

4. SCRUTINY REVIEWS (Pages 11 - 12)

The purpose of this report is to make Members aware of matters proposed for and undergoing scrutiny. This is in accordance with all of the Council's priorities.

5. ENVIRONMENT AND CLIMATE CHANGE

5.1 CLIMATE CHANGE STRATEGY AND CLIMATE CHANGE COMMUNICATION BUDGET (Pages 13 - 66)

To seek approval for the revised Climate Change Strategy and the creation of a climate change communications budget.

6. RESOURCES AND PERSONNEL POLICY

6.1 STATEMENT OF ACCOUNTS UPDATE AND OUTTURN POSITION 2022/23 (Pages 67 - 86)

To report on the revenue and capital outturn position for 2022/23, provide an update on progress with the preparation of the draft annual statement of accounts for 2022/23 and approve the revenue and capital carry forward requests to the 2022/23 financial year.

6.2 TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023 (Pages 87 - 102)

To inform Members of the Treasury Management activity and the actual Prudential Indicators for 2022/23.

7. HOUSING

7.1 MANAGEMENT OF COMMUNAL AREAS POLICY (Pages 103 - 124)

To seek approval for an updated Management of Communal Areas Policy

8. ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

8.1 DURBAN HOUSE, EASTWOOD MAINTENANCE WORKS (Pages 125 - 128)

To update the Council on the works required at Durban House to bring the property back into use.

8.2 GOVERNMENT INQUIRY LAUNCHED INTO USE OF CRUMBLING CONCRETE IN PUBLIC BUILDINGS (Pages 129 - 130)

This report recommends that the Council responds to a Government inquiry into the use of deteriorating concrete on public buildings amid concerns of potential collapses.

9. CABINET WORK PROGRAMME (Pages 131 - 132)

Cabinet is asked to approve its Work Programme, including potential key decisions that will help to achieve the Council's key priorities and associated objectives.

10. EXCLUSION OF PUBLIC AND PRESS

Cabinet 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 items of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, and 3 of Schedule 12A of the Act.

11. LEISURE AND HEALTH

11.1 KIMBERLEY SCHOOL LEISURE CENTRE (Pages 133 - 140)

12. ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

12.1 REGENERATING BEESTON TOWN CENTRE (Pages 141 - 146)

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CABINET

TUESDAY, 6 JUNE 2023

Present: Councillor M Radulovic MBE, Chair

Councillors: G Marshall (Vice-Chair)
S A Bagshaw
R E Bofinger
C Carr
H J Faccio
J W McGrath
H E Skinner
P A Smith
V C Smith

1 APOLOGIES

There were no apologies for absence.

2 DECLARATIONS OF INTEREST

Councillor J W McGrath declared a non-registerable interest in item 5.1 as a member of his family is employed by Liberty Leisure Ltd, minute number 5.1 refers. Councillor McGrath declared an other registerable interest in item 8.1 as he is a member of the Stapleford Town Board, minute number 7.1 refers. Councillor McGrath declared an other registerable interest in item 12.1 as a number of those mentioned in the report were known to him, minute number 11.1 refers.

Councillor H E Skinner declared an other registerable interest in item 7.1 as she is a Board member of Chilwell Community Association, minute number 6.1 refers.

3 MINUTES

The minutes of the meeting held on 14 March 2023 were confirmed as a correct record.

4 EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS

Cabinet noted the exercise of the Chief Executive's Urgency Powers, including the approval of a budget of £20,000 to commission a refresh of the evidence base for the possible adoption of a Community Infrastructure Levy for Broxtowe, which will be funded directly from General Fund Reserve balances in 2023/24. It was suggested that training be organised for Members in relation to information about the Community Infrastructure Levy.

In the second case of the use of Urgency Powers, the Chief Executive was approached by a leader from the Muslim community in Beeston to exercise discretion to waive the requirement of a double charge for out of Borough residents for burial in the Muslim burial ground in Chilwell.

5 REPORT OF MULTIPLE PORTFOLIO HOLDERS

5.1 BRAMCOTE LEISURE CENTRE SHOWER AREA WALL TILES REPLACEMENT

Cabinet was informed that Liberty Leisure Ltd had carried out ongoing maintenance to the shower area at Bramcote Leisure Centre by replacing broken, loose and fallen tiles. The walls that the tiles were attached to were no longer suitable for attaching new tiles as the wall was too wet and damaged in places. It was stated that the area was unsafe with tiles occasionally starting to fall off the wall with other tiles being broken. Plastic sheeting was being used as a temporary solution to make the area safe while customers showered. Following inspection, the Interim Head of Asset Management had identified the area was unsafe and required remedial work urgently.

RESOLVED that the funds requested for the installation of failed tiling within the swimming facilities to replace the existing wall tiles be approved.

Reason

The Council, as a provider of Leisure Services has a legal duty to ensure the safety of its buildings and the Health and Safety of its staff and visitors. This duty is stated in the Health and Safety at Work Act 1974 and associated legislation.

(Councillor J W McGrath, having declared a non-registerable interest in the item left the room prior to discussion or voting thereon.)

6 LEISURE AND HEALTH

6.1 INTRODUCTION OF CHARGING FOR FOOD HYGIENE RE-RATING INSPECTIONS

The Council operates the National Food Hygiene Rating Scheme which gives businesses in scope a food hygiene rating that they can display in their premises. A rating between 0 (urgent improvement necessary) to 5 (very good) can be given. Any business scoring less than a 5 can request a re-rating inspection in accordance with the Brand Standard. This activity can be charged for to offset the cost of providing this activity.

RESOLVED that Food Hygiene Re-Rating requests are charged for on a cost recovery basis and that fees are reviewed annually.

Reason

The ability to charge allows for greater flexibility in the number of requests a business can make.

6.2 GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2023/24

Cabinet considered requests for grant aid in accordance with the provisions of the Grant Aid Policy. New Stapleford Community Association had requested £4,000. A further grant request had been made for the D H Lawrence Music Festival.

RESOLVED that the grant aid requests be approved accordingly.

- | | | |
|----|---|---------------|
| 1. | New Stapleford Community Association | £4,000 |
| 2. | D H Lawrence Music Festival | £2,500 |

Reason

Consideration for not awarding the grant may have a negative impact for the users and individuals relying on the service. The Council is empowered to make grants to voluntary organisations by virtue of Section 48 Local Government Act 1985 (as well as other Legislation). Having an approved process in accordance with legislation and the Council's Grant Aid Policy would ensure the Council's compliance with its legal duties

(Councillor H E Skinner, having declared an other-registerable interest in the item left the room prior to discussion or voting thereon.)

7 ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

7.1 UPDATE ON STAPLEFORD TOWN DEAL

Cabinet received an update on the delivery of the £21.1 million Stapleford Town Deal Programme and noted the progress being made to deliver the Stapleford Towns Fund projects. It was stated that consideration of the interests of all parties would be taken into account and that any decisions would consider the outcomes of any consultation event.

RESOLVED that:

- 1. A bid be submitted by the Council to The Football Foundation for funding for a 3G football pitch to be located on Hickings Lane recreation ground subject to planning permission being secured.**
- 2. Approval is sought to provide a single tender waiver for VIA EM for the detailed design of the Cycle Super Highway Network; (An exception to the Council's financial procedure rules be made), to enable a Single Tender award of contract to VIA EM, under the Town Deal's Local Assurance Framework to enable design of the Cycle Network as part of the Stapleford Town's deal.**

Reason

Formal endorsement was necessary for decisions in the Council's capacity as accountable body. The decisions are supported by both the Stapleford Town Deal

Executive Board and the Town Deal Delivery Board. The decisions pertained to submitting a bid to the Football Foundation for a 3G football pitch on Hickings Lane and mandates to accept a single tender waiver for VIA EM.

(Councillor J W McGrath, having declared an other-registerable interest in the item, left the room prior to discussion or voting thereon.)

7.2 UPDATE ON LEVELLING UP FUND PROGRAMME: 'KIMBERLEY MEANS BUSINESS AND SHARED PROSPERITY FUND YEAR TWO, GOVERNANCE & DELIVERY DECISIONS

Cabinet received an update on the progress of both the Kimberley Levelling Up Fund and Borough-wide Shared Prosperity Fund Regeneration Programmes. It was noted that the UKSPF Member Advisory Working Group had been included in the constitutional amendments endorsed by full Council. The Working Group's recommendations would be referred to Cabinet for approval unless urgent, in which case recommendations of the Working Group would be delegated to the Deputy Chief Executive for a decision.

It was stated that there would be endeavours taken to enable a governance method which suited Kimberley Town Council in addition to the representation of stakeholders without constraining decision making abilities.

RESOLVED that:

- 1. The decisions in respect of the next steps in the Kimberley Means Business Levelling Up delivery plan as detailed in appendix 1 of the report be approved.**
- 2. The decisions in respect of the next steps in the Broxtowe Shared Prosperity Fund as detailed in appendix 2 of the report be approved.**
- 3. Three separate workshops respectively for Officers, Officers and Members and Officers, Members and wider stakeholders be held to develop and propose the detail of governance arrangements for delivery and governance oversight of the Kimberley LUF**
- 4. The temporary Economic Development Officer post be extended to a period of two years, funded from additional capacity grant from the government.**

Reason

By endorsing the decisions this would enable the further determination of the programme of Governance for both funds.

8 CABINET WORK PROGRAMME

Cabinet considered the Work Programme, including potential key decisions that would help to achieve the Council's key priorities and associated objectives. It was suggested that an update on the Arthur Mee Centre be submitted to a future meeting.

RESOLVED that the Work Programme, including key decisions, be approved.

Reason

The items included in the work programme would help to achieve the Council's key priorities and associated objectives.

9 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, 3 and 4 of Schedule 12A of the Act.

10 ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

10.1 UPDATE ON STAPLEFORD TOWN DEAL FUND APPENDIX

Cabinet noted the appendix from agenda item 11.1.

10.2 UPDATE ON LEVELLING UP FUND PROGRAMME: 'KIMBERLEY MEANS BUSINESS AND SHARED PROSPERITY FUND YEAR TWO, GOVERNANCE & DELIVERY DECISIONS APPENDIX 3

Cabinet noted the appendix from agenda item 11.2.

10.3 PROPOSAL FOR THE GRANT OF LICENCES AND LEASES OF VARIOUS PREMISES & APPROVE WORK TO PREMISES

RESOLVED that:

- 1. The proposals relating to the letting of premises/accommodation at Montrose Court, the Council Offices and at The Square, Beeston be approved.**
- 2. A budget for the provision for the cost of blinds to be installed in the Arc Cinema be included within the residual balance of the Beeston Square Phase 2 scheme in the Capital Programme which is due to be carried forward to 2023/24.**

Reasons

1. The lettings provide flexibility for the Council and generates income from available space to good quality tenants.
2. The lobby area has had substantial solar gain in this area because of the large area of glazing. To resolve this and having considered alternative options, it is proposed that blinds are installed.

11 RESOURCES AND PERSONNEL POLICY

11.1 IRRECOVERABLE ARREARS

RESOLVED that the arrears in excess of £1,200 on national non-domestic rates, council tax, rents, housing/council tax benefit overpayment and sundry debtors as set out in the report be written off and to note the exercise of the Deputy Chief Executive's delegated authority under financial regulation 5.9.

(Councillor J W McGrath, having declared an other-registerable interest in the item, left the room prior to discussion or voting thereon.)

Report of the Monitoring Officer

SCRUTINY REVIEWS1. Purpose of report

The purpose of this report is to make Members aware of matters proposed for and undergoing scrutiny. This is in accordance with all of the Council's priorities.

2. Recommendation

Cabinet is asked to NOTE the report.

3. Background

Cabinet is asked to give consideration to the future programme and decision-making with knowledge of the forthcoming scrutiny agenda. It also enables Cabinet to suggest topics for future scrutiny.

4. Detail

The Overview and Scrutiny Committee met on 22 June 2023. At the meeting it was decided that the following items be reviewed:

- D H Lawrence Museum
- Markets in Broxtowe
- Scrutinising the Budget Setting Process

It was further resolved that the topics of Homes for Life and Building Control be reserved for future consideration.

During 2022/23 The Overview and Scrutiny Committee submitted reports to Cabinet on Telephone Answering & Customer Services, and Missed Bins. The Committee will receive updates on these reviews annually following their submission. A further review on Agile Working was partially completed, however, the Committee resolved not to submit the review to Cabinet as agile working had already been implemented across the Council.

Cabinet will receive updates at each future meeting as to the progress of the Overview and Scrutiny Committee's work programme.

5. Financial Implications

There are no direct financial implications arising from this report.

6. Legal Implications

There are no legal implications Arising from the report.

7. Human Resources Implications

There were no comments from the Human Resources Manager.

8. Union Comments

There were no Unison comments in relation to this report.

9. Data Protection Compliance Implications

There are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

11. Background Papers

Nil.

Report of the Portfolio Holder for Environment and Climate Change

CLIMATE CHANGE STRATEGY AND CLIMATE CHANGE COMMUNICATION BUDGET1. Purpose of Report

To seek approval for the revised Climate Change Strategy and the creation of a climate change communications budget.

2. Recommendation

The Policy Overview Working Group reviewed the strategy on 8 June 2023 and RECOMMENDS that Cabinet RESOLVE that:

- 1. The revised Climate Change Strategy and Carbon Management Plan be adopted and approved**
- 2. The creation of a £10,000 climate change communication budget be approved.**

3. Detail

In 2019 the Council made an ambitious commitment to become carbon neutral by 2027. The Council created its Climate Change Strategy and Green Futures Programme in 2020 to provide strategic direction with regards working towards this target. Ninety-one percentage of the actions identified in the original carbon management plan, which were part of the original climate change strategy, have been completed or are in progress. The delivery of these actions has contributed to the Council reducing its carbon footprint to 3,099 tonnes of carbon dioxide emissions (tCO₂e) in 2021/22. This is a 17% reduction from the recalculated 2018/19 carbon emission baseline.

Climate change is a complex and changing dynamic. The climate change strategy therefore needs to be revised on a regular basis to reflect this and ensure it remains up to date. The climate change strategy has therefore been reviewed and revised.

The revised climate change strategy has been streamlined with ten key strategic themes identified as the priority areas. The ten themes are cross cutting and cover all the key topic areas which are necessary for addressing climate change. The key themes ensure climate change is embedded across all of the Council's own operations. The themes also ensure that the need to engage with residents and businesses in support of positive behaviour change is enhanced further. The revised climate change strategy includes 133 actions as part of the revised carbon management plan.

To ensure the strategic direction the Council is taking, with regards climate change, meets the aspirations of the Borough's residents, a public consultation exercise is currently in progress on the revised draft climate change strategy. The information obtained from the consultation will then be used to inform the revised strategy when it is produced in March 2024. It is intended that the

consultation approach will be cyclical, with the information being used to inform the content of future strategies.

In December 2022 the Council had an external peer review with particular focus on the Council's approach to tackling climate change. Whilst the peer review found that the Council has "one of the most comprehensive approaches to carbon reduction we've seen" the review team went on to say that achieving carbon neutrality would be a challenge and recommended that the Council's Medium Term Financial Strategy (MTFS) be enhanced to include investments that will be required to support the Council's Climate Change ambitions.

In support of achieving carbon neutrality the Council recently approved a new Climate Change Officer role. Whilst the high level strategic governance and programme management are addressed, a gap analysis has identified that the small budget allocated to promote stakeholder engagement, (currently £4,000 with a focus on delivering the Green Festival events and £5,000 to support the Green Rewards platform), required additional investment.

It is therefore proposed that a communication budget to the value of £10,000 is created. The budget will be used in support of engagement with key external stakeholders, as well as supporting the promotion and the delivery of actions within the new carbon management plan. This is to assist the Council's commitment and progression towards achieving carbon neutrality, as well as a wider target of net zero.

A copy of the revised climate change strategy included at appendix 1.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

There is no budgetary provision in place for the proposed annual Climate Change Communications budget of £10,000. If approved, as this is an ongoing requirement, it is proposed that this cost would be funded directly from General Fund Reserve balances.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The Climate Change Act 2008 (2050 Target Amendment) Order 2019 introduced a target for at least a 100% reduction of greenhouse gas emissions (compared to 1990 levels) in the UK by 2050. This is a legally binding target. Section 111 of the Local Government Act 1972 enables the Council to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of their functions. Furthermore, section 2(1) of the Local Government Act 2000 introduced a power that permits local authorities to do anything that they consider likely to promote or improve the economic, social and environmental well-being of their area.

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

No comments

7. Union Comments

The Union comments were as follows:

No comments

8. Climate Change Implications

The Comments from the Waste and Climate Change Manager were as follows:

Any comments from the Waste and Climate Change Manager are included within the report.

9. Data Protection Compliance Implications

This report does not contain any [OFFICIAL (SENSITIVE)] information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

Equality Impact Assessment has been undertaken and including with this report.

11. Background Papers

Nil.

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Equality Impact Assessment

The Equality Act 2010 replaces the previous anti-discrimination laws with a single Act. It simplifies the law, removing inconsistencies and making it easier for people to understand and comply with it. It also strengthens the law in important ways, to help tackle discrimination and equality. The majority of the Act came into force on 1 October 2010.

The general equality duty applies to all of the decisions made in the course of exercising public functions, not just to policy development and high-level decision-making. The functions of a public authority include all of its powers and duties. Examples of this include: policy decisions, strategies, individual decision-making, budgetary decisions, public appointments, service provision, statutory discretion, employment of staff and procurement of goods and services.

Public bodies are required in it to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited under the Act
- advance equality of opportunity between people who share a protected characteristic and people who do not share it, and
- foster good relations between people who share a protected characteristic and people who do not share it.

The public sector Equality Duty came into force on 5 April 2011. The duty ensures that all public bodies play their part in making society fairer by tackling discrimination and providing equality of opportunity for all. It ensures that public bodies consider the needs of all individuals in their day to day work – in shaping policy, delivering services and in relation to their own employees.

The Equality Duty encourages public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people's needs. By understanding the effect of their activities on different people, and how inclusive public services can support and open up people's opportunities, public bodies are better placed to deliver policies and services that are efficient and effective.

The new equality duty replaces the three previous public sector equality duties, for race, disability and gender. The new equality duty covers the following protected characteristics:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – including lack of belief
- sex
- sexual orientation.

It also applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

Having due regard means consciously thinking about the three aims of the equality duty as part of the process of decision-making. This means that consideration of equality issues must influence the decisions reached by public bodies, including how they act as employers, how they develop, evaluate and review policies, how they design, deliver and evaluate services, and how they commission and procure from others.

Having due regard to the need to advance equality of opportunity involves considering the need to:

- remove or minimise disadvantages suffered by people due to their protected characteristics
- meet the needs of people with protected characteristics, and
- encourage people with protected characteristics to participate in public life or in other activities where their participation is low.

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

Complying with the equality duty may involve treating some people better than others, as far as this is allowed by discrimination law. For example, it may involve making use of an exception or the positive action provisions in order to provide a service in a way which is appropriate for people who share a protected characteristic.

The Equality Duty also explicitly recognises that disabled people's needs may be different from those of non-disabled people. Public bodies should therefore take account of disabled people's impairments when making decisions about policies or services. This might mean making reasonable adjustments or treating disabled people better than non-disabled people in order to meet their needs.

There is no explicit requirement to refer to the Equality Duty in recording the process of consideration but it is good practice to do so. Keeping a record of how decisions were reached will help public bodies demonstrate that they considered the aims of the Equality Duty. Keeping a record of how decisions were reached will help public bodies show how they considered the Equality Duty. Producing an Equality Impact Assessment after a decision has been reached will not achieve compliance with the Equality Duty.

It is recommended that assessments are carried out in respect of new or revised policies and that a copy of the assessment is included as an appendix to the report provided to the decision makers at the relevant Cabinet, Committee or Scrutiny meeting.

Where it is clear from initial consideration that a policy will not have any effect on equality for any of the protected characteristics, no further analysis or action is necessary.

Public bodies should take a proportionate approach when complying with the Equality Duty. In practice, this means giving greater consideration to the Equality Duty where a policy or function has the potential to have a discriminatory effect or impact on equality of opportunity, and less consideration where the potential effect on equality is slight. The Equality Duty requires public bodies to think about people's different needs and how these can be met.

EQUALITY IMPACT ASSESSMENT (EIA)

Directorate:	Executive Director	Lead officer responsible for EIA	Head of Environment
Name of the policy or function to be assessed:	Climate Change and Green Futures Strategy		
Names of the officers undertaking the assessment:	Waste and Climate Change Manager		
Is this a new or an existing policy or function?	Existing Strategy which has been refreshed.		
<p>1. What are the aims and objectives of the policy or function?</p> <p>The strategic aims for the Climate Change Strategy are:</p> <ul style="list-style-type: none"> • To become carbon neutral by 2027 for the Council's own operations. • To establish a baseline for all carbon scopes and then to propose a date for net zero using science based targets for the Council's own operations. • To align to the UK's net zero Commitment of 2050 for the Borough and establish the actions and potential budget required to achieve this (working to an earlier date if possible). 			
<p>2. What outcomes do you want to achieve from the policy or function?</p> <p>To become carbon neutral by 2027 for the Council's own operations.</p>			
<p>3. Who is intended to benefit from the policy or function?</p> <p>Everyone who lives or works in the Borough of Broxtowe.</p>			
<p>4. Who are the main stakeholders in relation to the policy or function?</p> <p>Members General Management Team (GMT) Employees in the Council Residents</p>			

Businesses
Community Groups

5. What baseline quantitative data do you have about the policy or function relating to the different equality strands?

Baseline data calculated by The Carbon Trust to establish the Councils carbon emissions in 2009 as well as the data collated annually to monitor and assess progress to achieving carbon neutrality.

6. What baseline qualitative data do you have about the policy or function relating to the different equality strands?

Qualitative data and assessments obtained from an external Peer Review. The findings from the Peer Review Team were that the Council were trend setters with regards addressing climate change. Qualitative data obtained from the attendance at Green Festivals in 2021/22 and 2022/23. Qualitative data from stakeholder presentations.

7. What has stakeholder consultation, if carried out, revealed about the nature of the impact?

Consultation on the draft revised strategy will be undertaken in June 2023 as an outcome from an action contained within the new strategy. Results will then inform and contribute to future revisions of the strategy for 2024.

8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways? In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:

- Does the policy or function target or exclude a specific equality group or community? Does it affect some equality groups or communities differently? If yes, can this be justified?

No

- Is the policy or function likely to be equally accessed by all equality groups or communities? If no, can this be justified?

Yes

- Are there barriers that might make access difficult or stop different equality groups or communities accessing the policy or function?

Communication regarding the consultation will primarily be digital based but this will be addressed by ensuring that a paper based consultation questionnaire and a copy of the draft strategy are available at multiple sites across the Borough.

□ Could the policy or function promote or contribute to equality and good relations between different groups? If so, how?

The strategy encourages the collaboration and cooperation between different stakeholder groups in order to share a sense of responsibility for addressing climate change together. This allows a transition to a more sustainable future.

□ What further evidence is needed to understand the impact on equality?

The results of the consultation being undertaken in June 2023 may provide additional evidence.

9. On the basis of the analysis above what actions, if any, will you need to take in respect of each of the equality strands?

Age: Assess engagement across age groups to ensure all are able to access and engage in climate change activities. This can be monitored at stakeholder engagement events. Consideration of the media channels used in the consultations, production of the strategy and actions within the carbon management plan to ensure these are accessible to all and any gaps are addressed.

Disability: NA

Gender: NA

Gender Reassignment: NA

Marriage and Civil Partnership: NA

Pregnancy and Maternity: NA

Race: Investigate how hard to reach groups can be encouraged to engage in the climate change activities. This can be monitored at stakeholder engagement events. Consideration of the media channels used in the consultations, production of the strategy and actions within the carbon management plan to ensure these are accessible to all and any gaps are addressed. Ensuring information is available in different languages.

Religion and Belief: Investigate how hard to reach groups can be encouraged to engage in the climate change activities. This can be monitored at stakeholder engagement events. Consideration of the media channels used in the consultations, production of the strategy and actions within the carbon management plan to ensure these are accessible to all and any gaps are

addressed. Ensuring information is available in different languages.

Sexual Orientation: NA

Executive Director:

I am satisfied with the results of this EIA. I undertake to review and monitor progress against the actions proposed in response to this impact assessment.

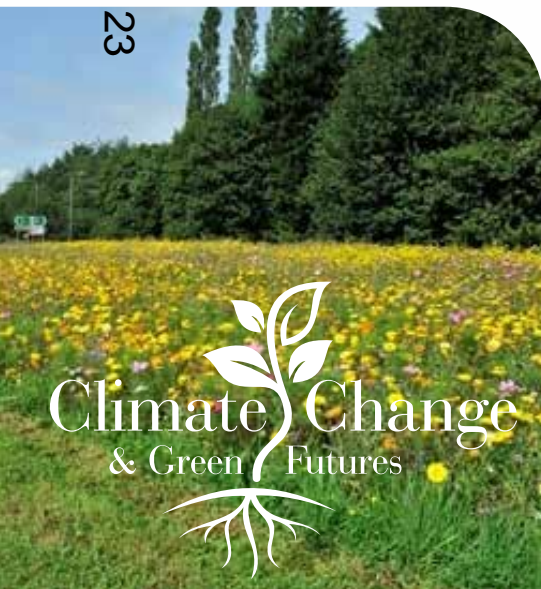
Signature: Executive Director



Broxtowe
Borough
COUNCIL

Climate Change and Green Futures Strategy 2023 - 2027

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Foreword

Climate change is a global problem. Extreme weather events arising from the warming of the earth pose a real risk to property, health, wildlife, habitats and food production. Nations have seen temperatures reach levels never before recorded and in 2022 the UK saw a 50°C temperature swing, from the hottest day ever recorded in July to some of coldest since 2010 in December (Source: McCarthy M, Nikos C and Stott P: Met Office: A review of the UK's climate in 2022).

Climate change affects us all, but we also have the power to do something about this and the UK is well placed to set an example to the rest of the world. Broxtowe Borough Council wants to be a role model and trend setter for the country, bringing everyone on its journey to carbon neutrality and beyond.

The purpose of this strategy is to highlight key areas where stakeholders can work together to drive this positive change, as well as setting out some important context in policy and emission data.

Since 2009, the Council has been measuring its carbon footprint and implementing measures to reduce carbon emissions. Since the initial assessment in 2009 and re-assessment in 2020, the Council achieved a 45% reduction in carbon emissions and supported numerous climate friendly policies and projects. Despite all of these past efforts, an acceleration of action is needed to mitigate the worst impacts of climate change.

In 2019, the Council declared a Climate Emergency and made an ambitious commitment to become carbon neutral by 2027. The Climate

Change Strategy and the Climate Change and Green Futures Programme followed, providing a framework and strategic direction to achieve this ambition.

Meeting this commitment will be a journey for us all and changes will need to be made to the way that we all live our lives. The global cost of living crisis, supported by spiralling and increasing costs of traditional fossil fuel means we have to look to cleaner more sustainable alternatives.

As we move forward, we will also need to adapt to and increase our climate resilience. Short term investment is necessary if appropriate infrastructure is to be created so that the worst impacts of flooding and extreme weather events can be mitigated.

This revised Climate Change Strategy builds on the foundations of the original and is structured around ten programme themes. The strategy will continue to be dynamic and evolutionary and will be reviewed annually to ensure emerging strategies are captured, themes, project strands, and actions remain up to date, and performance is managed.

We want to invite you to help shape the future. We will therefore consult with our residents and stakeholders on this strategy and will invite views, ideas and comments that can help shape future policies, helping support us all on this journey together.

Executive Summary

Theme	Strategic Importance to Climate Change
Climate Strategy	The existence of a Climate Strategy is fundamental in addressing climate change. The measures within the strategy provide the direction of travel towards achieving carbon neutrality by 2027 and net zero beyond that. The Climate Change Strategy is a live document and will be reviewed regularly to ensure it remains current.
Transport and Travel	The Council will reduce its emissions by operating sustainable fleet management systems, through a combination of electrification, consideration of alternative fuels, and operational and driving efficiencies. The Council will encourage residents and businesses to make more sustainable transport choices.
Energy and Water	Reduction in energy and water consumption is a core objective for the Council. The Council will actively seek ways to ensure that it's assets are as energy and water efficient as possible. It will look to decarbonise heating systems where appropriate. Residents and businesses will be encouraged and signposted to grants providing energy efficiency measures and will be encouraged to install renewable generation technology where appropriate.

Theme	Strategic Importance to Climate Change
Built Environment	For the Council's own new build assets, measures to address climate change will be reflected in the design, materials and heating systems. For existing assets, the Council will look to understand and implement measures to improve energy efficiency, increase the use of renewable energy and decarbonise heating systems where appropriate. The Council will sign post, encourage and engage with residents on appropriate retrofit and energy efficient measures for their homes.
Core Strategy and Planning	Through the planning process, the Council will ensure that more ambitious and meaningful planning policies can be introduced through the Local Plan to encourage or enforce more energy efficient developments. New developments are being approved and constructed all the time, this is therefore an ideal opportunity to improve the efficiency credentials of the Borough's built environment.

