



Tuesday, 26 November 2019

Dear Sir/Madam

A meeting of the Policy and Performance Committee will be held on Wednesday, 4 December 2019 in the Council Chamber, Council Offices, 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 Legal Services at your earliest convenience.

Yours faithfully

Chief Executive

To Councillors:	S A Bagshaw	G Marshall
	S J Carr (Vice-Chair)	P J Owen
	M J Crow	M Radulovic MBE (Chair)
	S Easom	P D Simpson
	M Hannah	T Hallam
	R I Jackson	E Williamson
	E Kerry	

## AGENDA

1. APOLOGIES

To receive any apologies and notification of substitutes.

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 2 October 2019.
4. REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE PAGES 5 - 18
- 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.
5. EQUALITY AND DIVERSITY ANNUAL REPORT 2018/19 PAGES 19 - 38
- To provide members with an annual review of activity and outcomes in respect of the Council's equality and diversity work.
6. BEESTON SQUARE PROGRESS REPORT PAGES 39 - 40
- To update members on progress on The Square Phase 2 in Beeston.
7. YOUTH ACTION PLAN PAGES 41 - 42
- To invite Councillors to consider how to approach the creation of a Youth action plan for Broxtowe.
8. CHILD POVERTY ACTION PLAN PAGES 43 - 54
- To update Members on the Child Poverty Action Plan 2018/20.
9. WORK PROGRAMME PAGES 55 - 56
- To consider items for inclusion in the Work Programme for future meetings.

10. EXCLUSION OF PUBLIC AND PRESS

**RESOLVE 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 involved the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Schedule 12A of the Act.**

11. BEESTON SQUARE PROGRESS REPORT PAGES 57 - 58

12. USE OF THE CHIEF EXECUTIVE'S URGENCY POWERS PAGES 59 - 62

This page is intentionally left blank

## POLICY AND PERFORMANCE COMMITTEE

WEDNESDAY, 2 OCTOBER 2019

Present: Councillor M Radulovic MBE, Chair

Councillors: S A Bagshaw  
S Easom  
T Hallam  
M Hannah  
H Khaled MBE (substitute)  
E Kerry  
G Marshall  
P J Owen  
T Roberts-Thomson (substitute)  
P D Simpson  
I L Tyler (substitute)  
E Williamson

Apologies for absence were received from Councillors S J Carr, M J Crow and R I Jackson.

### 17. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 18. MINUTES

The minutes of the meeting held on 3 July 2019 were confirmed and signed as a correct record.

### 19. REFERENCES

#### 19.1 Housing Committee

It was confirmed that the Housing Options Restructure should be discussed at this Policy and Performance Committee due to the fact it was scheduled prior to the next Housing Committee, as per the Constitution.

**RESOLVED that the Housing Options Team structure, including the posts of Housing Options Manager, Housing Options Officer and Domestic Abuse and Private Sector Coordinator be approved with the deletion of the existing posts.**

### 20. BEESTON TOWN CENTRE REDEVELOPMENT

Members received an update on progress made with regard to The Square Phase 2 in Beeston. It was noted that the Christmas 2020 opening was on target. Contracts had

been exchanged with The Arc cinema and the overall project was proceeding well. The Committee was informed by the Deputy Chief Executive that the item would be discussed in more depth later in the agenda as there were exempt items to be considered.

**RESOLVED to continue to delegate to the Deputy Chief Executive all key approvals, in consultation with the cross-party Project Board, and subject to the overall project cost remaining within the financial limits already set or subsequently changed by the Finance and Resources Committee and/or Full Council as appropriate.**

21. CUSTOMER SERVICES STRATEGY 2019-2021

The Customer Services Strategy 2019-2021 detailed the actions that would be taken to develop Customer Services throughout the Council. The whole Council would be required to embrace the strategy. The committee noted the Strategy but queried the impact of the Digital Strategy. It was confirmed that adaptations would be made for customers needing it.

It was proposed by Councillor M Radulovic MBE and seconded by Councillor G Marshall that an amendment to the strategy be made to include an EIA.

**RESOLVED to accept the amendment and carry out an Equality Impact Assessment.**

22. LGA PEER REVIEW

The report highlighted that the Council had not had a peer challenge for over five years. The Local Government Association manage the sector-led improvement reviews with an aim to generate external perspectives and insights.

**RESOLVED to invite the LGA to conduct a peer challenge of Broxtowe Borough Council.**

23. GREATER NOTTINGHAM GROWTH OPTIONS STUDY

The report outlined how the Council would act as a lead authority in the procurement of a piece of vital evidence required on behalf of the Greater Nottingham Housing Market Area to progress the Aligned Core Strategy Review. Benefits would include maintaining control over development and maintaining partnership arrangements which would lead to financial benefits. Members discussed the importance of the report in regards to the Local Plan. It was suggested that roadshows should be held to involve communities and parish councils. It was noted that this report was the basis for policy - not policy in itself and all future decisions would come to either the Jobs and Economy Committee or Full Council.

**RESOLVED that the Council act as lead authority on behalf of the Greater Nottingham Councils in the procurement of a Greater Nottingham Growth Options Study and the Section 151 Officer be given delegated authority to**

**accept the tender and sign the tender contract on behalf of the Council once appointment is made.**

24. REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE

The Committee noted the progress made in achieving the Corporate Plan priorities and received an update as to the latest financial performance as measured against the budget. Members acknowledged that town centres continued to pose a challenge and while some areas of the borough were performing well, other areas needed extra attention. Stapleford was one of the 100 towns, however, selected to bid for government money. The bid would be discussed at the Jobs and Economy Committee. It was agreed that the new Corporate Plan would have new performance indicators and new areas of focus.

25. WORK PROGRAMME

Members discussed child poverty in the borough and queried how it was measured. It was noted that area action plans were crucial to tackling child poverty within parts of the borough and that child poverty was not solely based on financial circumstances but opportunity, skills and life chances. A pack was in progress for Councillors containing figures regarding each area.

**RESOLVED that the Work Programme be approved.**

26. 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 involved the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.**

27. REFERENCE – HOUSING OPTIONS RESTUCTURE

The confidential information was noted.

28. BEESTON TOWN CENTRE REDEVELOPMENT

**RESOLVED to continue to delegate to the Deputy Chief Executive issues regarding the contract negotiations.**

This page is intentionally left blank

**Joint report of the Chief Executive, the Deputy Chief Executive and the Strategic Director****REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE**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 October 2019 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 31 October 2019 is also included.

**Recommendation**

**The Committee is asked to NOTE the progress made in achieving the Corporate Plan priorities and with regard to the financial position for 2019/20.**

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 2019.

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 Local Plan Part 2 has been adopted following approval by full Council on 16 October 2019.

- Become an excellent housing provider (Ho2)

The 'STAR' questionnaire has been sent to local residents to assess the satisfaction with the Housing Service.

A House Delivery Plan is being developed by the Housing Service.

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

HMO research is being undertaken following concerns about increasing levels to assess whether there is need for further regulation. The Jobs and Economy Committee will receive a report on the findings.

### Critical Success Indicators for Housing

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Rent Collection: Rent collected as a proportion of the rent owed	BV66a	99.9%	99.0%	96%	2019/20 quarter 1 = 92% The new RentSense system is now embedded. This is assisting the team to make further improvements in rent collection.
Private sector vacant dwellings that are returned into occupation or demolished	HSTOP_11	34	25	6	On track to achieve target. Total for 2019/20 is 12.
Overall satisfaction (Housing)	HSTOP_01	95.3%	87.0%	90.6%	522 satisfaction forms were received during Q2. These consisted of Repairs (438), Allocations (47), Income (19), Engagement (17) and Right-to-Buy (1).
HSTOP10_02 Gas Safety	HSTOP_02	99.9%	100%	99.9%	Gas safety checks remain on track to achieve target. In quarter 21,686 gas appliances serviced.

