



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

Agenda

Council

Date: **Wednesday 30 September 2026**

Time: **6.00 pm**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

committees@gedling.gov.uk

0115 901 3844

Council

Membership

Mayor Councillor Sandra Barnes

Deputy Mayor Councillor Pauline Allan

Councillor Michael Adams	Councillor Ron McCrossen
Councillor Roy Allan	Councillor Viv McCrossen
Councillor Jane Allen	Councillor Andrew Meads
Councillor Stuart Bestwick	Councillor Julie Najuk
Councillor David Brocklebank	Councillor Marje Paling
Councillor John Clarke	Councillor Michael Payne
Councillor Jim Creamer	Councillor Lynda Pearson
Councillor Andrew Dunkin	Councillor Sue Pickering
Councillor Boyd Elliott	Councillor Catherine Pope
Councillor David Ellis	Councillor Grahame Pope
Councillor Rachael Ellis	Councillor Kyle Robinson-Payne
Councillor Roxanne Ellis	Councillor Alex Scroggie
Councillor Andrew Ellwood	Councillor Martin Smith
Councillor Paul Feeney	Councillor Sam Smith
Councillor Kathryn Fox	Councillor Ruth Strong
Councillor Helen Greensmith	Councillor Clive Towsey-Hinton
Councillor Jenny Hollingsworth	Councillor Henry Wheeler
Councillor Paul Hughes	Councillor Russell Whiting
Councillor Alison Hunt	Councillor Paul Wilkinson
Councillor Darren Maltby	

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SUMMONS

A meeting of the Borough Council will be held on Wednesday 30 September 2026 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 21 January 2026, 4 March 2026 and 10 June 2026 5 - 37
- 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 – To the Leader of the Council – Asked by Sebastian Soar

First, I would like to thank the Leader of the Council for being so generous with his time and for spending an hour with me earlier this month discussing this issue.

When people think about the benefits of working in the public sector, and particularly in local government, one of the things they often associate with it is a strong and inclusive employment package. In many respects, that is true. However, there is one area where policy has failed to keep pace with modern working lives and changing expectations around equality: paternity leave.

Gedling Borough Council's current paternity leave arrangements, like those of many local authorities, were developed in a policy environment that no longer reflects where we are as a society. They do not fully reflect

the progress we have made in challenging traditional gender roles, supporting greater equality between men and women, and recognising the importance of fathers being able to play a meaningful role in the earliest weeks of their child's life.

Enhanced paternity leave is a relatively low-cost policy with potentially significant benefits. It can support fathers, mothers and children at one of the most important periods in family life; give families the time and financial security they need to adjust to a new child; support maternal wellbeing and a more equal sharing of caring responsibilities; and help the Council attract and retain staff by demonstrating that it is a genuinely family-friendly employer.

With that in mind, and given that other councils have already begun to enhance their paternity leave policies, will the Council commit to reviewing its paternity leave policy as a matter of priority, with the aim of introducing six weeks of fully paid paternity leave for employees of Gedling Borough Council?

Question 2 – To the Portfolio Holder Climate Change, Parks, and Environmental Health

Hi, i'm a fourteen year old boy who lives near conway park, i was just wondering if it would be possible for a volleyball net to be put in at the tennis facilities on conway park, and for the court to be done, i know it's a big ask but i think it'd open up a lot more opportunities for people and maybe get more people interested in the sport as it is quite underrepresented.

Question 3 – To the Chair of Planning Committee.

How do I found out if a HMO grant has been agreed for the area I Live and why are the residents not consulted before applicants are agreed.

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

Question from Cllr Maltby to the Portfolio Holder for Environmental Services (Operations)

How many missed bin collections has there been per ward over the past 12 months?

Question from Cllr Hughes to the Leader of the Council and Portfolio Holder for Community Protection, Communications and Engagement

Could the Leader please tell me how much money has been spent on preparations for LGR on consultants etc; and provide an estimate of how many hours of senior officer time have been committed to preparing for the now paused Local Government Reorganisation.

Question from Cllr Ellwood to the Leader of the Council and Portfolio Holder for Community Protection, Communications and Engagement

Concerns have been raised by local residents concerning littering near to commercial properties within Phoenix Ward. What action does the Council intend to do to address this matter?

Question from Cllr Whiting to the Chair of Planning Committee

To ask what steps Gedling Borough Council takes to ensure that planning applications are adequately enforced, especially in the construction phase of projects.

Question from Cllr Whiting to the Leader of the Council and Portfolio Holder for Community Protection, Communications and Engagement

Following the recent decision to pause LGR will any remaining budget allocated to LGR now be reallocated to other areas?

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

There seems to be a misconception, especially on social media, that planning applications cannot be submitted for sites identified within the Gedling draft local development plan until the plan is adopted in 2028. But is it in fact correct that planning applications could be submitted at any time a developer wishes for these sites? Then any planning applications would be determined on the basis of their merits at the time of submission, and as the draft local development plan progress through the process to adoption the planning officers will afford any planning applications that come in for these sites more weight.

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

Is it correct that when deciding on the housing site allocation in the draft Gedling local development plan, the defined settlement and spatial development hierarchy was strictly adhered to, and decisions evidenced based, in other words was the total housing allocation met in this order:

- First) sites within the main built-up urban area
- Second) sites adjoining the main built-up urban area
- Third) sites at Linby around Oak House
- Fourth) sites at the key settlements of Ravenshead, Bestwood village, and Calverton
- Finally sites around the other villages within the borough?

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	Report of the Democratic Services Manager	
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12 To consider motions under procedural rule 7.12

Motion 1

Motion: LGR cost to local taxpayers and government reimbursement

Council notes that:

- In the face of potentially unlawful decision making, and allegations of gerrymandering, the Labour Government has announced a review of Local Government Reorganisation, with decisions in some areas withdrawn and implementation work across Nottinghamshire paused.
- Gedling Borough Council, and Councils across the country, have already spent significant amounts of taxpayers' money and officer time preparing for Local Government Reorganisation at the Labour Government's request.
- Much of this work has been undertaken because councils were working to deadlines and requirements set by the Labour Government.

Council believes that:

- Local residents should not be left to pick up the bill for a process which the Government has now chosen to pause.
- At a time when council finances are already under enormous pressure, every pound unnecessarily spent on Local Government Reorganisation is a pound which cannot be spent on improving the services our residents rely on.
- It should be democratically elected local councils, in consultation with local residents, to decide on whether or not to put forward (locally-led) proposals for restructuring

Council resolves:

- To direct the Chief Executive and Section 151 Officer to establish the full cost to this Council of Local Government Reorganisation to date.
- To direct the Leader of the Council to write to the Secretary of State and

our local Members of Parliaments making clear that:

- Local taxpayers should not be expected to pay for the Government's LGR U-turn.
- Call on the Government to reimburse this Council for all costs incurred as a direct result of the Local Government Reorganisation process.
- Call on the Government to provide clear answers about the future of Local Government Reorganisation before councils are expected to spend any more taxpayers' money on the process.
- To make clear this council's view that the Local Government Boundary Commission for England must be involved in reviewing any local government boundary, ward and council size proposals submitted to the Secretary of State by councils in due course.

Proposed by Cllr Mike Adams
Seconded by Cllr Martin Smith

Motion 2

Motion: Application of parking standards to houses in multiple occupation

This Council notes that:

1. Gedling Borough Council's Parking Provision for Residential and Non-Residential Developments Supplementary Planning Document (SPD), adopted in February 2022, establishes minimum parking standards for new development and is a material consideration in the determination of planning applications.
2. The SPD states that its purpose is to ensure that new development is supported by an appropriate level of parking and provides a framework for determining and negotiating parking requirements on planning applications.
3. The SPD sets parking requirements according to factors including the type and size of residential development, the number of bedrooms and whether a site is located in an urban or rural area.
4. The SPD does not, however, expressly set out a specific parking standard for Houses in Multiple Occupation (HMOs).
5. The Nottinghamshire County Council Highway Design Guide does set out parking standards for HMOs and sheltered accommodation but the application of this guidance is not always clearly set out in officer reports.
6. Gedling Borough is experiencing an increasing number of planning applications for HMOs, including applications involving the

conversion of existing family homes into properties accommodating multiple unrelated residents.

7. HMOs can generate significantly different parking demand from an ordinary single-household dwelling, particularly where several adults may each have their own vehicle.
8. Where insufficient on-site parking is provided, additional parking demand can be displaced onto surrounding residential streets, increasing pressure on already limited parking capacity and potentially affecting highway safety, pedestrian access and the amenity of neighbouring residents.
9. This Council's current Parking Standards SPD recognises that parking requirements should normally be met and that poorly designed or insufficient parking can create problems for road safety, pedestrians, cyclists, emergency vehicle access and the efficient flow of traffic.

This Council believes that:

1. Residents should not be expected to bear the consequences of inadequate parking provision arising from changes in the use of residential properties.
2. There should be a clear, consistent and transparent approach to parking provision when planning applications for HMOs are considered.
3. HMOs should not be treated as though they were ordinary single-household dwellings where the number of individual residents and bedrooms may create a materially greater demand for parking.

This Council therefore resolves to:

1. Ensure the application of the existing Nottinghamshire County Council Highway Design Guide as a material consideration to all planning applications for HMOs, including applications for changes of use and extensions or alterations associated with an HMO
2. Ensure that consideration of the above guide is reflected in planning reports and decisions in respect of HMOs.

**Proposed by Cllr Helen Greensmith
Seconded by Cllr Stuart Bestwick**

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MINUTES COUNCIL

Wednesday 21 January 2026

Councillor Kyle Robinson-Payne (Mayor)

Present:	Councillor Sandra Barnes	Councillor Paul Hughes
	Councillor Julie Najuk	Councillor Alison Hunt
	Councillor Michael Adams	Councillor Darren Maltby
	Councillor Pauline Allan	Councillor Ron McCrossen
	Councillor Roy Allan	Councillor Viv McCrossen
	Councillor Stuart Bestwick	Councillor Andrew Meads
	Councillor David Brocklebank	Councillor Marje Paling
	Councillor John Clarke	Councillor Sue Pickering
	Councillor Jim Creamer	Councillor Catherine Pope
	Councillor Boyd Elliott	Councillor Grahame Pope
	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 Allen
	Councillor Helen Greensmith	Councillor Henry Wheeler
	Councillor Jenny Hollingsworth	Councillor Paul Wilkinson

Absent: Councillor Andrew Dunkin, Councillor Michael Payne, Councillor Lynda Pearson and Councillor Russell Whiting

77 THOUGHT FOR THE DAY

The Mayor's chaplain spoke about unity week, which centred the idea of everyone uniting in a common aim to help the people and places they serve to be the best they can be.

78 APOLOGIES FOR ABSENCE

Apologies were absence were received from Councillors Dunkin, Payne, Pearson and Whiting.

79 MAYOR'S ANNOUNCEMENTS

The Mayor welcomed members back to the chamber after the festive break and wished them a happy new year. He thanked those who had attended and helped at his recent Christmas carol concert at The Church of Good Shepherd, which had raised over £630 for the Mayors Charity - Motor Neurone Disease.

He also highlighted the upcoming Sherwood Forest Day – noting the work with local partners and the council to see new plaques installed denoting where the ancient Sherwood Forest once existed in the borough. The plaques are planned to be opened officially by the Mayor - celebrating the wonderful history and heritage in Nottingham and Nottinghamshire.

80 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 12 NOVEMBER AND 26 NOVEMBER 2025

RESOLVED:

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

81 DECLARATION OF INTERESTS

Councillor Clarke declared a pecuniary interest in item 14 – “Independent Remuneration Panel - Report and recommendations for 2026/27” as it pertained to a discussion resulting in a potential increase in remuneration.

82 TO DEAL WITH ANY PETITIONS RECEIVED UNDER PROCEDURAL RULE 7.8

The Mayor welcomed the petitioners to present the petition to the council, which had been signed by 286 residents of the borough and related to the impacts of the Leisure Transformation programme on Calverton Leisure Centre.

After the petition had been presented, the Mayor confirmed that it had been accepted, the requested action being as follows:

‘This petition is submitted with a request that the Council reconsiders its plans as part of the leisure transformation programme impacting Calverton Leisure Centre. The signatories to the petition call on Gedling Borough Council to:

- 1. Remove Calverton Leisure centre from the leisure transformation strategy.*
- 2. Not to issue notice on the joint use agreement for Calverton leisure centre.*
- 3. Continue to directly manage Calverton leisure centre*

Members debated the motion and on being put to a vote, it was agreed that the action set out in the petition be referred to Cabinet for consideration as the appropriate decision making body.

RESOLVED that:

Council have debated the petition and forward the petition actions to Cabinet for consideration.

83

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

One question was received from a member of the public, who was in attendance to ask their question.

The question and answer were as follows:

“Why are you replacing a national indoor sports centre, with yet another leisure centre, which will not cater for the elderly?”

Response from Councillor Wheeler:

Thank you for the question Mr. Andrews.

For clarity, this question relates to the future of leisure provision in the Carlton area and the exploratory work currently underway as part of the Carlton Active proposals. The work on Carlton Active is currently at a feasibility stage and design stage only. I want to be clear that no decision has yet been taken on whether the program will move forward into pre-construction. No decision has been made on the timing or implications for the existing Richard Herod Centre. Any progression would be subject to Cabinet approval, affordability, and further detailed assessment. Cabinet is currently expected to consider the full business case on 19 February 2026.

The Carlton Active proposals are not about replacing a specialist facility with a generic leisure centre, nor about excluding older people. The aim is to explore whether a modern accessible leisure, health, and well-being centre could better meet current and future needs - building on what the council is already doing well. This includes assisted exercise provision, rehabilitation and falls prevention activity, warm water swimming, dementia friendly sessions, and flexible community and social spaces. The proposed facility mix also includes an Inerva well-being suite designed to support people with long-term health conditions, reduce mobility or recovery needs. These elements are intended to build on current successful provision and expand the range of support available.

It is also important to recognize the wider context - both the Richard Herrod Centre and the Carlton Forum Leisure Centre are aging assets with increasing life cycle maintenance costs, energy inefficiencies, and asset risk. Continuing to invest in multiple older buildings is not financially sustainable in the long term and diverts resources away from frontline services. The Carlton Active proposals therefore seek to explore whether bringing provision together on a single site could reduce

ongoing revenue pressures, address asset risk, provide a more resilient and future proof model of provision for residents.

The council recognises that these matters are sensitive and important to residents. Engagement with users, clubs, and stakeholders will continue throughout the program and no decisions will be taken without further consideration through the council's formal governance processes. Thank you very much.

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

None.

85 REPORTS AND RECOMMENDATIONS OF THE EXECUTIVE OR A COMMITTEE (PROCEDURAL RULE 7.10)

**(a) O&S ANNUAL REPORT
RESOLVED:**

That the O&S annual report be noted.

86 COUNCIL TAX REDUCTION SCHEME

RESOLVED that:

- The Council Tax Reduction Scheme (CTRS) 2026/27, to apply from 1 April 2026, be approved and adopted by full Council; and
- There are no changes to the CTRS in relation to working aged claimants except for the annual uprating and amendments to allowances and premiums in line with the Housing Benefit levels published by the Department for Work and Pensions; and
- There are no changes to the CTRS in relation to pension aged claimants except for those statutory changes anticipated by the annual amendments to The Council Tax Reduction Schemes (Prescribed Requirements) (England) Regulations 2012.

87 CHANGES TO COMMITTEE MEMBERSHIP

RESOLVED that:

The following changes to representation on committees, be approved:

- To amend Councillor Feeney's role on the Standards Committee from Chair to Vice Chair
- To amend Councillor Brocklebank's role on the Standard Committee from Vice Chair to Chair

88 APPOINTMENT OUTSIDE BODIES

RESOLVED:

That the updated appointment of representatives to Outside Bodies as set out in Appendix 1, be approved.

89 REVIEW OF POLLING DISTRICTS, PLACES AND STATIONS - BESTWOOD ST ALBANS

RESOLVED:

That Council:

- Notes the responses to the consultation; and
- Approves and adopts the new polling districts, polling places and polling stations scheme as set out in the attached document at Appendix 3; and
- Requests that the Chief Executive formally publishes the notice of the conclusion of the review and its findings; and
- Notes that the Chief Executive is authorised to designate an alternative polling place should one become unavailable at short notice before an election.

Councillor Clarke left the meeting

90 INDEPENDENT REMUNERATION PANEL - REPORT AND RECOMMENDATIONS FOR 2026/27

Councillor Hollingsworth proposed an amended recommendation in the following terms, which was seconded by Councillor Adams:

That this Council:

- Thanks the Independent Remuneration Panel for its work; and
- Accepts in part, recommendation 1 of the Independent Remuneration Panel report which aligns with the commitment made last year to increase basic allowance in line with Chief Officer pay award, and
- Agrees to continue to apply the Chief Officer pay award as a form of indexation to Special Responsibility Allowances as agreed in previous years; and
- Does not accept the Independent Remuneration Panel's recommendations number 2 and 3 as contained in this report; and
- Agrees the scheduled allowances for 2026/27 as attached at appendix 2 to this report be uprated in accordance with Chief Officer pay Award as agreed; and
- Authorise the Monitoring Officer to make appropriate amendments to section 29 of the Constitution to reflect any changes to the Members Allowance Scheme agreed

A named vote was requested by members. On being put to vote, the amendment was carried.

RESOLVED:

That this Council:

- Thanks the Independent Remuneration Panel for its work; and
- Accepts in part, recommendation 1 of the Independent Remuneration Panel report which aligns with the commitment made last year to increase basic allowance in line with Chief Officer pay award, and
- Agrees to continue to apply the Chief Officer pay award as a form of indexation to Special Responsibility Allowances as agreed in previous years; and
- Does not accept the Independent Remuneration Panel's recommendations number 2 and 3 as contained in this report; and
- Agrees the scheduled allowances for 2026/27 as attached at appendix 2 to this report be uprated in accordance with Chief Officer pay Award as agreed; and
- Authorise the Monitoring Officer to make appropriate amendments to section 29 of the Constitution to reflect any changes to the Members Allowance Scheme agreed

Councillor Clarke re-joined the meeting

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

No comments or issues were raised.

92 TO CONSIDER MOTIONS UNDER PROCEDURAL RULE 7.12

Councillor Hunt, seconded by Councillor Barnes, proposed a motion in the following terms:

This Council notes that:-

- Gedling Borough, like many places across the country, has seen a rise in HMOs, a rise in housing delivery and a rise in housing need. Numbers of small HMOs falling within Use Class C4 (occupied by between three and six unrelated people sharing basic amenities) are hard to ascertain. This is due to the lack of any national requirement for licensing or planning permission. This is a national issue with significant local impacts.
- While HMOs form an important part of the local housing mix, an over-concentration can lead to issues such as parking pressures and increased noise, creating a detrimental impact on community cohesion and local amenity.
- Under the current planning framework, the change of use from a dwellinghouse (Class C3) to a small HMO (Class C4) is permitted

development under the Town and Country Planning (General Permitted Development) (England) Order 2015 (GPDO).

- An Article 4 Direction removes permitted development rights in defined areas, meaning that planning permission would be required for this change of use via a formal planning application. Such applications would then be assessed on their merits in accordance with the National Planning Policy Framework (NPPF), the Local Plan and other relevant material considerations, including adopted Supplementary Planning Documents (SPDs).
- There is no single action that will allow us to prevent landlords from developing HMOs under current national planning legislation. We will work with Michael Payne MP and Michelle Welsh MP to encourage the Government to review and draft new legislation to enable the removal of permitted development rights facilitating the change of use of premises to HMOs. This would give Local Plans and local policies greater authority regarding new HMOs, allowing detrimental impacts on the community to be considered through the usual planning process.
- Council is aware that Cabinet have been monitoring the concentration of HMOs over the last three years and met in September 2025 and determined at that point, there was insufficient evidence to demonstrate an Article 4 Direction was necessary to protect local amenity or the well-being of the Netherfield Ward. Cabinet also agreed that a new boroughwide report on HMOs be brought to Cabinet within three months. Cabinet will be considering this report in January 2026.

This Council believes that:-

- It is important to proactively manage the distribution and concentration of HMOs to protect the character and amenity of local neighbourhoods to ensure a balanced mix of housing types and prevent urban cramming.
- Introducing an Article 4 Direction is an established and proportionate planning tool that enables the Council to assess proposals for HMOs on a case-by-case basis.

This Council therefore resolves to:-

1. Support Cabinets continued review of evidence of the concentration of HMOs in the Borough of Gedling.
2. Recommend that Cabinet consider as part of their continuing review, whether there is sufficient evidence for an Article 4 Direction to be made to protect local amenity or the wellbeing of residents either across the whole borough or across specific areas of the borough where the concentration of HMOs is higher.
3. Ensure all tools available to the Council to support the regulation of HMOs are effectively engaged.
4. Request that the Leader of the Council write to Steve Reed OBE MP, Secretary of State for Housing, Communities and Local Government, calling for the removal of General Permitted Development Rights for HMOs of between three and six

occupants, specifically where there is a material change from Class C3 (dwellinghouse) to Class C4 (house in multiple occupation) and requesting the introduction of national floor space standards for HMOs.

Proposer: Councillor Alison Hunt

Seconder: Councillor Sandra Barnes

An amended motion was proposed by Councillor Adams and seconded by Councillor Martin Smith, in the following terms:

This Council notes that:-

- Gedling Borough, like many places across the country, has seen a rise in HMOs, a rise in housing delivery and a rise in housing need. Numbers of small HMOs falling within Use Class C4 (occupied by between three and six unrelated people sharing basic amenities) are hard to ascertain. This is due to the lack of any national requirement for licensing or planning permission. This is a national issue with significant local impacts.
- While HMOs form an important part of the local housing mix, an over-concentration can lead to issues such as parking pressures and increased noise, creating a detrimental impact on community cohesion and local amenity.
- Under the current planning framework, the change of use from a dwellinghouse (Class C3) to a small HMO (Class C4) is permitted development under the Town and Country Planning (General Permitted Development) (England) Order 2015 (GPDO).
- An Article 4 Direction removes permitted development rights in defined areas, meaning that planning permission would be required for this change of use via a formal planning application. Such applications would then be assessed on their merits in accordance with the National Planning Policy Framework (NPPF), the Local Plan and other relevant material considerations, including adopted Supplementary Planning Documents (SPDs).
- There is no single action that will allow us to prevent landlords from developing HMOs under current national planning legislation. We will work with Michael Payne MP and Michelle Welsh MP to encourage the Government to review and draft new legislation to enable the removal of permitted development rights facilitating the change of use of premises to HMOs. This would give Local Plans and local policies greater authority regarding new HMOs, allowing detrimental impacts on the community to be considered through the usual planning process.
- Council is aware that Cabinet have been monitoring the concentration of HMOs over the last three years and met in September 2025 and determined at that point, there was insufficient evidence to demonstrate an Article 4 Direction was necessary to protect local amenity or the well-being of the Netherfield Ward. Cabinet also agreed that a new boroughwide

report on HMOs be brought to Cabinet within three months. Cabinet will be considering this report in January 2026.

This Council believes that:-

- It is important to proactively manage the distribution and concentration of HMOs to protect the character and amenity of local neighbourhoods to ensure a balanced mix of housing types and prevent urban cramming.
- Introducing an Article 4 Direction is an established and proportionate planning tool that enables the Council to assess proposals for HMOs on a case-by-case basis.

This Council therefore resolves to:-

1. Support Cabinets continued review of evidence of the concentration of HMOs in the Borough of Gedling.
2. Recommend that Cabinet enact an Article 4 Direction to protect local amenity or the wellbeing of residents either across the whole borough or across specific areas of the borough where the concentration of HMOs is higher.
3. Ensure all tools available to the Council to support the regulation of HMOs are effectively engaged and a report back to Full Council on the actions taken and outcomes achieved.
4. Request that the Leader of the Council write to Steve Reed OBE MP, Secretary of State for Housing, Communities and Local Government, calling for the removal of General Permitted Development Rights for HMOs of between three and six occupants, specifically where there is a material change from Class C3 (dwellinghouse) to Class C4 (house in multiple occupation) and requesting the introduction of national floor space standards for HMOs.

An adjournment was proposed, seconded and agreed to allow members to discuss the amendment. The meeting was adjourned at 19:38 and resumed at 19:46.

A request for a named vote on the amended motion was requested. On being put to vote, the amendment was lost.

RESOLVED that:

This Council notes that:-

- Gedling Borough, like many places across the country, has seen a rise in HMOs, a rise in housing delivery and a rise in housing need. Numbers of small HMOs falling within Use Class C4 (occupied by between three and six unrelated people sharing basic amenities) are hard to ascertain. This is due to the lack of

any national requirement for licensing or planning permission. This is a national issue with significant local impacts.

- While HMOs form an important part of the local housing mix, an over-concentration can lead to issues such as parking pressures and increased noise, creating a detrimental impact on community cohesion and local amenity.
- Under the current planning framework, the change of use from a dwellinghouse (Class C3) to a small HMO (Class C4) is permitted development under the Town and Country Planning (General Permitted Development) (England) Order 2015 (GPDO).
- An Article 4 Direction removes permitted development rights in defined areas, meaning that planning permission would be required for this change of use via a formal planning application. Such applications would then be assessed on their merits in accordance with the National Planning Policy Framework (NPPF), the Local Plan and other relevant material considerations, including adopted Supplementary Planning Documents (SPDs).
- There is no single action that will allow us to prevent landlords from developing HMOs under current national planning legislation. We will work with Michael Payne MP and Michelle Welsh MP to encourage the Government to review and draft new legislation to enable the removal of permitted development rights facilitating the change of use of premises to HMOs. This would give Local Plans and local policies greater authority regarding new HMOs, allowing detrimental impacts on the community to be considered through the usual planning process.
- Council is aware that Cabinet have been monitoring the concentration of HMOs over the last three years and met in September 2025 and determined at that point, there was insufficient evidence to demonstrate an Article 4 Direction was necessary to protect local amenity or the well-being of the Netherfield Ward. Cabinet also agreed that a new boroughwide report on HMOs be brought to Cabinet within three months. Cabinet will be considering this report in January 2026.

This Council believes that:-

- It is important to proactively manage the distribution and concentration of HMOs to protect the character and amenity of local neighbourhoods to ensure a balanced mix of housing types and prevent urban cramming.
- Introducing an Article 4 Direction is an established and proportionate planning tool that enables the Council to assess proposals for HMOs on a case-by-case basis.

This Council therefore resolves to:-

1. Support Cabinets continued review of evidence of the concentration of HMOs in the Borough of Gedling.
2. Recommend that Cabinet consider as part of their continuing review, whether there is sufficient evidence for an Article 4 Direction to be made to protect local amenity or the wellbeing of

- residents either across the whole borough or across specific areas of the borough where the concentration of HMOs is higher.
3. Ensure all tools available to the Council to support the regulation of HMOs are effectively engaged.
 4. Request that the Leader of the Council write to Steve Reed OBE MP, Secretary of State for Housing, Communities and Local Government, calling for the removal of General Permitted Development Rights for HMOs of between three and six occupants, specifically where there is a material change from Class C3 (dwellinghouse) to Class C4 (house in multiple occupation) and requesting the introduction of national floor space standards for HMOs.

Proposer: Councillor Alison Hunt

Seconder: Councillor Sandra Barnes

The meeting finished at 8.24 pm

Signed by Chair:

Date:

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MINUTES COUNCIL

Wednesday 4 March 2026

Present: Councillor Sandra Barnes Councillor Darren Maltby
Councillor Michael Adams Councillor Ron McCrossen
Councillor Stuart Bestwick Councillor Viv McCrossen
Councillor David Brocklebank Councillor Andrew Meads
Councillor John Clarke Councillor Julie Najuk
Councillor Jim Creamer Councillor Marje Paling
Councillor Andrew Dunkin Councillor Lynda Pearson
Councillor Boyd Elliott Councillor Catherine Pope
Councillor David Ellis Councillor Grahame Pope
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 Henry Wheeler
Councillor Helen Greensmith Councillor Russell Whiting
Councillor Alison Hunt Councillor Paul Wilkinson

Absent: Councillor Kyle Robinson-Payne, Councillor Pauline Allan,
Councillor Roy Allan, Councillor Jane Allen, Councillor Jenny
Hollingsworth, Councillor Paul Hughes, Councillor Michael Payne,
Councillor Sue Pickering and Councillor Alex Scroggie

93 THOUGHT FOR THE DAY

A minutes silence was held for the passing of David Popple and former councillor Harvey Maddock.

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

94 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Pauline Allan, Roy Allan, Allen, Hollingsworth, Hughes, Payne, Pickering, Robinson-Payne and Scroggie.

95 DECLARATION OF INTERESTS

None received.

96 TO CONSIDER, AND IF APPROVED, ADOPT THE RECOMMENDATIONS OF CABINET DATED 19 FEBRUARY 2026

AND SET THE COUNCIL TAX FOR THE YEAR ENDING 31 MARCH 2027

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

1. In accordance with the recommendations of Cabinet on 19 February 2026, that the Prudential and Treasury Indicators and Treasury Management Strategy Statement (TMSS) 2026/27, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 5 to 35 of the Council agenda, be approved.
2. In accordance with the recommendations of Cabinet on 19 February 2026, that the Capital Programme and Capital Investment Strategy 2026/27 to 2030/31 set out at pages 91 to 101 of the Council agenda, be approved.
3. In accordance with the recommendation of Cabinet on 19 February 2026, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2026/27, and that the detailed budget for 2026/27 included at pages 131 to 152 of the Council agenda be approved.
4. That the sum of £180,100 be contributed to General Fund Balances in 2026/27 to support future General Fund revenue expenditure.
5. That it be noted that the Portfolio holder for Corporate Resources and Performance and Leader of the Council determined on 29 December 2025 (D1702), the following amounts for the year 2026/27 in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.

(a) 39,974.31 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

(b)

<u>Part of the Council's Area</u>	<u>Tax Base</u>
Bestwood Village	744.66
Burton Joyce	1,586.02
Calverton	2,510.36
Colwick	893.88
Lambley	516.84
Linby	406.61

Newstead	375.35
Papplewick	270.55
Ravenshead	2,814.16
St Albans	705.36
Deer Park	253.14
Stoke Bardolph	503.74
Woodborough	940.91

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

6. That the following amounts be now calculated by the Council for the year 2026/27 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):

- (a) £50,568,400 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**
- (b) £41,529,700 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**
- (c) £9,038,700 being the amount by which the aggregate at 6(a) above exceeds the aggregate at 6(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**
- (d) £226.11 being the amount at 6(c) above, divided by the amount at 5(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**
- (e) £1,031,083 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**. For information, the amount in respect of each parish is as follows:

<u>Part of the Council's Area</u>	<u>Parish Precept</u>
Bestwood Village	30,000
Burton Joyce	263,581
Calverton	294,634
Colwick	31,600

Lambley	27,666
Linby	30,337
Newstead	23,039
Papplewick	25,194
Ravenshead	177,305
St Albans	25,572
Deer Park	8,616
Stoke Bardolph	3,500
Woodborough	90,039

- (f) £200.32 being the amount at 6(d) above less the result given by dividing the amount at 6(e) above by the amount at 5(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

<u>Part of the Council's Area</u>	£
Bestwood Village	240.61
Burton Joyce	366.51
Calverton	317.69
Colwick	235.67
Lambley	253.85
Linby	274.93
Newstead	261.70
Papplewick	293.44
Ravenshead	263.32
St Albans	236.57
Deer Park	234.36
Stoke Bardolph	207.27
Woodborough	296.01

being the amounts given by adding the amount at 6(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above, divided in each case by the amount at 5(b) above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate. **(The combined district and parish amount of Council Tax for a Band D dwelling)**

(h)

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	160.41	187.14	213.87	240.61	294.08	347.55	401.02	481.22
Burton Joyce	244.34	285.06	325.78	366.51	447.96	529.40	610.85	733.02
Calverton	211.80	247.09	282.39	317.69	388.29	458.88	529.49	635.38
Colwick	157.12	183.29	209.48	235.67	288.05	340.41	392.79	471.34
Lambley	169.24	197.43	225.64	253.85	310.27	366.67	423.09	507.70
Linby	183.29	213.83	244.38	274.93	336.03	397.12	458.22	549.86
Newstead	174.47	203.54	232.62	261.70	319.86	378.01	436.17	523.40
Papplewick	195.63	228.23	260.83	293.44	358.65	423.86	489.07	586.88
Ravenshead	175.55	204.80	234.06	263.32	321.84	380.35	438.87	526.64
St Albans	157.72	183.99	210.28	236.57	289.15	341.71	394.29	473.14
Deer Park	156.24	182.28	208.32	234.36	286.44	338.52	390.60	468.72
Stoke Bardolph	138.18	161.21	184.24	207.27	253.33	299.39	345.45	414.54
Woodborough	197.34	230.23	263.12	296.01	361.79	427.57	493.35	592.02
All other parts of the Borough	133.55	155.80	178.06	200.32	244.84	289.35	333.87	400.64

being the amounts given by multiplying the amounts at 6(f) and 6(g) above by the number which, in the proportion set out in section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands. **(The combined district and parish amount of Council Tax for each band of dwelling).**

- That it be noted that for the year 2026/27, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire & Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Notts County Council	1,313.42	1,532.32	1,751.23	1,970.13	2,407.94	2,845.74	3,283.55	3,940.26
Notts Police & Crime Commissioner	207.40	241.97	276.53	311.10	380.23	449.37	518.50	622.20

Combined Fire & Rescue Authority 68.14 79.50 90.85 102.21 124.92 147.64 170.35 204.42

8. That, having calculated the aggregate in each case of the amounts at 6(h) and 7 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2026/27 for each of the categories of dwellings shown below: **(The total amount of Council Tax for each band of dwelling)**

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	1,749.37	2,040.93	2,332.48	2,624.05	3,207.17	3,790.30	4,373.42	5,248.10
Burton Joyce	1,833.30	2,138.85	2,444.39	2,749.95	3,361.05	3,972.15	4,583.25	5,499.90
Calverton	1,800.76	2,100.88	2,401.00	2,701.13	3,301.38	3,901.63	4,501.89	5,402.26
Colwick	1,746.08	2,037.08	2,328.09	2,619.11	3,201.14	3,783.16	4,365.19	5,238.22
Lambley	1,758.20	2,051.22	2,344.25	2,637.29	3,223.36	3,809.42	4,395.49	5,274.58
Linby	1,772.25	2,067.62	2,362.99	2,658.37	3,249.12	3,839.87	4,430.62	5,316.74
Newstead	1,763.43	2,057.33	2,351.23	2,645.14	3,232.95	3,820.76	4,408.57	5,290.28
Papplewick	1,784.59	2,082.02	2,379.44	2,676.88	3,271.74	3,866.61	4,461.47	5,353.76
Ravenshead	1,764.51	2,058.59	2,352.67	2,646.76	3,234.93	3,823.10	4,411.27	5,293.52
St Albans	1,746.68	2,037.78	2,328.89	2,620.01	3,202.24	3,784.46	4,366.69	5,240.02
Deer Park	1,745.20	2,036.07	2,326.93	2,617.80	3,199.53	3,781.27	4,363.00	5,235.60
Stoke Bardolph	1,727.14	2,015.00	2,302.85	2,590.71	3,166.42	3,742.14	4,317.85	5,181.42
Woodborough	1,786.30	2,084.02	2,381.73	2,679.45	3,274.88	3,870.32	4,465.75	5,358.90
 All other parts of the Council's area	 1,722.51	 2,009.59	 2,296.67	 2,583.76	 3,157.93	 3,732.10	 4,306.27	 5,167.52

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

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

Revenue Budget Proposed Amendment

1. Deletion of two Portfolio Holders (€18,600)
2. Removal of Deputy Mayor's Special Responsibility Allowance (€2,100)

3. Removal of Policy Advisor	(£2,100)
4. Removal of Contacts Magazine to online only publication (£36,600)	
5. Reduction in salary costs by removing one Band 11 Manager Post (£65,900)	
6. Purchase of a New Road sweeper this would result in an increase in the revenue budget to cover the cost of borrowing and associated running costs. £35,300	
7. One additional driver for the above (Band 5)	£42,800
8. New Post Rural Officer (Band 7)	£45,700
Net Impact saving	(£1,500)

Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is The Chief Finance and S151 Officer, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

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

The annual budget and the medium-term plan are based on a range of assumptions, detailed to Cabinet on 19 February, and these have enabled estimates of current and future spending to be modelled. The Medium-Term Financial Plan (MTFP) is based on best information available at this point in time, however there still remains uncertainty around future funding levels beyond the three year settlement, and the Council faces increased pressure from legislative changes which will need to be funded from existing resources, also significant increase in demand for services whilst dealing with capacity issues. The Council has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register recognises the increasing risks to financial sustainability in the medium term arising from the increased costs and uncertain funding levels.

The Council has a strong track record of meeting demands within the approved budget, together with a good reputation for the robustness of its financial planning, which will continue, however, it is important to note the structural deficit that remains within the MTFP which will require the development of further plans for budget efficiencies/savings in the last two years of the MTFP, it may be expected that there will need to be

some contraction of service delivery/performance if efficiency plans do not proceed in line with expectations.

The annual budget for 2026/27 and the subsequent years of the MTFP leave the Council with a level of balances broadly in line with the minimum required from 2029/30 onwards. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered will be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the approved efficiency plans and to develop new budget reduction proposals in order to balance the MTFP which, if implemented, will mean that the financial outlook remains fair, and that the 2026/27 estimates, and beyond, are robust. Members are reminded that risk levels in the MTFP are increasing as a result of uncertainties in medium term funding and in the absence of funding increases, from 2029/30 additional budget reductions will be required and whilst some have been identified they are not currently backed by an agreed action plan. Despite this, risks are currently still at acceptable levels as there is a sufficient lead in time for developing detailed plans in the coming year.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short to medium term. However, pressures on both capital and revenue budgets are substantial and the MTFP shows continued reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 19 February 2026.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2026/27 Council Tax.

A proposed motion to briefly adjourn the meeting to allow members to consider the amendment put before them. The motion was supported, and the Mayor declared it carried.

The meeting adjourned at 6:28pm.

The meeting resumed at 6:39pm.

Following debate, in accordance with standing orders the amendment was put to a named vote. The Mayor declared the amendment not carried.

An amendment was moved by Councillor Whiting and seconded by Councillor Meads in the following terms:

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

Revenue Budget Proposed Amendment

1. Delete Independent Party Leaders Special Responsibility Allowance (£360)
2. Deletion of Two Portfolio Holders (£18,600)
3. Deletion of Policy Advisor (£2,100)
4. Remove printing & postage budget for Contacts Magazine
Change to online publication only (£36,600)
5. Increase members pots by £1,400 each
£57,400

Net Impact Saving

£260

Note:

The Local Government Act 2003 requires that the Council's Chief Financial Officer, in the case of Gedling that is The Chief Finance and S151 Officer, provide advice to the Council on the adequacy of financial reserves, and the robustness of the estimates. These comments can be found below:

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

The annual budget and the medium-term plan are based on a range of assumptions, detailed to Cabinet on 19 February, and these have enabled estimates of current and future spending to be modelled. The Medium-Term Financial Plan (MTFP) is based on best information available at this point in time, however there still remains uncertainty around future funding levels beyond the three year settlement, and the Council faces increased pressure from legislative changes which will need to be funded from existing resources, also significant increase in demand for services whilst dealing with capacity issues. The Council has an established process for assessing the financial risk factors inherent in any business activity, and the financial risk register recognises the increasing risks to financial sustainability in the medium term arising from the increased costs and uncertain funding levels.

The Council has a strong track record of meeting demands within the approved budget, together with a good reputation for the robustness of its

financial planning, which will continue, however, it is important to note the structural deficit that remains within the MTFP which will require the development of further plans for budget efficiencies/savings in the last two years of the MTFP, it may be expected that there will need to be some contraction of service delivery/performance if efficiency plans do not proceed in line with expectations.

The annual budget for 2026/27 and the subsequent years of the MTFP leave the Council with a level of balances broadly in line with the minimum required from 2029/30 onwards. Whilst existing management approaches should enable the Council to deliver the efficiency required in the medium to long term, further changes to the way that services are delivered will be required if the Council is to fully achieve its ambitions and achieve a sustainable financial position.

The Council will continue to implement the approved efficiency plans and to develop new budget reduction proposals in order to balance the MTFP which, if implemented, will mean that the financial outlook remains fair, and that the 2026/27 estimates, and beyond, are robust. Members are reminded that risk levels in the MTFP are increasing as a result of uncertainties in medium term funding and in the absence of funding increases, from 2029/30 additional budget reductions will be required and whilst some have been identified they are not currently backed by an agreed action plan. Despite this, risks are currently still at acceptable levels as there is a sufficient lead in time for developing detailed plans in the coming year.

An assessment of reserves and balances has been carried out and I am satisfied that the financial position as presented is robust, and that reserves and balances are adequate in the short to medium term. However, pressures on both capital and revenue budgets are substantial and the MTFP shows continued reliance on the use of General Fund balances to support expenditure levels, as reported to Cabinet on 19 February 2026.

The Council has in the past successfully managed such pressures, and therefore I consider that, given the information available at the time, the level of general reserves are adequate for the purpose of setting the 2026/27 Council Tax.

A proposed motion to briefly adjourn the meeting to allow members to consider the amendment put before them. The motion was supported, and the Mayor declared it carried.

The meeting adjourned at 7.28pm.

The meeting resumed at 7.38pm.

Following debate, in accordance with standing orders the amendment was put to a named vote. The Mayor declared the amendment not carried.

Members debated the original motion, the main budget vote.

Upon the Mayor putting the original proposition of the meeting, and in accordance with standing orders, the original proposition was put to a named vote. The Mayor declared the motion carried.

RESOLVED that:

1. In accordance with the recommendations of Cabinet on 19 February 2026, that the Prudential and Treasury Indicators and Treasury Management Strategy Statement (TMSS) 2026/27, which includes the Minimum Revenue Provision Policy Statement, the Borrowing Strategy, and the Annual Investment Strategy, set out at pages 5 to 35 of the Council agenda, be approved.
2. In accordance with the recommendations of Cabinet on 19 February 2026, that the Capital Programme and Capital Investment Strategy 2026/27 to 2030/31 set out at pages 91 to 101 of the Council agenda, be approved.
3. In accordance with the recommendation of Cabinet on 19 February 2026, that the financial threshold above which decisions will be regarded as Key Decisions be set at £0.5 million for 2026/27, and that the detailed budget for 2026/27 included at pages 131 to 152 of the Council agenda be approved.
4. That the sum of £180,100 be contributed to General Fund Balances in 2026/27 to support future General Fund revenue expenditure.
5. That it be noted that the Portfolio holder for Corporate Resources and Performance and Leader of the Council determined on 29 December 2025 (D1702), the following amounts for the year 2026/27 in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992.