Theme	Strategic Importance to Climate Change
Recycling and Resources	Natural capital is one of our most valuable assets. The Climate Change Strategy sets out how the Council will preserve resources by minimising waste, promoting resource efficiency and moving towards a circular economy. At the same time, the Council will minimise the damage caused to the natural environment by reducing and managing waste appropriately, and in accordance with the waste hierarchy.
Natural Environment	The natural environment acts as a sink to capture and store carbon emitted naturally, and so plays a fundamental part in the mitigation and reduction of carbon emissions. The Council will strive to ensure the natural environment is managed appropriately to increase biodiversity, and ensure that healthy ecosystems thrive throughout the Borough and will consider options in which best to address the current ecological crisis.

Theme	Strategic Importance to Climate Change
Communities	The Council cannot tackle climate change in isolation. Most of the carbon emissions in the Borough relate to operations outside the direct control of the Council. It is therefore important that the Council engage and encourage stakeholders to influence positive behaviour change with regards reducing carbon emissions.
Business and Supply Chain	The Council will work with businesses to support their efforts to become more sustainable, as well as focus on its own supply chain to make environmental considerations a key part of procurement.
Communications	Communications and engagement is an overarching theme which is key to the delivery of the overall Climate Change Strategy. Well-considered and designed communication activities are key components for stakeholder engagement. This programme theme will support the various project strands in terms of raising the profile and awareness of the climate agenda, promoting best practice and driving positive behaviour.

Table 1 – Executive summary

Introduction

In July 2019, Broxtowe Borough Council declared a 'Climate Emergency' and pledged to become carbon neutral by 2027. Following this, in 2020 the Council's first Climate Change Strategy was produced and the Climate Change and Green Futures delivery programme was developed. This programme of activity mapped out the next phase of the journey to reduce the Council's carbon footprint. It also detailed how the Council would influence, encourage and assist key stakeholders to strive towards the same goal.



Image 1: Flooding in Kimberley - October 2022

Why do we need a Climate Change strategy?

The world is getting warmer! On the 19 July 2022, the UK recorded its hottest ever temperature of 40.3°C with the summer of 2022 being the fourth hottest on record.

A Climate Change Strategy is necessary to identify, manage and mitigate the worst impacts of Climate Change.

How is climate change affecting Broxtowe?

Over recent years the Borough of Broxtowe has experienced damage and disruption due to extreme weather events. This includes:

- Flooding causing damage to properties and road infrastructure
- Heatwaves damaging road surfaces
- Heatwaves disrupting bin collections

(Source: LCLIPA summary of the Local Climate Impacts Profile for Nottinghamshire (2011)).

Climate Change Drivers

The table below sets out the key drivers for addressing climate change.

Driver	Summary
Climate Change Act 2008	Commitment to be Net Zero by 2050. 78% reduction on Carbon Emissions by 2035.
Paris Agreement 2015	Legally binding international treaty on climate change. Limit global warming to well below 2°C, preferably to 1.5°C, compared to pre-industrial levels.
Environment Act 2021	Aims to improve air and water quality, reduce waste/increase recycling, improve biodiversity (referred to as Bio Net Gain or BNG) and tackle waste crime.
Ten point plan for a Green Industrial revolution - 2020	Support Green jobs and accelerate the path to net zero.
Net Zero Strategy: Build Back Greener – October 2021	Sets out policies and proposals for decarbonising all sectors of the UK economy to meet the net zero target by 2050.
Taking charge: the electric vehicle infrastructure strategy – March 2022	Vision and action plan for the rollout of electric vehicle charging infrastructure in the UK.
D2N2 Energy Strategy 2019 - 2030	Targets and actions that align with the national Clean Growth objectives. By 2030, D2N2 aims to make Derbyshire and Nottinghamshire a pioneer in green growth.
Nottinghamshire County Council - Carbon Reduction Plan	The plan provides a roadmap of how Nottinghamshire County Council will reduce its carbon emissions over the next seven years and become carbon neutral by 2030.



What is Climate Change?

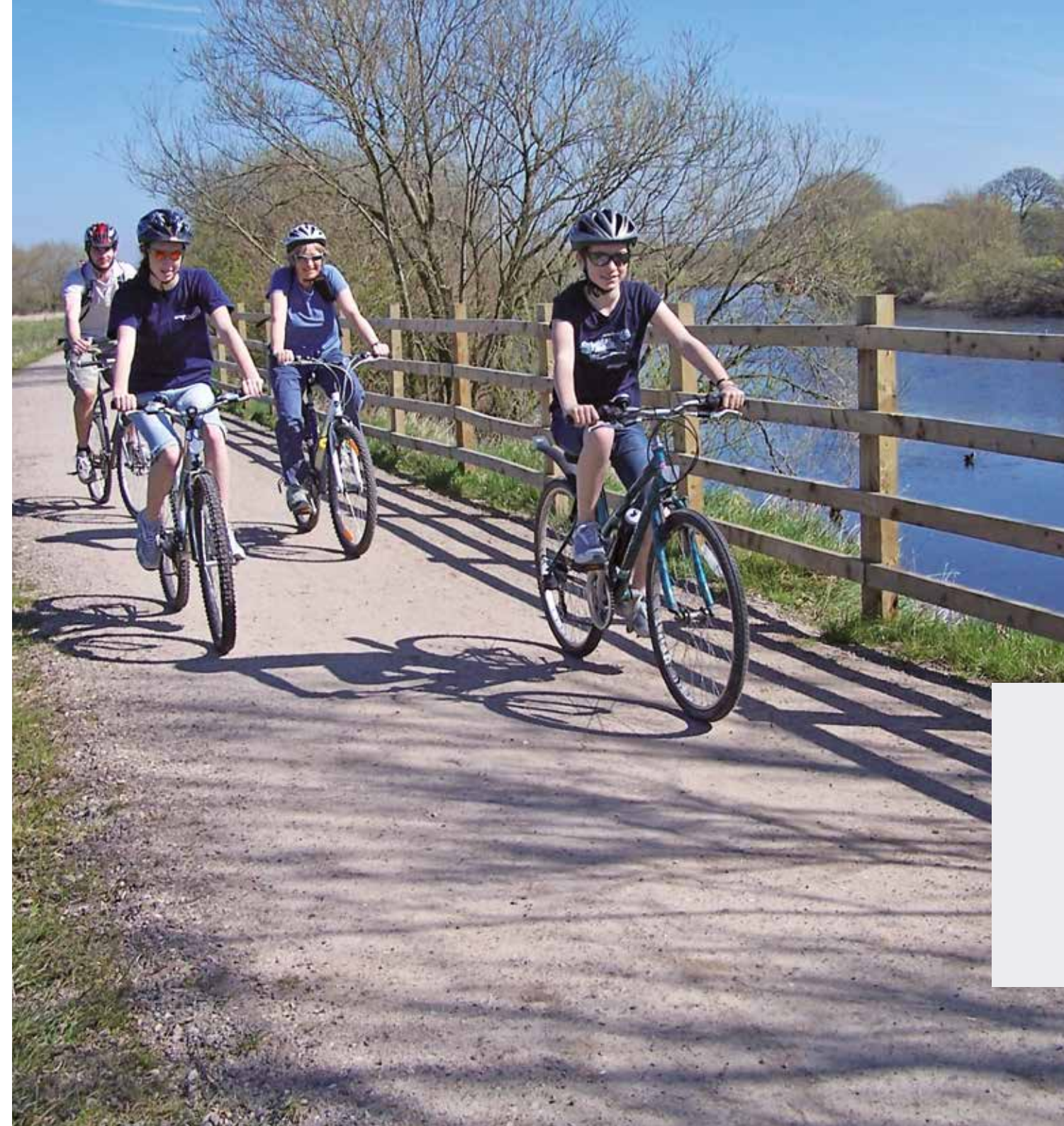
Climate change is a long-term shift in temperatures and weather patterns. Whilst these changes maybe in part due to natural cycles, human activities such as heating and lighting our homes, consumption of goods and travel, have become the main driver of climate change. This has primarily been due to the burning of fossil fuels like coal, oil and gas. Gases released from fossil fuels trap heat from the sun, increasing the average temperature of the earth, which in turn causes more frequent and extreme weather events such as heatwaves and heavy rainfall leading to flooding.

(Source: What is climate change? United Nations Climate Action).



Driver	Summary
Broxtowe Borough Council's Carbon Management Plan- 2009	The Council's first Carbon Management Plan developed in 2009. Achieved a 45% reduction in carbon emissions when baselining was undertaken against 2018/19 data.
Broxtowe Borough Council Corporate Plan – 2020-2024	Corporate vision: 'A greener, safer, healthier Borough, where everyone prospers'.
Broxtowe Borough Council Environment Business Plan	Environment Objectives: - Develop plans to reduce the Council's carbon emissions to net zero and start implementing them. - Invest in Council's parks and open spaces. - Increase recycling and composting.
Broxtowe Borough Council - 2019	Climate Emergency Declaration.
Broxtowe Borough Council - 2019	Commitment to become carbon neutral by 2027 for the Council's own operations (Scope 1 and 2, and some elements of 3).
Broxtowe Borough Council Climate Change and Green Futures programme - 2020	Launched in February 2020, the programme identified a series of activities to achieve the Council's commitment to become carbon neutral by 2027 for its own operations. It also detailed how the Council would 'influence, encourage and assist the local community to strive towards the same goal'.

Table 2 – Climate Change Drivers



Strategic Vision

The Council's vision as identified in the Corporate Plan 2020 - 2024 is;

“A greener, safer, healthier Broxtowe where everyone prospers”.

To achieve this vision, the corporate plan has a number of key strategic aims for priority areas. The strategic aim for the Environment is:

‘The environment in Broxtowe will be protected and enhanced for future generations’

The strategic aim will be delivered through the following three key priorities:

- Develop plans to reduce our carbon emissions to zero and start implementing them.
- Invest in our parks and open spaces.
- Increase recycling and composting.

Delivering the strategy

To deliver on the commitment to be carbon neutral by 2027 the Council will:

- Reduce its carbon emissions year on year.
- Engage with all stakeholders on issues regarding climate change at every opportunity.
- Refresh the Climate Change Strategy and Carbon Management Plan regularly to ensure it remains relevant, up-to-date and fit for purpose.
- Review projects and approve investment based on a cost to benefit rationale.
- Look to work with external partners to seek investment, funding and professional advice.

The strategic aims for the Climate Change Strategy are:

- To become carbon neutral by 2027 for the Council's own operations.
- To establish a baseline for all carbon scopes and then to propose a date for net zero using science based targets for the Council's own operations.
- To align to the UK's net zero Commitment of 2050 for the Borough and establish the actions and potential budget required to achieve this (working to an earlier date if possible).





The difference between carbon neutral and net zero

It is often assumed that ‘carbon neutral’ and ‘net zero’ mean the same thing. Whilst they both will achieve the same end result (to remove carbon emissions from the earth’s atmosphere), the scope and source of emissions that are removed are different.

	Carbon Neutral	Net Zero - best practice
Defined by:	PAS 2060 standard.	Standard developing.
Measurement Scope 1 and 2	Required.	Required.
Measurement Scope 3	Not required.	Required.
Carbon reduction target	No requirement to reduce carbon emissions on a certain trajectory in order to be carbon neutral.	Zero (Reduce to as close to Zero as possible). To be net zero an organisation must be reducing its emissions along a 1.5°C trajectory across Scopes 1, 2 and 3.
Residual emissions	To achieve carbon neutrality, an organisation must purchase carbon offsets that either result in carbon reductions, efficiencies or sinks.	For net zero, an organisation must purchase greenhouse gas removals that result in carbon sequestration from the atmosphere.

Table 3 – Carbon Neutral/Net Zero Definitions
 Source: www.carbontrust.com/what-we-do/assurance-and-certification/carbon-neutral-certification
www.planetmark.com/about-us

The need to move towards net zero at pace

Unless more far reaching action is taken, scientists are predicting that global warming will exceed 4°C by 2100 and the impact from such a rise would be catastrophic for the planet.

In March 2023, the Intergovernmental Panel on Climate Change (IPCC) released a report part updating on the impacts of climate change. The report warned that globally our “Pace and scale of climate action are insufficient to tackle climate change” and that “adverse impacts from human-caused climate change will continue to intensify” including:

- Increase in agricultural and ecological drought.
- Increase in wildfires.
- Increase in flooding.
- Increase in extreme weather events – including heavy rainfall and heatwaves.
- Melting of glacial ice, leading to a rise in sea levels.

The report highlighted that the world has already warmed by 1.1°C and is likely to breach the 1.5°C threshold in the 2030s (this is something that governments had agreed to act to avoid). This means that urgent action is required now as there is a “rapidly closing window of opportunity to secure a liveable and sustainable future” (IPCC 2023).

The report highlights that if the 1.5°C rise is breached then this could be reduced again by achieving and sustaining net zero. The Council’s commitment to become carbon neutral is a strong starting point to managing the impacts of climate change. However, to ensure that action is undertaken fast enough the Council must work towards becoming net zero following a 1.5°C pathway.



The initial baseline study

Back in 2009 the Council commissioned a baseline study by the Carbon Trust to establish its carbon emissions.

Carbon emissions refer to the six main greenhouse gases (GHG's) as set out in the Kyoto protocol:

- Carbon Dioxide
- Methane
- Nitrous Oxide
- Hydrofluorocarbons
- Perfluorocarbons
- Sulphur Hexafluoride

All of these have negative impacts, warming our climate via the Greenhouse Effect and therefore causing climate change.

Though emissions are comprised of several GHGs, they are converted into a common unit called Carbon Dioxide Equivalent (CO₂e) for reporting purposes, and are often referred to simply as 'carbon emissions'.

The study established a baseline of 4,242tCO₂e for Scopes 1, 2 and business travel (Scope 3)

emissions. A carbon management plan was produced, which supported the ambition of achieving a 34% reduction by 2020.

Declaration of the Climate Emergency

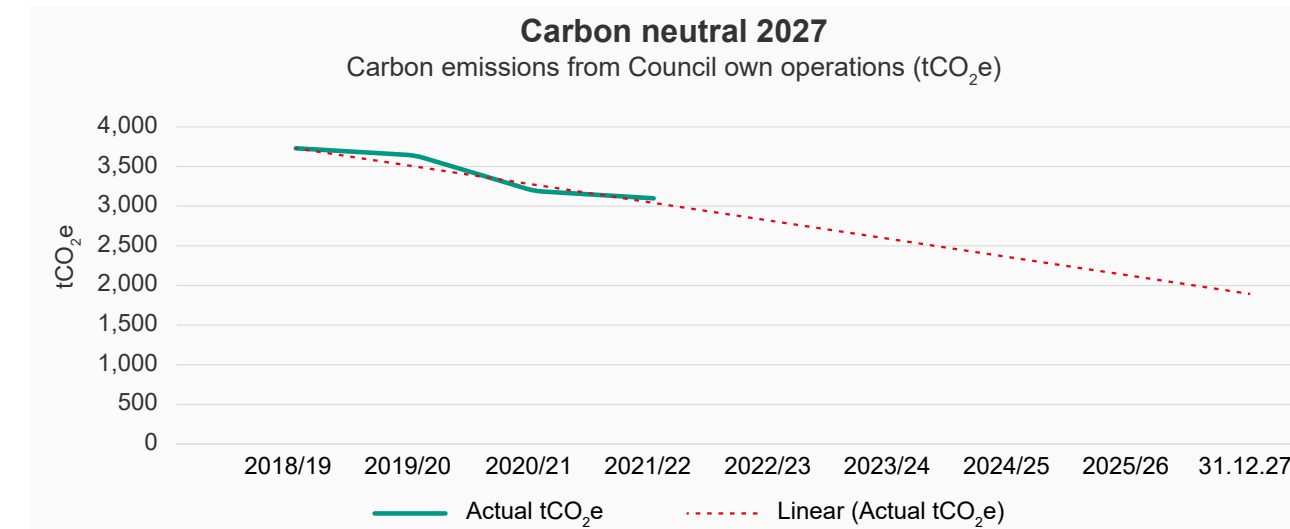
After the declaration of the Climate Emergency in July 2019, a further study by the Carbon Trust was commissioned. This followed the same parameters of the original study to allow for consistency.

The outcome of the second study highlighted that the Council had reduced its carbon footprint by 45% based on a 2009/10 baseline. This reduction was achieved through the delivery of 60 projects which included, refuse round rescheduling efficiencies and the installation of solar photovoltaics panels on the Council's own buildings (Image 2).

Re-establishing the baseline

In November 2021, the Environment and Climate Change Committee approved the re-calculation of the Council's own operation baseline to incorporate emission data that had previously not been included (this was a recommendation by the Carbon Trust in their 2018/19 report). The new baseline was established at 3,704 tCO₂e for 2018/19.

Graph 1 shows the carbon emission figures for Broxtowe Borough Council since the rebaselining exercise in 2021.



Graph 1- Broxtowe Borough Council own operation carbon emissions since 2018/19

Where are we now?

In 2020/21 the Council achieved a 12% reduction in its emissions and a further 3% reduction in 2021/22 (a positive result given that the Council had come out of COVID restrictions and it was fully expected that emission levels would have risen).

Image 3 details the Council's latest Carbon emission data.

Key points:

- Carbon reduction of 3% compared to the previous year.
- Just over half of the Council's own operation emissions come from gas usage.
- Fleet emissions account for 27% of the overall total emissions.

Broxtowe's Carbon Reduction Journey



Image 2: Solar PV on the main Council offices at Foster Avenue - Beeston

Broxtowe Borough Council Own Operation Carbon Emissions
 Reporting Year: 1st April 2021 - 31st March 2022
 2021 - 2022 Carbon footprint 3,099 tCO₂e
 3% REDUCTION Performance compared to previous year

Carbon footprint by emission source for year 2021/22 tCO₂e

Gas 53% of total emissions 1,654 tonnes of Carbon ↑ 1% vs previous year	Fleet and machinery 27% of total emissions 832 tonnes of Carbon ↓ 5% vs previous year	Electricity 17% of total emissions 535 tonnes of Carbon ↓ 12% vs previous year
Losses due to electricity T & D* (Buildings) 1.5% of total emissions 47 tonnes of Carbon ↓ 10% vs previous year	Business travel <1% of total emissions 28 tonnes of Carbon ↑ 43% vs previous year	Vehicle fleet (EV) <1% of total emissions 3 tonnes of Carbon NEW

Highlights:
 Pocket orchard planted at Grove Avenue allotments
 9 ELECTRIC VEHICLES
 3,357 TREES PLANTED
 LAUNCHED green rewards
 101 OLD BOILERS REPLACED WITH ENERGY EFFICIENT ONES™
 158 HOME RECEIVED EXTERNAL WALL INSULATION
 Green Futures

www.broxtowe.gov.uk/climatechange

Image 3 - The Council's Carbon footprint for 2021/22

Section three

Achievements

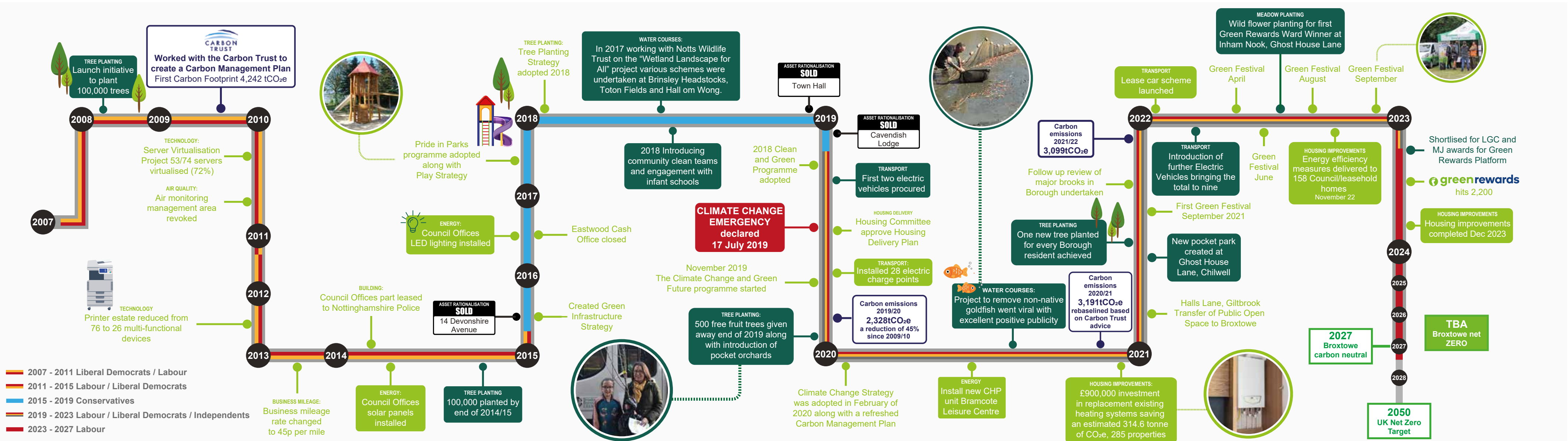
As of 2021/22, actions undertaken from the original Climate Change and Green Futures programme have resulted in a 16% reduction in carbon emissions against the the recalculated 2018/19 baseline.

The cross cutting actions achieved to support this reduction include:

- Introduction of further Electric Vehicles (3.5 tonne vans) bringing the total to 9, saving approximately 2 tonnes of carbon per year, per vehicle.
- New car leasing scheme (August 2021) introduced, promoting low emission/EV cars for employees.
- Creation of pocket parks including Ghost House lane Inham Nook, Chilwell – September 2022.
- Mini Orchard planted at Grove Avenue Allotments in February / March 2021.
- Bee-line at Leyton Crescent was planted - November 2021.
- 3,357 trees planted across the Borough in 2021/22 and 134,618 since the start of the tree planting programme in 2008.
- The launch of Green Rewards in October 2021 with over 2,330 registered users to date.
- 33% reduction in employee business mileage.
- 100% renewable electricity energy tariff.
- Additional employee resources for recycling and climate change.



Climate Change and Green Futures Timeline

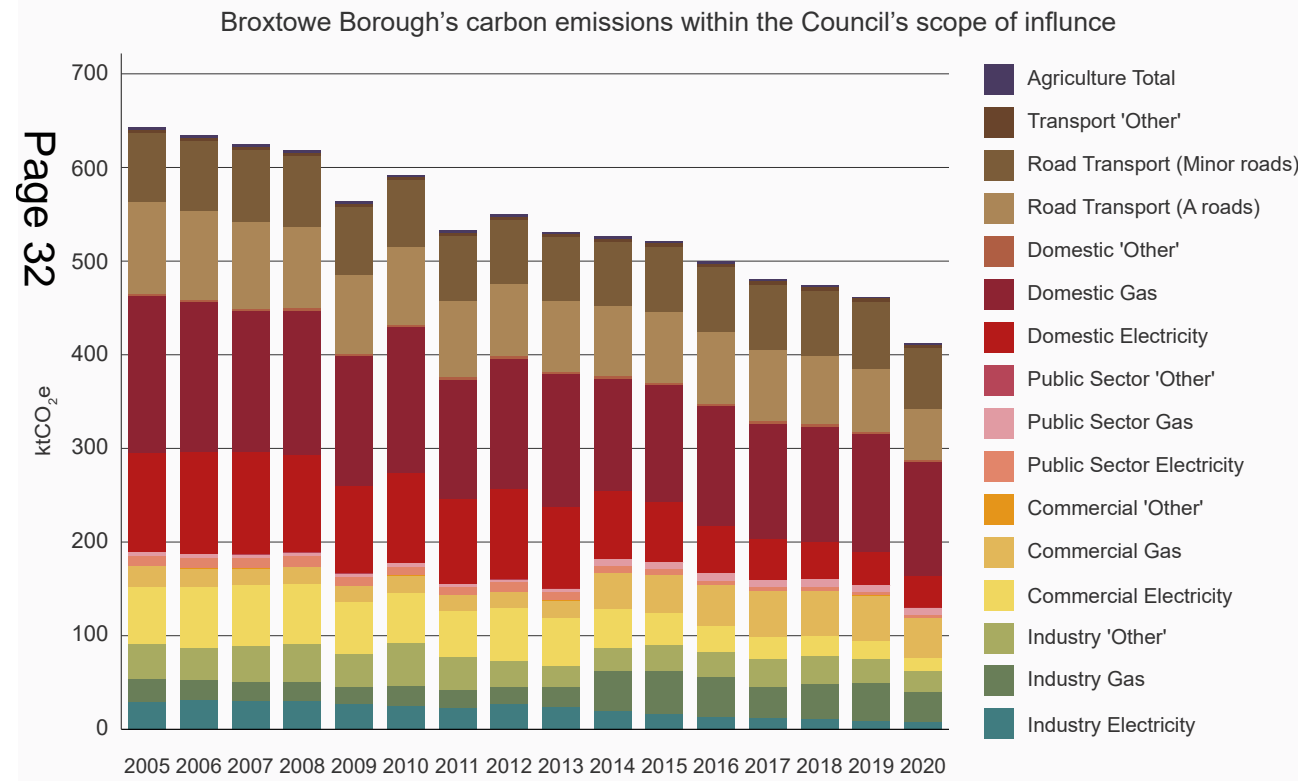


Broxtowe Borough's carbon footprint

Broxtowe Borough Council has a key role to play when it comes to achieving the UK's 2050 net zero greenhouse gas emissions target. The latest available information from BEIS suggests that the Council's own emissions contribute approximately 2 to 5% (this is all carbon scopes) to the Boroughs overall emissions.

In 2020 the Borough of Broxtowe is calculated to have emitted 412.2 ktCO₂e (Source: Business, Energy and Industrial Strategy Department: UK local authority carbon dioxide emissions national statistics). This equates to:

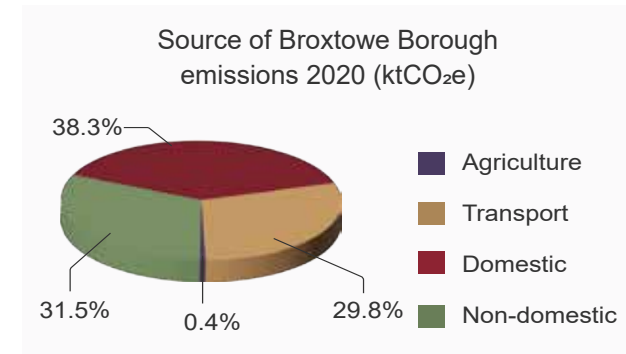
- Per Capita emissions 3.6 (tCO₂)
- Emissions per km² 5.1 (ktCO₂)



Graph 2: Carbon emissions for the Source: Department for Business, Energy and Industrial Strategy (BEIS) (June 2021)

Since 2005 Broxtowe's per capita emissions have reduced by 39%, this is largely due to the decarbonisation of the electricity grid; however, other energy efficient measures for transport and homes have also contributed to this decline. (Source: ONS 2021)

Whilst it is positive that Borough emissions are reducing, these are not reducing fast enough. graph 3 shows domestic emissions (from gas and electricity usage for domestic dwellings) accounts for the largest portion of emissions at 38.3%, non domestic emissions (from commercial, industrial, retail and public sector properties) accounts for 31.5% of Borough emissions and this is followed by transport 29.8% (from all vehicles including cars, LGVs, motorcycles, buses and HGVs) and then agriculture at less than 1%.



Graph 3: Source of Broxtowe Borough emissions (ktCO₂e)

Broxtowe Borough's carbon budget

Carbon Budget Definition

This is the amount of carbon dioxide permitted to be emitted over a certain period of time, which would allow global warming to be limited to no more than 1.5°C. Dealing with the environmental consequences from a temperature rise above the 1.5°C threshold is seen by some scientists as irreversible.

Tyndall Centre for Climate Research

Researchers from The University of Manchester and the Tyndall Centre for climate change research have developed an online tool which can be used by local authorities to help understand their role in meeting the climate change objectives.

Tyndall Carbon Budget Reports provide UK local authority areas with budgets for energy related CO₂ emissions from 2020 - 2100 (graph 4). This allows users to calculate a carbon budget for their Council and will enable climate change targets to be set. These targets will then help meet the objectives of the United Nations Paris Agreement on climate change.

Carbon Budget for Broxtowe

The carbon budget identified for Broxtowe applies to only CO₂ emissions from energy systems. An energy system is defined as 'systems meeting our everyday needs through a range of services, including; heating, cooling, mobility and powering appliances' (Source: Tyndall Centre for Climate Change – Setting Climate Commitments for Broxtowe).

