

Report to Leader

Subject: Long Term Plan For Towns: Carlton

Date:

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Wards Affected

Carlton, Carlton Hill, Cavendish, Porchester, Pheonix, Gedling, Netherfield, Colwick, and Trent Valley

Purpose

To seek approval as the accountable body to put in place arrangements for the creation of a Carlton Town Board and to ensure that appropriate processes are in place to ensure compliance with the Long Term Plan for Towns (LTPFT) £20 million funding award.

Key Decision

This is a Key Decision as it is likely to result in expenditure through grant funding in excess of £500,000 through the life of the funding and is likely to have an impact on residents and communities working in more than two wards.

Recommendation(s)

That the Leader of the Council

- i) Accepts the £20 million Long Term Plan For Towns funding over 10 years and the conditions of the funding;
- ii) Delegates the appointment of a Carlton Town Independent Chair to the Chief Executive;
- iii) Delegates the appointment of the Carlton Town Board and establishment of governance arrangements for the Board to the Chief Executive working in partnership with the Independent Chair;

- iv) Authorises consultation and engagement to be undertaken to inform the development of a 10-year Carlton Town Plan and 3-year Investment Plan; and
- v) The establishment of LTPFT revenue budget for 2024/25 of £250,000 as set out in section 4.2, and to note that subsequent years capital and revenue budgets will be approved as part of the annual budget reports.

1. Background

- 1.1 On the 6 March 2024, the Council was formerly notified by the Minister for Levelling Up that the Long Term Plan for Towns (LTPFT) funding programme that had been announced in September 2023 had been extended. The original programme included 55 towns and had been extended to 75 and included Carlton. The Minister confirmed that each town will receive “endowment-style” funding and support worth up to £20m.
- 1.2 The LTPFT is intended to “be a different way of approaching challenges in town with the intention to put power back into the hands of local people to decide on local priorities and what is best for the long-term future of the places which they live.”

The LFPFT will enable plans to be developed identifying a range of measures under the themes of:

- Safety and security;
- High Street, heritage, and regeneration;
- Transport and connectivity.

- 1.3 The fund requires the Council as the accountable body to:

1. Establish a Town Board with an Independent Chair.

The Town Board is intended to put local people rather than politicians in charge of their town’s future with a focus on community driven decision making. The Boards are expected to identify issues and priorities whilst working with the local authority to develop the Long Term Plan for their town using their knowledge, powers (of the constituent members), assets and new funding to deliver to communities.

The appointment of an Independent Chair excludes an elected representatives and should ideally be a local community leader or local businessperson with a local connection.

The LTPFT states that board membership should include.

- Local MP
- Local authority elected members
- Police and Crime Commissioner representative
- Community organisations representatives
- Local business investors
- Sports, culture, and Heritage Groups
- Public agency representatives

The Town Board is not a legal entity but there is an expectation that they will work in partnership with the local authority, who is the accountable body. The accountable body is represented on the Board by an elected member and through its secretariat role and observers and advisors.

2. Plan and undertake community engagement.

The community engagement is intended to identify local needs and priorities to underpin strategic and delivery plans.