(a) 39,974.31 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its council tax base for the year. **(The Council Tax base for the whole district)**

(b)

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Deer Park	253.14
Stoke Bardolph	503.74
Woodborough	940.91

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

6. That the following amounts be now calculated by the Council for the year 2026/27 in accordance with sections 31A, 31B and 34 to 36 of the Local Government Finance Act 1992 (the Act):
 - (a) £50,568,400 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(2) of the Act. **(Effectively gross expenditure including parish precepts, and transfers to reserves)**
 - (b) £41,529,700 being the aggregate of the amounts which the Council estimates for the items set out in section 31A(3) of the Act. **(Effectively gross income and transfers from reserves)**
 - (c) £9,038,700 being the amount by which the aggregate at 6(a) above exceeds the aggregate at 6(b) above, calculated by the Council, in accordance with section 31A(4) of the Act, as its Council Tax Requirement for the year. **(Expenditure less income)**
 - (d) £226.11 being the amount at 6(c) above, divided by the amount at 5(a) above, calculated by the Council, in accordance with section 31B of the Act, as the basic amount of its council tax for the year. **(The overall average amount of Council Tax per Band D property, including parish precepts)**
 - (e) £1,031,083 being the aggregate amount of all special items referred to in section 34(1) of the Act. **(Total of parish precepts)**. For information, the amount in respect of each parish is as follows:

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- (f) £200.32 being the amount at 6(d) above less the result given by dividing the amount at 6(e) above by the amount at 5(a) above, calculated by the Council, in accordance with section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates. **(Gedling's own element of the Council Tax for a Band D dwelling).**

(g)

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Newstead	261.70
Papplewick	293.44
Ravenshead	263.32
St Albans	236.57
Deer Park	234.36
Stoke Bardolph	207.27
Woodborough	296.01

being the amounts given by adding the amount at 6(f) above to the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above, divided in each case by the amount at 5(b) above, calculated by the Council, in accordance with section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate. **(The combined district and parish amount of Council Tax for a Band D dwelling)**

(h)

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
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Calverton	211.80	247.09	282.39	317.69	388.29	458.88	529.49	635.38
Colwick	157.12	183.29	209.48	235.67	288.05	340.41	392.79	471.34
Lambley	169.24	197.43	225.64	253.85	310.27	366.67	423.09	507.70
Linby	183.29	213.83	244.38	274.93	336.03	397.12	458.22	549.86
Newstead	174.47	203.54	232.62	261.70	319.86	378.01	436.17	523.40
Papplewick	195.63	228.23	260.83	293.44	358.65	423.86	489.07	586.88
Ravenshead	175.55	204.80	234.06	263.32	321.84	380.35	438.87	526.64
St Albans	157.72	183.99	210.28	236.57	289.15	341.71	394.29	473.14
Deer Park	156.24	182.28	208.32	234.36	286.44	338.52	390.60	468.72
Stoke Bardolph	138.18	161.21	184.24	207.27	253.33	299.39	345.45	414.54
Woodborough	197.34	230.23	263.12	296.01	361.79	427.57	493.35	592.02
All other parts of the Borough	133.55	155.80	178.06	200.32	244.84	289.35	333.87	400.64

being the amounts given by multiplying the amounts at 6(f) and 6(g) above by the number which, in the proportion set out in section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands. **(The combined district and parish amount of Council Tax for each band of dwelling).**

- That it be noted that for the year 2026/27, Nottinghamshire County Council, the Office of the Nottinghamshire Police & Crime Commissioner and the Combined Fire & Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Precepting Authority:	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Notts County Council	1,313.42	1,532.32	1,751.23	1,970.13	2,407.94	2,845.74	3,283.55	3,940.26
Notts Police & Crime Commissioner	207.40	241.97	276.53	311.10	380.23	449.37	518.50	622.20

Combined Fire & Rescue Authority 68.14 79.50 90.85 102.21 124.92 147.64 170.35 204.42

8. That, having calculated the aggregate in each case of the amounts at 6(h) and 7 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts of council tax for the year 2026/27 for each of the categories of dwellings shown below: **(The total amount of Council Tax for each band of dwelling)**

<u>Part of the Council's Area</u>	<u>Valuation Bands</u>							
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Bestwood Village	1,749.37	2,040.93	2,332.48	2,624.05	3,207.17	3,790.30	4,373.42	5,248.10
Burton Joyce	1,833.30	2,138.85	2,444.39	2,749.95	3,361.05	3,972.15	4,583.25	5,499.90
Calverton	1,800.76	2,100.88	2,401.00	2,701.13	3,301.38	3,901.63	4,501.89	5,402.26
Colwick	1,746.08	2,037.08	2,328.09	2,619.11	3,201.14	3,783.16	4,365.19	5,238.22
Lambley	1,758.20	2,051.22	2,344.25	2,637.29	3,223.36	3,809.42	4,395.49	5,274.58
Linby	1,772.25	2,067.62	2,362.99	2,658.37	3,249.12	3,839.87	4,430.62	5,316.74
Newstead	1,763.43	2,057.33	2,351.23	2,645.14	3,232.95	3,820.76	4,408.57	5,290.28
Papplewick	1,784.59	2,082.02	2,379.44	2,676.88	3,271.74	3,866.61	4,461.47	5,353.76
Ravenshead	1,764.51	2,058.59	2,352.67	2,646.76	3,234.93	3,823.10	4,411.27	5,293.52
St Albans	1,746.68	2,037.78	2,328.89	2,620.01	3,202.24	3,784.46	4,366.69	5,240.02
Deer Park	1,745.20	2,036.07	2,326.93	2,617.80	3,199.53	3,781.27	4,363.00	5,235.60
Stoke Bardolph	1,727.14	2,015.00	2,302.85	2,590.71	3,166.42	3,742.14	4,317.85	5,181.42
Woodborough	1,786.30	2,084.02	2,381.73	2,679.45	3,274.88	3,870.32	4,465.75	5,358.90
 All other parts of the Council's area	 1,722.51	 2,009.59	 2,296.67	 2,583.76	 3,157.93	 3,732.10	 4,306.27	 5,167.52

97 COUNCIL PLAN - GEDLING'S LEGACY PLAN 2026 - 2028

Consideration was given to a report of the Director of Transformation, seeking approval of the Council Plan for the period 2026-2028.

Following debate, in accordance with standing orders the item was put to a named vote.

The Mayor declared the motion carried.

RESOLVED that:

Members approve the Council Plan (Gedling's Legacy Plan), 2026 – 2028.

98 PAY POLICY 2026-27

Consideration was given to a report of the Assistant Director of Workforce, seeking approval of the Pay Policy Statement and associated arrangements.

RESOLVED that:

Members approve

- a) the proposed Pay Policy Statement and associated pay arrangements for employees for 2026-27; and
- b) the subsequent publication on the Council's website.

The meeting finished at 8.42 pm

Signed by Chair:
Date:

MINUTES COUNCIL

Wednesday 10 June 2026

Councillor Sandra Barnes (Mayor)

Present: Councillor Pauline Allan
Councillor Michael Adams
Councillor Roy Allan
Councillor Jane Allen
Councillor Stuart Bestwick
Councillor David Brocklebank
Councillor John Clarke
Councillor Jim Creamer
Councillor Andrew Dunkin
Councillor Boyd Elliott
Councillor David Ellis
Councillor Rachael Ellis
Councillor Roxanne Ellis
Councillor Andrew Ellwood
Councillor Paul Feeney
Councillor Kathryn Fox
Councillor Helen Greensmith
Councillor Paul Hughes
Councillor Alison Hunt
Councillor Ron McCrossen
Councillor Viv McCrossen
Councillor Andrew Meads
Councillor Marje Paling
Councillor Lynda Pearson
Councillor Sue Pickering
Councillor Catherine Pope
Councillor Grahame Pope
Councillor Kyle Robinson-Payne
Councillor Sam Smith
Councillor Ruth Strong
Councillor Clive Towsey-Hinton
Councillor Henry Wheeler
Councillor Paul Wilkinson

Absent: Councillor Jenny Hollingsworth, Councillor Darren Maltby, Councillor Julie Najuk, Councillor Michael Payne, Councillor Alex Scroggie, Councillor Martin Smith and Councillor Russell Whiting

15 THOUGHT FOR THE DAY

A minutes silence was held in commemoration of the 31st anniversary of the Srebrenica genocide.

The Mayor's Chaplain, Father Philipp Ziomek, then addressed council and gave a thought for the day.

16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hollingsworth, Maltby, Najuk, Payne, Scroggie, M Smith and Whiting.

17 MAYOR'S ANNOUNCEMENTS

The Mayor addressed council and confirmed that the start of the mayoral year had got off to a busy start with engagements across the borough. She noted her attendance at a Carlton Operatic Society show, the opening of the Jackie Bells play park and celebration of 60 years of the Calverton Working Men's Club.

18 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 20 MAY 2026

RESOLVED:

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

19 DECLARATION OF INTERESTS

Non-pecuniary interests were declared by Councillors R Allan and G Pope as members of the Mapperley Golf Club Management Committee.

20 TO DEAL WITH ANY PETITIONS RECEIVED UNDER PROCEDURAL RULE 7.8

None.

21 TO ANSWER QUESTIONS ASKED BY THE PUBLIC UNDER PROCEDURAL RULE 7.7

One question was received from a member of the public, who was in attendance to ask their question.

The questions and answer were as follows:

“Why do the council think it is a good idea to build houses on Mapperley golf club site given the cost of mitigating flood risk, which was apparently a significant factor in 2011 when this was last considered? Explain now why this is viable?”

Response from Councillor R Allan:

Thank you for your question.

The Gedling Local Development Plan proposes a spatial strategy based on a settlement hierarchy with the proposed site allocations being in accordance with this, as much housing as feasible is proposed to be located within and adjoining the main built-up area of Nottingham.

All the proposed sites, including Mapperley Golf Course, have been subject to detailed site selection work and a plan wide viability assessment to ensure they are deliverable.

Mapperley Golf Course has not previously been considered available for development so there has not been any detailed assessments of the site-specific constraints in the past.

22 TO ANSWER QUESTIONS ASKED BY MEMBERS OF THE

COUNCIL UNDER PROCEDURAL RULE 7.9

None.

Councillor Fox joined the meeting.

23

**REPORTS AND RECOMMENDATIONS OF THE EXECUTIVE OR A
COMMITTEE (PROCEDURAL RULE 7.10)**

**(a) GEDLING LOCAL DEVELOPMENT PLAN -
PUBLICATION DRAFT**

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

- 1) That Council approve the Publication Draft Gedling Local Development Plan (Appendix 1) and Sustainability Appraisal (Appendix 2) for a period of public representations as set out within the report.
- 2) That Council approve the submission of the Publication Draft Gedling Local Development Plan (Appendix 1) and Sustainability Appraisal (Appendix 2) to the Secretary of State with associated evidence documents for independent examination under section 20 of the Planning and Compulsory Purchase Act 2004, subject to there not being the need for any substantial changes following consultation on the Publication Draft. Any substantial changes needed to the Publication Draft following consultation would be referred back to Council.
- 3) That Council delegates authority to the Director of Place in consultation with the Chairman of Planning Committee to make any minor editing changes such as typographical, formatting or changes to imagery necessary to the Publication Draft Gedling Local Development Plan.

A request for a named vote was proposed and seconded and on being put to vote the amended motion was carried.

RESOLVED:

- 1) That Council approve the Publication Draft Gedling Local Development Plan (Appendix 1) and Sustainability Appraisal (Appendix 2) for a period of public representations as set out within the report.
- 2) That Council approve the submission of the Publication Draft Gedling Local Development Plan (Appendix 1) and Sustainability Appraisal (Appendix 2) to the Secretary of State with associated evidence documents for independent examination under section 20 of the Planning and Compulsory Purchase Act 2004, subject to there not being the need for any substantial changes following consultation on the Publication Draft. Any substantial changes needed to the Publication Draft following consultation would be referred back to Council.
- 3) That Council delegates authority to the Director of Place in consultation with the Chairman of Planning Committee to make any minor editing changes such as typographical, formatting or changes to imagery necessary to the Publication Draft Gedling Local Development Plan.

24 ANNUAL DELIVERY PLAN AND PERFORMANCE REPORTING

RESOLVED:

That Council:

1. Note the Annual Delivery Plan actions at Appendix 1
2. Approve minor changes to the Legacy Plan to reflect changes in reporting of performance and budget as detailed within the report

25 APPOINTMENT OF INDEPENDENT PERSON AND RESERVE INDEPENDENT PERSON

RESOLVED:

That Members:

1. Approve the appointment of David Walsh as Independent Person and John Baggaley as Reserve Independent Person for a further 2 year term or until the dissolution of the authority following Local Government Reorganisation.

26 CHANGES TO THE CONSTITUTION

RESOLVED:

That Members approve amendments to the Constitution as shown at Appendix 1.

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

No comments or issues were raised.

28 TO CONSIDER MOTIONS UNDER PROCEDURAL RULE 7.12

None.

The meeting finished at 7.15 pm

Signed by Chair:

Date:

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Report to Council

Subject: Changes to Cabinet Member Roles and Responsibilities

Date: 30 September 2026

Author: Leader of the Council

Wards Affected

All

Purpose

To notify members of the changes made to Cabinet Member roles and responsibilities for the remainder of the municipal year.

Key decision

This is not a key decision.

Recommendation:

That Council notes the changes made to Cabinet Member roles and responsibilities as set out at Appendix 1.

1 Background

- 1.1 Members were asked to note the membership of Cabinet and the Portfolio Holder roles and responsibilities at the Annual General Meeting of the Council held on 20 May 2026.
- 1.2 In July 2026 the Leader and Chief Executive received communication from Councillor Hollingsworth giving notice of her resignation from the position of Deputy Leader and Cabinet Portfolio Holder with effect from 31 July 2026.
- 1.3 Under the Local Government Act 2000, local authorities when operating executive arrangements must appoint a Deputy Leader. With the resignation of Councillor Hollingsworth, the Council needs to confirm the appointment of a new Deputy Leader and associated updates to Portfolio Holder roles and responsibilities for the remainder of the municipal year.

2 Proposal

- 2.1 It is proposed that Council notes:
- a. the appointment of Councillor Pearson as the new Deputy Leader of the Council.
 - b. The changes made to the Cabinet Member roles and responsibilities as set out in Appendix 1.
 - c. The decision to remove one Cabinet Member position for the remainder of the municipal year.

3 Alternative Options

- 3.1 Both legislation and the Council Constitution require the appointment of a Deputy Leader, so this is not an option.
- 3.2 To not note the changes to Cabinet member roles and responsibilities.
- 3.3 To recommend to the Leader that he considers the appointment of a replacement Councillor to the Cabinet.

4 Financial Implications

The removal of a Cabinet member position makes an efficiency saving of £8,734 based on a full year (inclusive of 2026/27 pay award).

5 Legal Implications

The Local Government Acts 1972 and 2000, the Localism Act 2011, and other Local Government Acts and Regulations made prescribe the governance arrangements for local authorities in considerable detail. They require Councils to ensure that there is a clear leadership in place and this report notifies members of the changes to executive arrangements for the remainder of the municipal year.

6. Local Government Reorganisation Implications

There are no direct LGR implications associated with this report.

7 Equalities Implications

There are no direct Equalities implications associated with this report.

8 Carbon Reduction/Environmental Sustainability Implications

There are no direct Carbon reduction/environmental sustainability implications associated with this report.

8 Appendices

Appendix 1 – Composition of Cabinet

9 Background Papers

None identified

10 Reasons for Recommendations

To notify members of the changes made to Cabinet Member roles and responsibilities for the remainder of the municipal year.

Statutory Officer approval

Approved by: M Hill

Date:

On behalf of the Chief Financial Officer

Approved by: F Whyley

Date:

On behalf of the Monitoring Officer

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Gedling Borough Council 2026/27

Composition of Cabinet

Leader of the Council

Councillor John Clarke MBE

Leader Duties:

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

Deputy Leader of the Council

Councillor Lynda Pearson

Deputy Leader Duties:

- Deputising for the Leader in all matters.

Portfolio Holder - Community Protection, Communications and Engagement

Councillor John Clarke MBE

- Communications and Social Media relations.
- Commercialisation, marketing and promotion.
- Community protection, crime reduction and safeguarding.
- Anti-social behaviour.
- Modern slavery and hate crime.
- General licensing.

Portfolio Holder - Sustainable Growth and Economy

Councillor Lynda Pearson

- Planning policy, development management, building control and land charges.
- Strategic development framework, including transport and community infrastructure, walkways and cycle-paths.
- Business growth, economic development, and inward investment.
- Workforce development, employment and skills opportunities.
- Town and local centre economy.
- Government grant initiatives e.g. Pride in Place.
- Regeneration schemes e.g. Ambition Arnold.
- Heritage.
- Strategic housing and addressing empty homes.
- Homelessness.
- Refugees and resettlement.
- Parish Council liaison.

Portfolio Holder – Climate Change, Parks and Environmental Health

Councillor Viv McCrossen

- Carbon management and climate change.
- Maintenance and development of parks and open spaces.
- Provision of play parks, pitches and other play facilities.
- Tree planting, woodland, and wildflower meadow areas (carbon sequestration).
- Flood response.
- Maintenance of cemeteries.
- Allotments.
- Environmental enforcement.
- Food hygiene.
- Health and safety regulation (private sector).
- Private sector housing and selective licensing.
- Air and water quality.
- Food, health & safety, housing enforcement.

Portfolio Holder – Lifestyles, Health and Wellbeing

Councillor Henry Wheeler

- Leisure Centres.
- Sports Development and physical activity.
- Arts and culture, including Bonington theatre/cinema.
- Health promotion and development.
- Social prescribing partnerships.
- Loneliness and isolation.
- Mental health, including dementia support.

Portfolio Holder – Corporate Resources and Performance

Councillor Kyle Robinson-Payne

- Budget strategy and financial management.
- Local taxation, sundry debts and housing benefits.
- Democratic services, legal and governance.
- Member training and development.
- Asset management, including the Council's investment property, sales and purchase of land.
- Information and Communications Technology, including digitalisation.
- Transformation of Council services.
- Human resources, staff development and welfare.
- Customer experience and insight.

Portfolio Holder - Life Chances and Vulnerability

Councillor Kathryn Fox

- Equalities, diversity and inclusion.
- Member champion for women and the disabled.
- Social mobility, including linkages to its markers of health, education, housing, income, race and gender.
- Engagement and consultation with young people, including addressing child poverty.
- Youth Council and Youth Mayor.
- Youth unemployment and apprenticeships, including working with schools.
- Domestic violence.
- Violence against Women and Girls.
- Community events.
- Engagement with the voluntary sector.
- Senior's Council and other engagement forums.

Portfolio Holder – Environmental Services (Operations)

Councillor Marje Paling

- Transport.
- Waste management and recycling.
- Street cleansing.

All Portfolio holders have the authority to:

1. Make all executive decisions, within their area of responsibility, on matters which are not reserved to Cabinet and within the limitations of the Financial Regulations.
2. Monitor service performance, within their area of responsibility and take action to improve performance where necessary, in conjunction with the relevant Director.
3. Respond to consultation documents received by the Council within their area of responsibility.
4. Approve policies and procedures within their area of responsibility.
5. Authorise the commencement of any proceedings in connection with any offences within their area of responsibility.
6. Determine fees and charges within their area of responsibility.
7. Make recommendations to the Cabinet, within their area of responsibility, on matters reserved to Cabinet.

When taking decisions, professional advice from officers, including the statutory officers, should be considered.

The Cabinet will be supported by the following Policy Advisor:

Policy Advisor for Environmental Services (Operations) – Councillor Paul Wilkinson – supporting the Portfolio Holder for Environmental Services (Operations).

Policy Advisors will not hold delegated responsibility but will support their respective Cabinet member on development and progression of specific Gedling Plan actions as appropriate. The precise focus for the work of each Policy Advisor will be agreed by the Leader, Deputy Leader and relevant Cabinet member in discussion with the Policy Advisor.



Report to Council

Subject: Budget Outturn and Budget Carry Forwards 2025/26

Date: 30th September 2026

Author: Chief Finance & Section 151 Officer

Purpose

To seek Council approval of the overall method of financing the 2025/26 capital expenditure and the determination of the minimum revenue provision for the repayment of debt, following consideration of the Budget Outturn and Budget Carry Forwards 2025/26 report by Cabinet on 25 June 2026.

Recommendation(s)

THAT:

- 1) Council approve the overall method of financing the 2025/26 capital expenditure, as set out in the Budget Outturn and Budget Carry Forwards 2025/26 report considered by Cabinet on 25 June 2026.
- 2) Council approve the determination of the minimum revenue provision for the repayment of debt, as set out in the Budget Outturn and Budget Carry Forwards 2025/26 report considered by Cabinet on 25 June 2026.

1 Background

- 1.1 The Budget Outturn and Budget Carry Forwards 2025/26 report was presented to Cabinet on 25 June 2026. The report set out the Council's financial outturn position for the 2025/26 financial year and sought approval for budget carry forwards where expenditure or commitments

were required to be carried into the following financial year.

- 1.2 Cabinet considered the report and approved those recommendations within its remit. The approvals relating to the overall method of financing the 2025/26 capital expenditure and the determination of the minimum revenue provision for the repayment of debt require approval by Full Council and are therefore brought forward through this report for formal decision.
- 1.3 Approval of these matters will ensure that the Council's capital financing arrangements and minimum revenue provision for 2025/26 are formally approved through the appropriate governance route.
- 1.4 The Cabinet report is attached at Appendix 1 for reference, with Council asked to approve the capital financing method and minimum revenue provision matters only.

2 Proposal

- 2.1 It is proposed that Council approve the overall method of financing the 2025/26 capital expenditure and the determination of the minimum revenue provision for the repayment of debt, following consideration of the Budget Outturn and Budget Carry Forwards 2025/26 report by Cabinet on 25 June 2026.
- 2.2 The Cabinet report set out the financial outturn position for 2025/26 and identified budget carry forwards required to be approved as part of the closedown of the financial year.
- 2.3 These approvals are reserved to Council and this report provides the mechanism for those decisions to be made.

3 Alternative Options

- 3.1 Council could determine not to approve the overall method of financing the 2025/26 capital expenditure and the determination of the minimum revenue provision for the repayment of debt.
- 3.2 This option is not recommended because these approvals form part of the Council's financial outturn, capital financing and prudential financial management arrangements for 2025/26.
- 3.3 Failure to approve these matters may delay or prevent the relevant capital financing and minimum revenue provision approvals from being confirmed in accordance with the Council's budget management and prudential financial management arrangements.

4 Financial Implications

- 4.1 The financial implications are set out in the Budget Outturn and Budget Carry Forwards 2025/26 report attached at Appendix 1.
- 4.2 Approval of the capital financing method and minimum revenue provision will enable the relevant financial approvals arising from the 2025/26 outturn process to be formally confirmed by Council.
- 4.3 There are no additional financial implications arising directly from this report beyond those set out in the Cabinet report.

5 Legal Implications

- 5.1 The Council is required to ensure that decisions relating to budget approvals are taken in accordance with its Constitution, financial regulations and relevant statutory responsibilities.
- 5.2 This report seeks Council approval only for the overall method of financing the 2025/26 capital expenditure and the determination of the minimum revenue provision for the repayment of debt.
- 5.3 There are no further legal implications arising directly from this report.

6 Local Government Reorganisation Implications

- 6.1 There are no direct Local Government Reorganisation implications arising from this report.
- 6.2 The approvals relate to the 2025/26 budget outturn, capital financing and minimum revenue provision arrangements and do not directly affect the Council's approach to local government reorganisation.
- 6.3 Sound budget management and approval of carry forward arrangements will continue to support robust financial governance during the period of wider organisational change.

7 Equalities Implications

- 7.1 There are no direct equality implications arising from this report.
- 7.2 The recommendation relates to budget approval arrangements and does not directly affect service users or specific groups with protected characteristics.
- 7.3 Any equality implications arising from the use of Council resources are considered through the relevant service, budget or decision-making processes.

8 Carbon Reduction/Environmental Sustainability Implications

- 8.1 There are no direct carbon reduction or environmental sustainability implications arising from this report.
- 8.2 The recommendation relates to the Council's budget outturn and carry forward arrangements and does not directly determine environmental outcomes.
- 8.3 Where financial decisions support specific capital or service activity, any relevant environmental implications are considered through the appropriate project or budget approval process.

9 Appendices

- 9.1 Appendix 1 – Budget Outturn and Budget Carry Forwards 2025/26 report, considered by Cabinet on 25 June 2026.

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

Report to Cabinet

Subject: Budget Outturn and Budget Carry Forwards 2025/26

Date: 25 June 2026

Author: Senior Leadership Team

Wards Affected

Borough-wide

Purpose

This report presents the Budget Outturn and Budget Carry Forwards for 2025/26.

Cabinet is asked to note the final outturn position for 2025/26 and to:

- 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 2025/26 as additions to the 2026/27 budget in accordance with Financial Regulations.
- d) Recommend that Council approve the method of financing the 2025/26 capital expenditure which includes making the determinations required for the minimum revenue provision.

Key Decision

This is a key decision because the proposals include financial implications above the £0.5m threshold determined by Council for decisions to be regarded as Key Decisions.

Recommendation(s)

Members are recommended to:

- 1) Note the Budget Outturn figures for 2025/26;**
- 2) Approve the movements in Earmarked Reserves and Provisions as detailed in paragraphs 2.7 and 2.8, including the repurposing of reserves identified in paragraph 2.7.3;**
- 3) 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.**
- 4) Approve the capital carry forwards of £1,517,500 included in Appendix 6 for non-committed schemes in excess of £50,000.**
- 5) Refer to Council for approval:**
 - i) The overall method of financing of the 2025/26 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 Council is committed to closely aligning budget and performance management in line with recognised good practice.

1.2 To support this commitment, systems for monitoring performance against revenue and capital budgets, improvement activity and performance indicators have been brought together and embedded within the Council's management arrangements. A Budget and Performance Board has also been established to provide additional focus. Although the budget and performance information is presented in two separate reports, both are reported to Cabinet together and will appear on the same agenda.

1.3 This report highlights the continued sound management of the Council's revenue and capital budgets.

- 1.4 During 2025/26, Cabinet received monitoring reports at Period 4 (July) and Period 8 (November) and approved a number of budget amendments to align resources with identified budget pressures, while remaining within the overall maximum revenue budget of £15,584,200 approved by Council. Capital budgets were also monitored by Cabinet to ensure schemes were appropriately profiled, with the current estimate for 2025/26 approved at £7,180,500.
- 1.5 The Council's Financial Regulations allow for the carry forward of capital and revenue budgets into the new financial year where there is an underspend against the approved budget. Cabinet approval is required for schemes that are not contractually committed and have a value above £50,000 for capital and £10,000 for revenue. There are seven capital schemes requiring 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 proposed use of the carry forward to the relevant Portfolio Holder.

2 General Fund Revenue Budget Outturn 2025/26

- 2.1 The actual net revenue expenditure for each Portfolio during 2025/26 is detailed in Appendix 1, together with explanations of the major variances in expenditure and income.

The table below summarises the actual net expenditure for each Portfolio in 2025/26 compared with the current estimate. The current estimate is that approved by Cabinet in February 2025. 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 £15,584,200.

The table shows a nil variance against the current approved Net Council Budget. Material variances between the outturn and the revised budget are set out at paragraph 2.4.2.

General Fund Revenue Outturn 2025/26

General Fund Outturn Position 2025/26			
	Current Estimate 2025/26 £	Actual 2025/26 £	Variance to Current Estimate £
Communities and Place	69,700	65,078	(4,622)
Lifestyles, Health & Wellbeing	2,616,100	2,154,356	(461,744)
Public Protection	1,447,800	1,745,275	297,475
Environmental Services	4,952,800	5,432,045	479,245
Climate Change and Natural Habitat	2,137,900	2,571,895	433,995
Sustainable Growth and Economy	1,821,800	1,260,027	(561,773)
Corporate Resources and Performance	4,489,000	3,027,705	(1,461,295)
Net Portfolio Budget	17,535,100	16,256,380	(1,278,720)
Transfers to/(from) Earmarked Reserves	(1,950,900)	(672,180)	1,278,720
Net Council Budget	15,584,200	15,584,200	(0)
Less Financing:			
Business Rates (net of coll. fund surplus)	(5,891,000)	(6,185,000)	(294,000)
Council Tax (net of coll. fund deficit)	(7,770,000)	(7,770,000)	0
Extended Producer Responsibility	(1,017,000)	(1,157,200)	(140,200)
Revenue Support Grant	(146,100)	(146,100)	0
National Insurance	(114,500)	(114,500)	0
Recovery Grant	(49,000)	(49,000)	0
Funding Floor	(14,600)	(14,600)	0
New Homes Bonus	(525,000)	(525,400)	(400)
Transfer (to)/from General Fund Balance	(57,000)	377,600	(434,600)

- 2.2 While the delivery of a balanced Net Council Budget is a positive outcome, there were a number of significant service variances against the original budget approved by Council on 5 March 2025 during 2025/26. Of particular note is Environmental Services, including Waste, Street Care, and Transport and Fleet, this had a £333,681 controllable overspend at outturn against latest approved budget however this equates to an overspend of £820,197 when compared to the original budget.

The key variances are shown in the table below:

Service	Income / Expenditure Type	Original Budget (£)	Current Budget (£)	Budget Movement (£)	Actual (£)	Variance to Original Budget (£)
		2025/26	2025/26	2025/26	2025/26	2025/26
Fleet	Employees	383,700	431,200	47,500	481,882	98,182
	Running Costs - Fuel	500,000	450,000	(50,000)	453,548	(46,452)
	Running Costs - Parts, Hire, Other	293,800	293,800	0	357,577	63,777
	Operational Equipment	33,600	41,000	7,400	92,145	58,545
	External Contractors	0	13,200	13,200	50,301	50,301
Waste & Street Care	Employees	3,485,200	4,058,400	573,200	4,126,371	641,171
	Income - Garden Waste	(881,000)	(937,000)	(56,000)	(926,327)	(45,327)
Total		3,815,300	4,350,600	535,300	4,635,497	820,197

Environmental Services, and in particular the Waste Service, continued to experience budget pressure during 2025/26 while progressing through a period of service transformation. Employee costs remained above budget during the year, reflecting the continued use of agency cover to maintain service delivery in response to sickness absence and wider staffing challenges. However, these costs reduced towards the end of the year as management actions began to take effect. The waste management system has now been implemented and round optimisation is underway, which is expected to support improved service efficiency and budget management. The service will continue to be closely monitored during 2026/27 as these changes become embedded.

Whilst a variance of £297,475 shows under public protection this is an accounting entry which represents Disabled Facilities Grants in the capital programme.

2.3 General Fund Balance at 31 March 2026

The General Fund Balance at 31 March 2026 is **£5,670,700**.

Details of movements on the General Fund balance and total usable reserves held at 31 March 2026 are shown in **Appendix 2**.

2.4 Major General Fund Revenue Variances from Current Estimate

2.4.1 Financing Variances 2025/26

Business Rates

The outturn for Business Rates exceeded the current estimate by £293,842. This was due to retained Section 31 grants being higher than estimated when completing the NNDR1 government return for 2025/26.

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 any levy payments into the Nottinghamshire Pool that would otherwise have been payable to central government had the Pool not been in operation. The Pool surplus is then distributed by Nottinghamshire County Council, as lead authority, to Pool members in accordance with a Memorandum of Understanding. This ensures that no member is worse off through participation in the Pool, by providing an equivalent safety net mechanism to that available from central government for authorities outside a pool, and by sharing any remaining surplus.

The Pool surplus for 2025/26 has been allocated to Pool members in accordance with the Memorandum of Understanding.

The Pool outturn figures for 2025/26 have been estimated, with a sum of £507,500 identified for redistribution to Gedling. This income is recognised within 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 2025/26

An underspend against the current Net Portfolio Budget of (£1,278,720) is offset by a net variance on earmarked reserve contributions of £1,278,720, resulting in a balanced Net Council Budget. The underspend can be split between general variances and those relating specifically to proposed movements in earmarked reserves (paragraph 2.7). Details of the major variances are set out below:

General Major Variances

Sales, Fees and Charges Income

- An increase in Leisure Centre income of (£150,100), primarily from DNA memberships and swimming lessons.

Expenditure

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

- An overspend within Fleet Management of £207,100 due to additional agency and overtime costs of £50,700, additional vehicle hire costs of £67,400, higher expenditure on equipment, parts and repairs of £51,100, and external vehicle servicing and repairs of £37,100;
- External Audit Fees of £113,300 due to higher than expected fees from backdated fees;
- An overspend of £68,900 on employee costs within Waste Services and Street Cleansing due to high levels of agency staff cover for sickness absence and unmet efficiencies;
- An increase in banking charges of £41,600;
- Reduced investment interest of £50,800 due to lower balances and reduced interest rates;
- An increase in housing benefit subsidy claim income of (£110,800) due to a reduction in the cohort receiving a reduced subsidy;
- Lower running costs at Civic Centre and Jubilee House totalling (£71,900) due to lower energy prices.

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

2.5 Supporting Vulnerable Residents

- 2.5.1 The Council also made provision to help mitigate the impact of financial pressures on the most vulnerable residents and delivered support of £124,400 to care leavers, together with £14,200 of hardship relief to council taxpayers in receipt of Council Tax Reduction Scheme (CTRS).

The cost of Care Leavers council tax support falls 100% on Gedling with no contributions from major preceptors.

2.6 Efficiency Programme – Outturn Position

Since 2014/15, Council has approved seven separate budget reduction programmes totalling £7.6m net of risk provision, including the current year's programme of £833,200 approved during the 2024/25 budget process. Previous progress has been positive and the budget reductions achieved have broadly aligned with the profiled estimate. Of the total programme, £842,000 was planned for delivery over 2025/26 to 2026/27.

In 2025/26, the original programme for the delivery of efficiencies totalled **£703,200**. The outturn position is set out below:

Movements on Efficiencies 2025/26	
	£
Approved Efficiency Programme 2025/26	(703,200)
September Cabinet amendments (April to July)	77,000
January Cabinet amendments (August to November)	247,000
Revised Total at January Cabinet	(378,500)
Proposed Amendments Outturn:	
Deferred efficiencies	
Pest Control (Partially met)	35,000
Total deferrals at Outturn	35,000
Non deliverable efficiencies	
Revenues & Welfare Service Review	35,500
Efficiencies removed from programme	35,500
Total Outturn Amendments	70,500
Revised Total Delivered 2025/26	(308,000)

The **£70,500** outturn amendments are included within the variances detailed in Appendix 1. In summary, the outturn position for the efficiency programme reflects the deferral of **£147,700** of anticipated savings, together with the removal of **£247,000** of non-deliverable efficiencies. This was mainly due to delays in the implementation of the new waste management system and the Environmental Services restructure. Any deferred efficiencies will be carried forward into 2026/27 for delivery, and some are already in progress.

2.7 Movement in Earmarked Reserves

Reserve requirements have been reviewed and the relevant transactions reflected within the portfolio analysis. Earmarked reserves are sums set aside to provide funding for future service expenditure plans and include specific external grants and contributions received.

The balance on earmarked reserves at 31 March 2026 is £7,921,414, which is £1,278,720 higher than the current estimate of £6,642,694. A full schedule of movements on earmarked revenue reserves is included in Appendix 3 and is proposed to Cabinet for approval. The 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 2026/27;
- Additional contributions from reserves to fund budget pressures arising during the year.

The tables below provide a summary of the total movements in earmarked reserves compared with the current approved estimate.

2.7.1 New Contributions to Earmarked Reserves

Included within the earmarked reserves proposed for approval are new contributions to reserves of £833,166, comprising:

Increases Due to Receipt of New Grants and Additional Income		
Reserve	Reason for Movement	Amount
Community and Crime Reserve	Renters' rights Act enforcement	(£31,003)
Insurance Reserve	Income from insurance provider	(£5,240)
Sinking Fund Reserve	Housing needs - Temporary Accommodation	(£41,000)
NNDR Pool Reserve	Pool Surplus 25/26	(£507,500)
Earmarked Reserves - Grants	DEFRA Air Quality	(£25,274)
Earmarked Reserves - Grants	Gedling Lotto contributions	(£4,218)
Earmarked Reserves - Grants	Additional New Burdens funding	(£137,130)
Earmarked Reserves - Grants	Settlement of Legal Claim	(£61,801)
		(£813,166)

Increases for Future Projects Arising from Service Underspends		
Reserve	Reason for Movement	Amount
Financial Transparency Reserve	Agency costs	(£20,000)
		(£20,000)

2.7.2 Variances in Planned Usage of Earmarked Reserve

Contributions from reserves in excess of the current estimate of £445,553 can be analysed as follows:

Additional Contributions from Reserves		
Reserve	Reason for Movement	Amount
Joint Use Reserve	Maintenance expenditure at the joint use leisure centres	£52,633
IT Replacement Reserve	Reduced contribution to reserve	£50,000
Insurance Reserve	Additional contributions required for claims under the excess limit	£74,525
Asset Management Reserve	Reduced surplus on car parks	£22,155
Efficiency & Innovation Reserve	Waste Management system	£2,189
CCTV Reserve	Reduced contribution to reserve	£52,300
Pub/Shop Mob Radio Replacement Reserve	Funding not required in current year	£3,500
Transformation Fund Reserve	Staff redundancies	£9,500
Selective Licensing Reserve	Selective Licensing Project	£49,112
Asset Management Reserve	Asbestos Surveys	£2,835
		£318,748

Reduced Contributions from Reserves		
Reserve	Reason for Movement	Amount
IT Replacement Reserve	Reduced funding required	(£151,947)
IT Replacement Reserve	Re-purpose drawdown not fully required	(£64,001)
Efficiency & Innovation Reserve	Re-purpose drawdown not fully required	(£39,400)
Economic Development Fund Reserve	Re-purpose drawdown not fully required	(£80,400)
S106 Revenue Reserve	Lower maintenance costs on S106 sites	(£8,486)
Asset Management Reserve	Property Surveys & Depot works ongoing	(£68,792)
NNDR Pool Reserve	Projects ongoing including Transformation & RV Finder	(£196,614)
Transformation Fund Reserve	Carlton Active project ongoing	(£95,299)
Earmarked Reserves - Grants	Housing needs schemes deferred	(£55,000)
Earmarked Reserves - Grants	Planning Officer	(£4,345)
Other minor adjustments		(£18)
		(£764,301)

2.7.3 Review of Earmarked reserves

A full review of earmarked reserves has been undertaken as part of the 2025/26 outturn process. This reflects the fact that a number of reserves have been held for a considerable period of time and, in the context of Local Government Reorganisation, it is important that the Council's reserves are aligned to current priorities and directed to where they are most likely to be required. As a result of this review, this report proposes that reserves are repurposed where appropriate, with £453,000 being transferred to the Transformation Fund Reserve to support future change activity and £305,100 being returned to the General Fund where the original purpose for which the reserve was established is no longer required. These proposed movements are subject to Cabinet approval and enacted accordingly.

2.8 Movement in Provisions

Provision requirements have been reviewed and the relevant transactions reflected within the outturn analysis. Provisions are made where an event has taken place that gives rise to an obligation for the Council that is likely to require settlement, but where the timing and precise amount remain uncertain. The table below sets out the movements in provisions for 2025/26, which are now proposed to Cabinet for approval.

Description	Balance B/fwd 01/04/25	Movement in Year	Actual Balance 31/03/26
	£	£	£
Business Rates Appeals	608,000	734,000	1,342,000
Transferred Housing Stock – Environment Warranties	50,000	0	50,000
Transferred Stock Repairs	50,000	0	50,000
Total	708,800	734,000	1,442,000

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. An increase in the provision of £734,000 has been made, representing the Council's estimated share of such liabilities at 31 March 2026.

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 2025/26 which are now proposed to Cabinet for approval.

Description	Balance B/fwd (£) 01/04/25	Movement in Year (£)	Actual Balance (£) 31/03/26
Sundry Debts	296,200	(104,800)	191,400
Housing Benefit Debts	1,610,500	(121,400)	1,489,100
Business Rates Debts (GBC Share)	251,200	61,300	312,500
Council Tax Debts (GBC Share)	256,400	53,000	309,400
Total	2,414,300	(111,900)	2,302,400

2.9 Building Regulations Fee Earning Trading Account

There is a statutory requirement for the Building Regulation Fee Earning account to break even, to ensure that the service is not subsidised by the council taxpayer. The outturn position for 2025/26 on the Building Regulations fee earning account was a deficit of £74,915. A service review was undertaken in 2025/26 following a deficit position over a number of years.

From 1 June 2026, all building control services previously undertaken by Gedling Borough Council, with the exception of Street Naming and Numbering, are being provided by the Erewash and West Nottinghamshire Building Consultancy hosted by Erewash Borough Council. This partnership will provide greater resilience and help ensure that statutory duties continue to be met.

2.10 Community Infrastructure Levy (CIL)

In 2025/26, the Council raised 36 Liability Notices totalling £5,910,583 and issued 13 Demand Notices totalling £3,719,737 for payment. During the year, 17 receipts were collected totalling £1,190,361. Of the receipts collected, £888,226 is to be spent on strategic infrastructure projects identified within the Council's annual Infrastructure Funding Statement, £242,617 is to be spent in the locality in which it was collected as the neighbourhood portion, and £59,518.07 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 2025/26 financial year is £2,901,453.

2.11 Members Pot Outturn 2025/26 and Community Grants

In 2025/26 the Members Pot budget was £41,000 of which £39,905 has been spent on grants to third parties as detailed in Appendix 4.

Despite ongoing financial pressures, the Council continued to provide financial support to voluntary and charitable organisations.

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

Detailed explanations of the major variations at individual Portfolio Holder level are included in Appendix 1. Changes in the treatment of support services and capital financing can mask the detail of performance in individual areas, and these non-controllable costs are therefore also highlighted separately in the 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 budget monitoring process. Reallocation of support costs has been undertaken as part of the accounts closedown process based on actual outturn figures, and variances between the central support budgets and actual recharges have therefore arisen as a result of this reappraisal. These variances have occurred across a range of services, but the entries themselves do not affect the budget requirement or the amount to be raised through Council Tax. Overall, support services overspent against the current estimate by £633,057 in 2025/26, comprising an overspend of £455,800 relating to Central Support and an overspend of £177,257 on Fleet.

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 2025/26

- 3.1 A summary of the capital outturn is presented in the table below. Capital outturn totals £5,440,683 compared with an approved budget of £7,180,500, representing a net underspend of £1,739,817. Of this amount, there are carry forward requests of £1,517,500.
- 3.2 The details of the outturn for individual schemes by Portfolio area are included at Appendix 5.

Capital Outturn and Proposed Carry Forwards 2025/26

Portfolio	Current Estimate	Actual Expenditure	Variance	Proposed Carry Forward
	2025/26	2025/26		
	£	£	£	£
Lifestyles, Health & Wellbeing	72,900	44,505	(28,395)	24,400
Public Protection	1,228,500	1,006,133	(222,367)	222,400
Environmental Services	1,754,000	1,258,812	(495,188)	509,100
Climate Change and Natural Habitat	400,800	222,516	(178,284)	173,600
Sustainable Growth and Economy	1,663,400	1,664,833	1,433	0
Corporate Resources & Performance	2,060,900	1,251,384	(809,516)	588,000
TOTAL	7,180,500	5,448,183	(1,732,317)	1,517,500

3.3 Proposed Capital Carry Forwards

The capital carry forward requests total £1,517,500 against the current approved capital programme of £7,180,500, representing 21% re-profiling for 2025/26. The level of funding available to finance the carry forwards is projected to be sufficient. The majority of the capital re-profiling relates to the following:

- Vehicle replacement programme £422,700, partly due to delivery lead times, although the programme is kept under continual review.
- Disabled Facilities Grant (DFG) £222,400, committed expenditure on adaptations for delivery in 2026/27.
- Carlton Changing Places facility £130,000, scheduled for completion early in 2026/27 using UKSPF funding.
- Fire Door Replacement £153,300. These are enhanced fire mitigation measures and include an additional budget requirement of £27,400 due to bids being higher than anticipated, with funding provided from unspent Asset Management Fund resources in 2025/26. The project is scheduled for completion in 2026/27.
- Jackie Bells Play areas refurbishment £100,000, scheduled to be completed in May 2026.

Appendix 6 details:

- (a) The carry forward requests authorised by the Chief Financial Officer in line with the delegation arrangements total £495,000. This relates to a number of schemes, including Disabled Facilities Grants, implementation of the Waste Management System and other projects detailed in the appendix.

- (b) The carry forward requests totalling £1,022,500 for non-committed schemes above £50,000 require Cabinet approval. This mainly reflects vehicle replacement lead times, fire door replacement and Carlton Changing Places, together with other projects detailed in the appendix.

3.4 Capital Financing 2025/26

The proposed method of financing the £5,448,183 capital expenditure incurred in 2025/26 is detailed in Appendix 7 and summarised below:

	£
Capital Receipts	600,612
Capital Grants and Contributions	1,415,660
S106 & CIL	183,801
General Fund Revenue Contributions	131,397
Borrowing	3,116,713
Total Capital Financing	5,448,183

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 2026 is as follows:

Description	Balance (b/fwd) 01/04/25	Received In Year	Use In Year	Balance 31/03/26
	£	£	£	£
Usable Capital Receipts	250,320	423,137	(600,612)	72,844
Capital Grants Unapplied	1,474,506	2,158,804	(1,415,660)	2,217,650
S106 Contributions (conditions satisfied)	4,586,630	1,196,010	(366,942)	4,515,698
Community Infrastructure Levy	2,763,662	2,821,799	(90,379)	5,495,083
Total	9,075,118	6,599,750	(2,473,593)	12,301,275

3.5 Determination of Minimum Revenue Provision 2025/26

The Local Government Act 2003 and the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003/3146 require each local authority to determine the amount to be set aside from revenue as provision for the repayment of debt, known as the Minimum Revenue Provision.

For 2025/26, the proposed Minimum Revenue Provision has been calculated in accordance with the MRP Policy for 2025/26 approved by Council on 5 March 2025 and amounts to £966,600.