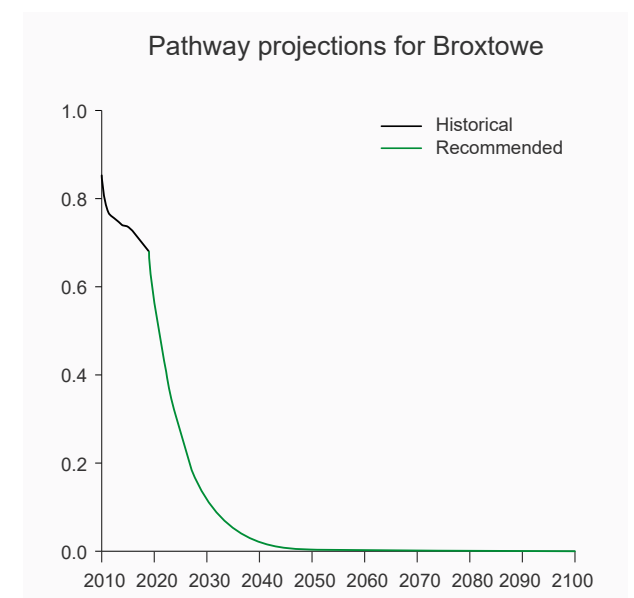


Using the toolkit, the report recommended that for Broxtowe to make a 'fair' contribution towards the 1.5°C temperature change threshold for the period 2020 to 2100, the Borough should stay within a maximum cumulative carbon dioxide budget of 4.1 million tonnes (MtCO₂). The report warns that at 2017 CO₂ emission levels,

Broxtowe would use its entire carbon budget up within six years from 2020.

(Source: Tyndall Centre for Climate Change – Setting Climate Commitments for Broxtowe).

Given that this is a similar position for most local authorities, it only goes to demonstrate that an accelerated response from all stakeholders is necessary in order to mitigate the worst impacts of climate change.



Graph 4: Pathway projections for Broxtowe

Section four

Governance

The Council currently operates under a Cabinet system with a Lead Portfolio Holder for each priority area within the Council. Represented on the Cabinet is a Portfolio Holder for Environment and Climate Change.

Within the Council, climate change is managed across the whole organisation. Each department is responsible for delivering projects and improvements in their specialist work areas.

Under the refreshed strategy, ten cross cutting climate change themes will all be managed by

a theme lead. Within each theme, there are a number of project strands. These project strands are represented by an individual. The programme theme leads are responsible for governing the delivery of the projects strands with strand leads being responsible for the delivery of the project.

The theme leads report to a Climate Change and Green Futures Programme Board, which meet on a quarterly basis. This group provides updates on progress to the General Management Team. The governance structure is demonstrated in figure 1.

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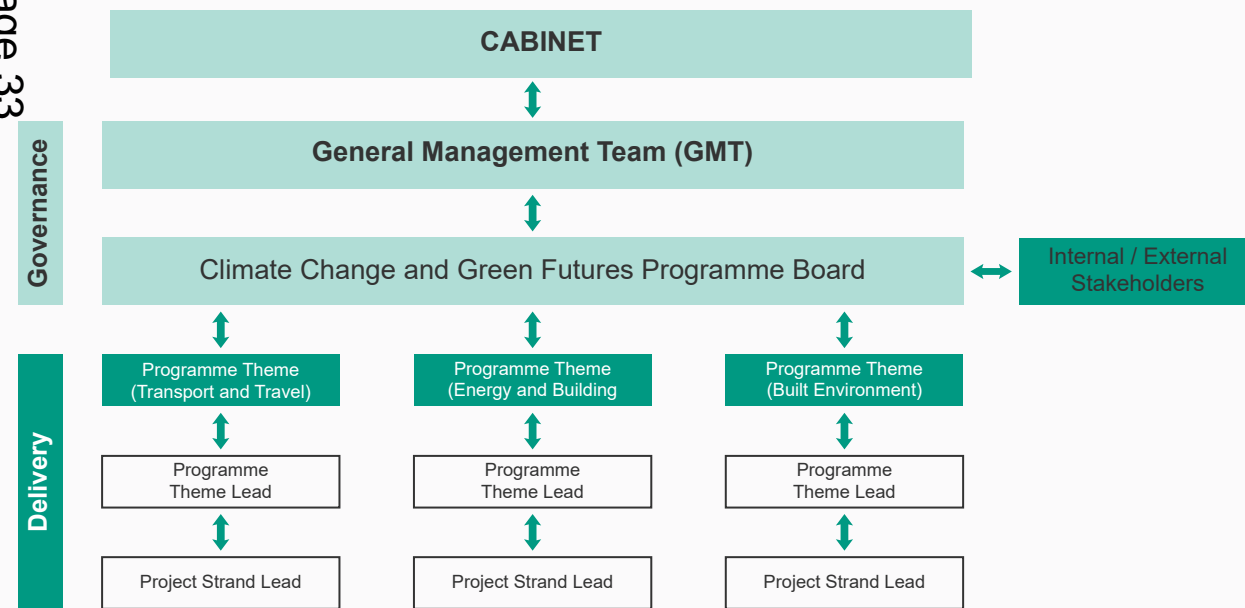


Figure 1: Climate Change and Green Futures Governance Structure

Governance Strategies

The Council has a number of corporate strategies which address and support improvement with regards to climate change. These strategies are aligned to the Council's corporate plan and support the Council's corporate aims and objectives. These strategic documents include:

- Green Infrastructure Strategy
- Waste Strategy
- Local Plan
- Planning Core Strategy
- Site specific habitat management plans
- Communications Strategy
- ICT Strategy
- Air Quality Strategy
- Digital Strategy
- Tree Strategy
- Housing Delivery Plan

Section five

Strategy Review and Consultation

After the publication of this refreshed strategy, the document will go out for public consultation to enable greater stakeholder input, to help inform future iterations of the strategy. It will also help to identify any issues or concerns that have not been previously addressed.

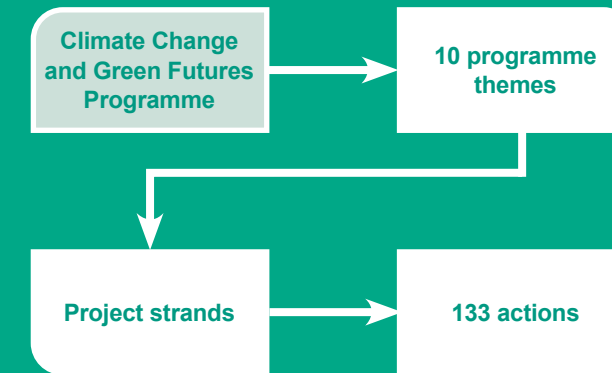


Figure 2 – Climate Change and Green Futures programme details

The Climate Change Strategy is a live document and will be reviewed regularly to ensure it is up to date, relevant and meets all legislative requirements.

Section six

Carbon Management Plan

The Carbon Management Plan sets out the actions that will be delivered to reduce emissions and achieve the strategic aims within the climate strategy. Those actions include activities to address the Council's own carbon footprint as well as those aimed at influencing residents, the local community and businesses to work towards the same ambition.

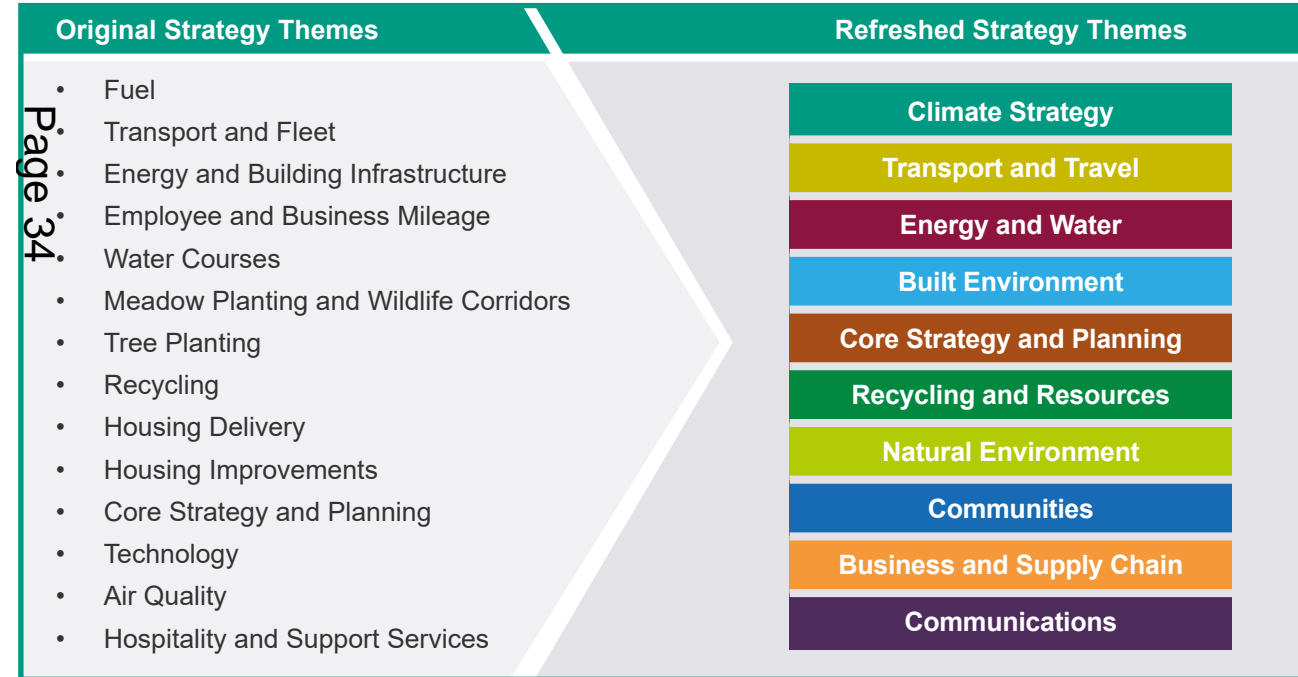
The Climate Change and Green Futures Programme is the delivery vehicle by which the Carbon Management Plan is managed. The Plan will be reviewed regularly with the programme theme leads and during the quarterly governance meetings.



New Themes

A review of the strategic themes has been undertaken as part of the Climate Change Strategy refresh. The review resulted in the creation of ten strategic themes, which enhance and widen the scope from the original topic areas. These revised themes provide the appropriate governance and overview needed to ensure an appropriate direction of travel supporting a carbon neutral and net zero commitment.

The table below shows the original and revised strategic themes.



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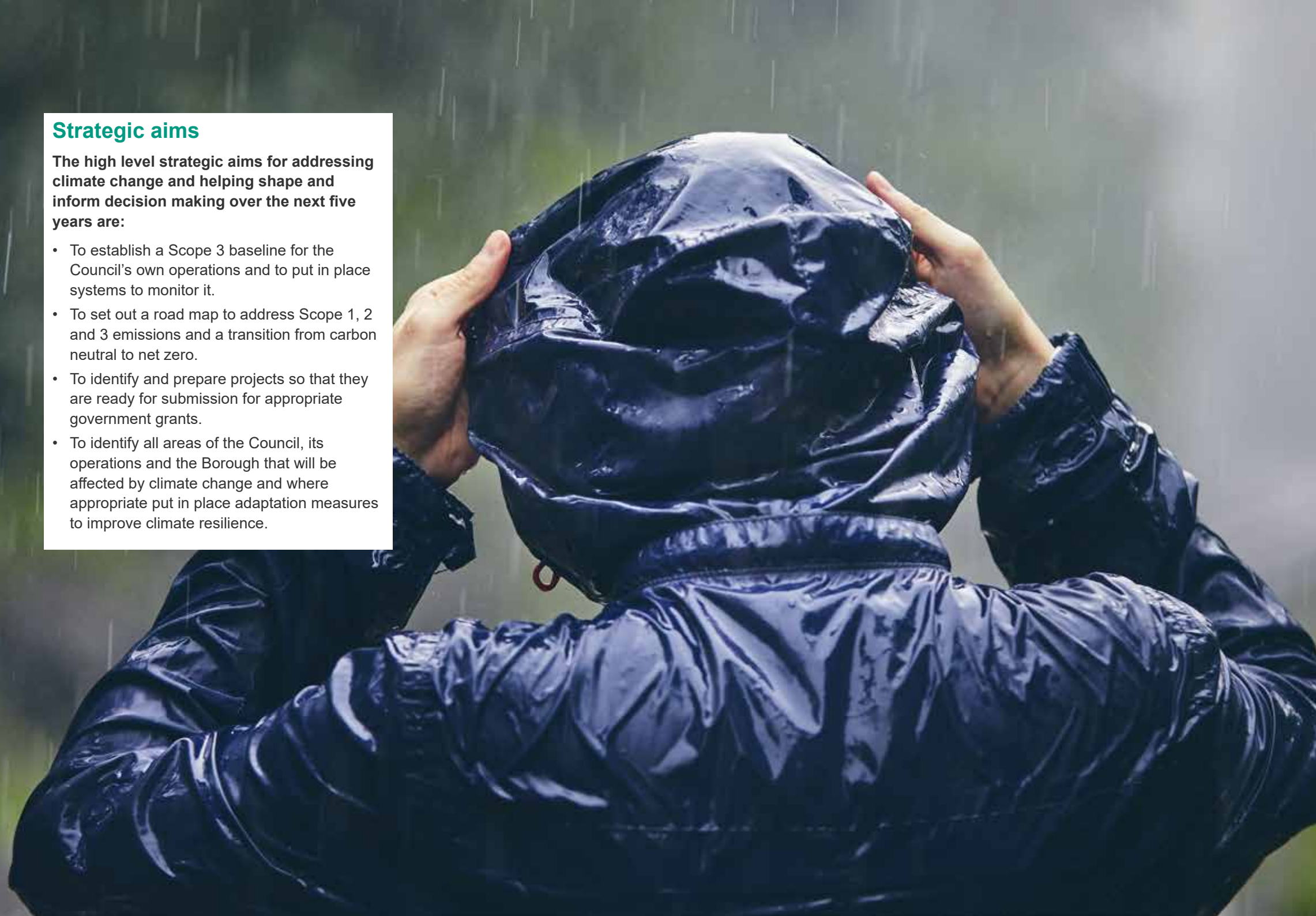
Strategic aims

The high level strategic aims for addressing climate change and helping shape and inform decision making over the next five years are:

- To establish a Scope 3 baseline for the Council's own operations and to put in place systems to monitor it.
- To set out a road map to address Scope 1, 2 and 3 emissions and a transition from carbon neutral to net zero.
- To identify and prepare projects so that they are ready for submission for appropriate government grants.
- To identify all areas of the Council, its operations and the Borough that will be affected by climate change and where appropriate put in place adaptation measures to improve climate resilience.

THEME ONE

Climate Strategy



Climate strategy and funding

Since the declaration of a Climate Emergency nearly four years ago, it was recognised that in order to deliver the actions of the Climate Change and Green Futures Programme a significant level of funding would be required. Initially projects have been supported, where possible within existing budgets or from government funding. However, due to the level of expenditure required (especially on some of the more comprehensive infrastructure projects), the Climate Change and Green Futures Programme needs to be aligned and integrated within the Council's Medium Term Financial Strategy (MTFS). To support this, other potential funding sources will also be explored. These include:

- Direct local authority
- Nottinghamshire County Council / Devolution
- Government Grants (PSDS / SHDF / LAD)
- Funding from business
- Biodiversity Net Gain

Adaptation and climate resilience

Planning for climate mitigation and adaptation is not only necessary on the macro scale but also at a local level. Extreme weather conditions have the ability to impact directly on the services provided by the Council. Increased risk of grass fires, or heat exposure to employees, are all issues which will undoubtedly need to be included in service planning in the future.

To build service resilience, a number of emerging strategies will inform the direction on how the Council will adapt its services and facilities to account for the impacts of climate change.

Climate Change inclusion in all Council key decisions and policies

As part of our response to climate change, the Council will look to include a climate change implications section in all relevant committee reports. This will identify:

- What effect Council activities have on the climate and what will be implemented to mitigate these.
- What impacts a changing climate may have on Council services and functions and what actions will be taken to adapt to this and improve Council climate resilience.

Including a climate change consideration into all relevant Cabinet / Committee committee reports will:

- Encourage officers to consider climate change impacts when writing and researching reports and policies.
- Improves visibility with regards to the decision making process and enable Members and residents to see and understand the impact that climate change will have on decisions.



THEME TWO

Transport and Travel

Strategic aims

The high level strategic aims for addressing transport and travel over the next five years are:

- Continue to explore and introduce reliable alternative fuels for the fleet and plant.
- Encourage the use of public transport.
- Improve air quality.
- Raise awareness and influence behaviour change to increase uptake of Active Travel options.
- Develop an EV charging infrastructure strategy for the Borough.

Broxtowe Borough Council fleet

Based on 2021/22 carbon footprint data, the Council's fleet contribute 27% (832 tCO₂e) to the Council's overall carbon emissions. A sustainable fleet is one that considers a combination of electrification, alternative fuels along with operational and driving efficiencies.

The Council will continue to review appropriate opportunities for operating a diverse fleet of vehicles and plant to ensure the most cost effective lifecycle and incorporating carbon emission efficiency.

The Council will train its employees in the most fuel efficient driving techniques. This will achieve additional benefits through reduced wear and tear and lifecycle extension.

Electrification of the fleet

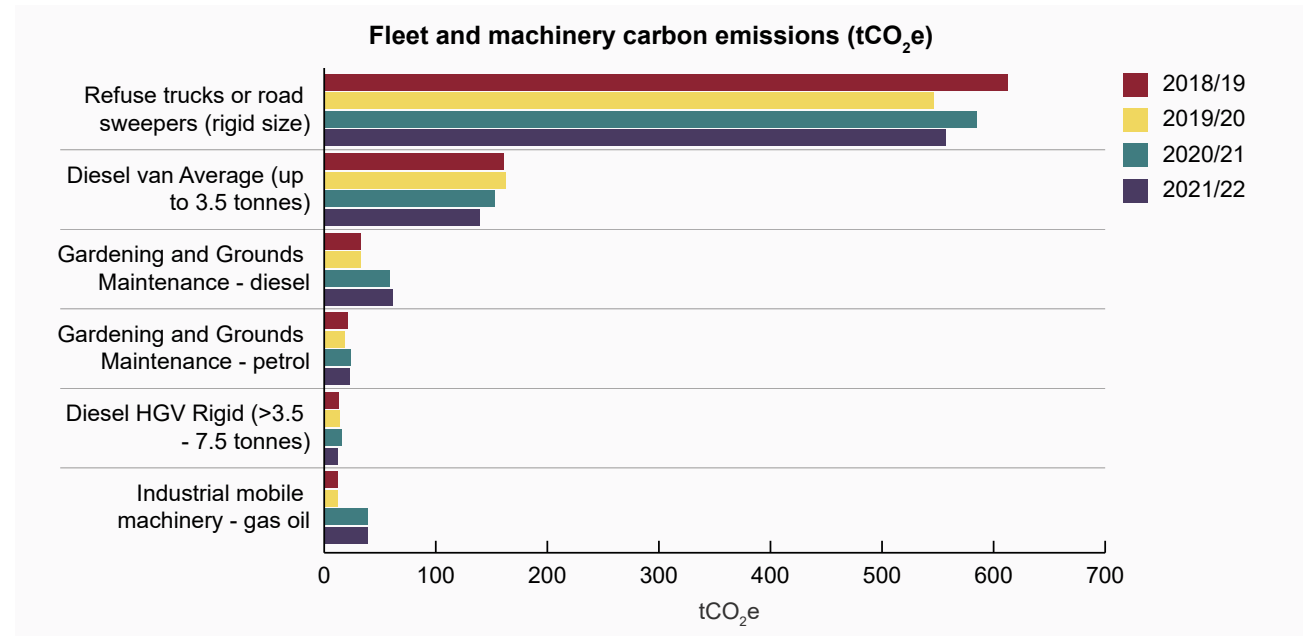
The majority of transport emissions arise from the refuse and cleansing fleet (graph 4). Decarbonising the fleet, using methods such as electrification or alternative low emission fuels, is a priority for the Council. A transition to electrification across the fleet is currently cost prohibitive. However, progress is being made to facilitate this through methods such as installation of shared charging facilities across the D2N2 network, which will provide a greater driving range for council vehicles across Nottinghamshire.

Business mileage

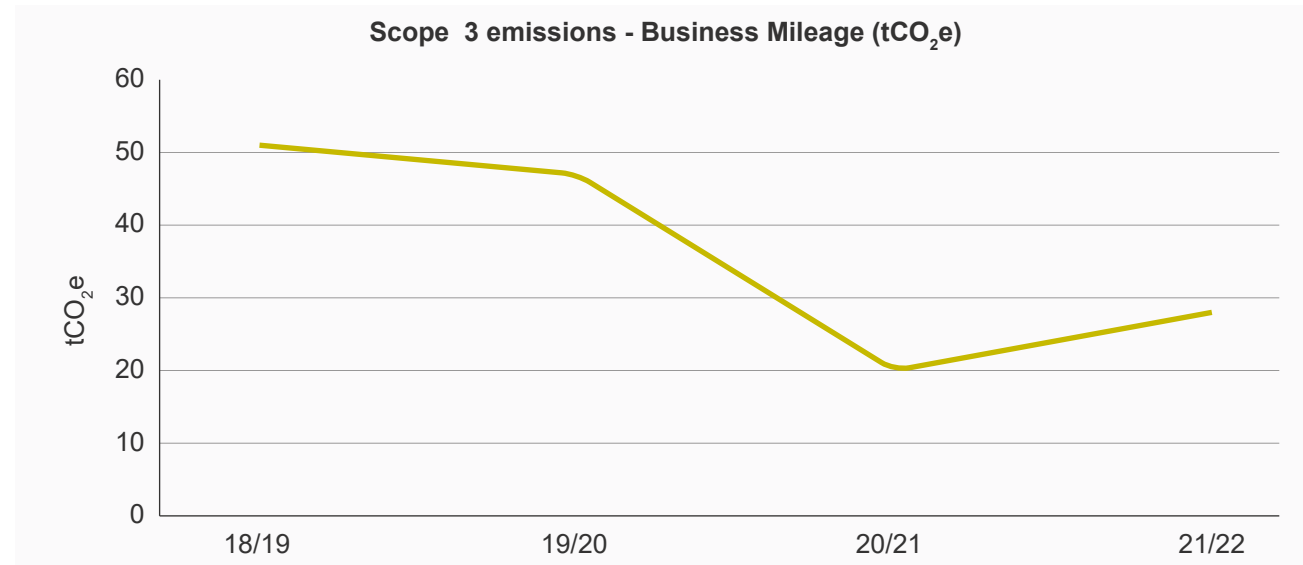
Business mileage undertaken by Council employees and Members falls under Scope 3 emission reporting. Graph 5 shows carbon emissions arising from business travel.

The Council will continue to promote the use of low emission vehicles to employees along with improved journey planning to reduce their transport footprint emissions.

Employee's commute to work also contributes towards Scope 3 but as yet this data is still to be benchmarked, but will be established within the coming year.



Graph 5 – Fleet and machinery carbon emissions



Graph 6 – Carbon emissions resulting from Broxtowe Borough Council employee business mileage

Sustainable travel options

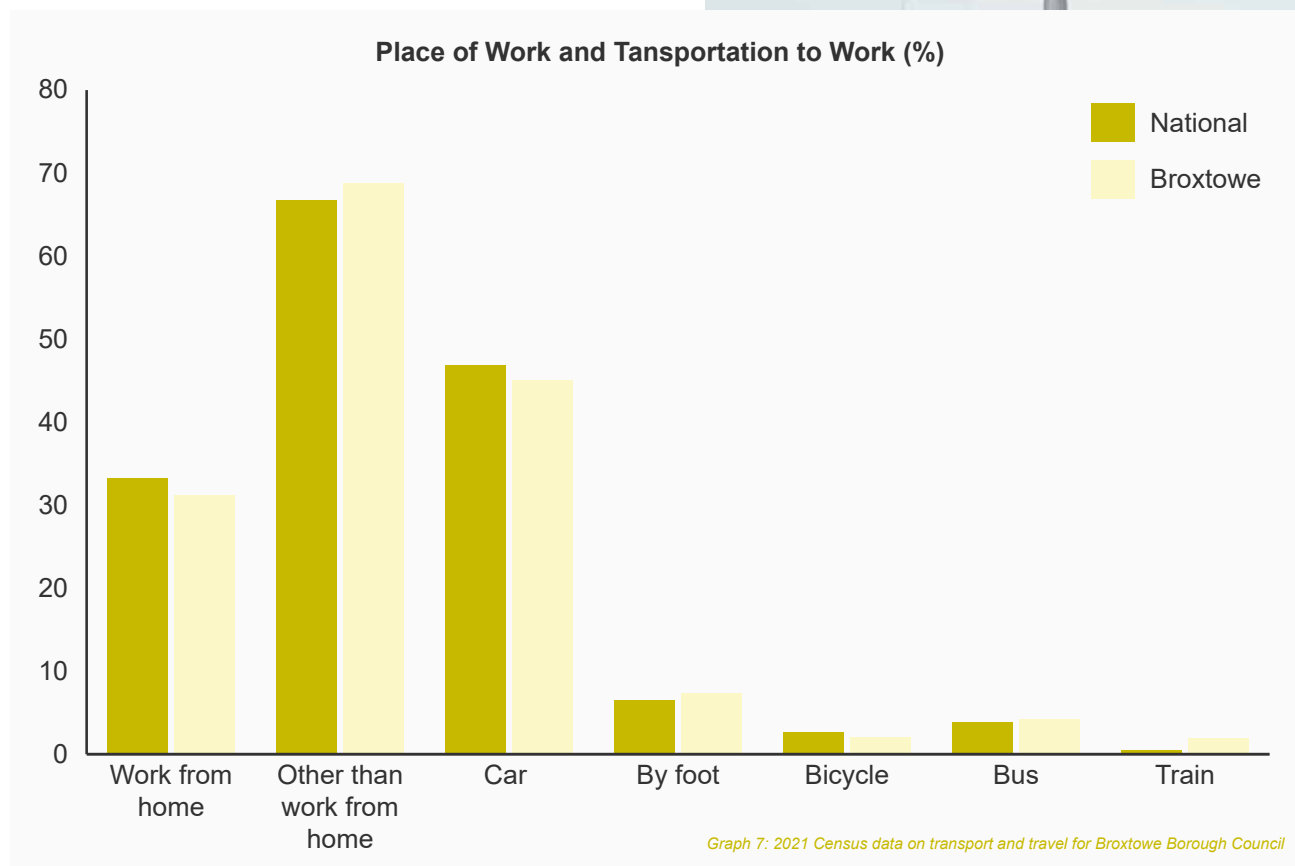
The Council will encourage residents to make sustainable choices regarding their travel arrangements by:

- Promoting public transport.
- Encouraging car share.
- Working with external stakeholders to help expand the number of EV charging points across the Borough (both off and on street).

As shown in graph 7, the 2021 CENSUS data shows:

- 31.2% of residents aged 16 years and over and who are in employment worked mainly at or from home.
- 8.9% of people travelled less than 2 kilometres,
- 3.5% travelled between 2 and 5km
- 15.9% travelled at least 5 kilometres to less than 10 kilometres.
- The most selected mode of travel to work was driving a car or a van at 45.1%. 7.3% of people travelled by foot, 2% travelled by bicycle, 4.2% by bus and 1.9% by train.

This shows the impact of homeworking and how 'new ways of working' has affected resident's commute. This information will be used to support the delivery of this programme theme.



Graph 7: 2021 Census data on transport and travel for Broxtowe Borough Council



Active Travel

Not only is transport a cause of air pollution, it accounts for 28% of greenhouse gas emissions in the UK (Source: Gov.UK - Climate and health: Applying All Our Health (May 2022)). Both of these impact the health of our residents and our climate.

By increasing awareness and participation in active travel, the Council will not only support a reduction in unnecessary vehicle journeys, but will increase the physical activity of our residents, offering them improved health and wellbeing.

'Barriers to participating in active travel can relate to matters such as bike thefts. Any promotion and investment in active travel should look to address such matters'

Strategic aims

The high level strategic aims for addressing energy and water related issues over the next five years are:

- Produce a decarbonisation plan for the Councils' key building assets.
- Energy and water efficient properties to be a key theme of the new Housing Delivery Plan.
- Continue to secure external funding to retrofit existing housing stock.
- Produce a fuel poverty strategy.
- To signpost residents and businesses to appropriate energy and water efficiency funding streams.

2021/22 the Council's energy consumption accounted for 70% of its current overall footprint. From a Borough perspective, domestic energy consumption accounts for 38% of its total emissions.

A reduction in energy consumption and decarbonising heating systems is a core objective for the Council. As well as the impact on climate change, the war in Ukraine has highlighted the risks and vulnerabilities on the reliance of fossil fuels.

The rapid inflationary pressures on fuel and energy prices has impacted on the Council, residents and local businesses. A reduction in energy consumption and a move to more sustainable technologies is critical in order to provide improved energy security as well as mitigate against the worst impacts of climate change.

Energy management

Energy management in buildings is an important area that will assist in achieving carbon neutrality and net zero. It is nevertheless challenging where buildings are old, or even listed and are therefore inherently energy inefficient.

The more recent challenge is as a result of COVID, where working from home, or hybrid working have resulted in buildings, particularly offices, being underutilised.

Understanding how energy can be saved, as well as it is used, are both key components regarding efficient and intelligent energy management. The principle of the 'fabric first' approach (ensuring the structure is as insulated as it can be), the way in which energy is purchased (acquiring energy from renewable/green energy sources) and determining peak usage trend through meter readings, are all key parts of energy management.