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Net additional homes provided	NI154	297	360	-	Part 2 Local Plan was adopted on 16 October 2019. The way of monitoring housing completion has changed as a result of the housing delivery test requirements. The figures provided are consistent with this. Following adoption of the Part 2 Local Plan a number of allocated sites will be available for housing to improve delivery.
Supply of ready to develop housing sites	NI159	72%	100%	78%	Adopting Part 2 Local Plan will fully address the five-year housing land supply shortage. Sites allocated are expected to come forward for development within two years of the adoption of the Plan. There is regular dialogue with developers, house builders and external funding providers to unlock the more difficult to develop sites and these efforts are already showing signs of success with the highest house building figures for 10 years achieved in 2017/18.

## 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)**

Plans are being developed to regenerate Stapleford following a meeting with local Councillors. The aim is to position the town to become a HS2 gateway town and to ensure the population are skilled and qualified to take advantage of high quality job opportunities which will come along with HS2. The plans will also improve the environment, help the town centre evolve and improve to adapt to the challenge of changing retail patterns. The Council is working towards offering additional housing and better community facilities.

In the last four years, 130 new businesses have been created in the Borough.

Businesses continue to be supported through the Council's provision of business health check sessions, held in conjunction with the D2N2 Growth Hub. The business health check sessions offer support to established businesses looking to develop and move on to their next stage. Support has offered to businesses to help them through the Brexit transition process, using email updates and seminars available elsewhere in the N2 area.

Broxtowe business start-up grants were launched in October 2018 designed to assist businesses starting-up and creating at least one job which will be based within Broxtowe. An updated report is to be presented to Jobs and Economy Committee in November 2019.

HS2 are currently consulting on a number of design refinements for the Phase 2b route, including one refinement within Broxtowe.

Stapleford is one 100 towns in England that has been invited to bid for a share of the £25m investment from the 'Towns Fund'. This is an exciting opportunity that will help develop the town.

A bid to develop an industrial unit on the Mushroom Farm site in the north of the Borough has been prepared. This would provide valuable employment opportunities in the area.

Work has been commissioned by the Jobs and Economy Committee to develop the economic case, and to explore in detail issues associated with extending the tram to Kimberley, Eastwood and Amber Valley.

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

A further piece of street art was commissioned by the Council using an art fund inherited from Henry Boot plc. The artwork Mural Life spray has been painted on Station Road.

In addition to the possible 'Town Funds' other ideas are emerging for the regeneration of Stapleford town centre. These include creating a business incubator hub, introducing traffic management initiatives to improve flow and ease congestion, increase the amount of housing through repurposing of empty shops and reviewing community facilities. Other leisure and environmental improvements are being considered.

Similar ideas are being explored for the regeneration of Eastwood and its surrounding areas, including leisure facilities, green spaces and Brinsley community centre.

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

The regeneration of Beeston Square has taken a major step forward with the signing of a lease with Arc Cinema. A contractor has been appointed for the construction of the cinema. The sale of the residential land is progressing and the financing arrangements coming together.

Critical Success Indicators for Business Growth

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Employment Land take up	ERLocal_02	4,257m <sup>2</sup>	N/A	N/A	Data is collected annually.
Planning applications approved for employment development Class B1/B2/B8	ERLocal_03	N/A	N/A	N/A	20 applications approved in 2016/17
Town Centre occupancy:				Oct19	Targets based on average for year. Q1 values showed:
• Beeston	TCLocal_01a	94.6%	93%	92%	Decrease from 94% Q2 2018/19
• Kimberley	TCLocal_01b	92.3%	93%	88%	Decrease from 92% Q2 2018/19
• Eastwood	TCLocal_01c	88.8%	93%	90%	Stable from 90% Q2 2018/19
• Stapleford	TCLocal_01d	86.2%	93%	87%	Increase from 86% Q2 2018/19 National score for July to Sept 2019 = 90%
Planning applications approved for new retail and commercial floorspace within the town centres	TCLocal_05	N/A	N/A	N/A	Data collected annually. There have been no new units built in the town centres and no units have expanded. This is in line with emerging planning policy which proposes to amend and shrink town centre boundaries in some locations to increase long term viability.

**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)

The Environment Service carry out duty of care visits to ensure waste is being disposed of correctly. Officers also work with volunteer groups undertaking litter picks as part of the Clean and Green Campaign.

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

Five Broxtowe open spaces have retained their Green Flag awards. Bramcote Hills Park, Colliers Wood, Moorgreen, Alexandrina Plantation/Sandy Lane, Bramcote, Brinsley Headstocks and The Old Church Tower Bramcote are all acknowledged after external inspection to be among the best green spaces in the country, so have retained the prestigious Green Flag Awards.

This is a tribute to the many hours of hard work put in by our grounds maintenance team and the residents who are Friends of these open spaces.

The new Play Area at Hickings Lane Recreation Ground, Stapleford has officially opened following £160,000 of improvements to the site. This follows on from the first phase of the project which saw a new Multi Use Games Area opened on the site. The new play area has an accessible rubber surface and features play equipment designed to accommodate a wide range of ages and abilities. The central feature, a steel dome with a suspended rope climbing feature beneath is the star of the show and is complemented by traditional play units, swings, slides, a seesaw, trampoline and basket swing.

The total scheme, including the new games area was funded by a £93,000 grant from FCC Communities Foundation, along with a further £67,000 from the Council's Pride in Parks scheme. One of its primary users, Stapleford Town Football Club, contributed £1,000 towards the project and United Living, the Councils' home modernisations contractor, provided £5,000 towards the scheme. The football club together with Stapleford Community Group provided valuable support to the funding application in helping to undertake local consultation work.

The final designs and costs for the King George V Park, Bramcote were approved and work commenced in October 2019. The £123,500 project includes a new play area, outdoor fitness equipment and access improvements.

The play area at Sherman Drive Open Space, Chilwell began in September 2019. The £30,000 scheme is being funded from the Council's 'Pride in Parks' budget. The work was undertaken by Land Restoration Services Limited, who are very experienced in play area work. They recently completed the new play area at Hickings Lane Recreation Grounds, Stapleford.

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

At the full Council meeting on 17 July 2019, Councillors passed a motion to declare a Climate Change Emergency and committed to produce a new Climate Change and Green Futures Programme, which will include the setting of a net carbon neutral target for Broxtowe Borough Council by 2027. There will be many strands to the programme.

One area of work is the installation of 28 new Electric Vehicle Charging Points in Beeston, Stapleford, Kimberley and Eastwood thanks to funding from the Go Ultra Low Cities Project.

School children at the Priory Catholic School, Eastwood, Greasley Beauvale Primary School and Albany Infant School, Stapleford were visited by the Council's Waste and Recycling team. They had the chance to sit in a bin lorry and learn about recycling. This activity is part of a programme to promote recycling in the local community.

A short educational video on household recycling was shown at the outdoor cinema screenings during the summer. The video was well received and it is hoped that this will improve the Borough's recycling rate.

### Critical Success Indicators for Environment

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Cleanliness of the streets and open spaces within the Borough (levels of litter)	NI195a	96%	97%	-	Surveys are undertaken three times a year so the result is the first in 2019/20. An independent road cleanliness survey gave the council a 'Passing' Grade and is one of 194 authorities inspected by the government. 10% of roads in the Borough were surveyed.
Number of fly tipping incidents removed	SSData_01	359	342	57	Data obtained annually. The quarterly data stated is an estimate. Q1=70.
Household waste recycled and composted	NI192	38.5%	40.2%	42.4%	Figure estimated as not all data is available. Accurate comparison with previous performance is not possible.
Parks achieving Broxtowe Parks Standard %	PSData_09	92%	98%	-	Surveys have been undertaken and results are being collated. Report will be available in quarter 3 2019/20.
Energy consumption across all operational sites Total kWh gas/ electric ('000)	CPLocal_03	8,114	8,280	TBC	Data calculated annually

## 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)

During the summer the popular Beeston Beach returned. A five week course and 'Introduction to Yoga' was offered to help de-stress residents.

Liberty Leisure hosted the Kimberley Triathlon on 22 September 2019 and the Moorgreen Duathlon held on 13 October 2019. The events proved popular with competitors, supporters and visitors.

A new Leisure Facilities Strategy has been commissioned to look at the future of our Leisure Facilities and how we can renew them for future generations.

Free swimming, for those aged under 17, was offered by Liberty Leisure Limited during the school summer holidays. This popular event is appreciated by families and is widely enjoyed.

