000
<b>Total Q3 Deferrals</b>	<b>58,000</b>
<b>Revised 2023/24 Efficiency Programme</b>	<b>619,900</b>

The majority of the deferred efficiencies relates to the Richard Herrod Centre which is pending the Leisure Strategy Review.

Delivery of the 2023/24 programme will continue to be monitored and an update provided in future reports.

## **2.3 Capital Programme**

Appendix 3 details the current projected position on the Capital Programme and its financing for 2023/24, analysed by Portfolio, and this is summarised in the table below. Cabinet is recommended to approve these changes.

Quarter 3 amendments to the current capital programme of £12,933,800 are presented in the following table.

<b>Capital Budget 2023/24 - Change Analysis</b>	
	<b>£</b>
<b>Original 2023/24 budget approved by Cabinet on 16 February 2023</b>	<b>6,928,100</b>
Council Approved Carry Forwards from 2022/23	7,204,600
Approved amendments to the programme in Quarter 1	(1,291,800)
Approved amendments to the programme in Quarter 2	(335,000)
<b>Schemes approved by Cabinet 9<sup>th</sup> November 2023*</b>	
Arnold Market Place first floor Enterprise Centre (UKSPF Funded)	£331,000
<b>Schemes approved by Leader Report 29<sup>th</sup> September 2023</b>	
East Midlands Combined Authority Domestic Retrofit Project	583,500
<b>Current approved budget for 2023/24</b>	<b>13,420,400</b>
<b>Proposed Amendments to the Programme at Quarter 3</b>	
<b>Additions to capital programme :</b>	
Depot Works	100,000
Repairs to Refuse Truck	40,000
Lambley Lane Changing Rooms	49,800
Civic Centre Renovation	15,000
Lambley Lane Park Entrance Footpath	19,700
King George V - Provision of Public Toilets	8,000
Gedling Country Park Charge Points	8,300
Civic Centre Charge Points	5,600
<b>Reductions to programme :</b>	
Green Homes Grant	(£179,100)
Homes Upgrade Grant	(£78,800)
Sand Martin Bank & Bird Hide	(£25,400)
Asset Management Fund	(£23,000)
Carbon Reduction (CR) Initiatives	(£15,500)
UKSPF Unallocated	(£19,900)
<b>Scheme deferrals into 2024-25</b>	
Civic Centre Window Replacement	(£100,000)
Vehicle Replacement Programme	(£78,000)
Flood Alleviation work (Daybrook)	(£60,000)
<b>Total Proposed Amendments</b>	<b>(£333,300)</b>
<b>Revised Capital Programme 2023/24</b>	<b>£13,087,100</b>
Actual Expenditure to Quarter 3 2023/24	£8,870,450
Estimated Expenditure Quarter 4 2023/24	£4,216,650
<b>Projected Outturn</b>	<b>£13,087,100</b>

Capital programme additions approved during Q3:

- Arnold Market Place first floor Enterprise Centre was approved by cabinet, the budget value has been excluded pending the procurement.
- East Midlands Combined Authority Domestic Retrofit Project. This project is to deliver domestic energy efficiency and low carbon retrofit



activities within East Midlands Mayoral Combined Authority area. This is funded by the Department for Energy Security and Net Zero as part of the governments clean growth strategy and is hosted by Nottingham City Council.

Additions totalling £246,400 to the 2023/24 capital programme:

