



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

# Agenda

# Council

Date: **Friday 26 July 2024**

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Time: **6.00 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 3844

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# Council

## Membership

**Mayor** Councillor Ron McCrossen  
**Deputy Mayor** Councillor Kyle Robinson-Payne

Councillor Michael Adams	Councillor Alison Hunt
Councillor Roy Allan	Councillor Viv McCrossen
Councillor Sandra Barnes	Councillor Julie Najuk
Councillor Stuart Bestwick	Councillor Marje Paling
Councillor David Brocklebank	Councillor Michael Payne
Councillor Lorraine Brown	Councillor Lynda Pearson
Councillor John Clarke	Councillor Sue Pickering
Councillor Jim Creamer	Councillor Catherine Pope
Councillor Andrew Dunkin	Councillor Grahame Pope
Councillor Boyd Elliott	Councillor Alex Scroggie
Councillor David Ellis	Councillor Martin Smith
Councillor Rachael Ellis	Councillor Sam Smith
Councillor Roxanne Ellis	Councillor Ruth Strong
Councillor Andrew Ellwood	Councillor Clive Towsey-Hinton
Councillor Paul Feeney	Councillor Jane Walker
Councillor Kathryn Fox	Councillor Michelle Welsh
Councillor Des Gibbons	Councillor Henry Wheeler
Councillor Helen Greensmith	Councillor Russell Whiting
Councillor Jenny Hollingsworth	Councillor Paul Wilkinson
Councillor Paul Hughes	

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## SUMMONS

A meeting of the Borough Council will be held on Friday 26 July 2024 at 6.00 pm to transact the business as set out below.



**Mike Hill**  
Chief Executive

## AGENDA

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- 1 Thought for the day
- 2 Apologies for absence
- 3 Mayor's announcements
- 4 To approve, as a correct record, the minutes of the meetings held on 17 April and 22 May 2024 5 - 31
- 5 Declaration of interests
- 6 To deal with any petitions received under procedural rule 7.8
- 7 To answer questions asked by the public under procedural rule 7.7

### Question 1 – received from Matthew Francis

At the budget meeting of full council on 6 March 2024, the deputy leader of the council, Councillor Micheal Payne, stated clearly that the administration at Nottinghamshire County Council had increased council tax by the maximum level permitted every year, since 2017. He was given the opportunity to provide clarification and/or correction, numerous times by Councillor Adams and also on one occasion by Councillor Sam Smith, but it would appear he failed to do so. Contrary to Councillor Payne's assertions, it has subsequently been ascertained by myself, through an information request to Nottinghamshire County Council and a full review of the budget reports, which are all a matter of public record, that the conservative leadership at Nottinghamshire County Council have for almost every financial year since 2017/2018, increased the main council tax precept levy by less than the maximum permitted amount, saving the residents of Nottinghamshire in that period, millions of pounds in council

tax charges. When challenged on his assertion, Councillor Payne stated in writing that, and I quote: 'There is an element of subjectivity to the word maximum.'

Based on this information, and in the interests of honesty, integrity and accountability, does the Deputy Leader of the Council and the Member of Parliament for Gedling, wish to correct the record so that the residents of Gedling Borough, are in full possession of the facts?

## Question 2

Does the Council think the symbolism of spending large sums of money at Gedling Country Park while letting parks in Carlton and the Carlton Valley decay show that this council prioritises what looks good in political leaflets and in their connect magazine rather than providing some of our most deprived communities with the services and respect they deserve?

## **8 To answer questions asked by Members of the Council under procedural rule 7.9**

Question from Cllr Whiting to the Portfolio Holder for Sustainable Growth and Economy:

- Will Gedling Borough Council consider allowing the generation of electricity through onshore wind on land owned by the Council, in light of the lifting of the de facto ban by the government?

Question from Cllr Whiting to the Portfolio Holder for Public Protection:

- There have been a number of reports of anti-social on and around Colwick Rec over a long period of time, including suspected drug dealing, anti-social car cruising amongst other activities. Can we please have CCTV installed to cover the car park of the Rec and deter such behaviour?

## **9 Reports and recommendations of the Executive or a Committee (procedural rule 7.10)**

<b>a</b>	<b>Flexible Use of Capital Receipts Strategy 2024/25</b>	<b>33 - 45</b>
	Report of the Senior Leadership Team	
<b>b</b>	<b>Budget Outturn and Budget Carry Forwards 2023/24</b>	<b>47 - 91</b>
	Report of the Senior Leadership Team	



c	<b>Annual Treasury Activity Report 2023/24</b>	93 - 111
	Report of the Senior Leadership Team	
d	<b>Council productivity plan</b>	113 - 133
	Report of the Chief Executive	
e	<b>Appointment of a co-opted member of the Audit Committee</b>	To Follow
	Report of the Monitoring Officer	
f	<b>Recruitment of Independent Person and Reserve Independent Person</b>	135 - 138
	Report of the Monitoring Officer	
10	<b>Appointment of an Independent Remuneration Panel member</b>	139 - 140
	Report of the Democratic Services Manager	
11	<b>Changes to the Constitution following Management Restructure</b>	141 - 143
	Report of the Deputy Monitoring Officer	
12	<b>To consider comments, of which due notice has been given, under procedural rule 7.11</b>	
a	<b>Minutes of meeting Monday 18 March 2024 of Licensing Act Panel</b>	145 - 148
b	<b>Minutes of meeting Tuesday 9 April 2024 of Joint Consultative and Safety Committee</b>	149 - 150
c	<b>Minutes of meeting Tuesday 16 April 2024 of Environment and Licensing Committee</b>	151 - 154
d	<b>Minutes of meeting Thursday 18 April 2024 of Cabinet</b>	155 - 156
e	<b>Minutes of meeting Tuesday 23 April 2024 of Environment and Licensing Committee</b>	157 - 158
f	<b>Minutes of meeting Wednesday 24 April 2024 of</b>	159 - 160

## **Appointments and Conditions of Service Committee**

<b>g</b>	<b>Minutes of meeting Wednesday 5 June 2024 of Planning Committee</b>	<b>161 - 174</b>
<b>h</b>	<b>Minutes of meeting Tuesday 11 June 2024 of Appointments and Conditions of Service Committee</b>	<b>175 - 177</b>
<b>i</b>	<b>Minutes of meeting Tuesday 11 June 2024 of Environment and Licensing Committee</b>	<b>179 - 181</b>
<b>j</b>	<b>Minutes of meeting Tuesday 16 July 2024 of Environment and Licensing Committee</b>	<b>183 - 184</b>
<b>k</b>	<b>Decisions made under delegated authority</b>	<b>185 - 186</b>

### **13 To consider motions under procedural rule 7.12**

Motion 1:

That this Council notes:

- Since the conflict started more than 37,000 people have been killed – with more than 50% estimated to be women and children. With thousands more buried under the rubble.
- A letter in The Lancet Journal estimates that the true death toll may be as high as 186,000.
- The words of Foreign Secretary David Lammy MP on July 7 2024 when talking about Gaza: “We want to see a cease-fire. We want to see those hostages out”
- That then Foreign Secretary Lord Cameron on Thursday 11 January in describing the situation in Gaza as ‘heartbreaking’ ‘desperate’ and how ‘death and despair haunt’ the lives of Gaza’s children and his statement on March 25 that The UK has long been calling for an immediate humanitarian pause leading to a sustainable ceasefire without a return to destruction, fighting and loss of life, as the fastest way to get hostages out and aid in.
- That on 2 April Sir Ed Davey MP said “This violence has to stop. Now. We need an immediate bilateral ceasefire – a real ceasefire that finally sets us on the path to a lasting peace.
- In February 2024 the UK Parliament voted unanimously in favour of an immediate ceasefire in Gaza

Therefore, this Council resolves to:

- Record its deep concern for the severe reverberations of this crisis felt within Gedling borough and across the UK, with Jewish, Muslim, and Palestinian communities all fearing and grieving;
- Thank community leaders in this borough for the role they are

- playing in reducing tensions at this sensitive and difficult time;
- Thank members of the public throughout the Borough who have donated or provided assistance to the humanitarian response to the crisis in Gaza;
  - Support any forthcoming Government proposals for resettlement support for Palestinians seeking sanctuary here in the UK, as with the war in Ukraine;
  - Commit to identify ways in which the events can be remembered in the future, in this borough;
  - Offer appropriate support and assistance to the diverse communities within Gedling who have been impacted by, or who face emerging issues as a result of this crisis.
  - Request that the Chief executive write to the Secretary of State for Foreign, Commonwealth and Development Affairs affirming the support of Gedling Borough Council for any and all efforts to bring about a bilateral cessation of hostilities leading to a lasting peace arrangement

Proposer: Councillor Russell Whiting

Seconded: Councillor Paul Hughes

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## MINUTES COUNCIL

Wednesday 17 April 2024

Councillor Julie Najuk (Mayor)

Present: Councillor Michael Adams Councillor Ron McCrossen  
Councillor Sandra Barnes Councillor Viv McCrossen  
Councillor Stuart Bestwick Councillor Marje Paling  
Councillor David Brocklebank Councillor Michael Payne  
Councillor Lorraine Brown Councillor Sue Pickering  
Councillor John Clarke Councillor Catherine Pope  
Councillor Andrew Dunkin Councillor Grahame Pope  
Councillor Boyd Elliott Councillor Kyle Robinson-Payne  
Councillor David Ellis Councillor Alex Scroggie  
Councillor Rachael Ellis Councillor Martin Smith  
Councillor Roxanne Ellis Councillor Sam Smith  
Councillor Andrew Ellwood Councillor Ruth Strong  
Councillor Paul Feeney Councillor Clive Towsey-Hinton  
Councillor Kathryn Fox Councillor Jane Walker  
Councillor Des Gibbons Councillor Michelle Welsh  
Councillor Helen Greensmith Councillor Henry Wheeler  
Councillor Jenny Hollingsworth Councillor Russell Whiting  
Councillor Paul Hughes Councillor Paul Wilkinson  
Councillor Alison Hunt

Absent: Councillor Roy Allan, Councillor Jim Creamer and Councillor Lynda Pearson

### 89 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Allan, Creamer and Pearson.

### 90 DECLARATION OF INTERESTS

Councillor Sandra Barnes declared a non-pecuniary interest in item 3 as it related to a family member.

### 91 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Peter Barnes in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**92 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Christopher Barnfather in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**93 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Alan Bexon in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**94 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERWOMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderwoman of the Borough of Gedling on Nicola Brooks in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**95 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Ged Clarke in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**96 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Robert Collis in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**97 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Gary Gregory in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**98 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Meredith Lawrence in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**99 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERWOMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderwoman of the Borough of Gedling on Barbara Miller in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**100 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on John Parr in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**101 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Colin Powell in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**102 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on John Truscott in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

**103 TO CONSIDER THE CONFERMENT OF THE TITLE OF HONORARY ALDERMAN OF THE BOROUGH OF GEDLING**

Members were asked to consider the conferment of the title of Honorary Alderman of the Borough of Gedling on Anthony Gillam in recognition of the eminent services rendered to the Council as a past member of the Council and to resolve accordingly.

**RESOLVED:**

To support the recommendation.

The meeting finished at 8.32 pm

Signed by Chair:

Date:



**MINUTES  
COUNCIL**

**Wednesday 17 April 2024**

Councillor Julie Najuk (Mayor)

Present: Councillor Michael Adams Councillor Alison Hunt  
Councillor Sandra Barnes Councillor Ron McCrossen  
Councillor Stuart Bestwick Councillor Viv McCrossen  
Councillor David Brocklebank Councillor Marje Paling  
Councillor Lorraine Brown Councillor Michael Payne  
Councillor John Clarke Councillor Sue Pickering  
Councillor Jim Creamer Councillor Catherine Pope  
Councillor Andrew Dunkin Councillor Grahame Pope  
Councillor Boyd Elliott Councillor Kyle Robinson-Payne  
Councillor David Ellis Councillor Alex Scroggie  
Councillor Rachael Ellis Councillor Martin Smith  
Councillor Roxanne Ellis Councillor Sam Smith  
Councillor Andrew Ellwood Councillor Ruth Strong  
Councillor Paul Feeney Councillor Clive Towsey-Hinton  
Councillor Kathryn Fox Councillor Jane Walker  
Councillor Des Gibbons Councillor Michelle Welsh  
Councillor Helen Greensmith Councillor Henry Wheeler  
Councillor Jenny Hollingsworth Councillor Russell Whiting  
Councillor Paul Hughes Councillor Paul Wilkinson

Absent: Councillor Roy Allan and Councillor Lynda Pearson

**104 THOUGHT FOR THE DAY**

The Mayor's Chaplain, Father Philipp Ziomek, addressed council and gave a reading.

**105 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Allan and Pearson.

**106 MAYOR'S ANNOUNCEMENTS**

The Mayor confirmed she had undertaken many community events since the last meeting and noted how much she enjoyed the Netherfield senior citizens easter lunch and her introductory meeting with the new Lord Lieutenant, Professor Victoria Pickering.

**107 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 24 JANUARY, 21 FEBRUARY AND 6 MARCH 2024**

**RESOLVED:**

That the minutes of the above meetings, having been circulated, be approved as correct records.

**108        DECLARATION OF INTERESTS**

None.

**109        TO DEAL WITH ANY PETITIONS RECEIVED UNDER  
PROCEDURAL RULE 7.8**

None.

**110        TO ANSWER QUESTIONS ASKED BY THE PUBLIC UNDER  
PROCEDURAL RULE 7.7**

Two questions were received and both questioners were in attendance to ask their questions. The questions and answers are as follows:

Question 1 – Asked by Matthew Francis

On the 24 January, the Mayor was asked by Councillor Whiting why she had taken the decision to disallow motion one, regarding the conflict in Gaza. The Mayor stated one reason, in that she did not believe it complied with Paragraph 7.12 (e) of Section 4 of the Gedling Borough Council Constitution. It has since come to light, through an information request, that the Mayor also disallowed motion one, because she believed that it could cause untold damage to the reputation of the council amongst certain communities if voted on and reported in the press, and she also believed it held the possibility of threats to the personal security of members of the council or the public.

In the spirit of honesty and transparency, when asked by Councillor Whiting for the reasons behind the disallowing of motion one, why did you not make these other two reasons known to the council, and the public at large?

Answer 1 – given by the Mayor, Cllr Julie Najuk

When I was considering the motion from the independent members in relation to the conflict in Gaza, back in January, I did hold the view, as outlined in the question, that the motion could damage the Council's reputation and cause a security risk to members, in addition to the view that it did not accord with the constitution. I emailed my views to the Chief Executive explaining the motion was disallowed.

I have authority as Mayor, to determine the validity of motions under para 7.12 (e) of the constitution. In exercise of that specific power, the

constitutional grounds for refusal of the motion on which I relied, were that the motion did not, in my opinion, comply with para 7.12 (e) of section 4 of the Constitution, in that I did not consider it was relevant to a matter in relation to which the Council had powers and responsibilities or which affects the borough, as the motion related to national foreign policy.

Whilst I expressed wider reasons privately, I have exercised my mayoral authority, in line with paragraph 7.12 (e) of the constitution and that is the reason I gave, in line with that authority in a public meeting.

### Question 2 – Asked by Auvil Graham

I emailed Michael Payne, copying in John Clarke, on 31 January and received a reply on 8 April. The reply does not answer my question.

In my original email I noted of nearly 50 councillors, officers, and members of the public in attendance at the full council meeting of January 2024, apart from myself there was only one other person from a visible ethnic minority.

Given the deputy leader's response to a constituent's question at that meeting in which he said the council takes its responsibility for equality and diversity seriously and that all protected characteristics are equally important, I question the validity of that statement.

According to the most recent equality monitoring data (2021) only 4.4% of the council's employees were from visible minorities against a population of about 10%. I don't have the current figures even though the delay in answering my question was apparently to ensure up-to-date information. I am not aware of any non-white councillors on GBC.

I had asked that given the councils stated commitment to equality I would be very grateful to know how GBC intends to make the council more representative ethnically of the public it serves and efforts to engage the council's minority ethnic population in all activities including local democracy. The reply from the leader and deputy leader does not, unfortunately, answer my question. Indeed, it does not specifically address under-representation of minority ethnic people at all. I would be grateful for a clear answer.

How does GBC intend to make the council more representative ethnically of the public it serves and engage the council's minority ethnic population in all activities, including local democracy?

### Answer 2 – given by Councillor Michael Payne

Thank you, Mr Graham, for your question this evening and your earlier letter about the important issue you have raised. I share your concerns

about the need for greater progress on improving the representation of ethnic minorities within the Council's workforce and among its elected representatives.

In the interest of transparency, I will read your original letter and the response from the Leader of the Council and myself. I will then respond to your question this evening. Mr Graham's original letter to the Leader of the Council and I read:

Dear Michael

I listened with great interest to your eloquent response to a written question at last week's full council meeting regarding age discrimination. In it you stated that the council takes 'its responsibility for equality and diversity very seriously' going on to say that all protected characteristics are equally important.

You will be more aware than I that Gedling Borough Council currently has no visibly non-white councillors. To my knowledge it never has. This was of course evident to me at last week's meeting, but I also noted that of the nearly 50 councillors, officers, and members of the public in attendance, only 1 other apart from myself was from a visible ethnic minority. I don't know the status of the person, but I believe she is an officer. I find this disappointing and hope that this disparity is also of concern to the council.

Further, I note that according to the most recent equality monitoring data (2021) only 4.4% of the council's employees were from visible minorities against a population of about 10%.

Given your stated commitment to equality I would be very grateful to know how GBC intends to make the council more representative ethnicity of the public it serves and efforts to engage the council's minority ethnic population in all activities including local democracy. I note that you said a consultation on a new equality policy and action plan will commence shortly. Please can you advise however what is happening now and on the council's success in this regard. Kind regards, Auvil Graham.

The response from the Leader of the Council and myself was as follows:

Dear Auvil

Thank you for your email of 31 January 2024 in which you ask about the measures that the Council is taking to ensure that it is representative of the community that it serves. Please accept our apologies for the delay in responding - we were keen to share the most up to date and accurate information possible with you. We share your passion and commitment to the issues you have taken the time to raise with us.

Firstly, we would start by saying that although there have been elected Members of Gedling Borough Council from a visible ethnic minority in

the past, much more needs to be done to make progress on increasing representations from ethnic minorities on the Council. We would certainly welcome and support this and would be pleased to learn of potential candidates of an ethnic minority who wished to be considered for vacant ward positions as they arose. We have both worked hard to encourage, support and campaign for council candidates in our own political party who are from diverse backgrounds - including those from ethnic minorities. We were extremely disappointed none of them were elected in the recent May 2024 council elections, but we have continued to support them as individuals since the elections and will continue to do so.

In terms of the Council more widely, it really is quite timely that you ask the question and we are really pleased and proud to be able to tell you of the good work that is currently in place as well as the imminent developments that you mention in your email although again, we would start by recognising your concerns that the proportion of employees is not yet representative of the visible ethnic minority population within the borough. Examples of the current measures that we have in place to try to help move us towards being more representative include:

- In addition to job advertisements appearing openly in the Council's jobs web page, all external job vacancies are also targeted directly to around 40 different individuals and community groups representing or working with potentially under-represented applicants: organisations such as PATRA for example.
- All managers who undertake recruitment are trained to ensure that they understand and apply fair process.
- Over the last year or so all office-based employees have undergone equality, diversity and inclusion training that also includes reference to unconscious bias. This is now being rolled out to the remainder of the workforce that does not have easy access to the e-learning training programme.
- The Council has now established an internal officer group called GIGS (the Gedling Inclusion Group Support) which comprises around ten employees from across the Council, all of whom have volunteered to take part in the group which aims to support the Council's work with a focus on all protected characteristics covered within the Equality Act 2010.

This is a new network group and I know that the members of the group are excited by the prospect of being genuinely able to contribute to the development of the Council's ambitions to improve equality, diversity and inclusion.

As you mentioned in your email, there are other work strands that are also currently being developed. The current framework that was in place for the three years leading up to 2023 contained around 70 equality-related actions almost all of which have now been completed. The revised and updated Council Equality Policy is now going through a period of consultation from which actions will be developed linking to the

Local Government Association's Equality Framework under which the Council hopes to move from its "developing" status to "achieving" status during the life of the Gedling Plan 2023-27. Service Plans are currently being developed for 2024-25 and each service area has been mandated to include at least one material equality-related action that will help support the Council to make positive improvement for its employees, residents and service users.

Once again, thank you for your interest. Hopefully this response gives a flavour of the measures of support that are currently in place as well as those that are being developed. We would of course be more than happy to meet with you to discuss these issues further and hear your feedback and suggestions.

Kind regards  
Councillor John Clarke  
Leader of Gedling Borough Council  
Cllr Michael Payne  
Deputy Leader of Gedling Borough Council

The simple truth is, too many individuals from black and ethnic minority groups still face discrimination and disadvantage in both getting into and progressing at work.

People of all ethnicities and backgrounds should have equality of access, treatment and outcomes, throughout the employee lifecycle. From getting a job, to accessing training and receiving a promotion, employees should feel empowered and be able to realise their full potential at work.

The Council has made progress in tackling some of these challenges but there is always more to do.

I have therefore asked the Council's Strategic Equalities and Diversity Group and senior management to commission an independent review of the Council's recruitment and retention procedures, policies and culture with a specific focus on the issue of the council's staff being representative of the community it services, including the representation of ethnic minorities within our workforce.

There are a wide range of important studies and reports into the issues facing black people and other ethnic minorities in the workplace, which the Council's senior management and Strategic Equalities and Diversity Group could examine - the 2017 McGregor-Smith Review into issues affecting black and minority ethnic (BME) groups in the workplace, the CIPD's race inclusion reports and the 2016 Parker Review into ethnicity of UK Boards, amongst others.

From a personal perspective, I will continue to do everything I can to support people from ethnic minorities who wish to stand for public office

too and to engage with our ethnic minority communities across Gedling Borough.

I am also keen to listen and hear Mr Graham's own suggestions about how further progress can be made on this important issue, I would therefore reiterate the invitation from the Leader of the Council and myself to meet with Mr Graham to listen to his concerns and suggestions regarding how further progress can be made.

Once again thank you to Mr Graham for taking the time to write and ask a question about this important issue.

111

**TO ANSWER QUESTIONS ASKED BY MEMBERS OF THE COUNCIL UNDER PROCEDURAL RULE 7.9**

A question was asked of the Portfolio Holder for Climate Change and Natural Habitat from Councillor Whiting as follows:

“Football at Colwick Rec is contributing to parking chaos in local roads every Saturday morning. With more pitches being used than advertised and insufficient facilities for players, what steps are being taken to reduce the number of pitches in use at Colwick and find suitable facilities elsewhere for the teams?”

Response from Councillor V McCrossen:

Thank you for your question and your keen interest around getting a resolution for Colick. As you are aware, I met with the parish council and with the football team – we were there on Saturday morning when the teams were playing, and we had discussions in regard to the situation.

Colwick recreation ground has three football pitches and a changing pavilion which has been used for over 30 years for the purpose of training and matches and the current incumbent team, Mapperley Allstars, are indeed a very popular team. During the season, 2 of the 3 pitches are used on a Saturday with each pitch hosting 2 junior clubs – 1 for 5 a side and 1 for 9 a side games – and there is an occasional Sunday game too.

Such activities are part of our Gedling plan of health and wellbeing and our objectives in terms of improving health and wellbeing for young people and we would want to continue to encourage our young people in borough to keep healthy and active and improve their mental health. In one sense it is really positive that so many young people are playing football and that Mapperley Allstars have such a large group of children. The parking situation on a Saturday morning when there is heightened use of that facility isn't good – we do know that since covid and the pandemic the percentage of use decreased so it is good that people are using open spaces and getting out and again is a good thing, but we know that it has increased some of the use of Colwick which is a very

popular spot in our borough. We also know that the city introduced car parking charges into Colwick park which is adjacent to the Colwick recreational grounds and of course we as the borough don't charge for our car parking so it makes our car park looks very attractive and we know that's a decision that the city council have taken, and we know that our officers have has discussion with the city council and that will remain. We also know that park runs, which also fit in with our health and wellbeing strategy, are very well attended and these unfortunately clash with the children's football teams.

Our officers have had discussions with them about this to see whether it is possible to put the park run on a different day, but we have been unable to negotiate that. All of these things attract people, so it is a bit of a hotspot and I know this has caused particular concern to residents around parking and antisocial behaviour. It is something that we and the parish council have looked at to see if we can get a resolution. I know that some county councillors have been down to look at the site to look at how they could implement some yellow lines and restrictions to try to help the antisocial parking situation. My understanding is that nothing has happened since then.

What we've been doing in terms of pitches and facilities, we continue to try and improve the facilities for our players and teams. The number of games is being limited to four games on a Saturday with one spilling over to Sunday. We know that car parking is an issue and understand that you have sought some additional car parking for the home club and encourage the use of this facility to reduce the number of vehicles parked on the roadside.

In terms of suitable facilities elsewhere, it is good to know that as a borough we have many football teams. The Mapperley Allstars were temporarily relocated to the Colwick recreational site while we were doing work on Gedling county park and the Lambley lane site to improve facilities. They have recently returned to the Lambley lane site so the over 11 teams are now playing there, which is good.

We also face these parking issues in other open spaces in the borough – clearly tolerance and trying to work together is the answer to this problem. We don't want to ban football in our open spaces and want to keep young people active, so it is about educating the adults and parents around how we can ensure they park in a respectful way.

Looking at a way forward, I would suggest that the borough and parish councils along with the local residents work together to put a proposal together for the county council to see what they can do to improve restrictions in the area. I, as portfolio holder, will continue to work with officers to look for a solution here. I am also working with leadership to see how we can improve the car park in the future. We are not a washed with finances and are trying to do the best we can with what we have. I



hear what you are all saying about how difficult it is and we will work together to get this sorted.

Councillor Whiting asked a supplementary question to see if it was known when or if some of the junior teams would be returning to Lambley lane to reduce the number of parking issues at Colwick recreational ground.

Councillor McCrossen confirmed she would check with officers to see if there was any possibility of moving some of the junior teams back to Lambley Lane.

**112 TO RECEIVE QUESTIONS AND COMMENTS FROM MEMBERS CONCERNING ANY MATTER DEALT WITH BY THE EXECUTIVE OR A COMMITTEE (PROCEDURAL RULE 7.10)**

No comments were made.

**113 REVIEW OF COUNCIL PROCEDURAL RULES**

Consideration was given to a report of the Interim Corporate Director and Monitoring Officer which sought approval of the amended councils' procedural rules.

A revised set of recommendations than those printed in the agenda pack were proposed by Councillor John Clarke and seconded by Councillor Payne, in the following terms:

That Council:

1. Agrees the amended procedure rules at Appendix 1 to this report, with the additional amendment of amending the words 'three Members' to 'five Members' in clause 7.12 paras f and g.
2. Authorises the Monitoring Office to update the Constitution and any minor amendment to formatting or typographical errors.

**RESOLVED** that Council:

1. Agrees the amended procedure rules at Appendix 1 to this report, with the additional amendment of amending the words 'three Members' to 'five Members' in clause 7.12 paras f and g.
2. Authorises the Monitoring Office to update the Constitution and any minor amendment to formatting or typographical errors.

**114 DISCRETIONARY LOCAL SCHEME - WAR PENSIONS**

Consideration was given to a report of the Housing and Welfare Manager which sought approval to reconfirm the 100% discretionary disregard applied without revision in the calculation of Housing Benefit for all War Widows (Widowers)/War Disablement Scheme and the Armed Forces Compensation Scheme income received.

A revised set of recommendations than those printed in the agenda pack were proposed by Councillor John Clarke and seconded by Councillor Payne, in the following terms:

That:

- All income from War Widows (Widowers)/War Disablement Scheme and the Armed Forces Compensation Schemes be fully disregard when assessing entitlement to Housing Benefit, and by extension Discretionary Housing Payments.

**RESOLVED** that:

- All income from War Widows (Widowers)/War Disablement Scheme and the Armed Forces Compensation Schemes be fully disregard when assessing entitlement to Housing Benefit, and by extension Discretionary Housing Payments.

**115 TO CONSIDER COMMENTS, OF WHICH DUE NOTICE HAS BEEN GIVEN, UNDER PROCEDURAL RULE 7.11**

None.

**116 TO CONSIDER MOTIONS UNDER PROCEDURAL RULE 7.12**

Motion 1

Councillor Adams, seconded by Councillor Elliot, proposed a motion in the following terms:

The council notes the obligations it owes to the Armed Forces community within Gedling Borough as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most. Gedling Borough Council along with all other local authorities in Great Britain, has proudly signed the Armed Forces Covenant.

That in the course of their service in His Majesty's Armed Forces, some members of the Armed Forces Community, by virtue of the often dangerous and risky nature of their work, or environments in which they are required to operate, become wounded, injured, or sick in such a way that affects their life in a permanent or significant way.

That a number of military compensation schemes exist to recognise and compensate Service Personnel and sometimes their families, for the hardship, inconvenience or ongoing impact conditions such as PTSD, limb loss, hearing loss etc. Military compensation can be awarded through the War Pension Scheme (WPS), Armed Forces Compensation Scheme (AFCS) or through a veteran's occupational Armed Forces

Pension Scheme (AFPS), known as Service Invaliding Pensions (SIPs) or Service Attributable Pensions (SAPs). Compensation awards under these schemes may also include supplementary payments. This compensation often interacts with benefits issued through Local Authorities and may impact a veteran's entitlement to such benefits.

That whilst some benefits such as Universal Credit rightly disregard military compensation as income, others administered by or subject to the discretion of Local Authorities, do not always do so, meaning that some veterans must give up their compensation in order to access essential financial support.

A 2022 Freedom of Information request by the Royal British Legion showed that only one in five (19%) of Local Authorities in Great Britain rightly disregarded all military compensation when assessing local benefits claims for Housing Benefit, Council Tax Support, Discretionary Housing Payments and Disabled Facilities Grants.

In light of the above, this council resolves:

1. That no member of the Armed Forces Community should be forced to give up their military compensation to access the same welfare support as their civilian counterparts.
2. To support the Royal British Legion's call for all forms of military compensation to be disregarded as income in the assessment and administration of locally administered benefits over which this council exercises discretion; Council Tax Reductions, Housing benefit, discretionary housing payments and Disabled Facilities grants.
3. To ask the executive to review relevant local policies, to reflect such a position and report back to an appropriate meeting of this Council.

Proposer: Councillor Mike Adams

Secunder: Councillor Boyd Elliott

An amended motion was proposed and seconded by Councillor Payne and Clarke, in the following terms:

The council notes the obligations it owes to the Armed Forces community within Gedling Borough as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most. Gedling Borough Council along with all other local authorities in Great Britain, has proudly signed the Armed Forces Covenant.

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A 2022 Freedom of Information request by the Royal British Legion showed that only one in five (19%) of Local Authorities in Great Britain rightly disregarded all military compensation when assessing local benefits claims for Housing Benefit, Council Tax Support, Discretionary Housing Payments and Disabled Facilities Grants.

In light of the above, this council has at its meeting on 17 April 2024, resolved;

1. That no member of the Armed Forces Community should be forced to give up their military compensation to access the same welfare support (Housing Benefit and Discretionary Housing Payments) as their civilian counterparts;
2. To support the Royal British Legion's call for all forms of military compensation to be disregarded as income in the assessment and administration of locally administered benefits over which this council exercises discretion; (Council Tax Reductions), Housing Benefit, and by extension Discretionary Housing Payments

And this council resolves:

3. To write to the Secretary of State for Defence and shadow secretary requesting that it be made a national statutory

requirement that all forms of military compensation are disregarded as income in the assessment and administration of locally administered benefits over which a council exercises discretion, namely Council Tax Reductions, Housing Benefit, Discretionary Housing Payments and Disabled Facilities Grants; and that this new statutory requirement on local government be fully funded by central government.

4. To ask the executive to consider:  
implementation of a 'Discretionary armed forces personnel, veterans and immediate family grant', with benefits which would include:
- To be fast tracked to deal with as a priority
  - To disregard the Armed Forces pension in the means test
  - To disregard Armed Forces Compensation Scheme – Guaranteed Income Payment in means test
  - To disregard War Widow pension in means test;
- and consider an update to relevant local policies, to reflect such a position and report back to an appropriate meeting of this Council on the effectiveness of the schemes.

Proposer: Councillor Michael Payne  
Seconder: Councillor Jenny Hollingsworth

An adjournment was proposed, seconded, and agreed to allow members time to review the amendment. Upon return, the proposer and seconder of the original motion indicated their support and acceptance of the amendment. As such, it was deemed to be the substantive motion.

Upon being put to a vote, the motion was carried unanimously.

