



Tuesday, 29 January 2019

Dear Sir/Madam

A meeting of the Policy and Performance Committee will be held on Wednesday, 6 February 2019 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	

AGENDA

1. APOLOGIES

To confirm and sign the minutes of the meeting which took place on 12 December 2018.

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 - 4

The Committee is asked to confirm as a correct record the minutes of the meeting held on 12 December 2018.

4. REFERENCES

PAGES 5 - 6

4.1 Local Joint Consultative Committee

10 January 2019

Review of the Driving at Work Policy

The Joint Committee considered the proposed Driving at Work Policy. The Joint Committee thanked officers for their work on the Policy.

The report and Policy are circulated separately with this agenda for the information of the Committee.

RECOMMENDED to the Policy and Performance Committee that the Driving at Work Policy be approved.

4.2 Local Joint Consultative Committee

10 January 2019

Agency Workers Policy

The Agency Workers Policy had been reviewed in light of a change to working practice, whereby the procurement process had been centralised. This was to minimise risk to the Council, ensure good working practices were observed and to enable the monitoring of the use of agency staff.

The report and the Policy are included for the information of the Committee.

RECOMMENDED to the Policy and Performance Committee that amendments to the Agency Workers Policy to the Conditions of Service for employees.

4.3 Local Joint Consultative Committee

10 January 2019

Equal Opportunities Policy

The equal Opportunities Policy was considered with regard to changes made to reflect relevant legislative changes, in particular the Equalities Act 2010 and changes to internal Council procedures.

The report and Policy are circulated separately with this agenda for the information of the Committee.

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

4.4 Local Joint Consultative Committee

EQUALITY AND DIVERSITY POLICY

The Joint Committee noted that the Equality and Diversity Policy had been reviewed to ensure that it reflected legislative changes, Council procedures and the Corporate Vision and Values 2016 – 2020. It was also noted that the Council was a Disability Confident Level 2 employer.

The report and Policy are circulated separately with this agenda for the information of the Committee.

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

4.5 Local Joint Consultative Committee

10 January 2019

Flexible Retirement Policy

The Joint Committee considered deletions to the Flexible Retirement Policy, in particular, the removal of a time limit of the length of flexible retirements, potentially forcing employees to retire. It was noted that no other Nottinghamshire authorities have a time limit on such arrangements and that no employee had been asked to leave the authority as a result of the time limit.

The report and Policy are circulated separately with this agenda for the information of the Committee.

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

4.6 Local Joint Consultative Committee

10 January 2019

Formal and Informal Consultation with Trade Unions

Consideration was given to the Formal and Informal Consultation with Trade Unions Policy, which had been reviewed and streamlines to reiterate the need for close, positive and consultative relationship with Trade Unions. A minor amendment was agreed by the Joint Consultative Committee.

The report and Policy are circulated separately with this agenda for the information of the Committee.

RECOMMENDED to the Policy and Performance Committee that amendments to the Formal and Informal Consultation with Trade Unions Policy be added to the Conditions of Service for employees.

4.7 Local Joint Consultative Committee

10 January 2019

Learning and Development Policy

The Joint Committee considered the changes to the Learning and Development Policy which took out references to Investors in People, streamlined processes and made it easier for employees to access training funded by the apprenticeship levy. The role in learning and development in succession planning was discussed, as was the commitment of the authority to train staff. It was noted that the training budget had not been cut in the last financial year.

The report and Policy are circulated separately with this agenda for the information of the Committee.

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

5. BEESTON TOWN CENTRE REDEVELOPMENT

PAGES 7 - 8

To update members on progress on The Square Phase 2 in Beeston.

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|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 6. | <u>BUSINESS RATES - NEW RETAIL DISCRETIONARY RATES RELIEF</u> | PAGES 9 - 14 |
| | <p>To request that the Finance and Resource Committee adopt the proposed new business retail rates relief scheme for the 2019/20 and 2020/21 financial years.</p> | |
| 7. | <u>REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE</u> | PAGES 15 - 34 |
| | <p>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.</p> | |
| 8. | <u>MANAGEMENT RESTRUCTURE UPDATE</u> | PAGES 35 - 36 |
| | <p>To update Councillors on arrangements concerning the Management restructure.</p> | |
| 9. | <u>WORK PROGRAMME</u> | PAGES 37 - 38 |
| | <p>To consider items for inclusion in the Work Programme for future meetings.</p> | |
| 10. | <u>EXCLUSION OF PUBLIC AND PRESS</u> | |
| | <p>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 it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of the Act.</p> | |
| 11. | <u>LEGAL RESTRUCTURE</u> | PAGES 39 - 48 |
| 12. | <u>APPLICATION FOR VOLUNTARY REDUNDANCY</u> | PAGES 49 - 50 |
| 13. | <u>APPLICATION FOR VOLUNTARY REDUNDANCY</u> | PAGES 51 - 60 |
| 14. | <u>HOUSING DELIVERY MANAGER</u> | PAGES 61 - 62 |

15. INTERIM REGENERATION MANAGER

PAGES 63 - 64

POLICY AND PERFORMANCE COMMITTEE

12 DECEMBER 2018

Present: Councillor R I Jackson, Chair

Councillors: M J Crow
S J Carr
E Cubley (substitute)
S Easom
J C Goold
E Kerry
G Marshall
J W McGrath
P D Simpson

Apologies for absence were received from Councillors D A Elliott and A Harper.

36 DECLARATIONS OF INTEREST

Councillor S J Carr declared an interest in item 16 as the postholder was an acquaintance of his, minute number 50 refers.

37 MINUTES

The minutes from the meeting on 3 October 2018 were confirmed as a correct record.

38 REFERENCES

38.1 HOUSING COMMITTEE

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.

RESOLVED 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. The deletion of the existing posts be approved.**

38.2 MENTAL HEALTH WORKING GROUP

The Mental Health Working Group had met to consider a variety of ways in which improvements to wellbeing could be made in the Borough and, having heard representation from a number of staff and partner agencies, had made a number of recommendations.

RESOLVED 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.

38.3 MENTAL HEALTH WORKING GROUP

The Mental Health Working Group had been asked to consider a guidance document to prepare staff who may experience a customer making a statement of intent to harm or kill themselves. It was stated that the Working Group had been a good example of cross-party working with valuable contributions from all those who had attended.