4. Statement of Accounts

4.1 Technical Adjustments to Revenue

The Council is required to comply with International Financial Reporting Standards (IFRS) in the preparation 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, including holiday pay and pensions, as well as impairments arising from asset revaluations, and further details are provided below. These adjustments do not affect the budget requirement or the amount to be raised through Council Tax and therefore do not impact the General Fund Balance. No budgets are set for these items and managers do not have direct control over the costs. They are therefore not included within the Outturn Portfolio balances at paragraph 2.1.

Pension Benefits

IFRS requires recognition in the accounts of the pension benefits earned by employees during the period, rather than the actual employer pension contributions payable on which charges to Council Tax are based. Adjustments will therefore be made to the service revenue accounts within the Net Cost of Services to remove the actual pension contributions payable and replace them with the benefit entitlements earned, as advised by the Actuary.

Asset Impairment

A capital asset impairment review is undertaken at each year end by the Council's valuer. This assessment considers whether the asset values currently held in the Council's Balance Sheet reflect current physical and market conditions and whether an adjustment is required. Where an asset is impaired, meaning its value is assessed as lower than that currently held, the asset value is written down and the accounting loss is charged to the Comprehensive Income and Expenditure Statement.

4.2 Pensions

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. In addition, the latest triennial valuation of the Pension Fund has resulted in a reduction in the employer contribution rate from 19.6% to 16.5% with effect from 1st April 2026, which is expected to reduce the Council's employer overall pension contributions by £133,500 in 2026/27.

5 Alternative Options

This report provides a statement of financial performance against the approved budget for 2025/26 and, as such, there are no alternative options. The proposals for budget carry forwards are in accordance with the requirements of the Financial Regulations and are submitted for Member consideration.

Approval of the Minimum Revenue Provision determination is a statutory requirement and, given the limited resources available for capital financing, there are no alternative options.

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 Local Government Reorganisation Implications

8.1 Local Government Reorganisation continues to create uncertainty for Gedling Borough Council in planning for the medium term, as the Council does not yet know which future unitary arrangement it will become part of. The Government's decision is expected in July 2026 and until that is confirmed, there remains limited clarity over the future operating model, service alignment, governance arrangements and longer-term financial assumptions. In the meantime, the Council is continuing to manage its current budgets and services prudently while seeking to maintain flexibility and prepare for transition as far as possible.

9 Equalities Implications

9.1 None arising directly from this report.

10 Carbon Reduction/Environmental Sustainability Implications

10.1 None arising directly from this report.

11 Appendices

Appendix 1	General Fund Revenue Outturn 2025/26 Variance Analysis
Appendix 2	Summary General Fund Balance and Earmarked Reserves
Appendix 3	Movement in Earmarked Reserves
Appendix 4	Members Pot 2025/26
Appendix 5	Capital Outturn 2025/26
Appendix 6	Budget Carry Forward Summary
Appendix 7	Capital Financing Summary 2025/26

12 Background Papers

Gedling Plan and Budget 2025/26 and Quarterly Budget Monitoring Reports

13 Reasons for Recommendations

- 13.1 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: 12 June 2026

Approved by: Monitoring Officer
Date: 12 June 2026

Appendix 1. Summary General Fund Revenue Outturn 2025/26

	Current (Revised) Budget 2025/26		Variation to Revised	Analysis of variance	
	£	Actual Expenditure £		Controllable Budget Variance £	Non Controllable Recharge Variance £
General Fund					
Communities and Place	69,700	65,078	(4,622)	(9,598)	4,976
Lifestyles, Health & Wellbeing	2,616,100	2,154,356	(461,744)	(380,364)	(81,380)
Public Protection	1,447,800	1,745,275	297,475	84,400	213,074
Environmental Services	4,952,800	5,432,045	479,245	333,681	145,563
Climate Change and Natural Habitat	2,137,900	2,571,895	433,995	44,234	389,761
Sustainable Growth and Economy	1,821,800	1,260,027	(561,773)	(426,417)	(135,355)
Corporate Resources and Performance	4,489,000	3,027,705	(1,461,295)	(924,655)	(536,640)
General Fund	17,535,100	16,256,380	(1,278,720)	(1,278,720)	(0)
Transfer to/from Earmarked Reserves	(1,950,900)	(672,180)	1,278,720	1,278,720	0
Total	15,584,200	15,584,200	(0)	(0)	(0)

Communities and Place Portfolio. Outturn Summary 2025/2026

			Variation to Estimate £	Analysis of Variance	
	Current Approved Estimate 2025/26 £	Actual Expenditure £		Controllable Budget Variance £	Non Controllable Recharge Variance £
Communities and Place					
Community Grants	55,000	47,232	(7,768)	(12,744)	4,976
Events	14,700	17,846	3,146	3,146	(0)
Communities and Place	69,700	65,078	(4,622)	(9,598)	4,976
Transfer to/from Earmarked Reserves	0	0	0	0	0
Total	69,700	65,078	(4,622)	(9,598)	4,976
Total Controllable Variance for Portfolio of (£10K) underspend					

Community Grants

(12,744) Favourable

Variance mainly due to saving arising from merger of Communities and Communications, offset in Communications and Engagement

Events

3,146 Adverse

No Major variances

Lifestyles, Health & Wellbeing Portfolio. Outturn Summary 2025/2026

	Current Approved Estimate 2025/26 £		Actual Expenditure £	Variation to Estimate £	Analysis of Variance	
					Controllable Budget Variance £	Non Controllable Recharge Variance £
Lifestyles, Health & Wellbeing						
Leisure Services Division	775,300	678,573	(96,727)	(97,285)	558	
Calverton Leisure Centre	309,700	240,078	(69,622)	(56,681)	(12,940)	
Carlton Forum Leisure Centre	37,300	(4,941)	(42,241)	(32,121)	(10,120)	
Redhill Leisure Centre	266,300	144,362	(121,938)	(113,725)	(8,212)	
Arnold Theatre	201,800	205,994	4,194	5,041	(847)	
Arnold Leisure Centre	480,800	355,108	(125,692)	(97,886)	(27,806)	
Richard Herrod Centre	463,400	465,650	2,250	28,098	(25,848)	
The Arts & Tourism	26,800	24,269	(2,531)	(2,531)	0	
Health & Wellbeing	54,700	45,262	(9,438)	(13,274)	3,836	
Lifestyles, Health & Wellbeing	2,616,100	2,154,356	(461,744)	(380,364)	(81,380)	
Transfer to/from Earmarked Reserves	(744,900)	(707,234)	37,666	37,666	0	
Total	1,871,200	1,447,122	(424,078)	(342,698)	(81,380)	

Total Controllable Variance for Portfolio of (£343K) underspend

Leisure Services Division **(97,285) Favourable**

Variance due to Transformation project ongoing, offset by reduced contribution from reserves required

Calverton Leisure Centre **(56,681) Favourable**

Variance due to savings on salaries from vacant posts, reduced hours and less people in pension scheme. Also due to boiler failure there

Carlton Forum Leisure Centre **(32,121) Favourable**

Variance due to refund on water charges from historical over charging. Overspend on Security services due to anti social behavior.

Redhill Leisure Centre **(113,725) Favourable**

Variance due to savings on salaries from vacant posts, reduced hours and less people in pension scheme. Increased income on All

Arnold Theatre **5,041 Adverse**

Variance due to slight increase in staffing costs

Arnold Leisure Centre **(97,886) Favourable**

Variance due to savings on salaries from vacant posts, reduced hours and less people in pension scheme. Reduced costs on utilities.

Richard Herrod Centre **28,098 Adverse**

Variance mainly due to reduced income as fewer bookings which also leads to reduction in bar income.

The Arts & Tourism **(2,531) Favourable**

Variance mainly due to saving arising from merger of Communities and Communications, offset in Communications and Engagement

Health & Wellbeing **(13,274) Favourable**

Variance mainly due to saving arising from merger of Communities and Communications, offset in Communications and Engagement

<u>Transfer to/from Earmarked Reserves</u>	37,666
Joint Use Maintenance Reserves	(52,633)
Insurance Claims excess	(5,000)
Leisure Transformation project	95,299

Public Protection Portfolio. Outturn Summary 2025/2026

	Current Approved Estimate 2025/26 £	Actual Expenditure £	Variation to Estimate £	Analysis of Variance	
				Controllable Budget Variance £	Non Controllable Recharge Variance £
Public Protection					
Taxi Licencing	(1,300)	24,817	26,117	80,213	(54,095)
Other Licencing	92,800	46,609	(46,191)	(21,723)	(24,468)
Environmental Protection	299,100	340,139	41,039	27,519	13,520
Food, Health & Safety	306,900	308,795	1,895	4,055	(2,160)
Comm Protection & Dog Control	581,000	603,753	22,753	5,831	16,922
External Grant Schemes	0	994	994	994	0
Private Sector Housing	271,400	471,194	199,794	(68,952)	268,746
Selective Licensing	(102,100)	(51,027)	51,073	56,463	(5,390)
Public Protection	1,447,800	1,745,275	297,475	84,400	213,074
Transfer to/from Earmarked Reserves	115,800	67,201	(48,599)	(48,599)	0
Total	1,563,600	1,812,475	248,875	35,801	213,074
Total Controllable Variance for Portfolio of £36K overspend					

Taxi Licencing	80,213 Adverse
Variance due to lower than expected income	
Other Licencing	(21,723) Favourable
Variance due to increase in Massage & Special Treatment, Animal Boarding and Ear Piercing & Electrolysis licence income	
Environmental Protection	27,519 Adverse
Variance due to unachieved efficiency deferred into 2026/27	
Food, Health & Safety	4,055 Adverse
No major variances	
Comm Protection & Dog Control	5,831 Adverse
No major variances	
External Grant Schemes	994 Adverse
No major variances	
Private Sector Housing	(68,952) Favourable
Variance due to additional grant income for Renters Rights Act offset by contribution to reserve to be spent in 2026-27 plus additional improvement grant contributions	
Selective Licensing	56,463 Adverse
Variance due to reduced Selective Licensing income offset by reduced contribution to reserves	

Transfer to/from Earmarked Reserves	(48,599) Adverse
Lower than anticipated Selective licensing income offset by reduced contribution to reserve	(48,599)

Environmental Services Portfolio. Outturn Summary 2025/2026

			Variation to Estimate £	Analysis of Variance	
	Current Approved Estimate 2025/26 £	Actual Expenditure £		Controllable Budget Variance £	Non Controllable Recharge Variance £
Environmental Services					
Waste Other	1,100	32,359	31,259	(62,805)	94,064
Waste Recycling	2,038,100	2,084,643	46,543	42,547	3,997
Waste Residual	1,573,400	2,009,118	435,718	114,320	321,398
Waste Services	0	0	0	0	0
Street Care	1,233,100	1,284,525	51,425	16,117	35,308
Environment Service Support	89,000	0	(89,000)	16,342	(105,342)
Fleet Management	18,100	21,400	3,300	207,161	(203,861)
Environmental Services	4,952,800	5,432,045	479,245	333,681	145,563
Transfer to/from Earmarked Reserves	23,800	(20,665)	(44,465)	(44,465)	0
Total	4,976,600	5,411,380	434,780	289,217	145,563
Total Controllable Variance for Portfolio of £289K overspend					
Waste Other					(62,805)
Variance due apportionment of staffing costs and bin issues offset by other areas					
Waste Recycling					42,547
Variance due apportionment of staffing costs and bin issues offset by division R500 Waste Other					
Waste Residual					114,320
Variance due to additional agency and overtime costs					
Street Care					16,117
No major variance					
Environment Service Support					16,342
Variance due to unachieved efficiency					
Fleet Management					207,161 Adverse
Variance due to additional agency, hire of vehicles, parts and repairs and external servicing and repairs					
Transfer to/from Earmarked Reserves					(44,465)
Increase in insurance claims					
					(44,645)

Climate Change and Natural Habitat Portfolio. Outturn Summary 2025/2026

	Current Approved Estimate 2025/26 £	Actual Expenditure £	Variation to Estimate £	Analysis of Variance	
				Controllable Budget Variance £	Non Controllable Recharge Variance £
Climate Change and Natural Habitat					
Climate Control & Sustainability	75,400	76,628	1,228	1,632	(404)
Parks	2,011,900	2,420,162	408,262	41,724	366,538
Parks - External Works	(1,800)	1,320	3,120	(1,377)	4,497
Cemeteries	52,400	73,784	21,384	2,255	19,130
Climate Change and Natural Habitat	2,137,900	2,571,895	433,995	44,234	389,761

Transfer to/from Earmarked Reserves	(89,400)	(115,475)	(26,075)	(26,075)	0
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Total	2,048,500	2,456,420	407,920	18,159	389,761
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Total Controllable Variance for Portfolio of £18K overspend

Climate Control & Sustainability **1,632 Adverse**

No major variances

Parks **41,724 Adverse**

Variance due to lower income at Gedling Country Park car park and lower income at Gedling Solar Farm

Parks - External Works **(1,377) Favourable**

No major variances

Cemeteries **2,255 Adverse**

No major variances

Transfer to/from Earmarked Reserves	(26,075) Adverse
Reduced S106 parks maintenance contributions eligible for drawdown	8,486
Drawdown from insurance reserve to fund insurance claims	(25,060)
Increased redundancy and pension strain costs	(9,500)

Sustainable Growth and Economy Portfolio. Outturn Summary 2025/2026

			Variation to Estimate £	Analysis of Variance	
	Current Approved Estimate 2025/26 £	Actual Expenditure £		Controllable Budget Variance £	Non Controllable Recharge Variance £
Sustainable Growth and Economy					
Development Service Support	2,900	23	(2,877)	(102)	(2,775)
Development Management	135,100	137,698	2,598	(42,950)	45,548
Planning Policy	455,700	471,050	15,350	(2,333)	17,683
Building Control Account	47,300	31,549	(15,751)	(14,631)	(1,120)
Building Control Fee Earning Account	70,800	74,916	4,116	24,681	(20,566)
Land Charges	(700)	(2,587)	(1,887)	(3,127)	1,240
Economic Development	432,300	367,206	(65,094)	(28,944)	(36,149)
Housing Needs	591,200	149,702	(441,498)	(305,000)	(136,499)
Housing Strategy	87,200	30,472	(56,728)	(54,010)	(2,718)
Sustainable Growth and Economy	1,821,800	1,260,027	(561,773)	(426,417)	(135,355)
Transfer to/from Earmarked Reserves	(181,200)	28,440	209,640	209,640	0
Total	1,640,600	1,288,468	(352,132)	(216,777)	(135,355)
Total Controllable Variance for Portfolio of (£217K) underspend					

Development Service Support

(102) Favourable

No major variances

Development Management

(42,950) Favourable

Variance due to increased CIL administration receipt partially offset by lower than anticipated planning income

Planning Policy

(2,333) Favourable

No major variances

Building Control Account

(14,631) Favourable

No major variances

Building Control Fee Earning Account

24,681 Adverse

Variance due to shortfall in Building Control income and additional agency spend

Land Charges

(3,127) Favourable

No major variances

Economic Development

(28,944) Favourable

Variance due to UK shared prosperity grant funding Public Realm and Project & Activity budgets

Housing Needs

(305,000) Favourable

Variance due to additional Homelessness funding, reduced bed & breakfast expenditure for Temporary Accommodation and vacancy savings offset by contribution to reserves

Housing Strategy

(54,010) Favourable

Variance due to vacancy savings

Transfer to/from Earmarked Reserves	209,640
Additional spend on evidence preparation for Local Plan	4,345
Transfer of unspent asylum dispersal grant, supported housing funding and new burdens to reserve	177,130
Drawdown from various housing needs grants not required due to reduce spend	28,165

Corporate Resources and Performance Portfolio. Outturn Summary 2025/2026

			Variation to Estimate £	Analysis of Variance	
	Current Approved Estimate 2025/26 £	Actual Expenditure £		Controllable Budget Variance £	Non Controllable Recharge Variance £
Corporate Resources and Performance					
HR, Performance and Service Planning	27,500	0	(27,500)	439	(27,939)
Democratic Mgt & Representation	976,400	861,729	(114,671)	15,063	(129,735)
Corporate Management	601,000	1,072,206	471,206	164,615	306,591
Health & Safety and Emergency Planning	16,200	15,193	(1,007)	4,552	(5,560)
Legal Services	13,200	0	(13,200)	(10,663)	(2,537)
Central Print Room	(800)	0	800	(7,666)	8,466
Postages	0	0	0	17,190	(17,190)
Registration Of Electors	297,300	256,743	(40,557)	(1,427)	(39,130)
Elections	86,300	77,193	(9,107)	3,371	(12,479)
Estates & Valuation	25,100	0	(25,100)	2,782	(27,882)
Public Land & Buildings	293,700	354,605	60,905	64,039	(3,133)
Information Technology	16,700	0	(16,700)	2,159	(18,859)
Communications & Engagement	322,900	235,158	(87,742)	19,225	(106,967)
Corporate Officers	263,600	80,821	(182,779)	(181,701)	(1,078)
Business Units	29,300	(3,107)	(32,407)	(5,340)	(27,068)
Public Conveniences	31,900	44,161	12,261	12,407	(146)
Building Services	4,800	0	(4,800)	(4,344)	(456)
Car Parks	139,600	190,908	51,308	38,634	12,674
Public Offices	59,000	9,196	(49,804)	(130,461)	80,657
Community Centres	214,600	191,457	(23,143)	(22,104)	(1,039)
Financial Services	20,300	(2,747)	(23,047)	(20,931)	(2,115)
Customer Services	117,000	0	(117,000)	61,784	(178,784)
Insurance Premiums	84,500	26,198	(58,302)	(565)	(57,737)
Revenues-Local Taxation	957,300	466,217	(491,083)	(605,074)	113,991
Central Provisions Account	69,600	(164,132)	(233,732)	(233,732)	0
Non Distributed Costs	260,300	279,830	19,530	19,530	0
Council Tax Benefits	(3,000)	(13,714)	(10,714)	(10,714)	0
Rent Allowances	605,700	494,842	(110,858)	(110,858)	0
Housing Benefit Administration	429,000	299,633	(129,367)	(29,232)	(100,135)
Rent Rebates	14,900	4,009	(10,891)	(10,891)	0
Corporate Income & Expenditure	(402,100)	(1,882,517)	(1,480,417)	61,918	(1,542,335)
Movement in Reserves (MiRs)	(1,082,800)	133,824	1,216,624	(26,662)	1,243,286
Corporate Resources and Performance	4,489,000	3,027,705	(1,461,295)	(924,655)	(536,640)
Transfer to/from Earmarked Reserves	(1,075,000)	75,552	1,150,552	1,150,552	0
Total	3,414,000	3,103,257	(310,743)	225,897	(536,640)

Total Controllable Variance for Portfolio of £226K overspend

HR, Performance and Service Planning

439 Adverse

No major variances

Democratic Mgt & Representation

15,063 Adverse

Variance mainly due to additional salary related expenses

Corporate Management

164,615 Adverse

Variance due to increase banking charges, banking software charged along with External Audit fees due to back dated invoices

Health & Safety and Emergency Planning

4,552 Adverse

Variance mainly due to increased staffing costs

Legal Services

(10,663) Favourable

Variance mainly due to vacancies within department, offset by contribution to reserve to cover cost of locum.

Central Print Room

(7,666) Favourable

Variance due to staff vacancies and savings on stationery costs

Postages

17,190 Adverse

Variance due to increase in postage charges

Registration Of Electors

(1,427) Favourable

No major variances

Elections No major variances	3,371 Adverse
Estates & Valuation No major Variances	2,782 Adverse
Public Land & Buildings Variance due to shortfall of income at AMP £20k and contributions to Burton Station Road site surveys. In addition, higher than anticipated	64,039 Adverse
Information Technology No major Variances	2,159 Adverse
Communications & Engagement Variance mainly due to saving arising from merger of Communities and Communications, offset by savings in Arts, Events and Health &	19,225 Adverse
Corporate Officers Variance due to lower than anticipated transformation costs offset by reduced contribution from reserves	(181,701) Favourable
Business Units No major variances	(5,340) Favourable
Public Conveniences No major variances	12,407 Adverse
Building Services No major variance	(4,344) Favourable
Car Parks Variance due to repairs at various car parks	38,634 Adverse
Public Offices Variance due to price reductions in utility bills, additional rental income at Civic Centre and vacancy savings	(130,461) Favourable
Community Centres Variance due to vacancy savings and lower utility bill costs	(22,104) Favourable
Corporate Administration No major variance	0 Favourable
Financial Services Variance due to vacancy savings offset by contribution to reserve	(20,931) Favourable
Customer Services Variance due to redundancy costs following restructure.	61,784 Adverse
Insurance Premiums No major variances	(565) Favourable
Revenues-Local Taxation Variance due to NDR pool surplus offset by contribution to reserve	(605,074) Favourable
Central Provisions Account Variance due to underspend on budget risk provision, legal claim and a reduction in sundry debtors bad debt provision	(233,732) Favourable
Non Distributed Costs Variance due to restructure costs	19,530 Adverse
Council Tax Benefits Variance due to increase housing benefits over payment recoveries	(10,714) Favourable
Rent Allowances Variance due to increased subsidy on housing benefit claimants	(110,858) Favourable
Housing Benefit Administration Variance due to vacancy savings	(29,232) Favourable
Rent Rebates No major variances	(10,891) Favourable
Corporate Income & Expenditure Variance due to reduction in investment income	61,918 Adverse
Movement in Reserves (MiRs) Variance due to reduced capital programme financing following project deferrals at outturn	(26,662) Favourable

Transfer to / (from) Earmarked Reserves Analysis

1,150,552 Adverse

Lottery commission received	4,218
Property condition surveys scheduled for completion in 2026/27	40,000
Contribution to The Amp sinking fund	10,000
Reduced contribution to IT replacement due to sufficient balances	101,947
Drawdown not required following Communications & Engagement	15,000
Reduction NDR contributions required following Transformation project	159,600
Lower than anticipated Car Park enforcement income transferred to	(22,155)
Underspend within Financial Services to fund agency cover and	20,000
Non-domestic rates pool surplus to be transferred into reserves	507,500
Reduced spend on Rateable Value funder and property inspector	37,014
Settlement of legal claim transfer to legal reserve	61,801
Reduced financing due to deferrals in capital programme	26,603
Re-purpose drawdown not fully required	183,801
Insurance provider reimbursement	5,223

GENERAL FUND BALANCE AND EARMARKED RESERVES 2025/26

	Current Estimate 2025/26 £	Actual Outturn 2025/26 £	Variance 2025/26 £
General Fund Balance at 1 April 2025	5,292	5,292	0
<u>Plus:</u>			
GBC Council Tax Requirement from Collection Fund	7,715	7,715	0
GBC share of declared previous year Council Tax			
Collection Fund surplus/(deficit)	55	55	0
Business Rates	5,891	6,185	294
New Homes Bonus	525	525	0
RSG & Other grants	1,341	1,482	141
Parish Levy	981	981	0
<u>Less:</u>			
Committee Expenditure	(15,584)	(15,584)	0
Parish Precept	(981)	(981)	0
General Fund Balance at 31 March 2026	5,235	5,670	435
Total Year End Movement in General Fund Balance	(57)	378	435
<u>Earmarked Reserves (see Appendix 3 for detail)</u>			
Opening Balance 1 April 2025	8,594	8,594	0
Closing Balance 31 March 2026	7,785	7,922	137
Movement in Earmarked Reserves	(809)	(672)	137
Grand Total Reserves at 31 March 2026	13,020	13,592	572

<u>Memorandum - Actual Movement on Balances 2025/26</u>	
	£000's
Decrease in General Fund Balance	378
Increase in Earmarked Reserves	(672)
Actual Net INCREASE/(DECREASE) in Total Reserves 2025/26	(294)

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Appendix 3 - Movement on Earmarked Reserves

Reserve	Revised Estimate 2025-26 @ PD1-4				Revised Estimate 2025-26				YEAR END VARIANCE			
	Opening Balance 01/04/25	Base Budget reserves		Balance 31/03/26	Opening Balance 01/04/25	Base Budget reserves		Balance 31/03/26	Opening Balance 01/04/25	Base Budget reserves		Balance 31/03/26
	£	£	£	£	£	£	£	£	£	£	£	£
Financial Transparency Reserve	(24,309)			(24,309)	(24,309)	0	0	(24,309)	(24,309)	(20,000)		(44,309)
Joint Use & Base Maintenance Reserve	(126,572)			(126,572)	(126,572)	0	0	(126,572)	(126,572)	(220)	52,853	(73,939)
Pub Watch/Shop Radio Replacement Reserve	(40,961)	(3,500)		(44,461)	(40,961)	(3,500)	0	(44,461)	(40,961)			(40,961)
IT Replacement Reserve	(822,923)	(100,000)	300,000	(622,923)	(822,923)	(50,000)	400,000	(472,923)	(822,923)		184,053	(638,871)
Community & Crime Reserves	(220,341)		3,000	(217,341)	(220,341)	0	3,000	(217,341)	(220,341)	(31,003)	3,000	(248,345)
Risk Mgmt Reserve	(18,271)			(18,271)	(18,271)	0	0	(18,271)	(18,271)			(18,271)
S106 Revenue Reserve	(310,643)		60,100	(250,543)	(310,643)	0	60,100	(250,543)	(310,643)		51,614	(259,029)
Housing Benefits Reserve	(84,870)			(84,870)	(84,870)	0	0	(84,870)	(84,870)			(84,870)
Insurance Reserve	(154,984)	(35,000)		(189,984)	(154,984)	(35,000)	0	(189,984)	(154,984)	(40,240)	74,525	(120,699)
Efficiency & Innovation Reserve	(414,666)			(414,666)	(414,666)	0	130,900	(283,766)	(414,666)		93,689	(320,977)
Asset Management Reserve	(175,647)	(74,400)	167,000	(83,047)	(175,647)	(74,400)	125,000	(125,047)	(175,647)	(12,845)	99,043	(89,449)
Local Development Framework Reserve	(30,089)		80,800	50,711	(30,089)	0	80,800	50,711	(30,089)		30,089	0
Earmarked Grants Reserve	(1,237,641)	(41,000)	15,000	(1,263,641)	(1,237,641)	(135,400)	65,200	(1,307,841)	(1,237,641)	(363,823)	56,566	(1,544,898)
CCTV Reserve	(135,049)	(52,300)		(187,349)	(135,049)	(52,300)	0	(187,349)	(135,049)			(135,049)
Apprentice Reserve	(35,519)			(35,519)	(35,519)	0	0	(35,519)	(35,519)			(35,519)
NNDR Pool Reserve	(2,199,935)		396,400	(1,803,535)	(2,199,935)	0	396,400	(1,803,535)	(2,199,935)	(507,500)	199,786	(2,507,650)
Transformation Fund Reserve	(1,323,647)		103,000	(1,220,647)	(1,323,647)	0	1,029,300	(294,347)	(1,323,647)		943,483	(380,164)
Economic Development Fund Reserve	(80,418)			(80,418)	(80,418)	0	80,400	(18)	(80,418)			(80,418)
Leisure Strategy Reserve	(247,621)			(247,621)	(247,621)	0	0	(247,621)	(247,621)			(247,621)
Property Management Fund	(64,000)		40,000	(24,000)	(64,000)	0	40,000	(24,000)	(64,000)			(64,000)
Selective Licensing	(466,986)	(106,700)		(573,686)	(466,986)	(106,700)	0	(573,686)	(466,986)	(57,588)		(524,574)
ARG Reserve	(0)			(0)	(0)	0	0	(0)	(0)			(0)
Sinking Fund Reserve	(378,502)	(26,200)		(404,702)	(378,502)	(2,900)	0	(381,402)	(378,502)	(83,300)		(461,802)
Total Reserves	(8,593,594)	(439,100)	1,165,300	(7,867,394)	(8,593,594)	(460,200)	2,411,100	(6,642,694)	(8,593,594)	(1,116,520)	1,788,700	(7,921,414)
Net Transfers (to) / from reserves		726,200				1,950,900				672,180		

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MEMBERS POT**OUTTURN SUMMARY**
Members Pot Expenditure 2025/26

Budget 25/26	£ 41,000	No. of Councillors:	41
Previous years accruals	-1,095	Spending their full allocation	41
Current year expenditure	41,000	Part spending their allocation	0
Total expenditure	<u>39,905</u>	Not spending their allocation	0

Breakdown of Grants/Contributions

Name	£ Amount	Name	£ Amount
1st Daybrook & Woodthorpe Scout Group	350	Papplewick Village Fayre Group	225
1st Gedling Brownies	150	Parkinson's Disease Society of the UK	400
1st Larch Farm Scouts	150	Phenomenal Futures	400
1st Netherfield Rainbows, Brownies & Guides	350	Positively Empowered Kids CIC	1050
1st Porchester Scout Group	150	Ravenshead Lawn Tennis Club	75
5th Carlton Brownies & Rainbows	125	Ravenshead Library	150
Age Concern Carlton & District	1400	Ravenshead Memory Lane Group	150
All Hallows Church	550	Ravenshead Parish Council	1305
All Hallows CoFE Primary School	250	Re Church	100
Arnold & District Liberal Club	375	Richard Bonington PTA	350
Arnold Foodbank	900	Sacred Heart Community Café	775
Arnold Local History Group	1555	SEND Pact Notts CIC	645
Arnold Methodist Church Mental Health Befriending & Support Group	100	Simply Dance	100
Bestwood Miners Welfare Institution	460	Sir John Sherbrooke School	1000
Bestwood Park Community Association	500	St John the Baptist Church	200
Bestwood Village Women's Institution	300	St. John the Baptist PTFA	138
Bethesda Ministries	100	St. Marys Community Kitchen	150
Burton Joyce Community Brass Band	75	St. Paul's Church Daybrook	335
Burton Joyce Parish Council	340	Stoke Bardolph Parish Meetings	216
Calverton Park Bowls Club	10	Stoke Bardolph Village Hall	223
Calverton Theatre Group	200	Tavill Field Social Fund	350
Carlton Hill Community Action Group	700	The Ark Gedling	2000
Carlton Town Football Club	450	The Calverton Core Centre	300
Colwick Theatre Club	400	The Gedling Artists	350
Cornwater Evergreens	150	The Village Lunch	621
Daybrook Bowls Club	145	Voluntary Outreach Work	500
Dice & Balls	1025	Warren Action Group	190
Eagles Nest Church	325	Woodborough Celtic	100
Eagles Nest Church	100	Woodborough in Bloom	50
Emmanuel Church Bestwood	275	Woodborough Parish Council	450
Forestry England	150	Woodthorpe Community Football Club	625
Friends of Arnot Hill Park	300		
Friends of Cavendish Road Recreation Ground	800		
Friends of Gedling Country Park	300		
Friends of King George V Standhill Road Carlton	200		
Friends of Manor Park	500		
Friends of Onchan Park	200		
Friends of Valley Road Playing Fields	1200		
GBC - Bonington Theatre	450		
Gedling Conservation Trust	1350		
Gedling Play Forum	1580		
Gedling Southbank Football Club	335		
Good Shepherd Community Christmas Fair	975		
Good Shepherd St. Vincent de Paul Organisation	800		
Harmless	500		
Hope Nottingham Carlton Community Hub	825		
Inspire Learning	200		
Killisick Autumn Club	50		
Lambley Parish Council	300		
Lambley Reed Pond Group	100		
Linby & Papplewick PCC	150		
Linby Parish Council	165		
Living Cities Notts	300		
Madni Cricket Club	150		
Mapperley Plains Recreation & Social Centre Trust	450		
Market Places (AMP Live Events)	80		
Netherfield & Colwick Senior Citizens Club	550		
Netherfield Forum	1330		
Netherfield Primary School	132		
Newstead Parish Council	390		
Nottingham Frontrunners	300		
Nottingham Model Railway Society	115		
Outlaws & Atlas Junior Wrestling & Weightlifting Clubs	200		
Papplewick Parish Council	90		

41,000

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Appendix 5 - Capital Outturn 2025-26

Portfolio(T)	Capital Projects(T)	Actuals	Total Budget	Variance	Carry Forward
Lifestyles, Health and Wellbeing	Redhill Replace Gym Equipment 2025	0	0	0	
	ALC Plant Room Improvements - UKSPF	11,640	36,000	-24,360	24,400
	Sports Facilities Investment - UKSPF	32,865	36,900	-4,035	
Lifestyles, Health and Wellbeing Total		44,505	72,900	-28,395	24,400
Public Protection	CCTV Developments	0	0	0	
	Disabled Facilities Grants	859,261	1,228,500	-369,239	222,400
	DFG staff salaries	146,872	0	146,872	
Public Protection Total		1,006,133	1,228,500	-222,367	222,400
Environmental Services	Waste Management System	127,151	176,500	-49,349	49,300
	Vehicle Replacement Programme	877,004	1,295,400	-418,396	422,700
	Bentwell Ave Lagoon - Flooding Works	0	0	0	
	Flood Alleviation Works	0	0	0	
	Ouse Dyke repair works	118,739	110,000	8,739	0
	Council Street Lighting	0	37,100	-37,100	37,100
	Feeder Pillars - Various Sites -UKSPF	135,917	135,000	917	0
	Carlton Cem Expansion Final Phase	0	0	0	
Environmental Services Total		1,258,812	1,754,000	-495,188	509,100
Climate Change and Natural Habitat	Green Lung Project - Flood alleviation Kneeton Close	67,505	67,600	-95	0
	Green Lung Digby Park to GCP Path Construction	0	35,000	-35,000	35,000
	Valley Road Play Area Refurbishment	110,114	110,000	114	0
	Park View Retaining Wall	0	22,000	-22,000	22,000
	Phoenix Farm Estate repairs	0	10,000	-10,000	10,000
	Green Lung Project - Digby Park Tree Planting & Wildflowers	0	6,600	-6,600	6,600
	Conway Road Tennis Court Refurbishment	35,269	31,100	4,169	0
	Play Area Refurbishment	0	0	0	
	Jackie Bells Play Area	0	100,000	-100,000	100,000
	Arnot Hill Park Improvements - UKSPF	9,627	10,000	-373	0
	AMF - Lambley Lane Changing Room & Pitch Renovation	0	8,500	-8,500	0
Climate Change and Natural Habitat Total		222,516	400,800	-178,284	173,600
Sustainable Growth and Economy	Hillcrest Business Park Extensions	505,746	500,600	5,146	0
	Ravenshead PC Open Space Development (S106)	30,359	30,300	59	0
	Scout Hut Refurbishment (CIL Non-Parish Funding)	15,379	11,800	3,579	0
	Linby Colliery Welfare FC (S106 Open Space)	33,400	33,400	0	0
	Gedling Youth and Community Hub (CIL)	75,000	75,000	0	0
	Bestwood Village Parish (S106)	29,663	29,700	-37	0
	UK Shared Prosperity Fund (UKSPF)	0	7,600	-7,600	0
	Temporary Accommodation	975,286	975,000	286	0
Sustainable Growth and Economy Total		1,664,833	1,663,400	1,433	0
Corporate Resources and Performance	Carbon Reduction Initiatives	0	47,600	-47,600	0
	Depot Works	80,520	137,000	-56,480	56,500
	Fire Door replacement	0	125,900	-125,900	153,300
	Ambition Arnold Front Street Public Realm	0	100,000	-100,000	100,000
	Pond Hills Community Centre Repairs	0	34,600	-34,600	34,600
	Gedling Borough Signage - UKSPF	6,399	30,000	-23,601	23,600
	Anti-Terror Measures - Various Sites - UKSPF	0	60,000	-60,000	60,000
	Changing Places - Carlton - UKSPF	0	130,000	-130,000	130,000
	Customer Service Improvements	0	0	0	
	IT Licences - Microsoft Office	122,542	125,000	-2,458	0
	Agresso Upgrade	48,000	31,600	16,400	0
	Bestwood Country Park car park extension	0	0	0	
	Replacement Boards Car Park Machines	0	30,000	-30,000	30,000
	Colwick Car Park Resurfacing - UKSPF	81,865	68,000	13,865	0
	Digital Transformation	850,813	854,400	-3,587	0
	Asset Management Fund	0	176,300	-176,300	0
	AMF - Bestwood Lodge Drive Resurfacing	61,246	61,300	-54	0
	AMF - Replacement Equipment	0	49,200	-49,200	0
Corporate Resources and Performance Total		1,251,384	2,060,900	-809,516	588,000
2025-26 Capital Programme Grand Total		5,448,183	7,180,500	-1,732,317	1,517,500

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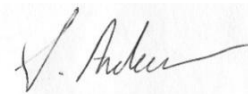
NON-COMMITTED CAPITAL CARRY FORWARD REQUESTS OVER £50,000
2025/26 to 2026/27

APPENDIX 6

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

Scheme	Cost Centre	Proj	Approved Budget £	2025/26 Actual		Reason for Carry Forward
				Total 2025/26 Actual £	Carry Forward Requested £	
				Details		
Vehicle Replacement Programme	C5103	Various	1,295,400	877,004	422,700	Project underway. Orders placed but delays due to backlog
Jackie Bells Play Area	C7100	C17086	100,000	0.00	100,000	Delays with contractor. Expecting to complete May 2026
Depot Works	C1303	C10617	137,000	80,520	56,500	Depot completed. Carry forward for Jubilee House refab and storage unit
Fire Door replacement	C1303	C10619	125,900	0.00	153,300	Bids higher than budget envelope, essential H&S compliance works an additional £27,400 required. Unspent Asset Management Fund budget has been utilised.
Ambition Arnold Front Street Public Realm	C1304	C10710	100,000	0.00	100,000	Contract being signed. Project to complete 2026-27
Anti-Terror Measures - Various Sites - UKSPF	C1304	C10714	60,000	-	60,000	Initial surveys completed scheduled to complete in 2026-27
Changing Places - Carlton - UKSPF	C1304	C10715	130,000	0.00	130,000	Contract awarded. Waiting for contracts to be signed.
			-	-	-	
TOTAL			1,948,300	957,524	1,022,500	

Prepared By:



Endorsed by:

Chief Financial Officer



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CAPITAL FINANCING SUMMARY 2025/26

	£	£	£
<u>CAPITAL EXPENDITURE 2025/26 REQUIRING FINANCING</u>			<u>5,448,183</u>
<u>RESOURCES APPLIED</u>			
<u>Money Provided by Other Persons</u>			
Capital Grants Receivable:			
Disabled Facilities Grant (Better Care Fund)	1,006,133		
UK Shared Prosperity Fund (Various projects)	278,313		
FCC Communities (Valley Road Play Area)	99,426		
Lawn Tennis Association (Conway Road Tennis Courts)	31,788		
		<u>1,415,660</u>	
Contributions:			
Community Infrastructure Levy:			
Gedling Youth and Community Hub	75,000		
Scout Hut Refurbishment	15,379		
Section 106:			
Linby Colliery Welfare FC	33,400		
Ravenshead PC Open Space Development	30,359		
Bestwood Village Parish	29,663		
		<u>183,801</u>	
Total Money Provided by Other Persons			1,599,461
Revenue Contributions			131,397
Total Usable Capital Receipts Applied			600,612
Total Prudential Borrowing Applied			3,116,713
<u>TOTAL RESOURCES APPLIED 2025/26</u>			<u>5,448,183</u>

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Report to Council

Subject: Annual Treasury Activity Report 2025/26

Date: 30th September 2026

Author: Chief Finance & Section 151 Officer

Purpose

To seek Council approval of the Annual Treasury Activity Report 2025/26, following its consideration by Cabinet on 25 June 2026, and to confirm the outturn position in respect of the 2025/26 Prudential Code Indicators and treasury management activity for the year.

Recommendation(s)

THAT:

- 1) Council approve the Annual Treasury Activity Report 2025/26, as considered by Cabinet on 25 June 2026, in accordance with the requirements of the Council's Treasury Management Strategy.

1 Background

- 1.1 The Council is required to operate its treasury management activities in accordance with the Chartered Institute of Public Finance and Accountancy's Treasury Management Code of Practice and the Prudential Code for Capital Finance in Local Authorities. These require the Council to set and monitor prudential and treasury indicators and to report treasury management activity to Members during and after the financial year.
- 1.2 The Annual Treasury Activity Report 2025/26 was presented to Cabinet on 25 June 2026. The report informed Members of the outturn position

against the 2025/26 Prudential Code Indicators and provided details of treasury activity for the year, as required by the Council's approved Treasury Management Strategy.

- 1.3 Treasury management is concerned with the effective management of the Council's cash flows, borrowing and investments, and the associated risks. The Council's treasury activity is managed in accordance with the principles of security, liquidity and yield, with security of the Council's funds remaining the primary consideration.
- 1.4 Full Council approval is required to complete the formal governance process for the annual treasury activity report and to ensure that Members have considered the Council's treasury management performance for 2025/26.

2 Proposal

- 2.1 It is proposed that Council approve the Annual Treasury Activity Report 2025/26, following its consideration by Cabinet on 25 June 2026.
- 2.2 The report confirms the outturn position in respect of the prudential indicators approved for 2025/26 and sets out the treasury activity undertaken during the year. This provides assurance that treasury management activity has been monitored and reported through the Council's governance arrangements.
- 2.3 Approval of the report will ensure compliance with the Council's Treasury Management Strategy and the associated reporting requirements under the Prudential Code and Treasury Management Code of Practice.
- 2.4 The Annual Treasury Activity Report is attached at Appendix 1 for consideration and approval by Council.

3 Alternative Options

- 3.1 Council could determine not to approve the Annual Treasury Activity Report 2025/26.
- 3.2 This option is not recommended because the report forms part of the Council's treasury management governance framework and is required to demonstrate that Members have received and considered the annual outturn position.
- 3.3 Failure to approve the report would weaken the Council's treasury management reporting arrangements and would not support compliance with the Council's approved Treasury Management Strategy and relevant professional codes.

4 Financial Implications

- 4.1 The financial implications arising from treasury management activity during 2025/26 are set out in the Annual Treasury Activity Report attached at Appendix 1.
- 4.2 Treasury management activity supports the effective management of the Council's cash flow, investments and borrowing requirements. This contributes to the delivery of the Council's approved revenue and capital budgets and its wider financial strategy.
- 4.3 There are no additional financial implications arising directly from this report beyond those set out in the Annual Treasury Activity Report.

5 Legal Implications

- 5.1 The Council is required to have regard to the Prudential Code and Treasury Management Code of Practice when carrying out its treasury management functions.
- 5.2 The annual reporting of treasury management activity supports compliance with the Council's approved Treasury Management Strategy and ensures that Members are informed of treasury performance and prudential indicator outturns.
- 5.3 There are no further legal implications arising directly from this report.

6 Local Government Reorganisation Implications

- 6.1 There are no direct Local Government Reorganisation implications arising from this report.
- 6.2 Treasury management activity will continue to be managed prudently during the period of local government reorganisation, with appropriate regard to cash flow, investment security and the Council's approved financial strategies.
- 6.3 The Annual Treasury Activity Report provides assurance on the 2025/26 position and supports sound financial governance during a period of wider organisational change.

7 Equalities Implications

- 7.1 There are no direct equality implications arising from this report.
- 7.2 Treasury management activity is a corporate financial function and does not directly affect service users or specific groups with protected

characteristics.

- 7.3 Any equality implications arising from the use of Council resources are considered through the relevant service, budget or decision-making processes.

8 Carbon Reduction/Environmental Sustainability Implications

- 8.1 There are no direct carbon reduction or environmental sustainability implications arising from this report.
- 8.2 Treasury management activity is concerned with the management of the Council's cash flows, investments and borrowing and does not directly determine environmental outcomes.
- 8.3 Where financial decisions support specific capital or service activity, any relevant environmental implications are considered through the appropriate project or budget approval process.

9 Appendices

- 9.1 Appendix 1 – Annual Treasury Activity Report 2025/26, considered by Cabinet on 25 June 2026.

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

Report to Cabinet

Subject: Annual Treasury Activity Report 2025/26

Date: 25 June 2026

Author: Chief Finance Officer

Wards Affected

All

Purpose

To inform Members of the outturn in respect of the 2025/26 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 2025/26 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 2025/26. 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 2025/26 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 13 February 2025 and subsequently approved by Full Council on 5 March 2025.
 - A Mid-Year Treasury Update report. In accordance with best practice, Members will note that, as in previous years, triannual 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, MUFG Asset Services (MUFG), 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 2025/26

- 2.1.1 During 2025/26, the UK economy remained weak but resilient, with only modest growth. Real GDP increased by around 0.1% quarter-on-quarter and 1.0% year-on-year, while retail sales showed some recovery towards the end of the period. Inflation remained above the Bank of England's 2% target, with CPI at around 3.5%, peaking at 3.8% during the summer before easing slightly. Labour market conditions softened, with vacancies falling and wage growth slowing, although pay continued to rise faster than inflation.