**RESOLVED** that:

The council notes the obligations it owes to the Armed Forces community within Gedling Borough as enshrined in the Armed Forces Covenant; that the Armed Forces community should not face disadvantage in the provision of services and that special consideration is appropriate in some cases, especially for those who have given the most. Gedling Borough Council along with all other local authorities in Great Britain, has proudly signed the Armed Forces Covenant.

That in the course of their service in His Majesty's Armed Forces, some members of the Armed Forces Community, by virtue of the often dangerous and risky nature of their work, or environments in which they are required to operate, become wounded, injured, or sick in such a way that affects their life in a permanent or significant way.

That a number of military compensation schemes exist to recognise and compensate Service Personnel and sometimes their families, for the hardship, inconvenience or ongoing impact conditions such as PTSD,

limb loss, hearing loss etc. Military compensation can be awarded through the War Pension Scheme (WPS), Armed Forces Compensation Scheme (AFCS) or through a veteran's occupational Armed Forces Pension Scheme (AFPS), known as Service Invaliding Pensions (SIPs) or Service Attributable Pensions (SAPs). Compensation awards under these schemes may also include supplementary payments. This compensation often interacts with benefits issued through Local Authorities and may impact a veteran's entitlement to such benefits.

That whilst some benefits such as Universal Credit rightly disregard military compensation as income, others administered by or subject to the discretion of Local Authorities, do not always do so, meaning that some veterans must give up their compensation in order to access essential financial support.

A 2022 Freedom of Information request by the Royal British Legion showed that only one in five (19%) of Local Authorities in Great Britain rightly disregarded all military compensation when assessing local benefits claims for Housing Benefit, Council Tax Support, Discretionary Housing Payments and Disabled Facilities Grants.

In light of the above, this council has at its meeting on 17 April 2024, resolved;

1. That no member of the Armed Forces Community should be forced to give up their military compensation to access the same welfare support (Housing Benefit and Discretionary Housing Payments) as their civilian counterparts; and
2. To support the Royal British Legion's call for all forms of military compensation to be disregarded as income in the assessment and administration of locally administered benefits over which this council exercises discretion; (Council Tax Reductions), Housing Benefit, and by extension Discretionary Housing Payments;

And this council resolves:

3. To write to the Secretary of State for Defence and shadow secretary requesting that it be made a national statutory requirement that all forms of military compensation are disregarded as income in the assessment and administration of locally administered benefits over which a council exercises discretion, namely Council Tax Reductions, Housing Benefit, Discretionary Housing Payments and Disabled Facilities Grants; and that this new statutory requirement on local government be fully funded by central government.
4. To ask the executive to consider:

implementation of a 'Discretionary armed forces personnel, veterans and immediate family grant', with benefits which would include:

- To be fast tracked to deal with as a priority
  - To disregard the Armed Forces pension in the means test
  - To disregard Armed Forces Compensation Scheme – Guaranteed Income Payment in means test
  - To disregard War Widow pension in means test;
- and consider an update to relevant local policies, to reflect such a position and report back to an appropriate meeting of this Council on the effectiveness of the schemes

Proposer: Councillor Mike Adams

Secunder: Councillor Boyd Elliott

### Motion 2

Councillor Sam Smith, seconded by Councillor Adams, proposed a motion in the following terms:

This Council resolves to review the approach to Strategic and Neighbourhood Community Infrastructure Levy allocation, to ensure it is expended effectively in local communities where development has or will take place and in consultation with those local communities and ward members.

Proposer: Councillor Sam Smith

Secunder: Councillor Mike Adams

An amended motion was proposed and seconded by Councillors Hollingsworth and Payne, in the following terms:

This Council notes that national Community Infrastructure Levy (CIL) regulations, determined by central government dictate that where a Neighbourhood Plan is in place in a parished area, the Parish Council receives 25% of the total CIL receipt collected in the parish and where there is no Neighbourhood Plan, the Parish Council receives 15%.

This Council notes that central government's updated Infrastructure Levy regulations, which have recently been consulted on, may change the overall approach to Community Infrastructure Levy.

This Council resolves to undertake a full review of the approach to Strategic and Neighbourhood Community Infrastructure Levy allocation following introduction of the updated regulations, to ensure it is expended effectively in local communities where development has or will take place and in consultation with those local communities and ward members and within the next year will commence a review of the current 123 infrastructure funding list and consult with communities and Councillors on appropriate infrastructure projects.

Proposer: Councillor Jenny Hollingsworth  
Seconder: Councillor Michael Payne

The proposer and seconder of the original motion indicated their support and acceptance of the amendment. As such, it was deemed to be the substantive motion.

Upon being put to a vote, the motion was carried unanimously.

**RESOLVED** that:

This Council notes that national Community Infrastructure Levy (CIL) regulations, determined by central government dictate that where a Neighbourhood Plan is in place in a parished area, the Parish Council receives 25% of the total CIL receipt collected in the parish and where there is no Neighbourhood Plan, the Parish Council receives 15%.

This Council notes that central government's updated Infrastructure Levy regulations, which have recently been consulted on, may change the overall approach to Community Infrastructure Levy.

This Council resolves to undertake a full review of the approach to Strategic and Neighbourhood Community Infrastructure Levy allocation following introduction of the updated regulations, to ensure it is expended effectively in local communities where development has or will take place and in consultation with those local communities and ward members and within the next year will commence a review of the current 123 infrastructure funding list and consult with communities and Councillors on appropriate infrastructure projects.

Proposer: Councillor Sam Smith  
Seconder: Councillor Mike Adams

The meeting finished at 8.12 pm

Signed by Chair:



Date:

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## **MINUTES COUNCIL**

**Wednesday 22 May 2024**

Councillor Julie Najuk (Mayor)

Present: Councillor Michael Adams Councillor Ron McCrossen  
Councillor Sandra Barnes Councillor Viv McCrossen  
Councillor Stuart Bestwick Councillor Marje Paling  
Councillor David Brocklebank Councillor Michael Payne  
Councillor John Clarke Councillor Lynda Pearson  
Councillor Jim Creamer Councillor Sue Pickering  
Councillor Andrew Dunkin Councillor Catherine Pope  
Councillor Boyd Elliott Councillor Grahame Pope  
Councillor David Ellis Councillor Kyle Robinson-Payne  
Councillor Rachael Ellis Councillor Martin Smith  
Councillor Roxanne Ellis Councillor Sam Smith  
Councillor Andrew Ellwood Councillor Ruth Strong  
Councillor Paul Feeney Councillor Clive Towsey-Hinton  
Councillor Kathryn Fox Councillor Jane Walker  
Councillor Des Gibbons Councillor Michelle Welsh  
Councillor Helen Greensmith Councillor Henry Wheeler  
Councillor Paul Hughes Councillor Russell Whiting  
Councillor Alison Hunt Councillor Paul Wilkinson

Absent: Councillor Roy Allan, Councillor Lorraine Brown, Councillor Jenny Hollingsworth and Councillor Alex Scroggie

### **1 THOUGHT FOR THE DAY**

The Mayor's Chaplain, Father Philipp Ziomek, addressed council and gave a reading.

### **2 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Allan, Brown, Hollingsworth and Scroggie

### **3 MAYOR'S ANNOUNCEMENTS**

The Mayor addressed the council and gave a sport speech. She expressed her immense pride and privilege in being the mayor over the last year and gave thanks to the people who supported her. She noted her thanks to her Chaplain, Democratic Services and to Caroline McCleary in particular. She noted her theme for the year was community and how happy she had been to support the charities who help the residents of the borough. The Mayor noted she had raised £3,120 for

her chosen charity, Anthony Nolan, and invited a representative from the charity to the lectern to say a few words.

**4 DECLARATION OF INTERESTS**

Councillor Clarke declared a non-pecuniary interest in item 8 as the incoming Youth Mayor was a family member.

**5 TO ELECT A MAYOR FOR THE ENSUING YEAR**

Councillor Clarke proposed that Councillor Ron McCrossen be elected as the Mayor of Gedling for the forthcoming year, this was seconded by Councillor Payne.

**RESOLVED:**

That Councillor Ron McCrossen be elected Mayor for the Borough of Gedling for the ensuing year.

Councillor Ron McCrossen signed the declaration of acceptance and thanked the Council.

Councillor Ron McCrossen, as Mayor, adjourned the meeting to allow the transfer of the chain of office and robes.

The meeting was resumed with Councillor Ron McCrossen in the Chair.

He confirmed that Father Philip Ziomek of Good Shepherd church in Woodthorpe, would be his Chaplin for the next municipal year.

The Mayor nominated Parkinsons UK and Nottingham as his charity for the municipal year. A representative for the charity gave a speech to confirm their charities mission and aims and congratulated the Mayor on his new role.

**6 VOTE OF THANKS TO THE OUTGOING MAYOR**

A vote of thanks was proposed by Councillor Clarke and seconded by Councillor Payne to the outgoing Mayor.

**RESOLVED:**

That Councillor Julie Najuk and her consort, Michael Gavigan, be thanked for their work undertaken during the 2023/24 term of office.

**7 TO APPOINT A DEPUTY MAYOR FOR THE ENSUING YEAR**

The Mayor invited nominations for Deputy Mayor.

Councillor Clarke proposed that Councillor Kyle Robinson-Payne be Deputy Mayor for the 2024/25 mayoral year, which was seconded by Councillor Barnes.

**RESOLVED:**

That Councillor Robinson-Payne be elected Deputy Mayor of the Borough of Gedling for the ensuing year.

Councillor Robinson-Payne signed the declaration of acceptance and thanked the Council.

**8 TO APPOINT A YOUTH MAYOR FOR THE ENSUING YEAR**

The Mayor welcomed Stella Clarke as the newly elected Gedling Youth Mayor to the lectern to give a speech. Freddie Vokes, the outgoing Youth Mayor gave a medallion to Stella.

**9 VOTE OF THANKS TO THE OUTGOING YOUTH MAYOR**

The Mayor thanked Freddie Vokes for their work during the last year as Gedling Youth Mayor and invited them to the lectern to give a speech.

**10 TO RECEIVE NOTIFICATION OF PORTFOLIO HOLDERS AND MEMBERSHIP OF THE CABINET**

Councillor Clarke informed the Council of the appointments of Deputy Leader and his Cabinet as detailed at appendix 1 to the report.

**RESOLVED:**

To note the information.

**11 TO RECOGNISE LEADERS OF POLITICAL GROUPS**

Labour Group  
Proposed by Councillor Payne and seconded by Councillor Hollingsworth.

Conservative Group  
Proposed by Councillor Sam Smith, seconded by Councillor Elliott.

Liberal Democrat Group  
Proposed by Councillor Ellwood, seconded by Councillor Clive Towsey-Hinton.

**RESOLVED that:**

- 1) Councillor Clarke be recognised as the Leader of the Labour Group and Leader of the Council; and

- 2) Councillor Adams be recognised as Leader of the Conservative Group;  
and
- 3) Councillor Hughes be recognised as Leader of the Liberal Democrat Group

**12 TO APPROVE THE SCHEDULE OF MEETINGS FOR THE ENSUING YEAR**

It was proposed by Councillor Clarke and seconded by Councillor Payne that the schedule of meetings for the ensuring year be approved.

**RESOLVED:**

To approve the schedule of meetings for the 2024/25 municipal year

**13 TO APPOINT THE CHAIRS, VICE-CHAIRS AND MEMBERSHIPS OF SCRUTINY COMMITTEE, STANDARD ORDINARY COMMITTEES AND SUB-COMMITTEES OF THE COUNCIL**

An addition from the printed agenda pack was confirmed by Councillor Clarke and seconded by Councillor Payne in that Councillor Roxanne Ellis take the vacant seat on Environment & Licensing committee.

Councillor Hughes then proposed an amendment, seconded by Councillor Ellwood, that Councillor Dunkin be nominated as the Chair of Overview & Scrutiny.

On being put to vote, this amendment was lost.

The original recommendations, as amended by Councillor Clarke and seconded by Councillor Payne that the membership of the scrutiny committee, standing ordinary committees and sub-committees of the Council, be approved.

**RESOLVED:**

To appoint to the Council's scrutiny committee, standing ordinary committees and sub-committees as at appendix 1, as amended.

**14 TO APPOINT REPRESENTATIVES TO OUTSIDE BODIES**

It was proposed by Councillor Clarke and seconded by Councillor Payne that the appointment for representatives to outside bodies be as detailed in the agenda pack.

**RESOLVED:**

To appoint representatives of the Council to outside bodies, as per appendix 1.

The meeting finished at 7.14 pm

Signed by Chair:  
Date:

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## Report to Cabinet

**Subject:** Flexible Use of Capital Receipts Strategy 2024/25

**Date:** Wednesday 17 July 2024

**Author:** Chief Finance Officer

### Wards Affected

(All Wards);

### Purpose

For Cabinet to recommend to Full Council the approval and the adoption of the Flexible Use of Capital receipts Strategy.

### Key Decision

This is a key decision because the proposal includes financial implications that are above the threshold of £0.5m determined by Council for decisions to be regarded as a Key Decision.

### Recommendation(s)

**THAT:**

- 1. Cabinet recommends to Full Council the approval and adoption of the Flexible use of Capital Receipts Strategy 2024/25**

## 1 Background

- 1.1 In order to support local authorities to deliver more effective and sustainable services, the Department of Levelling Up, Housing & Communities is making available a time limited flexibility to enable the use of proceeds from the sale Council owned capital assets to fund revenue costs of service reform and transformation.
- 1.2 Under normal accounting rules, capital receipts may only be used to fund capital expenditure such as acquiring new assets e.g. land, buildings and

vehicles or improvements to existing assets.

- 1.3 In spring 2015 as part of the spending review, the Chancellor of the Exchequer announced the Government would allow local authorities to spend up to 100% of their capital receipts on revenue costs of transformation projects. These provisions were extended several times since with the latest extension being announced on 18<sup>th</sup> December 2023. This extends the scheme to 31 March 2030. Therefore, to make eligible use of the scheme the capital receipts, and any qualifying revenue expenditure, needs to be incurred between 1 April 2022 and March 2030.
- 1.4 In order for the direction to be applied the requirements state that the Strategy must be presented to Full Council and then a submission made to the Secretary of State detailing the planned use of the flexibility for each year in which the flexibility is planned to be used. The strategy attached at Appendix 1 is the first Strategy we are requesting approval for, going forward a revised strategy will be presented each year to Full Council as part of the annual budget setting process.

## **2 Proposal**

- 2.1 The Revenue & Capital Budget report approved by Full Council on 6<sup>th</sup> March set out the Councils proposed investment in its Digital Data & Technology Strategy and the planned flexible use of capital receipts.
- 2.2 This Strategy which is attached as **Appendix 1** details how the Council will use the powers under the Governments Statutory Guidance to the flexible use of capital receipts to fund **£1.987m** of qualifying transformation expenditure in order to support transformation projects summarised in **tables 1 & 2** below.
- 2.3 The initial costs of the transformation will be a mixture of both eligible Revenue & Capital costs and include systems and staffing costs for a period of two years. Any on-going revenue costs will be factored into the medium-Term Financial Plan and will be funded by future efficiencies which are expected to be delivered as part of the transformation programme.
- 2.4 The Transformation programme is supported by a staffing restructure which puts additional resource into the Council in order to deliver this ambitious programme of transformation, it is envisaged that around 60%-80% of these posts will be delivering one-off transformation projects to the Council, therefore this element will be eligible for the use of capital receipts over the two-year period of transformation.

<b>Table 1: Digital Data &amp; Technology Implementations Costs</b>			
<b>Project</b>	<b>Lead Officer</b>	<b>Value £</b>	<b>Use of Capital Receipts</b>
Customer Relationship Management System and Software	Director of Transformation	215,000	2024/25
		20,000	2025/26
Integration Capability-Web service enablement/orchestration layer	Director of Transformation	150,000	2024/25
ICT service Management solution software and implementation	Director of Transformation	45,000	2024/25
ICT Staffing Implementation Costs (2 years fixed term Contracts)	Director of Transformation	395,200	2024/25
		556,800	2025/26
		179,600	2026/27
<b>Total</b>		<b>1,561,600</b>	

<b>Table 2: Management Transformation Programme</b>			
<b>Position</b>	<b>Lead officer</b>	<b>Value £</b>	<b>Use of Capital Receipts</b>
Director of Transformation (80%)	Deputy Chief Executive	70,950	2024/25
		94,600	2025/26
		23,650	2026/27
Assistant Director Digital Data & Technology (80%)	Director of Transformation	53,550	2024/25
		71,400	2025/26
		17,850	2026/27
Assistant Director of Customer Engagement (60%)	Deputy Chief Executive	34,950	2024/25
		46,600	2025/26
		11,650	2026/27
<b>Total</b>		<b>425,200</b>	

### 3 Alternative Options

3.1 The Council could decide not to adopt the flexible use of capital receipts

strategy; however, the Council would then need to find additional funding to finance the transformation programme. The use of Prudential Borrowing could be considered however, this would result in additional revenue costs being incurred to cover the costs of borrowing.

#### **4 Financial Implications**

- 4.1 Potential Capital receipts being used to fund the transformation programme have not been earmarked as funding for other projects in the Capital Programme, therefore have no impact on the Councils Prudential Indications as set out in the Treasury Management Strategy.
- 4.2 The Prudential Indicators show this strategy is affordable and will not affect the Councils operating boundary and authorised borrowing limit.
- 4.3 The Council will have due regard to the Local Authority Accounting Code of Practice when determining entries within the Statement of Accounts for 2024/25.

#### **5 Legal Implications**

- 5.1 The Council is required to comply with the guidance issued under s.15 (1) (a) of the Local Government Act 2003. The guidance requires a Flexible use of Capital Receipts Strategy be prepared, which is set out in this report and the strategy be approved by full council.

#### **6 Equalities Implications**

- 6.1 As this report is solely regarding funding there are no equalities implications. Equalities assessment will be produced for each of the transformation projects if applicable.

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

- 7.1 This report is solely regarding funding therefore there are no Carbon or Environmental implications. These assessments will be produced as part of each individual project within the transformation programme.

#### **8 Appendices**

- 8.1 Appendix 1 Flexible Use of Capital Receipts Strategy 2024/25

#### **9 Background Papers**

- 9.1 None.

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

10.1 To fund the Council Transformation Programme over the next two years without putting additional pressure on to the Revenue Budget.

**Statutory Officer approval**

**Approved by:**

**Date: 09/07/2024**

**On behalf of the Chief Financial Officer**

**Approved by:**

**Date: 09/07/2024**

**On behalf of the Deputy Monitoring Officer**

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# Flexible Use of Capital Receipts Strategy 2024/25

## March 2024



## **Contents**

1. Introduction
2. Background
3. Proposed Investments
4. Historic use of Capital Receipts up to 2023/24
5. Impact on Prudential Indicators
6. Monitoring the Strategy



## 1. Introduction

To support local authorities to deliver more efficient and sustainable services, a time limited flexibility is currently available to use capital receipts from the disposal of property, plant and equipment assets to fund the revenue cost of service reform.

Under normal rules, capital receipts can only be used to fund capital expenditure such as the purchase of capital assets or improvements to existing assets.

The Department for Levelling Up, Housing & Communities have issued an extension to a Direction and published guidance that enables Councils to use income from the sale of certain assets to fund the short-term revenue costs that support Transformation, Invest-to-save and efficiency projects in order to provide revenue savings in the future.

This strategy sets out the intended use of this flexibility and applies to the financial year 2024/25 and for each subsequent financial year to which the flexible use of capital receipts direction applies (currently 2029/30 is the last year). The Strategy will be updated as part of the annual budget process in subsequent years.

The flexibilities fit well with the Council's Medium Term Financial Plan for achieving financial sustainability through transformation projects, including efficiency measures and invest-to-save projects. Given the level of savings required over the medium-term and the number and scope of projects within the plan, it will be important to provide funding for these projects. The use of capital receipts means that these essential projects can be progressed without putting additional pressure on revenue resources.

## 2. Background

Capital receipts can only be used for specific purposes, and these are set out in Regulation 23 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 made under Section 11 of the Local Government Act 2003. The main permitted purpose is to fund capital expenditure, and the use of capital receipts to support revenue expenditure is not allowed by the regulations. The Secretary of State is empowered to issue Directions allowing revenue expenditure incurred by local authorities to be treated as capital expenditure and therefore funded by capital receipts.

In the Spending Review 2015, the Chancellor of the Exchequer announced the Government would allow local authorities to spend up to 100% of their capital receipts on the revenue costs of transformation projects, to support local authorities to deliver more efficient and sustainable services.

The Secretary of State for Communities and Local Government issued a Direction in March 2016, giving local authorities greater freedoms to use capital receipts to finance expenditure, up until 2018/19. Allowing local authorities to treat qualifying expenditure on transformation projects as capital expenditure and to fund it from capital receipts received after April 2016. Qualifying expenditure was defined as: “Expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs and/or transform service delivery in a way that reduces costs or demand for services in future years for any of the public sector delivery partners.”

This was extended in 2018/19 as part of the Local Government Finance Settlement for a further three years until 2021/22. Then, in the 2022/23 Provisional Local Government Finance Settlement it was announced “a 3-year extension from 2022-23 onwards of the existing flexibility for councils to use capital receipts to fund transformation projects that produce long-term savings or reduce the costs of service delivery”. On 4 April 2022, the Department of Levelling Up, Housing, and Communities confirmed this extension to 2024/25 and published Guidance and a Direction.

It was announced by Government alongside the Provisional Settlement on 18 December 2023 that the current scheme, which currently applies to expenditure and receipts incurred between 1 April 2022 and 31 March 2025, has been extended to 31 March 2030. Therefore, to make eligible use of the scheme the capital receipts, and any qualifying revenue expenditure, need to be incurred between 1 April 2022 and 31 March 2030.

### 3. Proposed Investments

The Revenue and Capital Budget reports approved by Full Council on 6<sup>th</sup> March set out the Councils proposed investment in its Digital, Data & Technology Strategy.

This Strategy is central to the Council's transformation efforts and a critical enabler of more customer-centric, efficient ways of working. It sets the direction for how we will deliver better services for customers and how we will organise ourselves more efficiently, enabled by Council wide standards and approaches to service design, underpinned by joined up data and technology solutions.

The purpose of this strategy is to provide a clear vision and direction for Digital, Data and Technology within Gedling over the next three years. It sets out our ambitions for improving our ways of working by making better use of technology, with the aim of helping us to become more efficient and customer focused on how we deliver our services.

The strategy is a significant investment which will enable the Council to deliver long term financial efficiencies which are expected to start to be realised in 2025/26 and will increase over the next few years as the strategy and associated roadmap progresses. The initial costs of implementation will be a mixture of both revenue costs and capital costs, which are eligible for flexible use of capital receipts. Any on-going revenue costs have been factored into the medium-term financial plan and will be funded by future efficiencies arising from this transformation or the general fund revenue budget.

The Digital, Data and technology Strategy is part of an overall two to three-year transformation programme.

This transformation programme is supported by a staffing restructure which puts additional resource into the council in order to deliver transformation projects (particularly around Digital Transformation). It is currently envisaged that between 60-80% of these posts will be delivering one-off transformation projects to the Council, therefore only this element will be subject to funding by flexible use of capital receipts over a two-year period, the remainder of the posts will be delivering business as usual activities and funded through the general fund revenue account.

The Council will use the powers under the Governments Statutory Guidance to the flexible use of capital receipts to fund **£1.987m** of qualifying transformation expenditure in order to support projects summarised in **Tables 1 and 2** below.

<b>Table 1: Digital Data &amp; Technology Implementations Costs</b>			
<b>Project</b>	<b>Lead Officer</b>	<b>Value £</b>	<b>Use of Capital Receipts</b>
Customer Relationship Management System and Software	Director of Transformation	215,000	2024/25
		20,000	2025/26
Integration Capability- Web service enablement/orchestration layer	Director of Transformation	150,000	2024/25
ICT service Management solution software and implementation	Director of Transformation	45,000	2024/25
ICT Staffing Implementation Costs (2 years fixed term Contracts)	Director of Transformation	395,200	2024/25
		556,800	2025/26
		179,600	2026/27
<b>Total</b>		<b>1,561,600</b>	

<b>Table 2: Management Transformation Programme</b>			
<b>Position</b>	<b>Lead officer</b>	<b>Value £</b>	<b>Use of Capital Receipts</b>
Director of Transformation (80%)	Deputy Chief Executive	70,950	2024/25
		94,600	2025/26
		23,650	2026/27
Assistant Director Digital Data & Technology (80%)	Director of Transformation	53,550	2024/25
		71,400	2025/26
		17,850	2026/27
Assistant Director of Customer Engagement (60%)	Deputy Chief Executive	34,950	2024/25
		46,600	2025/26
		11,650	2026/27
<b>Total</b>		<b>425,200</b>	

#### 4. Historic use of Capital receipts up to 2023/24

The Council has not previously exercised its option to use the capital receipts flexibility direction prior to 2024/25. This is the first flexible use of Capital receipts Strategy the Council has produced, subsequent strategies will be presented to Full Council as part of the annual budget reports and submitted to the Secretary of State following approval by Full Council.

#### 5. Impact on Prudential Indicators

The Council has due regard to the requirements of the Prudential Code and the impact on its prudential indicators from the application of this Flexible Use of Capital Receipts Strategy.

Any capital receipts which are received and not allocated will be used to fund revenue costs incurred to support the Council's Transformation Programme and delivery of savings and efficiencies. These receipts have not been earmarked as funding for any other proposed capital expenditure and therefore there is no anticipated additional impact on the Council's prudential indicators as set out in the Council's Treasury Management Strategy.

The prudential indicators show that this strategy is affordable and will not affect the Council's operational boundary and authorised borrowing limit.

The Council will also have due regard to the Local Authority Accounting Code of Practice when determining and including the entries required from undertaking and funding this scheme within the 2024/25 Statement of Accounts.

## **6. Monitoring the Strategy**

Implementation of this Strategy will be monitored as part of regular financial reporting arrangements.

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## **Report to Cabinet**

**Subject:** Budget Outturn and Budget Carry Forwards 2023/24

**Date:** 17 July 2024

**Author:** Senior Leadership Team

### **Wards Affected**

Borough-wide

### **Purpose**

This report presents the Budget Outturn and Budget Carry Forwards for 2023/24.

Cabinet is asked to note the final outturn position for 2023/24 and:

- a) Approve the movements on earmarked reserves and provisions;
- b) Note the capital carry-forward budgets approved by the Chief Financial Officer in accordance with Financial Regulations;
- c) Approve the carry forward of non-committed capital budgets from 2023/24 as additions to the 2024/25 budget in accordance with Financial Regulations.
- d) Recommend that Council approve the method of financing the 2023/24 capital expenditure which includes making the determinations required for the minimum revenue provision.

### **Key Decision**

This is a key decision because the proposal includes financial implications that are above the threshold of £0.5m determined by Council for decisions to be regarded as a Key Decision.

## **Recommendation(s)**

**Members are recommended to:**

- 1) Note the Budget Outturn figures for 2023/24;**
- 2) Approve the movements in Earmarked Reserves and Provisions as detailed in paragraphs 2.7;**
- 3) Approve the reimbursement of £1,454,360 CIL funds into Earmarked Reserves as detailed in paragraph 2.10;**
- 4) Note the capital carry forwards approved by the Chief Financial Officer included in Appendix 6, being amounts not in excess of £50,000 and committed schemes above £50,000.**
- 5) Approve the capital carry forwards of £1,883,400 included in Appendix 6 for non-committed schemes in excess of £50,000.**
- 6) Refer to Council for approval:**
  - i) The overall method of financing of the 2023/24 capital expenditure as set out in paragraph 3.4;**
  - ii) The determination of the minimum revenue provision for the repayment of debt as set out in paragraph 3.5.**

## **1 Background**

- 1.1 The refreshed Gedling Plan for 2023/24 was approved by Council on the 2 March 2023. The Plan sets out the priorities, objectives and key actions for the Council along with the associated budgets.
- 1.2 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.3 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have all been brought together and are embedded in the way the Council works. Whilst the budget and performance information is presented in 2 separate reports, they are reported to Cabinet together and will appear on the same agenda.



- 1.4 This report highlights continued good management of the Revenue and Capital budgets.
- 1.5 During 2023/24 Cabinet received the usual Gedling Plan quarterly monitoring reports and approved a number of budget amendments to align resources to meet identified budget pressures, managing within the overall maximum revenue budget of £14,017,400 approved by Council. Capital budgets have also been monitored by Cabinet to ensure schemes are appropriately profiled, with the current estimate for 2023/24 being approved at £13,146,800.
- 1.6 The Council's Financial Regulations allow for the carry forward of capital and revenue budgets to the new financial year where there is an underspend against the approved budget. Approval of Cabinet is required for schemes, which are not contractually committed, with a value over £50,000 for Capital and £10,000 for Revenue. There are twelve capital schemes that require Cabinet approval. The Chief Financial Officer has delegated authority to approve all other carry forwards subject to reporting the source of the underspend and the subsequent use of the carry forward to the Portfolio Holder.

## **2 General Fund Revenue Budget Outturn 2023/24**

- 2.1 The actual net revenue expenditure for each Portfolio during 2023/24 is detailed in Appendix 1, together with explanations of major variances in expenditure and income.

The table below summarises the actual net expenditure for each Portfolio in 2023/24 compared to the current estimate. The current estimate is that approved by Cabinet in January 2024, adjusted by budget virements in the fourth quarter. During the financial year Cabinet approved a number of budget amendments as part of the quarterly monitoring process all of which were contained within the revised budget of £14,017,400.

The table shows a net underspend of **(£107,875)** against the current approved Net Council Budget, equating to **0.77%**. Materials variances in relation to the outturn and the revised budget are detailed at paragraph 2.4.2.

Given the extent of financial challenges facing the Council this underspend presents a positive outturn position for the Council and allows a contribution to reserves (prior to adjustments) which is above the estimated position as detailed in Appendix 2.

General Fund Revenue Outturn 2023/24

<b>General Fund Outturn Position 2023/24</b>			
	<b>Current Estimate 2023/24</b>	<b>Actual 2023/24</b>	<b>Variance to Current Estimate</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Communities and Place	354,100	324,053	(30,047)
Lifestyles Health and Wellbeing	1,990,900	298,592	(1,692,308)
Public Protection	1,500,000	1,873,042	373,042
Life Chances and Vulnerability	1,146,400	1,098,888	(47,512)
Environmental Services	4,661,200	4,701,595	40,395
Climate Change and Natural Habitat	1,974,000	1,970,098	(3,902)
Sustainable Growth and Economy	1,662,200	862,977	(799,223)
Corporate Resources and Performance	1,793,200	388,530	(1,404,670)
<b>Net Portfolio Budget</b>	<b>15,082,000</b>	<b>11,517,775</b>	<b>(3,564,225)</b>
Transfers to/(from) Earmarked Reserves	(1,064,600)	2,391,750	3,456,350
<b>Net Council Budget</b>	<b>14,017,400</b>	<b>13,909,525</b>	<b>(107,875)</b>
Less Financing:			
Business Rates (net of coll. fund deficit)	(6,327,642)	(6,381,685)	(54,043)
Council Tax	(7,150,436)	(7,150,436)	0
Business Rates Levy	(25,801)	(25,801)	0
Revenue Support Grant	(117,477)	(117,477)	0
Service Grant	(124,425)	(124,425)	0
Funding Guarantee	(349,912)	(349,912)	0
New Homes Bonus	(332,930)	(332,930)	0
HMRC VAT Claim	(3,500,000)	(3,573,195)	(73,195)
Prior Year Audit Adjustments	0	63,898	63,898
<b>Transfer (to)/from General Fund Balance</b>	<b>(3,911,223)</b>	<b>(4,082,438)</b>	<b>(171,215)</b>

2.2 Although the underspend detailed above in relation to the Net Council Budget of £107,875 is a positive result, it should be noted that there have been some considerable service overspends to the Original Budget (approved by Council on the 2 March 2023) during 2023/24. Of particular note is the outturn for Environmental Services which has a controllable budget overspend of £1,329,387 against the original budget as per the table below:

Service	Original Budget 2023/24	Current Budget 2023/24	Budget Movement 2023/24	Actual 2023/24	Variance to Original Budget
	(£)	(£)	(£)	(£)	(£)
Waste Collection	836,300	1,220,400	384,100	1,396,643	560,343
Fleet Management	1,018,400	1,320,200	301,800	1,416,529	398,129
Street Care	671,300	833,300	162,000	853,241	181,941
Environmental Support	75,000	145,000	70,000	196,484	121,484
Cemeteries	(180,100)	(115,100)	65,000	(112,610)	67,490
<b>Total</b>	<b>2,420,900</b>	<b>3,403,800</b>	<b>982,900</b>	<b>3,750,287</b>	<b>1,329,387</b>

The budget movements totalling £982,900 were reported to Cabinet and Council during 2023/24 as part of quarterly budget monitoring reports.