RESOLVED that the 'Managing Customers' Suicide and Self-Harm Declarations – A Framework for Managers' be rolled out to managers via the Senior Management Team then to all appropriate staff, be approved.

39 BEESTON TOWN CENTRE REDEVELOPMENT

The Committee noted progress on Phase 2 of the redevelopment of The square in Beeston.

40 MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT

The Committee considered a proposed Modern slavery and Human Trafficking Statement. The Modern Slavery Act 2015 consolidates various offences relating to human trafficking and slavery.

RESOLVED that the Modern Slavery and Human Trafficking Statement 2017-18 be approved.

41 APPRENTICESHIP STRATEGY

Consideration was given to the introduction of an Apprenticeship Strategy. The government had introduced, in respect of companies with an annual paybill of over £3 million, an Apprenticeship Levy in order to fund new apprenticeships. The levy was charged at a rate of 0.5% of an employer's paybill. In terms of Broxtowe Borough Council, the contribution equated to approximately £37,000 per annum at current staffing levels. The government automatically added 10% to the funds in an employer's account on a monthly basis.

RESOLVED that the Apprenticeship Strategy be approved.

42 PEOPLE STRATEGY

Members were informed that Broxtowe Borough Council recognised that its workforce was its most valuable asset. The People Strategy, outlined the future needs of the workforce to enable the Council to attract, recruit and retain the right people; provide the development they would need to allow them to grow and progress, manage their potential and plan for the future.

RESOLVED that the People Strategy be approved.

43 ANNUAL HEALTH AND SAFETY PROGRESS REPORT 2017/18

The Committee was noted a progress report which related to several key areas of work conducted by the Health and Safety Section.

44 REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE

The 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 was noted. Members suggested that satisfaction rates for Housing were reasonable and the potential for increasing the number of surveys following the implementation of Capita Open Housing was positive as acting on critical feedback was important for success.

45 WORK PROGRAMME

The Work Programme was considered.

RESOLVED that the Work Programme be approved.

46 SENIOR MANAGEMENT STRUCTURE

Options for the future design of the senior management structure were considered before the consideration of appendix 7 of the report which provided further details.

47 EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

48 SENIOR MANAGEMENT STRUCTURE APPENDIX 7

RESOLVED that:

1. The future structure option in appendix 5 of the report be adopted.
2. The posts of Monitoring Officer, Strategic Director and Head of Housing be advertised externally.
3. The Head of Revenues and Benefits and Customer Services be offered a full time role as an employee of Broxtowe Borough Council.
4. The Chief Executive explore the potential for the Section 151 Officer post to be offered to the Interim Deputy Chief Executive.

49 FORMER BEESTON MARKET - DECLARATION OF SURPLUS TO REQUIREMENTS (FOR GENERAL FUND PURPOSES)

RESOLVED that the former Beeston Market be declared surplus to requirements for General Fund purposes and to appropriate the site to the HRA for the consideration of £105,000 subject to the approval of the other relevant committees.

50 APPLICATION FOR FLEXIBLE RETIREMENT

RESOLVED that an application for flexible retirement be approved alongside the creation of a 0.4 Full Time Equivalent post to cover the remaining hours.

51 EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS TO GRANT VOLUNTARY REDUNDANCY

The exercise of the Chief Executive's urgency power to grant the voluntary redundancy of post F151 on 9 November 2018 was noted.

Report of the Deputy Chief Executive

REFERENCES

1. Purpose of report

To consider references from items approved in the latest committee cycle.

2. Background

The following policies were recommended for approval by the meeting of the Local Joint Consultative Committee on 10 January 2019:

- Review of the Driving at Work Policy
- Agency Workers Policy
- Equal Opportunities Policy
- Equality and Diversity Policy
- Flexible Retirement Policy
- Formal and Informal Consultation with Trade unions
- Learning and Development Policy

The reports and policies are circulated separately with this agenda.

Recommendation

The Committee is asked to consider the references and RESOLVE accordingly.

Background papers

Nil

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Report of the Interim Deputy Chief Executive

BEESTON TOWN CENTRE REDEVELOPMENT

1. Purpose of report

To update members on progress on The Square Phase 2 in Beeston.

2. Background

Committee will recall that the Council has agreed to act directly as developer for a cinema and food and beverage development at the northern end of the site, with a residential development to the south, linked by public realm. Planning consent was secured in September 2018 and the sale of the residential element was agreed in principle by Finance & Resources Committee in January 2019.

3. Key Updates

- Two good offers have been received from restaurant / café bar operators and negotiation of financial and specification details is continuing.
- The Project Board was due to meet on 28 January to finalise the cinema offer. An exempt item verbal update will be provided at this committee.
- The pre-qualification process for securing a contractor via an OJEU compliant tender has commenced and a short list of 4-6 potential construction partners is being compiled.
- The Council is now proceeding with detailed tender information (RIBA stage 4); notwithstanding that legally-binding agreements with pre-let tenants will take some weeks to secure.

4. Financial implications

Expenditure is in line with the overall project budget and within the Interim Deputy Chief Executive's delegated authority approved by this committee. Full details are given in the appendix.

Recommendations

The Committee is asked to NOTE this report and any further verbal updates provided; and to DELEGATE to the Interim Deputy Chief Executive the negotiation of final terms with the preferred cinema operator and food & beverage operators, in consultation with the three party leaders.

Background papers

Nil

Financial Implications

Policy and Performance Committee on 21 November 2017 unanimously delegated to the Interim Deputy Chief Executive responsibility for the financing of the Beeston Town Centre Development scheme (sometimes referred to as Beeston Square Phase 2).

2018/19

The capital programme 2018/19 includes £539,800 for the Beeston Town Centre Development scheme. Expenditure to 31 December 2018 amounted to £270,551. This includes £201,278 paid to Atkins Limited for site investigation, the planning application and elements of detailed design; and a planning fee (paid to the Council) of £25,535. There have also been payments totalling £16,638 to Cartwright Communications for public relations work, £9,500 to Jones Lang LaSalle for valuation work and £7,000 to Grant Thornton for undertaking a financial appraisal of a potential cinema operator.