- 2.1.2 In response to this backdrop, the Bank of England reduced Base Rate by 0.75 percentage points over the year, moving from 4.50% at the start of 2025/26 to 3.75% by December 2025. Rate cuts were made in May, August and December 2025, after which rates were held steady into early 2026 because of ongoing inflation concerns.
- 2.1.3 Treasury Management advisors, MUFG, provided their quarterly forecast of interest rates. MUFG's outlook indicates that market conditions are likely to remain cautious over the medium term, with interest rates expected to ease only gradually rather than fall sharply. While Bank Rate was reduced to 3.75% in December 2025, the forecast suggests that inflationary pressures, uncertainty in energy markets and only modest economic growth will continue to limit the pace of further cuts. On this basis, MUFG expects Bank Rate to remain at 3.75% into early 2026, reduce to 3.50% during 2026/27 and reach 3.25% by late 2027 into 2028.
- 2.1.4 For the Council, this points to a continuing need to balance security and liquidity with opportunities to secure favourable short-term investment returns, whilst carefully monitoring the timing of any future borrowing decisions as longer-term rates are expected to remain relatively elevated.

2.2 **The Council's overall Treasury position at 31 March 2026**

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 2025/26, the treasury position was as follows:

Treasury position:	1 April 25 £000s	31 March 26 £000s
Total external debt	10,812	10,812
Capital Financing Requirement (CFR)	16,293	18,443
Over/(under) borrowing to CFR	(5,481)	(7,632)
Total external debt	10,812	10,812
Total investments	(11,690)	(12,540)
Net debt/(investment)	(878)	(1,728)

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

2.3 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 2025 (Actual) £000s	31 March 2026 (Orig.Est TMSS) £000s	31 March 2026 (Actual) £000s
Capital Financing Requirement	16,293	21,226	18,443

The 2025/26 variance on the CFR is due to deferrals and savings on the 2025/26 capital programme, both of which reduced the borrowing requirement in that year, and to amendments on the capital programme during 2025/26, including the deferral of schemes to 2026/27.

2.4 PWLB Borrowing rates in 2025/26

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 been volatile through 2025/26. The low point for long-term rates of 25 and 50 years' duration was reached early in April 2025 whilst the low points for short and medium dated rates were reached in early 2026, prior to the outbreak of the Middle East conflict. At the close of 31 March 2026, the 1-year PWLB Certainty rate was 5.04% whilst the 5, 10, 25 and 50 year rates were 5.28%, 5.72%, 6.29% and 6.08% respectively.

2.5 The Council's borrowing outturn for 2025/26

- 2.5.1 There were no new loans taken out during 2025/26. No loans were redeemed during the year.
- 2.5.2 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.
- 2.5.3 Total outstanding debt at 31 March 2026 was £10.812m. All loans held are repayable on maturity and are at fixed rates.
- 2.5.4 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.
- 2.5.5 No temporary borrowing was arranged for cash-flow purposes during 2025/26.

2.6 Investment rates in 2025/26

Investment returns were still strong throughout course of 2025/26, although did start to reduce the final half due to the fall in interest rates.

2.7 The Council's Investment outturn for 2025/26

- 2.7.1 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 5 March 2025. This policy sets out the approach for selecting investment counterparties. For 2025/26 the Chief Financial Officer adopted the MUFG Asset Services (MUFG) 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 2025/26 TMSS Strategy permitted the use of any UK counterparties, subject to their individual credit ratings under the MUFG methodology. It also permitted the use of counterparties from other countries with a minimum sovereign rating of AA-.

- 2.7.2 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.
- 2.7.3 No changes to the TMSS for 2025/26 approved by Council on 5 March 2025 were made during the year.
- 2.7.4 The Council's investment priorities in 2025/26 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 2025/26, 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 2025/26 was 4.15%.

- 2.7.5 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 2025/26 was £41,479 or an equated rate of 4.15% 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.
- 2.7.6 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 2026 was £893,935 (down marginally from £893,994 at the end of March 2025) reflecting a loss in value of £59 during the 2025/26 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 up until the 2028/29 financial year, to ensure that the impact of these on

the General Fund is neutralised. Accordingly, the difference of £106,065 between the £1m investment and the certified 31 March 2026 value of £893,935 is held in the Pooled Investment Funds Adjustment Account.

2.7.7 Investment interest of £749,332 (including dividends of £41,479 on the property fund) was generated in the year, representing an equated rate of 4.06%.

2.7.8 Investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties. Investment counterparty limits for 2025/26 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 2025/26.

2.7.9 The Annual Treasury Activity Report for the year ended 31 March 2026 is attached at Appendix 1 in accordance with the TMSS.

2.8 Compliance with Prudential and Treasury Indicators

2.8.1 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 5 March 2025.

2.8.2 During the financial year 2025/26 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 2025/26 Prudential and Treasury Management Indicators is shown at Appendix 2.

a) Prudential Indicators:

i) Capital Expenditure

Capital expenditure for 2025/26 totalled £5,448,183. This differs to the approved indicator of £6,413,400 due variations to the capital programme during 2025/26 which include the deferral of schemes to 2026/27.

ii) Capital Financing Requirement (CFR)

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

At 31 March the projected closing CFR for 2025/26 is £18,443,491. This differs to the approved indicator of £21,226,000 due to the slippage of the programme.

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 2026 is 45% which is in line with the approved indicator and remains broadly comparable with the average gearing ratio for councils of a similar size.

iv) Ratio of Financing Costs to Net Revenue Stream

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

The outturn of 4.62% for service-related expenditure is higher than the approved indicator of 2.55% due to reduced Minimum Revenue Provision (MRP) costs for 2025/26.

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 2025/26 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 2026 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 current projected outturn for internal borrowing is 45%, which is slightly higher than the approved indicator of 41%.

(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 2025/26. 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 2025/26.

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 2025/26.

Prudence

- iii) Maximum new principal sums to be invested during 2025/26 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 2025/26 and at 31 March 2026 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 2025/26.
- 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 2025/26 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.

2.8 Other Issues affecting Treasury Management in 2025/26

2.8.1 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 override was extended to 1st April 2029 for existing investments. Any new pooled investments will therefore be subject to IFRS 9 and will require a reserve to cover any unrealised movements, no new investments were taken out in 2025/26.

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 is still in place and is named the CCLA Property Management Fund Reserve.

2.8.1 Changes in risk appetite and counterparty limits

The 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.

2.8.2 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 MUFG methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA-.

2.8.3 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. This came into force for local authorities from 1 April 2024.

The Council has reviewed its leases and they are considered exempt from balance sheet recognition as they are deemed either a short-term lease or low value asset.

2.8.4 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 5 March 2025 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 Local Government Reorganisation Implications

- 8.1 Local Government Reorganisation continues to create uncertainty for Gedling Borough Council in planning for the medium term, as the Council does not yet know which future unitary arrangement it will become part of. The Government's decision is expected in July 2026 and until that is confirmed, there remains limited clarity over the future operating model, service alignment, governance arrangements and longer-term financial assumptions. In the meantime, the Council is continuing to manage its current budgets and services prudently while seeking to maintain flexibility and prepare for transition as far as possible.

9 Appendices

Appendix 1. Treasury Activity Report 2025/26 for year ended 31 March 2026

Appendix 2. Prudential and Treasury Management Indicators for 2025/26.

10 Background Papers

- 10.1 None identified.

11 Reasons for Recommendations

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

Statutory Officer approval:

Approved by: Chief Financial Officer

Date: 12 June 2026

Approved by: Monitoring Officer

Date: 12 June 2026

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TREASURY ACTIVITY REPORT 2025/26

For Period ended 31 March 2026

	<u>Position @ 1 April 2025</u>	<u>Loans Made During Apr - March</u>	<u>Loans Repaid During Apr - March</u>	<u>Position @ 31 March 2026</u>
	£	£	£	£
<u>Long Term Borrowing</u>				
PWLB	10,811,577		0	10,811,577
Total Long Term Borrowing	10,811,577	0	0	10,811,577
<u>Temporary Borrowing</u>				
Local Authorities	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
Total Temporary Borrowing	0	0	0	0
TOTAL BORROWING	10,811,577	0	0	10,811,577
<u>Long Term Investment</u>				
CCLA LAPF Property Fund	(1,000,000)	0	0	(1,000,000)
Total Long Term Investment	(1,000,000)	0	0	(1,000,000)
<u>Short Term Investment</u>				
Aberdeen MMF	(3,690,000)	(6,820,000)	6,900,000	(3,610,000)
Lloyds	0	(4,930,000)	3,000,000	(1,930,000)
Barclays	0	0	0	0
Blackrock MMF	(1,000,000)	(26,640,000)	27,640,000	0
CCLA PSDF (MMF)	(3,000,000)	0	0	(3,000,000)
Close Brothers	0	0	0	0
Debt Management Office	0	(98,512,500)	98,512,500	0
Goldman Sachs	(3,000,000)	(9,000,000)	9,000,000	(3,000,000)
HSBC Treasury	0	0	0	0
Local Authorities & Other	0	0	0	0
Nationwide	0	0	0	0
Santander	0	0	0	0
Total Short Term Investment	(10,690,000)	(145,902,500)	145,052,500	(11,540,000)
TOTAL INVESTMENT (See below)	(11,690,000)	(145,902,500)	145,052,500	(12,540,000)
NET BORROWING / (INVESTMENT)	(878,423)	(145,902,500)	145,052,500	(1,728,423)

Temporary Borrowing & Investment Statistics at 31 March 2026

Investment:

Fixed Rate Investment	(3,000,000)	(112,442,500)	110,512,500	(4,930,000)
Variable Rate Investment	(8,690,000)	(33,460,000)	34,540,000	(7,610,000)
TOTAL INVESTMENT	(11,690,000)	(145,902,500)	145,052,500	(12,540,000)

Proportion of Fixed Rate Investment	39.31%
Proportion of Variable Rate Investment	60.69%
Temporary Investment Interest Receivable	£ 749,332
Equated Temporary Investment	£ 18,476,269
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	4.06%
Compounded SONIA (12 month backward looking)	3.76%

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Appendix 2. Prudential and Treasury Management Indicators for 2025/26

1 April 2025 to 31 March 2026

A) Prudential Indicators

Affordability:

i)	Capital Expenditure	£ 6,413,400	£ 5,448,183
ii)	Capital Financing Requirement	£ 21,226,000	£ 18,443,541
iii)	Gearing (CFR to Long Term Assets)	43%	45%
iv)	Ratio of Financing Costs to Net Revenue Stream-Services	2.21%	4.62%
v)	Maximum Gross Debt	£ 21,226,000	£ 10,811,577
vi)	Ratio of Internal Borrowing to CFR	45%	41%

B) Treasury Management Indicators

Affordability:

i)	Operational Boundary for External Debt:		
	Borrowing	£ 22,000,000	£ 10,811,577
	Other Long Term Liabilities	£ 1,500,000	£ -
	Total Operational Boundary	£ 23,500,000	£ 10,811,577
ii)	Authorised Limit for External Debt:		
	Borrowing	£ 23,000,000	£ 10,811,577
	Other Long Term Liabilities	£ 1,500,000	£ -
	Total Authorised Limit	£ 24,500,000	£ 10,811,577

Prudence:

iii)	Investment Treasury Indicator and limit: Max. NEW principal sums invested in 2025/26 for periods OVER 365 days (ie. non-specified investments), subject to maximum non specified per counterparty of £3m AND to the prevailing overall counterparty limit, AND to the TOTAL non specified limit of £5m.	£ 3,000,000	£ 3,000,000
iv)	Upper & Lower limits for the maturity structure of outstanding Borrowing during 2025/26		
	Under 1 Year	40%	0%
	1 Year to 2 Years	40%	0%
	2 Years to 5 Years	50%	0%
	5 Years to 10 Years	50%	6%
	Over 10 Years	100%	94%

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Report to Council

Subject: Planning Committee Reform

Date: 30th September 2026

Author: Assistant Director - Development

Purpose For Council to approve the amended Planning Committee Rules and Scheme of Delegation within the Constitution.

Recommendation(s)

THAT:

That Council approve the proposed amendments to the Planning Committee Rules within Section 10 the Constitution and the Scheme of Delegation with Section 19b of the Constitution.

1 Background

- 1.1 Government is introducing a National Scheme of Delegation through the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 ("the Regulations"). Sections 319ZZC–319ZZF have been inserted into the Town and Country Planning Act 1990 (as amended) to empower the Secretary of State to define which functions are delegated to officers and which are reserved for planning committees or sub-committee.
- 1.2 Its purpose is to provide greater clarity and consistency about which planning functions are decided by officers and which require committee oversight, reducing variation and uncertainty across Local Planning Authorities
- 1.3 Local Planning Authorities are expected to have the new arrangements for decision-making in place by 31st October 2026. Decisions taken on or after that date must be taken in accordance with the Regulations and if not,

could be considered by the Courts to have been unlawful.

- 1.4 The reforms will include a restriction on the number of elected members on Planning Committees to not exceed 13 and mandatory training will be introduced for members of Planning Committees.
- 1.5 The introduction of a National Scheme of Delegation which will group planning applications into 2 schedules;
- 1.6 Schedule 1 of the Regulations sets out all the functions which must be delegated to officers for a decision (unless it is an own-interest application). These include a number of categories of applications for planning permission for:
 - householder development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015)
 - minor commercial development (as defined in the Town and Country Planning (Development Management Procedure) (England) Order 2015)
 - minor residential development which is defined in the Regulations as:
 - development that includes only dwellings and development for the purposes incidental to the enjoyment of dwellings, comprises at least one but not more than nine dwellings, and is to be carried out on a site having an area smaller than 0.5 hectares
 - development of a building containing flats, or development within the curtilage of such a building, for any purpose incidental to the enjoyment of the flats or any of them but excludes development in respect of a building containing flats, or development within the curtilage of such a building, that involves either or both of a change of use or change to the number of flats
 - an application for any consent, agreement or approval required by or under a planning permission, development order or local development order for minor residential applications.

Along with a range of other consents which include:

- to develop land without compliance with conditions previously attached) in respect of which the previous planning permission was a Schedule 1 planning permission (applications under section 73(1) of

the Town and Country Planning Act 1990)

- reserved matters approval in respect of an outline planning permission other than a large outline phase permission (i.e. one which grants permission for development involving the provision of at least 500 dwellings or a building or buildings where the floorspace to be created by the development is 50,000 square metres or more) (applications under Article 6 of the Town and Country Planning (Development Management Procedure) (England) Order 2015)
- discharge of conditions (applications under Article 27(1) of Town and Country Planning (Development Management Procedure) (England) Order 2015)
- prior approval for permitted development rights (applications under Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order 2015)
- permission in principle (as referred to in section 58A of the Town and Country Planning Act 1990)
- where a local planning authority considers a planning obligation is connected to a Schedule 1 application, requests to agree to modify or discharge a planning obligation (under section 106A(1)(a) of the Town and Country Planning Act 1990)
- where local planning authority considers a planning obligation is connected to a Schedule 1 application, modification or discharge of a planning obligation (applications under section 106A(3) of the Town and Country Planning Act 1990)
- non-material changes to planning permission or permission in principle (applications under section 96A(4) of the Town and Country Planning Act 1990)
- certificates of lawfulness of existing use or development (under section 191(1) of the Town and Country Planning Act 1990)
- certificates of lawfulness of proposed use or development (under section 192(2) of the Town and Country Planning Act 1990)
- certificates of lawfulness for proposed works to listed buildings (under section 26H of the Planning (Listed Buildings and Conservation Areas) Act 1990)
- biodiversity gain plan (duty to approve under paragraph 14 of Schedule 7A to the Town and Country Planning Act 1990)
- certificates of appropriate alternative development (applications under section 17 of the Land Compensation Act 1961)

Applications which would otherwise fall under Schedule 1, will fall within Schedule 2 where:

- a local authority considers that the application for planning permission is connected to a Schedule 2 application for listed building consent or for the variation or discharge of a condition on a listed building consent
- the application is made under section 73A of the Town and Country Planning Act 1990

1.7 The functions which fall within Schedule 2 of the Regulations are:

- applications for planning permission which are not householder, minor commercial or minor residential applications
- applications for planning permission which would otherwise fall into Schedule 1 but are connected to a Schedule 2 application for listed building consent or for the variation or discharge of a condition on a listed building consent
- applications to develop land without compliance with conditions previously attached in respect of which the previous planning permission was a Schedule 2 planning permission (under section 73(1) of the Town and Country Planning Act 1990)
- applications for development which has already been carried out (under section 73A(1) of the Town and Country Planning Act 1990)
- where it is related to a large outline planning permission, applications for reserved matters approvals (under Article 6 of the Town and Country Planning (Development Management Procedure) (England) Order 2015)
- where a local planning authority considers a planning obligation is connected to a Schedule 2 application, requests to agree to modify or discharge a planning obligation (under section 106A(1)(a) of the Town and Country Planning Act 1990)
- where a local planning authority considers a planning obligation is connected to a Schedule 2 application, application for modification or discharge of a planning obligation (under section 106A(3) of the Town and Country Planning Act 1990)
- applications for listed building consent (under section 10 of the Planning (Listed Buildings and Conservation Areas) Act 1990)
- applications for the variation or discharge of conditions of listed building consent (under section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990)
- applications for advertisement consent (under regulation 9 of the Town

and Country Planning (Control of Advertisements) (England) Regulations 2007)

- applications for consent under tree preservation orders (under regulation 16 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012)

1.8 The Government guidance states that the overriding presumption is that the applications listed in Schedule 2 will be delegated to officers. An application can be referred to a committee or sub-committee only where at least one of the criteria in Regulation 5 (“the Gateway Test”) is met or it is an own-interest (Regulation 6) application and the nominated officer and nominated member of the planning committee agree to the referral.

1.9 The Gateway Test is considered by the Nominated Member and Nominated Officer. At a minimum, at least one of the following statutory criteria must be met for a referral to committee to be considered to meet that threshold:

A. where the application raises an economic, social or environmental issue of significance to the local area.

B. where the application raises a significant planning matter having regard to the development plan and any other material considerations.

1.10 Applications for development which do not raise a significant planning matter can only be referred to the committee under criterion A if they raise a significant economic, social or environmental issue for the local area. It is for the Nominated Officer and Member to assess whether the development proposal raises any such issue.

1.11 For the purpose of criterion B, the following circumstances are unlikely to raise a significant planning matter:

where the application for development broadly complies with a detailed site allocation and other relevant policies set out in a local or neighbourhood plan and national decision-making policies set out in the National Planning Policy Framework. Significant planning matters may arise if new material considerations are raised by the application where a specific planning matter (e.g. highways or flood risk) was initially raised by a statutory consultee as a concern, but the development proposal has

been modified to make it acceptable in the view of the statutory consultee (unless the nominated officer has compelling reasons to consider otherwise).

Working Group

- 1.12 At its meeting on 15 July 2026, Planning Committee approved the establishment of a politically balanced Working Group to:
- (a) review and update the Planning Committee Protocol;
 - (b) consider the amendments required to Section 10 and Section 19b of the Constitution; and
 - (c) consider those matters left to local determination under the Regulations.
- 1.13 The Working Group met on 6 August 2026 and was attended by Members together with Officers from Planning, Legal and Democratic Services. Extensive discussion took place and Members provided valuable comments and feedback on the proposed amendments.
- 1.14 Officers subsequently reviewed all comments received and prepared revised drafts of the Planning Committee Protocol (which was approved by Committee on 9th September), Section 10 and Section 19b. Those revised drafts were circulated to the Working Group Members for further review and comment by 5pm on 17 August 2026.
- 1.15 Final comments were considered by Officers and the documents were subsequently finalised. The documents appended to this report represent the final Officer recommendation.
- 1.16 Whilst broad agreement was reached on many matters, no clear consensus emerged on all issues. In those circumstances, Officers were required to exercise professional judgement in formulating the final recommendations contained within the appended documents.
- 1.17 The final proposals were taken to Planning Committee on 9th September 2026 where following a recorded vote the proposals detailed below were carried.

2 Proposal

- 2.1 That Planning Committee approves the proposed amendments to the Planning Committee Rules within the Constitution and the Scheme of Delegation for referral to Council. The amendments are required to ensure consistency with the legislative changes set out within the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026.
- 2.2 Whilst a significant proportion of the amendments arise directly from the requirements of the Regulations and statutory guidance, a number of matters remain within the Council's discretion. The proposed documents therefore reflect officer recommendations on those discretionary matters following consideration of the Working Group discussions, relevant guidance and the need to maintain a clear and legally robust decision-making framework.
- 2.3 The key changes proposed can be summarised as follows;

Section 10 of the Constitution – Planning Committee (Appendix 1)

2.4 Committee Membership

The Regulations state that a planning committee shall not comprise more than 13 members. The Council's Committee currently has 16 members comprising of 9 Labour members (56.25%), 4 Conservative (25%), 1 Liberal Democrat (6.25%), and 1 from each respective Independent party (6.25% each). As a whole, the Council comprises 58.53% Labour members, 21.9% Conservative, 9.76% Liberal Democrat and 4.87% in respect of each of the 2 Independent Members or Independent Groupings.

- 2.5 It is recommended that the Committee comprises 12 Members, which is considered to be the most politically balanced option having considered other numbers. It is further recommended that a Committee of 12 Members could comprise 7 Labour members (58.33%) 2 Conservative members (16.66%), 1 Liberal Democrat and 1 member from each of the Independent Members or Independent Groupings (8.33% each).
- 2.6 Reasons for Recommendation

The Local Government and Housing Act 1989 established the principle of the proportional allocation of committee and sub-committee seats. The

Council is also required under the Act to keep under review the representation of the different political groups on bodies appointed by the Council. In determining the membership of committees, account must be taken of the requirements of the Local Government (Committees and Political Groups) Regulations 1990 and 1991 made under sections 15 and 16 of the Local Government and Housing Act 1989. These regulations require that seats on committees and sub-committees are allocated to the political groups in a way which reflects the overall political balance of the Council. A political group is defined as a group consisting of two or more members, which means both independent groupings are considered separately when allocating membership at Gedling Borough Council.

2.7 The Act sets out four principles which must be followed so far as reasonably practicable. They are:

(a) Preventing domination by a single group: All the seats on a committee should not be allocated to the same political group.

(b) Ensuring a majority group enjoys a majority on all committees: If one political group has a majority in the full Council, that political group should have a majority on each committee.

(c) Aggregating all committee places and allocating fair shares: Subject to the above two principles, the total number of seats on all the committees of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.

(d) Ensuring as far as practicable fairness on each committee: Subject to the above three principles, the number of seats on each committee of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.

2.8 Method to calculations

The principles in paragraph 2.7 are applied as follows;

- Calculate the total number of seats with votes on all the committees subject to Political Balance.
- Calculate the proportion that each political group forms of the total membership of the Authority. Reserve an appropriate number of seats

for ungrouped members – this is currently not applicable at Gedling Borough Council

- Apply those proportions to the total number of ordinary seats to give the aggregate entitlement of each group; the requirement to apply the proportions “so far as reasonably practicable” are met by rounding down fractional entitlements of less than half, and rounding up entitlements of a half or more; if this results in a greater aggregate than the number of seats available, the fractional entitlement(s) closest to a half should be rounded in the other direction until entitlements balance the available seats.
- Apply the proportions to the number of councillors on each committee to give provisional entitlement to seats on that committee.
- Finally, adjust the seats on each committee so that the total allocated to each group is as near as possible to their aggregate entitlement, whilst preserving the results reached at steps above (thus applying principle (c) in the above paragraph). Where calculations identify additional seats (not allocated) the largest group followed by the next largest group etc., will have their choice of which committee places they wish to take their allocation from in the un-allocated/independent/vacant columns.
- Unallocated spaces will be available to any independent members (who are not members of a group) – this is currently not applicable at Gedling Borough Council

2.9 The top row table below sets out each political group along with the percentage of the Council that group holds. The rows below that show the political balance of the Planning Committee with membership between 9 and 13 Councillors. Having regard to the above, it is considered that a Committee membership of 12 Councillors would best reflect the political balance of the Council.

Balance	Lab 58.53% (Council)	%	Con 21.95% (Council)	%	LD 9.76% (Council)	%	Ind 4.87% (Council)	%	Ind 4.87% (Council)	%
13	7	53.8	3	23.07	1	7.69	1	7.69	1	7.69
12	7	58.33	2	16.66	1	8.33	1	8.33	1	8.33
11	6	54.54	2	18.18	1	9.09	1	9.09	1	9.09
10	5	50	2	20	1	10	1	10	1	9.09
9	5	55.55	2	22.2	2	22.22	0	0	0	0

2.10 Nominated Officer / Nominated Member Decisions

The Regulations set out that a relevant local planning authority may nominate;

- (a) a member of the authority to act as the nominated member for the purposes of regulations 5 and 6 (applications that may be determined by a committee or an officer and own interest applications);
- (b) an officer of the authority to act as the nominated officer for the purposes of regulations 5 and 6.

2.11 It is proposed that the Chair of Planning Committee (or, in the Chair's absence, the Vice-Chair) as the Nominated Member. This approach reflects the expectations set out within the Regulations and associated statutory guidance and, having reviewed the guidance carefully, it is considered that this is the most appropriate and robust approach for the Council to adopt.

2.12 The Nominated Officer will be the Director of Place, or equivalent Officer responsible for the planning service. This aligns with the statutory guidance which states that the nominated officer should be the Chief Planning Officer or equivalent officer who has extensive professional planning experience.

2.13 Reasons for Recommendation

The Regulations and statutory guidance place responsibility for referral decisions solely on the Nominated Officer and Nominated Member. Whilst the guidance recognises that local authorities may establish local arrangements and triage systems, paragraphs 12 – 15 of the guidance is that these provisions are directed towards how local authorities organise and manage applications which may require Gateway Test consideration, rather than creating any additional member-led stage prior to the statutory decision being made.

2.14 In particular, paragraph 13 of the guidance states that local authorities may decide which Schedule 2 applications should be considered for referral in the first place and paragraph 14 refers to a triage system as a mechanism for ensuring that the Nominated Officer and Nominated Member are not overwhelmed by large numbers of applications. Paragraph 15 then returns to the expectation that the referral decision itself will be made by the

Nominated Officer and Nominated Member.

- 2.15 To ensure transparency within the referral process, it is proposed that a written record of every application considered by the Nominated Member and Nominated Officer for referral to Planning Committee shall be maintained and reported within the next available Planning Committee Agenda.

2.16 Section 19B – Scheme of Delegation (Appendix 2)

The Planning delegations have been reviewed to reflect the requirements of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026.

- 2.17 The revised draft;
- identifies those application types that must be determined by officers (P1);
 - identifies those application types which may be referred to Planning Committee through the Nominated Officer/Nominated Member process (P19);
 - retains officer decision-making for advertisement consent applications and Tree Preservation Order matters, reflecting the Working Group discussion (P1 and P10); and
 - retains the Council's existing operational, administrative and enforcement powers.

- 2.18 Under the existing Planning Delegation P25, applications proposing 10 or more residential dwellings or 5,000m² or more of new commercial floorspace are reserved to Planning Committee. The revised scheme of delegation proposes applications involving:

- 10 or more dwellings;
- 1,000m² or more commercial floorspace; or
- residential sites of 0.5 hectares or more where dwelling numbers are not yet known;

should be capable of consideration under the Gateway Test. This will align with the Council's approach with major development thresholds and focus Member involvement on significant development proposals.

- 2.19 The Regulations include applications or advertisement consent and tree preservation order consent within Schedule 2, allowing them to be referred to Planning Committee subject to the Gateway Test. The revised scheme of delegation proposes that these applications remain delegated to Officers as they are primarily technical matters and are unlikely to justify Committee consideration.

3 Alternative Options

- 3.1 Local Planning Authorities are required to have the new arrangements for decision-making in place by 31 October 2026. Any decisions not taken in accordance with the Regulations may be considered not to be legally sound.

4 Financial Implications

- 4.1 None, the changes required to the Constitution and Scheme of Delegation have been met from existing budgets.

5 Legal Implications

- 5.1 The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 will come into force on 31 October 2026. Failure to determine applications in accordance with the Regulations may render the resulting decision unlawful and susceptible to challenge through the courts.

6 Local Government Reorganisation Implications

- 6.1 The legislation will apply to every Local Planning Authority in England, therefore a more consistent approach to the determination of planning applications will be being taken by authorities ahead of Local Government Reorganisation. Any newly formed unitary authorities will be required to adopt their own Constitutions which will set out how planning decisions are taken.

7 Equalities Implications

- 7.1 None, the legislation will be applied across Local Planning Authorities in England. Any implications have been considered by the government.

8 Carbon Reduction/Environmental Sustainability Implications

- 8.1 None, any carbon reduction and sustainability implications will be considered in the determination of individual planning applications by both the Local Planning Authority and Secretary of State should they decide to call in an application.

9 Appendices

- 9.1 Appendix 1 - Section 10 of the Constitution – Planning Committee
- 9.2 Appendix 2 - Section 19B – Scheme of Delegation

10 Background Papers

- 10.1 The Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 - <https://www.legislation.gov.uk/ukdsi/2026/9780348283709/contents>
- 10.2 Planning Committees and the National Scheme of Delegation of Planning Functions: Guidance for local planning authorities in England - [Planning Committees and the National Scheme of Delegation of Planning Functions: Guidance for local planning authorities in England - GOV.UK](#)

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

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Section 10 – Planning Committee

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1 Membership

- a) The Planning Committee will be comprised of 12 members appointed each year at the Annual Meeting of Council. Substitute members are permitted in accordance with Section 4, paragraph 7.26 of the Procedure Rules for Full Council.
- b) The Committee will comply with the political balance rules in Section 15 of the Local Government and Housing Act 1989.

2 Quorum and Frequency of Meetings

- a) The quorum of the Committee shall be five members.
- b) Meetings will take place approximately every six weeks, although the Chair has the discretion to vary this due to levels of business.

3 Definitions

For the purposes of this Section 10 and the Planning Matters in Section 19b of the Constitution:

- (a) "Householder Application" has the meaning given in the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- (b) "Minor Commercial Application" has the meaning given in the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- (c) "Minor Residential Application" has the meaning given in the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- (d) "Reserved Matters" has the meaning given in the Town and Country Planning (Development Management Procedure) (England) Order 2015;
- (e) "Planning Obligation" means an obligation entered into pursuant to section 106 of the Town and Country Planning Act 1990;
- (f) "Large Outline Planning Permission" means an outline planning permission involving the provision of at least 500 dwellings or the creation of 50,000 square metres or more of floorspace.

4 Responsibility

The functions set out in this section shall be exercised by the Planning Committee subject to:

- a) any statutory requirements, including the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026;
- b) the Council's Scheme of Delegation in force from time to time; and
- c) any successor legislation relating to the discharge of planning functions.

Where legislation requires a planning function to be exercised by an Officer, or permits a function to be exercised by the Planning Committee only following satisfaction of prescribed referral criteria, those statutory requirements shall prevail notwithstanding the allocation of functions set out in this section.

- 1) To examine and investigate any proposals for development within or outside the Borough which affect the growth, prosperity and wellbeing of the Borough and to consult on any action considered necessary.
- 2) Power to fix fees and charges in relation to the remit of the Committee.
- 3) Power to appoint delegates to conferences and to approve Member training in relation to the remit of the Committee.
- 4) To respond to consultative documents received by the Council and falling within the remit of the Committee.

- 5) Power to determine applications for planning permission made to the Council.
- 6) Power to determine applications to develop land without compliance with conditions previously attached.
- 7) Power to grant planning permission for development already carried out.
- 8) Power to decline to determine applications for planning permission.
- 9) Duties relating to the making of determinations of planning applications.

- 10) Power to make determinations, grant approvals and agree matters relating to the exercise of development rights.
- 11) Power to enter into agreements regulating the use or development of land.

- 12) Power to serve a completion notice.

- 13) Power to require the discontinuance of a use of land.

- 14) Power to determine applications for listed building consent.
- 15) Power to serve a building preservation notice.
- 16) Power to acquire a listed building in need of repair and to serve a repairs notice.
- 17) Power to apply for an injunction in relation to a listed building.
- 18) Power to execute urgent works to a listed building.
- 19) Power to create, extinguish, stop up or divert footpaths or bridleways.
- 20) Power to make a rail crossing diversion or extinguishment order.

21) To exercise the Council's powers with regard to the Hedgerows Regulations 1997.

22) Power to make, amend, revoke or re-enact byelaws within the remit of the Committee.

4 Rules of Procedure

- a) Paragraphs 7.2, 7.3, 7.4, 7.6, 7.15, 7.17, 7.19, 7.20, 7.21, 7.22, 7.24, 7.25, 7.27, 7.28, and 7.29, of the Procedure Rules for Full Council (Section 4 of this constitution) shall apply to meetings of the Planning Committee as they apply to Council meetings.
- b) References to "the Mayor and Deputy Mayor" shall apply to the Chair and Vice-Chair respectively of the Committee or Sub-Committee concerned and references to the "Council Chamber" shall apply to the room in which the meeting is held.

5 Planning Committee Protocol

5.1 The Planning Committee Protocol governs the conduct of Planning Committee meetings and the participation of Members, Officers and members of the Public in the planning decision-making process.

5.2 Members of the Planning Committee, substitute members and any Councillor participating in proceedings relating to a planning application shall comply with the Planning Committee Protocol.

5.3 The Planning Committee Protocol shall be read in conjunction with:

- (a) the Members' Code of Conduct;
- (b) the Code of Practice for Councillors in Dealing with Planning Applications;
- (c) the Protocol on Member/Officer Relations; and
- (d) this Constitution.

6 Member Training

6.1 No Member shall attend any meeting of a Planning Committee as a committee Member or a substitute for a committee Member unless and until they have undergone such mandatory training with regard to the planning system as the Council requires.

6.2 Members should endeavour to attend any other specialised training or informal briefing sessions provided to improve and keep up-to-date knowledge of planning law, regulations, procedures, policies and the development plans beyond the minimum referred to in 6.1 above.

7 Referral of Applications to Planning Committee

7.1 The Chair of Planning Committee shall act as the Nominated Member for the purposes of the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 and any successor legislation (the “Regulations”). In the absence of the Chair, the Vice Chair shall act as Nominated Member.

7.2 The Director of Place (or equivalent Officer responsible for the planning service) shall act as the Nominated Officer for the purposes of the Regulations. References to the Nominated Officer shall include any officer of the Council who has delegated authority to act on behalf of the Nominated Officer.

7.3 The Nominated Member and the Nominated Officer shall consider applications which are capable of referral to Planning Committee under the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 (or any successor legislation) and the Council's Scheme of Delegation.

7.4 In determining whether an application should be referred to Planning Committee, the Nominated Member and Nominated Officer should have regard to whether:

- a) the application raises a significant planning matter having regard to the Development Plan and any other material planning considerations; and / or
- b) the application raises an economic, social or environmental issue of significant to the Borough or locality affected by the proposal.

7.5 The Nominated Member and Nominated Officer shall make every effort to reach agreement on whether an application should be referred to Planning Committee.

Where agreement pursuant to para 7.4 above is not reached, the application shall be determined under delegated powers in accordance with the Council's Scheme of Delegation and any applicable legislative requirements.

7.6 Development proposals submitted by Councillors and Officers and Council development (“Own Interest Applications”) shall be determined by Planning Committee.

7.7 The Council shall maintain a written record of every application considered by the Nominated Member and Nominated Officer for referral to Planning Committee.

The record shall include:

- a. the application reference and description;
- b. the category of application considered;
- c. the site and Ward;
- d. whether the application was referred to Planning Committee or determined under delegated powers;
- e. the reasons for the decision;
- f. the planning, economic, social and environmental considerations taken into account;
- g. the names of the Nominated Member and Nominated Officer involved; and
- h. the date of the decision.

7.8 Notes of the record will be included as information items on the next available Planning Committee agenda.

8 Delegation

Delegations relating to Planning functions are contained within 19 of this Constitution and shall be exercised in accordance with the Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 any successor legislation relating to the discharge of planning functions.

9 Code of Practice for Councillors in Dealing with Planning Applications

9.1 Introduction

This Code is based upon the Guidance Note issued by the Local Government Association on Probity in Planning for Councillors and Officers (2019). It has been adopted by the Council. Failure on the part of any Councillor to comply with this Code may comprise conduct which could reasonably be regarded as bringing their office or the Council into disrepute and may accordingly be a breach of the Members' Code of Conduct.

The Planning Committee Protocol contains detailed procedures relating to:

- (a) participation in Planning Committee meetings;
- (b) public speaking arrangements;
- (c) predetermination and participation in decision making;

- (d) conduct at Planning Committee meetings;
- (e) decisions contrary to Officer recommendation; and
- (f) other procedural matters.

This Code should be read alongside, and is supplemented by, the Planning Committee Protocol.

9.2 The General Role of Councillors and Officers

- a) Councillors and Officers have distinct but complementary roles. Both serve the public but Councillors are democratically accountable, whilst Officers are accountable to the Council as a whole. Officers advise Councillors and the Council and carry out the Council's work. They are employed by the Council, not by individual Councillors. A successful relationship between Councillors and Officers will be based upon mutual trust, understanding and respect of each other's positions and roles.
- b) Officers who are chartered town planners are subject to the Royal Town Planning Institute (RTPI) Code of Professional Conduct, and similarly Officers who are Solicitors are subject to the Solicitors Regulation Authority (SRA) Code of Conduct. Officers in other professions will have corresponding codes. Breaches of such professional codes of conduct may result in disciplinary action by the relevant professional body. Councillors must not ask Officers to act in a way which will put them in breach of their professional rules.

9.3 Conflicts of Interest and Predetermination

- a) A member of the Planning Committee who is also a member of another body, whether within the Council such as the Cabinet or a committee, or outside the Council such as a parish council or charitable body, should comply with the requirements of the Council's Members' Code of Conduct with regard to the declaration of interests and the participation or non-participation in the consideration of any planning application submitted by that body.
- b) A Member of the Planning Committee who has expressed a clear intention to vote in a particular way or has otherwise predetermined their position on an application before its consideration by the Committee must not take part in the decision as a Member of the Planning Committee.
- c) If any member of the Planning Committee has expressed a view on a planning application to be considered by the Planning Committee on any occasion and in any forum in advance of consideration of the matter by the Planning Committee, but is willing to and intends to listen to all the considerations presented to the committee before deciding on how to vote, then they should not be regarded as

having fettered their discretion and they may participate and on that application.

- d) Paragraph 7.20 of the Procedure Rules for Full Council and the Member Code of Conduct at Appendix C sets out requirements for Councillors on declaring pecuniary and non-pecuniary interests, and the consequences of having such interests. These requirements must be followed, and Councillors should regularly review their position to ensure ongoing compliance.

9.4 Development proposals submitted by councillors and officers and Council development

- a) Councillors and Officers have a right as members of the public to submit planning applications. Such applications must be handled in the following way so as to avoid accusations of favouritism:
- Officers and Councillors must not act as agents for those pursuing planning matters within the Council even if they are not involved in the decision making.
 - Where a Councillor is the applicant for planning permission or is a relative or close associate of the applicant, that Councillor should play no part in the decision-making process for those proposals. A Councillor who is the applicant will have a disclosable pecuniary interest in their own application and would commit a criminal offence if they participated in its consideration.
 - Where an Officer is the applicant for planning permission or is a relative or close associate of the applicant, that Officer should play no part in processing, advising on or determining the application.
 - The Monitoring Officer should be informed of any application submitted by a Councillor or Officer.
 - Councillor/Officer applicants must not lobby or bring pressure to bear on other Officers or Councillors in connection with their application.
 - Any planning application submitted by a Councillor or Officer (or their partner or spouse or immediate family member) should be dealt with by the Planning Committee itself and not dealt with by Officers under delegated powers.
 - The right of an applicant to address the Planning Committee before consideration of the application by the Planning Committee should not apply where the applicant is a member of the Council. In that case, the Councillor may write to the Committee with such representations as they wish to make.
- b) The decision making process for proposals relating to Council owned land or Council development can be open to criticism on the basis that the Council may find it difficult to separate its roles as developer and planning authority. It is therefore important that the application is treated with the same transparency and impartiality as those of private developers. Such applications must therefore be handled in the following way:
- Any Officer involved in the initiation of the proposals must not be involved in the processing and determination of the application.

- Any Councillor/Officer involved in the initiation of the proposals must not lobby or bring pressure to bear on other officers or Councillors in connection with the application.
- Any planning application submitted by or on behalf of the Council should be dealt with by the Planning Committee itself and not dealt with by officers under delegated powers.
- Any Councillor involved in the decision to initiate the proposals can only participate at Planning Committee if they are prepared to make their decision in the light of the information and evidence presented there.

9.5 Lobbying of and by Councillor

- a) Whilst lobbying is a normal part of the democratic process; it can lead to the impartiality and integrity of Councillors being called into question unless care is exercised. When being lobbied on a planning application, Members of the Planning Committee should avoid expressing any opinion which might be taken as indicating that they have already made up their mind on the issue. If Councillors do express an opinion, they should make it clear that they will only be in a position to make a final decision after having heard all the relevant arguments and taking into account all relevant material and planning consideration at committee.
- b) In order to avoid any allegation of predetermination or bias, Councillors should restrict themselves to providing procedural advice (for example, how to submit comments and to whom) and make it clear that any view expressed is provisional and that the final decision will be made after considering all relevant arguments and planning considerations at the planning committee meeting. .
- c) Councillors can raise issues which have been raised by their constituents with officers.
- d) The consideration of planning applications by the Planning Committee should not be subject to whipping arrangements on behalf of the political groups and Councillors must not decide in group meetings before the Committee how they should vote on the matter in Committee. The use of political whips to seek to influence the outcome of a planning application is likely to be regarded as maladministration.
- e) A member of the Planning Committee should avoid organising support for or against a planning application and should avoid lobbying other Councillors on such applications.
- f) Councillors should not put improper pressure on officers for a particular recommendation or decision, and should not do anything which compromises or is likely to compromise officers' impartiality or professional integrity. Councillors must recognise that both Officers and Councillors are bound by the Protocol on Member/Officer Relations and, Officers may also be bound by professional codes, as set out above, a breach of which may expose the Officer to

disciplinary action.

- g) If any Councillor, whether or not a member of the Planning Committee, acts as a speaker on behalf of a lobby group at Committee, they must withdraw once they have spoken in order to avoid any suggestion that members of the Committee may be influenced by their continued presence.

9.6 Decisions Contrary to Officer Recommendations

- a) The Planning Committee must only make planning decisions in accordance with the development plan (which includes the Aligned Core Strategy and adopted Local Plan and supplementary planning documents), unless material considerations indicate otherwise.
- b) Planning Committee can make a decision which is contrary to the officer recommendation. This will usually be as a result in the difference in the assessment of how a policy has been complied with or a different weight given to material considerations.
- c) When making a decision which differs from the Officer recommendation, Planning Committee should:
- Record the reasons for the decision as part of the mover's motion.
 - Adjourn for Officers to draft suitable wording to reflect the reasons proposed.
 - Where Councillors wish to add to or amend conditions proposed by Officers, adjourn the meeting to give Officers a reasonable opportunity to draft suitable conditions reflecting Councillors wishes
 - Give officers the opportunity to explain the implications of the decision, including an assessment of a likely appeal outcome and chance of a successful award of costs against the Council, should one be made.
 - Formally agree the detailed reasons for the decision when the meeting re-convenes.
 - Consider adjourning the matter to another meeting where there are concerns about the validity of the reasons proposed.
- d) If the Planning Committee makes a decision contrary to the officers' recommendation, the Minutes should contain a detailed note of the Committee's reasons for the decision, which should be placed on the application file. Councillors must be prepared to explain in full their reasons for not agreeing with the officer recommendation. The reasons for the decision should be clear and convincing.

- e) Where the Planning Committee has resolved to refuse permission, the decision notice will be issued by Officers following the planning committee meeting, subject to any statutory requirements.
- f) Applicants have a statutory right of appeal to the Secretary of State against the refusal of an application, conditions attached to a permission, or non-determination within the prescribed timescales. Appeals are administered by the Planning Inspectorate.
- g) Where an appeal is received, Officers and the Chair and/or Vice Chair of the Planning Committee will meet to discuss the nature of the appeal, the issues raised and the approach to managing the Council's response.