The overspend to the original budget of £1,329,387 is a result of increased expenditure during 2023/24 on overtime, agency services, vehicle parts, fuel and vehicle hire, and reduced income in relation to garden waste and cemeteries:

Income / Expenditure Type	Original Budget 2023/24	Current Budget 2023/24	Budget Movement 2023/24	Actual 2023/24	Variance to Original Budget
	(£)	(£)	(£)	(£)	(£)
Employees / Overtime	3,133,400	3,545,800	412,400	3,566,874	433,474
Agency	490,800	731,400	240,600	852,828	362,028
Vehicle Parts	108,700	233,700	125,000	222,116	113,416
Fuel	495,800	576,800	81,000	580,777	84,977
Hire of Transport	7,600	42,600	35,000	47,795	40,195
Insurance Excess Payments	0	0	0	55,577	55,577
Waste Bin Expenditure	78,900	114,600	35,700	136,517	57,617
Waste Income	(1,487,300)	(1,512,500)	(25,200)	(1,428,766)	58,534
Cemeteries Income	(514,700)	(469,100)	45,600	(446,592)	68,108
Other Income / Expenditure	107,700	140,500	32,800	163,161	55,461
<b>Total</b>	<b>2,420,900</b>	<b>3,403,800</b>	<b>982,900</b>	<b>3,750,287</b>	<b>1,329,387</b>

This cannot be allowed to continue into 2024/25 and managers have been informed of the increased scrutiny around budget monitoring.

### 2.3 General Fund Balance at 31 March 2024

The General Fund Balance at 31 March 2024 is **£4,912,765**.

Details of movements on the General Fund balance and total usable reserves held at 31 March 2024 are shown at **Appendix 2**.

## 2.4 Major General Fund Revenue Variances from Current Estimate

### 2.4.1 Financing Variances 2023/24

#### Business Rates

The outturn for Business Rates exceeded the current estimates by £54,043 this was due to retained section 31 grants being higher than estimated when completing the government return (NNDR1) for 2023/24.

#### HMRC VAT Claim

In conjunction with its advisers, the Council submitted claims for the reimbursement of output tax accounted for on the supply of sporting services, on the basis that it is not a taxable person in providing them and the services are therefore outside the scope of VAT.

On 3 March 2023, HMRC released Revenue and Customs Brief 3 (2023): changes to VAT treatment of local authority leisure services, in which HMRC confirmed that following a detailed analysis of the leisure services sector, it was found that allowing local authorities to treat their supplies of leisure services as non-business would not significantly affect competition.

The estimate for the Councils claim included in the Medium-Term Financial Plan was £3,500,000, HMRC have now settled this claim and the Council received £3,573,195 accounting for the £73,195 favourable variance reported.

#### Prior Year Audit Adjustments

The ongoing external audit of the Councils draft Statement of Accounts for 2021/22 flagged up issues that required correction, and this resulted in the £63,898 adverse variance reported.

The external audit of the 2021/22 accounts is still ongoing and full details of amendments made to the draft Statement of Accounts will be reported to the Audit Committee following completion of the audit.

#### Business Rates Pooling

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

The Pool surplus for 2023/24 has been allocated to Pool Members in accordance with the Memorandum of Understanding.

The Pool outturn figures for 2023/24 have been estimated with a sum of £649,137 identified for redistribution to Gedling. This income is recognised in the Portfolio outturn figures and has been transferred to earmarked reserves, to support Economic Regeneration and Transformation projects.

#### 2.4.2 Net Council Budget Variances 2023/24

An underspend against the Current Net Portfolio 2023/24 of (£3,564,225) is offset by a net variance on Earmarked Reserve contributions of £3,456,350 to give a net Council Budget underspend of (£107,875). The underspend variances can be split between general variances and those relating specifically to proposed movements in Earmarked Reserves (paragraph 2.4) Details of the major variances are detailed below:

##### General Major Variances

##### **Net Reductions in Employee Expenditure**

- A net reduction in Employee Expenditure of (£191,000) is mainly due to vacancies across Portfolios and with the majority relating to Leisure Services, and Corporate Directors.

##### **Sales, Fees and Charges Income**

- An increase in Leisure Income of (£141,288) offset by a reduction in income of £24,011 at the Richard Herrod Centre.
- A decrease in Garden Waste income of £50,000.

##### **Expenditure**

The increase in controllable expenditure relates to the material variances detailed below:

- Additional cost in 2023/24 for waste disposal charges relating to 2022/23 of £60,000.
- Overspend relating to Overtime & agency staff across Waste services and Street care £80,000.

Other variances under £50,000 are shown in a more detailed analysis of variances to the revised budget set out at Appendix 1.

#### 2.5 Budget Implications arising from the Cost of Living Crisis

- 2.5.1 The Council received discretionary housing payments of £184,800, which has been distributed in accordance with eligibility criteria. The Council also made provision to alleviate the impact of some of the pressures for the most financially vulnerable residents and delivered £107,400 of Hardship relief to council taxpayers who are in receipt of Council Tax Reduction Scheme (CTRS) support and an additional £214,700 to care leavers. The difference between the grant received and the financial assistance provided has been

offset by a contribution from earmarked reserves in the sum of £120,200 to minimise the impact to the General Fund outturn.

## 2.6 Efficiency Programme – Outturn Position

Since 2014/15 Council have approved six separate budget reduction programmes totalling £7,000,000 net of risk provision, including the current year's programme of £443,500 approved during the 2023/24 budget process. Previous progress has been positive and budget reductions achieved have been in line with the profiled estimate. Of the total programme, £975,500 was planned for delivery over 2023/24 to 2024/25.

In terms of 2023/24, the original programme for the delivery of efficiencies totalled **£894,000**. The outturn position indicates the following:

<b>Movements on Efficiencies 2023/24</b>	
	<b>£</b>
<b>Approved Efficiency Programme 2023/24</b>	<b>(894,000)</b>
Quarter 1 Amendments	0
Quarter 2 Amendments	216,100
Quarter 3 Amendments	58,000
<b>Revised Total at Quarter 3</b>	<b>(619,900)</b>
<b>Proposed Amendments Quarter 4:</b>	
<b>Deferred efficiencies</b>	
Sponsorship and Marketing	13,600
Website software solution change	6,500
Marketing (Communications)	14,700
Increase advertising in Contacts Magazine	5,000
Sponsorship of Flower Beds	5,000
Remembrance Tree Leaf income	5,000
Charging Developers for Bins	10,000
Service Review of PASC/Waste Admin (Staffing)	1,400
Pest Control	10,500
<b>Total deferred at Outturn (Q4)</b>	<b>71,700</b>
<b>Non deliverable efficiencies</b>	
Fees and Charges Increases no longer applicable	11,000
<b>Total Quarter 4 Amendments</b>	<b>82,700</b>
<b>Revised Total Delivered 2023/24</b>	<b>(537,200)</b>
<b>Variance 2023/24 Programme</b>	<b>356,800</b>

The **£82,700** quarter 4 amendments are included in the variances detailed in Appendix 1. In summary, the outturn of the efficiency programme delivery was a deferral of **£356,800** anticipated savings. This was mainly due to the delay in implementation of the new waste management system and Environmental services restructure. Any deferred efficiencies will be carried forward into 2024/25 for delivery.

## 2.7 Movement In Earmarked Reserves

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

The balance on Earmarked Reserves at 31 March 2024 is £8,603,495, being £3,437,861 higher than the current estimate of £5,165,634. A full list of movements on Earmarked Revenue Reserves is included in Appendix 3 and these are proposed to Cabinet for approval. Reasons for the variance between the estimated and actual earmarked reserves are included in the portfolio analysis at Appendix 1 and include:

- New contributions to reserves due to new grants and additional income, or underspends in one-off budgets for specific projects and contingency funds;
- Variances on planned contributions from reserves mainly due to projects that have been deferred to 2024/25;
- Additional contributions from reserves to fund budget pressures arising during the year.

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

### 2.7.1 New Contributions to Earmarked Reserves

Included in the Earmarked Reserves proposed for approval are new contributions to reserves of £2,875,966 made up of:

<b>Increases Due to Receipt of New Grants and Additional Income</b>		
<b>Reserve</b>	<b>Reason for Movement</b>	<b>Amount</b>
Community & Crime Reserve	Air Quality grant received	(11,710)
S106 Revenue Reserve	Teal Close Open Space Maintenance Contribution	(100,846)
Housing Benefits Reserve	HB Admin Grant received	(36,808)
Insurance Reserve	Additional income from settled claim	(17,250)
Asset Management Reserve	Gedling CP car park donations	(4,054)
Local Development Framework Reserve	Bio Net Gain grant & New Burdens Transparency Code	(12,439)
Earmarked Reserves - Grants	Gedling Lotto contributions	(4,250)
Earmarked Reserves - Grants	Additional New Burdens funding	(28,130)
NNDR Pool Reserve	Pool Surplus 23/24	(672,527)
Transformation Fund Reserve	Leisure Strategy repayment from GCP	(1,454,360)
Leisure Strategy Reserve	English Sports Council grant received	(113,700)
		<b>(2,456,074)</b>

<b>Increases for Future Projects Arising from Service Underspends</b>		
<b>Reserve</b>	<b>Reason for Movement</b>	<b>Amount</b>
IT Replacement Reserve	IT Strategy	(50,000)
IT Replacement Reserve	Increase contribution based on replacement programme	(17,231)
Efficiency & Innovation Reserve	Underspends to be used for future projects	(50,000)
Efficiency & Innovation Reserve	'Our Gedling' contribution to 50 year celebration	(2,200)
Earmarked Reserves - Grants	UK Shared Prosperity Fund ongoing	(246,061)
Transformation Fund Reserve	Leisure Strategy Carlton Forum gas recharges	(49,400)
Other minor adjustments		(5,000)
		<b>(419,892)</b>

#### 2.7.2 Variances in Planned Usage of Earmarked Reserve

Contributions from reserves compared to current estimate of £561,895 can be analysed as follows:-

<b>Additional Contributions from Reserves</b>		
<b>Reserve</b>	<b>Reason for Movement</b>	<b>Amount</b>
Joint Use Reserve	Maintenance expenditure at the joint use leisure centres	26,963
Community & Crime Reserve	Air Quality grant allocated	10,500
Insurance Reserve	Additional contributions required for claims under the excess limit	71,385
Efficiency & Innovation Reserve	Waste System procurement	75,597
Asset Management Reserve	Car parks	10,415
Earmarked Reserves - Grants	Migration to HM Land registry ongoing	7,269
Earmarked Reserves - Grants	Hackney Carriage driver refunds	4,996
Earmarked Reserves - Grants	Community Development Co-ordinator	21,750
Earmarked Reserves - Grants	Breckhill Path project	5,000
Leisure Strategy Reserve	Strategic Review – Community Facilities complete	11,338
Selective Licensing Reserve	Selective Licensing Project next phase delayed	148,551
		<b>393,764</b>



<b>Reduced Contributions from Reserves</b>		
<b>Reserve</b>	<b>Reason for Movement</b>	<b>Amount</b>
IT Replacement Reserve	Fewer items replaced than estimated	(30,582)
Community & Crime Reserve	Lower maternity costs	(16,436)
Risk Management Reserve	Waste System procurement	(20,000)
Risk Management Reserve	Emergency planning project not yet completed	(6,203)
S106 Revenue Reserve	Lower maintenance costs on S106 sites	(20,286)
Asset Management Reserve	Schemes deferred to 2024/25 including, Ouse Dyke, Depot works and Car park resurfacing	(212,397)
Local Development Framework Reserve	Pathfinder project ongoing	(184,836)
Earmarked Reserves - Grants	Community groups growth fund 2023/24	(2,464)
Earmarked Reserves - Grants	Maternity Cover Council tax ongoing	(30,200)
Earmarked Reserves - Grants	Homes for Ukraine & Asylum Seeker Dispersal projects ongoing	(112,649)
Earmarked Reserves - Grants	Development Control Agency Funding not required	(30,000)
Earmarked Reserves - Grants	Market Supplement no longer required following vacancy	(8,200)
Earmarked Reserves - Grants	'Contain' funding not required	(23,400)
CCTV Reserve	Lower contributions required for CCTV	(5,063)
Apprentice Reserve	Fewer apprentices in current year	(9,300)
NNDR Pool Reserve	Arnold Master Planning ongoing	(188,720)
Transformation Fund Reserve	Professional fees for Land Sales lower than initially planned	(14,230)
Transformation Fund Reserve	Minor underspends	(7,100)
Economic Development Fund Reserve	DRF Carlton Square Development	(25,000)
Economic Development Fund Reserve	Market Supplement no longer required following vacancy	(3,400)
Other minor adjustments		(5,193)
		<b>(955,659)</b>

## 2.8 Movement in Provisions

Provision requirements have been reviewed and transactions completed within the outturn analysis. Provisions are made when an event has taken place that gives the Council an obligation that probably requires settlement but where the timing and precise amounts are uncertain. The table below details the movements in Provisions for 2023/24 which are now proposed to Cabinet for approval.

Description	Balance B/fwd 01/04/23	Movement in Year	Actual Balance 31/03/24
	£	£	£
Business Rates Appeals	1,381,200	(664,700)	716,500
Transferred Housing Stock – Environment Warranties	50,000	0	50,000
Transferred Stock Repairs	50,000	0	50,000
<b>Total</b>	<b>1,481,200</b>	<b>(664,700)</b>	<b>816,500</b>

Business Rate Appeals - the Business Rate Retention regime places a liability on the Council to refund ratepayers who successfully appeal against the rateable value of their properties on the rating list. A provision of £716,500 has been made, representing the Council's estimated share of such liabilities at 31 March 2024.

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

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

#### Provisions for Bad Debts

Bad debts provisions are an estimate of the amount that will remain uncollectable after a certain time period and will require write off in the future accounts of the Council. They are calculated on the age and amounts of debt owed to the Council based on a hierarchical percentage i.e. the older the debt the greater the likelihood of non-collection. The table below details the movements in Bad Debts Provisions for 2023/24 which are now proposed to Cabinet for approval.

Description	Balance B/fwd 01/04/23	Movement in Year	Actual Balance 31/03/24
	£	£	£
Sundry Debts	308,500	53,400	361,900
Housing Benefit Debts	1,961,200	(210,900)	1,750,300
Business Rates Debts (GBC Share)	201,300	74,100	275,400
Council Tax Debts (GBC Share)	228,500	38,000	266,500
<b>Total</b>	<b>2,699,500</b>	<b>(45,400)</b>	<b>2,654,100</b>

## 2.9 Building Regulations Fee Earning Trading Account

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

The outturn position for 2023/24 on the Building Regulations fee earning account was a deficit of £25,049. Any deficits are held on the balance sheet and offset against any surpluses generated in future years.

## 2.10 Community Infrastructure Levy (CIL)

In 2023/24 the Council raised 17 liability notices totalling £628,453 and issued 8 demand notices totalling £1,796,607 for payment. During this time 25 receipts were collected totalling the sum of £2,853,486. Of the receipts collected, £2,213,885 is to be spent on Strategic Infrastructure Projects that are identified within the Council's annual Infrastructure Funding Statement, £496,927 is to be spent in the locality it has been collected as the Neighbourhood portion and £142,674 is to fund administration costs as permitted under the Regulations.

The remaining balance available to spend on strategic infrastructure projects in the Borough at the end of the 2023/24 financial year is £1,726,184 as detailed in the table in paragraph 3.4.

### CIL Gedling Country Park (Report to Council 13 July 2016)

The Gedling Country Park Visitor Centre (completed in 2018 at a cost of £1,454,360) was on the CIL Regulation 123 List as a project to be funded through CIL. A report to Cabinet on 13 July 2016 advised that CIL receipts would not be available until 2024/25. In the absence of the CIL funding the visitors centre was funded by internal borrowing including contributions from earmarked reserves. The CIL funding was received by the Council during 2024/25 and under Regulation 60 of the CIL Regulations 2010 it allows for the charging authority to reimburse expenditure already incurred on infrastructure, therefore this report requests approval that receipts of £1,454,360 are repaid back into Earmarked Reserves.

## 2.11 Members Pot Outturn 2022/23 and Community Grants

In 2023/24 the Members Pot budget was £61,500 of which £61,500 has been spent on grants to third parties as detailed in Appendix 4.

Despite ongoing financial pressures the Council was still able to provide financial support to voluntary and charitable organisations.

## 2.12 Support Service Recharges and Capital Financing Variations (Non Controllable)

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

### Support Service Recharges

The budgets of all central support, service administration and fleet providers have been monitored and updated as part of the quarterly budget monitoring process. Reallocation of support costs has been undertaken as part of the accounts closedown process based on actual outturn figures and therefore variances between the central support budgets and actual recharges have occurred because of this reappraisal. Variances resulting from the reappraisal of central support and service administration have occurred across the board, but the entries themselves do not impact on the budget requirement or the amount to be raised by Council Tax. Overall, support services have overspent compared to the current estimate by £451,251 (made up of an underspend of £114,047 relating to Central Support and an overspend on Fleet of £565,298) in 2023/24.

### Capital Financing Charges

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

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

## **3 Capital Outturn 2023/24**

- 3.1 A summary of the Capital outturn is presented in the table below. Capital outturn totals £10,634,130 compared to an approved budget of £13,146,800 being a net underspend of £2,512,670. Of this amount, there are carry forward requests of £2,364,100.
- 3.2 The details of the outturn for individual schemes by Portfolio area are included at Appendix 5.

## Capital Outturn and Proposed Carry Forwards 2023/24

Portfolio	Current Estimate	Actual Expenditure	Variance	Proposed Carry Forward
	2023/24	2023/24		
	£	£	£	£
Local Pride & Community Engagement	0	0	0	0
Lifestyles, Health & Wellbeing	40,000	33,138	(6,862)	6,900
Public Protection	77,400	25,388	(52,012)	52,000
Environmental Services	2,143,500	1,653,188	(490,312)	435,300
Sustainable Growth and Economy	8,722,800	7,359,557	(1,363,243)	1,310,300
Corporate Resources and Performance	2,163,100	1,562,859	(600,241)	559,600
<b>TOTAL</b>	<b>13,146,800</b>	<b>10,634,130</b>	<b>(2,512,670)</b>	<b>2,364,100</b>

### 3.3 Proposed Capital Carry Forwards

The capital carry forward requests total £2,364,100 against the current approved capital programme of £13,146,800 which represents 18% re-profiling for 2023/24. The level of funding available to finance the carry forwards is projected to be sufficient. The majority of the capital re-profiling is in relation to the following:

- East Midlands Domestic Retrofit Project (£583,500), project underway with EON and their contractors are identifying eligible households. Project due to finish August 2024.
- The AMP – First Floor fit-out (£429,300), project underway and in the design stage. Project re-phased for completion in 2024/25.
- Depot Works (£200,000) - soft marking testing and work on specification has resulted in a delay to the project, which will be re-phased for delivery in 2024/25.
- Economic Regeneration Land Assembly (£183,700), properties purchased for Ambition Arnold Project. The budget will be carried forward into 2024/25 to enable the next stages of project.
- Disabled Facilities Grant (£168,000) - committed expenditure on adaptations for delivery in 2024/25.
- Temporary Accommodation (£129,500) – identification and Purchase of appropriate properties will continue into 2024/25.

Appendix 6 details:

- (a) The carry forward requests authorised by the Chief Financial Officer in line with the delegation arrangements totalling £480,700. This is due to several

projects spanning financial years including Lambley Lane Changing Rooms and CCTV Developments in the Borough.

- (b) The carry forward requests totalling £1,883,400 for non-committed schemes in excess of £50,000, which require Cabinet approval. This is mainly for Domestic Retrofit Project, The AMP first floor fit out, Depot works, Disabled Facilities Grant and Economic Land Assembly.

### 3.4 Capital Financing 2023/24

The proposed method of financing the £10,634,130 capital expenditure incurred in 2023/24 is detailed in Appendix 7 and summarised below:

	<b>£</b>
Capital Receipts	2,174,581
Capital Grants and Contributions	4,486,452
S106	80,953
General Fund Revenue Contributions	60,249
Borrowing	3,831,895
<b>Total Capital Financing</b>	<b>10,634,130</b>

### Usable Capital Reserves

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

Capital reserves are used to fund the capital programme within the year and the position as at 31 March 2024 is as follows:

Description	Balance (b/fwd)	Received	Use In Year	Balance
	01/04/23	In Year		31/03/24
	£	£	£	£
Usable Capital Receipts	0	561,947	(0)	561,947
Capital Grants Unapplied	722,591	1,899,834	(2,174,581)	447,844
S106 Contributions (conditions satisfied)	0	80,953	(80,953)	0
Community Infrastructure Levy	6,213,172	1,454,475	(5,941,463)	1,726,184
<b>Total</b>	<b>6,935,763</b>	<b>3,997,209</b>	<b>(8,196,997)</b>	<b>2,735,975</b>

### 3.5 Determination of Minimum Revenue Provision 2023/24

The Local Government Act 2003 and the Local Authorities (Capital Finance and Accounting)(England) Regulations 2003/3146 requires each Local

Authority to determine the amounts set aside from revenue as a provision for repayment of debt known as the minimum revenue provision.

For 2023/24 the proposed Minimum Revenue Provision is calculated in accordance with the MRP policy for 2023/24 as approved by Council on 2 March 2023 and equates to £723,705.

#### **4. Statement of Accounts**

##### **4.1 Technical Adjustments to Revenue**

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

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

##### **Pension Benefits**

IFRS require recognition in the Accounts of the benefit entitlements earned by employees during the period rather than the actual amount of employer's pension contributions payable upon which charges to council tax are based. Adjustments will be made to the service revenue accounts in the Net Costs of Services to remove the actual pension contributions payable and replace them with the benefit entitlements earned as provided by the Actuary.

##### **Asset Impairment**

A capital asset impairment review is undertaken each year end by the Council's valuer. An assessment is made of whether the asset values currently held in the Council's Balance Sheet reflect both the current physical and market conditions and determine if an adjustment is required. If an asset is impaired i.e. the value is assessed to be lower than that currently held, then the asset value is written down with the accounting loss being charged to the Comprehensive Income and Expenditure Statement.

##### **4.2 Pensions**

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

Barnett Waddingham are the Pension Fund's appointed Actuary, and their report sets out the assumptions used to prepare the IAS19 pension figures which are reported in Gedling's accounts. It is required that these assumptions

are reviewed prior to agreeing their use and inclusion in the Statement of Accounts, and this review is currently underway.

## **5 Alternative Options**

This report provides a statement of financial performance against the approved budget for 2023/24 and as such there are no alternative options. The proposals for budget carry forwards are in accordance with requirements of Financial Regulations and are submitted for Member consideration.

The approval of the Minimum Revenue Provision determination is statutorily required and as resources available for capital financing are severely restricted there are no alternative options available.

## **6 Financial Implications**

6.1 As detailed in the report.

## **7 Legal Implications**

7.1 The legal implications are detailed in the body of the report.

## **8 Equalities Implications**

8.1 None arising directly from this report.

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

9.1 None arising directly from this report.

## **10 Appendices**

Appendix 1	General Fund Revenue Outturn 2023/24 Variance Analysis
Appendix 2	Summary General Fund Balance and Earmarked Reserves
Appendix 3	Movement in Earmarked Reserves
Appendix 4	Members Pot 2023/24
Appendix 5	Capital Outturn 2023/24
Appendix 6	Budget Carry Forward Summary
Appendix 7	Capital Financing Summary 2023/24

## **11 Background Papers**

Gedling Plan and Budget 2023/24 and Quarterly Budget Monitoring Reports

## **12 Reasons for Recommendations**

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



**Statutory Officer Approval**

**Approved by: Chief Financial Officer**  
**Date: 24 May 2024**

**Approved by: Monitoring Officer**  
**Date: 24 May 2024**

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	Current (Revised) Budget 2023/24		Variation to Revised	Analysis of variance	
	Actual Expenditure			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£
<b>General Fund</b>					
Communities and Place	354,100	324,053	(30,047)	(14,001)	(16,046)
Lifestyles, Health & Wellbeing	1,990,900	298,592	(1,692,308)	(1,702,767)	10,458
Public Protection	1,500,000	1,873,042	373,042	71,760	301,282
Life Chances and Vulnerability	1,146,400	1,098,888	(47,512)	(173,304)	125,792
Environmental Services	4,661,200	4,701,595	40,395	346,487	(306,092)
Climate Change and Natural Habitat	1,974,000	1,970,098	(3,902)	(104,591)	100,690
Sustainable Growth and Economy	1,662,200	862,977	(799,223)	(696,317)	(102,906)
Corporate Resources and Performance	1,793,200	388,530	(1,404,670)	(1,275,801)	(128,869)
<b>General Fund</b>	<b>15,082,000</b>	<b>11,517,775</b>	<b>(3,564,225)</b>	<b>(3,548,535)</b>	<b>(15,690)</b>
<b>Transfer to/from Earmarked Reserves</b>	<b>(1,064,600)</b>	<b>2,391,750</b>	<b>3,456,350</b>	<b>3,456,350</b>	<b>0</b>
<b>Total</b>	<b>14,017,400</b>	<b>2,391,750</b>	<b>(107,875)</b>	<b>(92,185)</b>	<b>(15,690)</b>

## Communities and Place Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			£	£
<b>Communities and Place</b>						
Community Grants	287,900	270,141	(17,759)	(6,996)	(10,763)	
Events	66,200	53,912	(12,288)	(7,005)	(5,283)	
<b>Communities and Place</b>	<b>354,100</b>	<b>324,053</b>	<b>(30,047)</b>	<b>(14,001)</b>	<b>(16,046)</b>	
<b>Transfer to/from Earmarked Reserves</b>	<b>(26,700)</b>	<b>(21,236)</b>	<b>5,464</b>	<b>5,464</b>	<b>0</b>	
<b>Total</b>	<b>327,400</b>	<b>302,817</b>	<b>(24,583)</b>	<b>(8,537)</b>	<b>(16,046)</b>	

Total Controllable Variance for Portfolio of (£9K) underspend

**Community Grants - (£7.0K)**

Variance mainly due to OAP Support Grant not being allocated due to no eligible groups. Additional expenditure on Community Food

**Events - (£7.0K)**

Variance mainly due to savings on Neighbourhood Activity projects

**Transfer to / (from) Earmarked Reserves Analysis - £5.46K**

Community Food Fund - continuation of project	(6,169)
Heritage Brought Alive - New website	(67)
Remembrance Events - reserve not required	3,000
Shared Prosperity funded projects - ongoing, not fully complete in year	8,700
	<u>5,464</u>

## Lifestyles, Health &amp; Wellbeing Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
<b>Lifestyles, Health &amp; Wellbeing</b>						
Leisure Services Division	36,500	(1,534,048)	(1,570,548)	(1,570,548)		0
Calverton Leisure Centre	273,400	193,340	(80,060)	(78,291)		(1,770)
Carlton Forum Leisure Centre	161,600	107,747	(53,853)	(67,384)		13,530
Redhill Leisure Centre	253,300	226,056	(27,244)	(20,944)		(6,300)
Arnold Theatre	197,000	171,694	(25,306)	(21,487)		(3,819)
Arnold Leisure Centre	458,900	472,684	13,784	7,317		6,467
Richard Herrod Centre	544,500	573,999	29,499	22,874		6,625
The Arts & Tourism	59,600	60,395	795	1,153		(358)
Health & Wellbeing	6,100	26,726	20,626	24,542		(3,917)
<b>Lifestyles, Health &amp; Wellbeing</b>	<b>1,990,900</b>	<b>298,592</b>	<b>(1,692,308)</b>	<b>(1,702,767)</b>		<b>10,458</b>
G4C	(18,500)	1,539,180	1,557,680	1,557,680		0
<b>Transfer to/from Earmarked Reserves</b>	<b>(18,500)</b>	<b>1,539,180</b>	<b>1,557,680</b>	<b>1,557,680</b>		<b>0</b>
<b>Total</b>	<b>1,972,400</b>	<b>1,837,771</b>	<b>(134,629)</b>	<b>(145,087)</b>		<b>10,458</b>

**Total Controllable Variance for Portfolio of (£145K) underspend**

**Leisure Services Division - (£1,507.5K)**

Variance due to reimbursement of CIL back into Earmarked Reserves and grant from sports council towards ongoing costs, offset by transfer to reserves.

**Calverton Leisure Centre - (£78.3K)**

Variance mainly due to vacant posts being filled by casual staff leading to a saving on superannuation and national insurance. Increase in income on both Fitness Memberships and Swim School. Underspends on Joint Use Maintenance are offset with a transfer to reserves.

**Carlton Forum Leisure Centre - (£67.4K)**

Variance due to saving on utilities recharge, offset by transfer to reserves. Additional Joint Use works funded by contribution from reserve. Increase in income on both Fitness Memberships and Swim School.

**Redhill Leisure Centre - (£20.9K)**

Variance mainly due to additional joint use works funded by a contribution from the reserve, and additional income on both Fitness Memberships and All Weather Pitch.

**Arnold Theatre - (£21.5K)**

Variance mainly due to covering vacant posts with casual staff (restructure pending) leading to savings on superannuation and national insurance costs. Additional costs on film rental and promotion offset by additional income.

**Arnold Leisure Centre - £7.3K**

Variance mainly due to increase in electricity charges and chemical costs. Contribution from a reserve has covered the chemical cost. Increase in income from Swim School and Fitness Memberships.

**Richard Herrod Centre - £22.9K**

Variance mainly due to increase in electricity costs and reduced income due to fewer bookings and lower bar sales

**The Arts & Tourism - £1.1K**

No Major Variances

**Health & Wellbeing - £24.5K**

Variance due to Community Development Co-ordinator, funded from contribution from reserve.

**Transfer to / (from) Earmarked Reserves Analysis - £1,557.7K**

CIL Contribution to Gedling Country Park VC - Leisure Reimbursement	1,454,360
English Sports Council (Lottery) - contribution towards running costs	127,525
Leisure Transformation project	(11,338)
Joint Use Maintenance Reserve - CLC	6,284
Joint Use Maintenance Reserve - CFLC	(28,194)
Joint Use Maintenance Reserve - RLC	(5,053)
Leisure Transformation project - CFLC utility saving	49,670
English Sports Council (Lottery) - contribution towards running costs CFLC	(6,915)
English Sports Council (Lottery) - contribution towards running costs RLC	(5,558)
English Sports Council (Lottery) - contribution towards running costs ALC	(1,352)
Community Development Co-ordinator project	(21,750)
	<b>1,557,680</b>

## Public Protection Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
<b>Public Protection</b>						
Taxi Licencing	64,700	46,396	(18,304)	(32,712)	14,408	
Other Licencing	84,700	73,241	(11,459)	(3,128)	(8,330)	
Environmental Protection	354,400	331,197	(23,203)	(17,201)	(6,002)	
Food, Health & Safety	274,700	289,848	15,148	19,909	(4,762)	
Comm Protection & Dog Control	575,800	523,729	(52,071)	(16,062)	(36,009)	
External Grant Schemes	0	6,175	6,175	47,175	(41,000)	
Private Sector Housing	287,800	602,804	315,004	(62,612)	377,617	
Selective Licencing	(142,100)	(349)	141,751	136,391	5,360	
<b>Public Protection</b>	<b>1,500,000</b>	<b>1,873,042</b>	<b>373,042</b>	<b>71,760</b>	<b>301,282</b>	
<b>Transfer to/from Earmarked Reserves</b>	<b>84,800</b>	<b>(35,184)</b>	<b>(119,984)</b>	<b>(119,984)</b>	<b>0</b>	
<b>Total</b>	<b>1,584,800</b>	<b>1,837,858</b>	<b>253,058</b>	<b>(48,225)</b>	<b>301,282</b>	

Total Controllable Variance for Portfolio of (£48K) underspend

**Taxi Licencing - (£32.7K)**

Variance mainly due to a saving on salaries

**Other Licencing - (£3.1K)**

No Major Variances

**Environmental Protection - (£17.2K)**

Variance mainly due to saving on Salaries and less expenditure on supplies & services

**Food, Health & Safety - £19.9K**

Variance mainly due to additional staffing costs partially offset by lower income

**Comm Protection & Dog Control - (£16.1K)**

Variances due to staffing vacancies and less expenditure on CCTV upgrades, offset by lower drawn down from reserves

**External Grant Schemes - £6.2k**

No Major Variances

**Private Sector Housing - (£62.6K)**

Variance mainly due to Capitilised Salaries on Disabled Facilities

**Selective Licencing - £136.4K**

Variance mainly due to lower income in current phase and delay in new phase starting, offset by a contribution from reserves..