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

Liberty Leisure Limited hosted a series of events throughout the summer. A new event, Timewarp 1940s, was held in August at Dovecote Lane Recreation Ground and was warmly received.

Once again free Play Days took place during the school holidays. Activities included slime making, KMK carts, a climbing wall, juggling, circus skills and 'have a go' archery. Family favourites, such as puppet shows, giant bubbles and children's rides were on offer as well as local community groups providing engaging and fun activities.

Broxtowe introduced the Mini Reel' outdoor childrens' cinema which was well attended.

A business proprietor in Beeston was given a £975 fine after being found guilty of contravening health and safety legislation at Nottingham Magistrates' Court. He was also ordered to pay £2,190 costs and a £97.50 victim surcharge.

- Reduce alcohol related harm in Broxtowe (He3)

Critical Success Indicators for Health

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Total Attendances for Leisure and Culture	LLDATA _E03 _H01 _B01 _K01 _C01 _S01	1,720k	1,700k	4,120K	Q2 target showed a decrease of 20K compared to Q2 2018/19.  Due to weather conditions some summer events were cancelled reducing the level of attendance.
Percentage of Inactive Adults in Broxtowe	LLLocal _G09	18.4%	25.1%	-	Data collected annually in October. 2016/17 = 26.1 2017/18 = 23.9

## 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)

Officers are working in with various partners on multiple action plans.

- Reduce domestic violence in Broxtowe (CS2)

A domestic violence conference took place on 2 September 2019 and was attended by a wide variety of the Council's partners. It provided a valuable opportunity for networking and enabled ideas and good practice to be exchanged.

### Critical Success Indicators for Community Safety

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe (Notts Police Strategic Analytical Unit)	ComS_011	2,011	2,126	537	Decreased from 569 in Q2 2018/19 2019/20 Q1/Q2 = 1,086 2018/19 Q1/Q2 = 1,092
Reduction in ASB cases reported in the borough to Environmental Health, Communities and Housing	ComS_012 Environm ental Health	480	-	119	Decreased from 147 in Q2 2018/19
	ComS_014 Communi ties	40	-	12	Decreased from 15 in Q2 2018/19
	ComS_013 Housing	191	-	41	Increased from 40 in Q2 2018/19
Repeat high risk domestic abuse cases referred to the Multi-Agency Risk Assessment Conference [% of all re-referrals]	ComS_024	24%	13%	17%	In Q2 2019/20 30 cases to MARAC of which 5 were repeat cases
Domestic Abuse in the Borough	ComS_025	834	550	749	Target reduced from 1,488 to reflect that only domestic crimes are recorded as opposed to domestic crimes and incidents. Data recorded six monthly.

Indicator Description	Code	Actual 2018/19	Target 2019/20	Q2 2019/20	Comments (incl. benchmarking)
Alcohol related referrals to Change-Grow-Live with positive outcomes from Broxtowe	ComS_085	103	100	23	Referrals - Some of the outcomes in quarter 2 will be from previous quarters referrals.
Alcohol related referrals to Change-Grow-Live with positive outcomes from Broxtowe	ComS_085a	94 (91.3%)	- (70%)	27 (100%)	Positive Outcomes - Target of 70% is based on mid-year performance 2018/19. More participants completed the programme in quarter 2 than were referred. The number of referrals is between 20-25 each quarter.
Complete action assigned to the Council in various Partnership Action Plans to address inequality and improve the lives of people living/working in the Borough	LSP 1820	-	100%	62%	The value shows progress on completing the Partnership Action Plans for Health, Dementia, Children and Young People, Older People, and Child Poverty  These plans cover a two year period starting in 2018.

## APPENDIX 2

## FINANCIAL PERFORMANCE

Employee Position

The summary position as at 31 October 2019 as regards to the employee budgets is as shown below:

Directorate	Budget to 31/10/2019 £	Actual to 31/10/2019 £	Variance £
Chief Executive's	1,502,638	1,502,084	(554)
Deputy Chief Executive's	1,831,900	1,805,532	(26,368)
Strategic Director's	2,785,738	2,601,510	(184,228)
<b>General Fund - Total</b>	<b>6,120,276</b>	<b>5,909,126</b>	<b>(211,150)</b>
Housing Revenue Account	2,195,171	2,078,327	(116,844)
<b>Total</b>	<b>8,315,447</b>	<b>7,987,453</b>	<b>(327,994)</b>

Any overtime worked in respect of October (paid in November) is not included.

The budget figures above exclude the vacancy rate target set for the General Fund when the 2019/20 budget was approved. This presently totals £328,257 for 2019/20. The table above shows that the Council is currently meeting the General Fund vacancy rate target. This will continue to be carefully managed with a view to ensuring that the target is achieved at the end of the financial year.

The HRA underspend to 31 October 2019 will be offset by additional payments to sub-contractors to ensure that the delivery of services to tenants is maintained.

Non-employee Expenditure Budget Variations

The most significant variations on non-employee budgets to 31 October 2019 are:

Budget Heading	Approved Budget 2019/20 £	Actual Spend 31/07/19 £	Projected Outturn 2019/20 £	Projected Variance 2019/20 £	Comments
<b>General Fund</b>					
Miscellaneous – Third Party Payments	0	0	60,700	60,700	Projected cost of the Interim Strategic Director seconded from Rushcliffe BC to 31 October 2019. No invoice received as yet in respect of costs in 2019/20.

**Income Budgets**

The position to 31 October 2019 in respect of the most significant variable income budgets is as follows:

<b>Income</b>	<b>Annual Budget 2019/20 £</b>	<b>Income to 31/10/2019 £</b>	<b>Latest Projection 2019/20 £</b>	<b>Projected Variance to Budget £</b>
Planning Fees	(530,000)	(252,363)	(530,000)	0
Pre-Planning & History Fees	(25,000)	(14,813)	(25,000)	0
Industrial Units Rent	(176,655)	(198,000)	(176,655)	0
Craft Centre Complex Rents	(36,100)	(38,645)	(36,100)	0
Garden Waste Income	(680,000)	(700,474)	(680,000)	0
Sale of Glass	(38,000)	(22,540)	(38,000)	0
Sale of Wheeled Bins	(29,750)	(14,618)	(29,750)	0
Recycling Credits - Glass	(116,000)	(37,509)	(112,200)	3,800
Trade Refuse Income	(597,000)	(547,164)	(597,000)	0
Special Collections Income	(60,000)	(40,116)	(60,000)	0
Parking P&D Income	(176,500)	(123,304)	(176,500)	0
Off Street PCN Income	(95,000)	0	(95,000)	0
Cemeteries – Fees and Charges	(200,500)	(106,977)	(200,500)	0
Miscellaneous Legal Charges	(20,000)	(9,047)	(20,000)	0
Land charges Income	(102,000)	(42,736)	(102,000)	0
Licence Income	(148,175)	(104,030)	(148,175)	0
Interest on Investments	(392,710)	(110,783)	(350,000)	42,710
Beeston Square Rent	(700,000)	(538,315)	(700,000)	0
General Properties Rent	(58,000)	(21,543)	(58,000)	0
<b>Total</b>	<b>(4,181,390)</b>	<b>(2,922,977)</b>	<b>(4,134,880)</b>	<b>46,510</b>

**Notes**

- i) Income in respect of glass recycling credits received from Nottinghamshire County Council in 2019/20 is assumed to be £9,350 per month based upon the credits for April to July 2019. The total received in 2018/19 was £101,613.
- ii) The 2019/20 budget for interest on investments assumed two interest rate increases during 2019/20 as was widely anticipated when the budget was set. This is not now expected to happen and the current expectation is that the next movement in interest rates is likely to be downwards.

**Capital Programme**

Capital programme expenditure as at 31 October 2019 is summarised as follows:

	<b>Approved Budget 2019/20 £</b>	<b>Actual Spend to 31/10/2019 £</b>	<b>Proportion of Budget Spent %</b>
General Fund	7,746,750	2,074,742	26.8
Housing Revenue Account	7,204,000	3,083,987	42.8
<b>TOTAL</b>	<b>14,950,750</b>	<b>5,158,729</b>	<b>34.5</b>

The table includes all capital schemes brought forward from 2018/19, as previously approved, in addition to any other budget changes made up to 31 October 2019. 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 excludes schemes totalling £2,438,400 for which the approval to proceed will be granted once a source of funding has been identified.