- Depot Works – Repairs to large storage shed an additional £100,000 projected increasing the budget to £200,000. These works are required for Health & Safety and will extend the useful life of the Asset. These works are proposed to be funded through Prudential Borrowing and this report requests Cabinet to recommend to Council the additional funding be approved in line with Financial Regulations.
- Repairs to Dennis Refuse (Recycling Glass) Truck £40,000, to extend useful life of vehicle by 2-3 years. Service to consider whether vehicle will need replacing when the new waste collection legislation comes into force around Food Waste and potential to co-mingle with other recycling waste.
- Lambley Lane Changing Rooms £36,300 – Additional works required including PV Panels £16,800 and Foundation works £17,400. These will be funded by addition UKSPF grant £13,400, additional Football Foundation Grant £21,300 and £1,600 from Carbon Reduction.
- Lambley Lane Park Entrance Footpath £19,700, following refurbishment of Lambley Lane Play Area, the council is looking to install a footpath to assist park users. This is to be funded from S106 Open Spaces contributions.
- Civic Centre Renovation £15,000 – Replacement/ refurbishment of chairs and seating within the Council Chamber, these chairs are in a poor condition and loose nails and staples are creating a health & safety issue. This will funded by the Asset Management Reserve.
- King George V Provision of Public Toilets £8,000 – Additional works relating to National Grid. To be funded from Asset Management Fund.
- Gedling Country Park Charge Points £8,300 – Costs higher than initially estimated. Proposed to be funded through reallocation of Carbon Reduction Initiative budget.
- Civic Centre Charge Points £5,600 Costs higher than initially estimated. Proposed to be funded through reallocation of Carbon Reduction Initiative budget.

Reductions totalling £341,700 to the 2023/24 capital programme:

- Green Homes Grant (LAD2) (£179,100) - Scheme has now closed
- Homes Upgrade Grant (HUG1) (£78,800) – Scheme has now closed
- Sand Martin Bank & Bird Hide (£25,400). Project to be revised to Bird Hide only due unsecured grant funding for the Sand Bank. This project will now be fully funded through Section106 contributions.
- Asset Management Fund (£15,000) – Funding allocated to Civic Centre Renovations set out above.

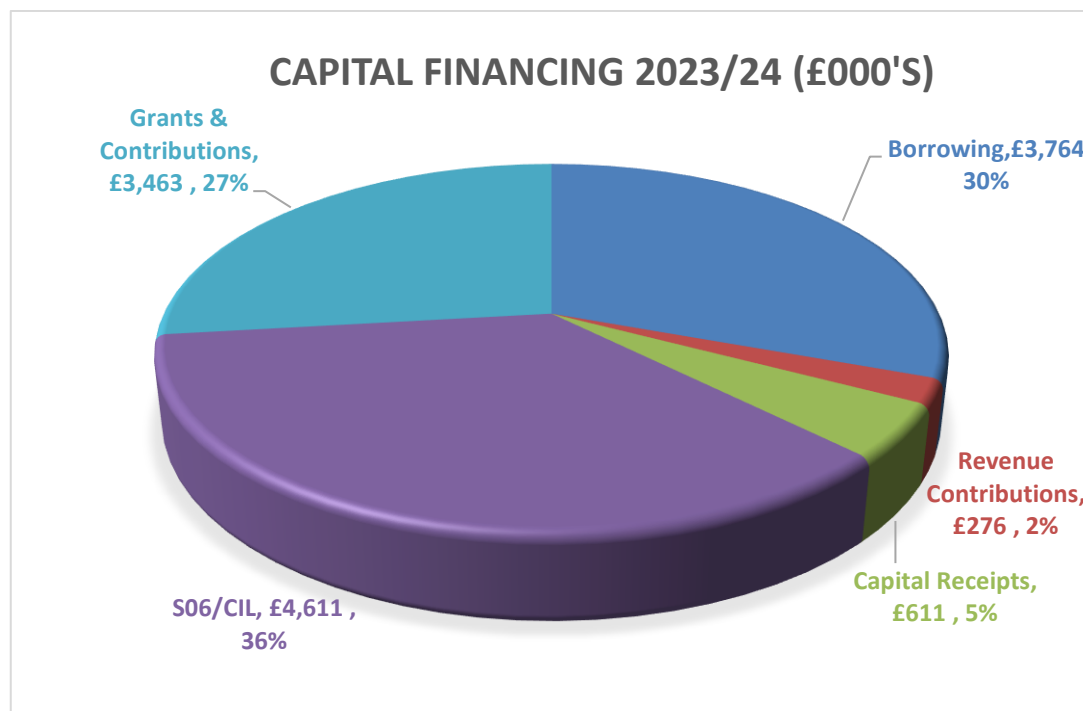
- Carbon Reduction Initiatives (£13,900) – Funding for the Charge Points at Civic Centre and Gedling Country Park set out above.
- UKSPF Unallocated budget (£13,400) – Grant funding has been allocated to Lambley Lane Changing Rooms set out above.
- Asset Management Fund (£8,000) – This budget has been reallocated to support the overspend on King George V Toilets set out above.