There will be a decarbonisation plan produced for four of the Council's key assets in 2023; the Council Offices, Kimberley Depot, Bramcote Leisure Centre and Bramcote Crematorium. This information will help to support any potential decarbonisation funding bids the Council submits for these assets.

Where possible the Council will look to promote measures to improve energy efficiency by offering advice and signposting the community with Broxtowe to relevant grants.

Fuel poverty

Fuel poverty occurs when a householder needs to spend more than 10% of their income to adequately heat their home. The solution to fuel poverty is to ensure that all householders can achieve 'affordable warmth', that is all householders should be able to heat their home



sufficiently to maintain health and well-being without spending over 10% of their income.

Although the greatest impact on fuel poverty is household income and the cost of energy, inefficient heating systems and poor insulation also contributing factors. Improving the energy efficiency of housing is an essential step to reduce the number of people in fuel poverty.

A fuel poverty strategy will be produced identifying measures to address the impacts of fuel poverty on Broxtowe residents.

Renewable energy generation

A number of Council assets have renewable energy supplies fitted in the form of solar PV panels. Broxtowe will establish a benchmark for energy generation and set renewable targets for future years.

Residents and businesses are encouraged to change to renewable energy suppliers where



possible. The Council facilitates this through signposting and administering external grant aid funding systems.

Water management

Water is a valuable resource and its management is therefore a priority. The Council will explore opportunities to maximise water efficiency savings across its own estate as well as promoting positive behaviour habits for residents and businesses in order to reduce demand on supply.



Built Environment



Strategic aims

The high level strategic aims for addressing relating to the Built Environment over the next five years are:

- Develop a suite of documentation to provide guidance on sustainable new build properties.
- Develop a long term retrofit strategy for private householders in Broxtowe.
- Ensure that all funding opportunities that would benefit private householders are applied for (e.g. Sustainable Warmth, SHDF, HUG2).
- Develop guidance that will allow householders to understand what retrofit measures are suitable for their homes and how they can access grant funding to facilitate this.

The built environment is one of the most significant contributors to Climate Change. Moncaster (Source: Open University Climate Change and the Built Environment (2022)) identified that the built environment is responsible for 39% of all global carbon emissions. 28% is from operational activity such as heating, lighting and cooling and 11% is from embodied carbon, arising from the construction of new buildings.

New buildings and development

For both newly built and redeveloped commercial properties, the planning and building regulations are key drivers for ensuring that the climate change agenda is taken into consideration as part of the process.

The Council's target for the total number of new builds across the Borough is 350 each year. Contributing to this is the target to increase the number of Council owned homes by 200 across a 10-year period (2019-2029).

The planning regime and building regulations will ensure that sustainable practice is considered in all new schemes. In all new build Council projects, consideration will be given to designs that reflect the use of low carbon / zero carbon materials, the installation of renewables and energy efficient measures.

Retrofit of existing private housing stock

There are currently 50,954 households across the Borough and a breakdown by housing property type is shown in table 5.

Housing Type	Total Properties
Semi-detached	16,724
Detached	16,269
Terraced	11,572
Flat	5,680
Sheltered accommodation	602
Caravan	94
Houseboats	12
Other	1
Total	50,954

Table 5: Housing types in Broxtowe Borough Council

Analysis of BEIS data for the Borough (Section 2) shows that heating and lighting of homes is one of the biggest contributing factors for the Boroughs' carbon emissions. Therefore, sign posting and engaging with residents on appropriate retrofit and home energy efficient measures is essential.

Housing stock including Independent Living

The Council's housing stock has been subject to retrofitting with regards heating systems and loft insulation. There is a planned maintenance programme in place to support the roll out of further measures. In addition, the Council have commissioned an asset management review that will form the foundation for identifying opportunities to address energy efficiency issues and enable a programme of activity to be determined.

Broxtowe Borough Council have a total of 564 properties that are classed as hard to treat (for example properties that are steel framed or that are in conservation areas). Over the last 5 years the Council has made progress in reducing this number. This has been achieved through the Council's commitment to agree budgets and procure contracts to install energy efficiency measures.



Local Authority Delivery (LAD) funding

The Council has utilised funding from the Local Authorities Delivery (LAD) and Sustainable Warmth funds. This has been used to deliver retrofit measures for 158 homes across the Borough. These measures have improved the energy efficiency within households of low income and low energy performance (energy performance certificate (EPC) ratings of D, E, F or G). This will help to reduce household energy bills, address fuel poverty and support the phasing out of fossil fuel heating.

The Council will continue to seek funding in order to support residents retrofit measures.

Other social housing providers

Other Social Housing providers are responsible for ensuring the domestic properties they own are compliant with the legislation governing their sector.

The Council will work collaboratively with other social housing providers to ensure that their properties are as energy efficient as possible. The Council will also explore opportunities to secure funding in partnership with these providers.

Private landlords

Private landlords are responsible for ensuring the domestic properties they own are compliant with the Domestic Minimum Energy Efficiency Standard (MEES). This requires a property to have an Energy Performance Certificate (EPC) with a minimum band E rating. This applies to all domestic private rented properties that are:

- Let on specific types of tenancy agreements.
- Legally required to have an Energy Performance Certificate (EPC).

The Council will enforce these standards and will be working with private landlords to ensure an appropriate approach is implemented.



Core Strategy and Planning

Strategic aims

The high level strategic aims for addressing issues relating to core strategy and planning over the next five years are:

- To include a climate change implications section in all relevant committee reports.
- To produce Supplementary Planning Documents (SPD) for Climate Change and Renewable Energy.
- To include additional policies on sustainability and climate change in the revised Broxtowe Local Plan.

"Planning has a vital role to play in enabling and encouraging the transition to a competitive and resilient low-carbon society that also supports the environment and human health and wellbeing."
 (Source: TCPA & RTP1 (2023))

Planning can also help with the mitigation and adaptation of climate change by:

- Providing opportunities for renewable and low carbon technologies.
- Promoting low carbon design approaches in building design.
- Consider future climate change risks over the life time of new development sites
 The Council's Core Strategy (the first part of the Local Plan) sets out the vision, objectives, spatial strategy and the strategic policies for the Borough up to 2028. The document provides a framework and sets



out the strategic policy direction for future developments in Broxtowe Borough, along with Nottingham City and Gedling Borough.

The Core Strategy provides a broad guide to development and growth in the Borough. It sets out key issues that will need to be addressed. It co-ordinates policies and programmes together with the public resources so that these can be delivered.

As part of this approach; appropriate, ambitious and meaningful planning policies will be introduced via the Local Plan process, or through supporting documentation. This will encourage and support sustainable development across the Borough.

Local Plan

Currently a review of the strategic plan for Nottinghamshire is being undertaken. This plan will outline the main policy aims, and key areas for development, across the wider Nottinghamshire area. This plan will then 'feed' into a revised Broxtowe Local Plan, within which there will be additional policies on sustainability and climate change. Concurrently, work is being undertaken on a Climate Change and Renewable Energy SPD, which will assist homeowners and developers when considering these sustainable components and will outline the planning requirements associated with them.

Recycling and Resources

Strategic aims

The high level strategic aims for addressing issues relating to recycling and resources over the next five years are:

- Follow and promote the principles of the waste hierarchy
- Increase education and engagement on recycling, especially around those materials that are difficult to process.
- Full review of current refuse rounds to incorporate capacity for the next five years
- Encourage more community involvement around recycling activities

Natural capital is one of our most valuable assets. The air we breathe, the water we drink, the land we live on, and the stock of material resources we use in our daily lives are at the heart of our economy, our society and our way of life.

The Council's Climate Change Strategy sets out how we will preserve our stock of material resources by minimising waste, promoting resource efficiency and moving towards a circular economy. At the same time, we will continue to minimise the damage caused to our natural environment by reducing and managing waste appropriately and in accordance with principles of the waste hierarchy.

Round efficiencies

In 2018 the refuse team undertook a round review to rebalance and then future proof the current refuse and recycling collection system, so that it

could incorporate the number of scheduled new builds.

The current collection rounds are now reaching capacity and need to be reviewed again to ensure that they are fit for purpose for the next five years.

The intention was to wait until further detail had been received on the Environment Act 2022, but given the delay in receiving this framework it seems prudent to move forward with a review.

Whilst addressing capacity issues, the rounds can also be assessed for fuel efficiency, which will help support further carbon emission reductions.

Other areas to be reviewed to further support fuel savings and carbon emission reductions include:

- Review of the missed bin policy
- Consolidation of recycling rounds

Increase recycling and composting

Recycling generally produces less carbon emissions than creating brand new products. In addition, recycling materials helps reduce deforestation, minimise greenhouse gas emissions, reduces energy consumption and eliminates the need for new raw materials to make products.

The kerbside recycling services provided by the Council are shown in table 6. The recyclables collected through the kerbside streams are in accordance with countywide disposal contract.

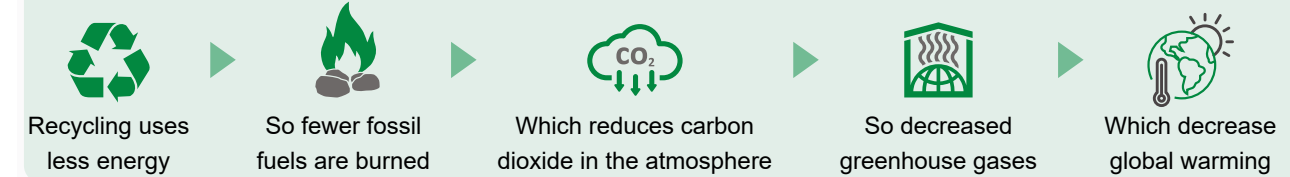
Recycling Stream	Recycling Criteria	Frequency and method
Mixed dry recycling	Paper / card / plastic bottles and their tops / margarine and butter tubs, yogurt pots	Alternate fortnightly with the general waste bin Collected in either a 140 litre or 240 litre bin
Mixed glass	Mixed coloured glass	Collected every 4 weeks in either a 37 litre bag (householders can have up to 4 free of charge) or a 140 litre red-lidded bin which is chargeable
Garden (Subscription service)	Grass cuttings, weeds, small branches, hedge clippings	Collected every fortnight (March to November, then monthly December to February) in a 240 litre brown bin

Table 6: Kerbside recycling streams collected in Broxtowe Borough

HOW YOU CAN SAVE ENERGY BY RECYCLING

Everytime a new product is made from raw materials, large amounts of energy are consumed, recycling products decreases the amount of energy it takes to produce these items

WHY WE SHOULD RECYCLE AND HOW WE CAN ALL MAKE A DIFFERENCE



HOW MUCH ENERGY YOU CAN SAVE BY RECYCLING

Producing new aluminium from old products uses 95% less energy than making it from new materials.

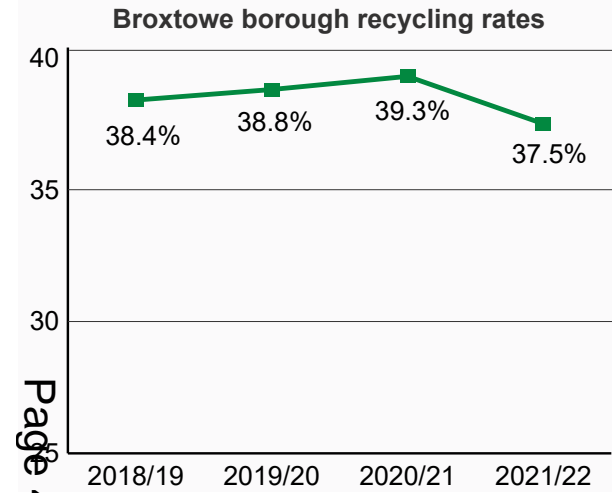


The amount of energy saved from recycling one glass bottle could power an old 100-watt light bulb for 4 hours and a new low-energy LED equivalent for a lot longer.

(Source: Friends of the Earth - '7 benefits of recycling' (2022))

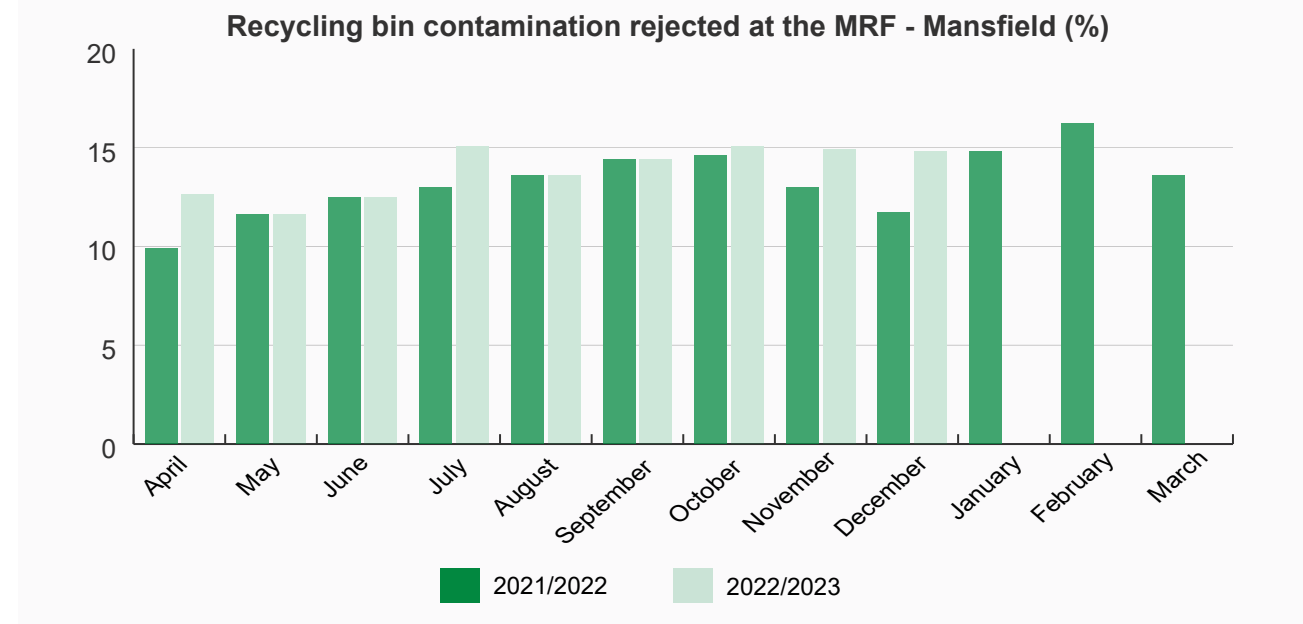
Figure 6: Saving energy by recycling

As graph 8 shows, recycling rates have stagnated somewhat over recent years. This is an issue that is not unique to the Council and has been experienced across the whole County.



Graph 8: Broxtowe Borough Council recycling rates

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Graph 9: Broxtowe Borough contamination rates

This stagnation can be attributed to a number of factors, but it is understood that reduced engagement with stakeholders at both a national and local level has had an influence. The Council has recognised this and created a Waste and Recycling Engagement Officer role that will support activities set to reverse the current declining trend.

Reduce contamination

Defra's Resources and Waste Strategy states that there is a "need to drive better quantity and quality in recycling". The Council wants to promote UK-based recycling and export less waste to be processed abroad, but sometimes this is not practicable. To ensure this process is as cost effective as possible the Council needs to ensure that recycling sent for processing is high quality.

WRAP defines contamination as 'any unwanted materials that householders include in boxes, sacks or bins set out for recycling or collection crews placed in the wrong compartments of recycling collection vehicles' (Source: WRAP – Tackling contamination in dry recycling (2020)). Unwanted materials in the recycling bin has the potential to contaminate a whole load of recyclables. Not only is contamination difficult to separate from the 'clean' material but it can become embedded within the material during the processing of making it. The Council will look at ways in which contamination can be reduced including a review of the current recycling bin contamination procedure.

Promotion of the waste hierarchy principles

Within the waste industry there are five steps for dealing with waste and these are ranked according to environmental impact. This ranking is referred to as the 'waste hierarchy'. It is important that the Council engages with residents to influence and drive behaviour change, encouraging stakeholders to adopt the waste hierarchy principles. This will lead to:

- An overall reduction in the waste produced
- A reduction in the waste being disposed of
- Preservation of natural resources
- Moving towards a circular economy

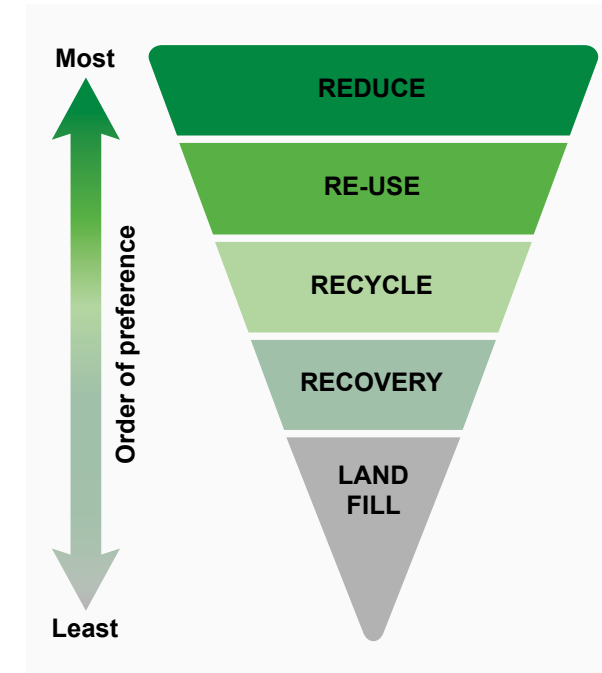


Figure 7: The Waste hierarchy

Moving towards a circular economy

Adopting circular economy principles and strategies can significantly reduce greenhouse gas emissions. In the main, carbon reduction efforts are focused on renewable energy production and energy efficiency measures; however, a vast majority of emissions are associated with making products and the circular economy offers a solution to tackle this.

There needs to be a move away from a linear model of "take, make, waste" (Source: Ellen MacArthur Foundation (2019)) to a circular economy which is designed to benefit businesses, society, and the environment. Finding more efficient and effective manufacturing processes, reusing and, perhaps most importantly, recycling materials means that the lifecycle extends, so less resources are needed which leads to less waste.

The Council can support a circular economy in the following ways:

- Awareness and engagement around waste and recycling
- Improve the quality of the materials sent for recycling
- Purchase goods and services that are more aligned to the circular economy

Strategic aims

The high level strategic aims for addressing issues relating to the Natural Environment over the next five years are:

- Identify opportunities to enhance biodiversity across the Borough.
- Maximise opportunities through Biodiversity Net Gain.
- To establish a sequestration value for the Council's natural assets using an appropriate methodology.
- To continue to work with relevant stakeholders in order to bring about improvements in local air quality.

The natural environment plays an important role in mitigating climate change. Nature based solutions such as appropriate tree and soil management remove and store carbon dioxide from the atmosphere, all whilst releasing oxygen back

into the air. These enhance the environment both economically and socially, as well as providing ways for people and wildlife to adapt to the stresses of climate change.

The Council is committed to protecting and improving the natural environment, ensuring efficient and sensitive use of land for all our needs. Through balanced management practices the Council, will enhance carbon sequestration and create climate resilience to support the natural environment for future generations.

Blue and green infrastructure

Green infrastructure is a network of multi-functional green space (both urban and rural) delivering quality of life and environmental benefits for communities.

Green infrastructure is not simply an alternative description for conventional open space. It includes parks, open spaces, playing fields, woodlands – as well as street trees, allotments, private gardens, green roofs and walls, sustainable drainage systems (SuDS) and soils. *(Source: Town and Country Planning Association (2023))*

Blue infrastructure includes rivers, streams, canals and other water bodies.

Blue-green infrastructure is important as a climate change mitigation and adaptation measure. Not only does it support biodiversity by linking networks together but it also creates both economic and social benefits for the wider community to enjoy.

Maintaining, improving and enhancing these pathways involves a partnership approach across a number of agencies and the Council will continue to explore opportunities to expand this provision across the Borough.

Tree planting

As the climate crisis emergency deepens, the perception and awareness of the importance and dependence on trees continues to grow. Trees are excellent at sequestering (storing) carbon, locking this away for many years. It is imperative that the Council has robust mechanisms in place for the management of existing trees and looks at ways to increase canopy cover in the future. This will be achieved through a number of measures, including habitat management strategies and working with a variety of stakeholders.

Natural adaption and mitigation

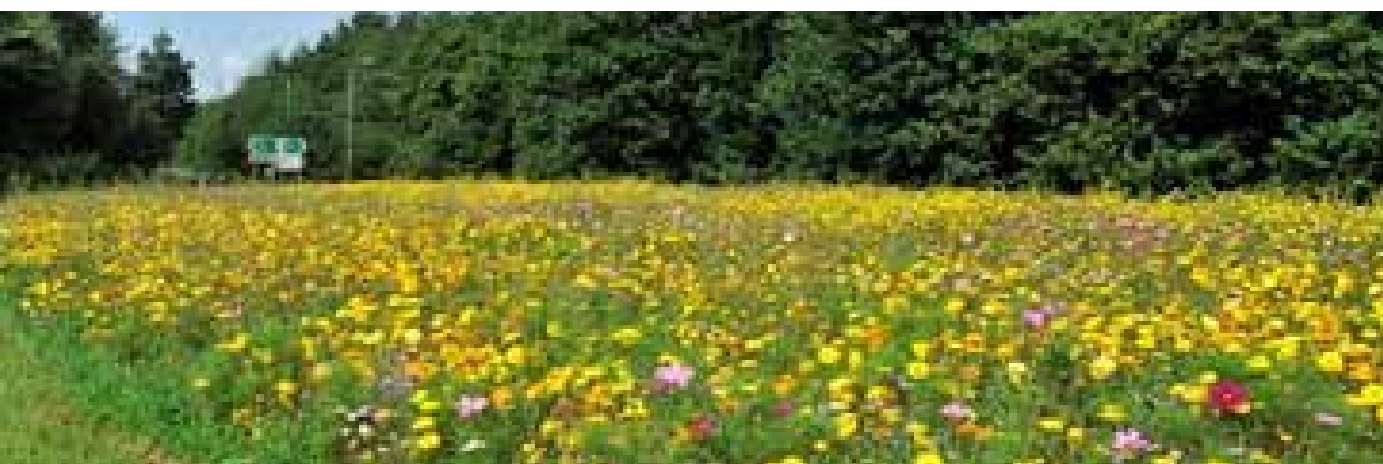
Increasing levels of carbon dioxide in the atmosphere makes changes to the earth's climate inevitable. Broxtowe Borough Council is working to understand and manage these changing climate risks, to ensure that assets, services and infrastructure continue to function appropriately and that the Borough becomes more resilient to extreme climate events such as flooding, drought and heatwaves.

Ecological emergency

The ecological balance of our planet is in a critical state. Natural habitats and the wildlife it supports



Natural Environment



are under threat due to the effects of habitat loss and climate change. The Council is taking active steps to protect, manage, mitigate and enhance ecological systems across the borough. To support this, the Council will work with key stakeholders to consider options in which best to respond to the ecological emergency, developing comprehensive and effective plans.

Biodiversity

Biodiversity is essential for supporting life on Earth. Without it, animals, plants and micro organisms, would not have the healthy ecosystems that are required to “clean our water, purify our air, maintain our soil, regulate the climate, recycle nutrients and provide us with food” (Wilson: 2010)

The Borough of Broxtowe contains a diverse range of habitats, many of which are owned and/or managed by the Council and a variety of other stakeholders including Nottinghamshire County Council and Nottinghamshire Wildlife Trust.

The most significant areas for wildlife within the Borough are the Erewash and Trent Valleys. They provide valuable habitat opportunities for wetland bird species, water voles, otters and crayfish. The River Erewash feeds into Attenborough Nature Reserve, which is an important Site of Special Scientific Interest (SSSI) managed by Nottinghamshire Wildlife Trust.

Within the Borough there are also a number of urban habitats providing havens for wildlife. These include gardens, churchyards, allotments, verges,



school grounds and railway sidings. Many of these areas are post-industrial, brownfield sites supporting a rich and diverse ecosystem.

The Council will be looking for opportunities to increase biodiversity within the Borough by changing land management regimes and working with partner organisations.

Carbon sequestration

Carbon sequestration is the process by which carbon dioxide is captured and stored. Sequestration can occur either biologically (trees,

soil etc.), or technologically (where carbon is captured and stored underground in appropriate geological formations).

For the purpose of this strategy, carbon sequestration will focus on the biological. The science and understanding around how different habitats sequester and store carbon is still developing, but it is clear that our green / blue infrastructure will play a significant part in achieving both carbon neutrality and net zero.

The Council is currently mapping sequestration values for the Council's green assets and will

formulate a carbon sequestration value and methodology which could potentially support the Council's climate change commitments.

Air quality

Air pollution is generally defined as any type of particulate (dust) or gaseous substance (for example Oxides of Nitrogen) that is emitted into the atmosphere either through the combustion of fuels such as coal, oil, gas, petrol, diesel or the burning of wood / natural gas from domestic central heating boilers or power stations. When

these fuels are combusted, particulates are emitted into the atmosphere and they affect the air quality within the United Kingdom (UK).

Poor air quality can affect people's health on a daily basis and can result in premature death. Therefore, it is imperative that poor air quality is recognised as a public health issue and that continual measures are taken to improve the air quality even if the air quality objectives in the UK are being met.

The two main types of air pollution within the UK are Nitrogen Dioxide (NO2) and Particulate Matter

(PM10 and PM2.5). The main air quality issue within the Borough arises from the M1 and the A52 roads. There is one Air Quality Management Area (AQMA) remaining in the Borough and this is located in Trowell. The Council monitors the concentration levels within the Borough and have also devised and introduced measures to improve the air quality within the Borough, which are detailed in other programme themes in the strategy.



Strategic aims

The high level strategic aims for addressing issues relating to communities over the next five years are:

- Support Town / Parish Councils and local community groups to take climate action
- Formulate appropriate climate adaptation strategies to support Health and Wellbeing
- Develop a green social prescribing model in Broxtowe.
- Reduce the supply chain emissions of Council events.

Local communities have a significant role to play in helping to mitigate the worst impacts of climate change. Communities encourage people to work together to take actions which:

- reduce greenhouse gas emissions
- enhance nature based solutions increasing the amount of potential carbon capture
- build resilience and encourage adaptation to climate change

The Council will look to support all appropriate stakeholder groups by:

- Supporting the development of local plans
- Making local communities aware of any potential funding opportunities
- Ensure communities have an aligned approach to the Council's own climate change commitments

Town/Parish Council's and local community groups

Parish and Town Councils along with local community groups operate at the closest level to neighbourhoods, which enables them to take the lead to inspire local residents to take action. In doing so they can be a force to drive positive behaviour helping address the Climate Emergency.

Moving forward, the Council needs to work more closely with Town and Parish Councils and other local stakeholders, so that they can:

- Align to the Council's carbon neutral and net zero ambitions.
- Understand what action or change is necessary and help support this.

Health and wellbeing

Climate Change may affect our health and wellbeing through the impacts of extreme weather events, declining air quality, threats to food and water quality and the impact that this will have on mental health.



Many people are now being forced to deal with the impacts of climate change and this can have an impact on their emotions and the way that they feel. This is Eco-anxiety and it is defined as “a chronic fear of environmental doom, a worry for what might happen if the world does not take action to avert disaster in time.” (Wright S and Oserloff E (2022)). On the whole, younger people are generally experiencing significant levels of eco-anxiety, “as they see the window to fix the planetary emergency closing, but often feel powerless to enact meaningful change” (Wright S and Oserloff E (2022)).

The Council will develop a Green Social Prescribing model for the Borough which will enable residents to engage in nature-based interventions and activities to improve their mental health.

Risks to human health are also increasing due to climate change. These include:

- Extreme heat causing exhaustion and heatstroke.
- Increased Asthma cases due to extreme heat reactions to air pollutants.
- Increases in temperatures alters the spread of diseases.
- Health impacts from other extreme weather events such as droughts, wildfires and storms (Ashworth J (2022)).

The Council will formulate appropriate adaptation approaches for its own operations, e.g. earlier start times for its operational employee's, so they are avoiding extreme heat weather events.

 **THEME NINE**

Business and Supply Chain

Strategic aims

The high level strategic aims for climate change addressing issues relating to **Business and Supply Chain** over the next five years are:

- Establish a baseline for Scope 3 supply chain emissions using the Green House Gas protocol.
- Support businesses and skill building that supports green economic interventions.
- Embed sustainable purchasing practices across the Council, raising awareness and promoting best practice.
- Work with suppliers to minimise or reduce climate change impacts for example reduction of packaging, reduce transport miles.



Local businesses play a key part in reducing emissions in the Borough and helping to drive behaviour change. The Council will work with businesses to support their efforts to be more sustainable as well as focus on its own supply chain to make environmental considerations a key part of procurement.

Sustainability support for local businesses

There are approximately 5,846 businesses within Broxtowe Borough. Analysis from the Office for National Statistics (ONS) indicates that almost all businesses with the Borough are categorised as SMEs (where employee numbers are 249 or less), with 84% being micro businesses (employing nine people or less).