It is anticipated that the planned expenditure of £539,800 will be financed using capital receipts of £111,300 and borrowing of £428,500. However, a report to the Finance and Resources Committee on 14 February states that a further £25,250 has been made available from the Nottinghamshire Pre-Development Fund (in addition to the £70,000 received in 2017/18 and used to finance expenditure in that year) and this will be used to assist with financing the expenditure incurred in 2018/19.

Approval will be sought to carry forward any of the £539,800 budget in the 2018/19 capital programme that is not spent in the year into 2019/20 when the 2018/19 final accounts are presented to the Members for approval.

2019/20 to 2021/22

The capital programme 2019/20 to 2021/22 includes a total of £10,436,500 for the scheme spread across each of the three years as follows:

	£
2019/20	2,436,500 (professional fees and initial construction)
2020/21	6,000,000 (construction and professional fees)
2021/22	2,000,000 (construction, fitting out and professional fees)

Finance and Resources Committee on 8 January 2019 considered bids for the sale of part of the site for residential development. Responsibility for concluding this has been delegated to the Interim Deputy Chief Executive in consultation with the three party leaders. The resulting capital receipt will be used to assist finance the anticipated cost of £10,436,500 set out above. .

A bid has been submitted to the D2N2 Local Enterprise Partnership for a financial contribution towards the cost of the scheme. The outcome of this is expected shortly and will be reported to Members once confirmed.

It is presently anticipated that the remaining capital costs over the next three years are met by borrowing.

Regular updates on the projected costs of the scheme and its financing (including any external contributions that may be received) will be presented to Members in due course.

Report of the Interim Deputy Chief Executive

BUSINESS RATES – NEW RETAIL DISCRETIONARY RATES RELIEF

1. Purpose of report

To request that the Finance and Resource Committee adopt the proposed new business retail rates relief scheme for the 2019/20 and 2020/21 financial years.

2. Background

The Government announced in the Autumn Budget on 29 October 2018 that it will provide business rates relief of up to 1/3rd to all occupied retail properties with a rateable value of £51,000 or less in each of the years 2019-20 and 2020-21.

As this is a measure for 2019-20 and 2020-21 only, the Government will not change the legislation around the reliefs available to properties. Instead the Government will, in line with the eligibility criteria set out guidance, reimburse local authorities that use their discretionary relief powers, introduced by the Localism Act (under section 47 of the Local Government Finance Act 1988, as amended) to grant relief.

It will be for individual local billing authorities to adopt a local scheme, based on Central Government guidelines, and decide in each individual case when to grant the relevant relief. Appendix 1 details the scheme guidelines set out by Central Government.

3. Financial Implications

Central government will fully reimburse local authorities for the local share of the discretionary relief (using a grant under section 31 of the Local Government Act 2003). The Government expects local government to grant relief to qualifying ratepayers.

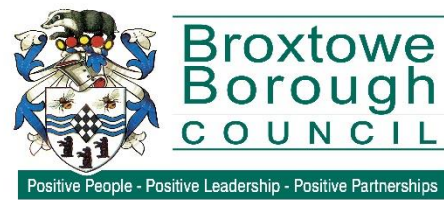
Recommendation

The Committee is asked to RECOMMEND that Council approve the appended New Retail Discretionary Relief Scheme for financial years 2019-20 and 2020-21.

Background Papers

Nil

APPENDIX 1



**Business Rates – Discretionary
Retail Relief Scheme 2019/20 &
2020/21**

Date: April 2019

Prepared by: Phil Sudlow - Head of
Revenues and Benefits
Managed Service

Discretionary Retail Rate Relief 2019/20 & 2020/21

The Government announced in the Autumn Budget on 29th October 2018 that it will provide business rates relief of up to 1/3rd to all occupied retail properties with a rateable value of £51,000 or less in each of the years 2019-20 and 2020-21.

As this is a measure for 2019-20 and 2020-21 only, the Government will not change the legislation around the reliefs available to properties. Instead the Government will, in line with the eligibility criteria set out guidance, reimburse local authorities that use their discretionary relief powers, introduced by the Localism Act (under section 47 of the Local Government Finance Act 1988, as amended) to grant relief.

It will be for individual local billing authorities to adopt a local scheme and decide in each individual case when to grant relief.

Central government will fully reimburse local authorities for the local share of the discretionary relief (using a grant under section 31 of the Local Government Act 2003). The Government expects local government to grant relief to qualifying ratepayers.

1. Proposed Retail Rate Relief Scheme**Which properties will benefit from relief?**

Properties that are occupied with a rateable value of £51,000 or less, that are wholly or mainly being used as shops, restaurants, cafes and drinking establishments. Therefore, properties which are occupied but not wholly or mainly used for the qualifying purpose will not qualify for the relief.

The following are considered to be shops, restaurants, cafes and drinking establishments for the purposes of this scheme:

Properties that are being used for the sale of goods to visiting members of the public including:

Shops (such as: florist, bakers, butchers, grocers, greengrocers, jewellers, stationers, off licence, chemists, newsagents, hardware stores, supermarkets, etc)

Charity shops

Opticians

Post offices

Furnishing shops/ display rooms (such as: carpet shops, double glazing, garage doors)

Car/ caravan show rooms

Second hand car lots

Markets

Petrol stations

Garden centres

Art galleries (where art is for sale/hire)

Properties that are being used for the provision of the following services to visiting members of the public:

Hair and beauty services (such as: hair dressers, nail bars, beauty salons, tanning shops, etc)
Shoe repairs/ key cutting
Travel agents
Ticket offices e.g. for theatre
Dry cleaners
Launderettes
PC/ TV/ domestic appliance repair
Funeral directors
Photo processing
DVD/ video rentals
Tool hire
Car hire

Properties that are being used for the sale of food and/ or drink to visiting members of the public:

Restaurants
Takeaways
Sandwich shops
Coffee shops
Pubs
Bars

The list set out above is not intended to be exhaustive, properties not listed that are broadly similar in nature to those above should be considered as eligible for the relief.

Which properties will not benefit from relief?

The types of uses set out in the list below are not considered to be retail use for the purpose of this relief. Properties that are similar in nature to those below are also not considered to be eligible for the relief under this scheme.