Deferrals totalling £238,000 to the 2023/24 capital programme:

- Vehicle Replacement Programme (£78,000) deferrals due to extended asset life.
- Civic Centre Window Replacement (£100,000) – Defer into 2024-25 pending a full review of Carbon reduction initiatives.
- Flood Alleviation Works (£60,000) - Exploring alternative schemes for Daybrook, spend expected now in 2024-25

## 2.4 **Capital Programme Financing**

The projected method of financing the current capital programme requirement of £13,087,100 is detailed in Appendix 3 and summarised in the chart below.



## 2.5 **Capital Receipts Monitoring**

When the Council sells General Fund assets it is permitted to use this income to fund capital expenditure. The initial capital receipts estimate for 2023/24 projects that £610,900 will be generated and used to finance the

capital programme in 2023/24. There is no change to the capital receipts estimate projected at Quarter 3 monitoring.

### **3 Alternative Options**

Option – Not to amend the original Council approved budgets during the year to reflect the latest projected outturn position.

Advantages:

- The final outturn position of the Council can be easily compared to its original intentions when the budget was set, and areas of budget risk identified.

Disadvantages:

- Budgets not aligned to current budget pressures resulting in increased likelihood of budget overspend and emerging Council priorities not being addressed.
- Restrict the effectiveness of medium-term planning process and preparation of the forward budget if pressures and areas of efficiency are not readily identifiable during budget preparation.
- Budget not reflective of latest performance information.

Reason for rejection – the option is not likely to result in the best outcomes in financial management or support delivery of priorities.

### **4 Financial Implications**

- 4.1 The nature of the report is such that it has significant resource implications across the Council. The report itself demonstrates how resources are being managed.

### **5 Legal Implications**

- 5.1 the legal implications are set out within the report. The Council's Financial regulations stipulate who may give approval for changes to the capital programme and who can authorise virements and transfers from reserves. All approvals should be requested in line with those rules.

### **6 Equalities Implications**

- 6.1 None arising directly from this report.

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

- 7.1 None arising directly from this report.

### **8 Appendices**

Appendix 1 - General Fund Revenue Budget 2023/24 – Budgetary Control Report

Appendix 2 - Use of Reserves and Revenue Fund Budgets

Appendix 3 - Capital Programme 2023/24 – Budgetary Control Report

## **9 Background Papers**

Detailed Quarterly Budgetary Control Exception Reports

## **10 Reasons for Recommendations**

- 10.1 To align the budgets to the current pressures and priorities and ensure the delivery of Council objectives is supported.