Businesses continue to feel the economic effects of rising energy bills, but there is also the challenge of prioritising sustainability, especially as the impact of climate change is being felt. The Council, together with local partners (for example both Nottinghamshire universities) will work together to provide small businesses with resources, access to events and support to help them on their carbon reduction journey and align with the Council's carbon neutral ambition.

The Council will also work with businesses to identify opportunities to support the creation of green jobs and skills within the local area.



Sustainability and procurement

It is widely acknowledged that the purchasing of goods and services has a significant impact on the environment, society and the economy. The Green House Gas Protocol defines Scope 3 emissions as "all indirect emissions that occur in the value chain of the reporting company, including both upstream and downstream" and this includes the supply chain.

In order for the Council to work towards any net zero commitment it must first establish its Scope 3 emissions and this will include the supply chain.

For most organisations the emissions in the supply chain, (attributed to bought goods and services) are the organisations most significant contributor to its carbon footprint. Once a baseline has been established, the Council will work with suppliers to reduce carbon emissions on the goods and services procured.



Communications

Strategic aims
 The high level strategic aims for addressing climate change issues relating to communications over the next five years are:

- To develop and deliver a comprehensive climate change communications plan.
- To achieve Carbon Literacy accreditation ‘Silver’ by March 2025.
- Increase awareness amongst stakeholders (residents, businesses, employees etc.) of climate change and the positive changes that can be made to help mitigate the worst impacts.

Well-considered and designed communication activities are key components for stakeholder engagement. This programme theme will support the various project strands in terms of raising the profile and awareness of the climate agenda, promoting best practice and driving positive behaviour change.

Employee and Member training and engagement

Embedding sustainability across the Council is key in being able to support the commitment of becoming carbon neutral by 2027. A crucial driver for this is employee and Member awareness.

Employees and Members need to be aware of how the authority will be impacted by climate change, the practical actions needed to reduce emissions and the significant changes needed to incorporate a transition towards a net zero culture.



To ensure that climate change is embedded across the authority, the following steps will be undertaken:

- Include information about the Council’s carbon footprint in the annual performance review
- Include climate change as part of the induction process for new starters
- Ensure that all employee’s are aware of the climate change impacts related to their department
- Ensure that all Members are briefed and have regular climate change updates
- Creation of a climate change e-learning package for all employee’s and Members to complete.
- Creation of climate change champions across the authority
- Work towards becoming a carbon literate organisation

Behaviour change

By using behavioural science techniques, we can ‘nudge’ stakeholders to change their behaviour and reduce their carbon footprint.

The EAST framework sets out an approach for this:

- Easy – making smarter choices easy to make
- Attractive – presenting benefits in a way that maximises their perceived value
- Social – harnessing ‘peer pressure’ by showing the desired behaviours are supported by others
- Timely – ensuring messages are received when people are most likely to be receptive

Our audience will also be broken down into three categories to help us better target our messages and make them more effective:

1. Already engaged - Promote and reward behaviour and encourage them to support others.

2. Willingness to engage but need support - Ensure information and support is available to help them change their behaviour and celebrate their success when they do.
3. Not engaged and unlikely to engage - Understand the reasons why they aren’t engaged to determine what action could be taken to support them.

Using a variety of tools including the Green Rewards platform, internal stakeholders will work together to deliver a climate change communications plan, which aims to drive positive behaviour change and will support external stakeholders in undertaking sustainable actions which will in turn lower their carbon footprint.

Green events

Our Green Festivals are events designed to help educate, encourage and support local people to make more sustainable choices. They are a fantastic way for us to find out how they can contribute towards the climate change agenda helping to mitigate the worst impacts.

In 2022 there were four festivals covering each of Broxtowe Borough’s town centres (Eastwood, Kimberley, Stapleford and Beeston). The events were interactive and families were able to participate in a variety of environmentally themed activities.

Our Green Festivals programme are events designed to help educate, encourage and support local people to make more sustainable choices.

They are a fantastic way for residents to find out how they can contribute towards the climate change agenda helping to mitigate the worst impacts.

In 2022 there were four festivals covering Broxtowe Borough’s four town centre’s. The events were interactive and families were able to participate in a variety of environmentally themed activities.

Following on from their success, the aim is to continue to develop these festivals across the borough, growing the engagement and reach.



Section eight Opportunities and Benefits

The Council is in a key position to be a trend setter with regards climate change and engage and influence behaviour across a large audience. This position provides many opportunities and benefits to:

- Deliver and promote positive action on climate action
- Drive positive environmental behaviour change
- Positive engagement with internal and external stakeholders.
- Facilitate the creation of green jobs and support the local economy
- Efficiency savings
- Improve in health and wellbeing
- Improvements in air quality
- Improved public transport and active travel routes across the Borough
- Development of Members / employees skills and knowledge base
- Reduction in fuel poverty
- Mitigation against the worst impacts of climate change leading to increased resilience and therefore service improvement.
- Increase in biodiversity levels across the Borough
- Opportunities to link or align with other key strategies

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Section nine Risks and Challenges

There are many risks and challenges that will be faced along that journey to carbon neutrality and net zero. However, these will need to be addressed and overcome if the Council's commitments are to be achieved. Some of the main risks and challenges are:

- Build internal expertise to deliver on the Climate Change Strategy
- Develop and implement comprehensive communications plan.
- Higher cost of any potential sustainable technologies / methodologies.
- Look for opportunities to identify additional land for procurement, work with landowners and other stakeholders.
- Work to build funding requirements into the Council's medium term financial plan (MTFS) limited scope to commit the Council's own financial resources.
- Ensure arrangements for data capture is included in the earlier stages of project development.
- Availability of sustainable goods and services.



Glossary

ACS - Approved Contractor Scheme

BEIS – Department for Energy and Industrial Strategy. (Government department).

Biodiversity- variety of plant and animal life in a particular habitat or ecosystem

BNG – Biodiversity Net Gain It is a way of making sure land used for construction is left in a better state than it was before development

Carbon budget - the amount of carbon dioxide permitted to be emitted over a certain period of time, which would allow global warming to be limited to no more than 1.5°C

Carbon Neutral – Balance of carbon emissions released against carbon emissions captured

Carbon Sequestration - is the process by which a carbon sink, such as forestry, reduces the amount of greenhouse gases in the atmosphere

Circular Economy – A production and consumption system whereby materials are kept within a closed loop (there is a reliance on reduce, reuse and recycling rather than dispose)

Climate Adaptation – A change to process that means that living things are able to cope with a new or changing environment

Climate Resilience – The ability to adapt to change

CO₂e – There are six greenhouse gases (GHG) as set out in the Kyoto protocol. These gases are converted to CO₂e and are referred to as 'Carbon emissions'

D2N2 - Local Enterprise Partnership for Derby, Derbyshire, Nottingham and Nottinghamshire

DEC – Display Energy Certificates – show the energy performance of a building

EPC - (Energy Performance Certificate) is a certificate that shows how energy-efficient a property is.

EV – Electric Vehicle

GHG – Greenhouse Gas (Gases released in the earth's atmosphere that trap heat)

LAD – Local Authority Delivery (Funding to improve the energy efficiency performance of low income and low energy efficiency homes)

Net Carbon Zero - Cutting greenhouse gas emissions to as close to zero as possible, with any remaining emissions captured.

NOx- Nitrogen oxides are gases that are formed during the combustion of fossil fuels

NPPF – National Planning Policy Framework

PV – Photovoltaics (Solar Panels – the conversion of light into electricity)

Science based targets – these targets aim to limit global warming to no more than 1.5°C

Scope 1 emissions - Direct emissions from using fossil fuels for heating and for fleet vehicles.

Scope 2 emissions - Indirect emissions from purchased electricity

Scope 3 emissions - Emissions from sources that are outside an organisation's direct control but that are associated with its activities, for example waste, water and purchased goods.

SHDF – Social Housing Decarbonisation Fund

SPD – Supplementary Planning Document (used in planning)

SUD's - Sustainable Drainage Systems - a range of sustainable measures for surface water management which reduce the amount, flow or rate of surface water discharge into sewers.

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Broxtowe
Borough
COUNCIL

Climate Change and Green Futures ACTION PLAN

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
1.1	Develop further strategic actions following public consultation of the refreshed Climate Change and Green Futures programme.	Undertake a public consultation of the Climate Change and Green Futures Programme in summer of 2023.	Interim Head of Environment	Own Operation		£
1.2	Measure, monitor and analyse the Council's carbon emission data. Information will then be used to ascertain the level of CO ₂ e saved from actions undertaken through the Climate Change and Green Futures Carbon Management Plan (CMP).	Produce a comprehensive bi-annual carbon emission report, covering both the Council's own operation and Borough emissions.	Interim Head of Environment	Own Operation		£
1.3	Establish a net zero target for the Council's own operations.	Benchmark Scope 3 emissions by March 2024. Set science based targets by March 2024 for a net zero trajectory to 2040 (in line with 1.5OC reduction). By March 2024 set a commitment date for working towards net zero.	Interim Head of Environment	Own Operation		£
1.4	Utilise the Climate Change and Green Futures communications budget.	Put forward a revenue development request for a climate change communications budget for 2023/24.	Interim Head of Environment	Own Operation		£
1.5	Understand and baseline the carbon emissions associated with the Council's investments and pensions.	Incorporate investments and pensions within the Scope 3 baseline.	Head of Finance Services	Own Operation		£





Low £ Medium ££ High £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
1.6	Refresh the current Climate Change and Green Futures programme board structure so that it reflects the refreshed strategy.	Undertake a revision of the Climate Change and Green Futures programme board to ensure there is appropriate representation from key stakeholders by March 2023.	Executive Director/ Head of Environment	Influence / Own Operation		£
1.7	Identify external funding opportunities.	Identify external funding opportunities. Collate a tracker to record possible avenues.	Interim Head of Environment / Relevant Programme theme leads	Influence/ Own Operation		£
1.8	Assess the carbon emission impact of home / hybrid working.	Undertake staff survey to assess staff working pattern as compared to pre-covid model. Calculate carbon emission impact of a member of staff working from home (Scope 3 emissions).	Waste and Climate Change Manager/ Head of HR	Influence / Own Operation		£
1.9	Formulate appropriate climate adaptation and climate resilience action plans.	Identify appropriate climate adaptation and climate resilience actions necessary to support both the Council's own operations and that of the Borough.	Interim Head of Environment	Influence/ Own Operation		£
1.10	Baseline all carbon Scopes for Liberty Leisure and work with them to establish a baseline and targets.	Baseline all carbon Scopes for Liberty Leisure by March 2024.	Interim Head of Environment / Managing Director of Liberty Leisure Ltd.	Influence		£
1.11	Embed climate change considerations into the decision making process.	Include a commentary section on the impacts of climate change for all committee reports.	Head of Democratic Services / Interim Head of Environment	Influence		£






Programme Theme:





 **Transport and Travel**

Page 53

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
2.1	Investigate the financial impact alongside other considerations, regarding the introduction of appropriate infrastructure to support the electrification of the Council's fleet and growth in domestic use electric vehicles.	Undertake a feasibility study to consider a move to electrification or hydrogen.	Interim Head of Environment / Transport and Stores Manager	Own Operation		£££
2.2	Consider practicality and economics, to the adoption of new technologies for the Council's own fleet including potential electric and hydrogen purchases.	Undertake a feasibility study to ascertain the capital funding needed to electrify the fleet.	Transport and Stores Manager	Own Operation		£££
2.3	Develop a replacement programme for fossil fuelled small tools (for example hedge trimmers, blowers, and strimmers). Where practical and economic, with electric powered units.	Identify any tools for replacement in 2023/24.	Transport and Stores Manager / Parks and Open Spaces Manager	Own Operation		££
2.4	Create a driver training programme utilising data from the on board vehicle monitoring IT System (for example, harsh braking, excessive speeding and harsh cornering).	Deliver an improved driver training programme addressing safety, fuel economy, extended vehicle life and reduced emissions to all fleet drivers by March 2024.	Transport and Stores Manager	Own Operation		£

Low  £ Medium  ££ High  £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
2.5	Install and utilise the D2N2 funded 2 x 7kw chargers in Kimberley depot.	Install chargers and ensure that this is communicated across teams with an electric vehicle.	Executive Director /	Own Operation		££
2.6	Refresh business case for fleet fuel (where possible) for a transition to Hydrotreated vegetable oil (HVO) model.	Assess the impact of current fuel price increases and undertake a cost benefit analysis. Submit report to Cabinet – July 2023.	Interim Head of Environment / Relevant Programme theme leads	Own Operation		£££
2.7	Review current vehicle lifecycle against costs and present a business case for the Council to consider.	Comparison of maintenance, repair and running costs over the current 12 year lifecycle.	Transport and Stores Manager	Own Operation		£££
2.8	Using available data, produce a report on vehicle types registered in the Borough along with scenarios indicating the behavioural change necessary to help achieve alignment with UK net zero by 2050.	Create a central monitoring system for tracking data with regards to ULEV purchases within the Borough.	Transport and Stores Manager	Influence		£
2.9	Using the current employee 'home to work' mileage as a baseline, repeat the survey annually to inform the approach moving forward and the overarching communications programme.	Data spreadsheet system implemented and communication and promotion of 2022/23 results.	HR Manger	Influence		£

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
2.10	Promote the Cycle to Work Scheme.	Log employee journeys by bike (also consider capturing other active transport measures).	HR Manger / Communications, Cultural and Civic Services Manager	Influence		£
2.11	Promote the car lease scheme regularly within the 'Employee Briefing'. Use agile working arrangements to reduce the impact that employees travelling to work has on the environment.	Ensure that employees are aware of the scheme and that this is tested in the 2024/25 employee survey.	HR Manger / Communications, Cultural and Civic Services Manager	Influence		£
2.12	Promote sustainable travel options to employees and residents.	Decrease the amount of business travel carbon emissions by 5% by March 2024. Create an EV charging strategy for the Council by March. Produce a comprehensive sustainable travel guide for residents in the Borough by March 2024.	Interim Head of Environment / HR Manager / Communications, Cultural and Civic Services Manager	Own Operation / Influence		£
2.13	Create an Electric Vehicle (EV) charging strategy for the Borough.	Research resident EV usage across the Borough. Investigate and highlight potential EV charging points across the Borough.	Interim Head of Environment/ Transport and Stores Manager	Own Operation/ Influence		£££






Low  £ Medium  ££ High  £££








Programme Theme:


Energy and Water

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
3.1	Develop a decarbonisation plan and road map for Broxtowe Borough Council assets.	Undertake a baseline review of four of the Council's key commercial assets and produce a decarbonisation plan for each by March 2024.	Head of Asset Management/Interim Head of Environment	Own Operation		£££
3.2	Install water efficient taps in all Council owned buildings to reduce water consumption and cost.	Produce a programme of replacement.	Head of Asset Management	Own Operation		££
3.3	Explore the possibility of grey water harvesting.	Undertake an initial grey water harvesting feasibility study for two of the Council's assets.	Head of Asset Management	Own Operation		££
3.4	Investigate further opportunities for the installation of solar panels on Council buildings. For example, Kimberley Depot.	Baseline current renewable energy generation. This action will be considered under 3.1.	Head of Asset Management	Own Operation		£££
3.5	Investigate the energy management arrangements at the Crematorium in order to identify opportunities to redirect excess energy.	This action will be considered under 3.1	Head of Asset Management	Own Operation		£££


Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
3.6	Develop a programme for all appliances in social spaces (For example, kitchens and laundry rooms) at Independent Living Schemes, for energy efficient ones.	Draft a five-year replacement programme and begin to action.	Head of Housing	Own Operation		££
3.7	Ensure all Council stock has a current Energy Performance Certificate (EPC).	All Housing Revenue Account (HRA) properties to have an EPC in place. Highlight fuel poverty and easy practical solutions at five Council led events. Provide five training sessions to residents and employee's at Independent Living Schemes.	Head of Housing	Own Operation		£
3.8	Collaborate to establish partnerships with educational establishments to develop sustainability knowledge.	Create partnership links with both Nottingham Universities.	Interim Head of Environment	Influence		£
3.9	Action the smart meter installation programme.	Install smart meters across Council assets and create a monitoring system to track energy usage.	Head of Asset Management	Own Operation		££
3.10	Investigate options for land purchase for potential renewable sites.	Identify suitable land that could be acquired for a possible renewable energy development.	Head of Asset Management	Own Operation		£££

Low  £ Medium  ££ High  £££







Programme Theme:


Built Environment

Page 56

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
4.1	Formulate an appropriate response to the outcome of the stock condition survey.	Review stock condition survey and formulate an action plan to include actions for climate change.	Capital Works Manager	Own Operation		£
4.2	Install external wall insulation to the remaining 94 solid wall properties – this requires careful assessment as most of them are hard to treat as they are in Eastwood's conservation area.	Following the successful Social Housing Decarbonisation Fund (SHDF) bid, works will commence on identified properties late in 2023.	Capital Works Manager	Own Operation		£££
4.3	Act on the recommendations raised on the Stock Condition Survey for housing stock and install external wall insulation to 53 steel-framed and solid wall properties.	Project to be scoped by August 2023.	Capital Works Manager	Own Operation		£££
4.4	Consider how best to address the 30 properties remaining with less-efficient gas boilers and implement the solutions.	Project to be scoped by August 2023.	Capital Works Manager	Own Operation		£££
4.5	Develop a programme and appropriate solutions to address the 285 Council house properties with inefficient all-electric heating systems.	Project to be scoped by August 2023.	Capital Works Manager	Own Operation		£££

Low  £ Medium  ££ High  £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
4.6	Consider retrofitting Council house properties with solar panels.	Undertake a baseline review to identify suitable premises.	Capital Works Manager	Own Operation		£££
4.7	Establish the current position on loft insulation for housing stock June 2023. Set target to improve loft insulation up till 2027.	Identify properties that require loft insulation. Develop a programme of installation for those properties that require it.	Capital Works Manager	Own Operation		££
4.8	Research sustainable methods of construction for new build Council houses.	On-going and will be developed as new technologies and innovations are developed.	Head of Asset Management	Influence		£
4.9	Research alternatives to conventional heating systems and report findings.	Formulate a programme of activity up until 2027.	Capital Works Manager	Influence		£
4.10	Develop a programme that considers the replacement of gas boilers in Council house properties for renewable/sustainable fuels.	Determine a replacement strategy up until 2027.	Capital Works Manager	Influence		£££
4.11	Ensure that Borough residents are aware and signposted to appropriate retrofit funding for energy efficient measures for their homes.	Establish retrofit targets for private households in the Borough.	Capital Works Manager / Interim Head of Environment	Influence		£

Programme Theme:

**Core Strategy and Planning**

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
5.1	Include proposals relating to energy efficiency and Climate Change as part of ongoing work on implementing Policy 17 of the Part 2 Local Plan, 'Place making, design and amenity'.	Create a climate change SPD which will provide guidance in respect of energy efficiency and Sustainable Drainage Systems (SuDs) within the planning process by March 2024.	Head of Planning and Economic Development	Influence		£
5.2	Gather evidence, including viability evidence, to inform Aligned Core Strategy (ACS) policies that will enforce/expand on National Planning Policy Framework (NPPF) requirements regarding energy efficiency and climate change.	Working as part of the greater Nottingham strategic plan, produce a specific climate change policy by March 2024. This policy will seek to include higher levels of sustainability than previous policy documents.	Head of Planning and Economic Development	Influence		£
5.3	Develop further strategic actions as part of the Core Strategy/Planning project strand delivery.	Incorporate climate change as a core thread through work on the strategic plan. This will include measures to encourage active travel, 20 minute neighbourhoods and low carbon thinking.	Head of Planning and Economic Development	Influence		£
5.4	Ensure that all Neighbourhood Plans include reference to policies regarding climate change adaptation and mitigation.	Work with the relevant Neighbourhood Plan bodies and forums to encourage climate change policies where possible.	Head of Planning and Economic Development	Influence		£






Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
5.5	Engaging with and ensuring the adoption of a Toton Masterplan which contains innovative proposals for an advanced model of living and working which is highly sustainable.	Continue working with the Development Corporation and other stakeholders to advance documents relating to the wider masterplan of the site, pushing sustainability models where possible.	Head of Planning and Economic Development	Influence		£
5.6	Complete the review of the Aligned Core Strategy.	Complete the review by March 2024.	Head of Planning and Economic Development	Influence		£
5.7	Influence behavioural change so that sustainable building design is considered during the planning process.	Ongoing - linked to the production of the SPD and policies in the strategic plan.	Head of Planning and Economic Development	Influence		£
5.8	Determine the number of households using renewable generation technology.	Establish a monitoring system that will track retrofit installations from funding opportunities.	Head of Asset Management / Interim Head of Environment	Influence		£
5.9	Assess the impact of the Environment Act and the effect this will have on planning applications and Biodiversity Net Gain (BNG).	Undertake an initial assessment by September 2023.	Head of Planning and Economic Development	Influence		£

Low £ Medium ££ High £££







Programme Theme:




 **Recycling and Resources**

Page 58

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
6.1	Review of the missed bin policy and procedure.	Review the missed bin policy and take the findings to Cabinet for decision by March 2024.	Interim Head of Environment	Own Operation		£
6.2	Assess the impact of current housing growth on refuse collections and investigate possible efficiency solutions.	Ascertain housing growth levels in the Borough for the next 5 years and map the potential impact on current refuse rounds.	Interim Head of Environment	Own Operation		£££
6.3	Investigate reuse and recycling alternatives for Council IT equipment.	Report on possible solutions or systems (to include laptops / screens / mobile phones) by March 2024.	ICT & Business Transformation Manager	Own Operation		£
6.4	Develop further video and educational material for schools, businesses, households, and employees in order to encourage behavioural change in regards to recycling.	Produce 2 videos annually.	Interim Head of Environment	Influence		£
6.5	Work in partnership with charities, for example on Clean and Green Bulky Waste days, to promote the reuse of items as an alternative to disposal.	Work with five reuse partners annually.	Interim Head of Environment	Influence		££

Low  £ Medium  ££ High  £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
6.6	Assess the impact that the Environment Act will have on current refuse and recycling operational provision.	Undertake a desktop study of weekly kerbside food collection.	Interim Head of Environment	Influence		£££
6.7	Increase the quantity of recycling collected to 50+% by 2027.	Increase recycling rates levels by 2% annually from a 2022/23 baseline.	Interim Head of Environment	Influence		£
6.8	Reduce recycling contamination to 5% by 2027.	Reduce contamination levels by 2.5% by March 2024.	Interim Head of Environment	Influence		£
6.9	Promote a Circular Economy approach to waste management to Broxtowe residents and businesses in line with the Environment Act.	Develop a schools' educational programme and undertake in 10 schools across the Borough by March 2024. Prepare a waste and recycling tool kit for local businesses and deliver to 10 Broxtowe Borough Council trade waste customers by March 2024.	Interim Head of Environment	Influence		£
6.10	Increase the number of face-to-face engagement events with residents.	Increase the number of engagements by 5%, against the previous year.	Interim Head of Environment	Influence		£
6.11	Increased engagement and promotion with 'mend and make do' type partners to reduce the disposal of items.	Work with 5 reuse partners in 2023/2024. Have a presence at each Green Festival of at least one 'make and mend' type stall holder.	Interim Head of Environment	Influence		£





Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
6.12	Increase 'waste and recycling' carbon avoidance reporting on Green Rewards.	Broxtowe residents to have avoided emitting 100 tonnes of carbon since the launch of the platform in October 2021. Increase registrations to 3,000, by March 2024.	Interim Head of Environment	Influence		££
6.13	Investigate the use of carbon impact targets over weight based data for refuse and recycling.	Establish carbon impact targets for refuse and recycling. To report these alongside weight data.	Interim Head of Environment	Influence		£
6.14	Create a resident behaviour change programme for high carbon waste items from disposal (Food, Textiles [Fast fashion], batteries and plastics).	Gather data on high carbon waste items. Establish a communications plan by March 2023.	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Influence		£



Programme Theme:











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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
7.1	Identify opportunities to extend the 'no mow' sites located across the Borough.	Change the mowing regime on two areas within the Council ownership.	Parks and Open Spaces Manager	Own Operation		£
7.2	Increase the number of tree planting schemes across the Borough.	Plant 3,000 trees in 2023/24, 10% of which will be drought tolerant. Provide 800 trees for the free tree scheme for 2023/24. Consider other sustainable plant options for residents who do not have enough room in their garden for a tree. Increase urban tree canopy to reduce urban heat islands.	Parks and Open Spaces Manager	Own Operation		£££
7.3	Calculate potential carbon sequestration value of the BBC owned land and establish an appropriate methodology for measurement. To identify improvements and action them.	Establish baseline and prepare a report (undertaken annually). Increase tree canopy cover by 1% per annum. Convert 1% of amenity grassland to species rich grassland per annum.	Parks and Open Spaces Manager	Own Operation		££
7.4	Develop the Borough's Blue Infrastructure with key stakeholders.	Stakeholder meetings to be arranged to deliver the actions within the Blue / Green Infrastructure Strategy.	Parks and Open Spaces Manager	Influence		£

Low  £ Medium  ££ High  £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
7.5	Enhance wildlife corridors across the Borough as identified in the Blue / Green Infrastructure Strategy.	Improve existing meadow grassland at Brinsley Headstocks. Create 2 new ground flora habitats within Council owned woodland sites. Revised the Council's Tree Strategy. Identify one area and install a pocket orchard. Plant 100 linear meters of hedgerow. Identify and create 1 new pocket park. Identify and create one new woodland. Engage with community groups to identify three woodland enhancement planting project. Identify potential wildlife refuge locations in the Borough. Work with landowners, Council departments and external organisations to identify opportunities to purchase land for tree planting and other environmental schemes.	Parks and Open Spaces Manager	Own Operation		££
7.6	Investigate the potential installation of either living walls (vertical gardens) or green roofs to Council assets, to absorb CO ₂ and improve biodiversity.	Undertake a feasibility study, including a cost benefit analysis and identification of potential green roof and vertical garden.	Head of Asset Management / Parks and Open Spaces Manager	Own Operation		£

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
7.7	Create allotment ambassadors to encourage and engage to drive positive behavioural change.	Create four allotment ambassadors.	Parks and Open Spaces Manager	Influence		££
7.8	Erect appropriate signage and information boards across the Borough's parks, explaining how and why the Council manages the environment.	Erect signage at all relevant Council sites.	Parks and Open Spaces Manager	Influence		£
7.9	Provide an annual air quality status report for the Borough which is fit for purpose.	Create an annual report.	Chief Environmental Health Officer	Influence		£
7.10	Monitor NO ₂ levels at two locations in the Borough and continue to work with relevant partners in order to bring about improvements in local air quality.	Ongoing – air quality is monitored monthly and forms part of the annual status report on air quality.	Chief Environmental Health Officer	Influence		£
7.11	Organise and promote an annual BioBlitz to encourage and inform local residents on the importance of biodiversity.	Identify one site for the annual BioBlitz.	Parks and Open Spaces Manager	Influence		£
7.12	Identify areas of flood risk in the Borough and look at possible natural solutions.	Undertake a baseline survey of flood risk areas. Plant black poplars and re-wild the Erewash flood plain at Toton by March 2024.	Parks and Open Spaces Manager	Influence / Own Operation		££




Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
7.13	Establish and deliver the woodland burial site identified at Chilwell, to enable eco burials within a woodland setting.	Once established, publicise and promote the new eco burial site.	Interim Head of Environment	Influence / Own Operation		££
7.14	Identify soil management practices that optimise soil carbon sequestration.	Ensure that any planting (wherever possible) for 2023/24 uses mulch. Investigate the possibility of using fungus as a soil conditioner and to improve soil moisture levels. Undertake one pilot study, which will help to adapt and mitigate extreme weather conditions.	Parks and Open Spaces Manager	Influence / Own Operation		££




Low  £ Medium  ££ High  £££

Programme Theme:


Communities

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
8.1	Reduce the carbon footprint and improve the sustainability of Broxtowe Borough Council events.	<p>Audit the Council's existing events programme to agree the baseline data and methodology for measuring carbon usage moving forward.</p> <p>Develop a zero/low waste policy for Council events.</p> <p>Work with suppliers to reduce supply chain emissions.</p>	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Own Operation		£
8.2	Support Town and Parish Council's to take climate action.	<p>Ensure that the climate change agenda is part of the annual Town and Parish forum.</p> <p>Develop a climate change tool kit for Town and Parish Council's (to include signposting for funding opportunities).</p>	Interim Head of Environment	Influence		£
8.3	Support community and voluntary sector groups to enable them to take action on climate change and their carbon footprint.	Agenda items at Primary Care Network Community Engagement Group meetings and Broxtowe Partnership meetings.	Interim Head of Environment	Influence		£