**Transfer to / (from) Earmarked Reserves Analysis - (£120.0K)**

Selective Licencing Surplus to Reserves	(148,551)
CCTV Underspend	10,163
Contain funding not required	23,400
Taxi Licencing Driver Refunds	(4,996)
	<u>(119,984)</u>

## Life Chances and Vulnerability Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
<b>Life Chances and Vulnerability</b>						
Housing Needs	664,200	656,303	(7,897)	(108,423)	100,526	
Council Tax Benefits	(6,700)	(8,010)	(1,310)	(1,310)	0	
Rent Allowances	104,500	92,837	(11,663)	(11,663)	0	
Housing Benefit Administration	372,900	354,509	(18,391)	(43,657)	25,266	
Rent Rebates	11,500	3,249	(8,251)	(8,251)	0	
<b>Life Chances and Vulnerability</b>	<b>1,146,400</b>	<b>1,098,888</b>	<b>(47,512)</b>	<b>(173,304)</b>	<b>125,792</b>	
<b>Transfer to/from Earmarked Reserves</b>	<b>(145,400)</b>	<b>4,100</b>	<b>149,500</b>	<b>149,500</b>	<b>0</b>	
<b>Total</b>	<b>1,001,000</b>	<b>1,102,988</b>	<b>101,988</b>	<b>(23,803)</b>	<b>125,792</b>	

Total Controllable Variance for Portfolio of (£24K) underspend

**Housing Needs - (£108.4K)**

Variance relates to underspend on Help for Ukrainian Homes fund (£90k) offset by contribution from reserves. In addition underspend on Asylum Seeker Dispersal Grant (£29.5k).

**Council Tax Benefits - (£1.3K)**

No Major Variances

**Rent Allowances - (£11.7K)**

No Major Variances

**Housing Benefit Administration - (£43.7K)**

Variance due to additional DWP (£36k) grants partially offset by purchase of additional Civica modules. In addition vacancy savings of (£11k)

**Rent Rebates - (£8.3K)**

No major variances

**Transfer to / (from) Earmarked Reserves Analysis - £149.5K**

Help for Ukrainians grant underspent	90,649
Surplus Housing Benefit admin grant	36,808
Asylum Seeker Dispersal grant underspent	22,000
Misc.	43
	<b>149,500</b>

## Environmental Services Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
<b>Environmental Services</b>						
Waste Other	(73,900)	57,278	131,178	67,688	63,490	
Waste Recycling	1,375,550	1,562,181	186,631	(42,450)	229,081	
Waste Residual	1,470,450	1,712,082	241,632	120,486	121,146	
Waste Services	300	0	(300)	30,519	(30,819)	
Street Care	1,129,700	1,214,037	84,337	19,941	64,396	
Environment Service Support	127,000	78,350	(48,650)	51,484	(100,134)	
Fleet Management	591,700	61,882	(529,818)	96,329	(626,147)	
Cemeteries	40,400	15,785	(24,615)	2,490	(27,105)	
<b>Environmental Services</b>	<b>4,661,200</b>	<b>4,701,595</b>	<b>40,395</b>	<b>346,487</b>	<b>(306,092)</b>	
G9C	(36,300)	(153,627)	(117,327)	(117,327)	0	
<b>Transfer to/from Earmarked Reserves</b>	<b>(36,300)</b>	<b>(153,627)</b>	<b>(117,327)</b>	<b>(117,327)</b>	<b>0</b>	
<b>Total</b>	<b>4,624,900</b>	<b>4,547,968</b>	<b>(76,932)</b>	<b>229,159</b>	<b>(306,092)</b>	

**Total Controllable Variance for Portfolio of £229K overspend**

**Waste Other - £67.7K**

Variance due to additional spend on Agency and Overtime £20k, Garden Waste income down by £50k and small saving on bin issues £5k

**Waste Recycling - (£42.5K)**

Variance due to vacant post £33.5k, recycling credits increased rate and tonnage £10k

**Waste Residual - £120.5K**

Variance due to Waste Disposal Fee tonnage and price increase £31.5k plus accounting adjustment from 22/23 £60k. Over on Bin Issues by £15k and Professional Fees £5k no budget. New Development bin sales down by £11k

**Waste Services - £30.5K**

Variance due to Waste Management System Project costs £30k no budget and project stalled, therefore, transfer from reserves made

**Street Care - £19.9K**

Variance due additional spend on Agency and Overtime

**Environment Service Support - £51.5K**

Variance due to additional spend on Agency and Overtime plus no budget for Project Manager post on Waste Management System £35k now funded by reserves

**Fleet Management - £93.3K**

Variance due to Overtime £30k offset by unused Agency budget £20k, Insurance claims £55k, Sales of Scrap & Salvage down £26.5k keeping vehicles longer

**Cemeteries - £2.5K**

Variance due to a lower than expected Cemetery income in quarter 4 £24k offset by savings on staffing (£7k) and supplies and services (£9k) and External contractors (£4k)

**Transfer to / (from) Earmarked Reserves Analysis - (£117.3K)**

Deferral of Parks project	8,000
Additional funding towards Street Furniture/Benches	(2,200)
Contribution towards the Waste Management System Costs	(67,550)
Contribution to Fleet Excess Insurance claims	(55,577)
	<u>(117,327)</u>



## Climate Change and Natural Habitat Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
<b>Climate Change and Natural Habitat</b>						
Climate Control & Sustainability	59,900	60,572	672	(2,318)	2,990	
Parks	1,913,600	1,903,991	(9,609)	(129,495)	119,886	
Parks - External Works	500	5,535	5,035	27,222	(22,187)	
<b>Climate Change and Natural Habitat</b>	<b>1,974,000</b>	<b>1,970,098</b>	<b>(3,902)</b>	<b>(104,591)</b>	<b>100,690</b>	
<b>Transfer to/from Earmarked Reserves</b>	<b>(95,400)</b>	<b>39,736</b>	<b>135,136</b>	<b>135,136</b>	<b>0</b>	
<b>Total</b>	<b>1,878,600</b>	<b>2,009,834</b>	<b>131,234</b>	<b>30,545</b>	<b>100,690</b>	

**Total Controllable Variance for Portfolio of £31K overspend**

**Climate Control & Sustainability - (£2.3K)**

No major variances

**Parks - (£129.5K)**

Variance due to additional S106 income of (£101k) offset by contribution to reserves £101k plus additional income from Solar Panels (£47k) offset by Agency £12k plus Excess on Insurance claims £7k plus Pump replacement at Conway Recreation ground and overspend on Allotment water charges £6k.

**Parks - External Works - £27.2K**

Variance due to overspend agency and overtime £13k plus additional purchases of Pet Cremation supplies £5.6k offset by additional income from the service, plus additional spend on protective clothing £3.7k

**Transfer to / (from) Earmarked Reserves Analysis - £135.1K**

Civic Centre cycle lockers underspent	2,500
Insurance excess on In-House Trees	(7,550)
S106 Open Space maintenance contributions received for Teal Close	100,846
S106 Open Space maintenance contribution lower than budgeted	20,286
Contribution not required Plastic Clever project finished	15,000
Gedling Country Park Donations	4,054
	<b>135,136</b>

## Sustainable Growth and Economy Portfolio. Outturn Summary 2023/2024

	Current Approved Estimate 2023/24		Actual Expenditure	Variation to Estimate	Analysis of Variance	
	£	£			Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£	£
<b>Sustainable Growth and Economy</b>						
Development Service Support	26,100	0	(26,100)	742	(26,842)	
Development Management	252,900	175,416	(77,484)	(52,152)	(25,332)	
Planning Policy	552,500	392,528	(159,972)	(166,975)	7,004	
Building Control Account	67,300	50,417	(16,883)	(4,459)	(12,425)	
Building Control Fee Earning Account	40,000	40,000	0	29,249	(29,249)	
Land Charges	(36,700)	(30,407)	6,293	12,634	(6,341)	
Economic Development	675,000	159,674	(515,326)	(508,275)	(7,051)	
Housing Strategy	85,100	75,349	(9,751)	(7,081)	(2,670)	
<b>Sustainable Growth and Economy</b>	<b>1,662,200</b>	<b>862,977</b>	<b>(799,223)</b>	<b>(696,317)</b>	<b>(102,906)</b>	
<b>Transfer to/from Earmarked Reserves</b>	<b>(444,800)</b>	<b>219,033</b>	<b>663,833</b>	<b>663,833</b>	<b>0</b>	
<b>Total</b>	<b>1,217,400</b>	<b>1,082,011</b>	<b>(135,389)</b>	<b>(32,484)</b>	<b>(102,906)</b>	

Total Controllable Variance for Portfolio of (£32K) underspend

**Development Service Support - £0.7K**

No Major Variance

**Development Management - (£52.2K)**

Variance due to additional CIL (£51k) admin income partially reduced by shortfall of planning application income. In addition receipt of Planning Skills Delivery funding (£20k) offset by additional workforce costs.

**Planning Policy - (£167.0K)**

Variance relates to underspends on Design Code Pathfinder work £86k offset by contribution from reserves and on consultancy relating to Planning Policy evidence preparation again offset by contribution from reserves

**Building Control Account - (£4.5K)**

No major variance

**Building Control Fee Earning Account - £29.2K**

Variance due to agency covering vacant posts.

**Land Charges - £12.6K**

Variance due to a shortfall in Land Charges income

**Economic Development - (£508.3K)**

Variance relates to unspent Ambition Arnold Budget (£189k), plus an unspent Arnold Master planning budget (£50k) offset by contribution from reserves. In addition unspent year 2 allocation of UK Shared Prosperity Funds (£191k) offset by contribution to reserves to be spent in 2024-25.

**Housing Strategy - (£7.1K)**

Variance relating to vacancy savings

**Transfer to / (from) Earmarked Reserves Analysis - £663.8K**

Unspent Design Code Pathfinder Grant to Local Plan Reserve	4,336
Additional New Burdens Transparency code to Local Plan Reserve	8,103
Unspent Land Registry Transfer New Burdens Grant	(7,269)
Unspent UK Shared Prosperity Grant	224,861
Not required due to additional Planning Delivery Skills grant	38,200
Underspent on Design Code Path Finder and evidence preparation work	184,836
Underspend on Ambition Arnold Project	210,766
	<b>663,833</b>

## Corporate Resources and Performance Portfolio. Outturn Summary 2023/2024

	Current		Variation to Estimate	Analysis of Variance	
	Approved Estimate 2023/24	Actual Expenditure		Controllable Budget Variance	Non Controllable Recharge Variance
	£	£	£	£	£
<b>Corporate Resources and Performance</b>					
HR, Performance and Service Planning	4,700	(2,200)	(6,900)	(5,340)	(1,560)
Democratic Mgt & Representation	682,000	684,484	2,484	3,228	(744)
Corporate Management	715,200	902,260	187,060	(1,588)	188,648
Health & Safety and Emergency Planning	75,100	49,129	(25,971)	1,844	(27,815)
Committee Services	0	45	45	45	0
Legal Services	(21,200)	0	21,200	(17,568)	38,768
Central Print Room	(3,000)	(3,000)	(0)	(4,720)	4,720
Postages	0	0	0	(3,225)	3,225
Registration Of Electors	217,000	226,765	9,765	(934)	10,699
Elections	127,900	134,247	6,347	5,095	1,252
Estates & Valuation	(500)	0	500	(4,199)	4,699
Public Land & Buildings	494,800	4,748,888	4,254,088	(52,082)	4,306,170
Information Technology	30,500	(71,555)	(102,055)	(139,290)	37,235
Communications & Publicity	0	0	(0)	(15,173)	15,173
Corporate Officers	(0)	946	946	946	0
Business Units	(3,000)	14,458	17,458	1,082	16,376
Public Conveniences	23,300	28,604	5,304	3,240	2,065
Building Services	108,400	3,300	(105,100)	(2,039)	(103,061)
Car Parks	122,200	152,046	29,846	29,623	223
Public Offices	(44,600)	31,599	76,199	31,365	44,834
Community Centres	193,300	184,355	(8,945)	(26,791)	17,846
Corporate Administration	0	0	0	0	0
Financial Services	0	0	0	(13,686)	13,686
Customer Services	(45,200)	0	45,200	(21,444)	66,644
Insurance Premiums	0	(980)	(980)	6,534	(7,514)
Revenues-Local Taxation	906,100	31,531	(874,569)	(678,058)	(196,510)
Central Provisions Account	50,000	(51,867)	(101,867)	(101,867)	0
Non Distributed Costs	140,600	142,543	1,943	1,943	0
Corporate Income & Expenditure	(882,700)	(1,472,436)	(589,736)	(22,676)	(567,060)
Movement in Reserves (MiRs)	(1,097,700)	(5,344,634)	(4,246,934)	(250,066)	(3,996,868)
<b>Corporate Resources and Performance</b>	<b>1,793,200</b>	<b>388,530</b>	<b>(1,404,670)</b>	<b>(1,275,801)</b>	<b>(128,869)</b>
<b>Transfer to/from Earmarked Reserves</b>	<b>(382,300)</b>	<b>799,749</b>	<b>1,182,049</b>	<b>1,182,049</b>	<b>0</b>
<b>Total</b>	<b>1,410,900</b>	<b>1,188,278</b>	<b>(222,622)</b>	<b>(93,753)</b>	<b>(128,869)</b>

**Total Controllable Variance for Portfolio of (£94K) underspend**

**HR, Performance and Service Planning - (£5.3K)**

Variance mainly due to savings on corporate publications/consultations as no surveys were conducted in 2023/24. Training income from the delivery of course has reduced. Our Gedling saving to be used towards Golden Anniversary events

**Democratic Mgt & Representation - £3.2K**

Variance mainly due to saving on hospitality expenses, off set by reduced hospitality income.

**Corporate Management - (£1.6K)**

Variance mainly due to saving on Director post due to vacancy. There has been additional banking charges partially offset by reduced plastic card charges. Additional audit fees have been incurred in the current year. Also long term sickness and compensation payments were made.

**Health & Safety and Emergency Planning - £1.8K**

Variance mainly due reduced maternity costs offset by lower contribution from reserves. Emergency planning project ongoing, funded from reserve.

**Committee Services - £0K**

No major variances

**Legal Services - (£17.6K)**

Variance mainly due to vacant posts and savings on professional fees, partially offset by lower income. Transfer from reserve not required.

**Central Print Room - (£4.7K)**

Variance mainly due to a reduction in stationery expenditure

**Postages - (£3.2K)**

Variance due to a reduction in postal charges, due to volume of postage.

**Registration Of Electors - (£0.9K)**

No major variances

**Elections - £5.1K**

Variance due to increased printing and postage costs on Local Elections

**Estates & Valuation - (£4.2K)**

Underspend relates to vacancy savings within service

**Public Land & Buildings - (£52.1K)**

Variance relates to underspends on Hillcrest Drive Industrial units design works (£70k) offset by both allocation from UKSPF Grant £48k and contribution from reserves £22k. In addition an underspend on Sale of Land professional fees (£14k) offset by reduced contribution from reserves.

**Information Technology - (£139.3K)**

Variance due to IT Strategy/Digital Agenda Projects underspent £59k (transferred £50k to reserves), over estimated budget required for Computing £29k, operational equipment £46.5k and hardware maintenance £11.5k plus spent less on acquisitions via the replacement fund £35k. However, overspent on Software licences and maintenance £45k due to rising prices

**Communications & Publicity - (£15.2K)**

Variance mainly due to vacant posts, this is partially offset by reduced advertising and sponsorship income

**Corporate Officers - £0.9K**

No major variances

**Business Units - £1.1K**

No major variances

**Public Conveniences - £3.2K**

No major variances

**Building Services - (£2.0K)**

No major variances

**Car Parks - £29.6K**

Variance due to shortfall in Car Parking and Enforcement income

**Public Offices - £31.4K**

Variance due to cancellation of DWP invoice £7.5k and shortfall in Civic Centre hire £6k, plus additional Electricity bills £7k and maintenance bills £30k partially offset by underspend on gas bills

**Community Centres - (£26.8K)**

Variance relates to utility bills lower than forecasted (£14k) plus vacancy savings (£5k)

**Corporate Administration - £0**

No major variances

**Financial Services - (£13.7K)**

Variance mainly due to savings on staff vacancies, these are partially offset by additional cost of agency staff and audit charges.

**Customer Services - (£21.4K)**

Variance mainly due to salary savings on vacant posts, reduced hours and retirements. Additional income from Household Support Fund

**Insurance Premiums - £6.5K**

Variance due to increase in insurance claims

**Revenues-Local Taxation - (£678.1K)**

Variance relates to NDR Pool share, transferred to reserves, underspend on staffing budget (£33k), additional New Burdens (£28k) offset by contribution to reserves, additional NDR Pool Share levy (£23k) offset by contribution to reserves. These are partially offset by overspend on Printing in regards Annual Billing £28k plus increased Council Tax Hardship Payments £50k partially offset by additional Council Tax Support Grant (£12k) and additional DHP income within Rent Allowances

**Central Provisions Account - (£101.9K)**

Variance due to interest on Leisure Non-business VAT claim

**Non Distributed Costs - £1.9K**

No major variances

**Corporate Income & Expenditure - (£22.7K)**

Additional interest on investments above quarter 3 estimate

**Movement in Reserves (MiRs) - (£250.1K)**

Variance due to reduction in Direct Revenue Financing as a result of deferral of capital projects

**Transfer to / (from) Earmarked Reserves Analysis - £1,182.0K**

Our Gedling Golden Jubilee Events	2,200
Personnel system contract was a one off	4,700
H&S reduced staffing costs	18,621
Emergency Planning Project ongoing	6,203
Legal Services - not required	2,000
Gedling Lottery Commission received	4,250
Market supplement funding met through vacancy savings	3,400
Reprofiling of Hillcrest Industrial unit scheme	22,000
Underspend on Land Sale professional fees	14,230
Contribution to IT replacement reserve	102,313
Reduced car park enforcement share	(10,415)
Customer Services - No apprentice employed, reserve not required	9,300
Insurance premiums - increase in number of claims below excess	9,343
Maternity cover funded by vacancy savings, reserve not required	30,200
Unspent New Burdens for Energy Bills Support Scheme	28,130
NNDR Pool Surplus	672,527
Contribution to Efficiency & Innovation Reserve	50,000
Lower than expected capital financing due to programme deferrals	214,151
Miscellaneous	(1,104)
	<b><u>1,182,049</u></b>

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**GENERAL FUND BALANCE AND EARMARKED RESERVES 2023/24**

	<b>Current Estimate 2023/24 £</b>	<b>Actual Outturn 2023/24 £</b>	<b>Variance 2023/24 £</b>
<b>General Fund Balance at 1 April 2023</b>	<b>830,327</b>	<b>830,327</b>	<b>0</b>
<u>Plus:</u>			
GBC Council Tax Requirement from Collection Fund	7,060,675	7,060,700	25
GBC share of declared previous year Council Tax			
Collection Fund surplus/(deficit)	89,761	89,761	0
Business Rates	6,353,443	6,407,486	54,043
New Homes Bonus	332,930	332,930	0
RSG & Other grants	591,814	591,814	0
VAT Claim (Non-Business Leisure Income)	3,500,000	3,573,195	73,195
Prior Year Adjustments	0	(63,923)	(63,923)
Parish Levy	852,786	852,786	0
<u>Less:</u>			
Committee Expenditure	(14,017,400)	(13,909,525)	107,875
Parish Precept	(852,786)	(852,786)	0
<b>General Fund Balance at 31 March 2024</b>	<b>4,741,550</b>	<b>4,912,765</b>	<b>171,215</b>
<b>Total Year End Movement in General Fund Balance</b>	<b>3,911,223</b>	<b>4,082,438</b>	<b>171,215</b>
<b><u>Earmarked Reserves (see Appendix 3 for detail)</u></b>			
<b>Opening Balance 1 April 2023</b>	<b>6,200,034</b>	<b>6,200,034</b>	<b>0</b>
<b>Closing Balance 31 March 2024</b>	<b>5,165,634</b>	<b>8,603,495</b>	<b>3,437,861</b>
<b>Movement in Earmarked Reserves</b>	<b>(1,034,400)</b>	<b>2,403,460</b>	<b>3,437,860</b>
<b>Grand Total Reserves at 31 March 2024</b>	<b>9,907,184</b>	<b>13,516,260</b>	<b>3,609,076</b>

<b>Memorandum - Actual Movement on Balances 2023/24</b>	
	<b>£000's</b>
Increase in General Fund Balance	4,082,438
Increase in Earmarked Reserves	2,403,460
<b>Actual Net INCREASE/(DECREASE) in Total Reserves 2023/24</b>	<b>6,485,898</b>

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**Movement on Earmarked Reserves**

Reserve	Revised Estimate 2023-24 @ Qtr 1				Revised Estimate 2023-24 @ Qtr 3				YEAR END VARIANCE			
	Opening Balance 01/04/23	Base Budget reserves		Balance 31/03/24	Opening Balance 01/04/23	Base Budget reserves		Balance 31/03/24	Opening Balance 01/04/23	Transfer to Reserve	Transfer from Reserve	Closing balance 31/03/24
	£	£	£	£	£			£	£	£	£	
Joint Use & Base Maintenance Reserve	(159,866)			(159,866)	(159,866)	0	0	(159,866)	(159,866)	(6,284)	33,247	(132,902)
Pub Watch/Shop Radio Replacement Reserve	(37,461)	(3,500)		(40,961)	(37,461)	(3,500)	0	(40,961)	(37,461)	(3,500)		(40,961)
IT Replacement Reserve	(667,110)	(116,700)	87,700	(696,110)	(667,110)	(116,700)	87,700	(696,110)	(667,110)	(183,931)	57,118	(793,923)
Community & Crime Reserves	(142,148)		40,400	(101,748)	(142,148)	0	40,400	(101,748)	(142,148)	(109,657)	31,464	(220,341)
Risk Mgmt Reserve	(37,058)		29,300	(7,758)	(37,058)	0	49,300	12,242	(37,058)		20,912	(16,145)
S106 Revenue Reserve	(170,694)		53,500	(117,194)	(170,694)	0	60,100	(110,594)	(170,694)	(100,846)	39,814	(231,726)
Housing & Housing Benefits Reserve	(196,662)		101,500	(95,162)	(196,662)	0	101,500	(95,162)	(196,662)	(36,808)	101,500	(131,970)
Insurance Reserve	(273,667)	(35,000)		(308,667)	(273,667)	(35,000)	0	(308,667)	(273,667)	(52,343)	71,385	(254,624)
Efficiency & Innovation Reserve	(346,495)		21,700	(324,795)	(346,495)	(200,000)	82,500	(463,995)	(346,495)	(252,200)	158,097	(440,598)
Asset Management Reserve	(245,421)	(38,300)	29,000	(254,721)	(245,421)	(74,400)	261,700	(58,121)	(245,421)	(36,739)	56,472	(225,688)
Local Development Framework Reserve	(242,747)		82,500	(160,247)	(242,747)	0	225,400	(17,347)	(242,747)	(12,439)	40,564	(214,622)
Earmarked Grants Reserve	(1,364,015)	0	8,200	(1,355,815)	(1,364,015)	(110,600)	418,100	(1,056,515)	(1,364,015)	(374,710)	321,734	(1,416,991)
CCTV Reserve	(95,386)	(32,300)	30,000	(97,686)	(95,386)	(32,300)	30,000	(97,686)	(95,386)	(32,300)	24,937	(102,749)
LA Mortgage Scheme Reserve (LAMS)	0			0	0	0	0	0	0			0
Apprentice Reserve	(43,019)		16,800	(26,219)	(43,019)	0	16,800	(26,219)	(43,019)		7,500	(35,519)
NNDR Pool Reserve	(1,081,854)		62,000	(1,019,854)	(1,081,854)	0	262,000	(819,854)	(1,081,854)	(672,527)	73,280	(1,681,102)
Transformation Fund Reserve	(178,449)		7,100	(171,349)	(178,449)	0	52,100	(126,349)	(178,449)	(1,503,760)	30,770	(1,651,439)
Economic Development Fund Reserve	(83,718)		6,700	(77,018)	(83,718)	0	31,700	(52,018)	(83,718)		3,300	(80,418)
Leisure Strategy Reserve	(181,758)			(181,758)	(181,758)	0	36,500	(145,258)	(181,758)	(113,700)	47,838	(247,621)
Property Management Fund	(64,000)			(64,000)	(64,000)	0	0	(64,000)	(64,000)			(64,000)
Selective Licensing	(330,962)	(148,900)		(479,862)	(330,962)	(148,900)	0	(479,862)	(330,962)	(349)		(331,311)
ARG Reserve	(14,045)			(14,045)	(14,045)	0	0	(14,045)	(14,045)			(14,045)
Inflationary Pressures Contingency Reserve	0			0	0	0	0	0	0			0
Sinking Fund Reserve	(243,500)	(36,100)		(279,600)	(243,500)	0	0	(243,500)	(243,500)	(31,300)		(274,800)
	0			0	0	0	0	0	0	0	0	0
<b>Total Reserves</b>	<b>(6,200,034)</b>	<b>(410,800)</b>	<b>576,400</b>	<b>(6,034,434)</b>	<b>(6,200,034)</b>	<b>(721,400)</b>	<b>1,755,800</b>	<b>(5,165,634)</b>	<b>(6,200,034)</b>	<b>(3,523,392)</b>	<b>1,119,932</b>	<b>(8,603,495)</b>
Net Transfer (to) / from reserves		165,600				1,034,400				(2,403,460)		

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**MEMBERS POT****OUTTURN SUMMARY**  
**Members Pot Expenditure 2023/24**

Budget 23/24	£	No. of Councillors:	41
	61,500	Spending their full allocation	41
Less Total Expenditure		Part spending their allocation	0
Balance Unspent	<u>61,500</u>	Not spending their allocation	0
	<u>0</u>		

**Breakdown of Grants/Contributions**

Name	£	Name	£
	Amount		Amount
1st Abel Wood Scouts & Cubs	300	Lambley Cricket Club	500
1st Arnold and Woodthorpe Scouts Group	500	Lambley Parish Council	600
1st Calverton Beavers	190	Lambley Reed Pond Group	250
1st Daybrook Rainbows & Brownies	200	Linby & Papplewick Parochial Church Council	300
1st Gedling Rainbows	150	Linby Parish Council	300
1st Gedling Scout Group	290	Louise's Crafts	100
1st Netherfield Rainbows, Brownies & Guides	200	Netherfield & Colwick Senior Citizen's Group	600
1st Porchester Scout, Cubs & Beavers	237	Netherfield Forum	1,150
1st Redhill Scouts Group	432	Netherfield Parents & Toddler Group	600
2nd Arnold Scout Group	200	New Writer's UK	375
2nd Calverton Brownies	190	Newstead Parish Council	300
3rd Netherfield Scouts, Cubs & Beavers	350	Nottingham Arimethea Trust	643
5th Carlton Rainbows and Brownies	250	Nottinghamshire Royal Society for the Blind t/a My Sight Nottinghamshire	350
Age Concern Carlton & District	500	PappFest	300
Age UK Men in Sheds	200	Papplewick Parish Council	300
All Hallows Kabin CIC	400	Parkinson's UK Nottingham Branch	500
AMC Mental Health Befriending & Support Group	450	Paviors Rugby Club	320
Arnbrook Primary School	250	Phenomenal Futures	200
Arnold Food Bank	1,125	Phoenix Farm Methodist Church	100
Arnold Local History Group	420	Positively Empowered Kids CIC	1,100
Arnold Neighbourhood Scheme	100	Priory Junior School PTA	150
Arnold View Primary School	220	Ravenshead Community Transport	300
Bags of Blessings	332	Ravenshead in Bloom	450
Bestwood Male Voice Choir	140	Ravenshead Parish Council	1,350
Bestwood Miners Welfare	500	Redhill 50+ Badminton/Table Tennis Group	580
Bestwood Village Lunch Club	200	Redhill Road Runners	131
Burton Joyce & Bulcote Women's Institution	200	Richard Bonington PTA	400
Burton Joyce Co-op	310	Rika Ace CIC	300
Burton Joyce Football Club	50	Rivendell View Care Home	50
Burton Joyce Parish Council	500	Sacred Heart Community Café	300
Burton Joynce Primary School PTA	100	Seagrave Court Over 55's Scheme	290
Calverton & Gedling Arts Society	250	Sherwood Rangers Yeomanry Association	200
Calverton Gymnastic Club	190	Sir John Shirebrook School Leavers	200
Calverton Parish Council	300	St. Albans Activity and Recreation Society	500
Calverton Park Bowls Club	100	St. Albans Community Kitchen	1,050
Calverton Practice Patient Participation Group	200	St. James Church Mapperley	1,005
Calverton Preservation and History Society	100	St. John the Baptist Church	175
Calverton Theatre Group	350	St. John's Pre-School Playgroup	80
Caribbean Elders Lunch & Social Club	100	St. Paul's Breakfast Club	300
Carlton & Gedling Childminders Group	550	St. Paul's Church Daybrook	200
Carlton Hill Community Action Group	1,150	Stoke Bardolph Parish	670
Carlton Town Football Club	825	Stoke Bardolph Village Hall Trust	80
Colwick Parish Church	290	Support Through Sport Youth CIC	1,000
Colwick Theatre Club	1,150	Surreal Holistic Therapy	100
Colwick Tots	100	The Ark	350
Daybrook Bowls Club	275	The Community Coaching Company CIC	663
Dice and Balls CIC	937	The Core Centre	250
Eagles Nest Church	400	The Crop Club CIC	175
Fast Graphics Nottm Ltd	205	The Friends of King George V Recreation Ground	700
Friends of Arnot Hill Park	80	The Good Shepherd Christmas Fair	200
Friends of Gedling Country Park	650	The Village Lunch	540
Friends of Ravenshead C of E Primary School	300	The Wolfpack Project	600
Friends of Valley Playing Grounds	600	The Working Class Collective	350
GBC - Bonington Theatre	540	Together@ARNOLD	3,610
GBC - PASC	7,259	Walking4Hope	100
GBC - Property Services	373	Warren Hill Action Group	360
Gedling Climate Change Group	430	Woodborough Celtic Football Club	250
Gedling Conservation Trust	1,250	Woodborough Parish Council	400
Gedling Family Village Gala	150	Young Minds	444
Gedling Play Forum	1,805		
Gedling Southbank Ladies FC	150		
Girl Guiding Nottinghamshire	650		
Good Shepherd St Vincent De Paul Organisation	700		
Grainne Lamb Yoga	100		
GSB Warriors Football Club	240		
Harmless CIC	100		
Holly's Purrfect Cat Rescue	400		
Hope Nottingham	1,025		

61,500

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Appendix 5 - Capital Outturn 2023-24

Portfolio	Capital Projects	23/24 Approved Budget	23/24 Final Outturn	23/24 Variance	Proposed Carry Forwards
Lifestyles, Health and Wellbeing	Sports Facilities Investment	40,000	33,138	(6,862)	6,900
<b>Lifestyles, Health and Wellbeing Total</b>		<b>40,000</b>	<b>33,138</b>	<b>(6,862)</b>	<b>6,900</b>
Public Protection	CCTV Developments	27,400	0	(27,400)	27,400
	UKSPF - CCTV Developments	50,000	25,388	(24,612)	24,600
<b>Public Protection Total</b>		<b>77,400</b>	<b>25,388</b>	<b>(52,012)</b>	<b>52,000</b>
Environmental Services	Air Quality Monitor	12,000	10,500	(1,500)	0
	AMF - Lambley Lane Changing Room & Pitch Renovation	327,000	248,007	(78,993)	79,000
	Arnold Flood Alleviation	60,000	0	(60,000)	60,000
	Breckhill Entrance and Footpath	54,000	47,824	(6,176)	6,000
	Carlton Cem Expansion Final Phase	15,000	0	(15,000)	15,000
	Council Street Lighting	50,000	12,895	(37,105)	37,100
	Green Lung Digby Park to GCP Path Construction	35,000	0	(35,000)	35,000
	Green Lung Project	47,600	11,625	(35,975)	36,000
	King George V - Provision of Public Toilets	222,300	216,927	(5,373)	0
	King George V Pavilion Refurbishment	41,400	38,213	(3,187)	0
	Lambley Lane Footpath Entrance	19,700	0	(19,700)	19,700
	Lambley Lane Play Area Refurbishment	111,000	110,706	(294)	0
	Ouse Dyke repair works	40,000	0	(40,000)	40,000
	Sand Martin Bank Bird Hide	29,500	0	(29,500)	29,500
	Tree Audit & Management software	16,000	15,500	(500)	0
	Vehicle Replacement Programme	1,038,000	913,244	(124,756)	78,000
	Waste Management System	25,000	27,747	2,747	0
<b>Environmental Services Total</b>		<b>2,143,500</b>	<b>1,653,188</b>	<b>(490,312)</b>	<b>435,300</b>
Sustainable Growth and Economy	Carlton Square Service Yard	25,000	0	(25,000)	0
	DFG staff salaries	132,000	128,956	(3,044)	0
	Disabled Facilities Grants	1,058,000	892,762	(165,238)	168,000
	East Midlands Domestic Retrofit Project	583,500	0	(583,500)	583,500
	Gedling Access Road (GAR) Contributions	4,448,100	4,448,120	20	0
	Green Homes Grant Scheme (LAD3)	614,000	625,969	11,969	0
	Home Upgrade Grant (HUG1)	45,300	45,330	30	0
	Linby PC Open Space Development (S106)	59,700	59,653	(47)	0
	Temporary Accommodation	1,280,000	1,150,549	(129,451)	129,500
	The Arnold Market Place (AMP)	429,300	0	(429,300)	429,300
	Town Centre Improvement	37,900	0	(37,900)	0
	Warm Homes on Prescription Scheme	10,000	8,220	(1,780)	0
<b>Sustainable Growth and Economy Total</b>		<b>8,722,800</b>	<b>7,359,557</b>	<b>(1,363,243)</b>	<b>1,310,300</b>
Corporate Resources and Performance	AMF - Burnstump Pavilion	10,000	11,452	1,452	0
	AMF - Civic Centre Renovation	15,000	9,996	(5,004)	0
	Arnot Hill House Fire Safety Works	0	2,690	2,690	0
	Asset Management Fund	25,000	0	(25,000)	0
	Car Park Resurfacing and Fencing	63,400	12,002	(51,398)	51,400
	Carbon Reduction Initiatives	47,600	0	(47,600)	47,600
	Civic Centre Fire Alarm	62,900	53,396	(9,504)	0
	Civic Centre Lift Refurbishment	19,800	20,144	344	0
	CR - Civic Centre Charge Points	22,400	3,609	(18,791)	18,800
	CR - GCP Charge Points	23,200	0	(23,200)	23,200
	CR - Thermostatic Radiator Valves	25,000	27,828	2,828	0
	Customer Service Improvements	18,800	3,853	(14,947)	14,900
	Depot Works	200,000	0	(200,000)	200,000
	Economic Regeneration Land Assembly	1,500,000	1,316,342	(183,658)	183,700
	Income Management System	20,000	0	(20,000)	20,000
	IT Licences - Microsoft Office	110,000	101,549	(8,451)	0
<b>Corporate Resources and Performance Total</b>		<b>2,163,100</b>	<b>1,562,859</b>	<b>-600,241</b>	<b>559,600</b>
<b>Grand Total</b>		<b>13,146,800</b>	<b>10,634,130</b>	<b>(2,512,670)</b>	<b>2,364,100</b>