### **Statutory Officer Approval**

**Approved by:** Chief Financial Officer  
**Date:** 23 January 2024

**Approved by:** Monitoring Officer  
**Date:** 23 January 2024

**Grand Summary**

Revenue Quarterly Budgetary Control Report Period 202309

	Current Approved Budget	Profiled Budget	Actual to date	Variance	%	Projected Outturn	Projected Annual Variance
	£	£	£	£		£	£
Communities and Place	354,100	319,508	225,819	-93,690	-29	354,100	0
Lifestyles, Health & Wellbeing	2,027,700	944,116	446,835	-497,281	-53	1,990,900	-36,800
Public Protection	1,522,000	546,391	613,623	67,231	12	1,500,000	-22,000
Life Chances and Vulnerability	1,189,400	450,575	879,922	429,347	95	1,189,400	0
Environmental Services	4,468,300	2,219,399	2,513,796	294,397	13	4,824,700	356,400
Climate Change and Natural Habitat	2,018,500	844,287	826,198	-18,090	-2	2,021,500	3,000
Sustainable Growth and Economy	1,637,200	943,425	-91,015	-1,034,440	-110	1,662,200	25,000
Corporate Resources and Performance	1,782,800	5,220,550	3,853,783	-1,366,766	-26	1,509,000	-273,800
Total Portfolio Budget	15,000,000	11,488,252	9,268,961	-2,219,291	-19	15,051,800	51,800
Transfer to/ -from Earmarked Reserves	-982,600	-82,500	0	82,500	-100	-1,034,400	-51,800
Total General Fund Quarter 3	14,017,400	11,405,752	9,268,961	-2,136,791		14,017,400	0
Net Council Budget (Cabinets General Fund	14,199,900						

**LIFESTYLES, HEALTH & WELLBEING****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b>Calverton LC</b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	437.8	417.9	19.9		savings on vacancies covered by casual staff, offset by vacancy provision
Premises Related Expenses	185.6	177.4	8.2		Fuel recharges, reduction in oil prices.
Revenue Income	(456.5)	(475.0)	18.5		Increase in DNA members, partially offset by fewer bookings in the main hall and squash
<b>Carlton Forum LC</b>					
Supplies & Services	177.5	199.8		22.3	Additional costs for security services
Revenue Income	(1,593.8)	(1,630.9)	37.1		Swimming lesson income has increased, partially offset by a reduction in general swimming. Squash income is lower due to the conversion to a fitness area, additional income expected in the future for this.
<b>Redhill LC</b>					
Employee Expenses	439.9	417.9	22.0		savings on vacancies covered by casual staff, offset by vacancy provision

**LIFESTYLES, HEALTH & WELLBEING****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Richard Herrod Centre</u></b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	337.7	310.0	27.7		Vacant post to December
Premises Related Expenses	174.8	219.8		45.0	Deferred efficiency
Revenue Income	(269.4)	(240.1)		29.3	Lower bookings and income from sales across the site
All other budget heads Including items previously reported	2,594.1	2,594.1			
<b>PORTFOLIO TOTAL</b>	<b>2,027.7</b>	<b>1,990.9</b>	<b>133.4</b>	<b>96.6</b>	<b>Net Portfolio Total £36.8 Favourable</b>

**PUBLIC PROTECTION****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Taxi Licencing</u></b>	£'000	£'000			
Employee Expenses	123.8	112.3	11.5		In year Vacant posts; Licencing Officer and Neighbourhood Warden.
Supplies & Services	70.4	60.4	10.0		Lower expenditure than expected on plates & signs
<b><u>Community Protection &amp; Dog Control</u></b>					
Employee Expenses	324.2	304.0	20.2		Vacant Neighbourhood warden post.
<b><u>Environmental Protection</u></b>					
Revenue Income	(36.4)	(16.7)		19.7	Deferred efficiency on Pest control income due to deayed implementation
All other budget heads Including items previously reported	1,040.0	1,040.0			
<b>PORTFOLIO TOTAL</b>	<b>1,522.0</b>	<b>1,500.0</b>	<b>41.7</b>	<b>19.7</b>	<b>Net Portfolio Total £22.0 Favourable</b>



**ENVIRONMENTAL SERVICES****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Street Care</u></b>	£'000	£'000			
Employee Expenses	214.5	299.7		85.2	Additional Overtime, Honoraria and Agency costs
Premises Related Expenses	57.8	66.3		8.5	Installation Football Fence at Magenta Way Pavillion
Supplies & Services	82.5	90.5		8.0	Increased purchases of protective clothing relating to Health & Safety.
Income	(34.3)	(27.9)		6.4	Drop in income due to Wilksens Sweeping contract ceasing
<b><u>Cemeteries</u></b>					
Employee Expenses	294.4	308.1		13.7	Additional Overtime and Agency costs
<b><u>Waste Other</u></b>					
Employee Expenses	397.5	547.5		150.0	Additional Overtime, Honoraria and Agency costs across all of Waste divisions