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
8.4	Food education to reduce food waste.	<p>Raise awareness of healthy eating and promoting healthy weight management options through Your Health Your Way (YHYW). Advise on Best Before and Use by dates. How to know if food is safe to eat. How to store food safely?</p> <p>Deliver a Food Waste Action Week and support key messages around avoiding food waste.</p> <p>Support Stapleford Community Group to allow them to redistribute surplus food.</p>	Chief Communities Officer	Influence		£
8.5	Develop a Green Social Prescribing model in relation to health and wellbeing for the Borough.	Produce a draft model by March 2024.	Chief Communities Officer	Influence		£
8.6	Include climate change actions in the refresh of the Mental Health Action Plan.	Ensure that climate change actions are incorporated in the Mental Health Action Plan by March 2024.	Chief Communities Officer	Influence		£

Low  £ Medium  ££ High  £££

Programme Theme:

**Business and Supply Chain**

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
9.1	Produce the Council's Sustainable Procurement Strategy.	Confirm the Council's commitment for a sustainable approach to the delivery of goods, services and works. Create and include a sustainability weighting for the Council's tender evaluation process.	Head of Finance Services / Interim Head of Environment	Own Operation		£
9.2	Identify and work with suppliers that have significant carbon emissions associated with the products that the Council purchase.	Reduce Scope 3 carbon emissions by 5% after the first year of establishing its baseline.	Head of Finance Services / Interim Head of Environment	Own Operation		£
9.3	Create a climate change forum which would allow key stakeholders including businesses/educational establishments to share best environmental practice.	Establish a key stakeholder forum by March 2024.	Head of Planning and Economic Development / Interim Head of Environment	Influence		£
9.4	Support green jobs and skills growth within the Borough.	Work with partners to create green jobs and skills growth across the Borough.	Head of Planning and Economic Development / Head of Planning and Economic Development	Influence		£

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
9.5	Review the Council's Service Level Agreements (SLA's) to include sustainability criteria.	Establish a working list of all SLA's to start work from by March 2024.	Heads of Service	Influence		£
9.6	Provide local providence/ low carbon hospitality for meetings/ events.	Establish a supplier list and a baseline criteria/set of standards to work from by March 2024.	Head of Administrative Services	Influence		£
9.7	Investigate a climate accreditation system for businesses. (Similar to a food hygiene rating).	Report on possible solutions or systems.	Interim Head of Environment	Influence		£

Low £ Medium ££ High £££

Programme Theme:

**Communication**

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Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
10.1	Continue to enhance and develop the resident engagement platform (Green Rewards).	<p>Develop a programme of monthly communications and engagement activity to increase the number of Green Rewards users.</p> <p>Increase the number of people undertaking the 'four-minute shower' action by 5% on Green Rewards.</p> <p>Increase the amount of carbon avoided to 150 tonnes (from platform launch in October 2021).</p> <p>Increase the number of people undertaking the 'active travel' action by 5% on Green Rewards.</p> <p>Develop and launch an incentivised challenge to create a sense of competition and shared goal for example, double your recycling.</p>	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Influence		£
10.2	Develop and deliver carbon literacy and sustainability training for all employees and Members.	<p>Develop and deliver a sustainability segment for the corporate induction.</p> <p>Develop an e-learning training package on climate change for employees.</p> <p>Become a carbon literate organisation (bronze level).</p>	Interim Head of Environment	Influence / Own Operation		£

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
10.3	Identify local influencers, for example, bloggers, community groups, Facebook groups, to engage with the Council on climate change.	To broaden the Council's reach - 500 engagements.	Communications, Cultural and Civic Services Manager	Influence		£
10.4	Support successful delivery of other project strands through effective communications and engagement activity.	Improve the awareness of climate change by 5% (data will be gathered via the annual budget survey).	Communications, Cultural and Civic Services Manager	Influence		££
10.5	Develop the Green Festival format so that the reach and engagement levels to local residents is increased.	Undertake Green Festivals in the Borough, reaching an audience of over 1,000 residents by March 2024.	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Influence		££
10.6	Continue to build on the 'Climate Change and Green Futures' brand to raise awareness of climate change.	5% increase in awareness on previous year as part of consultation work (corporate e.g. budget, employee survey or climate change specific surveys).	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Influence		££
10.7	Develop a new tagline and set of key messages to ensure that our communications activity around climate change is consistent and effective.	Increase in service take up.	Communications, Cultural and Civic Services Manager	Influence		£

Low £ Medium ££ High £££

Ref	Action	Target for 2023/24	Responsible Officer	Influence/ Own Operation	Est. CO ₂ e Saving	Cost
10.8	Develop the Environment email bulletin and other methods of communication to ensure that we are reaching and engaging with as many people as possible.	1,000 new subscribers to the email me service. 3% increase in the engagement rate compared to the previous year.	Communications, Cultural and Civic Services Manager / Interim Head of Environment	Influence		£
10.9	Produce videos on: • The Council's own operation carbon footprint. • The Borough's carbon footprint.	500 views (organic).	Communications, Cultural and Civic Services Manager	Influence		£

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Report of the Portfolio Holder for Resources and Personnel Policy

**STATEMENT OF ACCOUNTS UPDATE AND OUTTURN POSITION
2022/23**1. Purpose of Report

To report on the revenue and capital outturn position for 2022/23, provide an update on progress with the preparation of the draft annual statement of accounts for 2022/23 and approve the revenue and capital carry forward requests to the 2022/23 financial year.

2. Recommendation

Cabinet is asked to RESOLVE that:

- 1. The accounts summary for the financial year ended 31 March 2023, subject to audit, be approved.**
- 2. The revenue carry-forward requests outlined in section 1.4 of appendix 1 and section 2.2 of appendix 2 be approved and included as supplementary revenue estimates in the 2023/24 budget.**
- 3. The capital carry-forward requests outlined in appendix 3b be approved and included as supplementary capital estimates in the 2023/24 budget.**

3. Detail

The accounts for 2022/23 have been finalised, subject to audit, and show an underspending on the General Fund revenue account of £2.089m and an overspending on the Housing Revenue Account (HRA) of £0.395m when compared to the revised estimates. A summary of the General Fund revenue accounts is provided in appendix 1, with a summary of the HRA accounts provided in appendix 2 and a summary on the capital position at appendix 3.

In accordance with the latest Accounts and Audit Regulations, the draft Statement of Accounts for 2022/23 have been approved by the Deputy Chief Executive and Section 151 Officer and were published on the Council's [website](#) in advance of the 31 May 2023 statutory deadline. The accounts will now be subject to inspection by Mazars, the Council's external auditors.

Dependent upon the availability of Mazars' staff and the successful resolution of any issues identified by the external auditors, it is envisaged that the final, audited Statement of Accounts 2022/23 should be presented for approval to the Governance, Audit and Standards Committee on 18 September 2023. It is, however, anticipated that the audit will be completed later, more realistically being in time for the Committee meeting on 27 November 2023.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

The financial implications are included in the above narrative and appendices.

The underspend on the General Fund revenue account when compared to the revised estimates, after financing and transfers to and from earmarked reserves, has resulted in a net withdrawal from General Fund Reserve balances of £1.039m. The General Fund Reserve balance as at 31 March 2023 is £6.387m.

The overspend on the HRA when compared to the revised estimates has reduced the anticipated deficit on the HRA Working Balance which amounted to £2.969m as at 31 March 2023.

5. Legal Implications

The comments from the Head of Legal Services and Deputy Monitoring Officer were as follows:

Section 151 of the 1972 Local Government Act requires the Deputy Chief Executive (as the responsible officer) to ensure the proper administration of the Council's financial affairs. Budget control, which includes the regular monitoring and reporting on budgets, is an essential requirement placed on Directorates in discharging the statutory responsibility.

6. Human Resources Implications

There were no comments from the Human Resources Manager.

7. Union Comments

There were no Union comments in relation to this report.

8. Data Protection Compliance Implications

There are no Data Protection issues in relation to this report.

9. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

10. Background Papers

Nil

APPENDIX 1

REVENUE ACCOUNT OUTTURN SUMMARY 2022/23 – GENERAL FUND

1.1 General Fund Revenue Account Summary Position

The following table shows the summary position for the General Fund revenue account and the movement in reserves.

General Fund	Revised Estimate 2022/23 £	Actual 2022/23 £	Variation £	%
<u>Net Expenditure:</u> <i>(Note 1)</i>				
Housing (General Fund)	501,950	405,747	(96,203)	(19.2)
Environment	4,841,630	4,808,960	(32,670)	(0.7)
Business Growth	2,236,430	1,015,626	(1,220,804)	(54.6)
Community Safety	2,281,890	2,281,780	(110)	(0.0)
Health	1,735,020	1,585,543	(149,477)	(8.6)
Finance and Resources	1,118,543	528,601	(589,942)	(52.7)
Total General Fund	12,715,463	10,626,257	(2,089,206)	(16.4)
<u>Financed by:</u>				
Council Tax	(6,106,631)	(6,106,631)	-	-
Share of previous year Council Tax Collection Fund surplus	(21,190)	(21,190)	-	-
Business Rates (NNDR) <i>(Note 2)</i>	(1,846,975)	(1,923,993)	(77,018)	(4.2)
Share of previous year NNDR Collection Fund deficit <i>(Note 3)</i>	(12,850)	(12,850)	-	-
NNDR – Section 31 Grant <i>(Note 4)</i>	(4,265,012)	(2,180,517)	2,084,495	48.9
NNDR Growth Levy/Safety Net to/(from) Business Rates Pool	886,183	660,301	(225,882)	(25.5)
NNDR Growth Levied by Notts Business Rates Pool – Returned	(300,000)	(435,682)	(135,682)	(45.2)
Lower Tier Services Grant and Services Grant	(329,717)	(332,757)	(3,040)	(0.9)
Total Funding	(11,996,192)	(10,353,319)	1,642,873	13.7

General Fund	Revised Estimate 2022/23 £	Actual 2022/23 £	Variation £	%
Net (surplus)/deficit	719,271	272,938	(446,333)	(40.0)
General Fund Reserves B/F	(7,425,177)	(7,425,177)	-	-
Transfer to/(from) Other Reserves <i>(excluding net transfer from the NDR Equalisation Reserve – Note 2)</i>	30,000	765,583	735,583	2,451.9
General Fund Reserves C/F	(6,675,906)	(6,386,656)	289,250	4.3

The net decrease in the General Fund Reserve balance is £1,038,521.

Note 1 – The net expenditure figures are presented on the basis of corporate priority. The budget split over priorities may differ from those previously presented to Members, with the main reason being that the outturn figures now include technical accounting adjustments for capital charges. These include revenue expenditure funded from capital under statute (REFCUS) which is capital spend for which there is no asset acquired by the Council (e.g. capital grants and renovation grants) and impairment where the value of an asset has been reduced. These adjustments are technical and reversed out again within 'Resources' so do not impact on the 'bottom line' and General Fund Reserve.

Note 2 – Outturn for Business Rates is largely based upon the estimated income for the year that is calculated as part of NNDR1 return in advance of the financial year (2022/23 NNDR income was estimated in January 2022). The benefit of any additional growth in Business Rates collected during the year will not begin to flow into the General Fund until the following year as part of the Collection Fund surplus/deficit accounting arrangements.

Note 3 – The share on the previous year's Collection Fund deficit of £2.963m has been offset by a transfer from the NNDR Equalisation Reserve of £2.976m. This is shown net at 'Share of previous year NNDR Collection Fund deficit' (£12,850). Government funding was provided to local authorities in 2020/21 to help offset the reduction in Business Rates received from ratepayers as a result of the Covid-19 pandemic. A proportion of this funding was set aside to offset the continued deficit in future years. This reserve has now been fully utilised.

Note 4 – The majority of income from Business Rates is generated from the rates payable by local businesses. For specific reliefs and discounts schemes that are applied, the government provide compensation through Section 31 grants (S31). However, these grants must, in accordance with the regulations, be paid into the General Fund as opposed to the Collection Fund. As such, the estimation of rates payable and the application of S31 grants does create a timing issue for the General Fund. Any variations are typically balanced out over time through the distribution of the Collection Fund surplus/deficit in the following year.

Any increase in S31 grants that are applied as reliefs and discounts will see a reduction in the net rates payable by businesses. In recent years, the estimation and application of S31 grants has been complicated with the expansion of relief schemes both during and beyond the Covid-19 pandemic.

The actual amount of S31 grants applied in 2022/23 was over-estimated by £2.084m. The main reason for the variance is linked to the Retail, Hospitality and Leisure discount scheme. In January 2022, the government announced a further extension to this scheme with appropriate limitations, which local authorities were not in a position to calculate at the point of completing the NNDR1 return and setting the budget. The most notable limitation was that relief could not exceed a £150k maximum award per business (rather than per property). This late notification of the conditions resulted in the grant due being over-estimated by around £2.2m compared to actuals. This has been similarly replicated across other local authorities in Nottinghamshire. The overpayment has been provided for and will be repaid to government later in 2023/24.

The difference will be partially recovered in 2023/24 and then beyond. Although the Collection Fund outturn is not reported here, the Broxtowe element of the actual Collection Fund Surplus 2022/23 amounts to £0.668m. This was reduced due to a significant increase in the appeals provision after seeing a rise in appeals received in advance of the deadline by which appeals must be submitted following the recent Rateable Value (RV) changes.

1.2 Movement in Other Reserves

The tables below show the movement in other earmarked reserves.

Other Revenue Reserves	Balances Brought Forward 1-Apr-22 £	Transfer to/(from) General Fund £	Balances Carried Forward 31-Mar-23 £
Elections	(200,920)	(30,000)	(230,920)
Homelessness Grant Initiatives	(212,064)	31,900	(180,164)
Stapleford Towns Fund	(71,561)	(592,489)	(664,050)
Planning Reserve	(31,071)	-	(31,071)
Noise Monitoring Equipment	(15,000)	-	(15,000)
Shared Prosperity Fund	-	(174,463)	(174,463)
Charity Accounts	(11,202)	(531)	(11,733)
Council Tax Equalisation	(65,610)	-	(65,610)
NDR Equalisation	(2,976,000)	2,976,000	-
TOTAL	(3,583,428)	2,210,417	(1,373,011)

Description of Reserves

Elections Reserve – A contribution is made each year thereby avoiding the need to find large funding in the year that the Borough Council elections take place. The reserve also contains monies set aside in relation to the Individual Electoral Registration initiative. It is intended these monies will contribute towards the costs associated with running individual registration, including the annual canvass and maintaining the electoral register.

Homelessness Grants Initiatives Reserve – This earmarked reserve represents funding received from the Government in respect of Flexible Homelessness Grant and New Burdens Funding Grant. This reserve is to fund specific initiatives to prevent and manage homelessness within the Borough.

Stapleford Town Fund – This reserve was initially created from a General Fund allocation to contribute to the drawing up of a bid to apply for funding from the Government's Town Funds initiative. The purpose of this is to regenerate Stapleford town centre, boost businesses and improve infrastructure.

Shared Prosperity Fund – this reserve is part of the government's Levelling Up agenda and is funding provided by the government for local investment which includes supporting local businesses, communities and people and skills.

Planning Reserve – This reserve was created from grant monies from the government. These monies will contribute towards the costs associated with setting up and maintaining the custom / self-build properties and brownfield sites registers.

Noise Monitoring Equipment Reserve – A contribution from unspent budget which will fund the required expenditure to replace or upgrade the equipment every two or three years.

Shared Prosperity Fund – This is part of the government's Levelling Up agenda and is funding provided by central government for local investment which includes supporting local businesses, communities and people and skills. Grants are available for individuals/businesses within each of these three areas. The SPF runs from April 2022 to March 2025. Monies received in 2022/23 have been set aside to fund grant expenditure in future years

Charities Account – The balances held on account by the Council on behalf of Bramcote Consolidated Charities.

Council Tax Equalisation Reserve – Earlier Government funding was provided to local authorities to help offset the reduction in council tax received from taxpayers as a result of the Covid-19 pandemic. A proportion of this funding has been set aside to offset any deficits in future years.

NNDR Equalisation Reserve – Earlier Government funding was provided to local authorities to help offset the reduction in Business Rates received from ratepayers as a result of the Covid-19 pandemic. A proportion of this funding has been set aside to offset the continued deficit in future years. This reserve was fully utilised in 2022/23.

1.3 Reasons for Variations – General Fund

The overall General Fund underspend is £2.089m. After financing and the transfer of monies to be set aside in earmarked reserves the decrease in the General Fund Reserve balance is £1.039m as against a budgeted reduction of £0.749m. The main variations from the revised estimate are as follows, noting that underspends/additional income figures are shown in brackets:

	Variation £	Comments
1.	(96,700)	Net revenue carry forward requests which are detailed in section 1.4 below.
2.	281,000	Employee Related Expenses – Overall, there was an overspend in direct staffing costs against the budget, which did include a challenging vacancy budget target of £360k applied across within its establishment. The net overspending of £281k on employees, after the vacancy target, included the full-year impact of the above anticipated pay award and agency and other temporary staff used to cover vacancies within the establishment.
3.	77,000	Additional charges for energy following above inflationary increases in the cost of electricity in the open market.
4.	258,000	Net overspends on all transport related expenses budgets was mainly due to the increased cost of fuel and vehicles repairs and maintenance costs being higher than expected. These costs in any given year can be unpredictable with some previous years showing an underspend.
5.	152,000	Costs relating to ICT delivery, in particular software maintenance charges, which increased due to higher price inflation levels.
6.	(51,000)	A reduction in the Management Fee paid to Liberty Leisure Limited (£145k) was partially offset by an increase in costs following the transfer of Arts and Events provision and the operation of the DH Lawrence Museum back to the Council in November 2022. The full-year cost of these services are fully provided for in the budget for 2023/24.
7.	(178,000)	Overall underspend on capital charges including the budget for minimum revenue provision (MRP) being overstated by £0.178m due to slippage in the approved capital programme.

	Variation £	Comments
8.	(158,000)	An increase in the volume of planning applications received in the year, resulted in a surplus of income in Planning Fees as the building market continues to improve post pandemic.
9.	(155,000)	An increased level of activities for the refuse collection services most notably resulting in net additional income from trade refuse collection charges (£108k) and recycling credits.
10.	(348,000)	Net additional rental income received in the year on commercial properties and industrial units, including The Square Beeston, net of allocations to the provision for credit liabilities.
11.	(329,000)	Additional investment income received in year as a result of positive cash flow management and rises in interest rates during the year.
12.	(997,000)	The amount of central government grants and other grants received was more than originally anticipated. This included £697k for the Stapleford Town Fund and £300k from the UK Shared Prosperity Fund. Unspent elements of these grants have been transferred to earmarked reserves to be used to offset expenditure in future years.
13.	(298,000)	The amount of central government grants and other grants received was more than originally anticipated. The positive outturn on grants also included additional new burdens funding for the provision of revenue collection and benefit services totalling £298k being received.
14.	(246,500)	Other net variations across the various General Fund budgets that have provided a net revenue overspend/(saving).
	(2,089,206)	TOTAL

1.4 General Fund Revenue Items to be Carried Forward

The total amount of revenue items proposed to be carried forward for the General Fund is £96,700 as follows:

	Budget C/F £	Comments
1.	41,200	Neighbourhood Plans – An underspend on the budget will be used to fund further expenditure on neighbourhood plans in 2023/24. These plans are ongoing pieces of work that will cover the entire Borough.
2.	45,750	Core Strategy Review – This area of work was initially delayed due to the pandemic. It will now take place over several years including transport and logistics assessments.

Budget C/F £		Comments
3	4,000	Corporate Communications – An underspend on election funding that was to be spent in April and May 2023.
4	1,800	Community Team – An underspend for Warm Spaces and Stapleford food project to be continued in 2023/24.
5	3,950	Environment Health – An underspend on the budget to provide continuing works on food hygiene training, analytical expenses, and other projects that will continue in 2023/24.
	£96,700	TOTAL

APPENDIX 2

HOUSING REVENUE ACCOUNT SUMMARY 2022/23

2.1 Housing Revenue Account (HRA) Summary Position

The table below shows the summary position for the HRA:

HRA	Revised Estimate 2022/23 £	Actual 2022/23 £	Variation £	%
Expenditure	18,761,130	19,462,690	701,560	3.7
Income	(17,162,920)	(17,469,725)	(306,805)	(1.8)
Deficit/(Surplus)	1,598,210	1,992,965	394,755	24.7
HRA Working Balance B/F	(4,961,624)	(4,961,624)	-	
Deficit/(Surplus)	1,598,210	1,992,965	394,755	
HRA Working Balance C/F	(3,363,414)	(2,968,659)	394,755	

Note: Figures in brackets for the revised estimates and actuals columns indicate a net income amount. Figures in brackets in the variation column indicate a net saving or underspend.

2.2 Reasons for Variations – HRA

The summary reasons for the overspend of £394,755 on the HRA are mainly due to the following factors:

Type	Variation £	Comments
Employee Related Expenses	(281,212)	A number of vacancies across the HRA establishment throughout the year leading to savings, including the Housing Repairs (£197k) and Housing Strategy and Performance teams (£70k). The savings for Housing Repairs are offset by higher than anticipated spend on agency and temporary staff to cover the vacancies.
Premises Related Expenses	(41,308)	This variance has been as a result of the following: <ul style="list-style-type: none"> An underspend of £55k on Independent Living Schemes in respect of safety and communal area works. This spend can vary each year depending on the works programme, so can be offset against historic and/or future overspends.

Type	Variation £	Comments
		<ul style="list-style-type: none"> An underspend of £51k relating to the provision for credit liabilities relating to Housing Repairs. Again, this amount can vary each year depending up on the level of debt requiring write-off. An overspend of £66k on electricity for Independent Living Services due to high energy prices.
Transport Related Expenses	1,875	Minor variations across budgets within this category leaving a small net overspend.
Supplies and Services	796,930	<p>This overspend has been as a result of the following:</p> <ul style="list-style-type: none"> An overspend on the use of sub-contractors in Housing Repairs (£690k). As noted above, there were vacancies in the team which have resulted in an increased use of sub-contractors to complete necessary works. This overspend is partially offset by employee savings above. An overspend on consultancy fees in respect of an Interim Housing Repairs consultant (£157k). This cost was planned to be partially met from the salary budgets for vacant posts across the team. A number of smaller variances and net underspends including consultancy fees for the HRA Asset Management Programme and insurance premiums.
Other Expenditure	(19,689)	This relates to a variety of small budget underspends primarily in Building Cleaning, Window Cleaning and Grounds Maintenance.
Central Support Services	(99,841)	Variations on the central support recharges to the HRA from Finance, Legal, HR, ICT etc.) which were lower than initially expected.
Capital	344,805	This overspend was largely due to changes in the HRA depreciation charge. The timing of the budget setting process and the receipt of the annual revaluation of the HRA Housing stock meant that the depreciation budget was based on the earlier 2020/21 valuation. This was lower than the actual stock valuation used for the actual depreciation resulting in a higher charge.
Income	(306,805)	<p>This variance has been as a result of the following:</p> <ul style="list-style-type: none"> Rent income was £198k higher than the budget which included assumptions on void properties and rental income lost due to sales. Income from leaseholders for communal lighting and management and insurance service charges

Type	Variation £	Comments
		<p>was £42k higher than forecasted. This is offset elsewhere with higher costs to the HRA for services to leaseholders.</p> <ul style="list-style-type: none"> Income from interest on investments was £143k higher than budgeted due to positive cash flows and increases in investment rates across the year.
TOTAL	394,755	

2.2 Revenue Items to be Carried Forward – HRA

The total amount of revenue items proposed to be carried forward for the Housing Revenue Account is £139,000.

	Budget C/F £	Comments
1.	39,000	Asset Management Strategy to cover the cost of delayed asset management strategy work.
2.	100,000	Budget for Energy Performance Certificates for HRA properties
	139,000	TOTAL

APPENDIX 3

CAPITAL PROGRAMME OUTTURN SUMMARY 2022/23

The summary below shows the overall capital expenditure in 2022/23 totalled £13.9m (£14.2m in 2021/22) and equates to a performance of 54% spend against the budget. Details of the schemes in the Capital Programme 2022/23 are provided at appendix 3a. A list the requested carry forwards also included at appendix 3b.

Capital Expenditure Summary	Budget 2022/23 £	Actual 2022/23 £	Spend %
Housing Revenue Account	13,225,000	8,686,858	66%
Housing – General Fund	1,475,350	792,719	54%
Business Growth	6,240,891	1,567,207	25%
Environment and Climate Change	1,275,400	902,990	71%
Leisure and Health	0	1,302	n/a
Resources	3,543,900	1,943,493	55%
TOTAL	25,760,541	13,894,569	54%

The financing of the capital programme is shown below. The majority of capital receipts remaining at 31 March 2023 are earmarked towards part-funding capital schemes in later years. This is in line with the assumptions made when the budget for 2022/23 was approved. All HRA capital receipts accumulated up to 31 March 2023 will be utilised to part-fund the Housing new build and property acquisition programme in line with the government guidance on the use of capital receipts.

Capital Financing Summary	Budget 2022/23 £	Actual 2022/23 £	Variance £
Capital Expenditure 2022/23	25,760,541	13,894,569	(11,865,972)
Financed by:			
Major Repairs Reserve – HRA	4,211,000	4,762,764	551,764
Direct Revenue Financing – HRA	1,786,300	1,786,300	-
Usable Capital Receipts – GF	-	13,500	13,500
Better Care Fund	1,475,350	792,719	(682,631)
Borrowing	9,462,772	3,989,865	(5,472,907)
Section 106 Receipts	220,490	118,190	(102,300)
Usable Capital Receipts – HRA	2,415,290	814,592	(1,600,698)
DLUHC Grants	6,136,050	1,564,665	(4,571,385)
Other Bodies	53,289	51,974	(1,315)
Total Capital Financing 2022/23	25,760,541	13,894,569	(11,865,972)

The main reasons for variations to the financing are caused by the overall underspend on capital schemes. In terms of General Fund capital receipts, £13,500 was received for a tractor that was traded in part-exchange towards the purchase of a new tractor.