Properties that are being used for the provision of the following services to visiting members of the public:

Financial services (e.g. banks, building societies, cash points, bureau de change, payday lenders, betting shops, pawn brokers)
Other services (e.g. estate agents, letting agents, employment agencies)
Medical services (e.g. dentists, doctors, osteopaths, chiropractors)
Professional services (e.g. solicitors, accountants, insurance agents/ financial advisers, tutors)
Post office sorting office

Eligibility for the relief and the relief itself will be assessed and calculated on a daily basis.

The relief will be applied against the net bill after all other reliefs have been applied.

2. State Aid

The state aid provisions that govern this relief come under Section 69 of the Localism Act which amended Section 47 Local Government Finance Act 1988.

The support offered under this policy is given under the State Aid Regulations (1407/2013). This allows an undertaking to receive up to €200,000 of De Minimis aid in a three year period (consisting of the current financial year and the two previous years).

There will be a requirement for ratepayers receiving support to confirm that they have not received any other State Aid that, together, exceeds in total €200,000, in accordance with the above.

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Joint report of the Chief Executive, the Interim Deputy Chief Executive and the Interim Strategic Director

<p>REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE</p>

1. Purpose of report

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.

2. Background

The Corporate Plan 2016-2020 was approved by Cabinet on 9 February 2016. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety are subsequently approved by Committees each year.

3. Performance management

As part of the Council's performance management framework and to meet the commitment to closely align financial and performance management, the Business Plans for the priority areas are considered alongside detailed revenue budget estimates, the capital programme and other financial information.

The relevant Committees receive regular reports during the year which review progress against their respective Business Plans, including a detailed annual report where performance management and financial outturns are considered together following the year-end.

This quarterly report is intended to provide this Committee with an overview of progress made towards Corporate Plan priorities and the latest data relating to Critical Success Indicators (CSI), identified as a means by which outcomes relating to corporate priorities and objectives can be measured. This summary is detailed in appendix 1.

4. Financial performance

A summary of the financial position as at 31 December 2018 with regard to the employee budgets, major income headings and progress against achieving the savings target set as part of the budget is included in appendix 2. A summary of the capital expenditure position to 30 December 2018 is also included.

<p><u>Recommendation</u></p>

<p>The Committee is asked to NOTE the progress made in achieving the Corporate Plan priorities and with regard to the financial position for 2018/19.</p>

Background papers

Nil

APPENDIX 1

PERFORMANCE MANAGEMENT

1. Background – Corporate Plan

The Corporate Plan 2016-2020 was approved by Cabinet on 9 February 2016. It sets out the Council's priorities to achieve its vision to make "Broxtowe a great place where people enjoy living, working and spending leisure time." Over this period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and resources are directed toward the things they think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

2. Business Plans

A series of Business Plans linked to the five corporate priority areas were approved by the Committees at meetings held in January and February 2018.

The Business Plans detail the projects and activities undertaken in support of the Corporate Plan for each priority area. These cover a three-year period but will be revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures in the Business Plans is undertaken by the relevant Committee. This will include a detailed annual report where performance management and financial outturns are considered together following the year-end as part of the Council's commitment to closely align financial and performance management.

3. Performance Management

As part of the Council's performance management framework, the Policy and Performance Committee receives a high level report of progress against Corporate Plan priorities on a quarterly basis. The report provides a summary of the progress made to date towards achieving the corporate priorities and objectives. It also provides the latest data relating to Critical Success Indicators (CSI), which have been identified as a means by which outcomes relating to corporate priorities and objectives can be measured.

Further operational performance data, such as Key Performance Indicators (KPI) and Management Performance Indicators (MPI) are monitored by the respective Committee and/or General Management Team/Senior Management Team as appropriate. Similarly, the Business Plans for the support service areas (Bereavement Services, ICT and Business Transformation, Resources and Revenues, Benefits and Customer Services) are not being considered here at this stage.

Each of the five priorities is considered separately below:

1. **HOUSING**

The Council's priority for Housing is **"A good quality affordable home for all residents of Broxtowe"**. Its objectives are to:

- *Increase the rate of house building on brownfield sites (Ho1)*

The Planning team has worked with Toton and Chilwell Neighbourhood Forum to prepare a bid for money from the Garden Communities Fund. This will assist the Council's ambition of bringing forward high quality housing development on the Chetwynd Barracks site.

The Council is building two new dementia friendly bungalows on land at Willoughby Street in Beeston financed from the Better Care Fund.

A new house building delivery plan has been completed with new targets for house building agreed to provide 230 social affordable and intermediate homes over the next 10 years. A programme of delivery is being developed.

- Broxtowe over a number of years has been taking steps to boost significantly the supply of housing as required by the National Planning Policy Framework (NPPF). A summary of these steps is given below and the full details are included in the SHLAA.
- Developer panels and workshops have been held to test assumptions including on inclusion of sites in the five year housing land supply (mainly with planning permission). A routine offer is provided for a panel on an annual basis and in addition a Housing Market Area (HMA) wide workshop was held in October 2017 to investigate barriers to housing delivery and how they may be resolved. A HMA wide protocol as a result of this was approved by the Greater Nottingham Joint Planning Advisory Board in 2018.
- Call for sites – this was undertaken in 2012 and 2015.
- Work with Greater Nottingham Councils on a consistent methodology for housing delivery.
- In depth understanding of housing sub markets and tailor assumptions on viable S106 contributions this basis. This is in evidence to support the Core Strategy with a further update to inform the submission of the Part 2 Local Plan.
- Testing delivery assumptions of sites on an on-going basis with the development industry.

- Looking critically at Employment sites to ascertain which may be suitable for housing (this was done 2012 and again to inform the SHLAA published in February 2017).
- Engaging positively in pre-application discussions with a development team approach.
- Taking a pragmatic approach to S106 negotiations to improve the prospect of stalled sites coming forward for development.
- Planning Department re-structures with an Economic Development team specifically focussed on securing new housing on previously developed sites and additional investment as a result of application fee increases in 2018.
- An Economic Development Strategy published in 2015 with re-development of brownfield sites a priority. A revised strategy was published in November 2017.
- Putting developers directly in touch with house-builders in an effort to unlock stalled sites.
- Use of Council land such as at Beeston Town Centre.
- Constructive use of planning conditions looking at innovative ways of ensuring housing is delivered. For example requiring housing to be delivered at the same time or earlier than other development on mixed use sites (such as at Aldi in Stapleford)
- A plan led approach to housing delivery in the Part 2 Local Plan.
- A self-build register has been prepared with partners across the housing market area.
- Broxtowe was one of the pilot authorities for the Brownfield Land Register
- Use of workshops and the Design Council for the East Midlands ([OPUN](#)) secure greater public support for housing development.
- Use of training on Neighbourhood Plan preparation (four events) and BIMBY (Beauty in my back yard) all with a view to promoting the benefits of housing development.
- Work with the County Council to address infrastructure issues

This approach is working with the details of housing completions in the previous four years given below.