9.7 Site Visits

- a) Site visits will only be arranged for the Planning Committee with the agreement of the Chair of the Committee where the benefit is clear and substantial. A site visit is only likely to be necessary if:
 - 1) the impact of the proposed development is difficult to visualise from the plans and any supporting material, including photographs taken by Officers; or
 - 2) there is a good reason why the comments of the applicant and/or objectors cannot be fully understood from written representations
 - 3) the proposed development is particularly contentious or significant in its local context.
- b) Where a site visit is arranged for the Planning Committee:
 - the purpose, format and conduct should be clear at the outset and adhered to by all throughout the visit
 - record of the reasons why a site visit is called shall be kept
 - the Planning Committee will be accompanied by Officers
 - the visit must not be used as a lobbying opportunity by the applicant, objectors or supporters. This will be made clear to all parties.
 - the visit itself will consist of an inspection of the site by the Planning Committee to gain a better understanding of the issues and will be run on the strict lines of a planning inspector's site visit.
 - the merits or otherwise of the application will not be discussed.
- c) All members of the Planning Committee should be invited where an official site visit is arranged and whilst they are encouraged to attend, failure to attend does not prevent a Member from participating in the debate or voting

later, provided they have sufficient information to make an informed decision.

- d) Where no official site visit is arranged, Members may view the site from public vantage points only. Members must not enter private property, even if invited, and they should not visit a site alone as this could give rise to perceptions of bias of pre-determination.

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Section 19b – Scheme of Delegation to Officers – Non - Executive Functions

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1.1 Introduction

These delegations are made under the powers contained in Section 101 of the Local Government Act 1972 (as amended) and with reference to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) and all other enabling powers. The Scheme is maintained under section 100G of the Local Government Act 1972.

An officer or other person is authorised to exercise such powers as are set out in this Scheme of Delegation.

1.2 When a Post is Vacant or a Post-holder is Absent

For the purposes of this Scheme, if the post of an officer to whom a function is delegated is vacant or if the post-holder is absent on leave (of whatever type), unless the function is exercisable by an officer who has the appropriate sub-delegation or the Council otherwise decides the following shall apply:

- 1.2.1 In the case of the Chief Executive, the delegation shall be exercisable by a Director or an Interim Chief Executive
- 1.2.2 In the case of a Director, the delegation shall be exercisable by the Chief Executive or another Director.
- 1.2.3 In the case of the Chief Finance Officer, the delegation shall be exercisable by a Deputy Chief Finance Officer in relation to matters which are the responsibility of the Chief Finance Officer.

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- 1.2.4 In the case of the Monitoring Officer, the delegation shall be exercisable by a Deputy Monitoring Officer in relation to matters which are the responsibility of the Monitoring Officer.
- 1.2.5 In the case of Service Managers, the delegation shall be exercisable by the Chief Executive or relevant Director, provided that the Chief Executive or Director has the requisite professional qualification, experience and knowledge, where such is required.
- 1.2.6 Any post specifically referred to shall be deemed to include any successor post, or a post which includes within the job description, elements relevant to any particular delegation, which were also present in the earlier post and shall include anyone acting up or seconded.

1.3 All Decisions made by Officers

Where decisions are taken by officers under delegated powers the following conditions and rules shall apply:

- 1.3.1 All delegations shall be exercised in accordance with the Constitution, all relevant policies and procedures of the Council and all relevant legislative provisions.
- 1.3.2 Any officer exercising a delegation shall only do so where provision has been made for any expenditure within the relevant budget or otherwise in accordance with the Financial Rules.
- 1.3.3 Any officer exercising a delegation shall not do so in a manner which is contrary to any resolution of Full Council, Executive, an Individual Executive Member or a Committee.
- 1.3.4 Any officer exercising a delegation shall do so having regard to Health & Safety requirements.
- 1.3.5 Any officer exercising a delegation shall do so having regard to Equalities requirements.
- 1.3.6 Any officer exercising a delegation shall do so having regard to Data Protection requirements.
- 1.3.7 Any officer exercising a delegation shall do so having regard to relevant legislative requirements.
- 1.3.8 Any officer exercising a delegation is responsible for carrying out any consultation necessary under this Scheme. Such consultation shall be in writing, unless due to urgency that is not practicable, in which case there may be verbal consultation which must be recorded in writing, as soon as reasonably practicable and, in any event, within 5 working days.
- 1.3.9 Any officer to whom a delegation is given may waive his/her right to exercise the delegation and refer the matter to the original delegate for a decision or to Full Council, or relevant Committee.
- 1.3.10 Where an officer has the authority to take decisions, any action taken to implement such decisions may be taken in the name of (but not necessarily personally by) that officer, or any other officer authorised by that officer in accordance with paragraph 1.5.
- 1.3.11 Any decision which could subject the Council to legal liability or legal proceedings shall be taken in consultation with the Monitoring Officer.
- 1.3.12 Any decision which has financial implications other than those budgeted for shall be taken in consultation with the Chief Finance Officer.
- 1.3.13 The decision as to whether or not legal action should be taken by or on behalf of the Council must be taken in consultation with the Monitoring Officer.
- 1.3.14 Officers shall not have the power to exercise any delegation where an individual officer is required by law to hold a relevant qualification and he/she does not hold that qualification.
- 1.3.15 Officers shall not have the power to exercise any delegations which fall outside the individual's actual authority as determined by his/her post.
- 1.3.16 Officers shall not have the power to exercise any delegations in a situation where doing so would be unlawful or constitute maladministration.

- 1.3.17 Subject to any express instructions to the contrary from the delegated body, any power to approve also includes the power to refuse, and the power to impose appropriate conditions.
- 1.3.18 Functions, matters, powers, authorisations, delegations, duties and responsibilities, shall be construed in a broad and inclusive fashion, and shall include the doing of anything which is calculated to facilitate, or is conducive, or incidental, to the discharge of anything specified.

1.4 Recording Decisions

- 1.4.1 As soon as reasonably practicable after making a decision an Officer must produce a written record of the decision in accordance with regulation 7 of the Openness of Local Government Bodies Regulations 2014.

1.5 Sub-Delegations

- 1.5.1 Where an officer is authorised to act under this Scheme of Delegation he/she may further delegate the authority to exercise a specific power to another officer, whilst still retaining the delegation themselves.
- 1.5.2 Before making a sub-delegation, the delegating officer must give consideration to and be satisfied that the officer to whom he/she is sub-delegating is of an appropriate level and has the necessary expertise and knowledge bearing in mind the nature of the delegation.
- 1.5.3 Any such sub-delegation is subject to the existing consultation and limitation requirements.
- 1.5.4 All sub-delegations must be made in writing and a copy provided to the Monitoring Officer within five working days. The Monitoring Officer shall maintain a central register of sub-delegations which shall be available on the intranet.
- 1.5.5 No sub-delegations may be further delegated, unless there is express permission from the original delegating officer that the specific power can be delegated further. Such permission should be included in the written record of the sub-delegation provided under paragraph 1.5.4. When deciding whether to permit further sub-delegation, the same consideration should be given as outlined in paragraph 1.5.2.
- 1.5.6 In the event that a post to which a delegation or function is given ceases to exist and its responsibilities are transferred to another post temporarily or permanently then the delegations given under this Scheme shall be exercisable by the post to which the responsibilities have been transferred. There should be written confirmation of the change in responsibilities from the line manager, which shall be provided to the Monitoring Officer to be retained with the central copy of the scheme of delegations.

1.6 Interpretation

- 1.6.1 Any reference to an Act, Order or other legal provision shall include a reference to any modification or re-enactment thereof and any reference to any Directive, Act, Order or other legal provision shall include any Regulations, Orders, Rules, Instruments, Directions, Statutory Guidance or other legal provision made thereunder.
- 1.6.2 'Appropriate Director' shall mean the Director responsible for the function to which the particular exercise of the delegation applies.
- 1.6.3 'Appropriate Service Manager' shall mean the Service Manager responsible for the function/service to which the particular exercise of the delegation applies.
- 1.6.4 'Consultation' shall mean seeking the comments of the person(s) to be consulted. Consultation shall not mean obtaining the consent of the person(s) to be consulted. A written record of the consultation shall be retained by the officer in accordance with paragraph 1.3.8.

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- 1.6.5 'Emergency' shall mean a situation where immediate action is necessary and where inaction may lead to loss of life, serious injury to a person or animal, or significant damage to or significant loss of property. A written record of any decision taken in an emergency must still be made in accordance with paragraph 1.4

Delegations

General Matters – Non-Executive Functions			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
C1	Authority to take all necessary decisions on all urgent matters falling within the remit of the appropriate Committee or Sub-Committee.	Director (within whom the responsibility for the function falls)	After consultation with the appropriate Chair or Vice-Chair
C2	In any case where to wait for instructions would, in her opinion, prejudice the Council's position, to institute, defend and conduct any legal proceedings affecting the rights or interests of the Council.	Monitoring Officer	
A3	Authority to authorise payment of compensation of up to £500.00 in order to settle a complaint made to the Council directly or through the Local Government Ombudsman.	Director	In consultation with the Monitoring Officer

Election Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
C1	Make an Order under Section 39(4) of the Representation of the People Act 1983 in relation to a Parish Council	Chief Executive	
C2	Pay expenses properly incurred by electoral registration officer	Chief Executive	
C3	Fill vacancies in the event of insufficient nominations in relation to a Parish Council	Chief Executive	
C4	Declare a vacancy in office where a member ceases to be qualified, is disqualified or ceases to be a member of the authority	Chief Executive	
C5	Give public notice of a casual vacancy	Chief Executive	
C6	Make temporary appointments to Parish Councils	Chief Executive	
C7	Deal with publicity requirements where the Council has decided on a change of scheme for elections	Chief Executive	

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Election Matters

Ref No.	Function	Authorised Officer	Consultation/ Limitation
C8	Deal with notice to Electoral Commission where the Council has decided on a change of scheme for elections	Chief Executive	
C9	Designate an alternative polling place should one become unavailable at short notice before an election	Chief Executive	
C10	Designate an alternative polling place should one become unavailable at short notice before an election.	Chief Executive	

Licensing Matters – Gambling Act 2005

Ref No.	Function	Authorised Officer	Consultation/ Limitation
L1	Authority to appoint authorised persons under Section 304 of the Gambling Act 2005	Director	

Environment and Licensing Matters - General

Ref No.	Function	Authorised Officer	Consultation/ Limitation
EL1.	Power to approve and vary licence conditions, approve and issue licences, registrations, certificates and authorisations in the following matters: a) Certificates of Registration of premises for acupuncture, tattooing, ear piercing and electrolysis (Local Government (Miscellaneous Provisions) Act 1982. b) Licences and renewals of licences in respect of: i) The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018; ii) Keeping an animal boarding establishment (Animal Boarding Establishment Act 1963); iii) Keeping pet shop (Pet Animals Act 1951); iv) Game dealer licences and licence to sell game; v) Public Entertainments (Local Government (Miscellaneous Provisions) Act 1982; vi) dangerous wild animals. (Dangerous Wild Animals Act 1976); vii) massage and special treatments;	Director	

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Environment and Licensing Matters - General			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	viii) late night refreshment houses; ix) caravan sites (Caravan Sites and Control of Development Act 1960); x) cinemas and theatres; xi) Private places of entertainment (Licensing) Act 1967; xii) food premises (Food Safety Act 1990); and any Order or Regulations or other instruments made thereunder or having effect by virtue of the European Communities Act 1972 and relating to food safety or animal foodstuffs and any modification or re-enactment of them. xiii) Environmental Permitting England and Wales Regulations 2016 xiv) zoos (Zoo Licensing Act 1981).		
EL2.	Power to authorise persons, whether employed by the Council or not, to act in a statutory role as appropriate to undertake duties and responsibilities, including Powers of Entry, under the following statutes and regulations and orders made thereunder: - Public Health Act 1936 - Public Health Act 1961 - Prevention of Damage by Pests Act 1949 - Clean Air Act 1993 - Local Government (Miscellaneous Provisions) Act 1976 - Local Government (Miscellaneous Provisions) Act 1982 - Refuse Disposal (Amenity) Act 1978 - Control of Pollution Act 1974 - Caravan Sites and Control of Development Act 1960 - Building Act 1984 - Pet Animals Act 1951 - Animal Boarding Establishments Act 1963 - The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 - Dangerous Wild Animals Act 1976 - Food and Environment Protection Act 1985 - Environmental Protection Act 1990 - Environment Act 1995 - Dangerous Dogs Act 1991 - Water Act 1989 - The Clean Neighbourhoods and Environment Act 2005	Director	

Gedling Borough Council Constitution

Environment and Licensing Matters - General			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	- Water Industry Act 1991 - Food Safety Act 1990 and any Order or Regulations or other instruments made thereunder or having effect by virtue of the European Communities Act 1972 and relating to food safety or animal foodstuffs and any modification or re-enactment of them. - Public Health (Control of Disease) Act 1984 - Public Health (Infectious Diseases) Regulations 1988 - Slaughter of Poultry Act 1967 - National Assistance Act 1948 (as amended) - Animal Health Act 1981 - the Agriculture (Miscellaneous Provisions) Act 1968 - Natural Mineral Waters Regulations 1985 - Health and Safety (Enforcing Authority) Regulations 1989 - Sunday Trading Act 1994 - Zoo Licensing Act 1981 - Performing Animals Act 1925 - The Control of Pesticides Regulations 1986 - Criminal Justice and Public Order Act 1994 - Noise and Statutory Nuisance Act 1993 - Noise Act 1996 - Health and Safety at Work Act Etc 1974		
EL3.	Authority to appoint named Officers as Inspectors and to be entitled to exercise the powers of an Inspector in: i) Section 20(2)(a) to (m) inclusive, Sections 21, 22 and 25 of the Health and Safety at Work Act 1974; ii) any Health and Safety Regulations; iii) any of the appropriate provisions of the Acts mentioned in Schedule 1 of the 1974 Act which are specified in the third column of the Schedule and of the Regulations, Orders or other instruments of a legislative character made or having effect under any provisions so specified which may be in force from time to time.	Director	
EL4.	Power to authorise named Officers to administer the provisions of the Clean Air Act 1993 with respect to offences under Sections 1, 2 and 20 and notification under Section 51.	Director	
EL5.	Authority to appoint named and suitably qualified Officers to exercise the powers of an Inspector under the Food	Director	

Gedling Borough Council Constitution

Environment and Licensing Matters - General			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	Safety Act 1990: and any Order or Regulations or other instruments made thereunder or having effect by virtue of the European Communities Act 1972 and relating to food safety or animal foodstuffs and any modification or re-enactment of them.		
EL6.	Authority to appoint such persons as necessary to act as Inspectors within the provisions of Part I of the Environmental Protection Act 1990.	Director	
EL7.	Authority to appoint named Officers to act under the provisions of Part III of the Food and Environmental Protection Act 1985 and Control of Pesticides Regulations 1986 in respect of the advertisement, supply, sale, storage and use of pesticides except where the Health and Safety Executive is the enforcement authority by virtue of Regulation 3 of, and Schedule 1 to the Health and Safety (Enforcing Authority) Regulations 1989, and the use of pesticides in domestic premises by the occupier of those premises, provided such use does not form part of a work activity.	Director	
EL8.	Authority to appoint in writing: i) under Section 19 of the Health and Safety at Work Etc. Act 1974 any Specialist or Consultant as may be required as an Inspector and to authorise such appointee to exercise such powers under Section 20 may be required; ii) to authorise any Specialist or Consultant as may be required to accompany an Inspector pursuant to Section 20(2)(c)(i).	Director	
EL9.	The granting of licences for small lotteries under the Betting, Gaming and Lotteries Act, amusement with prizes, licences for street collections, licences for house to house collections, in accordance with the overall policy of the Council.	Director	
EL10	The approval and refusal of applications for Private Hire and Hackney Carriage Vehicle Licences for vehicles carrying up to eight passengers.	Director	
EL11	Authority to refuse a grant a Hackney Carriage or Private Hire Drivers' Licence, or to revoke an existing licence, where the driver is disqualified from driving and no longer holds a licence under Part III of the Road Traffic Act 1998 authorising him to drive a motor vehicle.	Director	

Gedling Borough Council Constitution

Environment and Licensing Matters - General			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
EL12	Authority to grant a Hackney Carriage or Private Hire Drivers' Licence where the applicant has no previous convictions or cautions.	Director	
EL13	Authority to grant a Hackney Carriage or Private Hire Drivers' Licence where the applicant has previous convictions or cautions for Minor Traffic Offences where the number of points endorsed on his/her driving licence is 7 or fewer.	Director	
EL14	Authority to grant a Hackney Carriage or Private Hire Drivers' Licence where the applicant has previous convictions, cautions or offences which are more than 5 years but less than 10 years prior to the application, except where the applicant has a conviction for Violence or an Indecency Offence, in which case the application must be referred to Committee in the circumstances set out in the approved guidelines.	Director	After consultation with the Chair or Vice Chair and two members of the Committee
EL15	Authority to grant a Hackney Carriage or Private Hire Drivers' Licence where the applicant has previous convictions, cautions or offences which are more than 10 years prior to the application, except in the following circumstances where the application must be referred to the Committee: i) Where the applicant has a conviction for an indictable only offence; and/or ii) Where the applicant has a conviction for a serious sexual offence; or iii) Where the convictions are all more than 10 years old and fall outside of the above but it is felt by the Chair/Vice Chair that the circumstances justify refusal.	Director	After consultation with the Chair or Vice Chair
EL16	Authority to appoint authorised officers to carry out enforcement functions under the Local Government Miscellaneous Provisions Act 1976, in relation to licensed vehicles and drivers operating in the borough which have been licensed by other licensing authorities, subject to those authorities delegating those functions to Gedling Borough Council.	Director	
EL17	Authority to authorise legal proceedings against any person contravening the provisions of the Council's Street Trading Prohibition Order.	Director	In consultation with the Monitoring Officer

Gedling Borough Council Constitution

Environment and Licensing Matters - General

Ref No.	Function	Authorised Officer	Consultation/ Limitation
EL18	Authority to deal with complaints about high hedges, any appeals, enforcement and authorisation of powers of entry under Part 8 of the Anti-Social Behaviour Act.	Director	
EL19	The authority to authorise persons whether employed by the Council or not, to act in a statutory role as appropriate to undertake duties and responsibilities, including powers of entry under the Health Act 2006 and regulations made thereunder to deal with smoke free premises	Director	
EL20	Authorise legal proceedings against any person contravening the provisions of the Health Act 2006 and regulations made thereunder.	Director	In consultation with the Monitoring Officer

Licensing Matters – Licensing Act 2003

Ref No.	Function	Authorised Officer	Consultation/ Limitation
L1	Delegated authority to carry out the functions and to deal with all decisions which are required to be made under the Licensing Act 2003 and which are not either delegated to the Licensing Panels or reserved to the Licensing Committee.	Director	

Planning Matters

Ref No.	Function	Authorised Officer	Consultation/ Limitation
For the purposes of these delegations, the definitions contained within Section 10 of the Constitution shall apply.			
P1	Authority to determine the following applications and approvals under delegated powers: (a) certificates of appropriate alternative development, under section 17(1) of the Land Compensation Act 1961; (b) Certificates of Lawfulness of Proposed Works to Listed Buildings under section 26H of the Planning (Listed Buildings and Conservation Areas) Act 1990;(c) Householder Applications; (d) Minor Commercial Applications;	Chief Executive	

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	(e) Minor Residential Applications, including: (i) development comprising at least one and not more than nine dwellings on a site of less than 0.5 hectares; (ii) development of a building containing flats, or development within the curtilage of a building for purposes incidental to the enjoyment of those flats, excluding development involving a change of use or change in the number of flats; and (iii) applications for any consent, agreement or approval required in connection with development falling within paragraphs (i) or (ii); (f) Applications for Permission in Principle; (g) Applications made under Section 73 of the Town and Country Planning Act 1990 where the original planning permission was granted pursuant to development falling within paragraphs (a) to (f) above; (h) Applications made under section 96A of the Town and Country Planning Act 1990; (i) Requests and applications to modify or discharge planning obligations connected to development falling within paragraphs (a) to (h); (j) Biodiversity Gain Plans; k) Reserved Matters Applications other than those relating to Large Outline Permissions; (l) Applications for approval of details reserved by condition; (m) Applications for express consent to display advertisements; (n) Applications for consent under a Tree Preservation Order.		
P2	Authority to determine that no Tree Preservation Orders should be made where notice of intention to carry out work on a tree in a conservation area is received.	Chief Executive	

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
P3	Where planning permission has been refused, authority to decide that an appeal to the relevant Secretary of State should be resisted and to agree in what form the appeal shall be conducted.	Chief Executive	
P4	Authority to make observations on behalf of the Borough Council as District Planning Authority in respect of proposals by Nottinghamshire County Council for which deemed permission was being sought under the Town and Country Planning General Regulations.	Chief Executive	
P5	Authority to exercise judgement and discretion as to when consultations with interested bodies should be carried out in connection with planning applications and likewise the question of re-consultation with residents, Parish Councils and other bodies where amendments are negotiated to planning applications as originally submitted.	Chief Executive	
P6	Authority to make observations on behalf of the Borough Council in respect of proposals by statutory undertakers for which deemed permission is being sought under the Town and Country Planning General Regulations 1992	Chief Executive	
P7	Authority to approve the renewal of a planning permission where there has been no change in circumstances.	Chief Executive	
P8	Authority to make a Tree Preservation Order where no objections have been received.	Chief Executive	
P9	Authority to confirm a Tree Preservation Order where no objections have been received.	Chief Executive	
P10	Authority to exercise the Council's functions in relation to applications for consent and requests or notifications concerning works to trees protected by a Tree Preservation Order pursuant to the Town and Country Planning Act 1990 and the Town and Country Planning (Tree Preservation) (England) Regulations 2012 (as amended), including the determination of whether any statutory exemption applies, following consultation where necessary.	Chief Executive	
P11	Authority: i) To issue a Hedgerow Retention Notice where he is satisfied that the hedgerow is important and should be retained; ii) To authorise the Monitoring Officer to make an application for an Injunction where the removal of an important hedgerow is apprehended.	Chief Executive	
P12	Authority to serve Planning Contravention Notices under Section 171(c) of the Town and Country Planning Act 1990 and to enter into discussions with the recipient of	Chief Executive	

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	such a Notice about how any suspected breach of control might be remedied.		
P13	To take decisions with regard to publicity for reserved matters and amendments to planning applications.	Chief Executive	
P14	Authority to deal with requests to withdraw an Enforcement Notice where no objections are received and to serve Breach of Condition Notices	Chief Executive	
P15	Authority to exercise the general powers of entry conferred on a local planning authority by Section 196A of the Town and Country Planning Act 1990.	Chief Executive	
P16	Authority to authorise the Monitoring Officer to discharge Section 106 Agreements and to release Bonds in support of such Agreements upon being satisfied that the Agreement has been fully complied with and that it would be appropriate for such agreement to be discharged if it no longer serves a useful purpose and was not capable of having any effect in the future.	Chief Executive	
P17	Authority to determine in respect of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017: 1. Whether or not an environmental statement was needed prior to a developer submitting an application; 2. To determine where or not schemes comprising Schedule 2 development require an environmental statement.	Chief Executive	
P18	Within the area of his responsibility, power to authorise the service of Notices and the enforcement thereof in the event of default including recovering costs.	Chief Executive	
P19	Authority to determine the following applications under delegated powers unless the application has been referred to Planning Committee in accordance with Section 10 of this Constitution: (a) applications for Listed Building Consent; (b) applications made under Section 19 of the of the Planning (Listed Buildings and Conservation Areas) Act 1990 for the variation or discharge of conditions attached to Listed Building Consent; (c) planning applications connected to applications falling within paragraphs (a) and (b); (d) applications for planning permission involving: (i) 10 or more dwellings; (ii) 1,000 square metres or more of commercial floorspace; or	Chief Executive	

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	(iii) residential development on a site of 0.5 hectares or more where the number of dwellings is not known; (e) applications made under section 73 of the Town and Country Planning Act 1990 where the original planning permission falls within paragraph (d); (f) applications made under section 73A of the Town and Country Planning Act 1990 relating to development falling within paragraph (d); (g) Reserved Matters Applications relating to Large Outline Permissions; (h) requests and applications to modify or discharge planning obligations connected to development falling within paragraphs (a) to (g).		
P20	Authority to enter land without a warrant under Regulation 12 of the Hedgerows Regulations 1997.	Chief Executive	
P21	Authority to determine all applications of the extension of time limits.	Chief Executive	
P22	Authority to issue and serve a Temporary Stop Notice	Chief Executive	
P23	Authority to exercise the powers to require proper maintenance of land pursuant to Section 215 (i) Town and Country Planning Act 1990, including the power to take action in default.	Chief Executive	
P24	Within the area of his responsibility, power to authorise the service of Notices and the enforcement thereof including the recovery of costs insofar as they may relate to non-executive responsibilities.	Chief Executive	
P25	Authority to delegate to appropriate Officers the service of Notices and taking of action in default insofar as they may relate to non-executive responsibilities.	Chief Executive	
P26	Power to authorise the commencement of legal proceedings within the area of his responsibility insofar as they may relate to non-executive responsibilities.	Chief Executive	In consultation with the Monitoring Officer
P27	Power to authorise persons, whether employed by the Council or not, to act in a statutory role as appropriate to undertake duties and responsibilities, including powers of entry, under statutes and regulations and orders within the area of his responsibility and insofar as they may relate to non-executive responsibilities.	Chief Executive	

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
P28	Authority to enter into Agreements within the area of his responsibility and to release Bonds in support of such Agreements upon being satisfied that the Agreement has been fully complied with and that it would be appropriate for such agreement to be discharged if it no longer serves a useful purpose and was not capable of having any affect in the future.	Chief Executive	
P29	Within the ambit of the Planning Committee to authorise the advertising of proposals in the press affecting large numbers of people in the Gedling Borough area.	Chief Executive	
P30	Authorised to instruct that proceedings be instituted in cases where unacceptable unauthorised banner advertisement signs are erected.	Chief Executive	In consultation with the Chair or Vice-Chair of Planning Committee
P31	Authority to approve the making and confirmation of a Tree Preservation Order under Sections 197 - 201 of the Town and Country Planning Act 1990	Chief Executive	In consultation with the Chair or Vice-Chair of Planning Committee
P32	Authority to serve Building Preservation Notices.	Chief Executive	In consultation with the Chair or Vice-Chair of Planning Committee
P33	Authority to determine any requests for Revocation Orders and where considered appropriate, to refer such matters to Planning Committee for determination.	Chief Executive	In consultation with the Chair or Vice-Chair of Planning Committee
P34	Authority to make determinations in relation to whether prior approval is required for development permitted under the Town and Country Planning (General Permitted Development) Order 2015, (as amended) and to agree details and specifications where prior approval is required and give other consents and approvals in relation to that Order.	Chief Executive	
P35	Authority to determine an application for a Certificate of Lawfulness of existing use or development and a Certificate of Lawfulness of proposed use or development of land under Sections 191 and 192 of the Town and Country Planning Act 1990.	Chief Executive	
P36	Authority to negotiate and conclude Agreements made under Section 106 of the Town and Country Planning Act 1990. The sealing of any Agreement under the authority of this Section shall be an	Monitoring Officer	In consultation with the Chief Executive

Gedling Borough Council Constitution

Planning Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
	authorised delegation for the purposes of the Council's Constitution.		
P37	Authority to determine applications under Section 64 of the Town and Country Planning Act 1990 as to whether the carrying out of operations on land or the making of any change in the use of land would constitute or involve development of the land, and if so, whether an application for planning permission in respect thereof would be required having regard to the Town and Country Planning (General Permitted Development) (England) Order 2015 and any successor legislation.	Monitoring Officer	In consultation with the Chief Executive
P38	Authority for the endorsement of Tree Preservation Orders as to their confirmation, modification, variation or revocation.	Monitoring Officer	
P39	Authority to determine when it is expedient to investigate alleged breaches of planning control	Chief Executive	

Staffing Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
1	The Head of Paid Service, derives the following powers from statute: a) the manner in which the discharge by the authority of their different functions is co-ordinated; b) the number of grades of staff required by the authority for the discharge of their function; c) the organisation of the authority's staff; and d) the appointment, dismissal and proper management of the authority's staff, other than in relation to Chief Officers.	Head of Paid Service	
ACS2	Implementation of Circulars on national wage and salary awards and other alterations in conditions of service.	Chief Executive	
ACS3	Authority to approve unpaid leave in excess of 13 weeks.	Chief Executive	
ACS4	Designation of posts attracting car user allowance and eligibility for car loans.	Chief Executive	
5	Authority, to give approval to the payment of first class rail fare to Members and Officers in appropriate circumstances.	Chief Executive	

Gedling Borough Council Constitution

Staffing Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
6	Authority to make agreements with other local authorities for the placing of staff at the disposal of those other authorities.	Chief Executive	
7	Authority to approve honoraria within the terms of the National and Local Schemes	Director	In accordance with the Council's Policy In consultation with the Director responsible for Personnel.
8	Approval of leave of absence for volunteer members of non-regular forces.	Director	
9	Authority to appoint to established posts.	Director	Following consultation with the Director responsible for Personnel.
10	Authority to approve unpaid leave of up to 13 weeks duration.	Director	
11	Authority to create a temporary post	Director	Provided that this can be accommodated within existing budgets In consultation with the Director responsible for Personnel.
ACS12	Authority to allow carry over leave beyond the permitted 5 days and additional paid or unpaid compassionate leave	Director	Following consultation with the Director responsible for Personnel.
ACS13	To authorise payment of occasional user car allowance.	Director	
ACS14	Approval of post entry training grants and attendance at training courses in accordance with the Council's policies.	Director	

Gedling Borough Council Constitution

Staffing Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
ACS15	Authority to allow an appropriate amount of time away from work for family care which can be worked back over a reasonable length of time, the decision to allow time off to take into account both the business needs of the Authority and the individual's personal circumstances.	Director	
ACS16	Authority to make minor adjustments to job descriptions, where they do not involve changes to grade or service conditions and do not give rise to any financial implications.	Director	In consultation with the Director responsible for Personnel
ACS17	Authority to approve applications for a car purchase loan or a contract hire car within the approved scheme.	Director	
AR18	To approve cases of retirement on the grounds of ill-health, including authority to release statutory ill-health pension benefits.	Chief Executive	Subject to necessary medical approval (as defined by regulation) having been obtained.
AR19	Implementation of requirements arising from Pension Act reviews where no discretion is afforded to the Authority.	Chief Executive	
AR20	Authority to approve all cases of dismissal, including by reason of early retirement and compulsory or voluntary redundancy in accordance with any statutory or discretionary arrangements, other than decisions relating to pension release and discretionary payments.	Chief Executive	

Standards Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
S1	Dealing with complaints of breach of the Code of Conduct by Borough Councillors and Parish Councillors	Monitoring Officer	In accordance with Arrangements for Dealing with Complaints and in consultation with Independent Person, where

Gedling Borough Council Constitution

Standards Matters			
Ref No.	Function	Authorised Officer	Consultation/ Limitation
			required in the Arrangements
S2	Granting dispensations to Borough Councillors who have a disclosable pecuniary interest on any of the following grounds: a) without the dispensation, the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of that business; b) that, without a dispensation, no member of the Cabinet would be able to participate on the matter	Monitoring Officer	
S3	Conducting the recruitment process for the Independent Person, reserve Independent Person and Co-opted Members to the Standards Committee	Monitoring Officer	
S4	Authority to constitute the membership of the hearing panel at any time.	Monitoring Officer	

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Report to Council

Subject: Independent Remuneration Panel - Report and recommendations for Audit co-opted member and mileage rates

Date: 30 September 2026

Author: Democratic Services Manager

Purpose

To inform Council of the latest report from the Council's Independent Remuneration Panel (IRP) relating to the Co-opted Member for Audit Committee allowance and mileage rates for Councillors and to invite Council to consider the recommendations made by the Panel.

Recommendations

- 1) To consider the report of the Independent Remuneration Panel and whether to accept the recommendations contained in the report, or to propose an alternative; and**
- 2) Consequent on the IRP recommendations being accepted, to agree the schedule of members' allowances for 2026/27 as attached at Appendix 2 to this report; and**
- 3) To authorise the Monitoring Officer to make appropriate amendments to section 29 of the Constitution to reflect any changes to the members' allowances scheme agreed**

1. Background

- 1.1. The last IRP recommendations were debated at the Council meeting in January 2026 with members choosing not to accept some of the panel's recommendations – namely to remove the allowance for the Business Managers and Policy Advisors. It is also useful to note that at the meeting in January 2024, members agreed to link both Basic and Special Responsibility Allowances to increase in line with Chief Officer's local authority pay awards until the 2028/29 financial year.
- 1.2. The purpose of the mid-year meeting of the IRP was to review the allowances currently paid to co-opted members of the Audit Committee,

following a request for review recommended by Audit Committee, this is due to a review of the role as a new recruitment exercise to appoint an additional Audit Independent Member is undertaken.

- 1.3. It was also necessary to review the mileage rates paid to all members following a change to the scheme for officers of the council and the need to keep the two payments in line with each other. HMRC announced changes to mileage rates in May 2026 backdated to 1 April 2026. Mileage rates have increased from 45p-55p per mile (see appendix 3). Whilst the Council's mileage rate previously aligned with the National Joint Council's Green Book terms in respect of mileage, which remain at the lower rate, the recommendation from government is that councils should adopt the higher HMRC rate. This position was agreed for officers but has not yet been confirmed for members as the payment levels form part of the Member Allowances Scheme and require review by the Panel.
- 1.4. The panel convened on 12 August via teams to discuss the above matters. They reviewed the comments of the current Independent Member and heard about the level of work – such as the intense financial document reviewing and scrutinising - that the role entails. They also reviewed some benchmarking data which noted the allowance that other councils paid their co-opted members and their current mileage rates. It should be noted that the fee for the Independent Member on Audit Committee has not been reviewed since the role commenced in 2024.
- 1.5. It was noted that the review was solely for the co-opted member of the Audit Committee and would not affect the co-opted members on Standards Committee – this was due to the specialist expertise and qualifications required of the Independent Audit Member.
- 1.6. After reviewing all relevant information, the panel agreed upon the below recommendations:
 - That the allowance for the Co-opted Member on the Audit Committee should increase to £800 per year; and
 - That the allowance for mileage should rise in line with officer rates; and
 - No other changes are made for the 2026/27 year.

2. Proposal

- 2.1 The Panel's report, including associated recommendations, is attached at Appendix 1. Recommendations are noted above at 1.5.
- 2.2 Should Council be minded to accept the Panel's recommendations, then the level of allowances to be paid to members for 2026/27, will be as set out at Appendix 2.

3. Alternative Options

- 3.1 The Independent Remuneration Panel is advisory in nature so Council could decide on an alternative proposals or choose to do nothing.

4. Financial Implications

- 4.1 Should Council accept the Panel's recommendations, then costs will be found and added to the current budgets for 2026/27.

5. Legal Implications

- 5.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) set out that local authorities must establish a panel to review and advise on the level of allowances payable to members. The Council must have regard to the recommendation made by the Panel, but do not have to accept them. Any changes to the scheme must be considered by the Panel prior to implementation.
Any changes to schemes in year can be backdated to the start of the year the change took effect.

6. Equalities Implications

- 6.1 The scheme as a whole seeks to support members by providing financial support for carers and parents.

7. Carbon Reduction/Environmental Sustainability Implications

- 7.1 There are no direct environmental impacts as a result of this report.

8. Appendices

- 8.1 Appendix 1 – Report of the Independent Remuneration Panel – Aug 26
- 8.2 Appendix 2 – Proposed schedule of Members Allowances 2026/27
- 8.3 Appendix 3 – HMRC Mileage Rates [Travel — mileage and fuel rates and allowances - GOV.UK](#)

9. Background Papers

- 9.1 None identified

10. Local Government Reorganisation

10.1 The changes to allowance for Co-opted Independent Members on Audit Committee has already had regard to other local authorities within Nottinghamshire. The levels of allowance under the current Scheme will significantly alter with the establishment of the two new Councils. An Independent remuneration Panel will need to be established to consider proposed schemes going forward.

Statutory Officer approval

Approved by: Mike Hill

Financial Officer

Date: 22.09.2026

Approved by: Fran Whyley

Monitoring Officer

Date: 22.09.2026

APPENDIX 1

Report of the Gedling Independent Remuneration Panel in respect of the 2026/27 year

Introduction

- 1.1 The Independent Remuneration Panel was established under the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) to provide advice and recommendations to the Council on its Members' Allowances Scheme and amounts to be paid under it.
- 1.2 The panel received administrative support from the Democratic Services Manager.
- 1.3 The Panel's Terms of Reference are as follows:

The Independent Remuneration Panel will review, on an annual basis, the level and extent of allowance payments made to Borough Councillors having regard to:

- The role of Councillor and the importance of effective democratically accountable local government and community leadership; and
- The scale and complexity of the Council's operations and changes taking place in the various roles Councillors are expected to fulfil and the responsibilities attached to the various roles; and
- The time commitment required from Councillors to enable both the Council and individual Councillors to be effective in their various roles; and
- The importance of encouraging people from all backgrounds and circumstances to serve in local government without suffering financial loss because of their membership of the Council.

The Panel will also:

- Consider the level and extent of travel and subsistence allowances including dependent carers' allowance; and
- Review the payment of allowances and expenses payable in relation to attendance at seminars, conferences, and other council business.

The Panel's operation:

- The Panel is comprised of four Independent Members
- Panel members are recruited by public advertisement and should be of good standing in the community either as a resident and/or a stakeholder in the Borough. Ideally members should have sound knowledge of employment and financial matters with an understanding of the operations of a local authority.
- The Panel is advisory in nature and the recommendations it makes are not binding on the authority. However, the Local Authorities (Members' Allowances) (England) Regulations 2003 (as amended) requires Council to "have regard" to the Panel's recommendations when setting its allowances.

Process

- 2.1 The panel have already carried out the annual review of the members remuneration for the 2026-27 year but were called on to complete a mid-year review following some recent representations and changes which related solely to the allowances for members mileage and the co-opted member of the Audit Committee.
- 2.2 The panel convened on 12 August, where 3 of the 4 members were present to receive some background on the reason for the meeting from the Monitoring Officer and Section 151 Officer of the council.
- 2.3 They heard that there had been a recommendation from the Audit Committee for review of the allowance co-opted members are paid to sit on the committee. The current remuneration did not adequately reflect the role that the co-opted member was expected to undertake on the committee, given the volume of documentation he was expected to read, digest and effectively scrutinise. It was confirmed that the allowance was also less than what he was paid doing the same role at another neighbouring local authority. It was also noted that recruitment for an additional Co-opted member was underway and it was therefore timely to undertake a review.
- 2.4 Background was also given on the recent change to mileage rates for council staff, seeing these rise in line with the 2026/27 HMRC rate – 55p per mile for car journeys. The current rate payable to elected members, as per the agreed members allowance scheme, is the NJC employee rate – 45p per mile for car journeys - which hasn't yet been updated to reflect the HMRC rise.

Panel's Deliberations

- 3.1 The panel reviewed the information received about the co-opted member, as well as benchmarking of allowances paid by surrounding councils of varying size and political control. It was noted that some councils did not include the payment to their co-opted members in their members allowances scheme so not all of the information for all local councils was available for scrutiny and comparison. It was noted that Rushcliffe District Council paid £800.
- 3.2 The panel queried the volume and complexity of work required by the co-opted member and how this worked affected the work of the committee as a whole. It was noted that the expectation of the co-opted member of the Audit Committee was to read, understand and provide scrutiny and challenge on several pieces of complex financial information – sometimes resulting in hundreds of pages of information. The S151 Officer noted that the current members input and experience was highly valued and gives welcomed challenge to the officers on the council's financial position and decisions. It was also explained that the Audit Committee were currently recruiting a new Co-opted member and it was timely to review the allowance paid to ensure candidates would be attracted to the role. The person spec requires the candidate to demonstrates experience in accountancy and/or

legal practice and is considered to be a more specialised role than other co-opted roles.

- 3.3 Finally, the panel considered the allowances for mileage paid to all members. They noted the increase to the council officer rates and agreed that the same rate should be paid to elected members, in the spirit of fairness.

Recommendations

- 1) That the allowance for the Co-opted Member on the Audit Committee should increase to £800 per year; and
- 2) That the allowance for mileage should rise in line with officer rates; and
- 3) No other changes are made for the 2026/27 year.

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Section 29 – Members’ Allowances Scheme

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Gedling Borough Council, in exercise of the powers conferred by the Local Authorities (Members’ Allowances) (England) Regulations 2003 (“the Allowances Regulations”) and all other enabling powers hereby makes the following Scheme:

29.1 Citation

The Scheme may be cited as the Gedling Borough Council Members’ Allowance Scheme and shall come into effect on the Twenty-second Day of April Two thousand and three.

29.2 Interpretation

“Councillor” means an elected Member of the Gedling Borough Council.

“Co-opted Member” means any person who is not for the time being a Councillor and who is appointed as a member of any other Committee or Sub-Committee of the Council.

29.3 Basic Allowance

Subject to Paragraphs 7 and 8 for each year a basic allowance of the amount specified in Schedule 1 hereto shall be paid to each Councillor. An annual indexation increase, in line with Chief Officer local authority pay award, will be applied for the next four years between 2024/25 and 2027/28.

29.4 Special Responsibility Allowances

- (1) For each year a special responsibility allowance shall be paid to those Councillors who have the special responsibilities in relation to the Authority specified in Schedule 1 to this Scheme.
- (2) Subject to Paragraphs 7 and 8 the amount of each such allowance shall be the amount specified against that special responsibility in that Schedule.
- (3) No Councillor shall be paid more than one Special Responsibility Allowance at any one time and if at any time any Councillor shall hold more than one post attracting such an allowance, only the higher, or highest as the case may be, such allowance shall be payable.
- (4) An annual indexation increase, in line with Chief Officer local authority pay award, will be applied for the next four years between 2024/25 and 2027/28.

29.5 Co-optees Allowance

- (1) For each year an allowance shall be paid for each year to a co-opted Member in respect of attendance at conferences and meetings ("co-optees' allowance").
- (2) The co-optees' allowance shall be paid at the rate as specified in Schedule 1 to this scheme.

29.6 Dependants Carers Allowance

- (1) An allowance shall be paid to Councillors in respect of such expenses of arranging for the care of their children or dependents as are necessary incurred in a Councillor carrying out those duties specified in Schedule 2.

29.7 Travelling and Subsistence Allowance

- (1) For those duties designated as approved duties carried out by Councillors or co-opted members travelling and subsistence allowances shall be paid at the rates specified from time to time by the Council in accordance with Schedule 2 hereto.

29.8 Renunciation

A Councillor may by notice in writing given to the Chief Financial Officer elect to forego the whole or any part of his entitlement to an allowance under this Scheme.

29.9 Revision of Scheme

The Scheme of Allowances shall be amended and revised from time to time by the Council in accordance with Regulations in force for the time being under Section 99 Local Government Act 2000 and after consideration of a report by the Remuneration Panel appointed for the purpose of those Regulations.

29.10 Part-Year Entitlements and Backdating

- (1) When the term of office of a Councillor begins or ends otherwise than at the beginning or end of a year the entitlement of the Councillor to a basic allowance shall be to the payment of such part of the basic allowance as bears to the whole the same proportion as the number of days during which his term of office as member subsists bears to the number of days in that year.
- (2) Where this Scheme is amended as mentioned in Sub-Paragraph (2) and the term of office of a Councillor does not subsist throughout a period mentioned in Sub-Paragraph (2) the entitlement of any such Councillor to a basic allowance shall be to the payment of such part of the basic allowance referable to each such period (ascertained in accordance with that Sub-Paragraph) as bears to the whole the same proportion as the number of days during which his term of office as a Councillor subsists in that period bears to the number of days in that period.
- (3) Where a Councillor has during part but not throughout the whole of any year any such special responsibilities as entitle him or her to an allowance under Paragraph 4 of this Scheme that Councillor's entitlement shall be to payment of such part of that allowance as bears to the whole the same proportion as the number of days during which he has such special responsibilities bears to the number of days in that year.
- (4) Where this Scheme is amended as mentioned in Sub-Paragraph (2) and a Councillor has during part but does not have throughout the whole of any period mentioned in Sub-Paragraph (2) of that Paragraph any such special responsibilities as entitle him or her to an allowance under Paragraph 4 of this Scheme that Councillor's entitlement shall be to payment of such part of the allowances referable to each such period (ascertained in accordance with that Sub-Paragraph) as bear to the whole the same proportion as the number of days in that period during which he or she has such special responsibilities bears to the number of days in that period.
- (5) Where an amendment is made to the Scheme which affects an allowance payable for the year in which the amendment is made the entitlement to such allowance as amended shall apply with effect from the beginning of the year in which the amendment is made.

