



Tuesday, 25 September 2018

Dear Sir/Madam

A meeting of the Policy and Performance Committee will be held on Wednesday, 3 October 2018 in the New Council Chamber, Town Hall, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

Should you require advice on declaring an interest in any item on the agenda, please contact the Monitoring Officer at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors:	R I Jackson (Chair)	J C Goold
	M J Crow (Vice-Chair)	A Harper
	E Kerry	G Marshall
	S J Carr	J W McGrath
	S Easom	P D Simpson
	D A Elliott	

A G E N D A

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda.

3. MINUTES

PAGES 1 - 8

To approve the minutes of the previous meeting held on 4 July 2018.

4. REFERENCES

- 4.1 Local Joint Consultative Committee - 13 September 2018 PAGES 9 - 10

CAPABILITY POLICY

The Joint Committee considered the changes to the Capability Policy which included further guidance for managers on identifying the difference between capability and disciplinary matters. Timely intervention of capability issues has also been identified and emphasised as well as consultation with HR throughout. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to the Capability Policy be added to the Conditions of Service for employees.

- 4.2 Local Joint Consultative Committee - 13 September 2018 PAGES 11 - 12

PROBATION POLICY

The Joint Committee considered the amendments the Probation Policy which place the onus on the employee to ensure that they are actively seeking to fulfil their substantive duties by undertaking any training opportunities offered to them. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to the Probation Policy be added to the Conditions of Service for employees.

- 4.3 Local Joint Consultative Committee - 13 September 2018 PAGES 13 - 14

FLEXIBLE WORKING POLICY

The Joint Committee noted that in 2014, the Government updated legislation in relation to the right to request flexible working for all employees. This policy reflects those changes. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to the Change of Working Hours (retitled Flexible Working) Policy be added to the

Conditions of Service for employees.

- 4.4 Local Joint Consultative Committee - 13 September 2018 PAGES 15 - 16

JOB SHARING POLICY

The Joint Committee noted that not all posts are suitable for job share consideration, and where a Head of Service chooses to reject a request, they must consult with the HR Team. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to the Job Sharing Policy be added to the Conditions of Service for employees.

- 4.5 Local Joint Consultative Committee - 13 September 2018 PAGES 17 - 18

LEAVE SCHEME

The Joint Committee noted a number of additions and amendments have been made to the existing Leave Scheme. Employees attending Court cases on behalf the Council will have the appropriate time credited back to them, although those attending Court on personal matters will not.. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to the Leave Scheme (and the deletion of the Compassionate Leave and Emergency Time off for Dependents schemes) be added to the Conditions of Service for employees.

- 4.6 Local Joint Consultative Committee - 13 September 2018 PAGES 19 - 20

REDEPLOYMENT POLICY

The Joint Committee noted that the Redeployment Policy went through LJCC/Policy and Performance in February 2018 and a number of minor alterations have been proposed. A copy of the policy is circulated separately with this agenda.

RECOMMENDED to the Policy and Performance Committee that amendments to amendments to the Redeployment Policy be added to the Conditions of Service for employees.

5. BEESTON TOWN HALL PAGES 21 - 26
To consider whether the Town Hall should be declared surplus to requirements.
6. BEESTON TOWN CENTRE REDEVELOPMENT PAGES 27 - 28
To update members on progress on The Square Phase 2 in Beeston
7. INCUBATOR HUB, BEESTON TOWN CENTRE PAGES 29 - 30
To propose the best method to let the 'Incubator Hub' in Beeston Square following its conversion to office use.
8. OPEN WATER EDUCATION NETWORK TRUST PAGES 31 - 32
To recommend to the Finance and Resources Committee that a payment of £3,000 per year be made to Liberty Leisure to enable water safety education in schools to be undertaken in support of the Open Water Network Trust (OWEN Trust) and to note the use of Council resources to provide equipment and other support to the OWEN Trust.
9. PRIVATE SECTOR HOUSING OFFICER PAGES 33 - 36
To advise members of changes to the mandatory licensing of Houses in Multiple Occupation and to seek approval to appoint an officer to undertake the extra duties.
10. GARDEN COMMUNITIES BID PAGES 37 - 48
To obtain approval to provide £10,000 for consultancy support of a joint bid from Broxtowe Borough Council and the Chetwynd (Toton and Chilwell) Neighbourhood Forum in an effort to secure additional government funding to assist in addressing infrastructure issues relating to housing delivery at the Chetwynd Barracks site.
11. SHARED SERVICES ANNUAL REPORT PAGES 49 - 66
To inform members of current shared service arrangements and proposals for the future.

12. REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE PAGES 67 - 84
- To report progress against outcome targets linked to Corporate Plan priorities and objectives and to provide an update as to the latest financial performance as measured against the budget.
13. EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS PAGES 85 - 86
- To ask the Committee to note the exercise of the Chief Executive's urgency powers.
14. WORK PROGRAMME PAGES 87 - 88
- To consider items for inclusion in the Work Programme for future meetings.
15. EXCLUSION OF PUBLIC AND PRESS PAGES
- The Committee is asked to RESOLVE that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of the Act.**
16. REFERENCE
- 16.1 Housing Committee - 19 September HOUSING SECTIONS RESTRUCTURE PAGES 89 - 102
17. EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS PAGES 103 - 104
18. CIRCULATIONS PAGES 105 - 166
- These documents were circulated separately with the agenda.