Year	Housing completions (taking into account demolitions)
2014-15	78
2015-16	100
2016-17	285
2017-18	324

- *Become an excellent housing provider (Ho2)*

The Housing Service hosted an induction event for new employees to provide officers with knowledge about the department and the services offered to enable them to help tenants effectively and efficiently.

The new Independent Living Service was launched in December 2018, with the updated service offering a personalised service to residents.

During November 2018 the Housing Service hosted five 'Celebrating Older People' events to celebrate the launch of Independent Living Scheme. The events were a great success with around 200 tenants attending them over the month.

- *Improve the quality and availability of the private sector housing stock to meet local housing need (Ho3)*

The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018 was introduced on 1 October 2018. This has extended the scope of mandatory licensing to include properties operating as HMOs which are less than three storeys high. The new regulations enforce new minimum room sizes and waste collection arrangements amongst other things. In order to manage the increase in demand for enforcement and licensing, Policy and Performance Committee in October 2018 approved a new part time Private Sector Housing Officer post.

Critical Success Indicators for Housing

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Supply of ready to develop housing sites	NI159	72%	100%	-	-	Positive	Part 2 Local Plan now submitted. There is a realistic prospect of this plan being adopted in late Spring 2019 which will fully address the five year housing land supply shortage. There are a number of sites

							allocated which are expected to come forward for development within two years of the adoption of the Local Plan.
Net additional homes provided	NI154	324	360	-	-	Positive	Ongoing dialogue with developers, house builders, economic development colleagues and external funding providers, to unlock the more difficult to develop sites. These efforts are showing signs of success with the highest house building figures for 10 years achieved in 2017/18.
Private sector vacant dwellings that are returned into occupation or demolished	HSLocal_11	54	25	3	2	Positive	The number of dwellings is lower than in previous years however the target has been 2018/19 has already been achieved.
Overall satisfaction	HSTOP_01	93%	87%	87%	96%	Positive	47 satisfaction forms were received during quarter 3. The Housing Repairs satisfaction forms have been amended, an increase in the number of surveys that are returned was expected.

2. **BUSINESS GROWTH**

The Council's priority for Business Growth is '**New and growing businesses providing more jobs for people in Broxtowe and improved town centres**'. Its objectives are to:

- *Increase the number of new businesses starting in Broxtowe (BG1)*

A rental model for the letting of two incubator units in Beeston town centre has been agreed. These businesses will build on the recent rentals to Explore Learning and Willsuite and help to maintain the vitality of the town centre. The rental model will bring an income stream to the Council.

A tenant has been secured for Eastwood Cemetery Chapel.

A new car park has been provided at Technology Drive, adjacent to Beeston Train Station which provides step free access to the platform. The car park has the latest pay and display machines and dedicated bicycle storage. It is ideal for commuters and visitors to use with 62 parking spaces, including six dedicated to blue badge holders.

Business grants are being offered for start-up businesses in Broxtowe thanks to a new £1,000 grant scheme in the Borough. Any registered businesses that are not yet trading or have been trading for up to six months are free to apply, and interested applicants need to showcase up to a £2,000 spend on eligible activity

Businesses need to submit a business plan and cash flow forecast along with their application form. They can speak with advisors from the D2N2 Growth Hub or Nottingham Business Venture (NBV) for guidance on preparing their documents for a submission. Grant applications will be discussed by the Broxtowe Start-Up Grant Panel who will decide if an application is successful and how much will be awarded.

- *Help our town centres to compete and attract new visitors (BG2)*

A "Take a Seat" initiative is being supported in town centres in the area making them age-friendly and welcoming for visitors who may need to sit down occasionally.

Three icons of Beeston have been given a lasting tribute in the town as part of the Beeston Street Art Festival. Images of the late actor Richard Beckinsale, late singer/songwriter Edwin Starr and fashion designer Sir Paul Smith were spray painted by international street artist Zabou to celebrate the influential creatives of Beeston. The portraits have received widespread publicity and have been extremely well received.

- Complete the regeneration of Beeston Town centre and seek opportunities to regenerate town centres throughout Broxtowe (BG03)

The redevelopment of Beeston town centre continues to progress. Bids have been received from prospective purchasers of the residential site, which is part of the Beeston town centre redevelopment. Discussions are continuing with other food and beverage operators. There are a number of prospective cinema operators interested in coming to Beeston and discussions are ongoing.

The former Eastwood cash office has been sold. Proposals to put the building into use to improve the appearance and viability of Eastwood Town centre are being developed.

Critical Success Indicators for Business Growth

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Jan 2019	Trend	Comments (incl. benchmarking)
Employment Land take up	ERLocal_02	4,257 sqm	-	-	-		2016/17 = 11,391 Data is collected annually.
Planning applications approved for employment development (Class B1, B2 or B8)	ERLocal_03		-	-	-		20 applications approved in 2016/17 NEW Indicator
Town Centre occupancy rates:	TCLocal						Targets based on average for the year.
• Beeston	_01a	94%	92%	94%	94%	Stable	No change from 94% in Q2
• Kimberley	_01b	95%	92%	91%	91%	Stable	No change from 91% in Q2
• Eastwood	_01c	91%	92%	92%	90%	Negative	Decrease from 92% in Q2
• Stapleford	_01d	83%	92%	85%	88%	Positive	Increased from 85% in Q2
No. of planning applications approved for new retail and commercial floorspace within the town centres	TCLocal_05	-	-	-	-	-	9 applications in 2016/17 Data collected Annually
Commence works Phase 2 redevelopment of Beeston Town Centre	BG1620_09	-	-	-	-	-	Planning permission has been granted and commercial discussions continue.