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**NON-COMMITTED CAPITAL CARRY FORWARD REQUESTS OVER £50,000**  
**2023/24 to 2024/25**

APPENDIX 6

This schedule will need to be approved by Council following endorsement by the Chief Financial Officer

Department: All service areas

Scheme	Account Code	Cost Centre	Proj	Approved Budget	2023/24 Actual		Reason for Carry Forward
					Actual Exp 2023/24	Carry Forward Requested	
				£	£	£	Details
East Midlands Domestic Retrofit Project	C410	C6100	C16028	583,500	-	583,500	Grant funded project to be spent in 2024-25
The Arnold Market Place (AMP) - First Floor	C410	C1101	C22008	429,300	-	429,300	Project commenced funded through UKSPF to be completed 2024-25
Depot Works	C410	C1303	C10617	200,000	-	200,000	Further soft market testing and work on specification has lead to a rescheduling of project
Economic Regeneration Land Assembly	C410	C1304	C10710	1,500,000	1,316,342	183,700	Project ongoing awaiting leisure strategy review
Disabled Facilities Grants	C403	C6100	C16016	1,058,000	892,762	168,000	Under utilised grant to be carried into 2024-25
Temporary Accommodation	C410	C1200	C10203	1,280,000	1,150,549	129,500	Project extended into 2024-25, budget to be carried over
Vehicle Replacement Programme	C200	C5103	Various	1,038,000	913,244	78,000	Lead time in purchasing vehicles
Arnold Flood Alleviation	C410	C5104	C14501	60,000	-	60,000	Works for Bentwell lagoon agreed due to commence August/September 24
Car Park Resurfacing and Fencing	C410	C5102	C14006	63,400	12,002	51,400	Project commenced outstanding Fencing works to be completed in 2024-25
<b>TOTAL</b>				<b>6,212,200</b>	<b>4,284,898</b>	<b>1,883,400</b>	

Prepared By:



Endorsed by:



Deputy Chief Finance Officer

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**ALL COMMITTED CAPITAL CARRY FORWARD REQUESTS, PLUS UNCOMMITTED CAPITAL REQUESTS UNDER £50,000**  
**2023/24 to 2024/25**

**APPENDIX 6**

**This schedule will need to be approved by the Chief Financial Officer**

**Department:** All service areas

**Ref's**

A Work Committed (Ordered/Contract Agreed)

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

Scheme	Account Code	Cost Centre	Proj	Approved Budget	2023/24 Actual		Reason for Carry Forward	
					Actual Exp 2023/24	Carry Forward Requested		
					£	£	£	Ref A/B
Lambley Lane Changing Room & Pitch Renovation	C410	C7100	C22223	327,000	248,007	79,000	A	Unforeseen issues around land and utility connections causing extentions to project.
Carbon Reduction Initiatives	C410	C1303	C10610	47,600	-	47,600	B	Several initiatives in the pipeline
Ouse Dyke repair works	C410	C5104	C14502	40,000	-	40,000	B	Once insurance levels agreed then going out to tender around June 2024.
Council Street Lighting	C410	C5104	C14503	50,000	12,895	37,100	B	Project delayed due to weather conditions, awaiting summer months to complete project
Green Lung Project	C410	C7100	C17069	47,600	11,625	36,000	B	Survey and design works complete, ready to go out to tender
Green Lung Digby Park to GCP Path Construction	C410	C7100	C17076	35,000	-	35,000	B	Project awaiting for housing estate to be completed
Sand Martin Bank Bird Hide	C410	C7100	C17065	29,500	-	29,500	B	Committees report being finalised works sheduled for 2024-25
CCTV Developments	C410	C2102	C10126	27,400	-	27,400	B	For upcoming projects
UKSPF CCTV Developments	C410	C2102	C10122	50,000	25,388	24,600	B	Installation of UKSPF funded CCTV cameras
Gedling Country Park Charge Points	C410	C1303	C10615	23,200	-	23,200	B	Works commenced, project to be completed 2024-25
Income Management System	C410	C1301	C10400	20,000	-	20,000	B	Contract to be finalised April 2024.
Lambley Lane Footpath Entrance	C410	C7100	C17079	19,700	-	19,700	B	Out to tender expected to deliver by summer 2024.
Civic Centre Charge Points	C410	C1303	C10614	22,400	3,609	18,800	B	Works underway project to be completed 2024-25
Carlton Cem Expansion Final Phase	C410	C7100	C17507	15,000	-	15,000	B	Rescheduling of project
Customer Service Improvements	C410	C1500	C11104	18,800	3,853	14,900	B	Project near completion, some works outstanding
Sports Facilities Investment	C410	C7109	C21505	40,000	33,138	6,900	B	Outstanding electrical works at Burton Road Pavillion
Breckhill Entrance and Footpath	C410	C7100	C17078	54,000	47,824	6,000	B	Drainage works outstanding to be completed 2024-25
<b>TOTAL</b>				<b>867,200</b>	<b>386,340</b>	<b>480,700</b>		

**Prepared By:** 

**Authorised By:** 480,700

Deputy Chief Financial Of 

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**CAPITAL FINANCING SUMMARY 2023/24**

	£	£	£
<b><u>CAPITAL EXPENDITURE 2023/24 REQUIRING FINANCING</u></b>			<b><u>10,634,130</u></b>
<b><u>RESOURCES APPLIED</u></b>			
<b><u>Money Provided by Other Persons</u></b>			
<b><u>Capital Grants Receivable:</u></b>			
Disabled Facilities Grant (Better Care Fund)	1,029,938		
Green Homes Grant Scheme (Nottingham City Council)	670,799		
UK Shared Prosperity Fund	320,525		
Lambley Lane Recreation Grounds (FCC)	99,960		
Changing Places - King George V Toilets	40,000		
Miscellaneous	13,360		
		<b><u>2,174,581</u></b>	
<b><u>Contributions:</u></b>			
Gedling Access Road Contribution (CIL)	4,448,120		
Linby PC Open Space Development (S106)	59,653		
Lambley Lane Changing Rooms (CIL)	26,707		
Lambley Lane Changing Rooms (S106)	21,300		
Green Lung Project (CIL)	11,625		
		<b><u>4,567,405</u></b>	
<b>Total Money Provided by Other Persons</b>			<b>6,741,986</b>
<b>Revenue Contributions</b>			<b>60,249</b>
<b>Total Usable Capital Receipts Applied</b>			<b>0</b>
<b>Total Prudential Borrowing Applied</b>			<b>3,831,896</b>
<b><u>TOTAL RESOURCES APPLIED 2023/24</u></b>			<b><u>10,634,130</u></b>

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## Report to Cabinet

**Subject:** Annual Treasury Activity Report 2023/24  
**Date:** 17 July 2024  
**Author:** Financial Services Manager and Deputy S151 Officer

### Wards Affected

All

### Purpose

To inform Members of the outturn in respect of the 2023/24 Prudential Code Indicators, and to advise Members of the outturn on treasury activity, both as required by the Council's Treasury Management Strategy.

### Key Decision

This is not a key decision.

### Recommendation:

#### That:

1. Members approve the Annual Treasury Activity Report for 2023/24 and refer it to Full Council for approval, as required by the regulations.

## 1 Background

- 1.1 The Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury review of its activities, and the actual Prudential and Treasury Indicators for 2023/24. 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 were that the Full Council should receive the following reports:
- An Annual Treasury Management Strategy Statement (TMSS) in advance of the year. This was considered by Cabinet on 16 February 2023 and subsequently approved by Full Council on 2 March 2023.
  - A Mid-Year Treasury Update report. In accordance with best practice, Members will note that, as in previous years, quarterly monitoring reports for treasury activity have been provided and that this exceeds the minimum requirements.
  - An Annual Review following the end of the year describing the activity compared to the strategy. This report is in fulfilment of this requirement.
- 1.3 The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. The Annual Treasury Activity Report provides details of the outturn position for treasury activities during the year, and highlights compliance with the Council's policies, previously approved by Members.
- 1.4 The Council has complied with the requirement under the Code to give prior scrutiny to all the above treasury management reports by submitting them to Cabinet before they are reported to Full Council.
- 1.5 Member training on treasury management issues is undertaken by the Chief Financial Officer as it is needed in order to support Members' scrutiny role. In addition, the Council's treasury advisers, Link Asset Services (LAS), periodically deliver more detailed training sessions for Members at the request of the Chief Financial Officer.

## **2 Proposal**

### **2.1 Summary of the economy and interest rates during 2023/24**

- 2.1.1 Investment returns picked up throughout the course of 2023/24 as central banks, including the Bank of England, continued to respond to inflationary pressures that were not transitory, and realised that tighter monetary policy was called for.
- 2.1.2 Starting April at 4.25%, Bank Rate moved up in stepped increases of either 0.25% or 0.5%, reaching 5.25% by August. By the end of the financial year, no further increases were anticipated. Indeed, the market is pricing in a first cut in Bank Rate in either June or August 2024.

- 2.1.3 The upward sloping yield curve that prevailed throughout 2023/24 meant that local authorities continued to be faced with the challenge of proactive investment of surplus cash, and this emphasised the need for a detailed working knowledge of cashflow projections so that the appropriate balance between maintaining cash for liquidity purposes, and “laddering” deposits on a rolling basis to lock in the increase in investment rates as duration was extended, became an on-going feature of the investment landscape.
- 2.1.4 With bond markets selling off, UK equity market valuations struggled to make progress, as did property funds, although there have been some spirited, if temporary, market rallies from time to time – including in November and December 2023. However, the more traditional investment options, such as specified investments (simple to understand, and less than a year in duration), have continued to be at the forefront of most local authority investment strategies, particularly given Money Market Funds have also provided decent returns in close proximity to Bank Rate for liquidity purposes. In the latter part of 2023/24, the local authority to local authority market lacked any meaningful measure of depth, forcing short-term investment rates above 7% in the last week of March.
- 2.1.5 While the Council has taken a prudent approach to investing surplus monies, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the Global Financial Crisis of 2008/09. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.

## 2.2 The Council’s overall Treasury position at 31 March 2024

The Council’s debt and investment position is organised to ensure adequate liquidity for revenue and capital activities, security of investment, and to manage risks within all treasury management activities. At the beginning and end of 2022/23, the treasury position was as follows:

Treasury position:	1 April 2023 £000s	31 March 2023 £000s
Total external debt	10,812	10,812
Capital Financing Requirement (CFR)	12,621	15,730
Over/(under) borrowing to CFR	(1,809)	(4,918)
Total external debt	10,812	10,812
Total investments	(24,025)	(16,010)
Net debt/(investment)	(13,213)	(5,198)

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

### 2.3 The Treasury Strategy for 2023/24

2.3.1 The expectation within the treasury strategy for 2023/24 (the TMSS) was that Interest rate forecasts would gradually rise in short, medium and longer-term fixed borrowing rates during 2023/24. Bank Rate had initially been forecast to peak at 4.5% but it is now expected to have peaked at 5.25%.

2.3.2 Whilst the Council budgeted to take an additional £2m of new borrowing in 2023/24 to finance the capital programme, the treasury strategy was to maintain an under-borrowed position (i.e. postpone borrowing to avoid the cost of holding higher levels of investments at rates lower than the cost of the borrowing) where possible whilst ensuring that borrowing was not postponed to a point where undertaking it at higher rates would be unavoidable.

2.3.3 In the event, the actual level of capital expenditure in 2023/24 was lower than anticipated and this, in association with higher-than-expected cash balances, meant that no additional borrowing was required as opposed to the £2m originally planned. As set out in 2.1.2 above, the Bank of England Base Rate increased to 5.25% during 2023/24.

### 2.4 The Council's Borrowing Requirement

The Council's underlying need to borrow for capital expenditure is termed the Capital Financing Requirement (CFR) and is a gauge of the Council's indebtedness.



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

CFR:	1 April 2023 (Actual) £000s	31 March 2024 (Orig. Est-TMSS) £000s	31 March 2024 (Actual) £000s
Capital Financing Requirement	12,621	17,162	15,730

The 2023/24 variance on the CFR is due to deferrals and savings on the 2023/24 capital programme, both of which reduced the borrowing requirement in that year, and to amendments on the capital programme during 2023/24, including the deferral of schemes to 2024/25.

## 2.5 Borrowing rates in 2023/24

As stated above Interest rate were forecasts to gradually rise in during 2023/24, bank rates had initially been forecast to peak at 4.5% but it is now expected to have peaked at 5.25%.

Medium term fixed borrowing rates were expected to rise during 2023/24 and the two subsequent financial years whilst long term fixed borrowing rates were expected to increase gradually.

The following projections were provided by the Council's treasury advisers as at 7 February 2023 and were reported in the TMSS for 2023/24.

Link Group Interest Rate View	07.02.23												
	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26
<b>BANK RATE</b>	4.25	4.50	4.50	4.25	4.00	3.75	3.25	3.00	2.75	2.75	2.50	2.50	2.50
3 month ave earnings	4.30	4.50	4.50	4.30	4.00	3.80	3.30	3.00	2.80	2.80	2.50	2.50	2.50
6 month ave earnings	4.40	4.50	4.40	4.20	3.90	3.70	3.20	2.90	2.80	2.80	2.60	2.60	2.60
12 month ave earnings	4.50	4.50	4.40	4.20	3.80	3.60	3.10	2.70	2.70	2.70	2.70	2.70	2.70
5 yr PWLB	4.00	4.00	3.90	3.80	3.70	3.60	3.50	3.40	3.30	3.20	3.10	3.10	3.10
10 yr PWLB	4.20	4.20	4.10	4.00	3.90	3.80	3.60	3.50	3.50	3.40	3.30	3.30	3.20
25 yr PWLB	4.60	4.60	4.40	4.30	4.20	4.10	3.90	3.80	3.70	3.60	3.50	3.40	3.40
50 yr PWLB	4.30	4.30	4.20	4.10	3.90	3.80	3.60	3.60	3.40	3.30	3.20	3.20	3.10

The Public Works Loans Board (PWLB) rates are based on, and determined by, UK Government Bond (gilts) yields plus a specified margin determined by HM Treasury. Gilt yields have generally been on a continual rise since the start of 2021, peaking in the autumn of 2023. Currently, yields are broadly range bound between 3.5% and 4.25%. At the close of the day on 28 March 2024, all gilt yields from 1 to 50 years

were between 3.81% and 4.56%, with the 1 year being the highest and 6-7 years being the lowest yield.

There is likely to be fall in gilt yields and PWLB rates across the whole curve over the next one to two years as the Bank of England Base Rate rises to dampen inflationary pressures and a tight labour market. The rate is then likely to be cut as the economy slows, unemployment rises, and inflation (On the CPI measure) moves closer to the Bank of England’s 2% inflation target rate.

As a general rule, short dated gilt yields will reflect expected movements in Bank Rate, whilst medium term to long-dated yields are driven by the inflation outlook. The table below shows the LAS forecasts for interest rates as at 25 March 2024 demonstrating the gradual fall of interest rates.

Link Group Interest Rate View	25.03.24												
	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
BANK RATE	5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	4.80	4.30	3.80	3.30	3.00	3.00	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.20	5.10	4.60	4.10	3.70	3.30	3.10	3.10	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.00	4.90	4.40	3.90	3.60	3.20	3.10	3.10	3.10	3.10	3.10	3.20	3.20
5 yr PWLB	4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.60	3.50	3.50	3.50
10 yr PWLB	4.70	4.50	4.40	4.30	4.20	4.10	4.00	3.90	3.80	3.70	3.70	3.70	3.70
25 yr PWLB	5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20	4.20	4.10	4.10	4.10	4.10
50 yr PWLB	5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00	4.00	3.90	3.90	3.90	3.90

## 2.6 The Council’s borrowing outturn for 2023/24

2.6.1 There were no new loans taken out during 2023/24. No loans were redeemed during the year.

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

2.6.3 Total outstanding debt at 31 March 2024 was £10.812m. All loans held are repayable on maturity and are at fixed rates.

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

2.6.5 No temporary borrowing was arranged for cash-flow purposes during 2023/24.

## 2.7 Investment rates in 2023/24

Investment returns picked up throughout the course of 2023/24 as central banks, including the Bank of England, continued to respond to inflationary pressures that were not transitory, and realised that tighter monetary

policy was called for. Investment returns in general were significantly more favourable in 2023/24, when compared to 2022/23.

## 2.8 The Council's Investment outturn for 2023/24

- 2.8.1 The Council's investment policy is governed by MHCLG guidance and implemented by the Annual Investment Strategy, which formed part of the TMSS approved by Council on 2 March 2023. This policy sets out the approach for selecting investment counterparties. For 2023/24 the Chief Financial Officer adopted the Link Asset Services (LAS) credit rating methodology, a sophisticated modelling approach utilising credit ratings from all three of the main rating agencies to give a suggested maximum duration for investments. Accordingly it does not place undue reliance on any one agency's ratings. The methodology subsequently applies an "overlay" to take account of positive and negative credit watches and/or credit outlook information, which may increase or decrease the suggested duration of investments. It then applies a second overlay based on the credit default swap spreads for institutions, the monitoring of which has been shown to give an early warning of likely changes in credit ratings. The methodology also incorporates sovereign ratings to ensure selection of counterparties from only the most creditworthy countries. The 2023/24 TMSS Strategy permitted the use of any UK counterparties, subject to their individual credit ratings under the LAS methodology. It also permitted the use of counterparties from other countries with a minimum sovereign rating of AA-.
- 2.8.2 Whilst credit ratings advice is taken from the treasury advisers, the ultimate decision on what is prudent and manageable for the Council is taken by the Chief Financial Officer under the approved scheme of delegation.
- 2.8.3 No changes to the TMSS for 2023/24 approved by Council on 2 March 2023 were made during the year.
- 2.8.4 The Council's investment priorities in 2023/24 remained the security of capital and good liquidity. Whilst the Council always seeks to obtain the optimum return (yield) on its investments, this is at all times commensurate with proper levels of security and liquidity. During the year it remained appropriate either to keep investments short-term to cover cash-flow needs, or to take advantage of fixed periods up to twelve months with a small number of selected counterparties.

During 2023/24, 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 worth of assets into highly

diversified funds, thus reducing risk. The equated rates of return achieved on these funds during 2023/24 was 5.06%.

- 2.8.5 An investment of £1m was made in the CCLA Local Authority Property Fund (LAPF) on 30 November 2017. This is a local government investment scheme approved by the Treasury under the Trustee Investments Act 1961 (section 11). The dividend received for 2023/24 was £45,120 or an equated rate of 4.51% which is treated as revenue income. The investment has allowed the Council to introduce a property element into its investment portfolio without the risks associated with the direct purchase of assets. The main risk around Property Funds is the preservation of the capital sum. However evidence suggests that over time the property market has been a positive long-term investment and it is accordingly anticipated that this investment will be held on a long-term basis to minimise any risk.
- 2.8.6 The property fund investment purchased a number of units, determined by the unit price on the entry date. This valued the initial investment of £1m at £936,770, setting the implied entry fee at £63,230, or 6.32%. The certified value of the property fund investment at 31 March 2024 was £877,117 (down from £912,737 at the end of March 2023) reflecting a loss in value of £35,620 during the 2023/24 year from. Following changes to accounting arrangements, all movements in the valuation of pooled investment funds must be charged to the Comprehensive Income and Expenditure account (CIES). However, a statutory override is in place for a period of five years to ensure that the impact of these on the General Fund is neutralised. Accordingly, the difference of £122,883 between the £1m investment and the certified 31 March 2024 value of £877,117 is held in the Pooled Investment Funds Adjustment Account.
- 2.8.7 Investment interest of £1,356,005 (including dividends of £45,120 on the property fund) was generated in the year, representing an equated rate of 5.06%.
- 2.8.8 Investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties. Investment counterparty limits for 2023/24 were set in the TMSS at £3m, or £4m for Money Market Funds (due to them being by definition highly diversified investment vehicles). A limit of £3m was set for investments with the CCLA PSDF money market fund in recognition of the pre-existing property fund investment of £1m (ie. a total of £4m with the counterparty). A limit of £4m was set for investments with Santander as they offer the Council preferential rates on their 95 and 180 day notice accounts and provide 60 days notice of any change. No limit was set with the Debt Management Office as this represents investment with central government. The Chief Financial Officer has delegated authority to vary the limits as appropriate

and to report any change to Cabinet at the next quarterly report. No changes to limits were reported during 2023/24.

2.8.9 The Annual Treasury Activity Report for the year ended 31 March 2024 is attached at Appendix 1 in accordance with the TMSS.

## 2.9 Compliance with Prudential and Treasury Indicators

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

2.9.2 During the financial year 2023/24 the Council has at all times operated within the Prudential and Treasury Management Indicators set out in the Council's TMSS, and in compliance with the Council's Treasury Management Practices. A summary of the outturn position at 31 March in respect of each of the 2023/24 Prudential and Treasury Management Indicators is shown at Appendix 2.

### a) Prudential Indicators:

#### i) Capital Expenditure

Capital expenditure for 2023/24 totalled £10,634. This differs to the approved indicator of £6,928k due to the inclusion of approved carry forward requests from 2022/23 and variations to the capital programme during 2023/24 which include the deferral of schemes to 2024/25.

#### ii) Capital Financing Requirement (CFR)

The CFR represents the Council's historic outstanding capital expenditure which has not yet been paid for from capital or revenue resources, and is essentially a measure of the underlying borrowing need. It does not increase indefinitely since the minimum revenue provision (MRP) is a statutory annual revenue charge for the economic consumption of capital assets. The CFR totalled £15,730 at 31 March 2024. This differs to the approved indicator of £17,162k due to savings and deferrals on the 2023/24 capital programme, as well as to variations to the capital programme for 2023/24 including the deferral of schemes to 2024/25.

#### iii) Gearing ratio

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

indication when debt levels are rising relative to long term assets held. The Council's gearing ratio at 31 March 2024 was 36% which is lower than the approved indicator of 32% due primarily to the deferral of capital expenditure to 2024/25 and remains broadly comparable with the average gearing ratio for councils of a similar size.

iv) Ratio of Financing Costs to Net Revenue Stream

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

The outturn of 0.15% for service-related expenditure differs to the approved indicator of 6.5% due to a reduction in MRP arising from savings and deferrals on the capital programme in 2022/23; significant additional investment interest; and reduced direct revenue financing in 2023/24 due to the deferral of schemes to 2024/25.

v) 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 2022/23 and the following two financial years. This allows flexibility for early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes. Gross debt at 31 March 2024 was £10.812m which was well within the approved indicator.

vi) Ratio of internal borrowing to CFR

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

The outturn for internal borrowing is 31%, which differs to the approved indicator of 25% due to variations in the capital programme including the deferral of capital schemes to 2024/25. These variations reduce the outturn CFR, and hence the difference between CFR and actual external borrowing.

(b) Treasury Management Indicators:

The Treasury Management indicators are based on limits, beyond which activities should not pass without management action, and the Council has operated within these limits at all times during 2023/24. They include two key indicators of affordability and four key indicators of prudence and

Appendix 2 demonstrates the outturn position compared to each limit.

### Affordability

i) Operational boundary for external debt

This is the limit above which external debt is not “normally” expected to pass. In most cases this would be a similar figure to the CFR but may be lower or higher depending on the level of actual debt. The Operational Boundary has not been exceeded during 2023/24.

ii) Authorised limit for external debt

This limit represents a control on the “maximum” level of borrowing and is the statutory limit determined under s3(1) of the Local Government Act 2003. It represents the limit beyond which external debt is prohibited.

The Authorised limit must be set, and revised if necessary, by Full Council. It reflects a level of external debt which, whilst neither desirable nor sustainable in the longer term, could be afforded in the short term. The Government retains an option to control either the total of all Councils’ plans, or a specific Council, although this power has not yet been exercised. The Authorised Limit has not been exceeded during 2022/23.

### Prudence

- iii) Maximum new principal sums to be invested during 2022/23 for periods in excess of 365 days - such investments are classified as a “non-specified”. This indicator is subject to the overall limit for non-specified investments set annually in the TMSS. The Council made no new non-specified investments during 2022/23 and at 31 March 2024 held only one such investment in the form of the £1m investment in the CCLA property fund.
- iv) Upper limits for the maturity structure of borrowing are set to reduce the Council’s exposure to large fixed rate sums falling due for refinancing. These limits have not been exceeded in 2023/24.
- v) Prior to the 2017 revisions to the Treasury Management Code there was a requirement to set indicators for the Council’s maximum exposure to fixed and variable interest rates for net borrowing (ie. external borrowing less investments). This requirement has now been removed in favour of a statement in the TMSS stating how interest rate exposure is managed and monitored by the Council, and this statement for 2023/24 is reproduced below:

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

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

## 2.10 Other Issues affecting Treasury Management in 2023/24

### 2.10.1 IFRS9

Following the consultation undertaken by the Ministry of Housing, Communities and Local Government (MHCLG) on IFRS9 the Government introduced a mandatory statutory Override requiring local authorities to reverse out all unrealised fair value movements resulting from pooled investment funds. This will be effective for 5 years from 1 April 2018 to 31 March 2023.

To inform the future of the Override post March 2023, the government conducted a further consultation asking for views on the options to: make the override permanent; extend it for a limited period; or allow it to elapse as at 31 March 2023. The consultation also requested data to better understand the financial position of the sector and the consequences of the different options.

Having considered the consultation responses, the government intends to extend the Override for an additional two-year period until 31 March 2025. Other than extending the period to which the Override applies, no other changes will be made to the Override.

The Council is required to disclose the net impact of the unrealised fair value movements in a separate unusable reserve throughout the duration of the override, in order for the Government to keep the override under review and to maintain a form of transparency. This reserve has been named the Pooled Investment Funds Adjustment Account (see 2.8.6 above).

### 2.10.2 Changes in risk appetite and counterparty limits

The 2018 CIPFA Code and guidance notes have placed enhanced importance on risk management. Where an authority changes its risk



appetite, eg. the use of certain investment instruments, this should be brought to Members' attention.

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

No specific changes have been made with regard to risk appetite during the year.

### 2.10.3 Sovereign limits

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

### 2.10.4 IFRS16

IFRS 16 is an accounting standard relating to leases which will bring almost all leases on to the balance sheet, while requiring authorities to recognise a "right of use asset" and a lease liability. In response to severe delays in the publication of audited local authority financial statements in England, the implementation of IFRS16 for local authorities has been deferred until 1 April 2024 (i.e. for the closure of the 2024/25 accounts) although the Code of Practice on Local Authority Accounting for the United Kingdom for 2022/23 and 2023/24 will allow for adoption as of 1 April 2022 or 1 April 2023.

### 2.10.5 Prudential Code

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.

### **3 Alternative Options**

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

### **4 Financial Implications**

- 4.1 Financial implications are detailed in the body of this report.

### **5 Legal Implications**

- 5.1 The legal implications are detailed in the body of the report.

### **6 Equalities Implications**

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

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

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

### **8 Appendices**

- 8.1 Treasury Activity Report 2023/24 for year ended 31 March 2024
- 8.2 Prudential and Treasury Management Indicators for 2023/24.

## **9 Background Papers**

9.1 None identified.

## **10 Reasons for Recommendations**

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

### **Statutory Officer approval:**

**Approved by:** Chief Financial Officer

**Date:** 23 May 2024

**Approved by:** Monitoring Officer

**Date:** 23 May 2024

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For Quarter ended 31st March 2024

	<u>Position @</u> <u>1 Jan 2024</u> £	<u>Loans Made</u> <u>During Q4</u> £	<u>Loans Repaid</u> <u>During Q4</u> £	<u>Position @</u> <u>31 Mar 2024</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)	(5,683,000)	8,193,000	(1,490,000)
Bank of Scotland	0	0	0	0
Barclays	0	0	0	0
Blackrock MMF	(4,000,000)	0	4,000,000	0
CCLA PSDF (MMF)	(3,000,000)	0	0	(3,000,000)
Close Brothers	(3,000,000)	(2,000,000)	2,000,000	(3,000,000)
Debt Management Office	(12,077,000)	(18,640,000)	28,197,000	(2,520,000)
Goldman Sachs	(3,000,000)	0	0	(3,000,000)
HSBC Treasury	0	0	0	0
Local Authorities & Other	0	0	0	0
Nationwide	(3,000,000)	(2,000,000)	3,000,000	(2,000,000)
Santander	0	0	0	0
<b>Total Short Term Investment</b>	<b>(32,077,000)</b>	<b>(28,323,000)</b>	<b>45,390,000</b>	<b>(15,010,000)</b>
<b>TOTAL INVESTMENT (See below)</b>	<b>(33,077,000)</b>	<b>(28,323,000)</b>	<b>45,390,000</b>	<b>(16,010,000)</b>
<b>NET BORROWING / (INVESTMENT)</b>	<b>(22,265,423)</b>	<b>(28,323,000)</b>	<b>45,390,000</b>	<b>(5,198,423)</b>

**Temporary Borrowing & Investment Statistics at 31 March 2024**

**Investment:**

Fixed Rate Investment	(21,077,000)	(22,640,000)	33,197,000	(10,520,000)
Variable Rate Investment	(12,000,000)	(5,683,000)	12,193,000	(5,490,000)
<b>TOTAL INVESTMENT</b>	<b>(33,077,000)</b>	<b>(28,323,000)</b>	<b>45,390,000</b>	<b>(16,010,000)</b>

Proportion of Fixed Rate Investment	65.71%
Proportion of Variable Rate Investment	34.29%
Temporary Investment Interest Receivable	£ 1,356,004
Equated Temporary Investment	£ 26,772,738
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	5.06%
Compounded SONIA (3 month backward looking)	5.14%

**Borrowing:**

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

If SONIA Worse/(Better) by  
1,376,773 (20,769)

3 month

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**A) Prudential Indicators**

Affordability:

- i) Capital Expenditure
- ii) Capital Financing Requirement
- iii) Gearing (CFR to Long Term Assets)
- iv) Ratio of Financing Costs to Net Revenue Stream-Services
- v) Maximum Gross Debt
- vi) Ratio of Internal Borrowing to CFR

**B) Treasury Management Indicators**

Affordability:

- i) Operational Boundary for External Debt:
  - Borrowing
  - Other Long Term Liabilities
  - Total Operational Boundary
- ii) Authorised Limit for External Debt:
  - Borrowing
  - Other Long Term Liabilities
  - Total Authorised Limit

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.
- iv) Upper & Lower limits for the maturity structure of outstanding Borrowing during 2023/24:
  - Under 1 Year
  - 1 Year to 2 Years
  - 2 Years to 5 Years
  - 5 Years to 10 Years
  - Over 10 Years

	2023/24 Original Estimate (Council 03/03/23)	2023/24 Position at 31-Mar-24
	£ 6,928,100	£ 10,634,130
	£ 17,161,800	£ 15,729,431
	32%	36%
	9.76%	0.15%
	£ 17,341,400	£ 10,811,577
	25%	31%
	£ 18,300,000	£ 10,811,577
	£ 1,500,000	£ -
	£ 19,800,000	£ 10,811,577
	£ 19,300,000	£ 10,811,577
	£ 1,500,000	£ -
	£ 20,800,000	£ 10,811,577
	£ 3,000,000	£ 3,000,000
	40%	0%
	40%	0%
	50%	0%
	50%	6%
	100%	94%

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## Report to Cabinet

**Subject:** Council Productivity Plan

**Date:** 17 July 2024

**Author:** Chief Executive

### Wards Affected

Borough-wide.