**ENVIRONMENTAL SERVICES****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b>Transport &amp; Fleet</b>	<b>£'000</b>	<b>£'000</b>			
Employee expenses	331.1	371.1		40.0	Additional Overtime costs
Supplies & Services		25.0		25.0	Additional workshop costs relating to vehicle parts & repairs
Transport Related Expenses	690.9	725.9		35.0	Hire of transport fees and vehicle parts
Supplies & Services	30.6	40.6		10.0	Operational equipment costs
Internal Recharges	(1,676.7)	(1,702.1)	25.4		Correction of workshop charges
All other budget heads Including items previously reported	4,080.0	4,080.0			
<b>PORTFOLIO TOTAL</b>	<b>4,468.3</b>	<b>4,824.7</b>	<b>25.4</b>	<b>381.8</b>	<b>Net Portfolio Total £356.4 Adverse</b>

**CLIMATE CHANGE AND NATURAL HABITAT****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b>Parks</b>	<b>£'000</b>	<b>£'000</b>			Additional Overtime, Honoraria and Agency costs Additional income from Gedling Solar due to Electricity generated in 2022-23.
Employee Expenses	<b>790.2</b>	<b>810.2</b>		<b>20.0</b>	
Revenue Income	(167.3)	(184.3)	17.0		
All other budget heads Including items previously reported	1,395.6	1,395.6			
<b>PORTFOLIO TOTAL</b>	<b>2,018.5</b>	<b>2,021.5</b>	<b>17.0</b>	<b>20.0</b>	<b>Net Portfolio Total £3.0 Adverse</b>

**SUSTAINABLE GROWTH & ECONOMY**

**Revenue Quarterly Budgetary Control Report**

**REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Development Management</u></b>	£'000	£'000			
Employee Expenses	593.7	623.7		30.0	Additional Agency costs due to difficulty filling vacancies A major planning application has boosted income projections
Revenue Income	(667.3)	(697.3)	30.0		
<b><u>Building Control Fee Earning</u></b>					
Revenue Income	(235.7)	(210.7)		25.0	A fall in building control income is being projected
All other budget heads Including items previously reported	1,946.5	1,946.5			
PORTFOLIO TOTAL	1,637.2	1,662.2	30.0	55.0	<b>Net Portfolio Total £25.0 Adverse</b>

**CORPORATE RESOURCES & PERFORMANCE****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Housing Needs</u></b>	<b>£'000</b>	<b>£'000</b>			
Supplies & Services	461.3	491.3		30.0	Increased Bed & Breakfast following increasing demand for Temporary Accommodation Increased Housing Benefit income for Domestic Dwellings
Revenue Income	(202.4)	(232.4)	30.0		
<b><u>Housing Bens Admin</u></b>					
Employee Expenses	341.5	325.5	16.0		Vacancy savings from Housing Bens Office Post
<b><u>Estates &amp; Valuation</u></b>					
Supplies & Services	17.7	22.2		4.5	Submission of Public Sector Decarbonisation Scheme funding bid
<b><u>Public Offices</u></b>					
Premises Related Expenses	550.7	565.7		15.0	Increased repairs works on Depot including pot holes, staircase repairs and lighting
<b><u>Democratic Mgt &amp; Representation</u></b>					
Supplies & Services	353.8	341.8	12.0		Saving on Chaffeur services, current mayor not using the service
<b><u>Registration Of Electors</u></b>					
Supplies & Services	51.0	57.0		6.0	Additional postage costs for canvassing