3. ENVIRONMENT

The Council's priority for Environment is **'The environment in Broxtowe will be protected and enhanced for future generations'**. Its objectives are to:

- Reduce litter and fly tipping to make Broxtowe cleaner (En1)

Broxtowe residents are invited to assist the Council's Community Clean Teams to help make Broxtowe a cleaner place. A special resource pack has been created to support community litter picking events and provides information to ensure activities are conducted safely. The packs will also help volunteers promote the activities in their local area. The Council can also help by lending litter picking equipment.

As part of the implementation of the "Clean and Green Campaign" six community litter picks have been undertaken at various sites including Dovecote Lane Recreation Ground, Watnall Green and The Spinney, Brinsley Headstocks and Toton Fields.

Additional measures to make the Borough cleaner and greener have also been approved including community collections of bulky waste. The Council also plans to undertake additional cleansing of certain high profile road verges.

Volunteers in Bramcote joined the Community Clean Team to help transform Bramcote Ridge into a new wildlife haven following a wildfire in the summer. The Mayor of the Borough of Broxtowe joined the volunteers from Friends of Bramcote Ridge and the Practical Conservation Volunteers to create a new meadow and viewing point.

- Maintain and improve the green infrastructure of the Broxtowe (En2)

An investment of £110,000 improved Leyton Crescent play area. The work was undertaken as part of the Pride in Parks scheme. Funding contributions were from the Council's Capital Programme, WREN's FCC Community Action Fund and United Living.

Events are being held across the Borough in support of the Clean and Green campaign. The work being undertaken is helping to keep Broxtowe clean and improve our open spaces for all to enjoy.

Schoolchildren from Beeston Fields Primary School helped make the Borough a cleaner and greener place as they joined in with a special litter picking and tree planting event in Beeston on 24 October 2018. Pupils from Year 5 joined the Mayor and members of Beeston and District Civic Society at Broadgate. The event was held as part of the Council's Clean and Green campaign. While the Civic Society planted an oak tree and took part in the litter pick, the children planted two Mountain Ash trees and daffodil bulbs. The trees were the first to be planted as part of a new initiative to plant 1,000 new trees every year in the Borough over the next five years.

A community clean team of nearly 30 litter pickers helped clear up Watnall Green. On 29 October 2018, the newly formed Friends of Watnall Green and Spinney joined the Mayor of the Borough of Broxtowe, Councillor Derek Burnett BEM for a litter pick of the area. They also planted native bluebells and daffodils on the Watnall Green open space and removed grass cuttings from the meadows. The bulbs were planted along the fringe of a group of trees to help create a woodland feel and to provide nectar for pollinating insects. By removing grass cuttings from the meadow the more delicate and unusual grassland wildflowers will be able to thrive.

The pond on Hall Om Wong Park in Kimberley was cleared out and a clay lining added. This will help it retain water in summer 2019 and improve its wildlife value to the site. Volunteers will plant the pond with wildflowers that are attractive to wildlife and provide a colourful display through spring and summer.

Hickings Lane in Stapleford is to benefit from new state of the art facilities thanks to £93,000 from WREN's FCC Community Action Fund, partnered with £67,000 from the Council's Pride in Parks Scheme. The successful application for the funding was made jointly by Stapleford Town Football Club and the Stapleford Community Group. Community consultation identified the need for a replacement Multi Use Games Area. The football club has pledged a £1,000 contribution towards the project. United Living has also pledged £ 4,000 towards the project.

Awsorth, Brinsley and Nuthall Parish Councils have completed improvements to play areas in their parks after receiving funding from the Pride in Parks Scheme. Also as part of Pride in Parks scheme £28,000 of play area improvements have been completed at Mansfield Road Recreation Ground. This was funded by Section 106 developer contributions.

Pupils from various year groups at Fairfield's Primary Academy joined the Mayor and Anna Soubry MP to plant trees in Queen Elizabeth Park Stapleford as part of the Queen's Commonwealth Canopy, a network of global tree planting initiatives to mark Her Majesty's lifetime of service to the Commonwealth. Five of the trees were donated by the Woodland Trust following an application made by Anna Soubry MP, and be planted along with 95 additional trees supplied by the Council. The trees donated by Council are part of its plan to plant 1,000 new trees a year in the Borough over the next five years. The work was also undertaken as part of the Council's wider Clean and Green Campaign and Pride in Parks scheme. Dwarf daffodils were also planted at the base of the trees to provide additional interest in years to come.

Pupils from Foxwood Academy participated in a tree planting event digging the holes, and positioning the trees into place. Daffodil bulbs were also planted as part of the Council's involvement in National Tree Week 2018 and the Council's Clean and Green Initiative. Two Silver Birches and a mountain ash were planted at Bramcote Hills Park by students together with 400 daffodil bulbs on the edge of the woodland.

- Increase recycling, composting, renewable and energy efficiency projects as resources allow and reduce residual waste (En3)

The combined tonnage collected from the kerbside glass and garden waste collections continues to increase from the previous year enabling a projected recycling rate of 40.5% to be achieved. This is 0.73% higher than for quarter 3 in 2017/18.

Critical Success Indicators for Environment

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Cleanliness of the streets and open spaces within the Borough (levels of litter)	NI195a	95%	96%	96%	96%	Stable	The result of the first survey (of three per annum) is reported. Data now shows the percentage of streets which achieve the required cleanliness standard (Previously the percentage not achieving the standard was reported)
Improved Street and Environmental Cleanliness - Fly Capture Score (No. Fly Tips vs Enforcement Action)	NI 196	2	2	-	-	Stable	Aim is to reduce fly tipping through improved education and enforcement. Data provided annually.
Fly tipping incidents removed	SSData _01	344	414	166	260 (tbc)	Negative	The current projection for 2018/19 is around 380 incidents. With the implementation of the measures to reduce fly tipping as part of the Clean and Green initiative targets from 2019/20 will be based on an annual 10% reduction.
Household waste recycled and composted	NI192	38.82%	41% (43.85%)	40.97%	40.5% est	Negative	Current figures suggest that an overall recycling rate of around 39% will be achieved for 2018/19 which is an improvement on the rate achieved in 2017/18.