The most significant schemes with regards to spending to 31 October 2019 are:

<b>Scheme</b>	<b>Approved Budget 2019/20 £</b>	<b>Actual Spend to 31/10/19 £</b>	<b>Comments</b>
<b>General Fund</b>			
Replacement Vehicles and Plant	765,000	420,456	Budget for 2019/20 fully committed.
Beeston Square Phase2 (Net Compensation)	3,554,450	361,483	Part of budget for construction will slip into 2020/21.
<b>Housing Revenue Account</b>			
Central Heating Replacement	1,038,100	240,008	New electrical heating contract has been delayed. Tender process is now complete. Other work progressing as planned.
Modernisation Programme	1,563,000	1,137,539	Work progressing as planned.

## Report of the Chief Executive

**EQUALITY AND DIVERSITY ANNUAL REPORT 2018/19**1. Purpose of report

To provide members with an annual review of activity and outcomes in respect of the Council's equality and diversity work.

2. Background

The Council's Equality and Diversity Policy provides the framework for the Council's approach to the wide-ranging equality and diversity agenda. While incorporating the Council's legal responsibilities as a public body within the meaning of the Equality Act 2010, it also outlines the Council's aims and aspirations for achieving cohesive and inclusive communities and ensuring equal access to services. The Equality and Diversity Annual Report 2018/9 is provided at appendix 1 to this report.

Under the Equality Act, public bodies are required to publish equality objectives that will help them further the aims of the general duty. Equality objectives must be specific and measurable and are intended to help focus attention on the priority equality issues within an organisation and help deliver improvements in policy making, service delivery and employment.

Appendix 2 of the report sets out the Council's Equality objectives for 2019/21 and there follows an action plan for 2019-21 based on these objectives.

Appendix 3 sets out progress against objectives set in the plan for 18/19.

**Recommendation**

**The Committee is asked to NOTE the report including information contained in appendix 1; the progress in implementing the action plan for 2018/19 set out in appendix 3 and RESOLVE that the proposed Equalities Objectives and action plan for 2019-21 contained in appendices 2 and 4 be approved.**

Background papers

Nil

## APPENDIX 1

**EQUALITIES ANNUAL REPORT 2018/19**

This report highlights the work undertaken and the progress and achievements made by the Council and its partners in the area of equality and diversity during 2018/19.

**1. POLICY CONTEXT**

In Broxtowe we want a society in which everyone can contribute to and benefit from our shared ambitions and priorities. This aim is summed up in our policy statement:

‘Broxtowe Borough Council is committed to promoting equal opportunities, valuing diversity and tackling social exclusion. The Council will aim to provide opportunities that meet the diverse needs of different people and groups of people by ensuring that services and employment opportunities are accessible to all. Everyone will be treated fairly and with respect. Diverse needs will be understood and valued. The Council will aim to eradicate all forms of discrimination.’

The Council recognises that it has a duty to mainstream equality and diversity in all it does. We also understand that we have a duty to exercise leadership to promote fundamental rights such as equality of opportunity and freedom from discrimination and we accept that we are in a unique position as an employer, service provider and community leader to promote equality and prevent discrimination.

**2. EQUALITY AND DIVERSITY POLICY FRAMEWORK**

Broxtowe Borough Council has a strong infrastructure to ensure our commitment to equality and diversity is put into practice. Our policy framework outlines the key elements which contribute to the Council’s approach to the equality and diversity agenda.

**2.1 The Equality Framework for Local Government**

The Council was recognised at the ‘Achieving’ level of the Equality Framework for Local Government (EFLG). The accreditation acknowledged our strong corporate and organisational commitment to equality and diversity and our collaborative work with partners in tackling discrimination and disadvantage and in improving the quality of life of our residents.

**2.2 Equalities Working Group**

The Equalities Working Group is chaired by the Chief Executive and is attended by senior managers and front line staff from all of the Council’s departments and key service areas. Meetings of the group are also attended by trade union representatives. The group drives the equality and diversity work across the Council and is responsible for ensuring actions and targets are mainstreamed both corporately and across service areas. During 2018/19 the group has:

- monitored progress against the Council’s published equality objectives.

- Overseen progress against equality impact assessments undertaken during the year.
- Reviewed the take up of interactive training for equality and diversity through the Broxtowe Learning Zone, including training on the Equality Act 2010, visual impairment, autism awareness, deaf awareness, dementia awareness, preventing extremism and learning disability and introducing a new suicide prevention e-learning framework
- Overseen the roll out of mental health first aid training for all Managers
- Given advice and guidance on initiatives on hate crime, refugees, dementia, on the new People strategy, child poverty action plan and learning disabilities journey study.
- Received reports from the Disability Forum
- Discussed national reports and the implications of recommendations such as the LGA research on cohesion and integration in Broxtowe

### 2.3 Equalities Impact Assessments

An equality impact assessment (EIA) is a way of determining that a policy, function or service is delivered fairly to all sections of the community and that it promotes equality wherever possible. If a negative impact on a particular equality group is identified when undertaking an EIA, steps should be taken immediately to remove it if it cannot be justified.

During the course of 2018/19 the following EIAs were completed:

- Gas and electrical safety policies
- Void management policy
- Policy for customers with additional and support needs
- Allocations policy
- Rent arrears policy
- Leasehold management policy
- Tenancy management policy
- Housing repairs policy
- Discharge of homelessness duty through use of private sector accommodation policy
- Garage management policy
- Right to buy policy
- Contaminated land strategy
- Play strategy:
- Land disposals policy
- Decant Policy
- Alterations and improvements policy
- Pets policy
- Town centre trading policy
- Apprenticeship strategy
- People strategy
- Agency workers policy
- Trade Unions consultation policy
- Equal opportunities policy
- Equality and Diversity Policy

- Flexible retirement policy
- Learning and Development policy
- The budget for 19/20
- Statement of licensing policies
- Gambling Act statement of principles
- Dog control policy
- Safeguarding children policy
- Safeguarding adults policy
- Beeston Town Hall sale
- Guidance for the use of local lettings policy
- Housing recharge (sundry debts) policy
- HR Policies
  - Capability
  - Probation
- Flexible working
- Job sharing
- Leave
- Redeployment

The Council will continue to assess the impact of new policies, functions or services or revisions to them to ensure compliance with its legal obligations and to demonstrate that it has considered the impact of its decisions on people who share a protected characteristic.

The Council monitors information regarding its employees, and its recruitment policies, and the annual workforce profile was produced for 2018/19 which is available on the Council's intranet.

## 2.4 Training

The training section of the Human Resources division has a comprehensive equality and diversity learning programme which is fully endorsed by the corporate Equalities Working Group. As part of the corporate induction course, all new employees receive a copy of the 'Equality and Diversity at Work' handbook which is designed to reinforce the messages contained within the presentation. During the course of 2018/19, the following numbers of employees completed online learning courses relating to equality issues

Course	Mar 2019	
	Complete	In progress
<b>Equality Act 2010</b> – live since 2014	496	5
<b>Equality Act 2010 for ICT Services</b> updated August 2018	5	1
<b>Learning Disability Awareness</b> includes dyslexia – live since Oct 2016	28	1

<b>Autism Awareness</b> – live since Oct 2016	53	5
<b>Deaf Awareness</b> – live since Feb 2017	24	2
<b>Dementia Awareness</b> – updated June 2019	48	5
<b>Hate Crime</b> – live since Oct 2017	502	2
<b>Visual Impairment</b> – live since March 2018	22	0
<b>Mental Health Awareness</b> – live since May 2017	34	9

Learning Zone is accessible from a computer, laptop, tablet or smartphone, enabling users to access the site either at work, as part of their agreed learning programme, or in their own time for personal development

A range of other e-learning programmes have been developed and are made available to employees.

Knowledge and awareness of equality and diversity issues has been designed in to the Council's Core Abilities Framework, which is the competency framework against which employees are assessed and against which annual personal development plans are developed.