### Purpose

For Cabinet to approve the Council's Productivity Plan.

### Key Decision

This is not a key decision.

### Recommendations

#### THAT CABINET:

1. Approves the Council's Productivity Plan for publication and submission to the Department of Levelling Up, Housing and Communities (DLUHC).
2. Refers the report to full Council for information and noting.

## 1 Background

- 1.1 The Local Government Finance Settlement was announced by the Secretary of State for Levelling Up, Housing and Communities (DLUHC) on 5 February 2024. As part of the speech, he announced the following:

*“As part of our efforts to return the sector to sustainability in the future, we are also asking local authorities to develop and share productivity plans. These plans will set out how local authorities will improve service performance and reduce wasteful expenditure, for example on consultants or discredited equality, diversity and inclusion programmes. Government will monitor these plans, and funding settlements in future will be informed by performance against these plans.*

*My department will work with the local government sector on the approach to producing these plans. The plans should be short and draw on work councils have already done, identifying ways to unlock productivity improvements and setting out the key implementation milestones. Plans should be published by July 2024 before the House rises for the summer recess. They must be agreed by Council Leaders*

*and members and published on local authority websites, together with updates on progress. We expect them to cover four main areas:*

*1) transformation of services to make better use of resources;*

*2) opportunities to take advantage of advances in technology and make better use of data to inform decision making and service design;*

*3) ways to reduce wasteful spend within systems, including specific consideration of expenditure on consultants and discredited staff Equality, Diversity and Inclusion programmes – this does not include programmes designed to promote integration and civic pride, and counter extremism; and*

*4) barriers preventing activity that Government can help to reduce or remove.*

*Alongside this, we will establish a new productivity review panel, made up of sector experts including the Office for Local Government and the Local Government Association.”*

- 1.2 The Council received a letter from the Minister for Local Government (Simon Hoare MP) dated 16 April 2024 which provided further information and set a return date of 19 July 2024 (attached at Appendix 2).
- 1.3 Following the declaration of a General Election on 4 July 2024, representative bodies (LGA, DCN etc) approached Government to see if any of the requirements had changed. DLUHC indicated that both the requirement for a Productivity Plan and the submission date remained unchanged as this was government policy.
- 1.4 The Council's Productivity Plan is attached at Appendix 1. It has been developed through consultation with senior officers and managers across the Council and builds upon our ambition and vision for the transformation of services. The purpose of the Plan is to be a helpful and usable document that provides a roadmap for improvement over the next three financial years. It sets out the following:
  - About Gedling;
  - Key Challenges;
  - Our Approach to Improvement;
  - Measuring our Impact;
  - Our Plan in terms of being a Connected Council, adopting Smarter Working, improving the Customer Experience, enabling Gedling Growth, and having Resilient Communities;
  - How can the Government Help?

## **2 Proposal**

- 2.1 Cabinet is asked to approve the Council's Productivity Plan. Wider member oversight and endorsement was expected prior to the calling of the General Election, and as such it was planned to refer this to full Council for final approval. However, the government imposed submission date of 19 July 2024 has deemed this to be not possible, hence it is referred to Council for information and noting only.

## **3 Alternative Options**

- 3.1 Members could choose not to submit the Productivity Plan however this would go against government policy unless changed by any incoming government.

## **4 Financial Implications**

- 4.1 There are no financial implications arising directly from this report. Any financial impacts arising from the Plan will be considered separately as actions are developed.

## **5 Legal Implications**

- 5.1 There are no legal implications arising directly from this report. There is no statutory requirement to produce a Productivity Plan however it is a formal request from government to do so. The Plan is not part of the Budget and Policy framework and as such approval by the Executive is appropriate.

## **6 Equalities Implications**

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

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

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

## **8 Appendices**

- 8.1 Appendix 1: Council Productivity Plan.
- 8.2 Appendix 2: DLUHC letter from the Minister for Local Government dated 16 April 2024.

## **9 Background Papers**

- 9.1 None.

## **10 Reasons for Recommendations**

- 10.1 The approval of a Council Productivity Plan is set out in the government letter dated 16 April 2024 and this stipulates a submission date of 19 July 2024.

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# Productivity Plan

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Serving people, **Improving lives**

**Gedling**  
Borough Council



## Purpose

The Local Government Finance Settlement 2024/25 introduced a requirement for all councils to produce a Productivity Plan that is endorsed by Members. This document summarises activities that the Council has already undertaken and includes an overview of work in progress and planned throughout 2024/25.

## About Gedling

Gedling is a district council to the North-East of Nottingham, with a population of 117,700, across 51,551 households, representing just over 14% of the total Nottinghamshire county population. Gedling is statistically typical in many ways with population, health and socio-economic indicators that align broadly with national averages. These averages however mask some stubborn pockets of deprivation and significant socio-economic and health disparities between different areas of the borough, with life expectancy 8.6 years lower for men and 6.7 years lower for women in the most deprived areas of Gedling than in the least deprived areas. Like many parts of the UK, Gedling has a growing, ageing population.

The Net council budget for 2024/25 is £14,937,900. Gedling has had the seventh largest reduction in Core Spending Power when comparing 2024/25 to 2015/16 out of 349 Authorities in England. Despite these challenges, Gedling is ambitious and wherever possible our teams have sought to maximise income and we have worked in partnership to deliver positive outcomes for local people, aligned to our vision of 'Serving people, improving lives'. The Council plays a lead role in the local Integrated Care System to support improved health and wellbeing outcomes through social prescribing to individuals most in need. Operational re-design work has seen income, attendances, memberships and swim school participation for children and young people at our leisure centres well exceed pre-Covid levels.

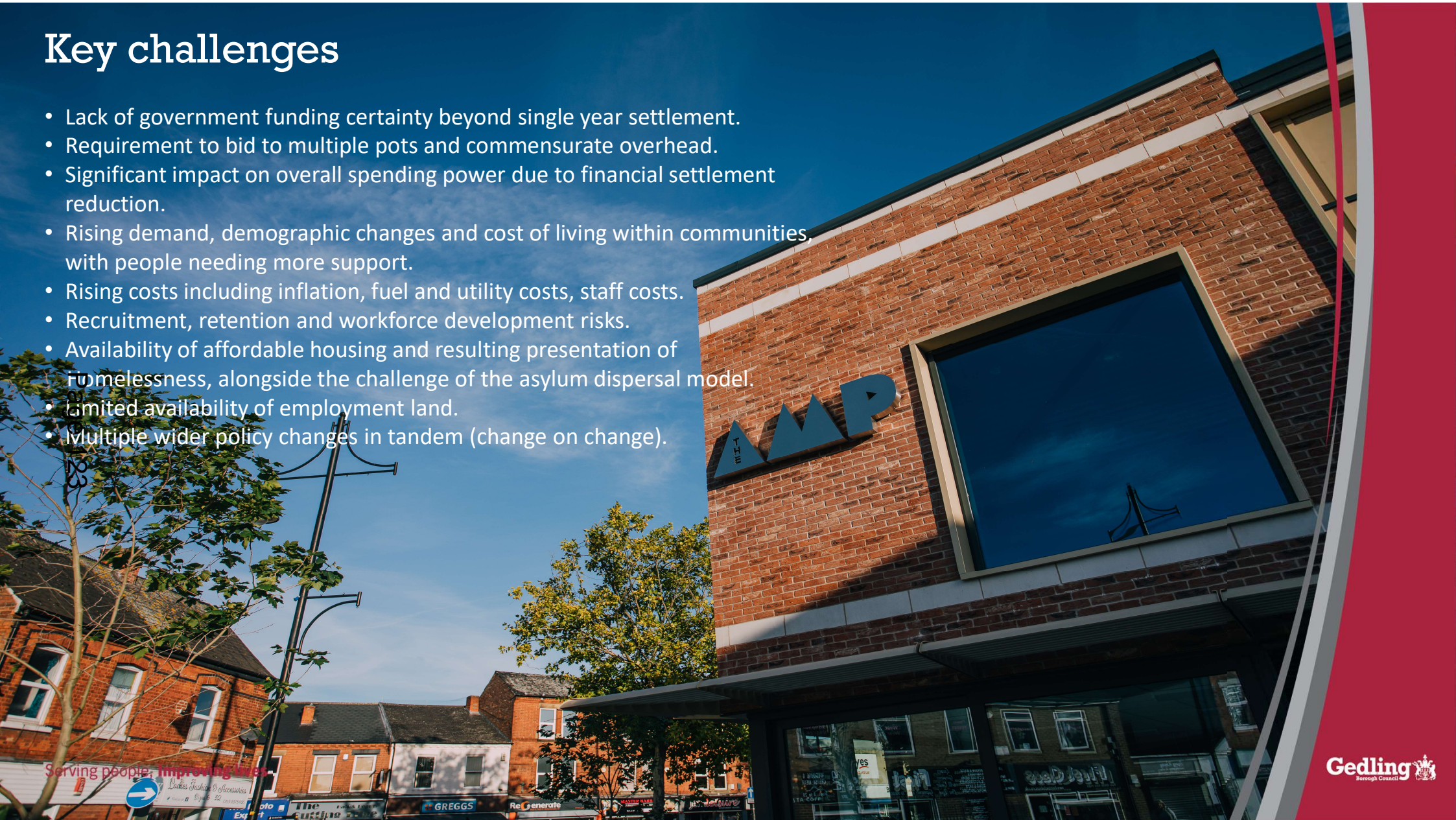
The development of the AMP building in Arnold, improvements to the natural environment and the achievement of Green Flag status for five parks are some of the visible symbols of the Council's positive impact on the place, along with the completion of 689 new homes in 2022/23, including 93 affordable homes, which is the fastest rate of housing completions since the late 1970s.

But we are not complacent. To be sustainable we know we need to continue to strive for even more efficient, responsive and reliable services, making better use of emerging technology while listening carefully to local needs. To ensure continued forward focus on what matters most to local people, the Council has recently re-structured its senior management team and is developing a whole council transformation approach to accelerate the achievement of outcomes set out in the Gedling Plan, both to improve customer satisfaction and, critically, to ensure high productivity and necessary savings.



# Key challenges

- Lack of government funding certainty beyond single year settlement.
- Requirement to bid to multiple pots and commensurate overhead.
- Significant impact on overall spending power due to financial settlement reduction.
- Rising demand, demographic changes and cost of living within communities, with people needing more support.
- Rising costs including inflation, fuel and utility costs, staff costs.
- Recruitment, retention and workforce development risks.
- Availability of affordable housing and resulting presentation of homelessness, alongside the challenge of the asylum dispersal model.
- Limited availability of employment land.
- Multiple wider policy changes in tandem (change on change).







## Our approach

Long before it was a requirement to produce a Productivity Plan, Gedling has punched above its weight in delivering improvements to services that seek to ensure value for local residents and businesses.

Since 2014/15 the Council has approved budget reductions totalling £7.5m, while seeking to minimise the impact on front-line services, ensuring a sustainable Medium Term Financial Plan. To ensure prudence, a set of core principles sit at the heart of budget planning, embedding accountability, ensuring alignment to strategic priorities, and seeking to maximise value. Achievements to date include achieving 'more for less' by delivering services differently, sharing services with other councils and office accommodation with other public services, managing demand and reducing avoidable contact, improving value through procurement, tighter contract management and seeking to maximise income.

The progress of the annual efficiency programmes has been positive, with productivity improvements able to be evidenced and budget reductions achieved broadly in line with the profiled targets. The tighter financial environment due to increased costs, inflationary and demand pressures, and future funding uncertainty, means we have even more to do. From 2024/25, additional productivity gains and savings are needed, with cashable efficiencies of £3,558,900 required by 2028/29.

The Council has been active in developing plans to deliver the necessary changes and in its recent Budget to Council, proposals of £833,700 were agreed with £406,200 planned and due for delivery in 2024/25. A further £500,000 has been identified for delivery through process automation, systems integration, demand reduction and channel shift supported by our Digital, Data and Technology and Workforce Development Strategies. Plans for the remaining £2,225,200 of required savings are in development and each will be underpinned by a robust business case to enable clear line of sight of costs, expected benefits and risks to enable effective prioritisation.





## Measuring our impact

We understand the criticality of an effective control framework to the achievement of our target outcomes and for each area of improvement we seek to establish a baseline, a target and an accountable owner, tracking both activity and outcomes achieved. Our Constitution and Financial Regulations set out parameters for decision making and we report periodically to Cabinet and Overview and Scrutiny Committee in relation to budget.

Aligned to the budget, we use performance management software to measure outcomes against [The Gedling Plan](#). These are reviewed by Gedling's Senior Leadership Team (SLT) and reported to members on a periodic basis with appropriate scrutiny, and if necessary, remediation, to bring the targets back on track. Annually, a report is published to Cabinet to ensure that Members have full visibility of the annual outturn in relation to key performance indicators and progress against projects and planned actions.

Projects are monitored using a standard project and programme management methodology, with each Project having an appointed senior Sponsor (Accountable Owner) and Delivery Lead (Responsible Owner). Status updates are facilitated via Project Boards / Steering Groups, with updates visible across the portfolio to enable escalation should it be needed.

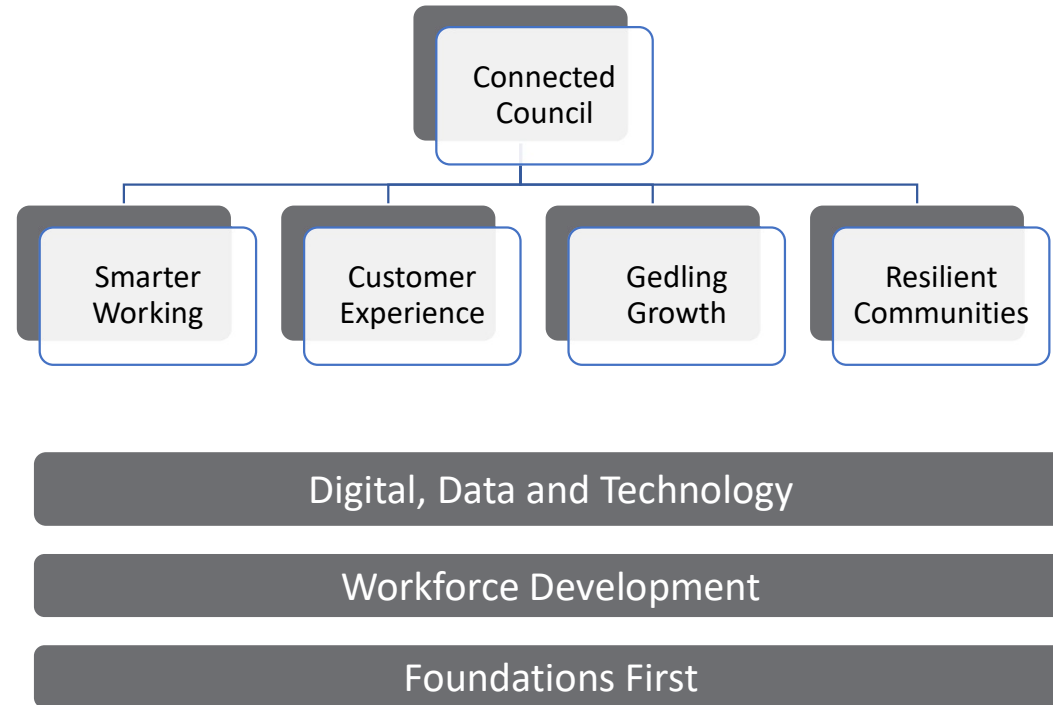
# Our Plan

As we accelerate our ambitions in 2024/25, supported by changes to our Senior Management Structure, we recognise the criticality of establishing strong, joined-up foundations for the broader and deeper changes that are now planned.

The cross-cutting nature of the changes we are making, and the pace with which they will be delivered, requires engagement across the whole Council and we recognise that change will only be effective if it is supported by a cohesive narrative and an effective delivery and control framework that builds on our successes so far and seeks to provide us with the necessary focus, clarity of vision, prioritisation and oversight, required for success.

To this end, the ambitions of The Gedling Plan (covering Economy, Community, Place and The Council) are underpinned by a portfolio of change that groups planned projects into thematic delivery programmes, enabling us to monitor dependencies and to prioritise and sequence delivery focused on 'what matters most' to make best use of our overall resources.

The diagram to the right indicates the planning that is underway to categorise activities into themes and to ensure each delivery theme is supported by appropriate data insights, makes best use of technology and is enabled by workforce development to ensure we develop new skills within our teams to support new ways of working.



The following pages highlight elements from our Corporate Plan and thematic delivery programmes that will enable the delivery of increased productivity and efficiency.

# Our plan: Connected Council



The Council recognises that it can only maximise its impact if it works horizontally across service area boundaries, and in partnership across the place. While we already take a 'One Council' approach to delivery, we know there is more to do to embed systems thinking in the delivery of our services and to use resident feedback to shape improvements. Our existing strong partnerships are further supported by the recent East Midlands Devolution Deal, providing an additional opportunity for councils across the area to work together on joint bids, commissioned services and wider collaboration opportunities.

Productivity gain	Baseline	Our target	Planned activity
By 2025/26, we will move away from individual Service Plans for our services, in favour of an outcome-based framework that supports the ambitions of the Gedling Plan, joins interdependent activity together for maximum impact and embeds strategic accountability across our refreshed management team. This will increase collaboration, simplify planning and associated overheads and ensure focus on what matters to our residents most.	<ul style="list-style-type: none"> <li>Currently our service plans are refreshed annually and aligned to each service area with a golden thread to our Gedling Plan. Financial planning and service planning are managed separately.</li> </ul>	To deliver an integrated, outcome-based framework that better supports the next step in our ambitious plans for transformation, moving away from individual service area planning to integrated plans that maximise efficiency in delivery and align finance and service planning in tandem.	<ul style="list-style-type: none"> <li>Appointment to new management structure (underway).</li> <li>Refinement and alignment of existing delivery portfolio (underway).</li> <li>Service plans for 2024/25 to be aligned to programmatic delivery areas in support of the Gedling Plan.</li> <li>Planning for 2025/26 to be aligned on an outcome basis (no individual service area plans from 2025/26 onwards).</li> </ul>
We will explore opportunities for sharing and collaboration to maximise our impact, efficiency and effectiveness with other East Midlands authorities, building on the existing partnerships in place through the new East Midlands Combined County Authority (EMCCA).	<ul style="list-style-type: none"> <li>A shared procurement service with North East Derbyshire District Council; provision of payroll services for Rushcliffe Borough Council and legal services to other councils.</li> <li>We lead on community development and integrated neighbourhood working programmes for the South Nottinghamshire Place Based Partnership and have established a Gedling Social Mobility Commission to improve the life chances and opportunities for young people.</li> </ul>	<p>To continue to maximise value by seeking opportunities for greater sharing of services where it is economically viable and strategically aligned to do so.</p> <p>In 2024/25 we are exploring a shared service opportunity for building control with a neighbouring local authority.</p>	<ul style="list-style-type: none"> <li>Build on the initial exploration activity underway around potential for shared services and contracts to achieve economies of scale where appropriate.</li> <li>Improving health outcomes of residents through the South Nottinghamshire Place Based Partnership's Integrated Neighbourhood Working programme using the Building Blocks of Health model.</li> <li>Gedling Social Mobility Commission to develop a case for investing in improved life chances for children and young people in the borough.</li> </ul>
We will work with our residents and our communities to support them to access our services locally and in ways that suit them, using resident and business feedback to continually improve and iterate our service offer.	<ul style="list-style-type: none"> <li>We capture and use customer feedback to improve services, regularly reviewing demand, insight and complaints data to enable improvements.</li> </ul>	To systematically embed customer centric ways of working, to enable deeper insights that enable root causes of demand to be addressed, and take up of digital channels to be optimised, creating capacity for people who can't engage digitally.	<ul style="list-style-type: none"> <li>Review of Customer KPIs in 2024/25 aligned to the Customer Experience programme.</li> <li>Improved customer insight through Customer Relationship Management (CRM).</li> <li>Creation of a Digital Inclusion Partnership framework and Network locally by 2025/26.</li> <li>Digitally upskilling residents and staff.</li> </ul>

# Our plan: Smarter Working

## Corporate plan target: Innovation and Improvement

We strive to make improvements by doing things differently and collaboratively, to improve services.

**Timescale:** May 2024 – March 2027



Productivity gain	Baseline	Our target	Planned activity
Optimisation of finance service delivery, including introduction of new Cloud finance system and increased self-service for budget managers.	Agresso (Unit4) finance solution in place with on-premise installation. No self-service in place for budget managers.	Implementation of Cloud finance solution (April 2025), roll out of self service for budget managers by Sept 2025. Frees support for transformation.	<ul style="list-style-type: none"> <li>Procurement, installation, configuration, training and roll out of new Cloud system, and associated process changes.</li> <li>Optimisation of solution, including self-service, automation.</li> <li>Consideration of rationalisation of related ICT components.</li> </ul>
Optimisation of HR services, including a review of the service, re-focusing resources to support transformation and enable workforce development for new ways of working.	A small HR team is in place, with some resilience to support change, however with greater focus on transformation there is a need for greater capacity in Organisational Development..	Re-position resources to support transformation activity, creating capacity by systemising elements of current HR delivery, introducing additional capacity through funded programmes.	<ul style="list-style-type: none"> <li>Workforce Strategy (approved).</li> <li>Review of HR team, aligning capacity alongside programmatic capacity to support transformation.</li> <li>Systemisation of HR processes.</li> </ul>
Fees charges and commercialisation review.	Gedling collects income from fees and charges totalling more than £8.68m per annum.	To further increase revenue from fees and charges by £332k over 3 years (£133k 2024/25, £121k 2025/26, £78k 2026/27).	<ul style="list-style-type: none"> <li>Fees and Charges policy and action plan implemented by end of 2024/25 to achieve additional income targets.</li> <li>Movement to payment in advance for all services.</li> </ul>
Leisure and wellbeing service transformation to increase physical and social activity levels amongst residents, reduce the carbon footprint of leisure assets and significantly increase leisure centre income to reduce the subsidy burden on the Medium Term Financial Plan.	Strategic Outcomes Planning Model Vision & Outcomes and Playing Pitch & Outdoor Sport Strategy adopted (2023). Leisure Centre Attendances 2023/24: 1,153,000 (target 1,060,000) Leisure Centre Memberships 2023/24: 4,389 (target 4,125) Swim School Memberships 2023/24: 4,070 (target 3,800)	Leisure Centre Attendances 2024/25: 1,165,000 Leisure Centre Memberships 2024/25: 4,500 Leisure Centre Swim School Memberships 2024/25: 4,200	<ul style="list-style-type: none"> <li>Strategic Outcomes Planning Model and Indoor Built Facility Strategy delivery.</li> <li>Feasibility planning for new Leisure and Community Wellbeing Hubs in the Borough.</li> <li>Continue plans to increase attendance and membership.</li> <li>Strategic investment in outdoor sports facilities using UK Shared Prosperity Fund, Football Foundation and Lawn Tennis Association (LTA).</li> </ul>
Optimising income collection.	NNDR collection rate 2023/24 97.9% Council Tax Collection rate: 97.8%	NNDR collection rate 2024/25: 98.9%. Council tax 2024/25: 98.5%	<ul style="list-style-type: none"> <li>Further automation of collection activity aligned to transformation programme.</li> </ul>
Minimise waste – optimisation of waste service delivery, including route optimisation, end to end process efficiency and reduction in agency cost.	End to end processes not systemised. No route optimisation in place. Agency spend in 2023/24 well above budget level.	End to end service delivery systemised, 'right first time' metrics tracked. Routes optimised for productivity. Reduction in agency spend.	<ul style="list-style-type: none"> <li>Waste Modernisation project linked to Customer Experience and Smarter Working Programmes.</li> <li>Business case for route optimisation and data driven operating model design right sizing.</li> </ul>
Drive greater efficiency through procurement and contracts and make better use of technology.	Commissioned service from North East Derbyshire District Council.	To maximise the efficiency of our procurement and contract activity. To move towards a single digitally enabled contracts register/contract management.	<ul style="list-style-type: none"> <li>Service review to align with new regulations, exploration of wider economies of scale through sharing.</li> </ul>



# Our plan: Customer Experience



## Corporate plan target: Customer Engagement

**Budgetary saving:** £500,000 phased from 25/26

Our Customer Experience will be ‘the best possible and our facilities and services will be accessible to all. **Timescale:** May 2024 – April 2027

Productivity gain	Baseline	Our target	Planned activity
Reduction in administrative effort within end-to-end customer facing processes through process re-design, system integration and workflow automation.	Initial data indicates that there is manual processing within end-to-end process and opportunities to better systemise ways of working. Baseline data is being collected as part of service Discovery.	Targets for each service are being set on an evidenced basis following Discovery.	<ul style="list-style-type: none"> <li>Cabinet approval of Workforce Strategy and Digital, Data and Technology Strategy, with associated budget (complete).</li> <li>Customer Strategy and Target Operating Model defined to enable more contact to be addressed at the first point of contact. In 2024/25.</li> </ul>
Reduction in avoidable contact within customer services and complaints across services through end-to-end visibility and progress tracking, customer self-service and right first time delivery.	<p>Avoidable contact is not currently tracked, although anecdotal evidence suggests that more than 30% of all contact within customer services is avoidable. Work is underway to understand the baseline position.</p> <p>The Council received 407 complaints in 2023/24, of which 58% related to waste services. Data indicates a large proportion of these complaints would be avoidable with greater systemisation and customer communication.</p>	<p>To reduce avoidable contact on a phased basis aligned to the delivery of new service processes as a result of Customer Relationship Management (CRM) and Content Management System (CMS) changes, a new Waste System and associated staff re-skilling.</p> <p>Once the new systems are in place, we would expect to see a minimum 20% reduction in complaints about waste services.</p>	<ul style="list-style-type: none"> <li>Development of a single Customer Experience programme including:</li> <li>Strategic Discovery and outline business case (identification of high-level cost and benefit) by August 2024.</li> <li>Specification and selection of new CRM and CMS solutions by October 2024.</li> <li>Consideration of call routing and limited Interactive Voice Response technology to enable skills-based routing and make better use of data.</li> <li>Mobilisation of Customer Programme Team.</li> <li>Base solution build.</li> <li>Phased CRM implementation with joint end to end Service review for every customer facing service.</li> </ul>
Reduction in printing and postage as a result of improved use of targeted online communication and online billing.	<p>E-billing introduced with commensurate reduction in print and postage costs.</p> <p>Council tax and business rate print and postage costs currently c. £107,000 pa.</p>	To reduce printing and postage costs by at least another 20% by 2026/27.	<ul style="list-style-type: none"> <li>Waste system implementation and integration with the CRM.</li> <li>Training for Waste and Customer Service teams.</li> <li>Introduction of e-billing for customers who are able to interact online.</li> </ul>
Adaptation of customer service operating model to become multi- channel (including automated web chat), introducing tiering to enable workforce progression and reduce hand offs and aligning supply of staffing to customer demand.	<p>Limited systemised forecasting of demand. High observed volume of avoidable contact (primarily chase ups). Channel metrics managed separately. Limited granularity to performance metrics.</p>	Productivity metrics to be introduced including forecast /demand comparisons.	<ul style="list-style-type: none"> <li>Improve customer experience at leisure centres through ongoing development of the leisure management system.</li> </ul>

# Our plan: Gedling Growth

Corporate plan target: Economy and Place

Timescale: 2024 - 2027



Productivity gain	Baseline	Our target	Planned activity
Enable economic growth.	Economic Growth Framework 2022 – 2027 in place. Work underway jointly on potential funding bids into EMCCA. Master planning work underway on vision for Arnold Town Centre. Long Term Plan for Towns Programme Carlton - £20m budget awarded and Board appointed. We have collected £7.5m in strategic CIL and spent £5.9m on strategic projects, including Gedling Access Road and Gedling Country Park. Currently £1,649,444 Strategic CIL is available. Green Flag awards for 5 parks across the borough.	Enable holistic economic growth in the borough through: <ul style="list-style-type: none"> <li>• Infrastructure investment.</li> <li>• Investment in town centres and smaller local centres.</li> <li>• Development and improved connectivity to green spaces.</li> <li>• Support for SMEs.</li> <li>• Investment in capacity building.</li> </ul>	Commission footfall assessment in town centres. Ambition Arnold consultation - long term vision. AMP Enterprise Centre first floor. Hill Crest Business Park extension. Carlton Town (LTPFT) and UKSPF Programme. Investment in smaller local centres and rurality. Support for SME and Micro businesses. Maintain sustainable employment corridor around Colwick.
Enable strategic growth.	Development plans / policies in place to support growth including 2014 Aligned Core Strategy, Part 1 Local Plan adopted by GBC, Broxtowe BC and Nottingham City Council. 2018 Local planning Document Part 2 Local Plan for Gedling, 2015 Gedling Community Infrastructure Levy, S106 agreements secured for affordable housing, open spaces, education, health and highways to mitigate impacts of housing growth. The Five Year Land Supply Assessment 2023 defined a housing need of 463 homes per year. 111 affordable homes were delivered in 2023/24.	<ul style="list-style-type: none"> <li>• Development of Killisick site.</li> <li>• Working with development partners through our established Developers Forum.</li> <li>• Attracting research and development/ innovation; looking to the future with a local skills strategy.</li> </ul>	Review Local Plans and CIL. Development of a Greater Nottingham Strategic Plan (GNSP). A replacement Part 2 Local Plan for Gedling following the adoption of the GNSP. A review of the CIL expenditure priorities (Infrastructure List) in 2024/25. Expansion of temporary accommodation to mitigate homelessness costs. Development of Burton Road and Station Road sites for provision of social housing. Development of Skills Strategy.
Leveraging external funding.	£150k leveraged from One Public Estate towards Ambition Arnold on top of £200k Council investment. Small scale grants secured e.g. play area funding from FCC Communities Foundation, Lawn Tennis Association grant funding for tennis courts, Football Foundation funding, Cyber funding from government. Collaboration with health and wellbeing and community partners to bring in external funding and resources.	<ul style="list-style-type: none"> <li>• To have a clear funding strategy and approach to securing and prioritising funding opportunities.</li> <li>• To maximise opportunities for external funding in support of our priorities.</li> <li>• Maximise use of Public Sector Decarbonisation Fund.</li> </ul>	Review funding strategy for growth, aligned to the Economic Growth Plan. Identify funding sources aligned to Council's vision. Identify capital funding through business case development and housing developer contributions. Deliver external funding programmes with the Integrated Care System, Public Health, Football Foundation and Lawn Tennis Association.
Making the most of council assets.	Corporate Landlord function established. Land disposal at Killisick in progress, enabling capital receipt to fund investment in community facilities, enabling economic development and wellbeing. Civic centre shared use with other public services.	Comprehensive review of assets. Further shared asset use with partners. Leveraging of assets, maximise impact.	Property Asset Management Plan / Strategy. Energy efficiency improvements to enable cost reduction. Consideration of community asset transfer where appropriate and sustainable to do so.