In terms of the capital carry-forward requests totalling £11,564,550, as set out at appendix 3b, the proposed financing of these schemes is as follows:

Source	Value £
DLUHC – Capital Grants	5,722,600
Usable Capital Receipts - HRA	3,565,000
Borrowing	1,481,900
Better Care Fund	682,600
S106	82,350
Other Bodies	30,100
TOTAL	11,564,550

APPENDIX 3a

CAPITAL PROGRAMME 2022/23 – OUTTURN

Schemes	Budget 2022/23 £	Actual 2022/23 £	Spend %
HOUSING			
Disabled Facilities Grants (GF)	1,425,350	768,470	54%
Warm Homes on Prescription Project	50,000	24,249	48%
Heating Replacement/Energy Efficiency Works	1,578,550	1,764,921	112%
Structural Remedial Repairs	265,100	182,402	69%
Housing Modernisation Programme	2,120,000	2,206,512	104%
Major Relets	150,000	150,619	100%
Aids and Adaptations	500,750	411,295	82%
External Works Paths, Pavings, Hard Standing	222,600	291,930	131%
Fire Safety Assessment and Remedial Work	371,000	324,485	87%
Window and Door Replacement	712,600	727,299	102%
External Pre-Paint Repairs and Redecoration	559,700	393,750	70%
Electrical Periodic Improvement Works	470,950	583,665	124%
Garage Refurbishment	243,800	6,184	3%
Asbestos Surveys and Remedial Works	106,000	64,775	61%
EEM Garden Works	1,750	435	25%
Acquisition of Properties	2,173,100	1,019,225	47%
Housing Delivery Plan Officer Posts	220,850	196,274	89%
New Build – Feasibility Costs	611,300	244,571	40%
New Build – Stock Condition Survey	6,750	380	6%
New Build – Oakfield Road	58,900	43,210	73%
New Build – Chilwell and Watnall Garage Sites	726,300	65,496	9%
New Build – Crematorium Site	275,000	2,349	1%
New Build – Field Farm Site	500,000	7,083	1%
New Build – Chilton Drive	100,000	0	0%
New Build – Felton Close	290,000	0	0%
New Build – Fishpond Cottage	500,000	0	0%
New Build – Gayrigg Court	145,000	0	0%
New Build – Selside Court	215,000	0	0%
New Build – Spring Close	100,000	0	0%

Schemes	Budget 2022/23 £	Actual 2022/23 £	Spend %
BUSINESS GROWTH			
Stapleford Towns Fund – Recovery Fund	907,050	434,459	48%
Stapleford Towns Fund – Enterprise	116,000	104,676	90%
Stapleford Towns Fund – Skills/Ed. Facilities	2,279,000	370,043	16%
Stapleford Towns Fund – Pavilion	759,000	180,188	24%
Stapleford Towns Fund – Traffic Management	217,000	20,461	9%
Stapleford Towns Fund – Cycle Network	1,624,000	432,339	27%
UK Shared Prosperity Fund (Capital)	34,000	22,500	66%
Town Centre Wi-Fi	2,541	2,541	100%
Kimberley Levelling-Up Fund	200,000	0	0%
A610 Footpath to Mushroom Farm (S106)	80,000	0	0%
Sun Inn Traffic Management Upgrade	20,000	0	0%
Giltbrook Paths (S106)	2,300	0	0%
ENVIRONMENT AND CLIMATE CHANGE			
Replacement Vehicles and Plant	812,250	694,070	85%
Kimberley Depot Electrical Upgrades	65,000	43,727	67%
Kimberley Depot New Changing Room Floor	3,750	3,205	86%
Kimberley Depot Replace Garage Cladding	25,000	0	0%
Kimberley Depot LED Lighting	14,650	0	0%
Kimberley Depot Oil Storage Base	4,450	0	0%
Pasture Road Recreation Ground (Stapleford)	78,750	87,005	110%
Beeston Fields Path	24,200	23,000	95%
Pride in Parks	215,250	45,056	21%
Dovecote Lane Rec Ground Improvements	7,100	6,925	98%
Shared Electric Vehicle Charge Points	25,000	0	0%
LEISURE AND HEALTH			
Bramcote LC – Replacement of Flat Roofs	0	1,302	n/a

Schemes	Budget 2022/23 £	Actual 2022/23 £	Spend %
RESOURCES			
Capital Grants to Voluntary Organisations	31,900	31,900	100%
CCTV and Wireless Technology Upgrade	95,300	66,514	70%
Beeston Square – Phase 2	2,029,150	855,090	42%
Beeston Square – Phase 3 Argos Block	600,000	556,836	93%
Beeston Tram Interchange – Public Toilets	288,200	226,703	79%
ICT Replacement/Development Programme	196,850	153,345	78%
ICT E-Facilities Initiatives	152,500	42,985	28%
NWOW Main Reception	150,000	10,120	7%
TOTAL	25,760,541	13,894,569	54%

APPENDIX 3b

**CAPITAL PROGRAMME 2022/23
PROPOSED CAPITAL ITEMS TO BE CARRIED FORWARD INTO 2023/24**

Scheme	Amount £
HOUSING	
Acquisition of Properties	1,153,900
Aids and Adaptations – Disabled Persons	89,450
Asbestos Surveys and Remedial Works	41,250
Disabled Facilities Grants	656,900
EEM Funded Works	1,300
External Pre-Paint Repairs, Soffit Fascia Renewal & Redecoration	165,950
Fire Safety Assessment and Remedial Work	46,500
Garage Refurbishment	237,600
New Build – Chilton Drive	100,000
New Build – Chilwell and Watnall Garage Sites (incl. Inham Nook)	660,800
New Build – Crematorium	272,650
New Build – Felton Close	290,000
New Build – Field Farm	492,900
New Build – Fishpond Cottage	500,000
New Build – Gayrigg Court	145,000
New Build – Oakfield Road	15,700
New Build – Selside Court	215,000
New Build – Spring Close	100,000
New Build Housing Feasibility Costs	366,750
Structural Remedial Repairs	82,700
Warm Homes on Prescription	25,750
ENVIRONMENT AND CLIMATE CHANGE	
Replacement Vehicles and Plant	118,150
Pride in Parks	170,200
Shared Electric Vehicle Charge Points	25,000
Kimberley Depot Garage Cladding Replacement	25,000
Kimberley Depot LED Lighting	14,650

Scheme	Amount £
Kimberley Depot Oil Storage Base	4,450
BUSINESS GROWTH	
Stapleford Towns Fund - Recovery Fund	472,600
Stapleford Towns Fund - Cycle Network	1,191,650
Stapleford Towns Fund - Skills & Ed. Facilities	1,908,950
Stapleford Towns Fund - Pavilion	578,800
Stapleford Towns Fund - Enterprise	11,300
Stapleford Towns Fund - Traffic Management	196,550
UK Shared Prosperity Fund	11,500
Kimberley Levelling-Up Fund	200,000
A610 Footpath to Mushroom Farm (S106)	80,000
Sun Inn Traffic Management Upgrade	20,000
Giltbrook Paths (S106)	2,300
RESOURCES	
Beeston Square – Phase 2	600,000
Beeston Square – Former Argos Block	43,150
Beeston Tram Interchange – Public Conveniences	61,500
CCTV – Camera Upgrade/Wireless Network	28,800
NWOW – Main Reception	139,900
TOTAL	11,564,550

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Report of the Portfolio Holder for Resources and Personnel Policy

**TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS
ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2023**1. Purpose of report

To inform Members of the Treasury Management activity and the actual Prudential Indicators for 2022/23.

2. Recommendation

Cabinet is asked to NOTE the Treasury Management and Prudential Indicators Annual Report for the year ended 31 March 2023.

3. Detail

This report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through regulations issued under the Local Government Act 2003.

During 2022/23 the minimum reporting requirements were that an annual Treasury Management strategy be approved in advance of the year, a mid-year report and finally an annual report be produced following the year describing the activity compared to the strategy. This report fulfils this requirement.

The CIPFA Code of Practice on Treasury Management requires the Deputy Chief Executive to operate the Treasury Management function in accordance with the Treasury Management Strategy approved by the former Finance and Resources Committee on 10 February 2022 and Council on 2 March 2022. Details of all borrowing and investment transactions for 2022/23 together with the balances at 31 March 2023 and Treasury Management limits on activity are also provided in appendix 1. All Treasury Management activities undertaken during the year complied fully with the CIPFA Code of Practice on Treasury Management and the approved Treasury Management strategy.

Under the CIPFA Prudential Code for Capital Finance in Local Authorities, the Council is required to prepare a number of Prudential Indicators against which Treasury Management performance should be measured. Performance against the Prudential Indicators is given in appendix 2.

The CIPFA Prudential Code for Capital Financing in Local Authorities was revised in December 2021 and introduced a requirement for the production of a Capital Strategy. This is considered alongside the Treasury Management Strategy Statement and the Investments Strategy by this Committee as part of the Budget Proposals and Associated Strategies report each year before being presented to full Council for approval in March.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

This report meets the requirements of the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. All Treasury Management activities undertaken during the year complied fully with the CIPFA Code of Practice on Treasury Management and the approved Treasury Management Strategy. Further comments are incorporated in the narrative in the executive summary and appendices.

5. Legal Implications

The comments from the Head of Legal Services and Deputy Monitoring Officer were as follows:

Treasury Management activities have to conform to the Local Government Act 2003, the Local Authorities (Capital; Finance and Accounting) (England) Regulations 2003 (SI 2003/3146), which specifies that the Council is required to have regard to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice and also the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 (SI 2008/414), which clarifies the requirements of the Minimum Revenue Provision guidance. This report demonstrates compliance with the legislative framework.

6. Human Resources Implications

There were no comments from the Human Resources Manager.

7. Union Comments

There were no comments from UNISON.

8. Data Protection Compliance Implications

There are no Data Protection issues in relation to this report.

9. Equality Impact Assessment

As there is no change to policy an equality impact assessment is not required.

10. Background Papers

Nil

APPENDIX 1

TREASURY MANAGEMENT ACTIVITY 2022/23

1. Borrowinga) Debt Outstanding and Transactions during the Year

The amount of loan debt outstanding as at 31 March 2023, together with comparative figures for 31 March 2022, is summarised in the table below:

	Amount Outstanding at 31-Mar-22 £	Amount Outstanding at 31-Mar-23 £
Short Term Loans	10,058,236	7,843,866
Long Term Loans:		
Public Works Loan Board	82,643,348	77,230,304
Local Authorities	0	0
Barclays Bank	3,000,000	3,000,000
TOTAL	95,701,584	88,074,170

This level of borrowing can be considered in the context of the assets held by the Council. The last valuation used for the Balance Sheet on 31 March 2023 showed that the Council held fixed assets with a total value of £263.3m. This included General Fund assets at £39.3m and Housing Revenue Account (HRA) assets at £224.0m. This compares favourably with the debt portfolio totalling £88.1m as at 31 March 2023.

The Local Government Act 2003 requires local authorities to comply with the CIPFA Prudential Code for Capital Finance in Local Authorities when carrying out its capital budgeting and treasury management activities. The objectives of the Prudential Code are to ensure that local authority **capital investment plans are affordable, prudent and sustainable**. Fundamental to this is the calculation of prudential indicators, which provide the basis for managing and monitoring capital expenditure, borrowing and investments. These indicators are considered further below at appendix 2.

b) Short Term Loans

The movement in short term loans from other local authorities during the year is set out in the table below:

Lender	Balance at 31-Mar-22 £'000	Start Date	End Date	Rate %	Balance at 31-Mar-23 £'000
Vale of Glamorgan Council	2,000	24-Mar-22	22-Dec-22	0.95	-
Bedford Borough Council	1,000	28-Mar-22	28-Jun-22	0.75	-

Lender	Balance at 31-Mar-22 £'000	Start Date	End Date	Rate %	Balance at 31-Mar-23 £'000
Nottingham City Council	2,000	28-Mar-22	28-Sep-22	0.85	-
TOTAL	5,000				0

Short term loans outstanding at 31 March 2023 included £429,559 invested with the Council by the Bramcote Crematorium Joint Committee. The equivalent figure was £544,078 as at 31 March 2022.

Short term loans outstanding at 31 March 2023 also include nominal PWLB annuities totalling £14,306. The equivalent figure at 31 March 2022 was £12,985.

c) Long Term Loans

The majority of the loans from the PWLB is comprised of the £61.446m borrowed on 28 March 2012 as part of the reform of council housing finance.

New long-term loan received from the PWLB in 2022/23 was comprised of £2.0m borrowed on 20 March 2023.

There is a movement of £7.4m in the long term PWLB loans which reflects the re-classification of long-term loans to short term at 31 March 2023 as they will be repaid within the next 12 months.

The Council also has a loan of £3.0m at 4.19% with Barclays Bank that is due to mature on 4 February 2073.

d) Borrowing Strategy 2022/23

Overall, debt was kept under review in order to match the level of borrowing with the financing requirement for assets, based on analysis of the Council's balance sheet with the aim of maintaining the Council's borrowing at the most efficient level in line with the Prudential framework for capital finance.

The approved budget for 2022/23 indicated that further borrowing of £4.436 million would be required to help finance the 2022/23 capital programme. A total of £2.0 million of additional borrowing was actioned with the potential need for additional funds re-profiled in line with a revised capital programme in the medium term.

e) Debt Profile

The Council's debt had an average of 8.41 years to maturity at 31 March 2023, compared to 8.00 years on 31 March 2022. The average interest rate payable in the year was 3.22% (2021/22 3.07%).

The one-off preferential rates offered by the PWLB for the £66.446m additional loans taken out in March 2012 continue to have a substantial impact upon both the average interest rate payable and the debt profile.

f) Debt Restructuring

The Deputy Chief Executive and Section 151 Officer, in association with the Council's Treasury Management advisors, carefully scrutinises the Council's loan portfolio to identify potential opportunities to achieve a reduction in risks and/or savings in interest costs by prematurely repaying loans and refinancing them on similar or different terms.

No suitable debt restructuring opportunities were identified in 2022/23 as the cost associated with premiums payable on the premature repayment of loans, ranging from 5% to 97% of the loan principal amount, could not be offset by lower refinancing rates.

2. Investments

a) Investment Policy

The Council's investment policy is governed by guidance from Central Government, which was implemented in the Investment Strategy approved at the Finance and Resources Committee meeting on 10 February 2022 and then by Council on 2 March 2022. This gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles. The investment activity during 2022/23 conformed to the approved strategy with security of capital being the Council's main investment objective.

Counterparty credit quality was assessed and monitored with reference to credit ratings and other available information. The minimum long-term counterparty credit rating determined for the 2022/23 investment strategy was the Long Term A- (or equivalent) rating from the Fitch, Moody's and Standard and Poor credit rating agencies.

In keeping with Central Government guidance, the Council sought to maintain a sufficient level of liquidity through the use of money market funds (MMF) and overnight deposit and call accounts. The Council had no liquidity difficulties in 2022/23.

b) Interest Received

The total interest receivable for the year amounted to £655,042 (compared to £221,882 in 2021/22). This includes the following long-term investments of:

- Interest of £80,307 from a £2 million investment in the CCLA Local Authorities Property Fund (LAPF) (£73,053 2021/22)
- Interest of £58,488 from a £2 million investment in the CCLA Diversified Income Fund (£50,716 2021/22)

- Interest of £77,359 from a £2 million investment in the Ninety-One Diversified Income Fund (£72,193 2021/22).

The table in 3d) includes details of the changes in the average life of investments during 2022/23.

The average interest rate received on investments in 2022/23 was 2.33% (1.26% in 2021/22). The United Kingdom bank rate increased a number of times during the year 2022/23, ranging from 1.00% in May 2022 to 4.25% in March 2023, (remained at 0.75% during 2021/22) which was reflected in short-term money market rates with a corresponding impact on investment income. The rates of return on investments also continues to reflect the priorities of security and liquidity before yield.

c) Investments Placed

A summary of all investments placed in 2022/23 is set out below.

	Average Credit score	Balance at 01-Apr-22 £000s	Investment Made £000s	Investment Repaid £000s	Balance at 31-Mar-23 £000s	Increase/ (Decrease)
UK Banks and Building Societies						
Santander UK	A+	-	28,080	(28,080)	-	-
Bank of Scotland	A+	-	3,430	(3,430)	-	-
Local Authorities	A+	-	-	-	-	-
Money Market Funds						
Aberdeen	AAA	5,000	2,660	(7,660)	-	(5,000)
Legal & General (LGIM)	AAA	-	33,606	(33,606)	-	-
Federated	AAA	1,730	17,580	(19,310)	-	(1,730)
Public Sector Deposit Fund	AAA	5,000	-	(410)	4,590	(410)
Other Funds						
Royal London Enhanced Cash Plus Fund	AA	2,000	-	-	2,000	-
Ninety One Diversified Income Fund	AA	2,000	-	-	2,000	-
CCLA Diversified Income Fund	AA	2,000	-	-	2,000	-
CCLA Property Fund	AA	2,000	-	-	2,000	-
Total		19,730	85,356	(92,496)	12,590	(7,140)

Investments with counterparties such as the Money Market Funds are set up as individual accounts where funds can be placed short-term (often overnight) and monies withdrawn as and when required. This increases the volume and value of investments made with these institutions during the year.

Money Market Fund credit ratings are indicative only due to the disparate investment strategies utilised by the funds.

d) Credit Score Analysis

Counterparty credit quality has been maintained in accordance with the approved Treasury Management Strategy. No investments were made with institutions where the credit rating exceeded a score of 7. All deposits were made with institutions achieving an average score of 5 or better.

Long-Term Credit Rating	Score
AAA	1
AA+	2
AA	3
AA-	4
A+	5
A	6
A-	7
BBB+	8
BBB	9
BBB-	10

3. Treasury Management Limits on Activity

There are four Treasury Management Indicators that were previously Prudential Indicators. The Indicators are:

- Upper limits on fixed rate exposure – This indicator identifies a maximum limit for fixed interest rates based upon the debt position net of investments.
- Upper limits on variable rate exposure – Similar to the previous indicator this covers a maximum limit on variable interest rates.
- Maturity structures of fixed rate borrowing – These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing and are required for upper and lower limits.
- Total principal funds invested for periods longer than one year – These limits aim to reduce the risk of long-term investments needing to be realised before their natural maturity dates due to cash flow requirements, which could result in the investment being realised when market conditions are unfavourable.

The purpose of these Indicators is to contain the activity of the Treasury function within certain limits, thereby reducing the risk of an adverse movement in interest rates impacting negatively on the Council's overall financial position.

	2022/23 Planned Upper		2022/23 Actual 31-Mar-23	
Limits on fixed interest rates	100%		92%	
Limits on variable interest rates	40%		8%	
Maturity Profile of Borrowings	Lower	Upper	Lower	Upper
Under 12 months	0%	50%	0%	8%
12 months to 2 years	0%	50%	0%	9%
2 years to 5 years	0%	50%	0%	30%
5 years to 10 years	0%	75%	0%	41%
10 years to 20 years	0%	100%	0%	2%
20 years to 30 years	0%	100%	0%	6%
30 years to 40 years	0%	100%	0%	0%
40 years to 50 years	0%	100%	0%	3%
50 years and above	0%	100%	0%	0%

The CIPFA Prudential Code for Capital Finance in Local Authorities requires Indicators to be set for the maturity structure of fixed borrowing only. The above limits applied equally to total borrowing (fixed and variable borrowing).

As suggested in the CIPFA Code of Practice on Treasury Management, all investments (whether fixed or variable rate) with a period of less than twelve months to maturity are regarded as variable rather than fixed rate investments as they are potentially subject to movements in interest rates when they mature. Likewise, any fixed rate borrowing that is due to mature within twelve months is regarded as being at a variable rate as the rate to be paid on any replacement loan could differ from the rate currently being paid.

With regard to the total principal funds invested, the investment strategy 2022/23 proposed that investments would only be made with those institutions on the counterparty list that were viewed as presenting the least risk.

At 31 March 2023 the Council's investments with a duration more than one-year totalled £8 million. This consisted of £2 million invested in the Royal London Enhanced Cash Plus Fund; £2 million in the CCLA Local Authorities Property Fund (LAPF); £2 million in the CCLA Diversified Income Fund; and £2 million in the Ninety-One Diversified Income Fund.

4. Regulatory Framework, Risk and Performance

The Council has complied with all of the relevant statutory and regulatory requirements which require the Council to identify and, where possible, quantify the levels of risk associated with its Treasury Management activities. In particular, the Council's adoption of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities means that its capital expenditure is prudent, affordable and sustainable and that its Treasury Management practices demonstrate a low risk approach.

5. Money Market Brokers

The Treasury Management Strategy Statement 2022/23 to 2024/25 approved by Finance and Resources Committee on 10 February 2022 and by Council on 02 March 2022 included details of the external money market brokers to be used by Treasury Management.

- Tradition (UK) Limited of Beaufort House, 15 St Botolph Street, London EC3A 7QX
- Sterling International Brokers of 1 Churchill Place, Canary Wharf, London. E14 5RD
- Martins Brokers (UK) Limited of 20th Floor, 1 Churchill Place, Canary Wharf, London E14 5RD
- King and Shaxson Limited of 6th Floor, 120 Cannon Street, London. EC4N 6AS
- Imperial Treasury Services of 25 St Andrew Street, Hertford. SG14 1HZ

APPENDIX 2

PRUDENTIAL INDICATORS 2022/23

1. Introduction

The Local Government Act 2003 requires local authorities to comply with the CIPFA Prudential Code for Capital Finance in Local Authorities when carrying out their capital budgeting and Treasury Management activities. Fundamental to this is the calculation of a number of Prudential Indicators, which provide the basis for the Management and monitoring of capital expenditure, borrowing and investments. The Indicators are based on the Council's planned and actual capital spending.

2. Capital Expenditure and Financing 2022/23

The Council undertakes capital expenditure on assets which have a long term value. These activities may either be:

- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.) which has no resulting impact upon the Council's borrowing need; or
- If insufficient financing is available or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

Actual capital expenditure forms one of the required Prudential Indicators. The table below shows the actual capital expenditure and how this was financed.

	2021/22 Actual £000s	2022/23 Actual £000s
General Fund	5,411	5,208
HRA	8,767	8,687
Total Capital Expenditure	14,178	13,895
Financed by:		
Capital Receipts	1,200	829
Capital Grants	959	2,527
Revenue	2,087	1,786
Unfinanced Capital Expenditure	9,932	8,753

Further details of capital expenditure are included in the Statement of Accounts Update and Outturn Position 2022/23 report elsewhere on this agenda.

3. The Council's Overall Borrowing Need

The Council's underlying need to borrow is called the Capital Financing Requirement (CFR). This figure is a gauge of the Council's debt position and represents net capital expenditure in 2022/23 and prior years that has not yet been paid for by revenue or other resources.

Part of the Council's Treasury Management activity seeks to address this borrowing need, either through borrowing from external bodies or utilising temporary cash resources within the Council.

Whilst additional borrowing can be undertaken or existing loans repaid at any time within the confines of the Treasury Management strategy, the Council is required by statute to make an annual revenue charge to reduce the CFR. This charge is effectively a repayment of the General Fund borrowing need and is known as the minimum revenue provision (MRP).

The total CFR can also be reduced by the application of additional capital resources (such as unapplied capital receipts); or charging more than the MRP statutory revenue charge each year through a voluntary revenue provision (VRP)

The Council's 2022/23 MRP Policy (as required by Central Government guidance) was approved at the Finance and Resources Committee meeting on 11 February 2021. For expenditure incurred before 1 April 2008, the General Fund MRP was based upon 4% of the CFR at that date utilising a reducing balance approach. For all unsupported borrowing incurred from 1 April 2008, the MRP was based upon the estimated life of the assets that the borrowing was intended to finance using an annuity based, as opposed to equal instalment, approach to more accurately reflect the time value of money.

There is no statutory requirement to charge MRP to the HRA. However, an authority can charge VRP to the HRA should it wish to do so. The Council meeting on 11 February 2021 determined that no VRP was to be charged to the HRA in 2022/23.

The Council's CFR for 2022/23 represents a key Prudential indicator and is shown below.

Capital Financing Requirement (CFR)	General Fund £'000	HRA £'000	Total £'000
Opening Balance at 1 April 2022	27,894	82,688	110,582
Add: Unfinanced Capital Expenditure 2022/23	2,668	1,322	3,990
Less: MRP/VRP in 2022/23	(1,146)	0	(1,146)
Closing Balance at 31 March 2023	29,416	84,010	113,426

4. Treasury Position as at 31 March 2023

Whilst the Council's gauge of its underlying need to borrow is the CFR, the Section 151 Officer can manage the Council's actual borrowing position by either:

- Borrowing to the CFR; or
- Choosing to utilise some temporary internal cash flow funds in lieu of borrowing (under borrowing); or
- Borrowing for future increases in the CFR (borrowing in advance of need)

The figures in this report are based upon the principal amounts borrowed and invested and so may differ from those in the final accounts by items such as accrued interest.

The Section 151 Officer managed the debt position in 2022/23 by, on occasions, choosing to utilise some temporary internal cash flow funds in lieu of additional borrowing.

The borrowing position at 31 March 2023 compared with the previous year was:

Actual Borrowing Position	Principal 31-Mar-22 £000s	Av. Rate	Principal 31-Mar-23 £000s	Av. Rate
Fixed Interest Rate Debt	95,158	3.31%	87,645	3.10%
Variable Interest Rate Debt	0	-	0	-
Total Debt	95,158	3.31%	87,645	3.10%
<u>Capital Financing Requirement</u>				
CFR – General Fund	27,894		29,416	
CFR – HRA	82,688		84,010	
Total Capital Financing Requirement	110,582		113,426	
Over/(Under) Borrowing	(15,424)		(25,781)	

5. Prudential Indicators and Compliance Issues

Some of the Prudential Indicators provide either an overview or specific limits on Treasury Management activity. These are as follows:

i) Gross Borrowing and the Capital Financing Requirement (CFR)

In order to ensure that over the medium term gross borrowing will only be for a capital purpose, the Council needs to ensure that its gross borrowing does not, except in the short term, exceed the total of the CFR in the preceding year plus the estimates of any additional increases to the CFR for the current and the following two financial years. This allows some flexibility for limited early

borrowing for future years but ensures that borrowing is not undertaken for revenue purposes. The table below highlights the Council's gross borrowing position against the CFR.

	31-Mar-22 Actual £'000	31-Mar-23 Actual £'000
Gross Borrowing		
- PWLB and Market	95,158	87,645
- Bramcote Crematorium	940	430
Gross Borrowing Position	96,098	88,075
Capital Financing Requirement (CFR)		
CFR – General Fund	27,894	29,416
CFR – HRA	82,688	84,010
Total CFR	110,582	113,426

The Deputy Chief Executive and Section 151 Officer can report that gross borrowing was below the CFR at 31 March 2023 as it was at 31 March 2022. There was a net reduction of just £2.5m in PWLB loans due to a maturity repayment of £2.4m and annuity repayments of £0.013m. These were offset by a new loan of £2m in March 2023 taken to replace internal borrowing. There was decrease of £5 million in market loans during 2022 as all current market loans matured and were repaid. The additional borrowing undertaken in 2022/23 was intended to bring greater alignment between the overall borrowing level and the Council's underlying need to borrow as measured by the CFR, replacing previous internal borrowing. The decrease in borrowing from Bramcote Crematorium over 2022/23 reflects the reduction in available surplus when compared with the previous year.

The CFR increase shown here is analysed in section 3 above.

As stated above, gross borrowing at 31 March 2023 was below the CFR and it is anticipated that gross borrowing will continue to be below the CFR over the current and following two financial years. Any borrowing decisions will take account of the effect upon the total CFR.

ii) Authorised Limit and Operational Boundary for External Debt

The authorised limit is a statutory limit determined under section 3(1) of the Local Government Act 2003 and represents the limit beyond which borrowing is prohibited. It reflects the level of borrowing which could be afforded in the short term to maximise Treasury Management opportunities and cover temporary cash flow shortfalls, but is unlikely to be sustainable over the longer term. The table below demonstrates that during 2022/23 the Council has maintained gross borrowing within its authorised limit.

The operational boundary is based on the probable external debt during the course of the year. The operational boundary is not a limit and actual borrowing

can vary around the levels shown for short times. The operational boundary should act as an indicator to ensure the authorised limit is not breached and is a key Management tool for in year monitoring of Treasury Management activities by the Section 151 Officer.

Actual external debt is gross borrowing plus other long-term liabilities. As mentioned previously, gross borrowing includes sums invested with the Council by Bramcote Crematorium. Other long-term liabilities are liabilities outstanding (other than borrowing) in relation to the financing of capital expenditure. They relate to, for example, private finance initiative (PFI) credits or finance leases. The Council did not have such long-term liabilities at 31 March 2023 or at any stage during 2022/23.

	Operational Boundary 31-Mar-23 £000	Authorised Limit 31-Mar-23 £000	Actual External Debt 31-Mar-23 £000
Borrowing	111,100	138,900	87,645
Other Long-Term Liabilities	0	0	0
Total	111,100	138,900	87,645

The Deputy Chief Executive and Section 151 Officer reports that there were no breaches of the authorised limit during 2022/23. The maximum level of borrowing during 2022/23 was £97.1m.

iii) Total Principal Sums Invested for More than One Year

This limit is intended to contain exposure to the possibility of any loss that may arise as a result of the Council having to seek early repayment of any investments made. If an investment has to be re-paid before its natural maturity date due to cash flow requirements then, if market conditions are unfavourable, there could be an adverse impact upon the Council.

The Council's policy for 2022/23 as set out in the annual investment strategy was to retain the flexibility to invest a proportion of its available balances for a period in excess of one year should credit conditions continue to show signs of stabilisation or improvement. An estimated amount of £8 million was identified in the strategy as being available for longer term investment. Details of sums invested over more than 1 year are identified in section 4 of appendix 1.

iv) The Ratio of Financing Costs to Net Revenue Stream

This indicator as shown in the table below compares net financing costs (borrowing costs less investment income) to net revenue income from business rates, council tax and rent income. The purpose of the indicator is to show how the proportion of net income used to pay for financing costs is changing over time.

	2021/22 Actual	2022/23 Actual
General Fund	13.4%	14.0%
HRA	14.8%	14.5%

General Fund performance reflects the cost of borrowing being broadly similar between 2021/22 and 2022/23.

6. Prudential Code for Capital Finance in Local Authorities

Since the latest publication in December 2021, The Prudential Code for Capital Finance in Local Authorities has been subject to various reviews and consultations mainly in respect of borrowing for investment and yield. We are awaiting an updated code and the financial implications of the revised Code as applicable to the Council will be reported to Members once the Code has been made available.

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Report of the Housing Portfolio Holder

MANAGEMENT OF COMMUNAL AREAS POLICY

1. Purpose of Report

To seek approval for an updated Management of Communal Areas Policy.

2. Recommendation

Cabinet is asked to:

NOTE the amendments from the Policy Working Group:

1. To add a section to the policy for Ring Door Cameras
2. To update the Equality Impact Assessment with more information regarding the impact for people with disabilities

RESOLVE that the updated Management of Communal Areas Policy be approved.

3. Detail

The policy outlines the approach that the Council takes to manage enclosed communal areas and the areas that immediately surround blocks of flats. It applies to tenants and leaseholders, in both General Housing in Independent Living. A clear policy is necessary, so that all areas are managed in a consistent way and so residents can be clear on what is allowed, and the approach that the Council will take to monitor areas and address any issues.

The management of communal areas can often be a contentious issue. Many residents see communal areas as an extension of their own home. As a landlord, the Council has a responsibility to ensure all communal areas are kept clear and accessible so that residents can exit the building as quickly and as safely as possible in the event of an emergency. This may include asking residents to remove items that they have placed in the communal area, either for convenience or with the aim of improving the appearance of the area.

The updated policy includes more details regarding two specific areas: Mobility Scooters and Surveillance Camera Systems. The original policy included some reference to mobility scooters, however since the original policy was written a new Mobility Scooter Policy has been approved. The changes to this policy ensures that the information in both policies is consistent. The original policy did not include information regarding the use of Surveillance Camera Systems. The Council often receives requests for these systems to be installed, including information on how these will be considered within this policy will be beneficial for tenancy management.

The Equality Impact Assessment is included at appendix 1, a change table is included at appendix 2 and the revised policy is included at appendix 3.