The Council also undertook a number of face to face training programmes relating to

## 2.5 Community Engagement

Broxtowe's Communications Strategy provides a framework for consulting with local people and stakeholders in the planning and delivery of services. We have a number of established means of communication including Community Action Teams (CATs), consultation with our tenants and leaseholders through Open Forums, Service Review Groups and Resident Involvement Groups and the Broxtowe Disability Forum.

In addition to these long-established and continuing consultation and engagement mechanisms, the Council undertook a number of additional bespoke consultation and/or engagement exercises during 2018/19 in order to gauge opinion, seek expert advice or to facilitate successful community projects.

Examples of these included consultation involved regarding Local Plan part 2 land allocations; Budget consultation for 2019/20, consultation with tenants in relation to the reshaping of the independent living service, and consultation regarding the future of Beeston Town Hall and Beeston Town centre regeneration.

**The Disability Forum** considered issues such as:

- The disability confident employer scheme
- Housing engagement strategy

- Housing engagement with tenants with disabilities
- Universal credit
- Learning disabilities learning journey
- Dementia action plan
- Access to Beeston station
- Mental health task and finish group
- Adult care service overview
- Voter ID pilot
- Disabled parking
- Budget consultation 19/20
- Accessibility of polling stations
- Assistance to visually impaired people to vote
- Communications strategy
- Independent living review

## 2.6 Complaints

Of the 344 stage 1 complaints recorded in 2018/19, 142 were completed with the monitoring data.

### Equalities Monitoring of complaints

Of the 344 stage 1 complaints recorded, 142 were completed with the monitoring data.

#### Gender

Male – 48  
 Female – 70  
 Not stated - 24

#### Ethnic Groups

British – 102  
 Indian – 3  
 Caribbean -1  
 African - 1  
 Irish/Traveller - 1  
 Not stated – 33  
 Any other Asian – 1

#### Age groups

<17 - 1  
 18–24 – 14  
 25–29 – 12  
 30–44 – 24  
 45–59 – 31  
 60–64 – 8  
 65+ – 10  
 Not stated – 42

#### Long term health problem that limits daily activity?

Yes – 28  
 No – 70  
 Not stated - 44

There does not appear to be a pattern of discrimination relating to people with disabilities or ethnic origin. The number of complaints by females as opposed to males is higher than in previous years, when it has consistently been equally split. This is something that will be continuously monitored.

### **3. EQUALITY AND DIVERSITY ACHIEVEMENTS DURING 2018/19**

This section of the report is intended to highlight some key achievements and developments in 2018/19 both in meeting the needs of vulnerable people and in responding to the aspirations of our diverse communities. Outcomes are highlighted across our corporate priorities.

#### **3.1 Housing**

The Housing Committee completed a review of its Retirement Living service. This resulted in completely re-shaping the independent living service; offering independent living assessments to our tenants and personalised action plans. New job descriptions for officers were devised and new activities officers appointed in order to promote wellbeing, independence and social enjoyment.

Our work on dementia progressed, with plans progressed to develop another two new dementia friendly bungalows in Beeston.

Adaptations to properties for people with disabilities were made in accordance with the policy. Expenditure of £841,565 was incurred in 2018/19.

A new Tenancy agreement was approved . There is an “easy read” version of this ( as a result of a “learning journey” for people with learning disabilities as far as the housing service is concerned)

A new structure was approved for housing with the rents team moving in to the housing department and additional officers whose role it is to focus on tenancy sustainment and financial inclusion. This is particularly useful for tenants with additional support needs

A Universal credit steering group continued to operate which includes the CAB, the housing section, Housing benefits section and DWP. This is ensuring that there is good planning to support people as Universal credit is introduced.

#### **3.2 Business Growth**

Under this priority the Council seeks to encourage business growth, the regeneration of town centres and in particular the implementation of Beeston town centre phase 2.

By the end of March 2018 Broxtowe had provided a total of 15 work experience placements to students, young job seekers and the long-term unemployed. 10 apprenticeship positions were in place at Broxtowe. A new apprenticeship strategy was produced during the year. The Council made special efforts to offer work experience placement.

Included within the Eastwood Action plan (another area of higher unemployment, lower educational attainment, higher poverty and poorer health outcomes), were initiatives which related to the running of a Job club in Eastwood, partnership with the CAB relating to additional debt advice in Eastwood; information events aimed families in partnership with the childrens' centre; substance misuse initiatives aimed at Young people in Eastwood in partnership with Change Grow Live and Eastwood young people's centre; smoking cessation activity and work to set up an Eastwood mental health hub in partnership with the CAB and MIND.

### **3.3 The Environment**

The Council is committed to protecting the environment and enhancing it for future generations and seeks to achieve this aim through innovative approaches to waste management and recycling, energy reduction, and the management and enhancement of our parks and open spaces. It is standard procedure in relation to all capital projects to enhance parks and open spaces to pay attention to the needs of disabled children and accessibility for disabled people to our parks and open spaces.

We recognise that the environment belongs to everyone and we endeavour to work with our community to achieve our objectives. Tree and shrub planting schemes take place with the engagement of local residents and community groups, particularly children and young people.

Our waste and recycling service provides an assisted collections service for domestic refuse. Disabled people, the elderly and the infirm, who may experience difficulty in placing their refuse bins at their property boundary ready for collection, receive a service which enables the bin to be pulled out for them. The service can also be offered on a temporary basis to people recovering from illness or injury or following surgery and which restricts their ability to place their bins at the appropriate collection point. In addition there are several of our housing complexes where all bins are pulled out without having to go through the application process.

An area of Chilwell cemetery has been allocated for Muslim burials and is now available.

### **3.4 Health**

L Leisure, the Council's leisure company, continued to provide opportunities to participate in activities regardless of age, gender, ethnic origin or physical ability. These included free swimming sessions for children during the school summer holidays, and targeted activities such as walking football sessions to encourage less active people to take physical exercise.

The Health partnership task group continues to deliver a programme of activities to address health inequalities in Broxtowe. This has included delivery of actions to encourage breastfeeding; reduce drug and alcohol misuse, reduce obesity and improve mental wellbeing.

The Council has developed and delivered a dementia action plan and a child poverty action plan. A multi-agency stakeholder group is meeting to help map services for people diagnosed with dementia in order to help these people link up with support services. This work has led to the potential creation of a new resource centre for people with dementia in Broxtowe and the Borough's vision for people in our area to live well with dementia was instrumental in influencing a private company to successfully seek planning permission to create a "dementia village" in our area.

Through the Health task group a learning disabilities network was set up which is helping people with learning disabilities to access services. This work is progressing to a deeper level in the Housing section.

Throughout the year, we worked with partners to deliver and support a number of successful community and multi-cultural events across the borough, including the Hemlock Happening and Christmas Lights switch on events.

Free swimming in the school holidays and Free play days run by liberty Leisure in Eastwood Kimberley, Stapleford and Beeston in July and August continue to enable youngsters from low income families to benefit from activity during the school holidays.

During the year, the Broxtowe Community Celebration Group worked to celebrate the diversity of our local community and to build positive partnerships between different faith and cultural groups. Unfortunately this group will cease to exist at the end of 2019, so if events previously organised by the group are to continue, fresh leadership. Councillors' views are sought on how this might best be achieved.

Holocaust Memorial day was solemnly remembered on 28 January 2018. Between 50-60 people attended including a Polish lady whose Grandfather had died in one of the death camps. She explained that the event is a helpful and important part of her calendar every year. The event's theme was "torn from home" and the focus was on the idea that Broxtowe was a home for those who had been displaced due to war or natural disasters. Speakers included Miso, a 7-year-old former Syrian refugee who has made Broxtowe her home.

The 14<sup>th</sup> annual Community Celebration event was held in July 2018 at its usual venue, Round Hill School, Beeston, where hundreds of people enjoyed food, music and performances which were representative of faiths and cultures from around the world. A post event evaluation was held and those surveyed overwhelmingly agreed that the event was successful in bringing people from different backgrounds together.

A Black History event took place in November 2018 at Alderman White school. Groups of 12 to 13 year olds heard personal stories of from our Caribbean Elders of their journey from the Caribbean and how life has changed drastically for them. Pupils also enjoyed Carib bean fruit tasters. The Elders re-launched their "Walk down Memory Lane" book which tells the story of the Windrush generation.