# Our plan: Resilient Communities



Productivity gain	Baseline	Our target	Planned activity
Better health and wellbeing of residents through increased opportunities to participate in leisure and culture.	<ul style="list-style-type: none"> <li>• Collaboration with health and wellbeing and community partners to bring in external funding.</li> <li>• Percentage of adults who were inactive 2022: 16.4%</li> <li>• Social Value of Swimming in Gedling: £4,558,902 (Swim England, 2023).</li> <li>• Bonington Theatre Attendances 2023/24: 47,456.</li> </ul>	<p>A reduction in the levels of adults who are inactive (Active Lives Survey).                      Increase the social value of leisure centre activity.                      Bonington Theatre Attendances 2024/25: 48,000.</p>	<ul style="list-style-type: none"> <li>• Greater integration with health and wellbeing partners to enable patient access to community and leisure centre social and physical activity.</li> <li>• Business case for a new theatre and cultural hub for Arnold.</li> </ul>
Strengthening communities – capacity building in the local area, supporting improved productivity across the place.  A strong, resilient and sustainable voluntary and community sector.	<ul style="list-style-type: none"> <li>• No CVS organisation based in Gedling.</li> <li>• Gedling Community Hubs and Partners Network.</li> <li>• Integrated Care System and Public Health funded community development programme for South Notts established by the Council.</li> <li>• Awarded £2.86m in UKSPF Grant Funding (Dec 2021) to enhance facilities, increase opportunities and services to the public, to support high street activities and community events in the borough's town and local centres.</li> <li>• Creation of £50k pa 'Strength In Community' Grant Fund.</li> </ul>	<p>Use the SIC Grant Fund to enable community sector partners to enhance internal capacity and broaden their offer to encompass events delivery, employability, life skills, household financial resilience, health and wellbeing services and bespoke solutions to specific communities and vulnerable residents.                      Periodic monitoring returns detail outcomes and outputs that align with targets set in the Gedling UKSPF delivery plan.</p>	<ul style="list-style-type: none"> <li>• Ongoing review of outputs and outcomes.</li> <li>• Community support offer to build on work undertaken to date.</li> <li>• Using the UK Shared Prosperity Fund to design and implement a new virtual voluntary and community sector infrastructure model that includes digital platform development to enable self-service support for the local sector</li> </ul>
Growth of services for and in communities, extending the reach of existing health and wellbeing services.	<ul style="list-style-type: none"> <li>• Gedling Health &amp; Wellbeing Co-production Partnership.</li> <li>• Collaboration through the South Nottinghamshire Place Based Partnership.</li> <li>• Asset mapping across communities and signposting through the Gedling Guide.</li> <li>• Carlton Community Connector Role.</li> <li>• NHS England and Improvement Target Prevention Programme on the Killisick estate.</li> </ul>	<p>Reduction in health inequalities across the Borough.</p>	<ul style="list-style-type: none"> <li>• Further development and implementation of Integrated Neighbourhood Working across the Borough adopting the Building Blocks of Health model.</li> </ul>
To increase the sustainability of community events.	<p>The Council has a small annual events budget that is used to fund small scale community events designed to support community cohesion.</p>	<p>To increase partnership working and explore external funding opportunities that enable events to become self-sustaining over time.</p>	<ul style="list-style-type: none"> <li>• Exploration of funding options.</li> </ul>
Reduce the cost of homelessness provision	<ul style="list-style-type: none"> <li>• Use of B&amp;B accommodation.</li> <li>• Agreement of £2m fund over 2 years to acquire stock to reduce total costs of provision.</li> </ul>	<p>Acquisition of temporary accommodation on a phased basis to meet increasing demand in the most cost-effective manner.</p>	<ul style="list-style-type: none"> <li>• Phased use of agreed funding to enable support and value for money in homelessness provision.</li> </ul>
To reduce the economic costs of anti-social behaviour on all agencies.	<p>Use of CIL funding to improve infrastructure to prevent ASB (e.g. lighting in parks).</p>	<p>Working more closely with police, including co-location.                      Continue to strengthen partnerships to reduce Violence Against Women and Girls.</p>	<ul style="list-style-type: none"> <li>• Continued investment using CIL.</li> <li>• Maximisation of co-location to further enable partnership working.</li> </ul>

# How can the government help?

**Strategic:** Across the sector, demographic changes, alongside insufficient housing supply and the pressures our residents face because of increased costs and reduced public service support all contribute to additional demand pressures outside of our direct control. The fallout from County Council functions such as Adults and Children's Services is also felt at a district level, with rising, and more complex demand presenting at our front door. Across the country, local authorities of all types are facing unsustainable pressures, exacerbated further by inflation, and need to make difficult choices with limited resources, including balancing investment in preventative and enabling services while dealing with a tsunami of increasing service demand. While devolution is a positive step for the East Midlands, enabling decisions to be made closer to local people, at a national level the need for public sector reform has never been greater. An emphasis on true partnership and subsidiarity at a place level, supported by fairer local funding, interventions that support increased affordable housing supply, and creating the conditions for service integration, would all make a significant difference.

**Financial:** Gedling supports calls for longer term funding for the sector. With only a one-year settlement in place, councils lack the financial security required to plan strategically and to determine the affordability of capital investments in the long term. We know that short term decision making may not necessarily reflect best use of resources and the challenge of funding is exacerbated by the short-term nature of grants, including the Shared Prosperity Fund which is starting to have a real impact locally, but ends 31 March 2025, and there is no certainty over the provision of New Homes Bonus. While the continuation of flexibilities that enable capital receipts to be used to fund transformation is welcome, multi-year settlements and longer-term financial planning nationally would enable Gedling to be bolder, more ambitious and accelerate its plans from a sound financial footing. Removing referendum limits on Council Tax and greater freedom and flexibilities with regards to raising income would also make a significant difference. In addition, funding is not always available to match national priorities. Achieving carbon reduction requires local action, but does not attract additional funding, or where it does, high levels of match funding are not always affordable. Legislation changes, such as Simpler Recycling, while welcome strategically, do not attract full cost recovery, and with the national minimum living wage and resource shortages in specialist areas such as planning impacting pay inflation, councils face multiple pressures.

Finally, fairer funding is needed that aligns income to local need and addresses the current inequality inherent within funding allocations that has led to Gedling being one of the worst impacted councils in relation to overall spending power in recent years. Super-scaling investment across regions using pension funds and a modern government-backed PFI schemes through appropriate investment partners could also better support sustainable local area growth.

**Administrative:** The current approach where councils bid to multiple funding streams nationally for grants is not only piecemeal, but inherently inefficient, leading to a high administrative overhead that can often not be met within existing resources and requires reliance on consultants, at a cost, and with no guarantee of success. Government could help councils to reduce consultancy spend by reducing the administrative overhead of maintaining multiple different funding streams, enabling greater value.

**Data and digital:** The lack of a single data standard for local government means that systems are hard to integrate, data is harder to share, costs are prohibitive and public service providers are less efficient as a result. While individual government departments have each made some progress on standards, a national focus on a consistent data standard for core data entities, and of open standards sector wide could make a significant difference to the costs of delivering ICT enabled change. Additionally, councils face challenges in migration to Cloud solutions as on-premise solutions are tangible assets, often with one off costs that can be capitalised, whereas modern Cloud solutions are revenue funded, placing greater pressure, as councils modernise, on increasingly stretched revenue budgets once they have gone live.



# Contact details

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## Department for Levelling Up, Housing & Communities

**Simon Hoare MP**  
Minister for Local Government  
2 Marsham Street  
London  
SW1P 4DF

16 April 2024

*Dear Chief Executive*

### **Productivity in Local Government**

As you know, the Government is reviewing productivity across all public services and local government is, of course, part of that exercise. The recent [Local Government Finance Settlement](#) announced that councils would be asked to produce productivity plans. This letter formally begins that process.

May I first thank you for your very helpful engagement with my officials. Your views and thoughts have been valuable in shaping this approach to make it as useful as possible for all of us.

Local government has already done a huge amount in recent years to improve productivity and efficiency. However, lockdown and post-lockdown has proved challenging, and you are looking for new ways to go further. These new plans will help us understand what is already working well across the whole country, what the common themes are, whether there are any gaps and what more we need to do to unlock future opportunities. We will share these important lessons across the sector.

Productivity is not one-dimensional, and I would encourage you to consider the various facets that encompass the drive for greater productivity. When developing your plans, please think broadly and include reference to not only how you run your organisation, but also how you run the public services you provide and how you provide place leadership. It is with this wide view that we can ensure we are providing value for money for residents.

I am not looking to impose excessive burdens. I am not issuing you with a formal template or a detailed list of criteria to meet. I expect your plans to be three to four pages in length, and to set out what you have done in recent years, alongside your current plans, to transform your organisation and services. I do not want to specify a list of metrics you must report, but I do want to understand how you will monitor and assess your plans to assure yourselves and your residents that they will be delivered.

The plans should consider the below themes and where appropriate, should reference the work your council undertakes alongside other public services, such as the NHS and police.

#### **1. How you have transformed the way you design and deliver services to make better use of resources.**

Questions to consider:

- how has the organisation changed in recent years to become more productive? You may wish to consider what you have done around staffing, structures, operating models etc;
- how do you measure productivity in your organisation?
- what changes have you made to improve services, and what effects have those had?
- what are your current plans for transformation over the next two years and how will you measure the effects of those changes?

- looking ahead, which service has greatest potential for savings if further productivity gains can be found? What do you estimate these savings to be?
- what role could capital spending play in transforming existing services or unlocking new opportunities? If you have already used capital spending to boost growth or improve services, we would be interested in learning more;
- what preventative approaches you have undertaken and can the value of these be quantified?
- are there wider locally-led reforms that could help deliver high quality public services and improve the sustainability and resilience of your authority?

## **2. How you plan to take advantage of technology and make better use of data to improve decision making, service design and use of resources.**

Questions to consider:

- what are your existing plans to improve the quality of the data you collect; how do you use it and how do you make it available to residents?
- are there particular barriers from legacy systems?
- how often do you share data with other organisations, and do you find this useful?
- Are there opportunities to use new technology to improve workflows and systems, such as predictive analytics and AI?

## **3. Your plans to reduce wasteful spend within your organisation and systems.**

I know we will share the aim to reduce waste wherever we can and, while you have all made huge strides in recent years, no organisation is ever 100% efficient. You should set out your plans to reduce wasteful or “gold-plated” spend.

Questions to consider:

- how do you approach identifying and reducing waste in the organisation? How do you monitor progress?
- where have you followed invest to save and what was the result?
- how much time and money do you spend on staff EDI training (internal and external), networks, and other programmes? How many EDI Champions do you have as an organisation? How do you log and report the time and money spent on EDI related activity? How do you assess the effectiveness of that training?
- what percentage of total staff budget is spent on a) agency and b) consultants? How do you assess value for money on agency & consultancy spend and what are your plans to reduce use / costs? How many of those consultants or agency staff have been in place for over a year?
- what governance structures do you use to ensure accountability of spend?
- do you share office functions with other councils and if so, how useful do you find this?
- if you share external training costs with neighbouring councils, how do you factor out duplications of service between your council and your upper-tier council (if you have one)?



- if you have one, what is your assessment and experience of working with an elected mayor, combined authority, or devolution deal?
- what proportion of your paybill is spent on trade union facility time?

#### 4. The barriers preventing progress that the Government can help to reduce or remove.

There will be barriers preventing you from going as far or as fast as you would like to. I would like your plans to set those out, so that we can understand how government, or the market, can help you overcome these barriers to go even further.

Questions to consider:

- what are the barriers preventing you from improving productivity further within your organisation?
- what are the barriers preventing you from improving services further?
- are these barriers consistent across multiple services?
- what would you need to remove those barriers? What do you need from government, the market or elsewhere?

Your plans must be returned by 19 July 2024, by email to [productivityplans@levellingup.gov.uk](mailto:productivityplans@levellingup.gov.uk).

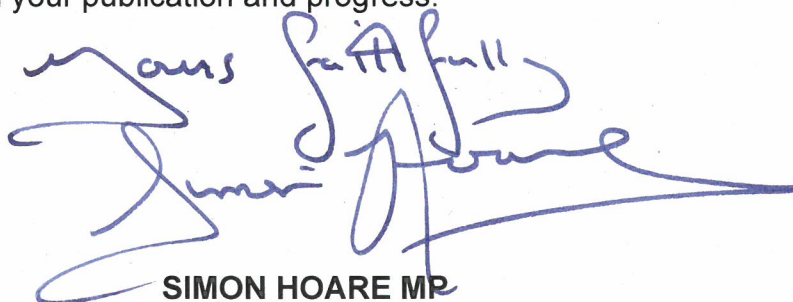
You must ensure that there is member oversight and endorsement of the plan before it is submitted, and the plan must also be uploaded to your website so that residents can see it. You should consider how you will update the plans and report on progress on a regular basis. The plans should also contain relevant metrics and key performance indicators to allow you and your residents to monitor progress.

Once received, we will review the plans to identify common themes and issues across the sector. We are keen to highlight best practice that others can learn from.

Individual plans will not be rated or scored, and we will not produce any kind of league tables. We are interested in understanding what is happening across the sector.

We are setting up a panel to consider the themes and evidence that comes from the plans. I will chair the panel and bring together experts from the sector and beyond, including Oflog and the LGA. They will consider the issues emerging from the plans, the implications for future national policy design, the role of government in supporting further change and the role of the sector in going further. The panel will advise national government and local government, and I believe this collaborative approach will ensure the most effective outcomes.

I look forward to updates on your publication and progress.



**SIMON HOARE MP**  
Minister for Local Government

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## Report to Standards Committee

**Subject:** Recruitment of Independent Person and Reserve Independent Person

**Date:** 18 July 2024

**Author:** Monitoring Officer

### Purpose

To recommend to Council that David Walsh should be appointed as Independent Person and John Baggaley be appointed as reserve Independent Person.

### Recommendation

#### That Members:

- 1) recommend to Council that David Walsh be appointed as Independent Person under the Localism Act 2011 for 2 years; and
- 2) recommend to Council that John Baggaley be appointed as reserve Independent person under the Localism Act 2011 for 2 years.

## 1 Background

- 1.1 Members will recall that at the Standards Committee meeting in March 2024, it was agreed that steps be taken to recruit to the role of Independent Person and reserve Independent Person as both current appointments expire in July. The roles were advertised, and three applications were received. The candidates were interviewed by the Chair of Standards Committee, the Monitoring Officer and the Democratic Services Manager, who were appointed by the Chair due to the unavailability of other panel members.
- 1.2 The panel recommends, following interviews, that David Walsh be appointed as Independent Person for two years. David has a wealth of public sector experience, and a solid understanding of local government. In addition, the

interview panel recommends John Baggaley be appointed as reserve Independent Person who is able to act when the Independent Person is unable to do so for example as a result of a conflict in interest, ill-health or absence. John currently holds the Independent Person role and wishes to continue supporting the standards regime in Gedling.

## **2 Proposal**

- 2.1 It is proposed that the Standards Committee recommends to Council that David Walsh be appointed as the Independent Person for 2 years and that John Baggaley be appointed as reserve Independent Person for a period of 2 years.

## **3 Alternative Options**

- 3.1 The Committee could determine not to recommend appointment of these candidates despite both being recommended for the roles by the interview panel. The Committee for Standards in Public Life (CSPL) report recommended that to ensure that the Independent Person's judgement and independence is not compromised by a long period of involvement in a single authority, that Independent Persons should be appointed for a 2-year period only, renewable once. This Committee accepted that a 2-year appointment period for both the Independent and Reserve Independent was appropriate, in line with this recommendation, however, the number of applicants for the roles was limited. The government have responded to the CSPL recommendations (March 2022) in the following terms:

**The Localism Act 2011 should be amended to require that Independent Persons are appointed for a fixed term of two years, renewable once.**

*The Government does not accept this recommendation as appropriate for legislation on the basis that it would be likely to be unworkable. The Government's view is that it would be more appropriately implemented as a best practice recommendation for local authorities. In principle, it may be attractive to limit the terms Independent Persons serve to keep their role and contribution "fresh" and avoid them becoming too closely affiliated with the overriding organisational culture. However, discussions with Monitoring Officers indicate that in practice most local authorities would likely find servicing this rate of turnover unachievable. There is frequently a small pool of people capable and willing to undertake the role, who also fit the stringent specifications of being amongst the electorate, having no political affiliation, no current or previous association with the council, and no friends or family members associated with the council. When local authorities have found effective Independent Persons who demonstrate the capability, judgement and integrity required for this quite demanding yet unpaid role, it is understandable that they may be reluctant to place limitations on the*



*appointment.*

Taking into account the above, the experience that John Baggaley has historically had in the role and the number of applicants, the interview panel determined that the appointment of John Baggaley as reserve Independent person supporting a new Independent Person was appropriate. Whilst the CSPL recommendation is for a 2-year appointment renewable once, this is not a legislative requirement and is not necessarily always practical. It should also be noted that it is a legal requirement to have an Independent person, if these individuals are not recommended for appointment this would leave the council without an Independent Person from July.

#### **4 Financial Implications**

- 4.1 On appointment, the Independent person and reserve will be entitled to an allowance. This will be met from existing budgets.

#### **5 Legal Implications**

- 5.1 Standards Committee have authority to deal with the recruitment of Independent Persons and Reserves and to make recommendations to Council on appointment. There is a legal requirement to have an Independent person. There is no such requirement in terms of a Reserve Independent Person, however, it is recommended best practice by the CSPL. Recruitment should follow the requirements of the Localism Act.

#### **6 Equalities Implications**

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

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

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

#### **8 Appendices**

- 8.1 None

#### **9 Background papers**

- 9.1 [Government response to the Committee on Standards in Public Life review of local government ethical standards \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/671222/government-response-to-the-committee-on-standards-in-public-life-review-of-local-government-ethical-standards.pdf)

**Statutory Officer approval**

**Approved by the Chief Financial Officer**

**Date:**

**Drafted by the Monitoring Officer**



## Report to Council

**Subject:** Appointment of an Independent Remuneration Panel member

**Date:** 26 July 2024

**Author:** Democratic Services Manager

### Purpose

To seek approval to appoint Mark Chowdhury as a member of the Independent Remuneration Panel.

### Recommendation:

**That Members approve the appointment of Mark Chowdhury as a member of the Independent Remuneration Panel**

## 1 Background

- 1.1 The Local Authorities (Member's Allowances) (England) Regulations 2003 requires that each council has an Independent Remuneration Panel, which consists of a minimum of three people.
- 1.2 At the September 2023 Council meeting, Council agreed to the appointment of Martyn Thorpe and Kelly Richardson to the IRP which brought the membership of the group to 4. In January 2024, following resignation of one of the panel members Council agreed to launch a recruitment exercise to fill that vacancy.
- 1.3 As per the agreement at the January meeting, a cross party interview panel was formed, which consisted of one member from each political party. The interview panel, consisting of Councillors Elliot, Rachael Ellis and Hughes interviewed applicants on the morning of Thursday 18<sup>th</sup> July and unanimously agreed to recommend for appointment.
- 1.4 The candidate recommended by the panel has been notified and has accepted the position, subject to the approval of Council. If approved then a meeting of all the panel members will take place in October.

## 2 Proposal

It is proposed that Council agree to the appointment of Mark Chowdhury to the

Independent Remuneration Panel.

### **3 Alternative Options**

Members could determine not to approve the appointment to the IRP, however three panel members are required in accordance with regulations and an additional member will ensure meetings are quorate.

### **4 Financial Implications**

On appointment, the panel members will be entitled to an allowance of £300 per year, which can be met from existing budgets.

### **5 Legal Implications**

There is a legal requirement to have an Independent Remuneration Panel. There is no requirement to have four members, however, it is helpful to ensure future meetings are quorate.

### **6 Equalities Implications**

There are no equalities implications arising from this report.

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

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

### **8 Appendices**

None

### **9 Background papers**

None

### **10 Reasons for Recommendations**

To ensure the Council has a well-functioning Independent Remuneration Panel, as required by legislation.

#### **Statutory Officer approval**

**Approved by the Chief Financial Officer**  
**Date: 18/07/2024**

**Approved by the Monitoring Officer**  
**Date: 18/07/2024**



## Report to Council

**Subject:** Changes to the Constitution following Management Restructure

**Date:** 26 July 2024

**Author:** Deputy Monitoring Officer

### Purpose

To seek approval to amend the Constitution to reflect new management arrangements following the senior management restructure.

### Recommendation:

- 1) That members approve amendments to the Constitution and any policy or procedure approved by Council as set out in this report to reflect new management arrangements following the restructure.
- 2) That the Monitoring Officer be authorised to amend any policy or procedures approved by Council to reflect changes brought about by the restructure.

## 1 Background

- 1.1 On 24<sup>th</sup> April 2024 the Appointments and Conditions of Service Committee agreed to the implementation of a new senior management structure. In particular the Committee agreed to the introduction of a new post of Deputy Chief Executive and Monitoring Officer a role which is not currently reflected within the Constitution.
- 1.2 The Constitution provides a general delegation to Directors to act on behalf of the Chief Executive but provides no reference to a Deputy Chief Executive (s.19a and 19b). Whilst the Monitoring Officer has authority to amend the Constitution to reflect changes in structures and job titles, this role is effectively a new role in the senior leadership team and as such should be referenced within the constitution to ensure effective delegation of functions.
- 1.3 Various delegations and proper officer functions sit with statutory officers such as the Head of Paid Service, Monitoring Officer or Chief Financial Officer, there are no changes proposed to these delegations.

## 2 Proposal

- 2.1 It is proposed that Council agree to the amendment of the Constitution to reflect that the Deputy Chief Executive can act in the same way as a Director in the absence of the Chief Executive (save where the role is a statutory function reserved to a statutory officer).

It is also proposed that the Monitoring Officer be authorised to amend any policy or procedure documents to reflect the changes brought by the management restructure, including where appropriate referenced to specific Directors or Assistant Directors.

A separate approval will be sought from the Executive to ensure delegation to the Deputy Chief Executive in respect of executive decisions (part 19a of the Constitution).

### **3 Alternative Options**

Members could determine not to approve the amendments to the Constitution, however the Deputy Chief Executive does carry the responsibility of directorship over service areas and as such needs formal authority within the Constitution to act in that capacity. In addition the Monitoring Officer must maintain the Constitution and ensure it reflects arrangements within the organisation.

### **4 Financial Implications**

There are no financial implications arising out of this report.

### **5 Legal Implications**

Changes to the Constitution can be approved by Council on the first pass and no longer stand adjourned to a later meeting.

Whilst the Chief Executive can delegate responsibilities to the Deputy Chief Executive, the formalisation of this within the Constitution gives clarity on the functions of the role.

### **6 Equalities Implications**

There are no equalities implications arising from this report.

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

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

### **8 Appendices**

None

### **9 Background papers**

None

## **10 Reasons for Recommendations**

To ensure appropriate delegations are in place in line with the management restructure.

**Statutory Officer approval**

**Approved by the Chief Financial Officer**

**Date:**

**Approved by the Monitoring Officer**

**Date:**

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## **MINUTES LICENSING ACT PANEL**

**Monday 18 March 2024**

Councillor Alison Hunt (Chair)

Councillor Marje Paling

Councillor Martin Smith

Officers in Attendance: C Allcock and B Hopewell

### **11 ELECTION OF CHAIR**

Councillor Hunt was elected as Chair for the meeting.

### **12 APOLOGIES FOR ABSENCE**

None.

### **13 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 26 OCTOBER 2023.**

#### **RESOLVED:**

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

### **14 DECLARATIONS OF INTEREST**

None.

### **15 CONSIDERATION OF AN APPLICATION TO VARY A PREMISES LICENCE - LAND AT REAR OF GRIFFINS HEAD**

The panel considered an application to vary a premises licence for Land at rear of Griffins Head.

In addition to the written representations in the bundle the panel heard live evidence from:

1. Mark Barter (for the Applicant)
2. Nicky Lee (for the Applicant)
3. Piers Warne (for the Applicant)
4. Matthew Done (Interested Party)
5. Wendy Eyre (Interested Party)

In making its decision, the panel has had regard to the Gedling Borough Council Licensing Policy, the guidance issued under section 182 of the

Licensing Act 2003 and the Human Rights Act 1998 and has carefully considered all the evidence presented to it, including the agreed conditions with the police and the proposed condition set out in the Operating Schedule in the application.

The panel has made this decision to promote the 4 Licensing Objectives:

1. Prevention of crime and disorder;
2. Public safety;
3. Prevention of public nuisance;
4. Protection of children from harm.

**RESOLVED to:**

Grant the application for the variation of the Premises Licence subject to the current conditions specified in Annex 1 and 2 of the Premises Licence Number 18/01816PREM and would also be subject to the additional conditions and measures set out in the Operating Schedule included in the application form, the conditions agreed with the Police and the additional conditions imposed by the Panel, all as set out below:

Conditions set out in the Operating Schedule

1. The DPS shall give notice of the event dates no later than 2 months before the first day of the event to the Licensing Authority and the Safety Advisory Group.
2. There will be a maximum of 3 events per calendar year with a capacity of over 300.
3. No events with the capacity over 300 will take place within 14 clear days of each other.
4. The number of persons accommodated on the event site at any one time shall not exceed 1500.
5. The DPS will submit the final agreed version of the Event Management Plan to the Licensing Authority no later than 1 months before the day of the event and will liaise with relevant Responsible Authorities in the development of prior drafts.
6. The event Management Plan shall (as a minimum) contain:
  - a) A Detailed site plan, showing as (as a minimum) bar, stage & toilets
  - b) Details of security and stewarding arrangements for the event
  - c) A Traffic Management Plan
  - d) A Noise Management Plan
  - e) An Alcohol Management Plan
7. The DPS will maintain overall responsibility for the event and will be accountable for ensuring that all licensing objectives are met and premises licence conditions are adhered to.

8. The DPS shall facilitate site inspections for relevant Responsible Authorities prior to, during and after event days if requested.
9. A Complaints log will be maintained at the premises and any complaints received will be recorded therein. As a minimum the log will record date and time of complain, name of complainant (if known), description of complaint and any remedial action taken. The complaints log will be made available to officers from the Council Environmental Health team to inspect.
10. A music management plan will be drawn up and implemented at the premises.  
The Plan will set out the following:
  - a) Checks to be completed prior to musicians playing (including musician having agreed to reduce volumes if required by DPS/manager).
  - b) Positions for monitoring music levels during sound check or if no sound check during first 20 minutes of performance.
  - c) Method for checking likelihood of levels being considered a public nuisance.
  - d) Method for recording check
  - e) Requirements for dealing with complaints.
  - f) The Plan will be updated periodically in line with changes in best practice.
  - g) The Plan will be made available to officers from the Council responsible authorities to inspect.
11. At the start of any external music event, sound checks will be carried out at locations in the vicinity of the premises as set out in the External music management plan. The person undertaking the checks will ensure that the levels are such that in their opinion they are unlikely to be considered a public nuisance. If required, the levels shall be reduced and re-checked to ensure that they comply with this condition. Such plan to be agreed with the Environmental Protection Service.

#### Conditions agreed with the Police

A list of forthcoming events shall be supplied to the police at least 4 weeks prior to the event and shall contain the following information:

1. The timings of the events
2. The name, address and telephone contact details of the organiser of the event, or hirer of the premises/part of the premises.
3. The anticipated number of persons attending the event, not exceeding 1500.
4. Any other information requested by the police sufficient to determine whether there is a risk of public disorder.
5. Where either the management at the premises or the police consider that a forthcoming event has a risk of disorder, the management at the premises shall, in consultation with the police, undertake a risk assessment. If the police are not satisfied with the management proposals contained in the risk assessment, the event shall not proceed so long as the police have given written notice seven days prior to the date of the event.

6. The DPS shall risk assess the need for the SIA registered door supervisors at the premises, and/or employ such door supervisors at such times and in such numbers deemed as necessary by the risk assessment, and/or at any other times upon agreement with the Police. Cognisance shall be taken of Police advice if events are taking place which may directly or indirectly impact on the safety of staff and customers and provision shall be made for the required number of SIA licensed door supervisors to be on duty at times as agreed with the Police i.e. events requiring extra Police resources (Bank Holiday weekends, significant international or local sporting events etc.) The written risk assessment shall be made available on request to the Police and/or Licensing Authority.

Additional conditions imposed by the Panel

Sale of alcohol is permitted between 12:00pm – 21:00pm Sunday – Thursday (excluding Sundays preceding a bank holiday Monday)  
Sale of alcohol is permitted between 12:00pm – 22:00pm Friday, Saturday and Sundays (preceding a bank holiday Monday)

The meeting finished at 12.00 pm

Signed by Chair:  
Date:

## MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 9 April 2024

Present: Councillor Jim Creamer Councillor Alex Scroggie  
Councillor Andrew Ellwood Councillor Ruth Strong  
Councillor Catherine Pope Councillor Jane Walker

Unison: Susan Buchanan Alison Hunt

Absent: Councillor Michelle Welsh, Councillor Paul Hughes and Councillor  
Ron McCrossen

Officers in Attendance: M Hill, D Archer, B Hopewell and A Snodin

### 35 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hughes and McCrossen, Councillors Ellwood and Strong attended as substitutes.

### 36 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 20 FEBRUARY 2024

#### RESOLVED:

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

### 37 DECLARATION OF INTERESTS

None.

### 38 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

### 39 EXCLUSION OF PRESS AND PUBLIC

#### RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely

disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

#### **40 CONSULTATION CLOSURE - RESTRUCTURING PROPOSALS**

The Chief Executive introduced a report, which had been circulated in advance of the meeting, seeking approval to close formal consultations on proposals to alter the structure of the organisation and also asked the Committee to make any recommendations for consideration by the Appointments and Conditions of Service Committee which will authorise the implementation of any structural changes and the methods by which these are made.

Members suggested that an induction programme be put into place following the structural change to introduce new senior staff to Councillors.

#### **RESOLVED to:**

- 1) Note the report; and
- 2) Recommend to the Appointments and Conditions of Service Committee that an induction programme be put into place following the structural change to introduce new senior staff to Councillors.

The meeting finished at 6.05 pm

Signed by Chair:  
Date:

## MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 16 April 2024

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Alex Scroggie  
Councillor Boyd Elliott Councillor Martin Smith  
Councillor Rachael Ellis Councillor Clive Towsey-Hinton  
Councillor Julie Najuk Councillor Paul Wilkinson  
Councillor Sue Pickering

Absent: Councillor Des Gibbons

Officers in Attendance: C Allcock, J Brough, B Hopewell, A Hutchinson, K Nealon and R Towlson

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

Apologies for absence were received from Councillor Gibbons.

### **25 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 12 MARCH 2024.**

#### **RESOLVED:**

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

### **26 DECLARATION OF INTERESTS.**

None.

### **27 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

### **28 AMENDMENTS TO EQUALITY ACT 2010 FOLLOWING THE INTRODUCTION OF THE TAXI & PRIVATE HIRE VEHICLES (DISABLED PERSONS) ACT 2022**

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, informing Members of the introduction of the Taxi and Private Hire Vehicles (Disabled Persons) Act 2022 (the '2022 Act'), which amends the Equality Act 2010 (the '2010 Act'), by amending existing duties, and placing new duties on local licensing authorities ('LLA'), drivers of both taxis and private hire vehicles and private hire operators.

The report also sought to:

- 1) Update Members on the requirement for LLAs to maintain and publish a list of designated wheelchair accessible vehicles ('WAV') under s.167 of the 2010 Act;
- 2) Seek approval to amend the Gedling Borough Council Statement of Policy and Guidelines for the Licensing of Hackney Carriage Drivers, Private Hire Drivers and Private Hire Operators to incorporate information regarding these duties; and
- 3) Seek approval to delegate all functions and responsibilities under the 2022 Act and any regulations made there under, to the Chief Executive.

**RESOLVED to:**

- 1) Approve the amendments to the Gedling Borough Council Statement of Policy and Guidelines for the Licensing of Hackney Carriage Drivers, Private Hire Drivers and Private Hire Operators to incorporate information regarding these duties, found at Appendix 1 of the report;
- 2) Note the amendment to s.166 of the 2010 Act and the legal obligation on the Council to maintain and publish a list of designated wheelchair accessible vehicles; and
- 3) Delegate all functions and responsibilities under the 2022 Act and any regulations made there under, to the Chief Executive.

**29**

**REQUEST FOR APPROVAL OF LICENSED VEHICLE LIVERY**

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, asking Members to consider a request from Nottingham Green Cars Ltd to allow a vinyl wrap vehicle livery design to be applied to Gedling Borough Council (GBC) licenced Hackney Carriages working on their fleet.

**RESOLVED:**

That, the request to apply a vinyl wrap vehicle livery design, as seen in vehicle images in Appendix A to the report, to GBC licensed Hackney Carriages, be approved, subject to spell checks from the GBC licencing department.

**30**

**EXCLUSION OF THE PRESS AND PUBLIC.**

**RESOLVED:**

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration



of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

**31 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AL**

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

AL attended the meeting and addressed the Committee.

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

**RESOLVED to:**

Approve AL's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence.

**32 APPLICATION FOR A THREE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - MR**

Consideration was given to a report of the Head of Environment, which had been circulated prior to the meeting, regarding an application for a three year joint Hackney Carriage/Private Hire Driver's Licence for MR.

MR attended the meeting along with a friend and they both addressed the Committee.

**RESOLVED:**

To adjourn the meeting and defer the decision of the application for a three year Joint Hackney Carriage/Private Hire Driver's Licence to a future meeting to allow officers to seek further information.

**33 CHANGE OF CIRCUMSTANCES HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AD**

Councillor Smith left the meeting.

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

AD attended the meeting and addressed the Committee.

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

**RESOLVED:**

Issue a warning to AD to ensure his vehicle is kept to a road worthy standard and conducts regular inspections.