29.11 Payments and Claims

- (1) Payment shall be made in respect of allowances under Paragraphs 3 and 4 and of this Scheme (subject to Sub-Paragraph (2)) in instalments of one-twelfth of the amount specified in this Scheme on the Twenty Fifth day of each month.
- (2) Where a payment of one-twelfth of the amount specified in this Scheme in respect of allowances under Paragraphs 3 and 4 of the Scheme would result in the Councillor receiving more or less than the amount to which by virtue of Paragraph 8 he or she is entitled the payment shall be of such amount as will ensure that neither more nor less is paid than the amount to which he or she is entitled.

- (3) A claim for an allowance under Paragraph 5 and 7 of this Scheme shall be made in writing in such form and supported by such evidence as the Chief Financial Officer of the Council shall require and shall be submitted to the said Chief Financial Officer within three months from the date on which an entitlement to each of the allowances arises.

29.12 Repayment of Allowances

Where payment of any allowance has been made in respect of any period during which the Councillor or Co-opted Member:

- (a) Ceases to be a member of the authority; or
- (b) Is in any other way not entitled to receive the allowance then such part of the allowance as relates to any such period shall be repaid to the Council.

29.13 Double Payment

Where a Councillor or Co-opted Member is a member of another local authority that Councillor or Co-opted Member may not receive allowances from more than one authority in respect of the same duties.

29.14 Parental Leave

Members have adopted a parental leave policy, which allows basic and special responsibility allowances to be paid in accordance with the policy which can be found here – [Parental Leave Policy for Councillors - Gedling Borough Council](#)

Gedling Borough Council Constitution

SCHEDULE 1 – CURRENT SCHEME (pay award included)

	From 1 April 2026 until 31 March 2027 inclusive:	
	Percentage of the Leader's Allowance	Per Annum (£)
Leader of Council	100%	17,468.86
Deputy Leader of the Council	80%	13,975.09
Cabinet Members	50%	8,734.43
Leader of Main Opposition Group	25% plus £182.04 per elected member*	6,005.57
Leader of Minority Opposition groups	Flat fee of £182.04 per elected member*	728.16 – (Lib Dem) 364.08 – (Indep)
Level One Committee Chair (Planning and Environment & Licensing Committees)	35%	6,114.10
Level Two Committee Chair (Audit & Overview and Scrutiny Committees)	25%	4,367.21
Level Three Committee Chair (Joint Consultative & Safety and Standards Committee)	10%	1,746.89
Chairing of Appeals & Retirement Committee and any other committee as the Vice-Chair on a stand in basis	-	£100 per meeting
Business Manager of Majority and Main Opposition Groups	Flat fee of £182.04 per elected member*	4,368.96 (majority) 1,638.36 (main opp)
Mayor	37.5%	6,550.82
Deputy Mayor	12.5%	2,183.61
Policy Advisor	12.5%	2,183.61

1. From 1 April 2026 until 31 March 2027
the Basic Allowance payable to each Councillor 5,086.03
2. Co-opted Members 531.27
3. Co-opted Members on Audit Committee 800.00
4. Dependent Carers Allowance of up to £9.30 per hour payable to cover childcare and dependents. The person providing the care may not be a close relative defined as spouse, partner (opposite or same sex cohabitantes), parents, children, brothers, sisters, grandparents and grandchildren. The paid care attendant must also sign a receipt to show that they have cared for the dependant during the hours claimed for.
5. Travelling and subsistence payable at the currently in force employee rate.

*based on current membership as of August 2026

SCHEDULE 2 - APPROVED DUTIES IN RESPECT OF WHICH TRAVELLING AND SUBSISTENCE ALLOWANCES ARE AVAILABLE

Attendance at:

- 1 Formal meetings of the Council, including Committees and Sub-Committees and any other authorised meeting of these bodies or event organised by these bodies (including joint committees), where the councillor has been appointed by the Council as a member or a substitute member.
- 2 Formal meetings of the Cabinet its sub committees and any other authorised meetings thereof where the councillor has been appointed by the Leader/Council as a member.
- 3 Ad-hoc formally constituted working groups/panels (e.g., scrutiny working groups) where the councillor is (a) a named member of the body or (b) is formally invited to participate
- 4 Meetings of Nottinghamshire County Council committees/sub committees where the councillor has been appointed by the Council as a member or a representative
- 5 Meetings of bodies to which the Council makes appointments except where the body itself pays allowances to the Council's representative (the approval relates to meetings of the body itself; its standing committees/sub committees but not to other activities of the body)
- 6 Meetings of any local authority association of which the Council is a member where the councillor is the appointed representative or nominated substitute
- 7 Any conference or training where attendance is authorised by the Council
- 8 Any Council premises, or other agreed location, for a meeting agreed with either a member in receipt of an SRA or an Officer for the purpose of discussing matters relating to Council business in which it is reasonable to expect the councillor to have an interest
- 9 Briefing meetings at the invitation of an Officer of the Council provided that the members of at least two political groups have been invited
- 10 An approved agenda setting meeting or member development/awareness raising/seminar activity organised by the Council
- 11 Official site visits by members of the Planning Committee
- 12 Any site visit or inspection visits undertaken by members approved by or on behalf of the Council
- 13 Tender opening meetings where invited by an Officer to attend

Performance of:

- 14 Duties carried out by a member holding an office for which a special responsibility allowance applies.
- 15 Any particular duty for which express authority is given by or on behalf of the Council in case of emergency.
- 16 Such other duty for which prior approval has been given by the Chief Executive, in consultation with the Leader.

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MINUTES APPEALS AND RETIREMENTS COMMITTEE

Monday 20 April 2026

Councillor Paul Wilkinson (Chair)

Councillor Paul Feeney
Councillor Darren Maltby
Councillor Julie Najuk

Councillor Grahame Pope
Councillor Sam Smith
Councillor Clive Towsey-Hinton

Apologies for absence: Councillor David Ellis

Officers in Attendance: B Hopewell, L Juby, N Osei, A Snodin and A Solley

51 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillor Ellis, Councillor Najuk attended as substitute.

52 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 NOVEMBER 2025.

RESOLVED:

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

53 DECLARATION OF INTERESTS.

None.

54 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 reports involve the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

55 REVENUES & WELFARE SERVICES RESTRUCTURE REPORT

The Assistant Director for Revenues & Welfare Services introduced a report, which had been circulated in advance of the meeting, seeking feedback and approval of the potential exit costs associated with the Revenues & Welfare Services restructure ahead of final decisions being taken by the Head of Paid Service (Chief Executive).

Members queried the term 'suitable alternatives' to redundancy, noting that if officers were unsuccessful in applying for other positions then redundancy or salary reduction due to lower paid work could not be considered a suitable alternative.

RESOLVED to:

Review the potential redundancy costs and pension strains for all team members.

Approve the provisional costs, within the likely maximum thresholds indicated in this report.

56 RICHARD HERROD CLOSURE REPORT 2026

The Assistant Director for Leisure and Wellbeing introduced a report, which had been circulated in advance of the meeting, seeking feedback and approval of potential staff exit costs associated with the closure of the Richard Herrod Centre ahead of final decisions being taken by the Head of Paid Service (Chief Executive).

Councillors Maltby and Sam Smith declared an interest in this item due to having attended the previous meeting of the Joint Consultative and Safety Committee which considered and voted on other aspects of the Richard Herrod Centre Closure.

RESOLVED to:

Review the potential redundancy costs and pension strains for all team members.

Approve the provisional costs, within the likely maximum thresholds indicated in this report.

57 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 10.28 am

Signed by Chair:
Date:

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MINUTES CABINET

Thursday 21 May 2026

Councillor John Clarke (Chair)

Present: Councillor Kathryn Fox Councillor Lynda Pearson
Councillor Viv McCrossen Councillor Henry Wheeler
Councillor Marje Paling Councillor Kyle Robinson-Payne

Absent: Councillor Jenny Hollingsworth

Officers in Attendance: M Hill, F Whyley, M Avery, T Adams, N Osei,
S Troman and L Squires

106 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hollingsworth.

107 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 23.04.26

RESOLVED:

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

108 DECLARATION OF INTERESTS

None.

109 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:

1. To note the report.

110 PROGRESS REPORT ON CARBON MANAGEMENT STRATEGY

Consideration was given to a report of The Climate Change Manager, which had been circulated prior to the meeting, to update Members on the progress of the Carbon Management Strategy and Action Plan.

RESOLVED:

1. That Members noted the progress that had been made to date.

111 APPROVAL TO EXTEND THE PUBLIC SPACE PROTECTION ORDER IN PARTS OF NETHERFIELD/ COLWICK AND COLLIERY WAY.

Consideration was given to a report of the Community Protection Manager, which had been circulated prior to the meeting, to seek approval to extend, for a further three years, the existing Public Space Protection Order (Colliery Way) 2023 relating to car cruising in the Netherfield and Colwick areas, which was due to expire on 23rd June 2026.

RESOLVED:

That Cabinet:

1. Approved the extension of the Public Space Protection Order (PSPO), as shown at Appendix 1, for a further three years, in accordance with Section 72 of the Anti-social Behaviour, Crime and Policing Act 2014.
2. Approved that the fixed penalty level for breach of the PSPO remained set at £100, payable within 14 days.

112 COMMUNITY INFRASTRUCTURE LEVY (CIL) NON-PARISH FUNDING – CONSULTATION RESPONSE AND FUNDING DECISION 25/26

Consideration was given to a report of the Democratic Services Manager, which had been circulated prior to the meeting, to update members on the CIL Non-Parish Neighbourhood Public Consultation and to seek approval for the officer recommendations to award CIL Non-Parish Neighbourhood Funding and the retention of projects on the Local Infrastructure Schedule.

RESOLVED:

That Cabinet:

1. Noted the representations and comments received in relation to the CIL Non-Parish Neighbourhood Public Consultation.
2. Approved the officer recommendations in relation to the awarding of CIL Non-Parish Neighbourhood Funding and the retention of projects on the Local Infrastructure Schedule.

1) Retained LIS1 – Lambley Village Cricket Club on the Local Infrastructure Schedule for consideration as part of next year's CIL Non-Parish Neighbourhood Funding awards.

2) Retained LIS2 – MAS Community Sports Development on the Local Infrastructure Schedule for consideration as part of next year's CIL Non-Parish Neighbourhood Funding awards.

3) Removed LIS3 – All Hallows Tower Louvres from the Local Infrastructure Schedule.

4) Removed LIS4 – Onchan Park Green Refurbishment from the Local Infrastructure Schedule.

5) Removed LIS5 – Good Shepherd Church Repairs from the Local Infrastructure Schedule.

113

GEDLING LOCAL DEVELOPMENT PLAN - PUBLICATION DRAFT

Consideration was given to a report of the Planning Policy Manager, which had been circulated prior to the meeting, for Cabinet to recommend that Council approve the Publication Draft Gedling Local Development Plan for a six-week period of consultation. Subject to no substantial issues arising from this consultation, Council approved the Publication Draft and Sustainability Appraisal to be submitted to the Secretary of State with associated evidence documents for independent examination. Approval was also sought from Cabinet to bring the revised Local Development Scheme appended to this report into effect from 22nd May 2026.

RESOLVED:

That Cabinet:

1. Considered and agreed that the Publication Draft Gedling Local Development Plan and Sustainability Appraisal be submitted to Council for approval, to allow a period of public representations.
2. Recommended that Council approve the submission of the Publication Draft Gedling Local Development Plan (Appendix 1) and Sustainability Appraisal (Appendix 2) to the Secretary of State with associated evidence documents for independent examination under section 20 of the Planning and Compulsory Purchase Act 2004, subject to there not being the need for any substantial changes following consultation on the Publication Draft.
3. Recommended that Council delegate authority to the Director of Place in consultation with the Chairman of Planning Committee to make any minor editing changes, such as typographical, formatting or changes to imagery, necessary to the Publication Draft Gedling Local Development Plan.

4. Approved the revised Local Development Scheme appended to this report as Appendix 3 and agreed that it would come into effect on 22nd May 2026.

114 ANNUAL UPDATE ON EQUALITY, DIVERSITY AND INCLUSION

Consideration was given to a report of the Deputy Chief Executive and Monitoring Officer, which had been circulated prior to the meeting, to update members on the progress made across the Council on Equality, Diversity and Inclusion actions as well as other work undertaken in relation to improving equality, diversity and inclusion in the provision of Council services in 2025/26.

RESOLVED:

1. That Cabinet noted the work undertaken on the Equality, Diversity and Inclusion Action Plan and the wider work undertaken by officers and members to strengthen the Council's approach to equality, diversity and inclusion in the performance of its functions.

115 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.56 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 2 June 2026

Councillor Alison Hunt (Chair)

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

Absent: Councillor Jim Creamer

Officers in Attendance: C Allcock, B Hopewell, A Hutchinson and C Pitcher

26 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

27 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 21 APRIL 2026.

RESOLVED:

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

28 DECLARATION OF INTERESTS.

None.

29 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

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 CHANGE OF CIRCUMSTANCES OF HACKNEY
CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO. 2553 MS**

Consideration was given to a report of the Director of Place, 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.

MS attended the meeting and he addressed the Committee.

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

RESOLVED:

To take no action.

**32 CHANGE OF CIRCUMSTANCES OF HACKNEY
CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO.3635 IS**

Consideration was given to a report of the Director of Place, 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

Members were advised that the solicitor acting on behalf of IS had provided evidence confirming that IS was not in the UK and was therefore unable to attend the meeting on this date.

RESOLVED to:

Defer consideration of the matter to the next available meeting of the Committee.

The meeting finished at 4.45 pm

Signed by Chair:

Date:

MINUTES PLANNING COMMITTEE

Wednesday 3 June 2026

Councillor Roy Allan (Chair)

In Attendance:	Councillor Paul Wilkinson	Councillor Ron McCrossen
	Councillor Pauline Allan	Councillor Lynda Pearson
	Councillor Stuart Bestwick	Councillor Catherine Pope
	Councillor Rachael Ellis	Councillor Grahame Pope
	Councillor Andrew Ellwood	Councillor Sam Smith
	Councillor Helen Greensmith	Councillor Henry Wheeler
	Councillor Darren Maltby	Councillor Russell Whiting

Absent: Councillor Jane Allen, Councillor David Ellis, Councillor Julie Najuk and Councillor Ruth Strong

Officers in Attendance: J Krawczyk, N Bryan, C Turton, H Stylianou and C Goodall

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Jane Allen, David Ellis, Julie Najuk and Ruth Strong. Councillors Rachael Ellis, Darren Maltby and Ron McCrossen attended as substitutes.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 25 MARCH 2026

RESOLVED:

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

3 DECLARATION OF INTERESTS

Councillor Ellwood declared a pecuniary interest in item 4 on the agenda - Application 2026/0179 – Top Wighay Farm and said that he would leave the meeting for the duration of the item.

4 APPLICATION NO. 2026/0179 - TOP WIGHAY FARM, LINBY, NOTTINGHAMSHIRE

Councillor Ellwood left the meeting at 6.02pm

Reserved matters application for the appearance, landscaping, layout and scale of 158 dwellings (in relation to Phase 3b of outline permission reference: 2020/0050).

Robbie Steel, Planning Manager of Persimmon Homes (The Applicant), spoke in support of the application.

The Development Manager introduced the report.

RESOLVED that:

Reserved matters approval be GRANTED for the appearance, landscaping, layout and scale of 158 dwellings (Phase 3B) pursuant to outline permission 2020/0050, subject to the conditions, as set out at section [10] of this report:

Conditions

1. The development hereby permitted with shall be carried out in accordance with the application form and following list of approved drawings:
P26-0029_005 Sheet No. 1 Rev 1 Context Plan
PH/TWF/SLP/01 Site Location Plan Planning
AVE_017_C_DR_911 Fire Appliance Vehicle Tracking
PH_TWF_PL_001 Planning Layout
P26-0029_DE_004_1 Phasing Plan Overlay
AVE_017_C_DR_910 Refuse Vehicle Tracking
PH/TWF/MAT/01 Materials and Boundary Treatments Planning
Top Wighay Farm Planning House Type Pack
P26-0029_EN_0001_S2_C Detailed Soft Landscape
Proposals – Top Wighay Farm (Phase 3B)
P26-0029_EN_0001_S1_C Detailed Soft Landscape
Proposals – Top Wighay Farm (Phase 3B)
P26-0029_EN_0001_S4_C Detailed Soft Landscape
Proposals Composite Plan – Top Wighay Farm (Phase 3B)
P26-0029_EN_0001_S3_C Detailed Soft Landscape
Proposals – Top Wighay Farm (Phase 3B)
Noise Impact Assessment dated 5 February 2026 (Report Reference J006051-9336-JW-01)
2. No development shall commence, including any works of demolition, until a Construction Method Statement has been submitted to and approved in writing by the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:
 - I. the parking of vehicles of site operatives and visitors
 - II. loading and unloading of plant and materials

- III. storage of plant and materials used in constructing the development
 - IV. the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate
 - V. wheel washing facilities
 - VI. measures to control the emission of dust and dirt during construction
 - VII. a scheme for recycling/disposing of waste resulting from demolition and construction works
 - VIII. contact details of the site manager being displayed on-site for members of the public to view.
3. No dwelling served from a shared private drive with 5 or more frontages shall be occupied until details of the proposed arrangements and plan for future management and maintenance of the shared private drives including associated drainage have been submitted to and approved in writing by the Local Planning Authority. The shared private drives and drainage shall thereafter be maintained in accordance with the approved management and maintenance details, until such time that a private Management and Maintenance Company has been established.
4. Occupation of the proposed dwellings shall not take place until their respective driveways / shared access point have been surfaced in a bound material (not loose gravel) for a minimum distance of 5.0m behind the highway boundary, and which shall be drained to prevent third party surface water being discharged 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.
5. No dwelling hereby approved shall be occupied until such time as all noise mitigation measures as detailed in Section 7 of the submitted Noise Impact Assessment dated 5 February 2026 (Report Reference J006051-9336-JW-01). The mitigation measure shall remain in place for the lifetime of the development.
6. The development hereby approved for Phase 3b shall be carried out in accordance with the Tree Survey: Arboricultural Impact Assessment, Method Statement and Tree Protection Plan by Rammsanderson dated February 2026 (Ref: RSE_11068_R2_V1_ARB). For the avoidance of doubt this shall include that:

- All tree protection fencing shall be installed prior to any site clearance or construction works, with fencing retained for the full duration of development.
- There shall be no unauthorised access, storage of materials, excavation, or level changes within Root Protection Areas.
- Arboricultural site monitoring shall be undertaken in accordance with chapter 7.5 of the report.

- 7 The approved landscaping shall be completed during the first planting season following the commencement of the development, or such longer period as may be agreed in writing by the local planning authority. Any trees/shrubs which, within a period of five years of being planted die, are removed or become seriously damaged or diseased shall be replaced in the current or next planting season with others of similar size and species unless otherwise agreed in writing by the local planning authority.
- 8 The ecological mitigation measures outlined in the 'Mitigation statement' (ref: RSE_11067_R2_V3_MS3 – April 2026) shall be implemented.

Reasons:

1. To define the permission
2. In the interest of highway safety and to comply with Policy LPD61.
3. To ensure the shared private drives are maintained to an appropriate standard and to comply with Policy LPD61.
4. In the interest of highway safety and to comply with Policy LPD61.
5. To ensure that the amenity of proposed occupiers is respected and to comply with Policy LPD32.
6. To ensure that all landscape features are specified and in place as part of the development of the site and to comply with policy LPD18.
7. To ensure that all landscape features are specified and in place as part of the development of the site and to comply with policy LPD18.
8. To ensure that protected species are respected and to enhance ecology and comply with LPD18.

NOTES TO APPLICANT:

A Management and Maintenance Company for the shared private drives must be secured by S.106 Agreement to protect the financial interests of both the future occupiers and County Council. Please contact hdc.south@nottsc.gov.uk for details.

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 Nottinghamshire County Council's current highway design guidance and specification for roadworks.

- a) 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.
- b) 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@notts.gov.uk

The applicant is advised that the playing pitches should comply with the relevant industry Technical Guidance, including guidance published by Sport England and National Governing Bodies for Sport.

The applicant is reminded that the conditions associated with the associated outline consent (Ref: 2020/0050) and the provision of the completed S106A still remain applicable as a result of this reserved matters consent.

Sharing surveys in respect of protected species e.g. ground nesting birds, with the Local Planning Authority is requested.

Councillor Ellwood re-joined the meeting at 6.15pm.

Full planning Permission for the change of use of the property from a Class C3 (dwelling) to a House in Multiple Occupation (HMO) providing 7 bedrooms for up to 7 occupiers which falls within a sui generis use.

Fiona Dracott, a local resident, spoke against the application.

Alcin Tuncel, the applicant, spoke in support of the application.

The Principal Planning Officer informed members that since the publication of the agenda, an objection letter had been received from the Ward Councillor, summarised as follows:

- Planning policy was open to interpretation, and some planning policies were now old.
- Housing in Netherfield was built in the early 1900s and designed for a horse and cart and not cars.
- Streets were congested with parked cars, especially in the evenings
- The site did not have off-street parking.
- Whilst there are public car parks in the area, these are not always practical for people such as delivery drivers, the less mobile or those with children.
- There is an over concentration of HMOs in the area which puts more pressure on parking spaces in the area.
- The roads were not wide enough for cars to carry out a 3-point turn which results in cars reversing down the highway which was a highway safety concern.
- There was a primary school nearby with children needing to cross the busy road.
- Conversions of dwellings to 6-person HMOs already have a detrimental impact on the area and the addition of a further occupant could have a significant noise impact on residents.
- Occupiers may work different shifts which could result in noise issues throughout the night.
- The extensions built under permitted development rights were not of good design and cause overlooking issues.
- The line should be drawn at 6-persons as this is what permitted development rights allow for.
- Some of the HMOs in the area were under occupied so there may not be a need for this type of development in the area.
- Minimum space standards were not the same as good space standards.
- The development works against the current mix of housing in Netherfield by taking away family housing.

- No CCTV measures were proposed.
- There was limited useable garden space.
- The proposal may result in overflowing bins.
- The site did not have disabled access.

The Principal Planning Officer then went on to introduce the report.

RESOLVED:

To GRANT PLANNING PERMISSION subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the details as set out within the application form, received on the 28th November 2025, the revised plans received on the 14th May 2026, drawing numbers: HD00265-PL005, HD00265-PL006 AND HD00265-PL007, the flood risk assessment dated the 16th February 2026, the flood risk statement received on the 2nd April 2026 and drawing no. HD00265-PL004 received on the 22nd May 2026.

Reasons

- 1 In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is consistent with national and local planning policies. Whilst Members acknowledged that the proposal may give rise to some local inconvenience, including additional pressure on on-street parking and the general impacts associated with HMO occupation, these impacts were not considered to amount to unacceptable harm to residential amenity or highway safety so as to justify refusal on planning grounds. Space standards within the development were considered acceptable, and the proposal was also considered acceptable in respect of flood risk. The development was therefore considered appropriate in its context and in accordance with the relevant development plan policies.

Notes to Applicant

The developer is advised to ensure that the development complies with the relevant Building Regulations.

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 not payable on the development hereby approved as the development type proposed is zero rated in this location.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 39 of the National Planning Policy Framework.

It is noted that there is no reference to crime prevention or security measures to be implemented in the redevelopment of this property in the documentation provided. There is reference to the responsibility of the tenants for security, however, this is limited to their actions.

Many of the HMOs visited by the police have poor standards of security which render the occupants at an increased risk of becoming victims of crime. As the occupants of HMOs do not own the property it is often difficult for them to adopt any crime reduction recommendations made by the police after a crime has taken place.

Statistically, the likelihood of being a repeat victim of house burglary in England & Wales increases exponentially unless crime reduction measures are adopted (Tseloni et al., 2018).

Secured by Design' (SbD) is a police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. 'Secured by Design' is proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments. Secured by Design is owned by the UK Police Service and is supported by the Home Office, Building Control Departments in England (Part Q Security – Dwellings), Scotland (Building Standard 4.13) and Wales (Part Q Security – Dwellings) all reference SBD.

Secured by Design (SBD) is a place-based approach to crime reduction that brings together standards of physical security with the broader principles of Crime Prevention Through Environmental Design (CPTED) to set minimum requirements that enable properties to be awarded SBD status. The results of several studies have shown that housing design plays a key role in influencing offender decision-making, the risk of surveillance and standards of physical security being primary deterrents (Armitage & Thompson, 2022).

https://www.securedbydesign.com/images/design-guides/residential_guide_2025_270225_final.pdf

Secured by Design would advise the following measures for this development:

Access control and door entry systems

Smaller developments containing 25 or less, apartments, bedsits or bedrooms should have a visitor door entry system and access control system. The technology by which the visitor door entry system operates is a matter of developer choice, however it should provide the following attributes:

- Access to the building via the use of a security encrypted electronic key (e.g. fob, card, mobile device).
- Vandal resistant external door entry panel with a linked camera.
- Ability to release the primary entrance door set from the dwelling or bedroom (in the case of student accommodation or House in Multiple Occupation).
- Live audio and visual communication between the occupant and the visitor.
- Ability to recover from power failure instantaneously.
- Unrestricted egress from the building in the event of an emergency or power failure.
- Control equipment to be located in a secure area within the premises covered by the CCTV system and contained in a lockable steel cabinet to LPS 1175 Security Rating 1 or STS 202 Burglary Rating 1.

Door sets

All door sets allowing direct access into to the home, dedicated private flat or apartment entrance door sets, communal door sets shall be certificated to one of the following standards:

- PAS 24:2016 (Note 23.4b), or
- PAS 24:2022 (Note 23.4b), or
- STS 201 Issue 12:2020 (Note 23.4c), or
- LPS 1175 Issue 7.2:2014 Security Rating 2+ (Note 23.4d), or
- LPS 1175 Issue 8:2018 Security Rating A3+, or
- STS 202 Issue 10:2021 Burglary Rating 2 (Note 23.4d), or
- LPS 2081 Issue 1.1:2016 Security Rating B (Notes 23.4d and 23.4e), or
- STS 222 Issue 1:2021

Windows

All easily accessible windows (including easily accessible roof lights and roof windows) shall be certificated to one of the following standards:

- PAS 24:2016 (Note 24.2b), or
- PAS 24:2022, (Note 24.2b), or
- STS 204 Issue 6:2016 (Note 24.2c), or
- LPS 1175 Issue 7.2:2014 Security Rating 1 (Note 24.2d), or
- LPS 1175 Issue 8:2018 Security Rating 1/A1, or
- STS 202 Issue 10:2021 Burglary Rating 1, or
- LPS 2081 Issue 1.1:2016 Security Rating A, or
- STS 222 Issue 1:2021

Note: Easily accessible is defined within Approved Document Q Appendix A as:

- A window or doorset, any part of which is within 2 metres vertically of an accessible level surface such as a ground or basement level, or an access balcony, or
- A window within 2 metres vertically of a flat roof or sloping roof (with a pitch of less than 30°) that is within 3.5 metres of ground level.

External Lighting

Where possible the lighting requirements within BS 5489-1:2020 should be applied. Developers are advised that there is further guidance available from the Chartered Institute of Building Services Engineers (CIBSE) and the Society of Light and Lighting (SLL).

Lighting is required to illuminate all elevations containing a door set, car parking and garage areas and footpaths leading to dwellings and blocks of flats. Bollard lighting is not appropriate as it does not project sufficient light at the right height making it difficult to recognise facial features and as a result causes an increase in the fear of crime.

Overall Lighting uniformity (U_0) - levels of 0.4 or 40% - are recommended where possible to ensure that lighting installations do not create dark patches next to lighter patches where the human eye has difficulty in adjusting quickly enough to see that it is safe to proceed along any route. If high levels of uniformity are neither achievable nor appropriate for technical or locally applying environmental reasons, the highest levels of uniformity possible should be achieved.

External public lighting must be switched using a photo electric cell (dusk to dawn) with a manual override or via a Central Management System (CMS) for large scale developments. If LED light sources are used, then shorter burning hours can be programmed as no warmup time is required for the lamp.

Secured by Design has not specified PIR activated security lighting for several years following advice from the ILP and police concern regarding the increase in the fear of crime (particularly amongst the elderly) due to repeated PIR lamp activations. Research has proven that a constant level of illumination is more effective at controlling the night environment.

24-hour lighting (switched using a daylight sensor formally called photoelectric cells) to communal parts of blocks of flats will be required. It is acceptable if this is dimmed during hours of low occupation to save energy. This will normally include the communal entrance hall, lobbies, landings, corridors and stairwells and

underground garaging facilities and all entrance/exit points. Technology exists in respect of energy efficient light dimming systems and other means of ensuring that security lighting is intelligently provided in the right quantities and only at the right time.

CCTV

It is recommended that CCTV is installed as part of this development. For the purposes of this guide, the term Closed Circuit Television (CCTV) is used to describe all video surveillance systems capable of recording moving images or sound, from traditional CCTV systems with on-site or remote recording facilities to video doorbells that begin recording only when a doorbell is activated.

The purpose of a CCTV system and the results desired from it must be carefully detailed in the Operational Requirement so that an appropriate installation is identified and can be agreed upon with a prospective installer. Attendant problems that could detract from the success of a CCTV system should be identified and a solution to them sought at this early planning stage.

Although a CCTV system cannot address all aspects of security, it can form an invaluable element within a comprehensive security strategy as long as the specification and installation meet the users Operational Requirement.

CCTV is not a universal solution to security problems, but it does form part of an overall security plan. It can help deter crime and criminal behaviour, assist with the identification of offenders, promote personal safety, and provide reassurance for residents and visitors. Even the smallest development will benefit from the installation of a good quality CCTV system, which does not need to be expensive.

Images of people are covered by the General Data Protection Regulation (GDPR), and so is information about people which is derived from images – for example, vehicle registration numbers. Most uses of CCTV will be covered by the Data Protection Act 2018, which is the UK's

implementation of the GDPR, regardless of the number of cameras or how sophisticated the equipment is.

Specifiers are reminded that there will be a requirement for a data controller to ensure compliance with the GDPR. The data controller must ensure that all CCTV images that can be used to identify individuals are used, stored, and disclosed in line with the GDPR principles.

It is important that signs are displayed explaining that CCTV is in operation.

- Have CCTV cameras contained in vandal resistant housings with the facility for ceiling or wall mounting.
- Record images in colour HD quality.
- Not be affected by concentrated white light sources directed at the camera, such as car head lights and street lighting.
- Have a lockable steel cabinet for 'on-site' recording equipment or other hard drive units to one of the following standards:
 - LPS 1175 Security Rating 1 (A1), or
 - STS 202 Burglary Rating 1, or
 - SS314
- Identify each camera's location and record this information along with time and date stamping.
- Provide suitable methods of export and incorporate the required software to view the exported footage.
- Negatively impacted upon by lighting and landscape proposals
- Whether there is consideration for inclusion of comprehensive Operational use and Requirements Table
- Also, it is worth mentioning that the most important aspect of utilising CCTV is the quality of the system and its imagery.

CCTV cameras associated with visitor door entry systems covering communal entrances and internal lobby areas should be installed and be capable of providing images of persons that are clearly identifiable on smaller devices such as smart phones.

Ideally, CCTV systems should be monitored live 24/7 giving the ability to react to a situation as it occurs. However, this is not a requirement of Secured by Design for residential developments. Most CCTV systems are designed for recording images and for the post event investigation only, in which case nobody is required to monitor the activities live. Police recommend that images are stored for a minimum of 31 days.

Early discussions with an independent CCTV expert and potential installers can resolve a number of matters, including:

- monitoring and recording requirements.
- activation in association with the intruder alarm.
- requirements for observation, facial recognition/identification and automatic number plate recognition (ANPR) .
- areas to be monitored and field of view.

- activities to be monitored.
- the use of recorded images.
- maintenance of equipment and the management of recording.
- subsequent on-going training of operatives.
- Further advice, including the ICO CCTV Code of Practice is available at: www.ico.org.uk

Bicycle Security

Bicycle storage solutions should be constructed to the following 'Secured by Design' standards.

Bicycle parking will comprise of bicycle stands, anchor points, single and two-tier rack systems and dedicated lockers. The bicycle stands and rack systems, single or two tier, should be certified to one of the following standards:

- Sold Secure – SS104 Security Rating Bronze, or
- Element (Wednesbury) – STS 501 Security Rating TR1, or
- Element (Wednesbury) – STS 503 Security Rating TR1, or
- Warringtonfire – STS 205 Issue 6:2021 Security Rating BR1, or
- Warringtonfire – STS 225 Issue 1:2021 Security Rating BR1 (S), or
- Loss Prevention Certification Board LPS1175 Issue 8:2018 Security Rating A (A1)

Bicycle parking facilities should be limited to the storing of no more than seventy bikes; if larger numbers need to be stored at the same location, the facilities should be separated into discreet units and be subject to extra mitigating security measures as agreed with the Nottinghamshire Designing Out Crime Officer.

It is possible that a further house of multiple occupancy while resulting in the re-use of a vacant building would not necessarily achieve a mixed and balanced community if such properties continue to be converted in the same localised area, and the residents of them remain transient and lack ownership or desire to become embedded in that community.

It is requested that the Secured by Design standard is achieved and formally accredited.

6

APPLICATION NO. 2026/0168 - 115 CHANDOS STREET, NETHERFIELD, NOTTINGHAMSHIRE

Full planning Permission is sought for the change of use of the property from a 6-bedroom HMO (C4 use) to 7-bedroom HMO (Sui Generis) for up to 7 occupiers.

The Principal Planning Officer informed members of the committee that, since the publication of the report, an objection letter had been received from the Ward Councillor and that their concerns were similar to those

expressed against the other HMO applications in Netherfield, as summarised previously at item 5 on the agenda.

They then went on to introduce the report.

RESOLVED:

To GRANT PLANNING PERMISSION: subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the details as set out within the application form received on the 12th March 2026, the Planning Statement received on the 12th March 2026 and the plans received on the 12th March 2026, drawing numbers: 24,108-P-101, 24,108-P-220, 24,108-P-210 and 24,108-P-001.

Reasons

- 1 In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is consistent with national and local planning policies. Whilst Members acknowledged that the proposal may give rise to some local inconvenience, including additional pressure on on-street parking and the general impacts associated with HMO occupation, these impacts were not considered to amount to unacceptable harm to residential amenity or highway safety so as to justify refusal on planning grounds. Space standards within the development were considered acceptable, and the proposal was also considered acceptable in respect of flood risk. The development was therefore considered appropriate in its context and in accordance with the relevant development plan policies.

Notes to Applicant

The developer is advised to ensure compliance with the relevant Building Regulations.

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 not payable on the development hereby approved as the development type proposed is zero rated in this location.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 39 of the National Planning Policy Framework.

It is noted that there is no reference to crime prevention or security measures to be implemented in the redevelopment of this property in the documentation provided. There is reference to the responsibility of the tenants for security, however, this is limited to their actions.

Many of the HMOs visited by the police have poor standards of security which render the occupants at an increased risk of becoming victims of crime. As the occupants of HMOs do not own the property it is often difficult for them to adopt any crime reduction recommendations made by the police after a crime has taken place.

Statistically, the likelihood of being a repeat victim of house burglary in England & Wales increases exponentially unless crime reduction measures are adopted (Tseloni et al., 2018).

Secured by Design' (SbD) is a police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. 'Secured by Design' is proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments. Secured by Design is owned by the UK Police Service and is supported by the Home Office, Building Control Departments in England (Part Q Security – Dwellings), Scotland (Building Standard 4.13) and Wales (Part Q Security – Dwellings) all reference SBD.

Secured by Design (SBD) is a place-based approach to crime reduction that brings together standards of physical security with the broader principles of Crime Prevention Through Environmental Design (CPTED) to set minimum requirements that enable properties to be awarded SBD status. The results of several studies have shown that housing design plays a key role in influencing offender decision-making, the risk of surveillance and standards of physical security being primary deterrents (Armitage & Thompson, 2022).

https://www.securedbydesign.com/images/design-guides/residential_guide_2025_270225_final.pdf

Secured by Design would advise the following measures for this development:

Access control and door entry systems

Smaller developments containing 25 or less, apartments, bedsits or bedrooms should have a visitor door entry system and access control system. The technology by which the visitor door entry system operates is a matter of developer choice, however it should provide the following attributes:

- Access to the building via the use of a security encrypted electronic key (e.g. fob, card, mobile device).
- Vandal resistant external door entry panel with a linked camera.
- Ability to release the primary entrance door set from the dwelling or bedroom (in the case of student accommodation or House in Multiple Occupation).
- Live audio and visual communication between the occupant and the visitor.
- Ability to recover from power failure instantaneously.
- Unrestricted egress from the building in the event of an emergency or power failure.
- Control equipment to be located in a secure area within the premises covered by the CCTV system and contained in a lockable steel cabinet to LPS 1175 Security Rating 1 or STS 202 Burglary Rating 1.

Door sets

All door sets allowing direct access into to the home, dedicated private flat or apartment entrance door sets, communal door sets shall be certificated to one of the following standards:

- PAS 24:2016 (Note 23.4b), or
- PAS 24:2022 (Note 23.4b), or
- STS 201 Issue 12:2020 (Note 23.4c), or
- LPS 1175 Issue 7.2:2014 Security Rating 2+ (Note 23.4d), or
- LPS 1175 Issue 8:2018 Security Rating A3+, or
- STS 202 Issue 10:2021 Burglary Rating 2 (Note 23.4d), or
- LPS 2081 Issue 1.1:2016 Security Rating B (Notes 23.4d and 23.4e), or
- STS 222 Issue 1:2021

Windows

All easily accessible windows (including easily accessible roof lights and roof windows) shall be certificated to one of the following standards:

- PAS 24:2016 (Note 24.2b), or
- PAS 24:2022, (Note 24.2b), or
- STS 204 Issue 6:2016 (Note 24.2c), or
- LPS 1175 Issue 7.2:2014 Security Rating 1 (Note 24.2d), or
- LPS 1175 Issue 8:2018 Security Rating 1/A1, or
- STS 202 Issue 10:2021 Burglary Rating 1, or
- LPS 2081 Issue 1.1:2016 Security Rating A, or
- STS 222 Issue 1:2021

Note: Easily accessible is defined within Approved Document Q Appendix A as:

- A window or doorset, any part of which is within 2 metres vertically of an accessible level surface such as a ground or basement level, or an access balcony, or
- A window within 2 metres vertically of a flat roof or sloping roof (with a pitch of less than 30°) that is within 3.5 metres of ground level.

External Lighting

Where possible the lighting requirements within BS 5489-1:2020 should be applied. Developers are advised that there is further guidance available from the Chartered Institute of Building Services Engineers (CIBSE) and the Society of Light and Lighting (SLL).

Lighting is required to illuminate all elevations containing a door set, car parking and garage areas and footpaths leading to dwellings and blocks of flats. Bollard lighting is not appropriate as it does not project sufficient light at the right height making it difficult to recognise facial features and as a result causes an increase in the fear of crime.

Overall Lighting uniformity (Uo) - levels of 0.4 or 40% - are recommended where possible to ensure that lighting installations do not create dark patches next to lighter patches where the human eye has difficulty in adjusting quickly enough to see that it is safe to proceed along any route. If high levels of uniformity are neither achievable nor appropriate for technical or locally applying environmental reasons, the highest levels of uniformity possible should be achieved.

External public lighting must be switched using a photo electric cell (dusk to dawn) with a manual override or via a Central Management System (CMS) for large scale developments. If LED light sources are used, then shorter burning hours can be programmed as no warmup time is required for the lamp.

Secured by Design has not specified PIR activated security lighting for several years following advice from the ILP and police concern regarding the increase in the fear of crime (particularly amongst the elderly) due to

repeated PIR lamp activations. Research has proven that a constant level of illumination is more effective at controlling the night environment.

24-hour lighting (switched using a daylight sensor formally called photoelectric cells) to communal parts of blocks of flats will be required. It is acceptable if this is dimmed during hours of low occupation to save energy. This will normally include the communal entrance hall, lobbies, landings, corridors and stairwells and

underground garaging facilities and all entrance/exit points. Technology exists in respect of energy efficient light dimming systems and other means of ensuring that security lighting is intelligently provided in the right quantities and only at the right time.

CCTV

It is recommended that CCTV is installed as part of this development. For the purposes of this guide, the term Closed Circuit Television (CCTV) is used to describe all video surveillance systems capable of recording moving images or sound, from traditional CCTV systems with on-site or remote recording facilities to video doorbells that begin recording only when a doorbell is activated.

The purpose of a CCTV system and the results desired from it must be carefully detailed in the Operational Requirement so that an appropriate installation is identified and can be agreed upon with a prospective installer. Attendant problems that could detract from the success of a CCTV system should be identified and a solution to them sought at this early planning stage.

Although a CCTV system cannot address all aspects of security, it can form an invaluable element within a comprehensive security strategy as long as the specification and installation meet the users Operational Requirement.

CCTV is not a universal solution to security problems, but it does form part of an overall security plan. It can help deter crime and criminal behaviour, assist with the identification of offenders, promote personal safety, and provide reassurance for residents and visitors. Even the smallest development will benefit from the installation of a good quality CCTV system, which does not need to be expensive.

Images of people are covered by the General Data Protection Regulation (GDPR), and so is information about people which is derived from images – for example, vehicle registration numbers. Most uses of CCTV will be covered by the Data Protection Act 2018, which is the UK's implementation of the GDPR, regardless of the number of cameras or how sophisticated the equipment is.

Specifiers are reminded that there will be a requirement for a data controller to ensure compliance with the GDPR. The data controller must

ensure that all CCTV images that can be used to identify individuals are used, stored, and disclosed in line with the GDPR principles.

It is important that signs are displayed explaining that CCTV is in operation.

- Have CCTV cameras contained in vandal resistant housings with the facility for ceiling or wall mounting.
- Record images in colour HD quality.
- Not be affected by concentrated white light sources directed at the camera, such as car head lights and street lighting.
- Have a lockable steel cabinet for 'on-site' recording equipment or other hard drive units to one of the following standards:
 - LPS 1175 Security Rating 1 (A1), or
 - STS 202 Burglary Rating 1, or
 - SS314
- Identify each camera's location and record this information along with time and date stamping.
- Provide suitable methods of export and incorporate the required software to view the exported footage.
- Negatively impacted upon by lighting and landscape proposals
- Whether there is consideration for inclusion of comprehensive Operational use and Requirements Table
- Also, it is worth mentioning that the most important aspect of utilising CCTV is the quality of the system and its imagery.

CCTV cameras associated with visitor door entry systems covering communal entrances and internal lobby areas should be installed and be capable of providing images of persons that are clearly identifiable on smaller devices such as smart phones.

Ideally, CCTV systems should be monitored live 24/7 giving the ability to react to a situation as it occurs. However, this is not a requirement of Secured by Design for residential developments. Most CCTV systems are designed for recording images and for the post event investigation only, in which case nobody is required to monitor the activities live. Police recommend that images are stored for a minimum of 31 days.

Early discussions with an independent CCTV expert and potential installers can resolve a number of matters, including:

- monitoring and recording requirements.
- activation in association with the intruder alarm.
- requirements for observation, facial recognition/identification and automatic number plate recognition (ANPR) .
- areas to be monitored and field of view.
- activities to be monitored.
- the use of recorded images.
- maintenance of equipment and the management of recording.
- subsequent on-going training of operatives.

- Further advice, including the ICO CCTV Code of Practice is available at: www.ico.org.uk

Bicycle Security

Bicycle storage solutions should be constructed to the following 'Secured by Design' standards.

Bicycle parking will comprise of bicycle stands, anchor points, single and two-tier rack systems and dedicated lockers. The bicycle stands and rack systems, single or two tiers, should be certified to one of the following standards:

- Sold Secure – SS104 Security Rating Bronze, or
- Element (Wednesbury) – STS 501 Security Rating TR1, or
- Element (Wednesbury) – STS 503 Security Rating TR1, or
- Warringtonfire – STS 205 Issue 6:2021 Security Rating BR1, or
- Warringtonfire – STS 225 Issue 1:2021 Security Rating BR1 (S), or
- Loss Prevention Certification Board LPS1175 Issue 8:2018 Security Rating A (A1)

Bicycle parking facilities should be limited to the storing of no more than seventy bikes; if larger numbers need to be stored at the same location, the facilities should be separated into discreet units and be subject to extra mitigating security measures as agreed with the Nottinghamshire Designing Out Crime Officer.

It is possible that a further house of multiple occupancy while resulting in the re-use of a vacant building would not necessarily achieve a mixed and balanced community if such properties continue to be converted in the same localised area, and the residents of them remain transient and lack ownership or desire to become embedded in that community.

It is requested that the Secured by Design standard is achieved and formally accredited.