The calendar year concluded on 1 December 2018 with the cross-cultural 'Season of Lights' celebration .490 visitors attended, when there was an afternoon of culture music dance arts crafts and food. Festivals marked included Milan, Advent, Diwali, Hanukkah and those from Chinese and Russian cultures

Borough Councillors participated in the "Visit your Mosque" day in 2018 at Beeston Muslim centre.

### **3.5 Community Safety**

Crime disproportionately affects more deprived wards in Broxtowe. The Police and Crime Commissioner funded work which provided additional measures to tackle crime in Eastwood South during 2018/19.

The local community came together in January 2019 to mark the 19<sup>th</sup> annual Holocaust Memorial Day, which the Council is proud to have marked for a number of years. Those attending the ceremony at the Walled Garden at Bramcote Hills Park included civic dignitaries, members, officers, and community leaders, members of the public and young people from across the Borough.

The Refugee Steering group met regularly to oversee arrangements to support the welfare of those settling in our area under the Vulnerable People's resettlement programme.

## APPENDIX 2

**BROXTOWE'S EQUALITY OBJECTIVES**

Through these five broad headings and the targeted work identified under each one we propose to address our main priorities for improving our understanding of the inequalities in the borough, addressing identified needs and fostering good relations between our diverse communities.

**Develop our knowledge and understanding of the communities we serve**

- Keep borough profile data up to date and undertake an annual review of the statistical profile of Broxtowe and the disaggregated ward and community profiles to spot changes which might need changes to patterns of service delivery.
- Improve the quality of data about the issues affecting disadvantaged and minority groups including those protected under the Equality Act.

**Identify and deliver actions which aim to narrow the gap in outcomes between disadvantaged groups and the wider community**

- Work with partner agencies to identify health inequalities within disadvantaged groups and sections of the community and deliver targeted work through the Leisure and Health Committee and the Health and Older People's Task Group of the Broxtowe Partnership.
- Work with partners on the South Nottinghamshire Community Safety Partnership to deliver targeted work to tackle crime and anti-social behaviour and improve outcomes for vulnerable people.
- Deliver the pledges we have undertaken to tackle and alleviate child poverty in Broxtowe as part of our Child Poverty Strategy.
- Continue to deliver actions to address the needs of minority and vulnerable groups including work on supporting people to live well with dementia, work to tackle loneliness and to support those with mental health problems and learning disabilities.

**Improve service design and delivery through improved communication and engagement with our communities**

- promote the use of customer engagement and feedback to inform the way services are designed and delivered.
- improve and strengthen existing community engagement mechanisms through Community Action Teams, service review groups, the disability forum and local community groups and ensure consultation and engagement outcomes are fed back into the policy making arena.

**Embed equalities throughout the Council**

- Develop our workforce planning and profile data to improve the quality of protected characteristic information.
- Undertake a self-assessment against the criteria of the 'Excellent' accreditation of the Equality Framework for Local Government.
- Continue to deliver equality awareness training as part of the corporate induction process for employees and members.
- Continue to provide equality and diversity training to all employees and members.
- Improve the quality and quantity of information on the Council's website and improved monitoring of targeted outcomes.
- Learn from case study "customer journey" studies in order to progress understanding of the experience of customers with protected characteristics of the council's services.

**Foster good relations between our communities**

- Continue to support and promote events and activities that bring people together, celebrating the diversity of the borough and contributing to community cohesion.
- Improve the way in which refugees and asylum seekers are supported within the community with the assistance of voluntary effort within the community.

EQUALITY AND DIVERSITY ACTION PLAN 2018-2019 Progress in implementation

Action Code & Title	
<p>1.1 Keep Borough Profile Data under review to understand community changes and risks</p>	<p>The Borough Council uses LGInform plus website to provide ward profiles and assess changes and risks arising.</p> <p>Specialist profiles have recently been undertaken through Police analysts for Stapleford, and other profiles such as a knife crime profile has produced insights from data regarding risks and issues.</p> <p>A profile is also shared by the Police in relation to risk relating to extremism</p>
<p>1.2 Continue to improve the quality of data about disadvantaged and minority groups.</p>	<p>A Community cohesion profile for Broxtowe was examined in the Equality working group</p> <p>Joint strategic needs analyses have been used – for example recently to lead lines of enquiry when considering the needs of people with mental health problems.</p> <p>As part of a learning journey study the lived experience of people with learning disabilities of housing services has been explored.</p>

Action Code & Title	
1.3 Continue to develop and improve the disaggregation of borough data at the ward and LSOA level	This is available through the LGinform plus website
1.4 Promote electoral registration and participation in democracy in the light of under-represented groups	A successful voter id pilot took place during the year during which underrepresented groups were specifically reached out to with information and visited to ensure promotion of democracy. Work with young people also took place.
2.1 Complete actions contained within Health Task Group Action Plan to promote wellbeing including Support for cancer awareness Suicide prevention Brief intervention training Making every contact count training	A threats of suicide framework was produced for employees and some on line training introduced. Brief intervention and making every contact count training was conducted. Attempts were made to address cancer awareness raising but these proved difficult to implement
2.2 Review and update the Child Poverty Action Plan	completed
2.3 Deliver the actions contained within the Eastwood Action Plan	completed
2.4.Update and implement the Council’s Dementia action plan and continue to support initiatives to address loneliness and support people with mental health needs	completed
2.5 Complete the customer journey study into the experience of people with learning disabilities of living in Broxtowe through the learning disabilities network	Completed and led to a new easy read tenancy agreement
3.1 Work through local plan part 2 and neighbourhood plans to make provision for the identified accommodation needs of gypsy travellers	Policy adopted as part of the local plan
3.2 Work to improve the way refugees and asylum seekers	The steering group for asylum seekers and refugees

Action Code & Title	
are supported and integrated into the community	continues to support these groups to integrate
3.3. Ensure the roll out of E-learning and face to face training for employees to improve awareness of equalities issues	completed
4.1. Update the workforce profile for 2017/18	completed
4.2. Identify actions required to achieve the “Excellent” accreditation of the Equality Framework for local Government	Gaps identified
4.3 Review and Revise the Corporate Equality and Diversity Policy	completed
5.1 Support and provide community events to promote equality and diversity including <ul style="list-style-type: none"> <li>• Holocaust Memorial Day</li> <li>• Community celebration event</li> <li>• Season of Lights event</li> <li>• Hemlock Happening</li> <li>• Christmas lights switch on events</li> </ul>	
	completed
	completed
	completed
	Rained off
completed	

This page is intentionally left blank

**EQUALITY AND DIVERSITY ACTION PLAN 2019-2021**

Action Code & Title	Assigned To	Due Date
1.1 Keep Borough Profile Data under review to understand community changes and risks	Chief Executive	31-Mar-2021
1.2 Continue to improve and use the quality of data about disadvantaged and minority groups. In particular <ul style="list-style-type: none"> <li>• Housing: needs of older and disabled people. Develop a new strategy which takes into account this information.</li> <li>• Jobs and Growth: ensure approaches for regeneration in Eastwood, Kimberley and Stapleford have an inclusive approach to training and employment for minority groups and those who are disadvantaged</li> </ul>	Head of Housing Head of Planning and regeneration	31-Mar-2020
1.3 Continue to develop and improve the disaggregation of borough data at the ward and LSOA level	Ruth Hyde	31-Mar-2019
1.4 Promote electoral registration and participation in democracy in the light of under-represented groups, particularly in Parliamentary election (2019) and Police and Crime officer election (2020)	Elections Manager	ongoing
1.5. become a Disability Confident employer through offering work experience placements to people with disabilities and supporting employees with disabilities in the workplace	HR Manager	ongoing
1.6. Sign up to the Dying to work charter	HR Manager	30 November 2019
2.1 Complete actions contained within Health Task Group Action Plan to promote wellbeing	See action plan which allocates specific actions to individuals	31-Mar-2019