The policy was considered by the Policy Working Group on 8 June 2023 and two amendments were proposed.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

There are no additional financial implications for the Council with any costs being contained within existing budgets.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The legal implications are set out in the table of changes namely the relevant legislation has either been updated or added to the policy. In relation to the building regulations it is Building Regulation Act 2010. In relation to surveillance the relevant legislation is Data Protection Act 2018, Regulatory Investigatory Powers Act 2000, Protection of Freedom Acts 2012 and General Data Protection Act 2016.

The Council must have regard to its public sector equality duty under section 149 of the Equality Act 2010. This duty requires the Council to have "due regard" to:

- The need to eliminate discrimination, harassment, victimisation and any conduct that is prohibited by or under the Equality Act 2010 (section 149(1)(a))
- The need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it (section 149(1)(b))
- The need to foster good relations between persons who share a relevant protected characteristic and those who do not share it (section 149(1)(c)).
- This includes having due regard to the need to tackle prejudice and to promote understanding (section 149(5), Equality Act 2010)

By completing an Equality Impact Assessment reflects the Council complying with this duty.

6. Human Resources Implications

There were no comments from the Head of Human Resources.

7. Union Comments

There were no Union comments.

8. Data Protection Compliance Implications

This report does not contain any [OFFICIAL (SENSITIVE)] information and there are no Data Protection issues in relation to this report.

9. Climate Change Implications

There were no comments from the Climate Change Manager.

10. Data Protection Compliance Implications

This report does not contain any [OFFICIAL (SENSITIVE)] information and there are no Data Protection issues in relation to this report.

11. Equality Impact Assessment

As this report suggests revisions to existing policies, please find an Equality Impact Assessment at appendix 1.

12. Background Papers

None.

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APPENDIX 1

Equality Impact Assessment

The Equality Act 2010 replaces the previous anti-discrimination laws with a single Act. It simplifies the law, removing inconsistencies and making it easier for people to understand and comply with it. It also strengthens the law in important ways, to help tackle discrimination and equality. The majority of the Act came into force on 1 October 2010.

Public bodies are required in it to have due regard to the need to:

- eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited under the Act
- advance equality of opportunity between people who share a protected characteristic and people who do not share it, and
- foster good relations between people who share a protected characteristic and people who do not share it.

The public sector Equality Duty came into force on 5 April 2011. The duty ensures that all public bodies play their part in making society fairer by tackling discrimination and providing equality of opportunity for all. It ensures that public bodies consider the needs of all individuals in their day to day work – in shaping policy, delivering services and in relation to their own employees.

The Equality Duty encourages public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all and meet different people's needs. By understanding the effect of their activities on different people, and how inclusive public services can support and open up people's opportunities, public bodies are better placed to deliver policies and services that are efficient and effective.

The new equality duty replaces the three previous public sector equality duties, for race, disability and gender. The new equality duty covers the following protected characteristics:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race – this includes ethnic or national origins, colour or nationality
- religion or belief – including lack of belief
- sex
- sexual orientation.

It also applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

Having due regard means consciously thinking about the three aims of the equality duty as part of the process of decision-making. This means that consideration of equality issues must influence the decisions reached by public bodies, including how they act as employers, how they develop, evaluate and review policies, how they

design, deliver and evaluate services, and how they commission and procure from others.

Having due regard to the need to advance equality of opportunity involves considering the need to:

- remove or minimise disadvantages suffered by people due to their protected characteristics
- meet the needs of people with protected characteristics, and
- encourage people with protected characteristics to participate in public life or in other activities where their participation is low.

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

Complying with the equality duty may involve treating some people better than others, as far as this is allowed by discrimination law. For example, it may involve making use of an exception or the positive action provisions in order to provide a service in a way which is appropriate for people who share a protected characteristic.

The Equality Duty also explicitly recognises that disabled people's needs may be different from those of non-disabled people. Public bodies should therefore take account of disabled people's impairments when making decisions about policies or services. This might mean making reasonable adjustments or treating disabled people better than non-disabled people in order to meet their needs.

There is no explicit requirement to refer to the Equality Duty in recording the process of consideration but it is good practice to do so. Keeping a record of how decisions were reached will help public bodies demonstrate that they considered the aims of the Equality Duty. Keeping a record of how decisions were reached will help public bodies show how they considered the Equality Duty. Producing an Equality Impact Assessment after a decision has been reached will not achieve compliance with the Equality Duty.

It is recommended that assessments are carried out in respect of new or revised policies and that a copy of the assessment is included as an appendix to the report provided to the decision makers at the relevant Cabinet, Committee or Scrutiny meeting.

Where it is clear from initial consideration that a policy will not have any effect on equality for any of the protected characteristics, no further analysis or action is necessary.

Public bodies should take a proportionate approach when complying with the Equality Duty. In practice, this means giving greater consideration to the Equality Duty where a policy or function has the potential to have a discriminatory effect or impact on equality of opportunity, and less consideration where the potential effect

on equality is slight. The Equality Duty requires public bodies to think about people's different needs and how these can be met.

EQUALITY IMPACT ASSESSMENT (EIA)

Directorate:	Chief Executive	Lead officer responsible for EIA	Head of Housing
Name of the policy or function to be assessed:		Management of Communal Areas Policy	
Names of the officers undertaking the assessment:		Head of Housing	
Is this a new or an existing policy or function?		Updated policy for an existing function	
<p>1. What are the aims and objectives of the policy or function?</p> <p>The Management of Communal Areas Policy sets out the approach that Broxtowe Borough Council takes to manage enclosed communal areas and the areas that immediately surround blocks of flats.</p>			
<p>2. What outcomes do you want to achieve from the policy or function?</p> <p>The policy provides a framework for how communal areas will be managed and what is expected from residents.</p>			
<p>3. Who is intended to benefit from the policy or function?</p> <p>Tenants Leaseholders Employees involved in managing and maintaining communal area</p>			
<p>4. Who are the main stakeholders in relation to the policy or function?</p> <p>Tenants Leaseholders Employees involved in managing and maintaining communal area</p>			
<p>5. What baseline quantitative data do you have about the policy or function relating to the different equality strands?</p> <p>Personal data is held for tenants on the Council's housing management system, which records age, disability and gender. Using this information, the Council has an understanding of who is living in schemes or blocks of flats with communal areas.</p>			
<p>6. What baseline qualitative data do you have about the policy or function relating to the different equality strands?</p> <p>Notes are recorded on the Council's housing management system, including discussions with tenants or leaseholders about communal</p>			

areas.

7. What has stakeholder consultation, if carried out, revealed about the nature of the impact?

An annual survey of all tenants is undertaken, which includes questions regarding communal areas.

8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways? In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:

- Does the policy or function target or exclude a specific equality group or community? Does it affect some equality groups or communities differently? If yes, can this be justified?**

No, the policy is intended to provide consistency regarding how different schemes and areas are managed.

- Is the policy or function likely to be equally accessed by all equality groups or communities? If no, can this be justified?**

Only people over 18 can hold a tenancy, however there can be an impact on children living in council tenancies.

- Are there barriers that might make access difficult or stop different equality groups or communities accessing the policy or function?**

Warnings are placed on the Council's housing management system when tenants require information in a different format or language. This ensures that they are sent information in a way that they can access.

- Could the policy or function promote or contribute to equality and good relations between different groups? If so, how?**

Good management of communal areas can encourage tenants to speak to their neighbours and build positive relationships.

- What further evidence is needed to understand the impact on equality?**

Regular monitoring of the service will be undertaken.

9. On the basis of the analysis above what actions, if any, will you need to take in respect of each of the equality strands?

Age: It is acknowledged that younger tenants, often in their first tenancy, may require additional support to meet the requirements of this policy. For example, support to keep communal landings free of belongings or to remove rubbish correctly.

Disability: Tenants with physical disabilities may request permission for a mobility scooter, and if permission is unable to be granted will be provided with support to find an alternative. Removal of items from communal areas is particularly important for tenants that have disabilities which mean that they may find it difficult to move around items, and tenants that are blind.

Gender: It is not anticipated that the Council will need to take any further action in order to enable access for this group. Regular monitoring and analysis may identify reasons that have not been anticipated. Action will be taken to mitigate any barriers identified.

Gender Reassignment: It is not anticipated that the Council will need to take any further action in order to enable access for this group. Regular monitoring and analysis may identify reasons that have not been anticipated. Action will be taken to mitigate any barriers identified.

Marriage and Civil Partnership: Tenants that are married or in a civil partnership are more likely to be joint tenants, equally responsible for ensuring compliance with the policy and tenancy terms. Specific questions may arise due to this, which the Neighbourhoods or Independent Living teams can support with.

Pregnancy and Maternity: If a tenant is pregnant or has recently had a child they may require additional support to meet the requirements of this policy, for example, prams and pushchairs are one of the items that can't be left in communal areas in blocks of flats. Whilst the policy can't be changed to accommodate this, advice and support can be given.

Race: It is not anticipated that the Council will need to take any further action in order to enable access for this group. Regular monitoring and analysis may identify reasons that have not been anticipated. Action will be taken to mitigate any barriers identified.

Religion and Belief: It is not anticipated that the Council will need to take any further action in order to enable access for this group. Regular monitoring and analysis may identify reasons that have not been anticipated. Action will be taken to mitigate any barriers identified.

Sexual Orientation: It is not anticipated that the Council will need to take any further action in order to enable access for this group. Regular monitoring and analysis may identify reasons that have not been anticipated. Action will be taken to mitigate any barriers identified.

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I am satisfied with the results of this EIA. I undertake to review and monitor progress against the actions proposed in response to this impact assessment.

Signature: [Redacted signature]

APPENDIX 2

Policy Section	Suggested Change	Reason for Change
4.0 Regulatory Code and Legal Framework	Remove: Building Regulations 2000 Replace with: Building Regulations 2010	The 2010 act revoked and replaced building regulations 2000
4.0 Regulatory Code and Legal Framework	Add: The Data Protection Act 2018 Regulatory of Investigatory Powers Act 2000 Protection of Freedoms Act 2012 General Data Protection Regulation 2016	Legislation and regulation added in relation to surveillance systems
5.1 Control of enclosed communal areas and areas that immediately surround	Remove from list of non-permissible items: Mobility Scooters where appropriate storage facility does not exist	New section added regarding Mobility Scooters
5.2 Communal Lounges or any other communal area within an Independent Living Scheme	Change to section title from 'communal room' to 'communal area'	For clarity, to show that policy applies to all communal areas
5.2 Communal Lounges or any other communal area within an Independent Living Scheme	Remove from list of permissible items: Mobility Scooters – subject to the conditions and permission requirements outlined in the Mobility Scooter Policy	New section added regarding Mobility Scooters
5.4 Mobility Scooters	New section regarding Mobility Scooters	To ensure alignment with the Mobility Scooter Policy
5.7 Surveillance Camera Systems	New section regarding Surveillance Camera Systems	To outline the approach to installing Surveillance Camera Systems in communal areas
5.8 Ring Door Cameras	New section regarding Ring Door Cameras	To outline the approach to requests from tenants to use Ring Door Cameras

Policy Section	Suggested Change	Reason for Change
6.0 Related Policies, Procedures and Guidelines	Add: Alterations and Improvements Policy	With the addition of the sections on Mobility Scooters and Ring Door Cameras this policy is now relevant



Management of Communal Areas Policy

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1.0 Scope

The Management of Communal Areas Policy sets out the approach that Broxtowe Borough Council takes to manage enclosed communal areas and the areas that immediately surround blocks of flats.

The policy applies to both tenants of the Council and also leaseholders and anyone that visits or lives with a tenant or leaseholder.

The policy also applies to tenants in General Housing properties as well as those in Independent Living Accommodation.

For the purpose of the policy, a communal area includes;

- Communal entrances
- Communal landings
- Communal lounges (Independent Living only)
- Communal kitchen (Independent Living only)
- Communal bathroom (Independent Living only)
- Any shared stairwell, balcony or access path
- Communal gardens
- Communal parking areas
- Bin stores
- Drying areas
- Any cupboard area or loft that is located in a communal area

2.0 Purpose

The Council makes it clear when it rents or sells a property what land the tenant or owner is responsible for. In properties such as flats, communal facilities are often present and the upkeep, cleanliness, safety and sensible use are important for the safety and enjoyment of all residents that live in the surrounds.

The policy provides a framework for how communal areas will be managed and what is expected from residents.

3.0 Aims and Objectives

The aims and objectives of the policy are

- To ensure the health and safety of tenants, leaseholders, staff and visitors when in a communal area.
- To ensure that all repairs and maintenance can be carried out on the communal areas
- To allow communal areas to be used in the best possible way for the benefit of all tenants, leaseholders, staff and visitors.

- To explain what measures the Council may take to monitor or control communal areas.
- To ensure that communal areas can be safely evacuated in the event of an emergency
- To give clear advice to residents to minimise the risks of items causing and obstruction to access routes in the event of an emergency
- To allow for the cleaning staff, where present, to carry out their job effectively, which in turn supports the upkeep of the communal areas

4.0 Regulatory Code and Legal Framework

- Regulatory Reform (Fire Safety) Order 2005
- The Housing Act 2004 (Housing, Health and Safety Rating System)
- The Housing Act 1985
- The Housing Act 1996
- Building Regulations 2010
- Health and Safety at Work Act 1974
- Torts (Interference with Goods) 1977
- Local Government (Miscellaneous Provisions) Act 1982
- Anti Social Behaviour Crime and Policing Act 2014
- Miscellaneous Provisions Act 1994
- Commonhold and Leasehold Reform Act 2002
- Furniture and Furnishings (Fire Safety) Regulations 1988
- The Data Protection Act 2018
- Regulatory of Investigatory Powers Act 2000
- Protection of Freedoms Act 2012
- General Data Protection Regulation 2016

5.0 Policy Outline

5.1 Control of enclosed communal areas and areas that immediately surround

The Council is committed to ensuring that the health and safety of everyone that lives in, works in or visits any Council property. As a landlord, the Council has a responsibility to ensure internal/enclosed communal areas are kept clear and accessible so that residents can exit the building as quickly and as safely as possible in the event of an emergency. This will also allow the emergency services as easy and uninhibited access to the property or person in question as possible if and when required.

To achieve this, the Council will ask residents to keep internal/enclosed communal areas and the areas immediately surrounding entrances and exits clear of obstruction and/or items that may cause fire to be accelerated. The Council will operate a zero tolerance approach when it comes to enforcing this.

Tenancy and leasehold agreements that residents hold make clear the land that is let or sold as part of the home and therefore land that is not let with the home should not be used for additional storage. There is therefore an expectation that the anyone living in Council or leasehold properties will keep communal areas clear. This also includes any roof spaces as applicable.

This approach is intended to reduce risks and hazards associated with fire, to allow the Council to maintain communal areas where required and to ensure that residents homes are safe and enjoyable places to live.

The list of non-permissible items includes (but is not limited to);

- Potential ignition sources such as storage of cardboard
- Combustible materials such as garden furniture, artificial plants, plastic ornaments
- Electrical items, including battery operated lights
- Prams, buggies and bicycles
- Washing lines, wall mounted or strung wall to wall
- Items which may result in escape routes being narrowed such as, items of furniture, ornaments
- Any items on windowsills including plants

Permissible Items

There are certain items or instances where items are permissible within the communal area, these are limited to the following.

- Door mat, located outside a front door that leads to an exit, not greater than 80cm x 50cm and 50mm thick (subject to escape routes being kept clear)
- Notice boards installed, managed and maintained by BBC
- Pictures/wall art (ILS corridors only) provided by BBC

5.2 Communal Lounges or any other communal area within an Independent Living Scheme

The Council has a number of Independent Living Schemes with rooms within them that are for the usage of all residents that are within the scheme. The Council is responsible for the upkeep of these areas as well as the fixtures and fittings. Tenants own items should not be stored in these areas and the non-permissible list and other statements contained in 5.1 apply here.

Permissible Items

- Festive lights (ILS communal lounges only) subject to installation and testing by BBC
- Festive decorations (ILS communal lounges only) subject to installation and monitoring by BBC
- Soft furnishings (ILS communal lounges only) which must be compliant to the Furniture and Furnishings (Fire Safety) Regulations 1988. No furniture to be gifted or donated for storage in communal lounges
- Electrical items (ILS communal lounges) which have been tested in compliance with BBCs portable appliance testing scheme

5.3 Communal gardens, paths, parking areas and other surrounds

Outside areas should also be kept clear of personal items as this is land that is not let or sold with the property. Other items, such as wheelie bins, should be stored in the appropriate bin storage areas or in areas that are not likely to cause an obstruction or nuisance to residents.

Council car parks are for the use of residents and their visitors only and operate on a first come first served basis. Residents should park responsibly in the parking areas

for the benefit of the enjoyment of all residents. The tenancy agreement advises tenants on appropriate usage of parking areas.

Barbeques or other fires on communal garden areas are prohibited

Smoking in enclosed communal areas is prohibited by law. When residents are smoking or vaping in communal areas, they should be respectful to other residents and maintain reasonable distance between doors and windows to avoid nuisance to other residents.

5.4 Mobility Scooters

Broxtowe Borough Council recognises that the use of a mobility scooter can enhance the quality of life for many older or less mobile tenants, who otherwise may be limited in their ability to access common facilities provided in the premises and also access external facilities in the wider community.

Whilst we do not have a legal obligation to provide scooter storage there is a need to identify storage and charging solutions that support the safe use of mobility scooters whilst recognising that different solutions may be necessary in terms of building design, financial considerations and building use.

Permission to keep a mobility scooter must be made in accordance with the Mobility Scooter policy. The storage and charging of mobility scooters in communal areas, unless they are designated as scooter storage areas, is prohibited.

5.5 Checking communal areas and communal area inspections

It is part of the role of all employees of the Council to be vigilant regarding the risks relating to any issue of repairs and maintenance within Council managed properties.

Communal areas will be inspected regularly by members of the Housing Department to ensure that they are safe and enjoyable environments for people to live. They may also be inspected as part of inspections that are arranged with residents, such as Estate Inspections.

The Council's appropriate designated officer will also inspect communal areas for the purpose of carrying out Fire Safety Risk Assessments.

5.6 Taking action when items found in communal areas

If items are found in communal areas and it is considered to be in contravention of this policy, the Council will take action to remedy. The Council will consider the following before taking any action.

- Whether the item is of immediate health and safety risk to residents and visitors
- Whether the item poses a risk, but this risk is not reasonably considered immediate, but requires remedy to reduce the overall risk to residents and visitors
- Whether ownership can be reasonably determined and whether further investigations are necessary
- The risk to the Council of removing an item without the knowledge or express permission of the property owner

If items are considered to be of immediate risk, such as items that present risk of explosion or would present a significant acceleration of fire, immediate removal and removal without notice to the item owner will be considered. The Council will store the item where the item is considered to be of significant value and whilst enquiries take place to identify the item owner.

Items that will be considered to pose an immediate risk include

- Motorbikes/scooters
- Lawnmowers and other gardening equipment containing petrol and other fuels
- Hazardous chemicals, gas containers, flammable liquids and Barbeques

The Management of Communal Areas Procedure will outline the step by step actions taken depending on the different circumstances that may arise. The tenancy agreement includes a condition that residents must not keep items which would constitute a health or fire safety risk in communal areas. Enforcement action will be considered to address a persistent or serious breach of tenancy.

5.7 Surveillance Camera Systems

The use of a Surveillance Camera Systems (often called CCTV), must always be for a specified purpose which is in pursuit of a legitimate aim, proportionate and necessary to meet and identify a pressing need. The use of a Surveillance Camera System must also take into account its effect on individuals and their privacy.

In deciding whether the use of a Surveillance Camera System should be considered proportionality is key. For example, if there is anti-social behaviour in a communal area, for a Surveillance Camera System to be considered this must involve a regular and persistent issue, not a one-off incident.

If after consideration the Head of Housing wishes to consider the use of a Surveillance Camera System, then the Surveillance Camera System Justification Document will be completed to fully consider all of the issues.

5.8 Ring Door Cameras

Tenants may apply for permission to install a Ring Door Camera. These will be fitted at the tenant's expense. The Council would not be responsible for any legal ramifications which may occur as a result of the camera being installed. Tenants will be provided with general advice, as listed below, but will also be advised to seek independent legal advice if they are unsure of the requirements.

If the Ring Door Camera captures images outside of private property that could be used to identify individuals, the tenant must:

- Put a sign up that is clearly visible and readable. Sight of the camera is not sufficient notification;
- Ensure that the camera does not record sound;
- Ensure that all who have access to recordings do not disclose them;
- Ensure all recordings are stored securely;
- Allow anyone who has had their image captured access to the relevant footage;
- Ensure that under no circumstances should they upload or stream the footage online or through any form of media.

5.9 Communication

It is essential to communicate with residents the importance of keeping communal areas free from obstructions and hazards. Regular communication will take place with residents using a range of approaches including newsletters, leaflets and social media.

Broxtowe Borough Council will also support national campaigns such as Home Safety Week to emphasise the importance of this issue.

6.0 Related Policies, Procedures and Guidelines

This policy should be read in conjunction with the following Council documents:

- Management of Communal Areas Procedure
- Storage and Clearance of Belongings Procedure
- Mobility Scooter Policy
- Alterations and Improvements Policy
- Tenancy Agreement
- Leasehold Agreement

7.0 Review

This Policy will be reviewed every 3 years unless there are significant changes in legislation.

8.0 Document History and Approval

Date	Version	Committee Name
28/1/20	1.0	Housing Committee
4/7/23	2.0	Cabinet

Report of the Portfolio Holder for Economic Development and Asset Management

DURBAN HOUSE, EASTWOOD MAINTENANCE WORKS

1. Purpose of Report

To update the Council on the works required at Durban House to bring the property back into use.

2. Recommendation

Cabinet is asked to RESOLVE that the scheme to allow for essential maintenance works to the internal of Durban House to make the building compliant and facilitate a letting at the property be approved. A one-off revenue development of £12,000 will be required for this purpose to be funded from the General Fund Revenue Contingency budget in 2023/24.

3. Detail

Durban House is a period building located 0.3 miles to the north of Eastwood town centre and 10.2 miles north east from Nottingham town centre. The building is situated on a prominent corner position of Mansfield Road and Greenhills Road adjacent to Mansfield Road Recreation Ground. The surrounding area is generally residential.

The building comprises basement, ground and first floors, slate roof, brick walls and timber floors. Outside is landscaped grounds with a number of large mature trees and parking for 23 cars including 3 disabled spaces.

The property has had a number of uses over the last few years and has been vacant for around the last 2 years. Since December 2022 Broxtowe Borough Council have entered into a Licence agreement with the Durban House Community Hub for use of the external area at Durban House. This has facilitated the community hub to use the outside space at the property for community uses. The inside of the property is currently not able to be used due to maintenance of a number of the internal service requiring inspection and maintenance works.

Maintenance is generally undertaken on an ad hoc basis as required. In 2021 the following maintenance works were under taken, basement damp treatment, roof and guttering repairs and painting to the exterior at a total cost of circa £25,000.

From assessment undertaken at the property it is estimated that the following works are required to bring the property up to standard so that the unit can be used internally and a letting can be agreed.

- Plumbing works & Legionella Risk assessment £800
- Fire Alarm, emergency lights, extinguishers, Fixed electrical £3000
- Gas/Boilers £6000
- Minor works to fire doors, signage etc. £800

4. Financial Implications

The comments from the Head of Finance Services were as follows:

The estimated cost of maintenance works is around £12,000, including a general contingency. This cost is considered to be revenue expenditure being that it relates to essential maintenance work on a void property. There is not sufficient budgetary provision in place to fund this work. If Members are minded to support the proposal, the one-off revenue development of £12,000 in 2023/24 would be funded from the General Fund Revenue Contingency budget of which £25,000 remains available.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

The Council has a number of different repairing and maintenance liabilities, including specific contractual obligations arising from leased properties, as well as a general duty under occupier's liability legislation and Health and Safety legislation to keep the properties concerned in a safe condition. The repairs to be carried out will help ensure this. The proposals in this report relate to the maintenance of property held by the Council under various holding powers including The Local Government Act 1972 in relation to the discharge of the Council's various statutory functions under principally the Local Government Acts 1972, 2000 and 2003 and the Localism Act 2011

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

Not applicable

7. Union Comments

The Union comments were as follows:

Not applicable

8. Climate Change Implications

The comments from the Waste and Climate Change Manager were as follows:

Whilst the necessary maintenance work on Durban House is acknowledged, consideration should be given to deeper level retrofit measures that would improve the buildings sustainability. Incorporating items such as insulation, an efficient heating system and renewable energy generation will not only help to reduce

longer term maintenance costs reduce energy bills but would generally contribute to a more sustainable approach to building management.

9. Data Protection Compliance Implications

This report does not contain any [OFFICIAL (SENSITIVE)] information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

Not applicable

11. Background Papers

Nil

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Report of the Portfolio Holder for Economic Development and Asset Management

GOVERNMENT INQUIRY LAUNCHED INTO USE OF CRUMBLING CONCRETE IN PUBLIC BUILDINGS

1. Purpose of Report

This report recommends that the Council responds to a Government inquiry into the use of deteriorating concrete on public buildings amid concerns of potential collapses.

2. Recommendation

Cabinet is asked to RESOLVE that, as a result of the recent Government inquiry into deteriorating concrete in public buildings, a budget of £40,000 to fund structural surveys on various Council assets be approved. A one-off budget allocation of £40,000 in 2023/24 will be required for this purpose to be funded from Housing Revenue Account (HRA) working balances.

3. Detail

The Government has launched an inquiry into the use of deteriorating concrete in public buildings amid concerns of potential collapses. Each department within Whitehall has been instructed to assign a civil servant to identify the presence of reinforced autoclaved aerated concrete (RAAC) in the Government estate. This inquiry represents an expansion of a previous investigation that primarily focused on hospitals and schools.

Experts have already identified over 150 schools where RAAC may have been used, leading to the closure of a primary school in Southend, Essex, last week due to safety risks. The recent expansion of the inquiry was revealed in a briefing by the LGA, which highlighted that RAAC had been used not only in schools and offices but also in a wide range of buildings, including those no longer in the public sector. The LGA has briefed councils that the problem might be more serious than initially understood, and many building owners may be unaware of RAAC's presence in their properties.

It is therefore recommended that the Council investigates whether any of its assets are affected by the problems highlighted by this Government inquiry. The Capital works manager has started assessing which council houses would be affected by this issue, and will then prioritise which properties then require a structural engineer to be commissioned.

4. Financial Implications

The comments from the Head of Finance Services were as follows:

There is no currently budgetary provision in place to fund the structural surveys on the Council's housing property assets. If Members are minded to support the proposal, the one-off revenue cost of £40,000 in 2023/24 would be funded directly from Housing Revenue Account (HRA) working balances.

5. Legal Implications

The comments from the Monitoring Officer / Head of Legal Services were as follows:

There are no direct legal implications arising from this report.

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

N/A

7. Union Comments

The Union comments were as follows:

N/A

8. Climate Change Implications

The comments from the Waste and Climate Change Manager were as follows:

No Comments

9. Data Protection Compliance Implications

This report does not contain any [OFFICIAL (SENSITIVE)] information and there are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

N/A

11. Background Papers

Nil

Report of the Leader of the Council

CABINET WORK PROGRAMME

1. Purpose of Report

Cabinet is asked to approve its Work Programme, including potential key decisions that will help to achieve the Council’s key priorities and associated objectives.

2. Recommendation

Cabinet is asked, that the Work Programme, including key decisions, be approved.

25 July 2023	<ul style="list-style-type: none"> • Annual Air Quality Status Report and Action Plan* • ICT Contracts* Exempt • Christmas Lights * • Infrastructure Funding Statement* • Cultural Strategy * • Parking Services * • Food Service Plan* • Members Surgeries • Leisure Facilities Strategy Due Diligence update * • Grant Aid Citizens Advice Broxtowe • Grant Aid Request Watnall Allotments Association • Grant Aid Requests from Parish/Town Councils • Grants to Voluntary and Community organisations, Charitable Bodies and Individuals Involved in Sports, The Arts and Disability Matters 2023/24 • Equalities and Diversity Annual Report • Job Evaluation-Resources Factor Threshold Increase • S106 Agreement Planning Obligations Monitoring Process • Purchase of acquisition flats - Church Street Stapleford * • Beeston Station – Enabling Access for All
5 September 2023	<ul style="list-style-type: none"> • Grants to Voluntary and Community Organisations • Irrecoverable Arrears • Lifeline Service • Furnished Tenancies* • House Building Delivery Plan update • Tree Strategy* • Corporate Plan Consultation Responses • Review of the Planning Enforcement Plan Dated October 2019*

	<ul style="list-style-type: none">• HRA 30-year Business Plan*• Transition to HVO*• Environmental Health Restructure Exempt*• Smoke Control Area Replacement and Smoke Control Penalty Policy*• Review of Policy on Provision of Sanitary Accommodation in Food Premises*
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3. Detail

The Work Programme for future meetings is set out below. Key decisions and Exempt Items are marked with *

4. Legal Implications

The terms of reference are set out in the Council's constitution. It is good practice to include a work programme to help the Council manage the portfolios.

5. Background Papers

Nil.

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