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
No. of Nature Reserves	PSData _07	15	15	15	15	Stable	Emphasis is on updating the management plans for the existing sites.
Parks achieving Broxtowe Parks Standard %	PSData _09	94%	98%	-	92%	Negative	2018/19 survey completed. Of the 16 sites assessed in 2018 twelve achieved the standard. Of the remaining four, 1 has recently seen improvements as part of the Pride in Parks Initiative with another identified for improvements later this year. This should reflect positively in the 2019 assessments.

4. **HEALTH**

The Council's priority and objective for Health is '**People in Broxtowe enjoy longer, active and healthy lives**'. Its objectives are to:

- *Increase the number of people who have active lifestyles (He1)*

New leisure activities have encouraged residents to get active in the Borough including a 'Go-Tri' family aquathon in Bramcote. A triathlon was held at Kimberley with three races for beginners, family and sprint triathlon. Bramcote Hills park hosted 5k and 2k family fun runs in 2018.

- *Work with partners to improve the health of the local population (He2)*

A partnership arrangement with the Open Water Education Network (OWEN) has been agreed. This will enable a member of staff from Liberty Leisure Limited to work with the trust to promote water safety in the local area. Funds have been enabled to secure measures for the purchase of practice throw lines, a projector and commissioning of water safety themed street art.

A new maternity clinic delivered by Everyone Health started in 2018 to support women with higher than optimum weight at the start of pregnancy. Twenty nine women have taken part since April 2018.

Dementia Friends Information Savings been offered to staff at CAB, the Police and Liberty Leisure in addition to our own officers. Sessions are planned to be delivered to officers in the Housing Division in February. Other sessions are planned for Dementia Awareness Week in May.

Work has been ongoing with the Mental Health Task Group to consider actions the Council can take to promote good mental health. The work has resulted in the Council looking to become members of the “We’re in” project. The mental health wellbeing impact of the Council’s day to day operations is to be considered when conducting Equality Impact Assessments, updating policies or introducing initiatives. A bespoke Mental Health Awareness course for managers has been delivered and to date, 49 managers have received training.

- *Reduce alcohol related harm in Broxtowe (He3)*

Further briefing sessions for staff on alcohol and neuro-psychoactive substances have been held.

Critical Success Indicators for Health

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Total Attendances for Liberty Leisure Limited	LLLocal_G02	1,709k	1,700k	427K	421K	Negative	On track to achieve target.
Percentage of Inactive Adults in Broxtowe	LLLocal_G09	-	25.5	tbc	tbc	-	Data collected annually in October. 2016/17 = 26.1

5. COMMUNITY SAFETY

The Council’s priority for Community Safety is that **‘Broxtowe will be a place where people feel safe and secure in their communities’**. Its objectives are:

- *Reduce the amount of anti-social behaviour in Broxtowe (CS1)*

A Civil Injunction was made at the Council’s request against a resident of the Borough following complaints of nuisance and annoyance to local residents.

Reduce domestic violence in Broxtowe (CS2)

The Communities Team hosted a breakfast event to promote the White Ribbon campaign. This built on the success of gaining the White Ribbon Accreditation in 2017. Key conversations took place and awareness was raised about the impact of domestic abuse and services available to men and women in relation to it. Outcomes have included identifying funding for the Sanctuary Scheme and training for front line housing and maintenance staff. The photo opportunity was held in Beeston Square and depicted 104 pairs of shoes representing the women who lose their life annually in this country due to domestic abuse.

Critical Success Indicators for Community Safety

Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe (Notts Police Strategic Analytical Unit)	ComS_011	2,875	2,126	569	466	Positive	A reduction has been seen in the number of cases reported in quarter 3 2018/19.
Reduction in ASB cases reported in the borough to Environmental Health, Communities and Housing	ComS_012 (Env Health)	564	541	147	93	Positive	Quarter 1 2018/19 = 145
	ComS_014 (Communities)	100	53	15	3	Positive	Quarter 1 2018/19 = 17
	ComS_013 (Housing)	157	78	59	40	Positive	Quarter 1 2018/19 = 53
Repeat high risk domestic abuse cases referred to the Multi-Agency Risk Assessment Conference [% of the total re-referrals]	ComS_024	22%	13%	32%	29%	Positive	In Quarter 3 2018/19 24 cases referred to MARAC of which 7 were repeat cases In Quarter 2 2018/19 22 cases referred to MARAC of which 7 were repeat cases In Quarter 1 2018/19 19 cases to MARAC of which 4 were repeat cases
Domestic Abuse in the Borough	ComS_025	516	550	620 (Q1 + Q2)	-	Negative	Target reduced from 1,488 to reflect that only domestic crimes are recorded as opposed to domestic crimes and incidents. Data recorded six monthly. Increased numbers can be seen as positive due to fact victims are becoming increasingly confident to report. Also, police recording practices have affected figures.
Indicator Description	Code	Achieve 2017/18	Target 2018/19	Q2 2018/19	Q3 2018/19	Trend	Comments (incl. benchmarking)
Alcohol related referrals to Change-Grow-	ComS_085 Referral	93	-	35	20	Stable	

Live with positive outcomes from Broxtowe	ComS_085a Positive Outcomes	61 (65%)	70%	18	23	Positive	<p>The number of positive outcomes in quarter 3 is similar to the previous quarter.</p> <p>There are more positive outcomes than referrals in quarter 3 due to the fact that some of the positive outcome cases were initially referred in an earlier period.</p>
Reduce Hospital stays for alcohol related harm (per 100,000 population)	ComS_086	-	<666	-			<p>East Midlands in 2015/16 = 686</p> <p>Broxtowe in 2015/16 = 666</p> <p>2016/17 data is unavailable due to issues with data collection by the hospitals, thus no value is available.</p>

FINANCIAL PERFORMANCE

Employee Position

The summary position as at 31 December 2018 as regards to the employee budgets is as shown below:

Directorate	Budget to 31/12/2018 £	Actual to 31/12/2018 £	Variance £
Chief Executive's	1,495,800	1,458,995	(36,805)
Deputy Chief Executive's	4,347,150	4,320,332	(26,818)
Director of Legal and Planning Services	1,486,725	1,412,835	(73,890)
Housing – General Fund	725,625	732,654	7,029
Housing - HRA	2,938,838	2,525,086	(413,752)
Total	10,994,138	10,449,900	(544,237)

Any overtime worked in respect of December 2018 (paid in January 2019) is not included.