**CORPORATE RESOURCES & PERFORMANCE****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Legal Services</u></b>	<b>£'000</b>	<b>£'000</b>			
Employee Expenses	375.6	352.4	23.2		Vacant posts now filled, offset by vacancy provision
<b><u>Revenues-Local Taxation</u></b>					
Supplies & Services	236.6	271.8		28.3	Increase in payments for Council Tax Relief (See earmarked Reserves)
				6.9	Increase in payments for Care Leaver Relief (See earmarked Reserves)
<b><u>Corporate Management</u></b>					
Employee Expenses	413.5	363.5	50.0		Vacancy savings
<b><u>Corporate Income &amp; Expenditure</u></b>					
Revenue Income	(1,110.0)	(1,350.0)	240.0		Additional interest on investments as a result of increased interest rates
<b><u>Non Distributed Costs</u></b>					
Employee Expenses	117.6	140.6		23.0	Pension Recharge - Unaccrued Q4 2022-23 charge
<b><u>Rent Allowances</u></b>					
Rent Allowances		(27.0)	27.0		Recalculation of Housing Benefits estimate
<b><u>Central Provisions</u></b>					
Employee Expenses	(80.7)	0.0		80.7	Achievement of additional vacancy provision through vacancy savings across the council

**CORPORATE RESOURCES & PERFORMANCE****Revenue Quarterly Budgetary Control Report****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Movement in Reserves - MIRS</u></b>	<b>£'000</b>	<b>£'000</b>			MRP adjusted as per 2022-23 outturn
Capital Interest	794.0	724.0	70.0		
All other budget heads Including items previously reported	(537.4)	(537.4)			
PORTFOLIO TOTAL	<b>1,782.8</b>	<b>1,509.0</b>	<b>468.2</b>	<b>194.4</b>	<b>Net Portfolio Total £273.8 Favourable</b>

# EARMARKED RESERVES

## Revenue Quarterly Budgetary Control Report

### REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<b><u>Transfer to/from Reserves</u></b>	£'000	£'000			
<b><u>Corporate Income &amp; Expenditure</u></b>					
Revenues New Burdens Reserve		(35.2)	28.3		Increase in payments for Council Tax Relief and Care Leaver Relief (See earmarked Reserves)
<b><u>Street Care</u></b>					
Asset Management Fund Reserve		(8.5)	8.5		Installation Football Fence at Magenta Way Pavillion
Park Improvement Reserve		(8.1)	8.1		Car Park Repairs at Gedling Country Park
<b><u>All other budget heads</u></b>	(982.6)	(982.6)			
Including items previously reported					
<b>RESERVES TOTAL</b>	<b>(982.6)</b>	<b>(1,034.4)</b>	<b>44.9</b>	<b>-</b>	<b>Net Reserves Total</b> <b>£51.8 Net Contribution from Reserves</b>

**CODING**  
Account



**Virements Approved for the use of Earmarked Reserves**  
**Quarter Ended December 2023**

Usage of Earmarked Reserves		
		£
	<b>Sustainable Growth and Economy</b>	
	Arnold Master Planning - Feasibility Works	£200,000
	Contribution from NNDR Pool Reserve	-£200,000
	<b>Total Expenditure</b>	<b>£200,000</b>
	<b>Total Reserves</b>	<b>-£200,000</b>