2.2 Review and update the Child Poverty Action Plan	See action plan which allocates specific actions to individuals	31-Mar -2020
2.3 Deliver the actions contained within the Eastwood Action Plan	Head of Public Protection	31-Mar-2020 31-Mar 2021
2.4. Prepare and deliver a new Stapleford priority action plan	Head of Public Protection	31-Mar-2020 31-Mar-2021
2.5.Update and implement the Council’s Dementia action plan and continue to support initiatives to address loneliness and support people with mental health needs	Communities officer (Health)	31-Mar-2021
2.6 Complete the customer journey study into the experience of people with learning disabilities of living in Broxtowe through investigating the setting up of a community living network	Head of Housing	31-Mar-2021
3.1 Work through local plan part 2 and neighbourhood plans to make provision for the identified accommodation needs of gypsy travellers	Local Plans Manager	31 <sup>st</sup> Jan 2020
3.2 Work to improve the way refugees and asylum seekers are supported and integrated into the community	Head of Public Protection	31-Mar—2020-21
3.3. Ensure the roll out of E-learning and face to face training for employees to improve awareness of equalities issues	Training Officer	ongoing
4.1. Update the workforce profile for 2018/19. Complete the gender pay gap annual return	Payroll and JE Manager	31-Dec-2019 and 20
4.2put together an action plan to achieve the “Excellent” accreditation of the Equality Framework for local Government	Ruth Hyde	31 January 2020
4.3 Review and Revise the Corporate Equality and Diversity Policy	Ruth Hyde	31-November-

		2019
5.1 Support and provide community events to promote equality and diversity including <ul style="list-style-type: none"> <li>• Holocaust Memorial Day</li> <li>• Community celebration event*</li> <li>• Season of Lights event*</li> <li>• Hemlock Happening</li> <li>• Christmas lights switch on events</li> </ul> *Subject to arrangements to succeed community celebration group	Head of Communications  Equalities officer  LLeisure  LLeisure	27-Feb-2020/21  July 2019/20 December 2019/20 July 2019/20  December 2019/20

This page is intentionally left blank

## Report of the 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.

3. Key Updates (some further details are given in the exempt appendix)

- The lease/operating deal with The Arc cinema has been completed.
- Sale of the residential element of the site is progressing well.
- Commercial discussions with restaurant/café bar operators are continuing.
- The main building contract has been awarded to Bowmer and Kirkland.
- Advanced utility works should be underway by the time of this meeting.
- Practical completion is programmed for the Autumn of next year.
- It is hoped that at least some of the units will be trading by Christmas 2020.

4. Financial implications

Policy and Performance Committee on 21 November 2017 delegated to the Interim Deputy Chief Executive responsibility for the financing of the Beeston Town Centre Development scheme.

Full financial implications were reported to Policy and Performance Committee on 3 July 2019 and then on to the Full Council of 17 July.

The overall project viability remains positive and the financing of it remains within the delegated powers of the Deputy Chief Executive. The spend profiles for this financial year and next financial year are currently being finalised in conjunction with the contractor and with the Council's consultants.

Regular updates will be provided to this committee and to Finance & Resources Committee / Full Council as required.

**Recommendations**

**The Committee is asked to:**

1. **NOTE** the report and any further verbal updates provided.
2. **RESOLVE** to continue to delegate to the Deputy Chief Executive all key approvals, in consultation with the cross-party Project Board, and subject to the overall project cost remaining within the financial limits already set or subsequently changed by the Finance & Resources Committee and/or Full Council as appropriate.

Background papers

Nil

This page is intentionally left blank

## Report of the Chief Executive

**YOUTH ACTION PLAN**1. Purpose of report

To invite Councillors to consider how to approach the creation of a Youth action plan for Broxtowe.

2. Detail

Some years ago the council engaged with the local Youth Council to produce a youth action plan, with actions which were funded through a budget of £10,000 set aside for the purpose.

This committee is invited to consider:

- Whether to embark on creating a Youth action plan for Broxtowe.
- If Councillors are minded to do this, who would they like to engage in the process and how?
- What would Councillors like to see included in a terms of reference for such a piece of work?
- What budget if any would Councillors like to recommend to Finance and Resources be set aside for the implementation of such a plan (probably in the 2020/21 budget).

3. Financial implications

To be considered as part of the discussion.

**The Committee is asked to CONSIDER the creation of a Youth action plan for Broxtowe and RESOLVE accordingly.**

Background papers

Nil

This page is intentionally left blank

**Report of the Chief Executive**

**CHILD POVERTY ACTION PLAN 2018/20 UPDATE**

1. Purpose of report

To update Members on the Child Poverty Action Plan 2018/20.

2. Background

In 2014, the Government produced a report: “*An evidence review of the drivers of child poverty for families in poverty now and for poor children growing up to be poor adults*”. It is not just fiscal measures that affect child poverty; other drivers include:

- Worklessness (Long-term) and Low Earnings
- Parental Qualifications
- Family Instability
- Family Size
- Parental Health and Disability
- Educational Attainment
- Housing
- Neighbourhood
- Debt
- Drug and Alcohol Dependency
- Child Health
- Non-Cognitive Development
- Home Learning Environment, Parenting Styles and Aspirations

The report suggests that it is the lack of income from parental employment (including low pay / reduced hours) that makes it hard to break free from poverty, and is driven by long-term worklessness, low parental qualifications, parental ill health or family instability, family size, drug and alcohol dependency.

Additionally, factors that are likely to cause a child to grow up to be a poor adult are poor educational outcomes which are influenced by parental qualifications, parental health, child health, the home environment (made up of the home learning environment and parental behaviours), child non-cognitive skills (including aspirations), childhood poverty.

The action plan, shown with updates at appendix 1, is Broxtowe Borough Council’s response to these drivers of poverty in our communities. A table showing the latest figures for child poverty in wards in the Borough is shown at appendix 2.

**Recommendation**

**Committee is asked to NOTE the progress on the Child Poverty Action Plan.**

Background papers - Nil

This page is intentionally left blank

**Broxtowe Borough Council****Child Poverty Action Plan January 2018 - March 2020**

<b>Department / Section</b>	<b>Action</b>	<b>Lead Responsibility</b>	<b>Comments / Annual Updates (as of 31 March 2019)</b>	<b>April - September 2019 update</b>
Private Sector Housing	Reduce housing disrepair.	Senior Private Sector Housing Officer	18 cases	5 cases
Private Sector Housing	Monitor Disabled Facilities Grant cases for children	Senior Private Sector Housing Officer	2 cases	0
Revenues, Benefits and Customer Services	Retain Council Tax Support Scheme	Head of Revenues & Benefits	The Council Tax Support scheme remains in place with little alterations from last year. In 2018/19, 7736 claims (£6,742,776)	Update due March 2020
Revenues, Benefits and Customer Services	Discretionary Housing Payment (DHP) (demand lead)	Head of Revenues & Benefits	The Council continues to be proactive in respect of DHP. £140,197 awarded in 2018/19	Update due March 2020
Human Resources	Offer apprenticeships within the Council	Human Resources Manager	2 apprenticeships (One in ICT and one in Parking, CCTV & Security).	5 apprenticeships: Information & Communication Technology Parking, CCTV & Security Capital Works Human Resources Business Support Currently recruiting replacement

Department / Section	Action	Lead Responsibility	Comments / Annual Updates (as of 31 March 2019)	April - September 2019 update
				ICT apprentice and Learning and Development Apprentice
Human Resources	As a Disability Confident Employer offer work experience placements	HR Manager	First 4-week placement started 20 August. Positive feedback received from Elections Team.  2 further placements	3 placement applications received: 1 placement offer not taken up 2 pending
Housing	<i>Home Sweet Home</i> project to prevent youth homelessness and raise awareness to Yr. 10/11 students through school workshops	Homelessness Manager	21 sessions delivered to 413 young people	5 sessions delivered to 98 young people