7

APPLICATION NO. 2026/0167 - 7 BEECH AVENUE, NETHERFIELD, NOTTINGHAMSHIRE

Full planning Permission is sought for the change of use of the property from a 6-bedroom HMO (C4 use) to 7-bedroom HMO (Sui Generis) for up to 7 occupiers.

The Principal Planning Officer informed members of the committee that, since the publication of the report, an objection letter had been received from the Ward Councillor whose concerns were similar to those expressed against the other HMO applications in Netherfield, as summarised previously at item 5 on the agenda.

The Principal Planning Officer went on to introduce the report.

RESOLVED:

To GRANT PLANNING PERMISSION subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the details as set out within the application form received on the 12th March 2026, the Planning Statement received on the 12th March 2026 and the plans received on the 12th March 2026, drawing numbers: 24,089-P-001, 24,089-P-210, 24,089-P-020 and 24,089-P-101.

Reasons

- 1 In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is consistent with national and local planning policies. Whilst Members acknowledged that the proposal may give rise to some local inconvenience, including additional pressure on on-street parking and the general impacts associated with HMO occupation, these impacts were not considered to amount to unacceptable harm to residential amenity or highway safety so as to justify refusal on planning grounds. Space standards within the development were considered acceptable, and the proposal was also considered acceptable in respect of flood risk. The development was therefore considered appropriate in its context and in accordance with the relevant development plan policies.

Notes to Applicant

The developer is advised to ensure compliance with the relevant Building Regulations.

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 not payable on the development hereby approved as the development type proposed is zero rated in this location.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 39 of the National Planning Policy Framework.

It is noted that there is no reference to crime prevention or security measures to be implemented in the redevelopment of this property in the documentation provided. There is reference to the responsibility of the tenants for security, however, this is limited to their actions.

Many of the HMOs visited by the police have poor standards of security which render the occupants at an increased risk of becoming victims of crime. As the occupants of HMOs do not own the property it is often difficult for them to adopt any crime reduction recommendations made by the police after a crime has taken place.

Statistically, the likelihood of being a repeat victim of house burglary in England & Wales increases exponentially unless crime reduction measures are adopted (Tseloni et al., 2018).

Secured by Design' (SbD) is a police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. 'Secured by Design' is proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments. Secured by Design is owned by the UK Police Service and is supported by the Home Office, Building Control Departments in England (Part Q Security – Dwellings), Scotland (Building Standard 4.13) and Wales (Part Q Security – Dwellings) all reference SBD.

Secured by Design (SBD) is a place-based approach to crime reduction that brings together standards of physical security with the broader principles of Crime Prevention Through Environmental Design (CPTED) to set minimum requirements that enable properties to be awarded SBD status. The results of several studies have shown that housing design plays a key role in influencing offender decision-making, the risk of surveillance and standards of physical security being primary deterrents (Armitage & Tompson, 2022).

https://www.securedbydesign.com/images/design-guides/residential_guide_2025_270225_final.pdf

Secured by Design would advise the following measures for this development:

Access control and door entry systems

Smaller developments containing 25 or less, apartments, bedsits or bedrooms should have a visitor door entry system and access control system. The technology by which the visitor door entry system operates is a matter of developer choice, however it should provide the following attributes:

- Access to the building via the use of a security encrypted electronic key (e.g. fob, card, mobile device).
- Vandal resistant external door entry panel with a linked camera.
- Ability to release the primary entrance door set from the dwelling or bedroom (in the case of student accommodation or House in Multiple Occupation).
- Live audio and visual communication between the occupant and the visitor.
- Ability to recover from power failure instantaneously.
- Unrestricted egress from the building in the event of an emergency or power failure.
- Control equipment to be located in a secure area within the premises covered by the CCTV system and contained in a lockable steel cabinet to LPS 1175 Security Rating 1 or STS 202 Burglary Rating 1.

Door sets

All door sets allowing direct access into to the home, dedicated private flat or apartment entrance door sets, communal door sets shall be certificated to one of the following standards:

- PAS 24:2016 (Note 23.4b), or
- PAS 24:2022 (Note 23.4b), or
- STS 201 Issue 12:2020 (Note 23.4c), or
- LPS 1175 Issue 7.2:2014 Security Rating 2+ (Note 23.4d), or
- LPS 1175 Issue 8:2018 Security Rating A3+, or
- STS 202 Issue 10:2021 Burglary Rating 2 (Note 23.4d), or
- LPS 2081 Issue 1.1:2016 Security Rating B (Notes 23.4d and 23.4e), or
- STS 222 Issue 1:2021

Windows

All easily accessible windows (including easily accessible roof lights and roof windows) shall be certificated to one of the following standards:

- PAS 24:2016 (Note 24.2b), or

- PAS 24:2022, (Note 24.2b), or
- STS 204 Issue 6:2016 (Note 24.2c), or
- LPS 1175 Issue 7.2:2014 Security Rating 1 (Note 24.2d), or
- LPS 1175 Issue 8:2018 Security Rating 1/A1, or
- STS 202 Issue 10:2021 Burglary Rating 1, or
- LPS 2081 Issue 1.1:2016 Security Rating A, or
- STS 222 Issue 1:2021

Note: Easily accessible is defined within Approved Document Q Appendix A as:

- A window or doorset, any part of which is within 2 metres vertically of an accessible level surface such as a ground or basement level, or an access balcony, or
- A window within 2 metres vertically of a flat roof or sloping roof (with a pitch of less than 30°) that is within 3.5 metres of ground level.

External Lighting

Where possible the lighting requirements within BS 5489-1:2020 should be applied. Developers are advised that there is further guidance available from the Chartered Institute of Building Services Engineers (CIBSE) and the Society of Light and Lighting (SLL).

Lighting is required to illuminate all elevations containing a door set, car parking and garage areas and footpaths leading to dwellings and blocks of flats. Bollard lighting is not appropriate as it does not project sufficient light at the right height making it difficult to recognise facial features and as a result causes an increase in the fear of crime.

Overall Lighting uniformity (U_o) - levels of 0.4 or 40% - are recommended where possible to ensure that lighting installations do not create dark patches next to lighter patches where the human eye has difficulty in adjusting quickly enough to see that it is safe to proceed along any route. If high levels of uniformity are neither achievable nor appropriate for technical or locally applying environmental reasons, the highest levels of uniformity possible should be achieved.

External public lighting must be switched using a photo electric cell (dusk to dawn) with a manual override or via a Central Management System (CMS) for large scale developments. If LED light sources are used, then shorter burning hours can be programmed as no warmup time is required for the lamp.

Secured by Design has not specified PIR activated security lighting for several years following advice from the ILP and police concern regarding the increase in the fear of crime (particularly amongst the elderly) due to repeated PIR lamp activations. Research has proven that a constant level of illumination is more effective at controlling the night environment.

24-hour lighting (switched using a daylight sensor formally called photoelectric cells) to communal parts of blocks of flats will be required. It is acceptable if this is dimmed during hours of low occupation to save energy. This will normally include the communal entrance hall, lobbies, landings, corridors and stairwells and

underground garaging facilities and all entrance/exit points. Technology exists in respect of energy efficient light dimming systems and other means of ensuring that security lighting is intelligently provided in the right quantities and only at the right time.

CCTV

It is recommended that CCTV is installed as part of this development. For the purposes of this guide, the term Closed Circuit Television (CCTV) is used to describe all video surveillance systems capable of recording moving images or sound, from traditional CCTV systems with on-site or remote recording facilities to video doorbells that begin recording only when a doorbell is activated.

The purpose of a CCTV system and the results desired from it must be carefully detailed in the Operational Requirement so that an appropriate installation is identified and can be agreed upon with a prospective installer. Attendant problems that could detract from the success of a CCTV system should be identified and a solution to them sought at this early planning stage.

Although a CCTV system cannot address all aspects of security, it can form an invaluable element within a comprehensive security strategy as long as the specification and installation meet the users Operational Requirement.

CCTV is not a universal solution to security problems, but it does form part of an overall security plan. It can help deter crime and criminal behaviour, assist with the identification of offenders, promote personal safety, and provide reassurance for residents and visitors. Even the smallest development will benefit from the installation of a good quality CCTV system, which does not need to be expensive.

Images of people are covered by the General Data Protection Regulation (GDPR), and so is information about people which is derived from images – for example, vehicle registration numbers. Most uses of CCTV will be covered by the Data Protection Act 2018, which is the UK's implementation of the GDPR, regardless of the number of cameras or how sophisticated the equipment is.

Specifiers are reminded that there will be a requirement for a data controller to ensure compliance with the GDPR. The data controller must ensure that all CCTV images that can be used to identify individuals are used, stored, and disclosed in line with the GDPR principles.

It is important that signs are displayed explaining that CCTV is in operation.

- Have CCTV cameras contained in vandal resistant housings with the facility for ceiling or wall mounting.
- Record images in colour HD quality.
- Not be affected by concentrated white light sources directed at the camera, such as car head lights and street lighting.
- Have a lockable steel cabinet for 'on-site' recording equipment or other hard drive units to one of the following standards:
 - LPS 1175 Security Rating 1 (A1), or
 - STS 202 Burglary Rating 1, or
 - SS314
- Identify each camera's location and record this information along with time and date stamping.
- Provide suitable methods of export and incorporate the required software to view the exported footage.
- Negatively impacted upon by lighting and landscape proposals
- Whether there is consideration for inclusion of comprehensive Operational use and Requirements Table
- Also, it is worth mentioning that the most important aspect of utilising CCTV is the quality of the system and its imagery.

CCTV cameras associated with visitor door entry systems covering communal entrances and internal lobby areas should be installed and be capable of providing images of persons that are clearly identifiable on smaller devices such as smart phones.

Ideally, CCTV systems should be monitored live 24/7 giving the ability to react to a situation as it occurs. However, this is not a requirement of Secured by Design for residential developments. Most CCTV systems are designed for recording images and for the post event investigation only, in which case nobody is required to monitor the activities live. Police recommend that images are stored for a minimum of 31 days.

Early discussions with an independent CCTV expert and potential installers can resolve a number of matters, including:

- monitoring and recording requirements.
- activation in association with the intruder alarm.
- requirements for observation, facial recognition/identification and automatic number plate recognition (ANPR) .
- areas to be monitored and field of view.
- activities to be monitored.
- the use of recorded images.
- maintenance of equipment and the management of recording.
- subsequent on-going training of operatives.
- Further advice, including the ICO CCTV Code of Practice is available at: www.ico.org.uk

Bicycle Security

Bicycle storage solutions should be constructed to the following 'Secured by Design' standards.

Bicycle parking will comprise of bicycle stands, anchor points, single and two-tier rack systems and dedicated lockers. The bicycle stands and rack systems, single or two tier, should be certified to one of the following standards:

- Sold Secure – SS104 Security Rating Bronze, or
- Element (Wednesbury) – STS 501 Security Rating TR1, or
- Element (Wednesbury) – STS 503 Security Rating TR1, or
- Warringtonfire – STS 205 Issue 6:2021 Security Rating BR1, or
- Warringtonfire – STS 225 Issue 1:2021 Security Rating BR1 (S), or
- Loss Prevention Certification Board LPS1175 Issue 8:2018 Security Rating A (A1)

Bicycle parking facilities should be limited to the storing of no more than seventy bikes; if larger numbers need to be stored at the same location, the facilities should be separated into discreet units and be subject to extra mitigating security measures as agreed with the Nottinghamshire Designing Out Crime Officer.

It is possible that a further house of multiple occupancy while resulting in the re-use of a vacant building would not necessarily achieve a mixed and balanced community if such properties continue to be converted in the same localised area, and the residents of them remain transient and lack ownership or desire to become embedded in that community.

It is requested that the Secured by Design standard is achieved and formally accredited.

8 APPLICATION NO. 2026/0112 - 5 BEECH AVENUE, NETHERFIELD, NOTTINGHAMSHIRE

Change of use from a 6-bedroom, 6-occupant House in Multiple Occupation (Use Class C4) to a 7-bedroom, 7-occupant large House in Multiple Occupation (Sui Generis) and installation of secure, covered cycle storage within the site curtilage to accommodate 7 bicycles.

Darius Jonaitis, the applicant, spoke in support of the application.

The Principal Planning Officer informed members of the committee that, since the publication of the report, an objection letter had been received from the Ward Councillor whose concerns were similar to those expressed against the other HMO applications in Netherfield, as summarised previously at item 5 on the agenda, with an additional concern that the street scene had been adversely impacted by lowering the first floor level in an effort to create space for the loft conversion and that the front windows were smaller and four brick courses lower than other houses on the avenue which was unsympathetic.

The Principal Planning Officer then went on to introduce the report.

RESOLVED:

To GRANT PLANNING PERMISSION: subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the details as set out within the application form, received on the 23rd February 2026 and the following approved plans:
 - Site Location Plan;
 - Proposed Site Layout Plan - 25-009 - 03-000 Rev C -20/05/2026;
 - Proposed Elevations - 25-009 - 03-002 Rev C – 20/05/2026;
 - Proposed Plans - 25-009 - 03-001 Rev C - 20/05/2026; and
 - Proposed Sections - 25-009 - 03-003 Rev C- 20/05/2026.
 - Flood Risk Standing Advice table - 20/05/2026

Reasons

- 1 In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is consistent with national and local planning policies. Whilst Members acknowledged that the proposal may give rise to some local inconvenience, including additional pressure on on-street parking and the general impacts associated with HMO occupation, these impacts were not considered to amount to unacceptable harm to residential amenity or highway safety so as to justify refusal on planning grounds. Space standards within the development were considered acceptable, and the proposal was also considered acceptable in respect of flood risk. The development was therefore considered appropriate in its context and in accordance with the relevant development plan policies.

Notes to Applicant

The developer is advised to ensure that the development complies with the relevant Building Regulations and Licensing requirements.

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 not payable on the development hereby approved as the development type proposed is zero rated in this location.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 39 of the National Planning Policy Framework.

It is noted that there is no reference to crime prevention or security measures to be implemented in the redevelopment of this property in the documentation provided. There is reference to the responsibility of the tenants for security, however, this is limited to their actions.

Many of the HMOs visited by the police have poor standards of security which render the occupants at an increased risk of becoming victims of crime. As the occupants of HMOs do not own the property it is often difficult for them to adopt any crime reduction recommendations made by the police after a crime has taken place.

Statistically, the likelihood of being a repeat victim of house burglary in England & Wales increases exponentially unless crime reduction measures are adopted (Tseloni et al., 2018).

Secured by Design' (SbD) is a police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. 'Secured by Design' is proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments. Secured by Design is owned by the UK Police Service and is supported by the Home Office, Building Control Departments in England (Part Q Security – Dwellings), Scotland (Building Standard 4.13) and Wales (Part Q Security – Dwellings) all reference SBD.

Secured by Design (SBD) is a place-based approach to crime reduction that brings together standards of physical security with the broader principles of Crime Prevention Through Environmental Design (CPTED) to set minimum requirements that enable properties to be awarded SBD status. The results of several studies have shown that housing design plays a key role in influencing offender decision-making, the risk of surveillance and standards of physical security being primary deterrents (Armitage & Thompson, 2022).

https://www.securedbydesign.com/images/design-guides/residential_guide_2025_270225_final.pdf

Secured by Design would advise the following measures for this development:

Access control and door entry systems

Smaller developments containing 25 or less, apartments, bedsits or bedrooms should have a visitor door entry system and access control system. The technology by which the visitor door entry system operates is a matter of developer choice, however it should provide the following attributes:

- Access to the building via the use of a security encrypted electronic key (e.g. fob, card, mobile device).
- Vandal resistant external door entry panel with a linked camera.
- Ability to release the primary entrance door set from the dwelling or bedroom (in the case of student accommodation or House in Multiple Occupation).
- Live audio and visual communication between the occupant and the visitor.
- Ability to recover from power failure instantaneously.
- Unrestricted egress from the building in the event of an emergency or power failure.
- Control equipment to be located in a secure area within the premises covered by the CCTV system and contained in a lockable steel cabinet to LPS 1175 Security Rating 1 or STS 202 Burglary Rating 1.

Door sets

All door sets allowing direct access into to the home, dedicated private flat or apartment entrance door sets, communal door sets shall be certificated to one of the following standards:

- PAS 24:2016 (Note 23.4b), or
- PAS 24:2022 (Note 23.4b), or
- STS 201 Issue 12:2020 (Note 23.4c), or
- LPS 1175 Issue 7.2:2014 Security Rating 2+ (Note 23.4d), or
- LPS 1175 Issue 8:2018 Security Rating A3+, or
- STS 202 Issue 10:2021 Burglary Rating 2 (Note 23.4d), or
- LPS 2081 Issue 1.1:2016 Security Rating B (Notes 23.4d and 23.4e), or
- STS 222 Issue 1:2021

Windows

All easily accessible windows (including easily accessible roof lights and roof windows) shall be certificated to one of the following standards:

- PAS 24:2016 (Note 24.2b), or
- PAS 24:2022, (Note 24.2b), or
- STS 204 Issue 6:2016 (Note 24.2c), or
- LPS 1175 Issue 7.2:2014 Security Rating 1 (Note 24.2d), or
- LPS 1175 Issue 8:2018 Security Rating 1/A1, or
- STS 202 Issue 10:2021 Burglary Rating 1, or
- LPS 2081 Issue 1.1:2016 Security Rating A, or
- STS 222 Issue 1:2021

Note: Easily accessible is defined within Approved Document Q Appendix A as:

- A window or doorset, any part of which is within 2 metres vertically of an accessible level surface such as a ground or basement level, or an access balcony, or
- A window within 2 metres vertically of a flat roof or sloping roof (with a pitch of less than 30°) that is within 3.5 metres of ground level.

External Lighting

Where possible the lighting requirements within BS 5489-1:2020 should be applied. Developers are advised that there is further guidance available from the Chartered Institute of Building Services Engineers (CIBSE) and the Society of Light and Lighting (SLL).

Lighting is required to illuminate all elevations containing a door set, car parking and garage areas and footpaths leading to dwellings and blocks of flats. Bollard lighting is not appropriate as it does not project sufficient light at the right height making it difficult to recognise facial features and as a result causes an increase in the fear of crime.

Overall Lighting uniformity (U_o) - levels of 0.4 or 40% - are recommended where possible to ensure that lighting installations do not create dark patches next to lighter patches where the human eye has difficulty in adjusting quickly enough to see that it is safe to proceed along any route. If high levels of uniformity are neither achievable nor appropriate for technical or locally applying environmental reasons, the highest levels of uniformity possible should be achieved.

External public lighting must be switched using a photo electric cell (dusk to dawn) with a manual override or via a Central Management System (CMS) for large scale developments. If LED light sources are used, then shorter burning hours can be programmed as no warmup time is required for the lamp.

Secured by Design has not specified PIR activated security lighting for several years following advice from the ILP and police concern regarding the increase in the fear of crime (particularly amongst the elderly) due to repeated PIR lamp activations. Research has proven that a constant level of illumination is more effective at controlling the night environment.

24-hour lighting (switched using a daylight sensor formally called photoelectric cells) to communal parts of blocks of flats will be required. It is acceptable if this is dimmed during hours of low occupation to save energy. This will normally include the communal entrance hall, lobbies, landings, corridors and stairwells and

underground garaging facilities and all entrance/exit points. Technology exists in respect of energy efficient light dimming systems and other means of ensuring that security lighting is intelligently provided in the right quantities and only at the right time.

CCTV

It is recommended that CCTV is installed as part of this development. For the purposes of this guide, the term Closed Circuit Television (CCTV) is used to describe all video surveillance systems capable of recording moving images or sound, from traditional CCTV systems with on-site or remote recording facilities to video doorbells that begin recording only when a doorbell is activated.

The purpose of a CCTV system and the results desired from it must be carefully detailed in the Operational Requirement so that an appropriate installation is identified and can be agreed upon with a prospective installer. Attendant problems that could detract from the success of a CCTV system should be identified and a solution to them sought at this early planning stage.

Although a CCTV system cannot address all aspects of security, it can form an invaluable element within a comprehensive security strategy as long as the specification and installation meet the users Operational Requirement.

CCTV is not a universal solution to security problems, but it does form part of an overall security plan. It can help deter crime and criminal behaviour, assist with the identification of offenders, promote personal safety, and provide reassurance for residents and visitors. Even the smallest development will benefit from the installation of a good quality CCTV system, which does not need to be expensive.

Images of people are covered by the General Data Protection Regulation (GDPR), and so is information about people which is derived from images – for example, vehicle registration numbers. Most uses of CCTV will be covered by the Data Protection Act 2018, which is the UK's

implementation of the GDPR, regardless of the number of cameras or how sophisticated the equipment is.

Specifiers are reminded that there will be a requirement for a data controller to ensure compliance with the GDPR. The data controller must ensure that all CCTV images that can be used to identify individuals are used, stored, and disclosed in line with the GDPR principles.

It is important that signs are displayed explaining that CCTV is in operation.

- Have CCTV cameras contained in vandal resistant housings with the facility for ceiling or wall mounting.
- Record images in colour HD quality.
- Not be affected by concentrated white light sources directed at the camera, such as car head lights and street lighting.
- Have a lockable steel cabinet for 'on-site' recording equipment or other hard drive units to one of the following standards:
 - LPS 1175 Security Rating 1 (A1), or
 - STS 202 Burglary Rating 1, or
 - SS314
- Identify each camera's location and record this information along with time and date stamping.
- Provide suitable methods of export and incorporate the required software to view the exported footage.
- Negatively impacted upon by lighting and landscape proposals
- Whether there is consideration for inclusion of comprehensive Operational use and Requirements Table
- Also, it is worth mentioning that the most important aspect of utilising CCTV is the quality of the system and its imagery.

CCTV cameras associated with visitor door entry systems covering communal entrances and internal lobby areas should be installed and be capable of providing images of persons that are clearly identifiable on smaller devices such as smart phones.

Ideally, CCTV systems should be monitored live 24/7 giving the ability to react to a situation as it occurs. However, this is not a requirement of Secured by Design for residential developments. Most CCTV systems are designed for recording images and for the post event investigation only, in which case nobody is required to monitor the activities live. Police recommend that images are stored for a minimum of 31 days.

Early discussions with an independent CCTV expert and potential installers can resolve a number of matters, including:

- monitoring and recording requirements.
- activation in association with the intruder alarm.
- requirements for observation, facial recognition/identification and automatic number plate recognition (ANPR) .
- areas to be monitored and field of view.

- activities to be monitored.
- the use of recorded images.
- maintenance of equipment and the management of recording.
- subsequent on-going training of operatives.
- Further advice, including the ICO CCTV Code of Practice is available at: www.ico.org.uk

Bicycle Security

Bicycle storage solutions should be constructed to the following 'Secured by Design' standards.

Bicycle parking will comprise of bicycle stands, anchor points, single and two-tier rack systems and dedicated lockers. The bicycle stands and rack systems, single or two tier, should be certified to one of the following standards:

- Sold Secure – SS104 Security Rating Bronze, or
- Element (Wednesbury) – STS 501 Security Rating TR1, or
- Element (Wednesbury) – STS 503 Security Rating TR1, or
- Warringtonfire – STS 205 Issue 6:2021 Security Rating BR1, or
- Warringtonfire – STS 225 Issue 1:2021 Security Rating BR1 (S), or
- Loss Prevention Certification Board LPS1175 Issue 8:2018 Security Rating A (A1)

Bicycle parking facilities should be limited to the storing of no more than seventy bikes; if larger numbers need to be stored at the same location, the facilities should be separated into discreet units and be subject to extra mitigating security measures as agreed with the Nottinghamshire Designing Out Crime Officer.

It is possible that a further house of multiple occupancy while resulting in the re-use of a vacant building would not necessarily achieve a mixed and balanced community if such properties continue to be converted in the same localised area, and the residents of them remain transient and lack ownership or desire to become embedded in that community.

It is requested that the Secured by Design standard is achieved and formally accredited.

9 APPLICATION NO. 2026/0124 - 24 BOURNE STREET, NETHERFIELD, NOTTINGHAMSHIRE

Full planning Permission for the change of use of the property from a 6-bedroom HMO (C4 use) to 7-bedroom HMO (Sui Generis) for up to 7 occupiers.

The Principal Planning Officer informed members of the committee that, since the publication of the report, three late items had been received as follows:

The first was an objection letter was from the Ward Councillor whose concerns were similar to those expressed against the other HMO applications in Netherfield, as summarised previously at item 5 on the agenda, with an additional comment that houses at the railway end of Bourne Street flood when the River Trent was high and there were flood mitigation gates installed on at least three of these properties.

The second was an objection letter from a neighbouring occupier who raised concerns in relation to parking and traffic pressures, over concentration of HMOs in the area, no evidence of demand for further HMOs in the area, increased noise and disturbance, fire regulations, overlooking from additional windows and residents' security, no cycle storage provision, over-flowing bins and issues with the current garden wall.

The third late item was a letter from the applicant who stated that he had considered concerns that residents often raised regarding HMO accommodation and how these could be addressed through good design and responsible management, that the accommodation provided was significantly larger than that usually expected for an HMO development, there was secure cycle storage and screened bin storage to the rear of the property and that his aim was to create accommodation that residents could enjoy living in whilst also being respectful of neighbours and the surrounding community.

The Principal Planning Officer then went on to introduce the report.

RESOLVED:

To GRANT PLANNING PERMISSION: subject to the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the application form, the Design and Access Statement, the site location plan received on the 27th February 2026, the revised plans received on the 20th May 2026, drawing numbers: 03-000, 03-003, 03-001, 03-002, 03-004 and the Flood Risk Statement received on the 21st May 2026.

Reasons

- 1 In order to comply with Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 2 For the avoidance of doubt.

Reasons for Decision

The proposed development is consistent with national and local planning policies. Whilst Members acknowledged that the proposal may give rise to some local inconvenience, including additional pressure on on-street parking and the general impacts associated with HMO occupation, these impacts were not considered to amount to unacceptable harm to residential amenity or highway safety so as to justify refusal on planning grounds. Space standards within the development were considered acceptable, and the proposal was also considered acceptable in respect of flood risk. The development was therefore considered appropriate in its context and in accordance with the relevant development plan policies.

Notes to Applicant

The developer is advised to ensure compliance with the relevant Building Regulations.

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 not payable on the development hereby approved as the development type proposed is zero rated in this location.

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 39 of the National Planning Policy Framework.

It is noted that there is no reference to crime prevention or security measures to be implemented in the redevelopment of this property in the documentation provided. There is reference to the responsibility of the tenants for security, however, this is limited to their actions.

Many of the HMOs visited by the police have poor standards of security which render the occupants at an increased risk of becoming victims of crime. As the occupants of HMOs do not own the property it is often difficult for them to adopt any crime reduction recommendations made by the police after a crime has taken place.

Statistically, the likelihood of being a repeat victim of house burglary in England & Wales increases exponentially unless crime reduction measures are adopted (Tseloni et al., 2018).

Secured by Design' (SbD) is a police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. 'Secured by Design' is proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments. Secured by Design is owned by the UK

Police Service and is supported by the Home Office, Building Control Departments in England (Part Q Security – Dwellings), Scotland (Building Standard 4.13) and Wales (Part Q Security – Dwellings) all reference SBD.

Secured by Design (SBD) is a place-based approach to crime reduction that brings together standards of physical security with the broader principles of Crime Prevention Through Environmental Design (CPTED) to set minimum requirements that enable properties to be awarded SBD status. The results of several studies have shown that housing design plays a key role in influencing offender decision-making, the risk of surveillance and standards of physical security being primary deterrents (Armitage & Tompson, 2022).

https://www.securedbydesign.com/images/design-guides/residential_guide_2025_270225_final.pdf

Secured by Design would advise the following measures for this development:

Access control and door entry systems

Smaller developments containing 25 or less, apartments, bedsits or bedrooms should have a visitor door entry system and access control system. The technology by which the visitor door entry system operates is a matter of developer choice, however it should provide the following attributes:

- Access to the building via the use of a security encrypted electronic key (e.g. fob, card, mobile device).
- Vandal resistant external door entry panel with a linked camera.
- Ability to release the primary entrance door set from the dwelling or bedroom (in the case of student accommodation or House in Multiple Occupation).
- Live audio and visual communication between the occupant and the visitor.
- Ability to recover from power failure instantaneously.
- Unrestricted egress from the building in the event of an emergency or power failure.
- Control equipment to be located in a secure area within the premises covered by the CCTV system and contained in a lockable steel cabinet to LPS 1175 Security Rating 1 or STS 202 Burglary Rating 1.

Door sets

All door sets allowing direct access into to the home, dedicated private flat or apartment entrance door sets, communal door sets shall be certificated to one of the following standards:

- PAS 24:2016 (Note 23.4b), or
- PAS 24:2022 (Note 23.4b), or
- STS 201 Issue 12:2020 (Note 23.4c), or
- LPS 1175 Issue 7.2:2014 Security Rating 2+ (Note 23.4d), or
- LPS 1175 Issue 8:2018 Security Rating A3+, or
- STS 202 Issue 10:2021 Burglary Rating 2 (Note 23.4d), or
- LPS 2081 Issue 1.1:2016 Security Rating B (Notes 23.4d and 23.4e), or
- STS 222 Issue 1:2021

Windows

All easily accessible windows (including easily accessible roof lights and roof windows) shall be certificated to one of the following standards:

- PAS 24:2016 (Note 24.2b), or
- PAS 24:2022, (Note 24.2b), or
- STS 204 Issue 6:2016 (Note 24.2c), or
- LPS 1175 Issue 7.2:2014 Security Rating 1 (Note 24.2d), or
- LPS 1175 Issue 8:2018 Security Rating 1/A1, or
- STS 202 Issue 10:2021 Burglary Rating 1, or
- LPS 2081 Issue 1.1:2016 Security Rating A, or
- STS 222 Issue 1:2021

Note: Easily accessible is defined within Approved Document Q Appendix A as:

- A window or doorset, any part of which is within 2 metres vertically of an accessible level surface such as a ground or basement level, or an access balcony, or
- A window within 2 metres vertically of a flat roof or sloping roof (with a pitch of less than 30°) that is within 3.5 metres of ground level.

External Lighting

Where possible the lighting requirements within BS 5489-1:2020 should be applied. Developers are advised that there is further guidance available from the Chartered Institute of Building Services Engineers (CIBSE) and the Society of Light and Lighting (SLL).

Lighting is required to illuminate all elevations containing a door set, car parking and garage areas and footpaths leading to dwellings and blocks of flats. Bollard lighting is not appropriate as it does not project sufficient light at the right height making it difficult to recognise facial features and as a result causes an increase in the fear of crime.

Overall Lighting uniformity (Uo) - levels of 0.4 or 40% - are recommended where possible to ensure that lighting installations do not create dark patches next to lighter patches where the human eye has difficulty in adjusting quickly enough to see that it is safe to proceed along any route. If high levels of uniformity are neither achievable nor appropriate for technical or locally applying environmental reasons, the highest levels of uniformity possible should be achieved.

External public lighting must be switched using a photo electric cell (dusk to dawn) with a manual override or via a Central Management System (CMS) for large scale developments. If LED light sources are used, then shorter burning hours can be programmed as no warmup time is required for the lamp.

Secured by Design has not specified PIR activated security lighting for several years following advice from the ILP and police concern regarding the increase in the fear of crime (particularly amongst the elderly) due to repeated PIR lamp activations. Research has proven that a constant level of illumination is more effective at controlling the night environment.

24-hour lighting (switched using a daylight sensor formally called photoelectric cells) to communal parts of blocks of flats will be required. It is acceptable if this is dimmed during hours of low occupation to save energy. This will normally include the communal entrance hall, lobbies, landings, corridors and stairwells and

underground garaging facilities and all entrance/exit points. Technology exists in respect of energy efficient light dimming systems and other means of ensuring that security lighting is intelligently provided in the right quantities and only at the right time.

CCTV

It is recommended that CCTV is installed as part of this development. For the purposes of this guide, the term Closed Circuit Television (CCTV) is used to describe all video surveillance systems capable of recording moving images or sound, from traditional CCTV systems with on-site or remote recording facilities to video doorbells that begin recording only when a doorbell is activated.

The purpose of a CCTV system and the results desired from it must be carefully detailed in the Operational Requirement so that an appropriate installation is identified and can be agreed upon with a prospective installer. Attendant problems that could detract from the success of a CCTV system should be identified and a solution to them sought at this early planning stage.

Although a CCTV system cannot address all aspects of security, it can form an invaluable element within a comprehensive security strategy as

long as the specification and installation meet the users Operational Requirement.

CCTV is not a universal solution to security problems, but it does form part of an overall security plan. It can help deter crime and criminal behaviour, assist with the identification of offenders, promote personal safety, and provide reassurance for residents and visitors. Even the smallest development will benefit from the installation of a good quality CCTV system, which does not need to be expensive.

Images of people are covered by the General Data Protection Regulation (GDPR), and so is information about people which is derived from images – for example, vehicle registration numbers. Most uses of CCTV will be covered by the Data Protection Act 2018, which is the UK's implementation of the GDPR, regardless of the number of cameras or how sophisticated the equipment is.

Specifiers are reminded that there will be a requirement for a data controller to ensure compliance with the GDPR. The data controller must ensure that all CCTV images that can be used to identify individuals are used, stored, and disclosed in line with the GDPR principles.

It is important that signs are displayed explaining that CCTV is in operation.

- Have CCTV cameras contained in vandal resistant housings with the facility for ceiling or wall mounting.
- Record images in colour HD quality.
- Not be affected by concentrated white light sources directed at the camera, such as car head lights and street lighting.
- Have a lockable steel cabinet for 'on-site' recording equipment or other hard drive units to one of the following standards:
 - LPS 1175 Security Rating 1 (A1), or
 - STS 202 Burglary Rating 1, or
 - SS314
- Identify each camera's location and record this information along with time and date stamping.
- Provide suitable methods of export and incorporate the required software to view the exported footage.
- Negatively impacted upon by lighting and landscape proposals
- Whether there is consideration for inclusion of comprehensive Operational use and Requirements Table
- Also, it is worth mentioning that the most important aspect of utilising CCTV is the quality of the system and its imagery.

CCTV cameras associated with visitor door entry systems covering communal entrances and internal lobby areas should be installed and be capable of providing images of persons that are clearly identifiable on smaller devices such as smart phones.

Ideally, CCTV systems should be monitored live 24/7 giving the ability to react to a situation as it occurs. However, this is not a requirement of Secured by Design for residential developments. Most CCTV systems are designed for recording images and for the post event investigation only, in which case nobody is required to monitor the activities live. Police recommend that images are stored for a minimum of 31 days.

Early discussions with an independent CCTV expert and potential installers can resolve a number of matters, including:

- monitoring and recording requirements.
- activation in association with the intruder alarm.
- requirements for observation, facial recognition/identification and automatic number plate recognition (ANPR) .
- areas to be monitored and field of view.
- activities to be monitored.
- the use of recorded images.
- maintenance of equipment and the management of recording.
- subsequent on-going training of operatives.
- Further advice, including the ICO CCTV Code of Practice is available at: www.ico.org.uk

Bicycle Security

Bicycle storage solutions should be constructed to the following 'Secured by Design' standards.

Bicycle parking will comprise of bicycle stands, anchor points, single and two-tier rack systems and dedicated lockers. The bicycle stands and rack systems, single or two tier, should be certified to one of the following standards:

- Sold Secure – SS104 Security Rating Bronze, or
- Element (Wednesbury) – STS 501 Security Rating TR1, or
- Element (Wednesbury) – STS 503 Security Rating TR1, or
- Warringtonfire – STS 205 Issue 6:2021 Security Rating BR1, or
- Warringtonfire – STS 225 Issue 1:2021 Security Rating BR1 (S), or
- Loss Prevention Certification Board LPS1175 Issue 8:2018 Security Rating A (A1)

Bicycle parking facilities should be limited to the storing of no more than seventy bikes; if larger numbers need to be stored at the same location, the facilities should be separated into discreet units and be subject to extra mitigating security measures as agreed with the Nottinghamshire Designing Out Crime Officer.

It is possible that a further house of multiple occupancy while resulting in the re-use of a vacant building would not necessarily achieve a mixed and balanced community if such properties continue to be converted in the same localised area, and the residents of them remain transient and lack ownership or desire to become embedded in that community.

It is requested that the Secured by Design standard is achieved and formally accredited.

*Councillor Greensmith left the meeting at 7.38pm
Councillor Greensmith re-joined the meeting at 7.41pm*

**10 REPORT TO COMMITTEE - THE TOWN AND COUNTRY
PLANNING (CONSULTATION) (ENGLAND) DIRECTION 2026**

The Assistant Director – Development introduced the report, which was circulated in advance of the meeting, briefing Members on the recent legislative changes introduced by the Town and Country Planning (Consultation) (England) Direction 2026.

RESOLVED:

To note the contents of the report and that of the Town and Country Planning (Consultation) (England) Direction 2026.

**11 APPEAL SUMMARY REF: 6003110 - 10 TRINITY CRESCENT,
LAMBLEY, NOTTINGHAMSHIRE**

Councillor Maltby left the meeting at 7.57pm

Single storey side extension with external raised decking to the rear. Detached garage within the frontage garden of the dwelling. Re-roofing work and new rooflights introduced to the front elevation roof.

RESOLVED:

To note the information.

12 FUTURE PLANNING APPLICATIONS

RESOLVED:

To note the information.

Councillor Maltby re-joined the meeting at 7.59pm

13 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

14 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 8.00 pm

Signed by Chair:
Date:

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 17 June 2026

Councillor John Clarke (Chair)

Councillor Jenny Hollingsworth	Councillor Marje Paling
Councillor Michael Adams	Councillor David Ellis
Councillor Paul Hughes	Kathryn Fox

Absent:

Officers in Attendance: M Hill, J Lovett and L Squires

62 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Viv McCrossen, with Councillor Kathryn Fox acting as substitute.

63 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18.03.26

RESOLVED:

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

64 DECLARATION OF INTERESTS.

None.

65 EXCLUSION OF PRESS AND PUBLIC

Exclusion of the press and public. To move that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

66 PROPOSED CHANGES TO EMPLOYEES' CONTRACTS OF EMPLOYMENT

The Assistant Director of Workforce introduced a report, which having been circulated prior to the meeting, sought approval to add additional clauses to Gedling Borough Council's Contracts of employment which would give management greater flexibility which managing exits and to approve minor changes to update the contract for relevance.

RESOLVED:

The Appointments and Conditions of Service Committee agreed the proposed changes to contracts of employment which launched the consultation process:

1. Introduction of Pay In Lieu of Notice clause
2. Introduction of Garden Leave clause
3. Additional wording to support early termination of temporary contracts
4. The acceptance of minor changes to include legislative updates and removal of reference to a 'full statement' and instead signposting of policies that can be found in the Staff Handbook.

67 EMPLOYMENT RIGHTS ACT 2025

The Assistant Director of Workforce circulated a presentation prior to the meeting, to update the committee on the Employment Rights Act 2025.

RESOLVED:

1. Committee noted the presentation on the new legislation.

68 DIRECTORS PAY ASSESSMENT

The Chief Executive introduced a report, which having been circulated prior to the meeting, recommended to report to the Chief Executive, to ask for views of the Committee to inform the decision of the Chief Executive in relation to the performance element of pay for the Director of Place.

RESOLVED:

Members were unanimous in their decision, based on the performance of the Director of Place, to support the CEO's decision in progressing the Director of Place pay to the top of the pay grade from 1st April 2026.

69 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 11.00 am

Signed by Chair:
Date:

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MINUTES AUDIT COMMITTEE

Tuesday 23 June 2026

Councillor Ron McCrossen (Chair)

Councillor Ruth Strong	Councillor Julie Najuk
Councillor David Brocklebank	Councillor Martin Smith
Councillor Helen Greensmith	Jonathan Causton
Councillor Paul Hughes	

Absent: Councillor Stuart Bestwick

Guests in Attendance: Gurpreet Dulay (Internal Audit Partner), Mark Surridge (External Auditor)

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

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillor Bestwick. Councillor Martin Smith attended as substitute.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 24 FEBRUARY 2026

RESOLVED:

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

3 DECLARATION OF INTERESTS

None.

4 INTERNAL AUDIT PROGRESS REPORT

The Internal Audit Partner introduced a report, which had been circulated in advance of the meeting, summarising the outcome of internal audit activity completed by the BDO Internal Audit Team for the period up to the end of March 2026.

RESOLVED:

To note the progress (completion) of the delivery against the 2025/26 Internal Audit Plan, including executive summaries of the Asset Management – Residential Assets Report, Complaints and FOIs Report, and the Corporate Governance Report.

5 INTERNAL AUDIT ANNUAL REPORT

The Internal Audit Partner introduced a report, which had been circulated in advance of the meeting, providing the Head of Internal Audit Opinion based on the outcome of the internal audit activity completed by the BDO Internal Audit Team, in accordance with the approved 2025/26 Internal Audit Plan.

RESOLVED:

To note and approve the Internal Audit Annual Report and Head of Internal Audit Opinion for 2025/26.

6 EXTERNAL AUDIT PROGRESS REPORT 2025

The External Auditor introduced a report, which had been circulated in advance of the meeting, informing members of the progress from Mazars' (the Council's external auditors) audit work in respect of 2025/26 Statement of Accounts.

RESOLVED:

To note the Progress Report for 2025/26.

7 ANTI-FRAUD & CORRUPTION STRATEGY

The Chief Finance and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, presenting the Anti-Fraud and Corruption Strategy and its supporting appendices, including the Whistleblowing Policy Summary, Fraud Response Plan, Anti-Fraud and Corruption Action Plan 2026-27 and Anti-Money Laundering Policy, for review and approval by the Audit Committee.

RESOLVED to:

1. Review the Anti-Fraud and Corruption Strategy and its supporting appendices and recommendations to Cabinet for approval.
2. Note that the strategy provided an updated corporate framework for preventing, detecting, investigating and responding to fraud, bribery, corruption and wider economic crime.
3. Recommend that Cabinet gives authority to the Chief Finance Officer, in consultation with the Monitoring Officer, to make minor amendments to reflect legislative, organisational or operational changes to the documents.

8 WHISTLEBLOWING (SPEAK UP) POLICY

The Deputy Chief Executive and Monitoring Officer introduced a report, which had been circulated in advance of the meeting, presenting the Whistleblowing (Speak Up) Policy and Procedure for review and approval by the Audit Committee for referral to Cabinet.

RESOLVED to:

1. Recommend the Whistleblowing (Speak Up) Policy and Procedure for adoption by Cabinet.
2. Note that the policy provided an updated framework for raising, assessing, handling and reporting serious public-interest concerns connected to the Council.
3. Recommend to Cabinet that authority be delegated to the Deputy Chief Executive and Monitoring Officer, in consultation with the Chief Finance Officer and Section 151 Officer, to make minor amendments to reflect legislative, organisational or operational changes.

9 ANNUAL FRAUD REPORT 2025-26

The Chief Finance and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, providing the Audit Committee with an annual summary of the Council's counter-fraud, whistleblowing and related assurance activity during 2025/26, together with an overview of key outcomes, known risks and the actions being taken to strengthen the Council's Anti-fraud framework.

RESOLVED to:

1. Note the counter-fraud, whistleblowing and related assurance activity undertaken during 2025/26;
2. Note the outcomes achieved and the areas where further work is required; and
3. Note the actions planned during 2026/27 to further strengthen the Council's counter-fraud arrangements.

10 EXTERNAL AUDIT FEES FOR THE 2025/26 STATEMENT OF ACCOUNTS

The Chief Finance and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, informing members of the proposed external audit fees in respect of the 2025/26 financial year.

RESOLVED:

To note the Audit Fee for 2025/26.

11 ACCOUNTING POLICIES 2025/26

Chief Finance and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, providing the Audit Committee with a summary of the review and update undertaken to the Council's accounting policies for the 2025/26 Statement of Accounts. The report explained the key changes made to reflect updated statutory and accounting requirements and highlighted the Council's approach to the new indexation requirements for property, plant and equipment.

RESOLVED:

To approve the Accounting Policies 2025/26, as set out in the Appendix, for application to the financial statements for 2025/26.

12 ANNUAL GOVERNANCE STATEMENT 2025/26

The Chief Finance & Section 151 Officer introduced a report, which had been circulated in advance of the meeting, presenting the Draft Annual Governance Statement 2025/26 to Audit Committee for consideration and comment. They explained that the Statement would be brought back to Audit Committee in September 2026 for further discussion and again in January 2027 for formal approval and sign-off.

RESOLVED to:

1. Consider the Draft Annual Governance Statement 2025/26.
2. Note the governance review undertaken to support preparation of the Statement, including the sources of assurance used to assess the effectiveness of the Council's governance, risk management and internal control arrangements.
3. Note that the Statement would be brought back in September 2026 for further discussion and again in January 2027 for formal approval and sign-off alongside the Statement of Accounts.