The meeting finished at 6.40 pm

Signed by Chair:  
Date:

## MINUTES CABINET

Thursday 18 April 2024

Councillor John Clarke (Chair)

Councillor David Ellis  
Councillor Kathryn Fox  
Councillor Jenny Hollingsworth

Councillor Viv McCrossen  
Councillor Marje Paling  
Councillor Henry Wheeler

Absent: Councillor Michael Payne and Councillor Lynda Pearson

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

### 93 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Payne and Pearson.

### 94 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 28 MARCH 2024

#### RESOLVED:

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

### 95 DECLARATION OF INTERESTS

None.

### 96 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.

### 97 COMMUNITY ASSET TRANSFER OF WOLLATON AVENUE COMMUNITY CENTRE

The Head of Communities and Leisure introduced a report, which had been circulated in advance of the meeting, seeking approval for the

community asset transfer of Wollaton Avenue Community Centre from the Council to Gedling Play Forum.

**RESOLVED to:**

- 1) Agree to the transfer of Wollaton Avenue Community Centre from Gedling Borough Council to Gedling Play Forum by way of a 99 year full repairing lease under a 'peppercorn rent' arrangement and in accordance with th Community Asset Transfer Policy; and
- 2) Authorise the Chief Executive to approve the terms of the lease.

**98 INTERIM PLANNING POLICY STATEMENT: BIODIVERSITY NET GAIN**

The Head of Development and Place introduced a report, which had been circulated in advance of the meeting, seeking approval of the responses to comments made during the consultation on the draft Biodiversity Net Gain document and the Council's guidance on Biodiversity Net Gain.

**RESOLVED to:**

- 1) Approve the draft responses to the comments made during the consultation on the draft Biodiversity Net Gain document set out in Appendix 1 to the report; and
- 2) Approve the Gedling Borough Council Guidance on Biodiversity Net Gain in Appendix 2 to the report.

**99 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT**

None.

The meeting finished at 2.35 pm

Signed by Chair:  
Date:

## MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 23 April 2024

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Sue Pickering  
Councillor Rachael Ellis Councillor Grahame Pope  
Councillor Des Gibbons Councillor Alex Scroggie  
Councillor Paul Hughes Councillor Martin Smith  
Councillor Julie Najuk

Absent: Councillor Boyd Elliott, Councillor Clive Towsey-Hinton and  
Councillor Paul Wilkinson

Officers in Attendance: T Adams, L Chaplin, M Cryer, B Hopewell, K Nealon and  
R Towlson

### 34 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Towsey-Hinton and Wilkinson, Councillors Hughes and Pope attended as substitute.

### 35 DECLARATION OF INTERESTS.

None.

### 36 PROPOSED TAXI LICENSING FEES FOR 2024/25

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, seeking approval for the proposed fees for taxi driver, operators and vehicle licences for 2024/25 as shown at Appendix 1 (a) to the report, subject to advertisement requirements being satisfied and to approve a proposed increase to the general taxi licensing fees for 2024/25 shown at Appendix 1 (b) to the report.

#### RESOLVED to:

- 1) Approve the fees for taxi driver, operators and vehicle licences as detailed at Appendix 1 (a) to the report for 2024/25 for advertisement in accordance with the Local Government (Miscellaneous Provisions) Act 1976, such fees to automatically come into force if no objections are received within the statutory period. If any objections are received within the statutory period that these be referred back to Committee for consideration in accordance with the legislation; and
- 2) Approve the fees for general taxi licensing for 2024/25 as detailed at Appendix (b) to the report with effect from 1 May 2024.

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

None.

The meeting finished at 4.33 pm

Signed by Chair:  
Date:

## **MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**Wednesday 24 April 2024**

Councillor John Clarke (Chair)

Councillor Michael Payne                      Councillor Marje Paling  
Councillor Jenny Hollingsworth            Councillor Viv McCrossen

Absent:    Councillor Paul Hughes

Officers in Attendance:                      D Archer and M Hill

### **42                      APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Councillor Hughes.

### **43                      TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 20 MARCH 2024**

#### **RESOLVED:**

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

### **44                      DECLARATION OF INTERESTS**

None.

### **45                      ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT**

None.

### **46                      EXCLUSION OF PRESS AND PUBLIC**

#### **RESOLVED:**

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

### **47                      CONSULTATION CLOSURE - SENIOR STAFFING REPORT**

The Chief Executive a report, which reported to committee the consultation response received from trade unions and from the Joint Consultative and Safety Committee (9 April 2024) and asked the committee to approve the recommendation to implement the proposals for the rationalisation of the Council's senior management structure.

**RESOLVED:**

That the Appointments and Conditions of Service Committee:

1. Receives the consultation comments from affected employees and trade unions and comments and recommendations from the Joint Consultative and Safety Committee (JCSC) of 9 April.
2. Receives and accepts the Chief Executive's proposed amendments made to the original report in response to consultation comments and as highlighted in the report.
3. Having considered consultation feedback from trade unions, affected employees and the JCSC, implements the revised proposals made for rationalisation of the Council's senior management structure as detailed in the report.
4. Recognises that once the structure has been determined then this Committee will also be responsible for appointment to all JNC Chief Officer posts through the methods identified in the proposals of this report.
5. Approves the creation of a new pay grade to be applied to the post of Deputy Chief Executive and Monitoring Officer, based on Director + 10%.
6. Confirms the proposal to apply the existing "Head of Service Pay Scale" to all new posts of Assistant Director at a grade determined in the report proposals.

The meeting finished at 10.42 am

Signed by Chair:  
Date:



## **MINUTES PLANNING COMMITTEE**

**Wednesday 5 June 2024**

Councillor Roy Allan (Chair)

In Attendance:      Councillor Paul Wilkinson                      Councillor Catherine Pope  
                                 Councillor Stuart Bestwick                      Councillor Grahame Pope  
                                 Councillor David Ellis                              Councillor Sam Smith  
                                 Councillor Andrew Ellwood                      Councillor Ruth Strong  
                                 Councillor Helen Greensmith                      Councillor Jane Walker  
                                 Councillor Ron McCrossen                      Councillor Henry Wheeler  
                                 Councillor Julie Najuk                              Councillor Russell Whiting  
                                 Councillor Marje Paling

Absent:                                      Councillor Sandra Barnes and Councillor Lynda Pearson

Officers in Attendance:      C Goodall, M Avery, N Bryan and N Osei

### **1                      APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies for absence were received from Councillors Barnes and Pearson.

Councillors Ron McCrossen and Paling attended as substitutes.

Under this item, the Chair informed the committee that item 6 had been withdrawn from the agenda, and that it would return to a future meeting.

### **2                      TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 27 MARCH 2024**

#### **RESOLVED:**

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

### **3                      DECLARATION OF INTERESTS**

Councillor Wheeler declared a non-pecuniary interest in item 4 on the agenda, as he had worked closely with the Friends of the Hobbocks group who had submitted written objections in relation to the application.

Councillor Paling declared a non-pecuniary interest in item 4 on the agenda in relation to Friends of the Hobbocks, but reserved the right to speak.

Councillor Greensmith declared a non-pecuniary interest in item 4 on the agenda as she lived in close proximity to the site and confirmed that she would leave the meeting whilst the item was being debated.

Councillor Smith declared a non-pecuniary interest in item 5 on the agenda, as an elector member of Nottinghamshire County Council and confirmed that he would refrain from voting on that item.

**4 APPLICATION NO. 2023/0830 - LAND EAST OF KILLISICK LANE, ARNOLD**

*Councillor Greensmith left the meeting.*

Erection of 45 dwellings, including associated infrastructure, landscaping and open space.

Claire Richards, a representative on behalf of local residents, spoke in objection to the application.

Grace Clarkson, Strategic Land and Planning Manager, the applicant, spoke in support of the application.

The Development Manager introduced the report and advised the committee of a typo on page 59, para 6.5, bullet point 1. He confirmed that £45,000 was being sought.

He added that condition 11 on page 64 required updating as the landscape masterplan was broadly acceptable, but did not include adequate detail, and therefore it should read as follows:

Notwithstanding the approved Landscaping Scheme pursuant to the Landscape Masterplan BG23.146-BRGR-ZZ-ZZ-DR-L-0001 Revision P02 and the Landscape Management Plan BY00131-STH-B01-00-DR-A-0011, prior to above ground works commencing there shall be submitted to and approved in writing by the Local Planning Authority detailed landscape details, including a planting schedule. Development shall proceed in accordance with the approved details no later than during the first planting season (October - March) following either the substantial completion of the development hereby permitted or it being first brought into use, whichever is sooner. If, within a period of 5 years of from the date of planting, any tree or shrub planted as part of the approved Landscaping Scheme is removed, uprooted, destroyed, dies or become diseased or damaged then another tree or shrub of the same species and size as that

originally planted must be planted in the same place during the next planting season following its removal. Once provided all hard landscaping works shall thereafter be permanently retained throughout the lifetime of the development.

He then went on to introduce the report.

Members had requested two additional conditions in respect of wheel washing and drainage details during construction. The former point was covered in the already approved 'construction management and mitigation', identified in condition 7 and the later point was covered by condition 8(g). As a result, no additional conditions were deemed necessary.

**RESOLVED:**

To GRANT PLANNING PERMISSION: Subject to the owner entering into a planning obligation secured through a s106 legal agreement with the Borough Council as the Local Planning Authority and the County Council to secure affordable housing, public transport improvements; education; health; public open space; highway improvements; monitoring and a local labour agreement; and subject to the conditions listed for the reasons set out in the report.

**Conditions**

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. The development authorised by this permission shall be carried out in complete accordance with the approved drawings and specification listed below:

Construction Management and Mitigation for Killisick Lane – July 2023  
Transport Statement P2247\_20230810 - TPS August 2023  
Noise Impact Assessment NIA-10905-23-11104 V2.0.  
Arboricultural Method Statement BG23.146.18 Rev 1  
Arboricultural Impact Assessment BG23.146.17 Rev 1  
Preliminary Ecological Appraisal BG23.146 Rev 1  
Archaeological Desk Based Assessment – MAPArch 5.19.23  
Flood Risk Assessment 48015-ECE-XX-XX-RP-C-0003 Issue 3  
Landscape & Visual Impact Assessment BG23.146.10 Rev 1  
Location plan BY00131-STH-B01-00-DR-A-003-P02 Revision A  
Planning Layout BY00131-STH-B01-00-DR-A-0001PL-P05 Revision F

EVCP and Parking Plan BY00131-STH-B01-00-DR-A-0005.-  
P02 Revision A  
Single Garage – MY-SG1-01  
Landscape Management Plan BY00131-STH-B01-00-DR-A-  
0011  
Landscape Masterplan BG23.146-BRGR-ZZ-ZZ-DR-L-0001  
Revision P02  
Welcome Centre MY-P-405 Revision –  
S278 Layout 48015-ECE-XX-XX-DR-C-0031 Revision P02  
Production Management Plan BY00131-STH-B01-00-DR-A-  
0016-P01  
Close Coupled Substation Pyramid Roof Detail General  
Arrangement GTC-E-SS-0012\_R2-1\_1\_of\_1  
Bologna BM-C4-1000-A1 Planning Drawing 01 Revision P1  
Valencia BM-C5-0201-A1 Planning Drawing 01 Revision P3  
Naples BM-C5-0301-A1 Planning Drawing 01 Revision P3  
Siena BM-C5-0601-A1 Planning Drawing 01 Revision P3  
T2 BM-C3-0301-A2 Planning Drawing 01 Revision R3

3. No dwelling shall be erected until samples of the materials to be used in the construction of the external surfaces of the development hereby permitted have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.
4. No development shall take place until details of all materials to be used for hard surfaced areas within the site including roads, footpaths, recreation areas, and car parking areas have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the details so approved.
5. Occupation of any proposed dwellings shall not take place until such time as the site access arrangement via Strathmore Road / Howbeck Road as shown on drawing number S278 Layout 48015-ECE-XX-XX-DR-C-0031 Revision P02 has been provided in full.
6. Occupation of the proposed dwellings shall not take place until their respective driveway has been surfaced in a bound material (not loose gravel) for a minimum distance of 5.0 metres behind the highway boundary, and which shall be constructed with provision to prevent the discharge of surface water from the driveway to the public highway. The bound material and the provision to prevent the discharge of surface

water to the public highway shall be retained for the lifetime of the development.

7. Construction of the development hereby approved shall comply with the Construction Management and Mitigation for Killisick Lane – July 2023. The development shall be carried out in accordance with the approved details for its entire construction phase.

8. No part of the development hereby approved shall commence until a detailed surface water drainage scheme based on the principles set forward by the Flood Risk Assessment 48015-ECE-XX-XX-RP-C-0003 Issue 3 has been submitted to and approved in writing by the Local Planning Authority in consultation with the Lead Local Flood Authority. The scheme shall be implemented in accordance with the approved details prior to completion of the development. The scheme to be submitted shall:

a. Demonstrate that the development will use SuDS throughout the site as a primary means of surface water management and that design is in accordance with CIRIA C753 and NPPF Paragraph 169.

b. Limit the discharge generated by all rainfall events up to the 100 year plus 40% (climate change) critical rain storm to QBar rates for the developable area.

c. Provide detailed design (plans, network details, calculations and supporting summary documentation) in support of any surface water drainage scheme, including details on any attenuation system, the outfall arrangements and any private drainage assets.

Calculations should demonstrate the performance of the designed system for a range of return periods and storm durations inclusive of the 1 in 1 year, 1 in 30 year and 1 in 100 year plus climate change return periods.

No surcharge shown in a 1 in 1 year;  
No flooding shown in a 1 in 30 year.;  
For all exceedance to be contained within the site boundary without flooding properties in a 100 year plus 40% storm.

d. Evidence to demonstrate the viability (e.g Condition, Capacity and positive onward connection) of any receiving watercourse to accept and convey all surface water from the site.

- e. Details of STW approval for connections to existing network and any adoption of site drainage infrastructure.
  - f. Evidence of approval for drainage infrastructure crossing third party land where applicable.
  - g. Provide a surface water management plan demonstrating how surface water flows will be managed during construction to ensure no increase in flood risk off site.
  - h. Evidence of how the on-site surface water drainage systems shall be maintained and managed after completion and for the lifetime of the development to ensure long term effectiveness.
9. All construction and/or demolition works on the site and all deliveries of construction materials to the site must only take place between the following hours: 0700 and 1900 on Mondays to Fridays (inclusive), and; 0800 and 1700 on Saturdays. There shall be no construction, demolition or associated deliveries whatsoever on the site on Sundays or on Bank or Public Holidays.
10. No part of the development hereby approved shall commence until full details and timings of the biodiversity enhancements and protection measures as set out in the submitted Preliminary Ecological Appraisal BG23.146 Rev 1 and the Biodiversity Impact Assessment for Net Gain Matrix - submitted 15th November 2023 have been submitted to and approved by the Local Planning Authority in the form of a Land and Environmental Management Plan (LEMP) to secure recommended enhancements and habitat creation, and provide detail how enhancement will be managed subsequently. Thereafter, the approved biodiversity improvements must be retained and be appropriately maintained on the site throughout the lifetime of the development in accordance with the LEMP.
11. Notwithstanding the approved Landscaping Scheme pursuant to the Landscape Masterplan BG23.146-BRGR-ZZ-ZZ-DR-L-0001 Revision P02 and the Landscape Management Plan BY00131-STH-B01-00-DR-A-0011, prior to above ground works commencing there shall be submitted to and approved in writing by the Local Planning Authority detailed landscape details, including a planting schedule. Development shall proceed in accordance with the approved details no later than during the first planting season (October - March) following either the substantial completion of the development hereby

permitted or it being first brought into use, whichever is sooner. If, within a period of 5 years of from the date of planting, any tree or shrub planted as part of the approved Landscaping Scheme is removed, uprooted, destroyed, dies or become diseased or damaged then another tree or shrub of the same species and size as that originally planted must be planted in the same place during the next planting season following its removal. Once provided all hard landscaping works shall thereafter be permanently retained throughout the lifetime of the development.

12. No development shall take place above damp proof course level until detailed drawings including materials, design, and heights of all boundaries treatments have been submitted to and approved by the Local Planning Authority. No dwelling shall be occupied until such time as all boundary treatments are in place, which shall remain for the lifetime of the development.
13. From the date of first occupation every dwelling built on the site shall be provided with access to electric vehicle (EV) charge point(s) in accordance with the EVCP and Parking Plan (Ref: BY00131-STH-B01-00-DR-A-0005.-P02 Revision A). All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice.
14. The development hereby permitted must not be commenced until the tree protection measures as set out in the submitted Arboricultural Method Statement BG23.146.18 Rev 1 and Arboricultural Impact Assessment BG23.146.17 Rev 1 have been implemented in accordance with those approved details. Thereafter, all works to existing trees hereby given consent must be carried out in accordance with British Standard BS 3998:2010 Tree work - Recommendations. The approved tree protection measures must remain in place on the site throughout the construction of the development hereby permitted. No materials, supplies, plant, machinery, soil heaps, changes in ground levels or construction activities are permitted within the protected area(s) without the written agreement of Local Planning Authority.
15. In the event that contamination is found at any time when carrying out the approved development it must be reported in writing immediately to the Local Planning Authority and once

the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of the Local Planning Authority, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.

16. No part of the development shall be commenced until details of the existing and proposed ground and finished floor levels of the site and approved building[s] have been submitted to and approved in writing by the local planning authority. The development shall be carried out thereafter in accordance with the approved details.
17. The footpath connections to Killisick Lane and other parts of the housing allocation (H8) as detailed on Planning Layout BY00131-STH-B01-00-DR-A-0001PL-P05 Revision F shall be formed and made available for use prior to the completion of the development hereby approved.

### **Reasons**

1. To comply with the requirements of Section 91(1) of the Town and Country Planning Act 1990 (as amended).
2. To define the permission and for the avoidance of doubt.
3. To ensure the appearance of the development is satisfactory having regard to policies ASC10 and LPD26.
4. To ensure the appearance of the development is satisfactory having regard to policies ASC10 and LPD26.
5. In the interests of highway safety.
6. In the interests of highway safety.
7. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality



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

8. A detailed surface water management plan is required to ensure that the development is in accordance with NPPF and local planning policies. It should be ensured that all major developments have sufficient surface water management, are not at increased risk of flooding and do not increase flood risk off-site.
9. To ensure that the occupiers of neighbouring properties are not adversely affected by unacceptable noise pollution from the development hereby permitted, and to comply with policies ASC10 and LPD26.
10. To ensure the development contributes to the enhancement of biodiversity on the site having regard to Policy 18 - Protecting and Enhancing Biodiversity of the adopted Local Plan and Chapter 15 (Conserving and enhancing the natural environment) of the National Planning Policy Framework (2023).
11. To ensure the development creates a visually attractive environment and to safeguard against significant adverse effects on the landscape character of the area having regard to Policy LDP19 - Landscape Character and Visual Impact.
12. To define the permission, to protect neighbouring amenity and to comply with policies ASC10 and LPD26.
13. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality within the Borough and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
14. To ensure the adequate protection of the existing trees and hedgerows on the site during the construction of the development having regard to having regard to Policy LDP19 - Landscape Character and Visual Impact of the adopted Local Plan and Chapter 15 (Conserving and

Enhancing the Natural Environment) of the National Planning Policy Framework (2023).

15. To ensure the development is safe and suitable for use.
16. To ensure the character of the area and residential amenity is respected and to comply with policies ACS10 and LPD32.
17. To ensure that connectivity is provided to other parts of the housing allocation and Killisck Lane and to comply with

### **Notes to Applicant**

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

The applicant should note that there are planning obligation made under the provisions of Section 106 of the Town and Country Planning Act 1990 (as amended) the purpose of which is to exercise controls to secure the proper planning of the area. The planning obligation runs with the land and not with any person or company having an interest therein.

The applicant should note that notwithstanding any planning permission that if any highway forming part of the development is to be adopted by the Highways Authority, then the new roads and any highway drainage will be required to comply with the Nottinghamshire County Council's current highway design guidance and specification for roadworks. The Advanced Payments Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the Highway Authority with regard to compliance with the Code, or alternatively to the issue of a Section 38 Agreement and bond under the Highways Act 1980. A Section 38 Agreement can take some time to complete. Therefore, it is recommended that the developer contact the Highway Authority as early as possible. It is strongly recommended that the developer contact the Highway Authority at an early stage to clarify the codes etc. with which compliance will be required in the particular circumstance, and it is essential that design calculations and detailed construction drawings for the proposed

works are submitted to and approved by the County Council (or District Council) in writing before any work commences on site. Correspondence with the Highway Authority should be addressed to: [hdc.south@nottscc.gov.uk](mailto:hdc.south@nottscc.gov.uk) It is an offence under S148 and S151 of the Highways Act 1980 to deposit mud on the public highway and as such you should undertake every effort to prevent it occurring.

Please note that should protected species be found on site during the development there would be a requirement to seek the advice of a suitably qualified ecologist and comply with the Wildlife and Countryside Act.

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

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

The applicant should note that notwithstanding any planning permission that if any highway forming part of the development is to be adopted by the Highways Authority. The new roads and any highway drainage will be required to comply with the Nottinghamshire County Council's current highway design guidance and specification for roadworks

The Advanced Payments Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the Highway Authority with regard to compliance with the Code, or alternatively to the issue of a Section 38 Agreement and bond under the Highways Act 1980. A

Section 38 Agreement can take some time to complete. Therefore, it is recommended that the developer contact the Highway Authority as early as possible.

It is strongly recommended that the developer contact the Highway Authority at an early stage to clarify the codes etc. with which compliance will be required in the particular circumstance, and it is essential that design calculations and detailed construction drawings for the proposed works are submitted to and approved by the County Council (or District Council) in writing before any work commences on site. Correspondence with the Highway Authority should be addressed to: [hdc.south@nottsc.gov.uk](mailto:hdc.south@nottsc.gov.uk)

In order to carry out the off-site works required you will be undertaking work in the public highway which is land subject to the provisions of the Highways Act 1980 (as amended) and therefore land over which you have no control. In order to undertake the works you will need to enter into an agreement under Section 278 of the Act. Please contact [hdc.south@nottsc.gov.uk](mailto:hdc.south@nottsc.gov.uk) for details.

It is an offence under S148 and S151 of the Highways Act 1980 to deposit mud on the public highway and as such you should undertake every effort to prevent it occurring.

**5 APPLICATION NO. 2024/0063 - TOP WIGHAY FARM, WIGHAY ROAD, LINBY**

*Councillor Greensmith re-joined the meeting.*

Variation of section 106 Legal Agreement (Schedule 5 Provision of Open Spaces – Definitions Section) for outline planning permission 2020/0050.

The Development Manager introduced the report and informed members that as part of the permission, a masterplan was approved showing two sports pitches to the north of the site and within the S106 this was identified as two full size football pitches, but this only accommodated for two junior pitches of 9-a-side. He added that Sport England had objected to the shortfall and advised that if granted, additional financial contributions should be sought.

He added that the scheme was approved subject to a viability assessment, which indicated that it would be unviable with additional contributions and that increasing the size of the pitches would reduce

the area available for residential development, resulting in a reduction in the number of properties built on the site.

He added that, the Council had published a new Playing Pitch and Outdoor Sport Strategy (September 2023), which identified the greatest shortfall in provision for Top Wighay Farm was for youth football.

He concluded that he recommended the application be supported and the Section 106 be amended to allow the provision of two 9-sided pitches as opposed to two full size pitches, as outlined on page 79 of the report.

**RESOLVED:**

That the Head of Development and Place and the Monitoring Officer, be authorised to enter into a Deed of Variation as detailed in the report.

**6 APPLICATION NO. 2014/0273 - LAND AT CORNER OF LONGDALE LANE & KIGHILL LANE, RAVENSHEAD**

This item was withdrawn from the agenda.

**7 ENFORCEMENT REF. 0257/2022 - NOTTINGHAM SUN CLUB, BRACKENWOOD, NEWSTEAD ABBEY PARK, RAVENSHEAD**

Unauthorised Construction of a glamping structure.

**RESOLVED:**

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

**8 ENFORCEMENT REF. 0132/2023 - 22 ONCHAN DRIVE, CARLTON**

Unauthorised rear garden canopy.

The Development Manager introduced the report.

**RESOLVED:**

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

**9 ENFORCEMENT REF. 0267/2022 - 91 MAIN STREET, BURTON JOYCE**

**Unauthorised Gates and Fencing.**

The Development Manager introduced the report.

**RESOLVED:**

That the Head of Development and Place, in conjunction with the Head of Governance and Customer Services, be authorised to take all relevant planning enforcement action including the service of any necessary enforcement notices and issue of proceedings through the courts, if required, to ensure the removal or reduction in height of the gates and fencing.

**10 FUTURE PLANNING APPLICATIONS**

**RESOLVED:**

To note the information.

**11 PLANNING DELEGATION PANEL ACTION SHEETS**

**RESOLVED:**

To note the information.

**12 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT**

None.

The meeting finished at 7.05 pm

Signed by Chair:  
Date:

## **MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE**

**Tuesday 11 June 2024**

Councillor John Clarke (Chair)

Councillor Michael Payne  
Councillor Michael Adams  
Councillor Paul Hughes

Councillor Jenny Hollingsworth  
Councillor Marje Paling

Absent: Councillor Viv McCrossen

Officers in Attendance: D Archer, M Hill and C Goodall

### **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Viv McCrossen.

### **2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 APRIL 2024**

#### **RESOLVED:**

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

### **3 DECLARATION OF INTERESTS**

None.

### **4 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.**

None.

### **5 EXCLUSION OF PUBLIC AND PRESS**

#### **RESOLVED:**

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

### **6 INTERVIEW FOR THE POST OF DEPUTY CHIEF EXECUTIVE AND MONITORING OFFICER**

**RESOLVED:**

That the committee:

- a) Conducted the selection process and determined that the one applicant is appointable to the post of Deputy Chief Executive and Monitoring Officer; and
- b) Confirms designation of this post as Monitoring Officer; and
- c) Agrees the starting salary to be offered from within the three-point range detailed in the report; and
- d) Informs the Deputy Monitoring Officer of the recommendation of the Committee and asks the Deputy Monitoring Officer to implement due process to notify the Executive prior to formal offer of appointment.

**7 RECOMMENDED APPOINTMENT INTO CHIEF OFFICER POSTS**

**RESOLVED:**

That the committee:

- a) Supports the recommendation of the Chief Executive to appoint into post the following officers:
  - Tina Adams into the post of Chief Finance Officer and Section 151 Officer
  - Lance Juby into the post of Assistant Director, Communities, Leisure and Wellbeing
  - David Archer into the post of Director of Transformation (job-shared and for a period of up to two years)
- b) Confirms that the new post of Chief Finance Officer is designated as the Council's Chief Financial Officer (Section 151 Officer) as required under Section 151 of the Local Government Act 1972.
- c) Authorises the Monitoring Officer (or Deputy Monitoring Officer) to notify the Executive of the committee's recommendation and to ask if there are any material objections to the appointments.
- d) Notes that, should there be no such material objections received from the Executive, that the Leader of the Council shall confirm the post holders into post from a date determined by the Chief Executive.

**8 POLICY CHANGES (FLEXIBLE WORKING AND CARE LEAVE)**

**RESOLVED**

That the committee endorses the commencement of the consultation and implementation process as described and to support the change to policies.



The meeting finished at 12.00 pm

Signed by Chair:  
Date:

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## MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 11 June 2024

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Sue Pickering  
Councillor Boyd Elliott Councillor Alex Scroggie  
Councillor Rachael Ellis Councillor Clive Towsey-Hinton  
Councillor Julie Najuk Councillor Paul Wilkinson

Absent: Councillor Roxanne Ellis and Councillor Martin Smith

Officers in Attendance: J Brough, L Chaplin, B Hopewell, A Hutchinson and R Towlson

### 1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Roxanne Ellis and Smith.

### 2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 16 AND 23 APRIL 2024

#### RESOLVED:

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

### 3 DECLARATION OF INTERESTS.

None.

### 4 PAVEMENT LICENCES - THE LEVELLING UP AND REGENERATION ACT 2023 MAKING PERMANENT THE PROVISIONS SET OUT IN THE BUSINESS AND PLANNING ACT 2020

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, updating Members that the functions under Part 1 of the Business and Planning Act 2020 ("the B&P 2020 Act") had been made permanent under The Levelling Up and Regeneration Act 2023 ("the LUR 2023 Act") and the work officers are doing with regards to it. The report also sought approval that the functions under Part 1 of the Business and Planning Act 2020 be delegated to Director.

#### RESOLVED to:

- 1) Note that the functions under Part 1 of the Business and Planning Act 2020 had been made permanent by The Levelling Up and Regeneration Act 2023;
- 2) Delegate the functions under Part 1 of the Business and Planning Act 2020 to Director;
- 3) Note that officers are drafting a policy for pavement licensing and this will be submitted to the Committee for approval in due course; and
- 4) Note that officers are working on the fee setting for pavement licensing and this will be submitted to the Committee for approval in due course.

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

None.

**6 EXCLUSION OF THE PRESS AND PUBLIC.**

**RESOLVED:**

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

**7 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE- KC**

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

KC attended the meeting and he addressed the Committee.

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

**RESOLVED to:**

Approve KC's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence.

**8 CHANGE OF CIRCUMSTANCES OF A THREE HACKNEY CARRIAGE/ PRIVATE HIRE VEHICLE DRIVERS LICENCE NUMBER 2380. MA**

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

MA attended the meeting, and he addressed the Committee.

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

**RESOLVED:**

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

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

The meeting finished at 5.35 pm

Signed by Chair:  
Date:

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disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

**14 CHANGE OF CIRCUMSTANCE OF JOINT HACKNEY CARRIAGE / PRIVATE HIRE DRIVERS LICENCE NO 3273- BI**

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

BI attended the meeting and addressed the Committee.

Councillor Smith left the meeting.

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

**RESOLVED to:**

- 1) Suspend BI's licence for 28 days; and
- 2) Issue a warning to BI that such conduct fell short of the expected standard for Hackney Carriage Drivers and that further such incidents would result in another appearance before the Committee.

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

The meeting finished at 5.05 pm

Signed by Chair:  
Date:



**Decisions made under delegated authority**

<b>Business (click to view decision)</b>	<b>Summary</b>	<b>Ref</b>	<b>Date</b>	<b>Portfolio</b>	<b>Was decision made under urgency provisions?</b>
Consultation Draft Gedling Design Codes: Supplementary Planning Document (SPD)	Approval of a revised set of charges and pricing structure for Community Centres from 1 April 2024.	D1544	11/07/2024	Portfolio Holder for Sustainable Growth and Economy	No
Ambition Arnold masterplan consultation	Approval to undertake public consultation to inform the development of an Ambition Arnold masterplan	D1543	05/07/2024	Portfolio Holder for Sustainable Growth and Economy	No
Food and Health & Safety service delivery plans 2024/25	Approval of the food and health & safety service delivery plans for 2024/25	D1535	13/06/2024	Portfolio Holder for Public Protection	No
Calverton Leisure Centre – change in weekday opening hours	Approval to alter opening hours of Calverton Leisure Centre	D1536	31/02/2024	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Long term plan for towns: Carlton	Approval as the accountable body to put in place arrangements for the creation of a Carlton Town Board and to ensure that appropriate processes are in place to ensure compliance with the Long-Term Plan for Towns (LTPFT) £20 million funding award.	D1539	24/05/2024	Leader of the Council	Yes
Approval of annual grant agreements to Phenomenal Futures, Citizens Advice Nottingham and District, Rural Community Action	Approval of annual grant agreements to Phenomenal Futures, Citizens Advice Nottingham and District, Rural Community Action	D1519	03/05/2024	Portfolio Holder for Communities and Place	No

Nottinghamshire (RCAN) and Gedling Play Forum for the financial year 2024/25	Nottinghamshire (RCAN) and Gedling Play Forum for the financial year 2024/25				
Housing delivery action plan 2023	Approval of the Gedling Borough housing delivery action plan for 2023 for publication	D1527	02/05/2024	Portfolio Holder for Sustainable Growth and Economy	No
Approval for updates terms and conditions for Council venue hire	Approval for updates terms and conditions for Council venue hire from April 2024	D1528	26/04/2024	Leader of the Council	No
Sports fees and charges for 2024/25	Approval of revised set of sports fees and charges for 2024/25	D1515	16/04/2024	Portfolio Holder for Environmental Services (Operations)	No
Pet crematorium service fees and charges for 2024/25	Approval of revised fees and charges for the pet crematorium for 2024/25	D1516	16/04/2024	Portfolio Holder for Environmental Services (Operations)	No
Waste Services (Discretionary) Fees and Charges for 2024/25	Approval of revised fees and charges for bulky waste and garden waste for 2024 & 2025	D1517	16/04/2024	Portfolio Holder for Environmental Services (Operations)	No
Transfer of S106 Developer Contributions for Open Space Development Projects	Approval to transfer off-site open space development contributions and to establish a capital programme budgets	D1513	16/04/2024	Leader of the Council	No