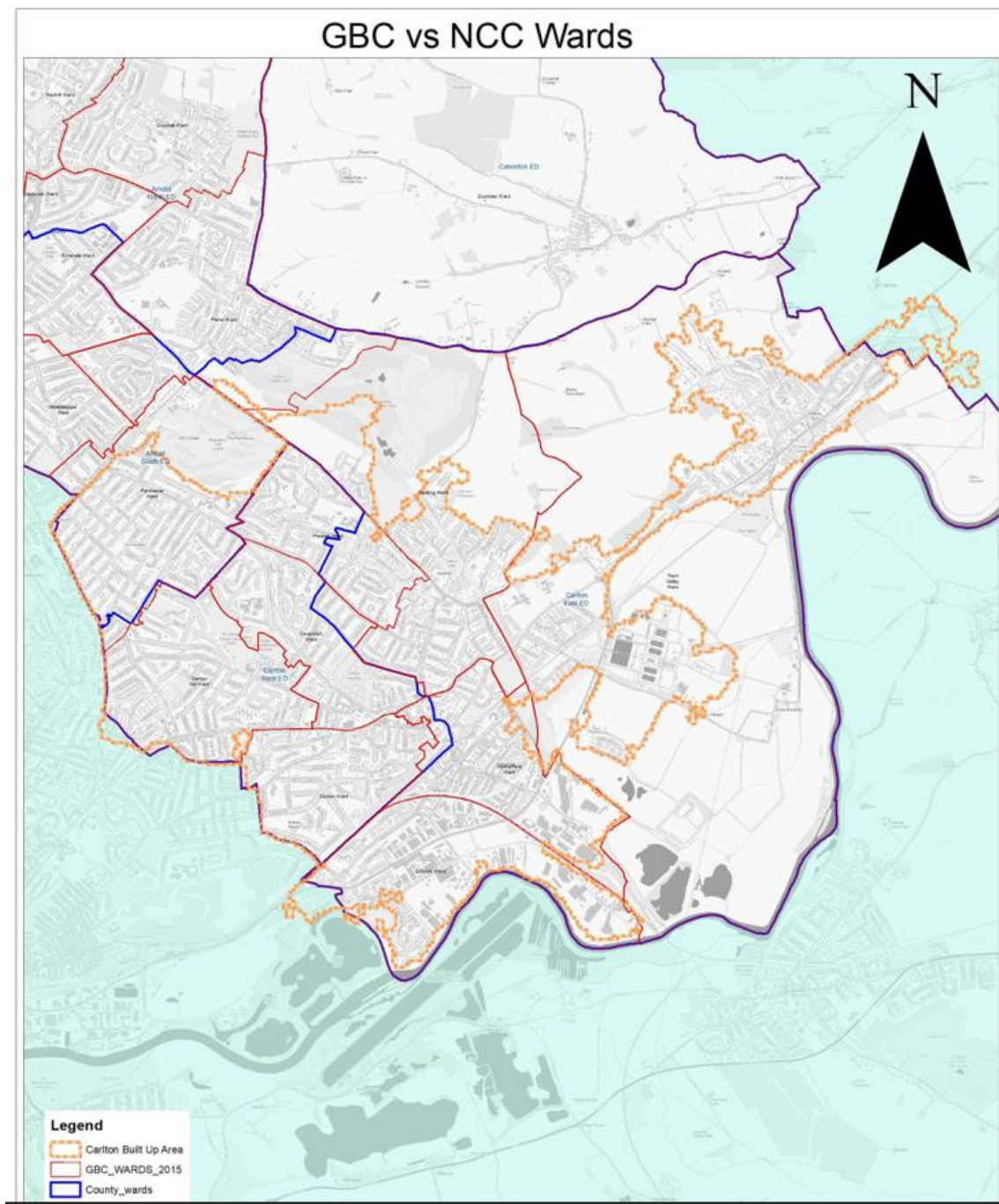
3. Develop 10-year vision for Carlton and 3-year Investment Plan

The Town Board is to be responsible for the review and endorsement of the Carlton Town plan prior to its submission on the 1st November 2024 to central government. The plans should include interventions to address the needs and priorities of the area but also the themes of the LTPFT funding referred to in section 1.2. The Town Board can present proposals to deviate from these themes but must provide a rationale for doing so.

All Town Plans require the agreement of both the local authority and government before financial allocations are unlocked. To be approved the plan must be deliverable evidencing “appropriate capacity, capability and managements systems are in place to manage the funding activity.”

- 1.4 The Council received £50,000 capacity funding in April 2024 with an expectation that that an Independent Chair and Town Board will be in place on the 1st June 2024. This will then release £200,000 of additional capacity funding. This funding is to support the development of the Carlton Town Plan that will include the 10-year vision and 3-year investment plan. The £250,000 capacity funding forms part of the overall £20 million allocation with further deductions to fund the government’s centralised support (Towns Taskforce) to the programme. The Department for Levelling Up Housing and Communities (DLUHC) representatives have confirmed that the LTPFT capital/revenue split is 75:25.
- 1.5 The area defined as Carlton by DLUHC is based on a “built area” plan that includes wards within and outside of the Gedling Borough boundary.