The budget figures above exclude the 3% vacancy rate target set for the General Fund when the 2018/19 budget was approved totalling £300,000 for 2018/19. The table above shows that the Council is currently not meeting the vacancy rate target.

The underspending to 31 December 2018 for the HRA will be offset by additional payments to sub-contractors to ensure that the delivery of services to tenants is maintained. The employee budgets will continue to be closely monitored during 2018/19.

Non-employee Expenditure Budget Variations

The most significant variations on non-employee budgets have been reflected in the revised 2018/19 budget figures that have been presented to the respective policy committees and will be summarised in the Budget Proposals and Associated Strategies report to Finance and Resources Committee on 14 February 2019.

Income Budgets

The position to 31 December 2018 in respect of the most significant variable income budgets is as follows:

Income	Annual Budget 2018/19 £	Income to 31/12/2018 £	Latest Projection 2018/19 £	Projected Variance to Budget £
Planning Fees	(580,000)	(431,509)	(580,000)	0
Pre-Planning & History Fees	(25,000)	(21,894)	(31,250)	(6,250)
Industrial Units Rent	(168,450)	(213,570)	(175,000)	(6,550)
Craft Centre Complex Rents	(32,500)	(32,776)	(35,200)	(2,700)
Garden Waste Income	(662,000)	(662,137)	(662,000)	0
Sale of Glass	(40,900)	(24,950)	(40,900)	0
Sale of Wheeled Bins	(18,450)	(15,153)	(18,450)	0
Recycling Credits - Glass	(90,000)	(67,250)	(90,000)	0
Trade Refuse Income	(585,000)	(582,153)	(585,000)	0
Special Collections Income	(65,500)	(48,152)	(65,500)	0
Recycling Credits - Bring	(20,000)	(10,648)	(18,000)	2,000
Parking P&D Income	(176,450)	(147,604)	(185,000)	(8,550)
Off Street PCN Income	(95,500)	20,148	(90,000)	5,500
Cemeteries – Fees and Charges	(191,200)	(120,416)	(191,200)	0
Miscellaneous Legal Charges	(30,000)	(13,331)	(22,000)	8,000
Land charges Income	(102,100)	(75,517)	(95,200)	6,900
Licence Income	(142,300)	(125,793)	(142,300)	0
Interest on Investments	(230,000)	(154,834)	(220,000)	10,000
Beeston Square Rent	(759,600)	(637,355)	(759,600)	0
General Properties Rent	(38,000)	(21,543)	(38,000)	0
Total	(4,052,950)	(3,386,437)	(4,044,600)	8,350

Notes

- i) Income from garden waste collections in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.
- ii) Income from the sale of wheeled bins in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.

- iii) Income from the collection of trade waste in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.
- iv) Income from the rent of properties in Beeston Square in 2018/19 is anticipated to be in line with the budget as amended by Finance and Resources Committee on 13 December 2018.

Capital Programme

Capital programme expenditure as at 31 December 2018 is summarised as follows:

	Approved Budget 2018/19 £	Actual Spend to 31/12/2018 £	Proportion of Budget Spent %
General Fund	4,077,500	1,280,730	31.4
Housing Revenue Account	7,105,750	4,613,622	64.9
TOTAL	11,183,250	5,894,352	52.7

The table includes all capital schemes brought forward from 2017/18, as previously approved, in addition to any other budget changes made up to 31 December 2018. No account has been taken of any invoices received but not yet paid or work that has taken place but where no invoices have, as yet, been received.

The General Fund capital programme includes schemes totalling £978,650 for which the approval to proceed will be granted once a source of funding has been identified. If these schemes were to be excluded from the table above then the proportion of the General Fund capital programme spent to 31 December 2018 would be 41.3% and the total proportion of budget spent would increase to 57.8%.

The most significant schemes with regards to spending to 31 December 2018 are:

Scheme	Approved Budget 2018/19 £	Actual Spend to 31/12/18 £	Comments
General Fund			
Replacement Vehicles and Plant	223,000	228,743	Orders have been raised for the items in the 2018/19 programme.
Beeston Square Phase2 (Net Compensation)	111,300	270,551	Additional expenditure shown will be met from the £539,800 in the 2018/19 capital programme for the Beeston Square Redevelopment.
Housing Revenue Account			
Central Heating Replacement	1,267,200	1,036,890	Work progressing as planned.
Modernisation Programme	1,984,700	1,279,059	Work progressing as planned.
Disabled Facilities Grant	872,250	539,438	Work progressing as planned.
Disabled Adaptations	417,250	318,216	Work progressing as planned.
Window & Door Replacement	289,150	273,003	Work progressing as planned.
External Decoration & Pre-paint Repairs	643,750	418,504	Work progressing as planned.

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Report of the Chief Executive

MANAGEMENT RESTRUCTURE UPDATE

1. Purpose of report

To update Councillors on arrangements concerning the Management restructure.

2. Background

Discussions with the Interim Deputy Chief Executive since the last meeting have led to agreement that he would transfer to the payroll on the top of the current grade for the Deputy Chief Executive establishment position on 1 April 2019 subject to formal confirmation by full Council on 6 March 2019.

Job descriptions, person specifications and recruitment brochures have been completed for the Strategic director position, Head of Housing and Monitoring Officer and advertising the positions is imminent.

Recruitment for each role will entail a combination of specialist independent psychometric testing and independent assessed skills based testing, together with an interview with a Member appointment panel.

3. Dates of appointment panels

- To be confirmed.

Recommendation

The Committee is asked to RECOMMEND to Full Council on 6 March 2019 the appointment of the interim Deputy Chief Executive to the role of section 151 officer, and AGREE to nominate members to appointment panels for the remaining three senior Management positions

Background papers

Nil

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Report of the Interim Strategic Director

WORK PROGRAMME

1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

3. Work Programme

Date	Tasks
3 July 2019	<ul style="list-style-type: none"> • Beeston Town Centre Update • Corporate Plan Annual Review • References from LJCC • Budget Consultation 2020/21

Recommendation

The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.

Background papers

Nil

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