13 CORPORATE RISK MANAGEMENT STRATEGIC FRAMEWORK

The Deputy Chief Executive introduced a report, which had been circulated in advance of the meeting, seeking approval to recommend updates to the Risk Management Strategy to Cabinet for adoption.

Councillor Greensmith joined the meeting.

Councillor Martin Smith left the meeting.

RESOLVED:

1. To recommend to Cabinet, the adoption of the amended Risk Management Framework at Appendix 1 of the report.

14 CORPORATE RISK MANAGEMENT REVIEW QUARTER 4 2025/26

The Deputy Chief Executive and Monitoring Officer introduced a report, which had been circulated in advance of the meeting, updating members of the Audit Committee on the current level of assurance that could be provided against each corporate risk.

RESOLVED:

1. To note the current risk level and actions identified within the Corporate Risk Register.

15 RECRUITMENT OF CO-OPTED AUDIT COMMITTEE MEMBER

The Deputy Chief Executive and Monitoring Officer introduced a report, which had been circulated in advance of the meeting, seeking approval to commence recruitment for another co-opted member on to Audit Committee.

RESOLVED to:

- 1) Authorise the Deputy Chief Executive to commence the recruitment process for one independent co-opted member to join the Audit Committee
- 2) Establish an interview panel of 3 members drawn from the membership of the Audit Committee; and
- 3) Agree that the panel, should bring a recommendation as to appointment to Council
- 4) Agree that the remuneration to Independent Co-opted Members on the Committee be reviewed

16 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 6.45 pm

Signed by Chair:
Date:

MINUTES CABINET

Thursday 25 June 2026

Councillor John Clarke (Chair)

Present: Councillor Kathryn Fox Councillor Lynda Pearson
Councillor Viv McCrossen Councillor Henry Wheeler
Councillor Marje Paling Councillor Kyle Robinson-Payne

Absent: Councillor Jenny Hollingsworth

Officers in Attendance: M Hill, F Whyley, N Osei, S Troman, D Reason,
S Anderson and L Squires

116 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Hollingsworth.

117 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 21.05.26.

RESOLVED:

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

118 DECLARATION OF INTERESTS.

None.

119 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:

1. To note the report.

120 GEDLING PLAN Q4 PERFORMANCE 2025/2026 REPORT

The Chief Digital and Customer Officer introduced a report, which had been circulated prior to the meeting, to inform Cabinet in summary of the position against Performance Indicators and Annual Delivery Plan Actions in Quarter 4 of 2025/26.

RESOLVED:

That:

1. The progress against the Annual Delivery Plan and Improvement Performance Indicators for Quarter 4 and the full year of 2025/26 be noted.

121 GEDLING PLAN ANNUAL REPORT 2025/2026

The Chief Digital and Customer Officer introduced a report, which had been circulated prior to the meeting, to seek Cabinet agreement for the publication of the Gedling Plan Annual Report for 2025/26.

RESOLVED:

That:

1. Cabinet approved the Gedling Plan Annual Report 2025/26 for publication internally and externally as described within the report.

122 ANNUAL TREASURY ACTIVITY REPORT 2025/26

The Principal Finance Business Partner introduced a report, which had been circulated prior to the meeting, to inform Members of the outturn in respect of the 2025/26 Prudential Code Indicators, and to advise Members of the outturn on treasury activity, both as required by the Council's Treasury Management Strategy.

RESOLVED:

That:

1. Cabinet approved the Annual Treasury Activity Report for 2025/26 and referred it to Full Council for approval, as required by the regulations.

123 BUDGET OUTTURN AND BUDGET CARRY FORWARDS 2025/26

The Principal Finance Business Partner introduced a report, which had been circulated prior to the meeting, to inform Cabinet of the final outturn position for 2025/26.

RESOLVED:

That Cabinet:

1. Noted the Budget Outturn figures for 2025/26;

2. Approved the movements in Earmarked Reserves and Provisions as detailed in paragraphs 2.7 and 2.8, including the repurposing of reserves identified in paragraph 2.7.3;
3. Noted 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.
4. Approved the capital carry forwards of £1,517,500 included in Appendix 6 for non-committed schemes in excess of £50,000.
5. Referred to Council for approval:
 - i) The overall method of financing of the 2025/26 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.

124 MODERN SLAVERY AND HUMAN TRAFFICKING 25/26

The Chief Executive introduced a report, which had been circulated prior to the meeting, to seek Cabinet approval of the Modern Slavery and Human Trafficking Statement 2025/26, including the associated commitments to practical action.

RESOLVED:

That:

1. Cabinet approved the Modern Slavery and Human Trafficking Statement 2025/26.

125 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.18 pm

Signed by Chair:
Date:

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MINUTES STANDARDS COMMITTEE

Thursday 25 June 2026

Councillor David Brocklebank (Chair)

Councillor Paul Feeney
Councillor Michael Adams
Councillor Andrew Ellwood
Councillor Paul Hughes

Councillor Andrew Meads
Councillor Martin Smith
Councillor Russell Whiting
Rosalie Hawks

Officers in Attendance: F Whyley, N Osei and L Squires

47 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 19/03/2026.

RESOLVED:

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

48 DECLARATION OF INTERESTS.

None.

49 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Louise Kopryko and Councillor Towsey-Hinton with Councillor Hughes acting as his substitute.

50 GIFTS AND HOSPITALITY ANNUAL REPORT

The Deputy Chief Executive and Monitoring Officer circulated the report prior to the meeting, to inform Standards Committee of gifts and hospitality received between 1 April 2025 and 31 March 2026 and identify any issues arising from the annual review of the Register of Gifts and Hospitality.

RESOLVED:

That Committee:

1) Noted the details of the annual review of gifts and hospitality.

51 UPDATE TO REGISTER OF INTERESTS REPORT

The Deputy Chief Executive and Monitoring Officer circulated the report prior to the meeting, to raise awareness of changes to the requirements to provide home addresses on registers of interest.

RESOLVED:

That Committee:

- 1) Noted the report.

52 UPDATE ON CODE OF CONDUCT COMPLAINTS

The Deputy Chief Executive and Monitoring Officer circulated the report prior to the meeting, to inform members of the Standards Committee of complaints received between 19 March 2026 and 25 June 2026.

RESOLVED:

That Committee

- 1) Noted the report.

53 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

The meeting finished at 6.14 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 7 July 2026

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Sue Pickering
Councillor Jim Creamer Councillor Alex Scroggie
Councillor Rachael Ellis Councillor Clive Towsey-Hinton
Councillor Andrew Meads Councillor Ruth Strong

Absent: Councillor Julie Najuk, Councillor Martin Smith and Councillor Paul Wilkinson

Officers in Attendance: L Chaplin, B Hopewell, A Hutchinson and C Pitcher

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Smith and Wilkinson. Councillor Strong attended as substitute.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 02 JUNE 2026

RESOLVED:

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

3 DECLARATION OF INTERESTS.

None.

4 IMPLEMENTATION OF PRIMATE LICENSING

Consideration was given to a report of the Director of Place, which had been circulated in advance of the Committee, advising Members on:

- 1) the changes in animal welfare (Primate Licences) (England) Regulations 2024; and
- 2) the changes in the procedures for the grant and administration of licences relating to the licensable activities.

The report also sought approval of the proposed fees for the processing and enforcement of licences issued by the Council under the Animal Welfare (Primate Licences) (England) Regulations 2024.

RESOLVED to:

- 1) Note the contents of the report and the procedural changes being made by the Council to administer the new animal activities licensing regime;
- 2) Approve the fees attached at Appendix 1 to the report for the new animal licensing process; and
- 3) Delegate authority to the Director of Place to exercise all functions under Animal Welfare (Primate Licences) (England) Regulations 2024, including authority to appoint named Officers as Inspectors under the Regulations.

5 FEES FOR DANGEROUS WILD ANIMAL LICENSING

Consideration was given to a report of the Director of Place, which had been circulated in advance of the meeting, seeking approval of the proposed fees for the processing and enforcement of licences issued by the Council under the Dangerous Wild Animal Act 1976 (the “Act”).

RESOLVED to:

Approve the fees attached at Appendix 1 to the report for a DWA Licence.

6 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

7 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.

8 APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NW

Consideration was given to a report of the Corporate Director of Place which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver’s Licence for NW.

NW attended the meeting along with their employer and they both addressed the Committee.

In making its decision, the Committee found that there were exceptional mitigating circumstances surrounding the offences which allowed for departure from the Council's approved Policy and Guidelines.

RESOLVED to:

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

9

APPLICATION FOR A ONE YEAR JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE KA

Councillor Scroggie left the meeting.

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

KA attended the meeting along with a family members and he addressed the Committee.

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

RESOLVED to:

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

10

CHANGE OF CIRCUMSTANCES OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE NO. 3635 - IS

Councillor Scroggie joined the meeting.

Consideration was given to a report of the Director of Place, 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.

IS attended the meeting along with a solicitor and they both 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 IS, giving IS 21 days to surrender the licence

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

The meeting finished at 6.35 pm

Signed by Chair:
Date:

MINUTES LICENSING ACT PANEL

Wednesday 15 July 2026

Councillor Alison Hunt (Chair)

Councillor Marje Paling

Councillor Martin Smith

Officers in Attendance: T Buttle, L Chaplin, B Hopewell, A Hutchinson and R Towlson

1 ELECTION OF CHAIR

Councillor Hunt was elected as Chair for the meeting.

2 DECLARATIONS OF INTEREST

None.

3 APOLOGIES FOR ABSENCE

None.

4 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 28 MAY 2026.

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

5 CONSIDERATION OF AN APPLICATION FOR A PREMISES LICENCE - ASDA EXPRESS, ARNO VALE ROAD

The Panel considered an application for a premises license for the Asda Express, Arno Vale Road.

In addition to the written representations including the community petition, in the bundle the panel considered additional information provided by the applicant in advance of the hearing and heard live evidence from:

- Richard Taylor (Solicitor for the Applicant)
- Lucy Johnstone (National Licensing Manager for the Applicant)
- Terry Buttle (Responsible Authority, Environmental Health)
- Steven Steele (Interested Party)
- Paul Pete (Interested Party)
- Daniel Pearson (Interested Party)
- Kelly Charlesworth (Interested Party)
- Louise Dalton (Interested Party)

- Catherine Turner (Interested Party)
- Patricia Parker (Interested Party)
- Gavin Donaghue (Interested Party)
- Julie Chambers (Interested Party)
- Canice Doyle (Interested Party)

In making its decision, the Panel 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 had carefully considered all the evidence presented to it, including the agreed conditions with the police, including the amended opening hours of 7:00AM to 11:00PM from the 24 hours opening as originally applied for and the proposed condition set out in the Operating Schedule in the application.

The Panel 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 a Premises Licence subject to the opening hours of 7:00AM to 10:00PM and the agreed Police conditions as set out below, subject to the amended opening hours:

Conditions agreed with the Police

1. A bound and sequentially paginated refusals book or electronic record must be kept at the premises to record all instances where admission or service is refused.
2. Such records must show:
 - a) The basis for the refusal;
 - b) The person making the decision to refuse; and
 - c) The date and time of the refusal.

Such records must be retained at the Premises for at least 12 months and must be made available for inspection and copying by the Police or any other authorised person upon request.

3. A bound and sequentially paginated incident book or electronic record must be kept to record all instances of disorder, damage to property and personal injury at the premises. This book must be made available for inspection and copying by the Police or any other authorised person upon request and all such books must be retained at the premises for at least 12 months.

4. A CCTV system must be installed and operative in the premises when licensable activities are taking place.
All recordings used in conjunction with CCTV must:
 - a) be of evidential quality
 - b) must display accurate time and date stamps all year round to account for day light savings.
 - c) be retained for a period of 31 days
 - d) Cover the point of sale, and entrance and exit
 - e) The CCTV System should be installed in a location that is safe and accessible.
 - f) Recordings to be made available for inspection to the Police or any other authorised person when requested.
 - g) At least one person trained and authorised to access the CCTV system must be present during opening hours. They must be able perform basic operations such as reviewing recordings if required for Police or other authorised officers.
 - h) Copies of CCTV footage will be provided to the Police or other authorised officers within 48 hours
5. All members of staff must be fully trained in the retail sale of alcohol. The training must be ongoing, and each member of staff must be reviewed every six months. All details of the level of training must be recorded in a bound and sequentially paginated book or electronic record. This information must be made available for inspection and copying by the Police or any other authorised person on request and all such books must be retained at the premises for at least 12 months.
6. All staff engaged or to be engaged in the sale of alcohol on the premises must receive the following training in age restricted sales:
 - a) Induction training which must be completed and documented prior to the sale of alcohol by the staff member.
 - b) Refresher/reinforcement training at intervals of no more than 12 months.
 - c) Training records must be retained at the premises for a minimum period of 12 months and available for inspection upon request by a Police Officer and/or authorised person
7. A Challenge 25 scheme shall operate both at the premises & also at the delivery address. Any person who appears to be under 25 years of age shall not be served alcohol unless they produce an acceptable form of photo identification (e.g. a passport, Military ID, photo driving licence or PASS accredited card.)

8. A till prompt must be installed to remind the staff member to verify the customer's age before alcohol is sold.
9. Challenge 25 notices must be displayed in prominent positions throughout the premises.
10. The sale of alcohol between the hours of 22:00 and 07:00 will be permitted only for the purposes of fulfilling remote orders for delivery to a business or residential address only. Between the hours of 22:00 and 07:00 the premises will be closed to the public and alcohol will not be sold to any member of the public attending at the premises.

The meeting finished at 4.14 pm

Signed by Chair:
Date:

MINUTES PLANNING COMMITTEE

Wednesday 15 July 2026

Councillor Roy Allan (Chair)

In Attendance:	Councillor Paul Wilkinson	Councillor Ron McCrossen
	Councillor Pauline Allan	Councillor Julie Najuk
	Councillor Stuart Bestwick	Councillor Catherine Pope
	Councillor David Ellis	Councillor Grahame Pope
	Councillor Andrew Ellwood	Councillor Sam Smith
	Councillor Helen Greensmith	Councillor Ruth Strong
	Councillor Darren Maltby	Councillor Henry Wheeler

Absent: Councillor Jane Allen, Councillor Lynda Pearson and Councillor Russell Whiting

Officers in Attendance: J Krawczyk, C Turton, H Stylianou and C Goodall

15 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Allen, Pearson and Whiting.

Councillors Maltby and R McCrossen attended as substitutes.

16 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 3 JUNE 2026

RESOLVED:

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

17 DECLARATION OF INTERESTS

None.

18 APPLICATION NO. 2025/0550 - DEVELOPMENT SITE CHASE FARM, ARNOLD LANE, GEDLING, NOTTINGHAMSHIRE

Reserved Matters application for Appearance, Landscaping, Layout and Scale in relation to outline planning permission 2017/1571 for "Erection of employment units (Class B1c/B2/B8 Use), Pub/Restaurant (Class

A3/A4 Use) and Drive Thru (Class A3 Use), together with associated parking, servicing and landscaping.

The Principal Planning Officer introduced the report.

It was moved and duly seconded by members, to add an additional informative in relation to Condition 6 of the report which was approved as follows:

“With regards to condition 6, the car park management and anti-social behaviour plan should include details of a litter management plan.”

RESOLVED:

TO GRANT RESERVED MATTERS APPROVAL subject to the following conditions:

- 1 This permission shall be read in accordance with the following documents;-

Application form, received 14th July 2025

Site Location Plan, received 14th July 2025

Drawing no. 2024-802-P04A, Unit A Proposed Elevations & Roof Plan, received 20th February 2026

Drawing no. 2024-802-P02A, Unit A Proposed Floor Plan, received 20th February 2026

Drawing no. 2024-802-P05, Unit B Proposed Elevations, received 20th February 2026

Drawing no. 2024-802-P04, Unit B Proposed Floor Plan and Roof Plan, received 20th February 2026

Drawing no. 2024-802-P07, Unit C Proposed Elevations, received 20th February 2026

Drawing no. 2024-802-P06, Unit C Proposed Floor Plan and Roof Plan, received 20th February 2026

Drawing no. 2024-802-P08, Unit D Proposed Plans & Elevations, received 20th February 2026

Drawing no. 2024-802-P09, Unit E Proposed Plans & Elevations, received 20th February 2026

Drawing no. JBA 25/115-06 Rev B, Detailed Soft Landscape Proposals, received 20th February 2026

Drawing no. JBA 25/115-07 Rev B, Detailed Soft Landscape Proposals, received 20th February 2026

Drawing no. JBA 25/115-08 Rev B, Detailed Soft Landscape Proposals, received 20th February 2026

Drawing no. 2024-802-P01.K, Planning Site Layout, received 20th February 2026

Letter from James Blake Associates dated 15th October 2025 regarding Guidance on Habitat Mitigation for the Dingy Skipper at Colliery Way, Gedling

Document titled "Measured Works Schedule," Detailed Soft Landscape Proposals, received 30th April 2026

Drawing no. JBA 25/115-01 Rev B, detailed Hard Landscape Proposals, received 20th February 2026

Drawing no. JBA 25/115-02 Rev B, detailed Hard Landscape Proposals, received 20th February 2026

Drawing no. JBA 25/115-03 Rev B, detailed Hard Landscape Proposals, received 20th February 2026

Drawing no. JBA 25/115-04 Rev B, detailed Hard Landscape Proposals, received 20th February 2026

Drawing no. 2024-802-P10.K, Enclosures and managed areas plan, received 16th April 2026

Drawing no. JBA 25/115-05, Detailed Soft Landscape Proposal, received 30th April 2026

Drawing no. 9037-P04, External Levels including Unit B Sheet 1 of 2, received 11th June 2026, as updated by the email from the applicant to the Local Planning Authority of 2nd July 2026

Drawing no. 9038-P04, External Levels including Unit B Sheet 2 of 2, received 11th June 2026, as updated by the email from the applicant to the Local Planning Authority of 2nd July 2026

- 2 The reserved matters details hereby permitted shall be constructed entirely of the materials details submitted as part of this reserved matters application
- 3 The landscaping scheme as approved shall be carried out in the first planting season following the completion of the development. Any trees, shrubs or plants that die within a period of five years from the completion of the development, or are removed and/or become seriously damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of similar size and species.
- 4 Full elevation details of the proposed bike storage areas shall be submitted to and approved in writing by the Local Planning Authority. The cycle stores hereby approved for each unit shall thereafter be constructed in accordance with the approved details and be available for use prior to the unit that it serves being brought into use. The cycle stores shall be retained for the life of the development.
- 5 Each unit shall not be occupied until the relevant car parking area serving that unit has been laid out in accordance with the approved details and is available for use.
- 6 Each building hereby approved shall not be occupied until a car park management and anti-social behaviour plan including measures to prevent anti-social behaviour, details of surveillance, lighting, hours of operation, and site management procedures for the car park serving that building has been submitted to and

agreed in writing by the Local Planning Authority. The development shall thereafter operate in accordance with the approved details.

- 7 Notwithstanding the approved hard landscaping plans listed in condition 2, each building hereby approved shall not be occupied until details of the hard surfacing materials to be used for the car parking areas serving that building has been submitted to and agreed in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details and retained for the lifetime of the development.

Reasons

- 1 For the avoidance of doubt.
- 2 In the interests of visual amenity.
- 3 In the interests of visual amenity and biodiversity.
- 4 In the interests of sustainability.
- 5 In the interests of highway safety.
- 6 In the interests of neighbouring amenity.
- 7 In the interests of visual amenity.

Informatives

The Borough Council has worked positively and proactively with the applicant, in accordance with the National Planning Policy Framework based on seeking solutions to problems arising in relation to dealing with the planning application.

With regards to the electric vehicle charging, 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) and The Electric Vehicles (Smart Charge Points) Regulations 2021.

Any intrusive activities which disturb or enter any coal seams, coal mine workings or coal mine entries (shafts and adits) requires a Mining Remediation Authority Permit. Such activities could include site investigation boreholes, excavations for foundations, piling activities, other ground works and any subsequent treatment of coal mine workings and coal mine entries for ground stability purposes. Application forms for Mining

Remediation Authority permission and further guidance can be obtained from The Mining Remediation Authority's website at: www.gov.uk/get-a-permit-to-deal-with-a-coal-mine-on-your-property

What is a permit and how to get one? - GOV.UK (www.gov.uk)

Any form of development over or within the influencing distance of a mine entry can be dangerous and raises significant land stability and public safety risks. As a general precautionary principle, the Mining Remediation Authority considers that the building over or within the influencing distance of a mine entry should be avoided. In exceptional circumstance where this is unavoidable, expert advice must be sought to ensure a suitable engineering design which takes account of all relevant safety and environmental risk factors, including mine gas and mine-water. Your attention is drawn to the Mining Remediation Authority Policy in relation to new development and mine entries available at:

Building on or within the influencing distance of mine entries - GOV.UK

Permit Terms and Conditions at Coal mining permit terms and conditions - GOV.UK (www.gov.uk)

Guidance which is in form of FAQs in section 10 at What is a permit and how to get one? - GOV.UK (www.gov.uk)

The gas monitoring and extraction plant currently on-site should remain on-site as long as required by the Minerals Planning Authority (MPA). The MPA will require full access to the plant for operational and maintenance purposes.

With regards to condition 6, the car park management and anti-social behaviour plan should include details of a litter management plan.

19 APPLICATION NO. 2026/0327 - NOTTINGHAMSHIRE FIRE AND RESCUE HEADQUARTERS, BESTWOOD LODGE DRIVE, BESTWOOD, NOTTINGHAMSHIRE

Solar Canopies.

The Principal Planning Officer introduced the report.

RESOLVED:

To GRANT PLANNING PERMISSION subject to the following conditions:

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development hereby permitted shall be completed in accordance with the submitted documents, received by the Local Planning Authority 21st May 2026;-

Application Forms
Site Location Plan
Block Plan
Elevations

- 3 The development shall be undertaken in the materials identified on the submitted application forms.
- 4 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.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 In the interests of visual amenity and heritage.
- 4 To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 121 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.

Notes to Applicant

- 1 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 not payable on the development given that there is no net additional increase of floorspace as a result of the development.

- 2 Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with the National Planning Policy Framework.
- 3 In order to protect and maintain biodiversity in accordance with relevant wildlife legislation, the National Planning Policy Framework, Aligned Core Strategy Policy 17 and Local Plan Policy LPD 18, works shall be conducted in accordance with the following Reasonable Avoidance Measures (RAMS):
 - The working footprint will be kept to a minimum.
 - A toolbox talk will be delivered to workers prior to the commencement of works to inform them of the potential for protected species and what to do if protected species are found during works. This should include halting work until a suitably qualified ecologist has been consulted.
 - If any large mammal holes are identified within 30 m of the site, works will be halted until a suitably qualified ecologist has been consulted.
 - Any common reptiles, amphibians or small mammals, such as hedgehogs, found during the works will be carefully moved to a safe, sheltered location (such as the base of a hedgerow) away from the works, using gloved hands.
 - A wildlife sensitive lighting scheme will be employed, both during and post-construction, in compliance with the following guidance: Bats and Artificial Lighting at Night (Institution of Lighting Professionals, 2023), to avoid impacts to foraging and commuting bats and other nocturnal and crepuscular species.
 - Appropriate RAMS will be followed to prevent entrapment of animals in pipes or trenches, such as provision of egress boards for any trenches left open overnight and capping of pipes over 120 mm in diameter.
 - Materials such as netting and cutting tools will not be left in the works area overnight where they might entangle or endanger animals passing through the site.
 - If possible, no stockpiles or piles of vegetation, rubble or soil will be left overnight. If this cannot be avoided, they will be stored raised off the ground or carefully dismantled by hand prior to removal.
 - Building materials should be stored on pallets to discourage wildlife from sheltering within them

- Concrete should not be left unset overnight. If this cannot be avoided, a suitable barrier should be erected to prevent mammals accessing the concrete.
- Pollution prevention best practice will be followed during works.

4 Biodiversity Net Gain

The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for development of land in England is deemed to have been granted subject to the condition (biodiversity gain condition) that development may not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan, if one is required in respect of this permission would be Gedling Borough Council.

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These are listed below.

Based on the information available this permission is considered to be one which will not require the approval of a biodiversity gain plan before development is begun because one or more of the statutory exemptions or transitional arrangements in the list below is/are considered to apply.

Statutory exemptions and transitional arrangements in respect of the biodiversity gain condition.

1. The application for planning permission was made before 12 February 2024.
2. The planning permission relates to development to which section 73A of the Town and Country Planning Act 1990 (planning permission for development already carried out) applies.
3. The planning permission was granted on an application made under section 73 of the Town and Country Planning Act 1990 and
 - (i) the original planning permission to which the section 73 planning permission relates was granted before 12 February 2024; or
 - (ii) the application for the original planning permission to which the section 73 planning permission relates was made before 12 February 2024.

4. The permission which has been granted is for development which is exempt being:

Development which is not 'major development' (within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015) where:

- i) the application for planning permission was made before 2 April 2024;
- ii) planning permission is granted which has effect before 2 April 2024; or
- iii) planning permission is granted on an application made under section 73 of the Town and Country Planning Act 1990 where the original permission to which the section 73 permission relates* was exempt by virtue of (i) or (ii).

Development below the de minimis threshold, meaning development which:

- i) does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and
- ii) impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (as defined in the statutory metric).

Development which is subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. A "householder application" means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.

Development of a biodiversity gain site, meaning development which is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the Biodiversity Gain Planning condition which applies in relation to another development, (no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee).

Self and Custom Build Development, meaning development which:

- i) consists of no more than 9 dwellings;

- ii) is carried out on a site which has an area no larger than 0.5 hectares; and
- iii) consists exclusively of dwellings which are self-build or custom housebuilding (as defined in section 1(A1) of the Self-build and Custom Housebuilding Act 2015).

Development forming part of, or ancillary to, the high speed railway transport network (High Speed 2) comprising connections between all or any of the places or parts of the transport network specified in section 1(2) of the High Speed Rail (Preparation) Act 2013.

"original planning permission means the permission to which the section 73 planning permission relates" means a planning permission which is the first in a sequence of two or more planning permissions, where the second and any subsequent planning permissions are section 73 planning permissions.

5. The presence of the solar canopies does not justify future pruning of retained trees beyond good arboricultural management, and that no works to trees should be undertaken that would harm their health, structure or amenity in order to improve solar gain.

20

PLANNING COMMITTEE REFORM

The Assistant Manager – Development introduced a report, which had been circulated in advance of the meeting, briefing Members on proposed legislative changes by the Government and to nominate members of the committee to a Cross-Party Working Group of 9 members to agree the Planning Committee Rules within the Constitution, amend the Planning Committee Protocol and amend the Scheme of Delegation.

RESOLVED:

- 1) To note the content of this report and the Government's proposed planning reforms.
- 2) To nominate up to 9 members to a Cross-Party Working Group to consider Planning Committee Rules within the Constitution, proposed amendments to the Planning Committee Protocol and

also to the Scheme of Delegation, and to refer those amendments to Council for approval.

21 FUTURE PLANNING APPLICATIONS

RESOLVED:

To note the information.

22 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

23 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.44 pm

Signed by Chair:
Date:

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MINUTES CABINET

Thursday 16 July 2026

Councillor John Clarke (Chair)

Present: Councillor Kathryn Fox Councillor Henry Wheeler
Councillor Viv McCrossen Councillor Kyle Robinson-Payne
Councillor Marje Paling

Absent: Councillor Jenny Hollingsworth and Councillor Lynda Pearson

Officers in Attendance: M Hill, F Whyley, M Avery, N Osei, N Wall,
P Whitworth, A Mir and L Squires

126 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillor Hollingsworth and Councillor Pearson.

127 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 25.06.26.

RESOLVED:

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

128 DECLARATION OF INTERESTS.

None.

129 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:

- 1) To note the report.

130 HOUSING STRATEGY 2026-2030

The Assistant Director of Housing and Resettlement presented a report, which having been circulated prior to the meeting, to seek Cabinet approval to adopt the Housing Strategy 2026-2030.

RESOLVED:

That Cabinet:

- 1) Noted the representations and comments received during the public consultation, together with the officer responses set out in Appendix 4; and
- 2) Approved the adoption and implementation of the Housing Strategy 2026–2030; and
- 3) Delegated authority to the Director of Place, in consultation with the Portfolio Holder for Communities and Place, to make minor future amendments to the Housing Strategy 2026–2030, including typographical, formatting, imagery and other non-material changes required to keep the documents accurate and up to date.

131

GEDLING BC ASSET MANAGEMENT PLAN 2026-2028

The Property Services Manager presented a report, which having been circulated prior to the meeting, to seek approval to adopt the Councils Asset Management Strategy 2026-2028 as attached at Appendix 1 and note the Asset Management Action Plan (AMAP) at (exempt) appendix 2. This report also sought to delegate authority to the Chief Executive in consultation with the leader of the Council the final list of properties that may be surplus to the Councils requirements for sale identified in the AMAP.

RESOLVED:

THAT Cabinet:

- 1) Agreed to adopt the Asset Management Strategy 2026-2028 at appendix 1.
- 2) Approved the proposals for the Council's assets identified in the Asset Management Action Plan (as shown on the attached plans outlined in red on Appendix 2) for further development.
- 3) Declared surplus to the Councils requirements the land and property identified for disposal in the AMAP at appendix 2.
- 4) Delegated authority to the Chief Executive in consultation with the Leader of the Council and Portfolio Holder responsible for Assets to approve any disposal or demolition of assets within the Asset Management and Action Plan and the method of disposal including the publication of any statutory notices if required.
- 5) Delegated Authority to the Chief Executive in Consultation with the Leader of the Council and Portfolio Holder for Assets to accept the best offer for the Land and property in due course.
- 6) Delegated authority to the Chief Executive in consultation with Legal Services to agree Heads of Terms and Conditions of Sale for the disposals and to secure any necessary consents for demolition.

GEDLING ECONOMIC GROWTH FRAMEWORK

The Assistant Director for Economic Growth & Regeneration presented a report, which having been circulated prior to the meeting, to seek approval of the Economic Growth Framework and Plan for Gedling, which set out an ambitious strategy to accelerate Gedling's local economy, through collaboration with private, public and third sector partners. It outlined a shared vision for economic growth, informed through extensive consultation, analysis of the local economy and strategic goals of Gedling Borough Council and stakeholders and identified actions required to achieve it.

RESOLVED:

That Cabinet:

- 1) Approved the Gedling Economic Growth Framework (2026–2030).
- 2) Noted the findings within the appendices which were considered as part of the Gedling Economic Growth Framework (2026–2030).
- 3) Endorsed the delivery of the Framework through continued partnership working with local, regional and national stakeholders.
- 4) Delegated authority to the Director of Place in consultation with the Deputy Leader and Portfolio Holder for Sustainable Growth and Economy to make minor future amendments to the Economic Growth Framework 2026-2030, including typographical, formatting, imagery and non-material changes required to keep the document accurate and up to date.

THE GEDLING VISITOR ECONOMY DESTINATION MANAGEMENT PLAN

The Assistant Director for Economic Growth & Regeneration presented a report, which having been circulated prior to the meeting, to seek approval of the Gedling Visitor Economy Destination Management Plan (2026–2030), which set out a coordinated approach to developing and promoting the Borough's visitor economy. The Plan outlined a shared vision to enhance Gedling's visitor offer, increase visitor numbers and spend, and strengthen the contribution of tourism, leisure and heritage to the Borough's wider economic growth objectives.

RESOLVED:

That Cabinet:

- 1) Approved the Gedling Visitor Economy Destination Management Plan (2026–2030) at Appendix E

- 2) Noted the findings within the appendices which were considered as part of the development of the Gedling Visitor Economy Destination Management Plan (2026–2030).
- 3) Endorsed the delivery of the Plan through continued partnership working with local, regional and national stakeholders.
- 4) Delegated authority to the Director of Place in consultation with the Deputy Leader and Portfolio Holder for Sustainable Growth and Economy to make future updates to the Visitor Economy Destination Management Plan (2026–2030).

134

ANTI FRAUD AND CORRUPTION STRATEGY 2026

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to present the Anti-Fraud and Corruption Strategy and its supporting appendices, including the Whistleblowing Policy Summary, Fraud Response Plan, Anti-Fraud and Corruption Action Plan 2026-27 and Anti-Money Laundering Policy, for approval by Cabinet.

RESOLVED:

That Cabinet:

- 1) Approved the Anti-Fraud and Corruption Strategy and its supporting appendices.
- 2) Noted that the strategy provides an updated corporate framework for preventing, detecting, investigating and responding to fraud, bribery, corruption and wider economic crime.
- 3) Gave authority to the Chief Finance Officer, in consultation with the Monitoring Officer, to make minor amendments to reflect legislative, organisational or operational changes to the documents.

135

ANNUAL COMPLAINTS UPDATE

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to inform Members of the receipt of the Annual review letter from the office of the Local Government and Social Care Ombudsman (LGSCO) and the complaints dealt with by the Council through the internal complaint's procedure during the year 2025/26.

To update Members on the review of the Council's Unacceptable Behaviour Policy and to seek approval for amendments to the policy.

RESOLVED:

That Cabinet:

- 1) Noted the details of the Annual Review letter from the Local Government and Social Care Ombudsman and the information in

relation to the number of complaints dealt with by the Council through the internal complaint's procedure in 2025/26.

- 2) Approved the amendments to the Council's Unacceptable Customer Behaviour Policy.

136 CORPORATE RISK STRATEGY

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to seek approval of updates to the Risk Management Strategy.

RESOLVED:

That Cabinet:

- 1) Following recommendation from the Audit Committee, approved the adoption of the amended Risk Management Framework at Appendix 1 to this report.

137 ANNUAL REPORT OF THE SENIOR INFORMATION RISK OWNER

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to present a report on behalf of the Senior Information Risk Owner providing an annual review of activities in respect of information management and data security.

RESOLVED:

THAT:

- 1) The Annual Report on behalf of the Senior Information Risk Owner 2025/26 be noted.

138 ANNUAL CCTV UPDATE

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to update Members on work undertaken and planned, to ensure good governance and compliance with the law in respect of the Council's surveillance systems and to obtain approval to minor amendments to the Councils Surveillance Systems Policy and Code of Practice.

RESOLVED:

THAT Cabinet:

- 1) Noted the work that has been undertaken and continues to be done to ensure lawful compliance, good governance and efficacy in the operation and use of the Council's surveillance systems.

- 2) Approved the amendments to the Councils Surveillance Systems Policy and Code of Practice at Appendix A.

139 ANNUAL UPDATE ON THE APPLICATION OF THE REGULATION OF INVESTIGATORY POWERS ACT 2000

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to update Members as to the Council's use of powers under RIPA from 1 April 2025 to 31 March 2026 in line with the Council's RIPA Policy, to inform Members of the outcome the Investigatory Powers Commissioner's Office inspection of the Council in February 2026 and to obtain approval to minor amendments to the Councils RIPA Policy.

RESOLVED:

THAT Cabinet:

- 1) Noted the content of this report.
- 2) Approved the Councils Regulation of Investigatory Powers Act 2000 (RIPA) Policy at Appendix A.

140 WHISTLEBLOWING REPORT 2026

The Deputy Chief Executive and Monitoring Officer presented a report, which having been circulated prior to the meeting, to present the Whistleblowing (Speak Up) Policy and Procedure for approval by Cabinet on recommendation of the Audit Committee.

RESOLVED:

That Cabinet:

- 1) Approved the Whistleblowing (Speak Up) Policy and Procedure.
- 2) Noted that the policy provides an updated framework for raising, assessing, handling and reporting serious public-interest concerns connected to the Council.
- 3) Agreed that authority be delegated to the Deputy Chief Executive and Monitoring Officer, in consultation with the Chief Finance Officer and Section 151 Officer, to make minor amendments to reflect legislative, organisational or operational changes.

141 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.22 pm

Signed by Chair:
Date:

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The Health, Safety & Emergency Planning Manager introduced a report, which had been circulated in advance of the meeting, which sought to provide an update on the council health and safety compliance in line with legislation.

Cllr Allen left the meeting at 17:48

RESOLVED to:

- 1) Agree the Corporate Health and Safety Annual Report 2025/26.

40 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

41 EXCLUSION OF PUBLIC AND PRESS

Committee agreed that under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing reports on the grounds that the reports involve the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

42 FINANCIAL SERVICES RESTRUCTURE

The Chief Finance and Section 151 Officer introduced a report, which had been circulated in advance of the meeting, to present the proposed Financial Services restructure to the Joint Consultative and Safety Committee following consultation with affected employees and trade unions, and to seek JCSC's approval of the proposed changes and formal closure of the consultation process.

The restructure will provide the capacity, resilience, technical expertise and segregation of duties required for the Council to meet its statutory financial responsibilities and progress the financial planning, due diligence, systems, data and transition work arising from Local Government Reorganisation (LGR). Following consideration by JCSC, the proposal will be submitted to the Head of Paid Service for final approval and sign-off before implementation.

RESOLVED to:

- 1) Approve the proposed changes to the Financial Services structure, as set out in this report.
- 2) Formally close the consultation process, having considered the feedback received from affected employees.
- 3) Recommend that the Head of Paid Service give final approval and sign-off to the proposed Financial Services restructure, enabling implementation in accordance with Council policies.

HR POLICIES CHANGES

The Assistant Director of Workforce introduced a report, which had been circulated prior to the meeting, to ask committee to close the consultation process on the proposed various changes to policies which are being made to improve their application in how they work in practice and to close gaps on any weak areas to assist the Council to remain compliant and effective in handling people issues.

RESOLVED That:

The Joint Consultative and Safety Committee considered the changes below and provided comments for the Appointments and Conditions of Service.

The policies changes are:

- 1) DBS Policy - changes made at Section 8 of the policy and to the 'Managing an Adverse Disclosure form' at Appendix 1.
- 2) Company References – revised approach for completion
- 3) Personal Relationships – new policy for consideration
- 4) Equality Policy – amended to include points from the Equality Action for a 'Zero Tolerance Policy on discrimination, mandatory reporting of suspected discrimination and mandatory completion of EDI training.

PROPOSED CHANGES TO CONTRACTS OF EMPLOYMENT

The Assistant Director of Workforce introduced a report, which had been circulated prior to the meeting, to consider the proposed changes to the contract of employment for staff, considering feedback received and provide any comments for the Appointments and Conditions of Service Committee to consider in their final approval.

RESOLVED that:

The Joint Consultative and Safety Committee to considered feedback on the contract changes which include:

- 1) Introduction of Pay In Lieu of Notice clause
- 2) Introduction of Garden Leave clause
- 3) Additional wording to support early termination of temporary contracts
- 4) The acceptance of minor changes to include legislative updates and removal of reference to a 'full statement' and instead signposting of policies that can be found in the Staff Handbook.

The meeting finished at 6.32 pm

Signed by Chair:
Date:

MINUTES PLANNING COMMITTEE

Wednesday 9 September 2026

Councillor Roy Allan (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Lynda Pearson
 Councillor Pauline Allan Councillor Catherine Pope
 Councillor Jane Allen Councillor Grahame Pope
 Councillor David Ellis Councillor Sam Smith
 Councillor Andrew Ellwood Councillor Ruth Strong
 Councillor Helen Greensmith Councillor Henry Wheeler
 Councillor Darren Maltby Councillor Russell Whiting
 Councillor Julie Najuk

Absent: Councillor Stuart Bestwick

Officers in M Avery, J Krawczyk, H Stylianou, B Hopewell and N Osei
Attendance:

24 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillor Bestwick.
Councillor Maltby attended as substitute.

25 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 JULY 2026

RESOLVED:

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

26 DECLARATION OF INTERESTS

None.

27 PLANNING COMMITTEE REFORM

The Assistant Director for Development introduced a report, which had
been circulated in advance of the meeting, seeking approval of amended
Committee Rules and Scheme of Delegation within the Constitution for
referral to Full Council on 30th September 2026.

Members requested a recorded vote.

	For	Against
Councillor Roy Allan	1	
Councillor Pauline Allan	2	
Councillor Jane Allen		1
Councillor David Ellis	3	
Councillor Andrew Ellwood		2
Councillor Helen Greensmith		3
Councillor Julie Najuk	4	
Councillor Lynda Pearson	5	
Councillor Catherine Pope	6	
Councillor Grahame Pope	7	
Councillor Sam Smith		4
Councillor Ruth Strong	8	
Councillor Henry Wheeler	9	
Councillor Russell Whiting		5
Councillor Paul Wilkinson	10	
Councillor Darren Maltby		6

The vote had carried.

RESOLVED to:

Agree the proposed amendments to the Planning Committee Rules within Section 10 of the Constitution and to the Planning delegations within Section 19b Scheme of Delegation of the Constitution and recommends to Council for approval.

28 PLANNING COMMITTEE PROTOCOL

The Assistant Director for Development introduced a report, which had been circulated in advance of the meeting, seeking approval for the amended Planning Committee Protocol.

RESOLVED to:

Approve the amended Planning Committee Protocol.

29 FUTURE APPLICATIONS

RESOLVED:

To note the information.

30 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

31 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 6.38 pm

Signed by Chair:

Date:

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Decisions made under delegated authority

Business (click to view decision)	Summary	Ref	Date	Portfolio	Was decision made under urgency provisions?
Supported Housing Strategy and Homeless Strategy Action Plan	To seek approval for Gedling Borough Council to enter into a Memorandum of Understanding (MoU) with the six Nottinghamshire districts and borough councils. The MoU will formalise pooled funding, governance and joint delivery partnership arrangements for the development of a local Homelessness Strategy Action Plan, aligned to the Government's National Plan to End Homelessness due for submission to the Ministry of Housing, Communities and Local Government (MHCLG) by 1st December 2026, and the preparation and implementation of a countywide Local Supported Housing Strategy by 31 March 2027, as required under the Supported Housing (Regulatory Oversight) Act 2023.	D1782	16/09/2026	Portfolio Holder for Sustainable Growth and Economy	No
To agree a direct award to Central Security Systems	To seek approval for a direct award to Central Security Systems Ltd (CCS) for a 3-year contract to supply and install	D1791	11/09/2026	Leader of the Council	No

Business (click to view decision)	Summary	Ref	Date	Portfolio	Was decision made under urgency provisions?
	equipment required to maintain and expand the Council's CCTV infrastructure.				
Richard Herrod Centre – Demolition	To seek approval to progress the demolition of the Richard Herrod Centre as part of the Carlton Active development and the approved Leisure Transformation Programme. The report sets out the rationale for demolition, the delivery arrangements, and the statutory processes that have been undertaken to enable the works to proceed.	D1788	09/09/2026	Leader of the Council	No
Proposed street names for the land south of Main Street, Calverton development	To gain approval from the Portfolio Holder for the following street names to be used for the LAND SOUTH OF MAIN STREET, CALVERTON development. Brackenbury Close Cupitt Road Musson Way Withers Drive	D1786	07/09/2026	Portfolio Holder for Sustainable Growth and Economy	No
Proposed Street Names for the Land off Marion Avenue, Linby development	To gain approval from the Portfolio Holder for the following street names to be used for the LAND OFF MARION AVENUE, LINBY development: Filbert Avenue	D1755	07/09/2026	Portfolio Holder for Sustainable Growth and Economy	No

Business (click to view decision)	Summary	Ref	Date	Portfolio	Was decision made under urgency provisions?
National Non Domestic Rates - Discretionary Relief Application - The Lace Market Theatre Trust Limited	To seek approval for discretionary relief under Section 47 of the Local Government Finance Act 1988	D1712	21/07/2026	Portfolio Holder for Corporate Resources and Performance	No
National Non-Domestic Rates - Discretionary Relief Application - Sneinton ABC (CIC)	To seek approval for discretionary relief under Section 47 of the Local Government Finance Act 1988	D1713	21/07/2026	Portfolio Holder for Corporate Resources and Performance	No
Transfer of S106 Developer Contributions for Play Area Development Projects	To seek approval to transfer part of the Play Area Capital Contribution received through the Section 106 Agreement to Bestwood Village Parish Council to expend on capital projects which meet the requirements of the Section 106 Agreement; and To establish by virement the capital programme budgets for the delivery of Play Area projects by the Parish Council, to be funded by Section 106 Developer Contributions.	D1728	21/07/2026	Leader of the Council	No
Food and Health & Safety Service Delivery Plans 2026/27	To seek approval of the Food and Health & Safety Service Delivery Plans 2026-27	D1736	15/07/2026	Portfolio Holder for Climate Change, Parks and Environmental Health	No

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