- 1.6 The yellow boundary on the map below, denotes the DLUHC Carlton Town boundary. The map includes Gedling Borough (red) and Nottinghamshire County Council (blue) wards. The Council has been advised that although the demarcated LTPFT area cannot be contracted the Board can request a change. Such requests will need to “align with the spirit of the programme, reflect the 3 policy areas detailed in the Guidance” (outlined in section 1.3), “result in a single contiguous geographic area and must still allow the benefits of the fund to be realised for your Town”.



- 1.7 Since receiving notification of the LTPFT funding allocation the Council has been consulting with the government’s central team responsible for delivering the LTPFT programme. Officers have also been in contact with local

authorities selected in tranche 1 of the programme including Ashfield, Bassetlaw and Newark and Sherwood. Gedling unlike the majority of LTPFT areas has neither the experience of setting up a Town Board nor dedicated officers/teams to undertake this task.

Current Position

- 1.8 The Council, due to the pre-election period, deferred the advertising of the Carlton Independent Chair and Town Board opportunities until after the recent Mayoral and Police and Crime Commission elections. A Code of Conduct based on the based on the Nolan Principles – Severn Principles of Public Life and Declare Interests are currently being drafted. Once these are completed Board members will be required to sign the documents.
- 1.9 The Council has since the elections released a press statement and circulated and published on its website [Carlton Town Board - Gedling Borough Council](#) details of the Carlton Town Board roles. The Council has also promoted the Carlton Town Board through a variety of other channels including “Business Support - Keep Me Posted” and “Latest News.”
- 1.10 Prospective applicants have been invited to submit a full CV and an expression of interest outlining their relevant experience in leadership, building consensus, strategic planning and oversight and their ambition for Carlton. The selection process is anticipated to be completed by the 1st June 2024 to meet the funding conditions.
- 1.11 The Council has also commenced work to procure external expertise to assist the Carlton Town Board in developing and delivering a Community Engagement Plan. These works will include the drafting of the 10-year Carlton Town Plan and 3-year Investment Plan.
- 1.12 The Council is also seeking to appoint a programme manager to support the Carlton Town Board. The programme manager will be responsible for ensuring compliance with the funding conditions and the Council’s (accountable body) standing orders.

2. Proposal

- 2.1 To ensure that the Carlton area receives the £20 million LTPFT investment it is proposed that the Council, as the accountable body proceeds to appoint an Independent Chair who with the Chief Executive will confirm the appointments to the Town Board. Its is proposed that this creation of the board along with the governance arrangements to be implemented for the board be delegated to the Chief Executive working with the Independent Chair for expediency given the timescales around appointment.

- 2.2 It is also proposed that the Council proceeds to appoint external consultants at the earliest opportunity. These consultants will provide the appropriate expertise to support the Carlton Town Board in the planning and delivery of community and stakeholder engagement. The consultants will also be responsible for developing on behalf of the Board the 10-year Carlton Town Plan and 3-year Investment Plan. These works will need to be completed and submitted to DLUHC by the 1st November 2024.
- 2.3 To ensure the Council meets its obligations as the accountable body for the LTPFT funding it is proposed that the Councils proceeds with appointing a programme manager. The programme manager will be responsible for overseeing and managing consultants, work programmes, reporting and monitoring and ensuring compliance with the funding conditions.
- 2.4 Approval is also being sought now to enable future consultation and engagement on the 10-year plan. The method and nature of that consultation is to be agreed with the Carlton Town Board.

3. Alternative Options

Do Nothing

- 3.1 The Council has the option not to proceed with establishing a Carlton Town Board and/or not to put into place arrangements to support the production of a robust 10-year Carlton Town Plan and 3-year Investment Plan. However, this would jeopardise the £20 million funding allocation and therefore is not considered to be a viable option.

Use Existing Resources: Programme Management

- 3.2 The Council has the option to support the Carlton Town Board and programme with existing Council resources. However, this has been rejected as there is no internal capacity available to provide adequate support and expertise.

Outsource Programme Management

- 3.3 The Council has the option to outsource programme management to an external agency. However, as the Council is the accountable body it is considered prudent to manage the programme in house to ensure compliance with the Council's standing orders and programme requirements.
- 3.4 The decisions in relation to the Towns Board creation and governance could remain with the Executive, however given the timescales and the need to act expediently, the Chief Executive can ensure appropriate resource and delegations are put in place to ensure compliance with timescales.