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Project	Original Capital Programme	Carry F/wds	Approvals to Q3	Qtr 3 Proposals	Revised Capital Programme Q3
CCTV Developments	25.0	2.4			27.4
CCTV Developments (UKSPF)		50.0			50.0
<b>Public Protection</b>	<b>25.0</b>	<b>52.4</b>	<b>-</b>	<b>-</b>	<b>77.4</b>
Sports Facilities Investment	-	-	40.0		40.0
<b>Lifestyles, Health &amp; Wellbeing</b>	<b>-</b>	<b>-</b>	<b>40.0</b>	<b>-</b>	<b>40.0</b>
Waste Management System		20.0	5.0		25.0
Vehicle Replacement Programme	1,605.5	156.5	(686.0)	(38.0)	1,038.0
Flood Alleviation Works	-	60.00			60.0
Ouse Dyke repair works	-	40.0			40.0
Council Street Lighting	50.0	-			50.0
King George V - Provision of Public Toilets	-	189.3	25.0	8.0	222.3
Arnold Flood Alleviation	60.0	-		(60.0)	-
Sand Martin Bank and Bird Hide	54.9	-		(25.4)	29.5
King George V Pavilion Refurbishment	-	41.4		0.0	41.4
Green Lung Project	-	47.6			47.6
St Mary's Play Area Refurbishment	100.0	-	(100.0)		-
Willow Park - Footpath extension	-	3.2	(3.2)		-
Lambley Lane Play Area Refurbishment	111.0	-			111.0
Recreation/Playground Improvements	110.0	-	(110.0)		-
Green Lung Digby Park to GCP Path Construction	35.0	-			35.0
Tree Audit & Management software	16.0	-			16.0
Carlton Cemetary Development Final Phase	15.0	-			15.0
Lambley Lane Changing Room & Pitch Renovation	-	256.3	20.9	49.8	327.0
Breckhill Park Entrance & Footpath			48.0		48.0
Lambley Lane Park Footpath Entrance				19.7	19.7
Air Quality Monitor			12.0		12.0
<b>Environmental Services</b>	<b>2,157.4</b>	<b>814.3</b>	<b>(788.3)</b>	<b>(45.9)</b>	<b>2,137.5</b>
Gedling Access Road (GAR) Contributions	-	4,480.1	(32.0)		4,448.1
UK Shared Prosperity Fund	125.7	6.3	(112.1)	(19.9)	-
Arnold Market Place	-	12.0	417.3		429.3
Carlton Square Service Yard	-	25.0			25.0
Town Centre Improvement	-	98.0	(60.1)		37.9
Disabled Facilities Grants	1,068.0	-			1,068.0
DFG staff salaries	132.0	-			132.0
Green Homes Grant Scheme (LAD2)	-	250.2	(120.7)	(129.5)	-
Green Homes Grant Scheme (LAD3)	-	663.6		(49.6)	614.0
Home Upgrade Grant (HUG1)	-	124.1		(78.8)	45.3
Home Upgrade Grant (HUG2)	330.0		(330.0)		-
East Midlands Domestic Retrofit Project			583.5		583.5
<b>Sustainable Growth &amp; Economy</b>	<b>1,655.7</b>	<b>5,659.3</b>	<b>345.9</b>	<b>(277.8)</b>	<b>7,383.1</b>
Temporary Accommodation	1,160.0	120.0			1,280.0
Income Management System	20.0	-			20.0
Carbon Reduction Initiatives	-	88.1	(25.00)	(15.50)	47.6
Civic Centre Fire Alarm	-	95.9	(33.00)		62.9
Civic Centre Lift Refurbishment	-	44.9	(25.10)		19.8
CR - GCP Charge Points	-	17.6		5.60	23.2
CR - Civic Centre Charge Points	-	14.1		8.30	22.4
CR - Thermostatic Radiator Valves			25.00		25.0
Depot Works	-	100.0		100.00	200.0
Economic Regeneration Land Assembly	1,500.0	-			1,500.0
Customer Service Improvements	-	38.4	(19.60)		18.8
IT Licences - Microsoft Office	110.0	-			110.0
Car Park Resurfacing and Fencing	-	63.4			63.4
Bestwood Country Park car park extension	-	36.2	(36.20)		-
Asset Management Fund	100.0	-	(46.00)	(23.00)	31.0
AMF - Hazelford Way	-	60.0	(60.00)		-
AMF - Civic Centre Window Replacement	200.0	-	(100.0)	(100.0)	-
AMF - Burnstump Pavilion	-	-	10.0		10.0
Civic Centre Renovation				15.0	15.0
<b>Corporate Resources and Performance</b>	<b>3,090.0</b>	<b>678.6</b>	<b>(309.9)</b>	<b>(9.6)</b>	<b>3,449.1</b>
<b>Total Programme</b>	<b>6,928.1</b>	<b>7,204.6</b>	<b>(712.3)</b>	<b>(333.3)</b>	<b>13,087.1</b>

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