



Tuesday, 4 December 2018

Dear Sir/Madam

A meeting of the Policy and Performance Committee will be held on Wednesday, 12 December 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

The Committee is asked to confirm as a correct record the minutes of the meeting held on 3 October 2018.

4. REFERENCES

4.1 Housing Committee Rents Team Restructure 4 December 2018

PAGES 9 - 36

A report was considered by the Housing Committee that sought approval to restructure the Rent Section and recruit additional resources as part of the move to the Housing Department and in preparation for the implementation of Universal Credit.

Due to the meeting being held on the same date as the despatch of this agenda the decision will be reported at the meeting. The recommendation considered by the Housing Committee is shown below and the report is included in the agenda.

The Committee is asked to RECOMMEND to Policy and Performance Committee that:

- 1. The new Income Collection Team structure, including the posts of: Income and Housing Manager, Income Collection Manager, Income Collection Accountant, Income Collection Officer, Income Collection Assistant be approved.**
- 2. The recruitment of additional resources: 3 FTE Income Collection Officers, 1.6 FTE Income Collections Assistants and 1 FTE 12 month fixed term Financial Inclusion Officer be approved.**
- 3. Approve deletion of the existing posts.**

4.2 Mental Health Working Group Recommendations arising from meetings held on 17 September, 25 October and 20 November 2018

RECOMMENDED to the Policy and Performance Committee that:

- 1. A small mental health budget be considered as part of the budget for 2019/20.**
- 2. Raising awareness of mental health in the community be endorsed during Mental Health Awareness week (13-19 May 2019).**
- 3. An internal campaign to promote good employee mental health be developed.**
- 4. As part of the internal campaign the PAM Assist service be actively promoted.**
- 5. Employee champions for employee mental health be identified to undertake actions to support good mental health including actions on the Action for**

- Happiness website.
6. It be mandatory for all managers to attend mental health first aid training.
 7. Councillors be encouraged to take mental health first aid training.
 8. The Council become a member of the 'We're In' project and a member champion for mental health be identified.
 9. The possibility of providing quiet rooms as part of the new ways of working project be explored.
 10. The housing section be asked to organise summer holiday activities in housing areas for low income families with children in association with Liberty Leisure Limited.
 11. Consideration be given to supporting access to free events and swimming opportunities in Broxtowe.
 12. The Youth Council be asked to contribute their ideas to support the mental health of young people in Broxtowe.
 13. The Mayor be asked to host a lunch at which to present certificates of recognition and appreciation for the contribution of voluntary organisations such as Hope Nottingham, Framework, Canaan Trust, Broxtowe Youth Homelessness and CAB in preventing homelessness in Broxtowe.
 14. A new web page be introduced on the website signposting people to useful resources to support good mental health.
 15. The Council investigate the possibility of a student placement from Nottingham Trent University to undertake a survey on mental health and wellbeing.
 16. A borough-wide survey concerning wellbeing in the borough be conducted along the lines of the survey carried out by the ONS.
 17. That mental health wellbeing as a result of the Council's day to day operations be considered by conducting EIAs when adopting new policies.
 18. The 'champions' group be asked to consider initiatives for the 'happiness' calendars and implementation of such initiatives be discussed at the Group's next meeting.

4.3 Mental Health Working Group
Managing customers' suicide and self-harm declarations –
a framework for managers
20 November 2018

PAGES 37 - 38

The Working Group considered the proposed guidance document to prepare staff who may hear a customer make a statement of intent to harm or kill themselves. The report is

included on this agenda and the guidance is circulated separately with this agenda.

RESOLVED that it be recommended to the Policy and Performance Committee that implementation of the framework for managers regarding threats of suicide and self-harm be approved.

5. BEESTON TOWN CENTRE REDEVELOPMENT PAGES 39 - 40
To update members on progress on The Square Phase 2 in Beeston.
6. MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT PAGES 41 - 56
To advise Committee of a proposed Modern Slavery and Human Trafficking Statement.
7. APPRENTICESHIP STRATEGY PAGES 57 - 70
To seek approval for the introduction an Apprenticeship Strategy
8. PEOPLE STRATEGY PAGES 71 - 88
To advise of, and seek approval for, the People Strategy.
9. ANNUAL HEALTH AND SAFETY PROGRESS REPORT 2017/18 PAGES 89 - 102
To provide the Committee with a progress report relating to several key areas of work conducted by the Health and Safety Section.
10. REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE PAGES 103 - 120
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.

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| 11. | <u>WORK PROGRAMME</u> | PAGES 121 - 122 |
| | To consider items for inclusion in the Work Programme for future meetings. | |
| 12. | <u>SENIOR MANAGEMENT STRUCTURE</u> | PAGES 123 - 124 |
| | The report invites Councillors to consider options for the future design of the senior management structure. | |
| 13. | <u>EXCLUSION OF PUBLIC AND PRESS</u> | |
| | 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 paragraph 3 of Schedule 12A of the Act. | |
| 14. | <u>SENIOR MANAGEMENT STRUCTURE APPENDIX 7</u> | PAGES 125 - 126 |
| 15. | <u>FORMER BEESTON MARKET - DECLARATION OF SURPLUS TO REQUIREMENTS (FOR GENERAL FUND PURPOSES)</u> | PAGES 127 - 130 |
| 16. | <u>APPLICATION FOR FLEXIBLE RETIREMENT</u> | PAGES 131 - 132 |
| 17. | <u>EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS TO GRANT VOLUNTARY REDUNDANCY</u> | PAGES 133 - 134 |
| 18. | <u>Circulations</u> | PAGES 135 - 142 |