4. Financial Implications

- 4.1 The Council in April 2024 received £50,000 capacity funding to support the initiation of the programme to support community engagement and establishment of the Town Board. A further £200,000 capacity funding will be released in June 2024 subject to the establishment of a Carlton Town Board
- 4.2 From the start of year 2 (2025/26) the Council on behalf of the Town Board will receive an annual payment of over £2,000,000 split between capital and revenue as per table below. This report seek approval to establish the £250,000 Revenue Budget for 2024,25, Revenue & Capital budgets for 2025/26 onwards will be included in the annual budget setting process and presented for approval to Cabinet & Full Council as part of annual budget reports.

	Financial Years (£000's)										
	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34	Total
Revenue	250	672	449	449	449	449	454	467	467	467	4,574
Capital		2,096	1,605	1,605	1,605	1,605	1,605	1,605	1,605	1,605	14,936
Total	250	2,768	2,054	2,054	2,054	2,054	2,059	2,072	2,072	2,072	19,510

- 4.3 The cost of the Programme Manager (Band 11) is £60,700 pending a 2024-25 pay award. The Programme Manager will be funded in Year 1 from the capacity funding allocation along with consultant costs for engagement and preparation of the 10-year vision and 3-year investment delivery plan. There after the Programme Management costs will be funded from the LTPFT revenue allocation.
- 4.4 Gedling Borough Council will act as the accountable Body for administration and execution of this grant, the expenditure of grant funds will be the responsibility of Chief Finance Officer & Section 151 Officer and as such will be subject to the Councils' Financial Regulations.

5. Legal Implications

- 5.1 The Government issued guidance on 18th December 2023 to local authorities in the form of 'Long-Term Plan for Towns: Guidance for Local Authorities and Town Boards'. This guidance lays out the requirements for the setting up and management of the towns funding. The Board is not a legal entity but is to work in partnership with the 'accountable body' which is the Gedling Borough Council

in this case. The Accountable Body will be supporting the Board through its Secretariat function and/or by officer observers/advisors.

- 5.2 The local authority is responsible for the spend of the funding via existing Section 151 officer duties, according to the priorities set out by the Town Board in the town's Long-Term Plan.
- 5.3 The Council will be required to prepare and submit to the DLUHC by the 1st November 2024 a 10-year vision plan and a 3-year delivery plan. These plans should be agreed by the Towns Board and approved by Cabinet before the submission to DLUHC.
- 5.4 Appendix A of the guidance requires Local Authorities to have in place Governance arrangements for dealing with transparency, code of conduct and declarations of interest. These documents will need to be approved before the Board commences to operate.

6. Equalities Implications

- 6.1 The Council in seeking to appoint an Independent Chair and a representative Board has advertised these opportunities through press releases and a variety of communication channels.
- 6.2 The stakeholder and community engagement plan is to be submitted and approved by the Board and will include an Equality Impact Assessment to ensure equalities issues of inclusivity is embedded into the process.
- 6.3 The approval of the long-term plan for Carlton and Investment Plan will include an Equalities Impact Assessment and will be formally approved by both the Board and Council to comply with its Standing Orders.

7. Carbon Reduction/Sustainability Implications

- 7.1 There are no carbon reduction or sustainability implications arising from this report. However, the 10-year Carlton Town Plan and 3-year Investment Plan will consider carbon reduction and sustainability issues and interventions. The 10-year Plan for Carlton and 3-year Investment Plan will include a Carbon Reduction Impact Assessment.

8. Appendices

- 8.1 Appendix 1 Equality Impact Assessment
Appendix 2 Carbon Impact Assessment

9. Background Papers

9.1 None identified.

10. Reasons for Recommendations

10.1 The Council as the accountable body for the LTPFT investment in Carlton, has responsibility for appointing an Independent Chair and establishing a Town Board with an Independent Chair and ensuring that the programme complies with both its internal standing orders and the funding conditions. The recommendations contained in the report are intended to ensure that the Council meets its obligations, failure to do so could jeopardise the funding that has been allocated to the Carlton area.

Statutory Officer Approval

Approved by:

Date:

Deputy Chief Financial Officer

Approved by:

Date:

Monitoring Officer