Department / Section	Action	Lead Responsibility	Comments / Annual Updates (as of 31 March 2019)	April - September 2019 update
Parks and Environment	Improve / upgrade free play areas for children and families:	Business & Projects Manager	Works completed in April 2018 as part of Pride in Parks Initiative	<p><b>Refurbish Play Area and Multi Use Games Area at Hickings Lane Recreation Ground Stapleford.</b> Major scheme to refurbish these 2 areas funded by the Council Pride in Parks Initiative and successful external funding bids. Both have been very successful with 2 opening events held.</p> <p><b>Sherman Drive Play area Chilwell. Upgrade play area.</b> Refurbishment complete and play area open for use.</p> <p><b>Basil Russell Playing Field Nuthall</b> Additional outdoor fitness equipment and outdoor table tennis table installed funded through Pride in Parks initiative.</p> <p><b>Trowell Parish Hall</b> Outdoor table tennis table, outdoor boules court and extended play provision installed funded through Pride in Parks initiative</p>
	Broadgate Park, Beeston, Play Area Upgrade	Business & Projects Manager	Completed April 2018	
	Refurbish Trim Trail Brmcote Hills Park	Business & Projects Manager	Works done to refurbish some items of equipment. June 2018.	
	Refurbish Play area Leyton Crescent Recreation Ground, Beeston	Business & Projects Manager	Major scheme to refurbish the full play area as part of Pride in Parks scheme. Huge success with major opening event undertaken	
	Refurbish Play Areas at Mansfield Road Recreation Ground, Eastwood and	Business & Projects Manager	Two more schemes as part of Pride in Parks Initiative. Both Schemes now completed and play areas open for use	

Department / Section	Action	Lead Responsibility	Comments / Annual Updates (as of 31 March 2019)	April - September 2019 update
	Millfield Road Recreation Ground , Kimberley			
Capital Works	500 (approx.) solid wall properties require external / internal insulation	Modernisations Manager	182 properties completed with external wall insulation to March 2019	8 dwellings completed 30 dwellings in progress
Communities	Support actions within the Nottinghamshire Life Chances for Children & Families Strategy  Strategy refresh	Communities Officer	On –going.  21 June 2018	All partners of the Nottinghamshire Life Chances Group to sign up as Disability Confident Employers – following recommendation by BBC

Department / Section	Action	Lead Responsibility	Comments / Annual Updates (as of 31 March 2019)	April - September 2019 update
	Universal Credit briefings to partners in Broxtowe		workshop for the Children and Families Alliance held Completed  Meeting held 23 October for UC roll out in Beeston November 2018	
Environmental Health	Increase number of Healthy Options Takeaways (HOT) in Broxtowe.	Chief EHO / Communities Officer	15 premises signed up (figure was higher but some businesses have closed). Working in partnership with Everyone Health	5 premises signed up. Again some closures – 18 premises in total
Chief Executive	Safeguarding Workshop to review Child Poverty Action Plan progress	Chief Executive	Review meeting held	Review meeting held May 2019 Safeguarding workshop on 19th September 2019 and GMT received an annual safeguarding update on 10th October 2019
Finance	Grants to voluntary and community organisations and charitable bodies	Chief Audit & Control Officer	Details available at: <a href="https://www.broxtowe.gov.uk/about-the-council/data-protection-foi-open-data/open-data-transparency/datagroups/finance-open-data/">https://www.broxtowe.gov.uk/about-the-council/data-protection-foi-open-data/open-data-transparency/datagroups/finance-open-data/</a>	Grants to voluntary and community organisations and charitable bodies £98,450
Finance	Grant to Citizen's Advice Broxtowe	Chief Audit & Control Officer	Grant request was approved by the Finance and Resources Committee on 12 July 2018	Grant to Citizen's Advice Broxtowe £73,750
Housing	Recruitment of: Tenancy	Housing Operations	Both officers have been recruited and are working with tenants of the	The Tenancy Sustainment Officer continues to support our most

Department / Section	Action	Lead Responsibility	Comments / Annual Updates (as of 31 March 2019)	April - September 2019 update
	<p>Sustainment Officer (TSO)</p> <p>Recruitment of: Financial Inclusion Officer (FIO)</p>	Manager	<p>Council. The TSO is mainly dealing with our known most vulnerable that are slipping between statutory agencies. Some of these are clients with children, some with safeguarding concerns.</p> <p>The FIO is mainly dealing with preparation for Universal Credit borough wide. Also dealing with the highest rent arrears cases. Many of these involve households with children as the financial circumstances of families and arrangements regarding benefits can be more complex.</p> <p>Reports have been provided to the Housing Committee</p>	<p>vulnerable tenants to sustain their tenancies.</p> <p>The role of the Financial Inclusion Officer has recently moved to work in the Housing Income team as part of the restructure that saw the Income Team move into the housing department. The work of the role has been so successful that an additional post has been approved and a second officer started work in November 2019.</p>
Economic Development	Provide job clubs for areas across Broxtowe Working with local organisations and businesses to provide job clubs.	Senior Economic Development Officer	Continuance of the Jobs Club has been approved by Jobs and Economy Committee	On-going
Economic Development	Organise job fairs across	Senior Economic Development	Post was vacant for a substantial period and as a consequence, a	Jobs Fairs been held in Stapleford and in Beeston. 'Recruiting Talent

<b>Department / Section</b>	<b>Action</b>	<b>Lead Responsibility</b>	<b>Comments / Annual Updates (as of 31 March 2019)</b>	<b>April - September 2019 update</b>
	Broxtowe	Officer	jobs fair was not organised.	in Broxtowe' event to be organised for Feb 2020.

Revenues, Benefits and Customer Services	Partnership with CAB for debt / benefits advice	Head of Revenues and Benefits		Partnership is in place and support is being provided. CAB Handled £8.7m worth of debt in Broxtowe in 18/19 helping with 3558 debt issues during the year.  During 18/19 CAB assisted Broxtowe residents to claim additional ongoing benefits of £2.63m. 4736 welfare benefit issues dealt with in 18/19.
--	---	-------------------------------	--	---

This page is intentionally left blank

Child Poverty Data 2016 (Published December 2018)

Based on HMRC release showing the proportion of children living in families in receipt of out-of-work (means tested) benefits or in receipt of tax credits where their reported income is less than 60% of UK median income:

	<b>Under 16</b>	<b>All children</b>
England	17.0%	17.0%
East Midlands	16.6%	15.9%
Nottinghamshire	15.6%	15.2%
Broxtowe	13.5%	13.3%
Attenborough & Chilwell East	5.9%	5.9%
Awsorth, Cossall & Trowell	9.0%	9.2%
Beeston Central	22.6%	22.9%
Beeston North	18.3%	19.0%
Beeston Rylands	12.6%	12.4%
Beeston West	5.4%	5.5%
Bramcote	5.4%	5.3%
Brinsley	12.7%	13.9%
Chilwell West	19.8%	19.4%
Eastwood Hall	7.1%	8.4%
Eastwood Hilltop	22.1%	20.7%
Eastwood St Mary's	34.0%	32.7%
Greasley	7.4%	7.1%
Kimberley	13.1%	13.1%
Nuthall East & Strelley	6.0%	6.7%
Stapleford North	21.8%	21.8%
Stapleford South East	16.9%	15.8%
Stapleford South West	15.4%	15.1%
Toton & Chilwell Meadows	3.7%	3.8%
Watnall & Nuthall West	9.9%	9.9%

**Definition of child**

The measure includes dependent children under the age of 20. A dependent child is defined as an individual aged under 16 or an individual aged 16 to 19 years who is:

- not married nor in a Civil Partnership nor living with a partner; and
- living with parents; and
- in full-time non-advanced education or in unwaged government training

This is the same definition as used within tax credits, Child Benefit and Income Support and Jobseekers Allowance.

This page is intentionally left blank

**Report of the Strategic Director**

<b>WORK PROGRAMME</b>
-----------------------

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
5 February 2020	<ul style="list-style-type: none"> <li>• Review of Corporate Plan Progress and Financial Performance</li> <li>• Review of Terms of Reference for Committees</li> <li>• Beeston Square Progress Report</li> <li>• Corporate Plan 2020-2024</li> <li>• Beeston Town Centre Overview</li> <li>• Stapleford Town Centre Overview</li> <li>• Child Poverty Action Plan – Events</li> </ul>

<b><u>Recommendation</u></b>
------------------------------

<b>The Committee is asked to CONSIDER the Work Programme and RESOLVE accordingly.</b>
---

Background papers

Nil

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank