



Tuesday, 3 October 2023

Dear Sir/Madam

A meeting of the Council will be held on Wednesday, 11 October 2023 in the Council Chamber, Council Offices, Foster Avenue, Beeston NG9 1AB, commencing at 7.00 pm.

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

Yours faithfully

Chief Executive

To Councillors:

D Bagshaw	A Kingdon
S A Bagshaw	H Land
P J Bales	D L MacRae
L A Ball BEM	R D MacRae
R E Bofinger	G Marshall
M Brown	J W McGrath
R Bullock	W Mee
G Bunn	J M Owen
B C Carr	P J Owen
C Carr	S Paterson
S J Carr	D D Pringle
A Cooper	M Radulovic MBE
H L Crosby	H E Skinner
T A Cullen	P A Smith
S Dannheimer	V C Smith
H J Faccio	A W G A Stockwell
R S Falvey	C M Tideswell
K Harlow	D K Watts
G S Hills	S Webb
S P Jeremiah	E Williamson
S Kerry	E Winfield
H G Khaled MBE	K Woodhead

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies and to be notified of the attendance of substitutes.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

(Pages 7 - 20)

The Committee is asked to confirm as a correct record the minutes of the meeting held on 12 July 2023.

4. MAYOR'S ANNOUNCEMENTS

To receive announcements from the Mayor.

5. LEADER'S REPORT

To receive a report from the Leader and to receive questions and answers on the report should there be any.

6. MOTIONS

The Following notice of motion has been submitted by Councillor R D MacRae:

The intimidation and abuse of Councillors, in person or otherwise, undermines democracy; preventing elected Members from representing the communities they serve, deterring individuals from standing for election, and undermining public life in democratic processes.

This Council notes that increasing levels of toxicity in public and political discourse is having a detrimental impact of local democracy and that prevention, support and responses to abuse and intimidation of local politicians must improve to ensure Councillors feel safe and able to continue representing their residents.

This Council therefore commits to challenge the normalisation of abuse against Councillors and officers and

uphold exemplary standards of public and political debate in all it does. The Council further agrees to sign up to the LGA's Debate Not Hate campaign. The campaign aims to raise public awareness of the role of Councillors in local communities, encourage healthy debate and improve the response to and support those in public life facing abuse and intimidation.

In addition, this Council resolves to:

- Write to the local Member of Parliament to ask them to support the campaign
- Write to the Government to ask them to work with the LGA to develop and implement a plan to address abuse and intimidation of politicians
- Ensure the Council has a clear reporting mechanism which Councillors can use to monitor and record incidents of harassment and abuse of Councillors and Officers
- Regularly review the support available to Councillors in relation to abuse and intimidation and Councillor safety
- Work with the local Police to ensure there is a clear and joined-up mechanism for reporting threats and other concerns about the safety of Councillors and their families and discuss the need to take a preventative approach that accounts for the specific risks that Councillors face, as they do with other high-risk individuals, like MPs
- Take a zero-tolerance approach to abuse of Councillors and Officers.

7. AMENDMENTS TO THE CONSTITUTION

(Pages 21 - 36)

Following consideration by the Governance, Audit and Standards Committee, Council is asked to consider amendments to the Local Joint Consultative Committee, Policy Overview Working Group and the Events, Arts, Culture and Heritage Working Group and in addition to provide a provision in the Constitution to allow for urgent items to be considered at full Council meetings.

8. PUBLIC QUESTIONS

To receive questions from members of the public.

9. PORTFOLIO HOLDER REPORTS

9.1 Report of the Portfolio Holder for Resources and Personnel Policy (Pages 37 - 42)

9.2 Report of the Portfolio Holder for Economic Development and Asset Management (Pages 43 - 46)

9.3 Report of the Portfolio Holder for Housing (Pages 47 - 50)

9.4 Report of the Portfolio Holder for Leisure and Health (Pages 51 - 56)

9.5 Report of the Portfolio Holder for Environment and Climate Change (Pages 57 - 60)

9.6 Report of the Portfolio Holder for Community Safety (Pages 61 - 66)

10. COMMITTEE REPORTS

To receive reports from the Committees and receive questions and answers on the reports.

11. REPORT ON SCRUTINY MATTERS

The Chair of the Overview and Scrutiny Committee will give a report to full Council and answer questions on Scrutiny matters.

12. PRESENTATION OF PETITIONS

To receive petitions submitted to the Council.

13. ATTENDANCE AT MEETINGS

The Local Government Act 1972 states that when a Councillor fails to attend any meeting for six consecutive months from the date of their last attendance, then, subject to certain exceptions, they cease to be a Member of the authority, unless the Council accepts a reason for the failure to attend before the six months expires. Councillor S A Bagshaw is currently unable to attend Council meetings and in the circumstances, it is put before Members to consider a dispensation under Section 85 (1) of the Local Government Act 1972 for the period of six months from 11 October 2023 before which forfeiture applies.

Council is asked to CONSIDER a dispensation for Councillor S A Bagshaw for a period of six months from the date of this meeting and RESOLVE accordingly.

14. BROXTOWE INDEPENDENT MEMBERS

Councillors B C Carr and S J Carr have advised that they have ceased representing the Liberal Democrat Group, whilst Councillors D L MacRae, R D MacRae and E Williamson have advised that they have ceased representing the Council as Independent Members. All five Members intend to sit as representatives of the Broxtowe Independent Group. There will be an effect on the composition of committees of the Council for the purposes of proportionality. This will be considered during a further item on the agenda.

15. RECOGNITION OF POLITICAL LEADERS

The Council is requested to note the Members chosen as Leader and Deputy Leader of the Broxtowe Independent Group and the Leader and Deputy Leader of the Liberal Democrat Group.

16. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

To make appointments to committees and working groups.

17. MEMBERS' QUESTIONS

To receive questions from Members.

18. MEMBERS' SPEECHES ON WARD ISSUES

To receive Members' speeches on ward issues.

19. QUESTIONS ON OUTSIDE BODIES

To receive questions from Members on Outside Bodies.

COUNCIL

WEDNESDAY, 12 JULY 2023

Present: Councillor T A Cullen, Mayor

Councillors:

- P J Bales
- L A Ball BEM
- R E Bofinger
- M Brown
- R Bullock
- G Bunn
- B C Carr
- C Carr
- S J Carr
- A Cooper
- H L Crosby
- S Dannheimer
- H J Faccio
- K Harlow
- G S Hills
- S P Jeremiah
- S Kerry
- H G Khaled MBE
- A Kingdon
- H Land
- D L MacRae
- R D MacRae
- G Marshall
- J W McGrath
- W Mee
- J M Owen
- P J Owen
- S Paterson
- D D Pringle
- M Radulovic MBE
- H E Skinner
- P A Smith
- V C Smith
- A W G A Stockwell
- C M Tideswell
- D K Watts
- S Webb
- E Williamson
- E Winfield
- K Woodhead

Apologies for absence were received from Councillors D Bagshaw, S A Bagshaw and R S Falvey

14. DECLARATIONS OF INTEREST

Councillor M Radulovic MBE, Councillor G Marshall, Councillor S J Carr and Councillor P J Owen declared other registrable interests in item 9.1 as members of the Beeston Town Centre Board, minute number 21.1 refers.

Councillor D K Watts declared a non-registerable interest in item 10.1, minute number 22.1 refers.

Councillor J W McGrath declared a non-registerable in item 10.3 as a licensee, minute number 22.3 refers.

15. MINUTES

The minutes of the meeting on 17 May 2023 were confirmed and signed as a correct record.

16. MAYOR'S ANNOUNCEMENTS

The Mayor gave a brief résumé of her engagements including a visit to the refurbished Stapleford Library and consultation events for the forthcoming Corporate Plan. Plans were also outlined to establish a new charitable trust called the Broxtowe Community Fund that would offer grants to residents in need.

17. LEADER'S REPORT

The Leader informed the Council that he had met with the Housing Minister Rachael McClean and her advisory team together with Darren Henry MP to voice the Council's dissatisfaction with the result of the appeal against this Council's refusal of planning permission for a major development of student accommodation in Beeston Square and discussed the legal powers at the disposal of local authorities to resist such developments.

It was also noted that the Leader had attended meetings of the EMDevco Oversight board and the Advisory Shareholder Committee, to advocate for the importance of the connectivity from the Toton site to the whole Borough and a network of green and blue infrastructure to spread further North and well as South and East. This would include the development of an Attenborough great park, and some world class new medical facilities on the Toton site.

The Leader discussed recent announcements which would lead to the loss of hundreds of highly skilled jobs in the area, including the halt to manufacturing operations on the Boots site, alongside the liquidation of Tomlinsons, Ilke and Marvel. It was noted that the Borough Council's own finances would be affected by increases in borrowing and construction costs whether building Leisure Centres or housing.

The Leader stated that just over £700,000 has been secured for Broxtowe through the devolution deal for retrofit housing work to make residents' homes warmer and more sustainable.

The Corporate Plan face-to-face consultation events in the Borough had been well attended, as had the staff engagement events and the Leader had been delighted to see people coming forward with positive ideas for the future, and was keen to ensure that as many as possible of these were included in future plans. Over 600 online responses had been received from members of the public, making it the largest response to a Corporate Plan consultation.

There were questions from Members regarding the development of the toilet block in Beeston and the issues that the housing crisis were causing in industry. There was also a discussion about the construction of medical facilities at Toton and improvements to the ramp at Bennerley Viaduct.

18. URGENT ITEM

It was proposed by Councillor M Radulovic MBE and seconded by Councillor G Marshall that Standing Order 11.1 be suspended which requires seven working days to be given for a motion. On being put to the meeting the motion was carried.

The following motion was proposed by Councillor G Marshall and seconded by Councillor S Paterson:

“Broxtowe Borough Council notes with dismay the news that the Department for Transport and the 13 train operating companies it manages have announced plans to close almost all staffed ticket offices in England, totalling nearly 1,000, following changes to the Government’s guidance relating to ticket office opening hours and operation. Statutory Consultations began on 5 July and will close on 26th July.

Broxtowe Borough Council believes that Beeston ticket office provides a vital service to residents in Broxtowe and supports passenger safety, security and accessibility. Having a place in the station for people requiring advice and assistance provides certainty and confidence for customers and also acts as a point of safety for passengers. At many stations, access to facilities such as toilets and waiting rooms is reliant on ticket office staff.

Not everyone is able to use ticket vending machines or online ticketing platforms. Many journeys require human assistance to ensure customers purchase the most appropriate and cheapest tickets, and do not incur penalties from mis-booked tickets. Ticket office staff have a wealth of knowledge which ensures that customers get appropriate advice for their whole journey.

Broxtowe Borough Council is concerned the closure of ticket offices will disproportionately affect disabled, deaf and older residents across Broxtowe – as well as those with poor literacy and IT skills or on lower incomes. Broxtowe Borough Council also notes the possible implications for current station staff and believes that the closure of ticket offices could lead to a de-staffing of rail stations.

Council therefore resolves to:

- Instruct the Chief Executive to write to the Secretary of State for Transport, expressing Council’s opposition to the possible closure of staffed rail ticket offices – and in particular the office at Beeston
- Instruct the Chief Executive to write to East Midlands Railways (EMR) expressing the Council’s opposition to any plans to close the staffed ticket office at Beeston.

- Request that all councillors respond to the consultations before 26th July to confirm their support for ticket offices remaining open and for properly staffed rail stations.”

A recorded vote was proposed by Councillor G Marshall and seconded by at least five other Councillors. The votes were as follows:

<u>For</u>	<u>Against</u>	<u>Abstention</u>
P Bales	J M Owen	M Brown
L A Ball BEM	P J Owen	H Crosby
R E Bofinger	D D Pringle	G S Hills
R Bullock		S Kerry
G Bunn		H G Khaled
B C Carr		A W G A Stockwell
C Carr		
S J Carr		
A Cooper		
T A Cullen		
S Dannheimer		
H J Faccio		
K A Harlow		
S P Jeremiah		
A Kingdon		
H Land		
D L MacRae		
R D MacRae		
G Marshall		
J W McGrath		
W Mee		
S Paterson		
M Radulovic MBE		
H E Skinner		
P A Smith		
V C Smith		
C M Tideswell		
D K Watts		
S Webb		
E Williamson		
E Winfield		
K Woodhead		

RESOLVED that the motion be carried.

19. PUBLIC QUESTIONS

There were no public questions.

20. MEMBERS' QUESTIONS

20.1. COUNCILLOR D D PRINGLE SUBMITTED A QUESTION TO THE LEADER OF THE COUNCIL WHICH STATED:

“On two occasions recently, much needed developments have suffered delay, due to apparent failings within the planning department. The first being the proposed MUGA at Awworth Primary School and Nursery, the second being project to bring the Willoughby Alms-houses back to a condition to make them habitable.

Both applications, involved a lot of work, by both the applicants and the planning department. The school application got to a final point where everyone was happy, however, due to an oversight Sport England, a Statutory Consultee, had not been consulted. Resulting in changes to the agreed plans, which delayed Planning approval for a further 12 months.

Negotiations over the Alms-houses, took several years, causing further dilapidation, to a Grade2* Listed building. Eventually the Secretary of State's Office became involved, stating that we the Borough Council, were free to make a decision about the application. Which the Planning Committee did, giving approval.

At that point The Society for the Protection of Ancient Buildings (SPAB), a Statutory Consultee, on hearing the result. Appointed a Kings Counsel (KC) and the High Court overturned the decision.

How could we as a Council overlook two major statutory Consultees, which has caused major delays to two important applications in villages in my Ward, how can be assured that this will not happen ever again. Have costs been awarded against the Council, and if so, what are the financial implications?”

The Leader responded that it was questionable, and still being debated internally, whether or not Sport England should have been consulted on the original planning application. Nevertheless, following the initial refusal from Planning Committee, Sport England were made aware of the development and insisted on certain conditions. The school and the Planning Department then worked together to ensure that a development could come forward that complied with these conditions, and prevented Sport England from 'calling in the application'. The main issue was there was a conflict between what the school wanted, what Sport England wanted, and what some of the local public wanted, and this took time to resolve.

The Alms houses had been in planning for several months, and the developers and Planning Department could not reach an agreement. When the application was initially validated all the correct statutory consultees were consulted. During the course of this application the list of statutory consultees was updated by the government, so when the amendments were consulted on, a consultee got missed. This was because initially the Society for the Protection of Ancient Buildings was not a statutory consultee, but this changed during the course of the application.

Councillor Pringle submitted a supplementary question in relation to the financial implications, to which the Leader which replied were unknown.

20.2. COUNCILLOR B C CARR SUBMITTED A QUESTION TO THE LEADER OF THE COUNCIL WHICH STATED:

“In November 2015 Broxtowe's Building Control Service was partnered with Erewash Borough Council in order to deliver a merged service. The drivers behind this were to improve service delivery, reduce costs and reduce support costs. Building Control is important because it:

- Helps check that buildings are built to building regulations standards,
- Protects people from cowboy builders and unsafe practices,
- Protects the public from dangerous structures,
- Helps keep build quality high

Would the Portfolio holder responsible agree with me that we should be receiving regular reports on the efficiency and effectiveness of this service? The last report submitted was 17 December 2018. In my recent experience the service provided by Erewash has not been up to the high standards residents deserve and therefore I request that an up to date performance report be submitted to the next full Council or Cabinet for consideration.

This should show as a minimum:

- The numbers of applications dealt with in the previous financial year;
- Processing times compared to targets,
- Formal complaints,
- Major incident reports,
- Staff training recommendations
- Performance against best practice promoted by the Building Control Performance Group of the MHCLG and
- Costing information.”

The Leader of the Council responded that Broxtowe is part of a four partner building control partnership along with Mansfield, Ashfield and Erewash. The service is managed by Erewash Borough Council under a service level agreement. Currently the Council makes no financial contribution towards the costs of operating the service

The information covered the period between 1 April 2022 to 31 March 2023, which included that 453 applications were received for Broxtowe which was 51% of market share. The joint Building Control service was preferred by more than half of applicants submitting a building control application when compared to the Approved Inspectors in the private sector.

It was stated that 65% of plans were checked within the statutory period of five weeks. Whilst the service will normally complete plan checks within five weeks in 100% of cases, or eight weeks if extension agreed with the applicant, 2022 was an exceptional year due to a surge in applications during May and June 2022, as applicants sought to avoid the consequences of legislative changes that came into force on 1 April. The service expects to return to 100% completion of plan checks within statutory periods in 2023/24.

One complaint was received via Erewash's formal complaints procedure from a customer in the Broxtowe area regarding the building control service. Following initial investigation and review the complaint was not upheld.

The compliance regime for Building control has changed significantly following new legislation introduced after the Grenfell fire disaster. This is having far reaching

ramifications for the service including the requirement for all building Control officers to achieve certain levels of competence.

All building control officers will register with the Building Safety Regulator in October 2023. All building control officers are expected to complete their competency level validations by 1 April 2024 in accordance with the requirements of the Building Safety Regulator. Over the next few years, surveyors will continue with validation training as they progress through the competency levels to become specialist building control surveyors.

As soon as it is available a report will be presented to the Policy Overview Working Group followed by Cabinet in relation to the service review with proposals as to the future operation of the service for Councillors to consider.

In a supplementary question Councillor B C Carr asked that the lines of communication between Broxtowe and Erewash be examined.

The Leader responded that he was satisfied to accept the comments and reiterated that the topic would be reviewed.

20.3. COUNCILLOR S J CARR SUBMITTED A QUESTION TO THE HOUSING PORTFOLIO HOLDER WHICH STATED:

“How many void council homes do we have at the present and what is the current level of rent arrears?”

Councillor V C Smith responded that as at 10 July 2023 the Council had 61 void properties. The number of void properties changes on a daily basis as properties are let and terminations are received. This figure includes all properties that are empty, irrespective of the level of work required or reason the property is vacant.

In a supplementary question Councillor S J Carr asked how much it cost to keep a void home.

The Portfolio Holder for Housing stated that she would provide a written answer to this question in due course.

20.4. COUNCILLOR H LAND SUBMITTED A QUESTION TO THE LEISURE AND HEALTH PORTFOLIO HOLDER WHICH STATED:

“Can the Portfolio Holder give this Council reassurance that the financial issues at Kimberley Leisure Centre will not affect the much needed replacement of Liberty Leisure’s only fully-owned leisure facility at Bramcote?”

The Portfolio Holder for Leisure and Health responded that following the Cabinet meeting on 4 July, the Council and Liberty Leisure will be working constructively with Kimberley school, to ensure that Kimberley pool remains open. The Cabinet also agreed that the Council would, if applicable, apply for Sports England revenue funding, a one-off government grant to support the opening of swimming pools, for Kimberley School. The two feasibility studies commissioned by the Cabinet on the replacement Bramcote leisure centre, will be presented to Cabinet on 25 July for consideration. The financial issues at

Kimberley Leisure Centre, will not materially impact on the business case for the new leisure centre.

20.5. COUNCILLOR M BROWN SUBMITTED A QUESTION FOR THE LEADER OF THE COUNCIL WHICH STATED:

“At the full Council Meeting of 14 December 2022, Standing Orders were suspended and a motion to the following effect was minuted;

‘This Council wishes to place on record our serious concerns about the history and future of the Matkin Tip site and the impact on the quality of life on local residents. This Council therefore resolves to call on the Secretary of State to instigate a formal public inquiry to examine the history and future of this contaminated site.’

This was accepted by a unanimous recorded vote. Could Councillor Radulovic please update the Council on any progress made?”

The Leader of the Council responded that the Secretary of State had been written to but no reply had been received. There was an intention to submit the land to the development corporation as part of a wider site to clear it of any potential danger.

21. REFERENCES

21.1. CONSTITUTION REVIEW

The proposed changes to the Constitution, as recommended by the Governance, Audit and Standards Committee on 19 June 2023, were discussed with particular reference to improving the efficiency of decision making and clear standards for officers and members. There was concern that the right of group leaders to speak at Cabinet was to be limited and that there was to be limitations placed on members calling planning applications, specifically, that 28 days’ notice from the date the application was published on the weekly list and on completion of the relevant referral form. It was requested that a review take place at the Governance, Audit and Standards Committee in around six months.

RESOLVED that the amendments to the Constitution at appendix 2 be approved.

21.2. REVIEW OF FINANCIAL PROCEDURE RULES, INCLUDING CONTRACT PROCEDURE RULES

Council considered the annual review of the Council’s Financial Procedure Rules, including the Contract Procedure Rules; along with the proposed changes made to the rules and the recommendations made by the meeting of the Governance, Audit and Standards Committee on 19 June 2023 that these updated rules be adopted as part of the Council’s Constitution.

RESOLVED that the updated Financial Procedure Rules, including the Contract Procedure Rules, be approved.

21.3.ANNUAL REVIEW OF THE CODE OF CONDUCT

Council considered the Annual Review of the Code of Conduct and the recommendations made by the Governance, Audit and Standards Committee of 19 June 2023.

RESOLVED that the Code of Conduct at the appendix to the report be approved.

22. PORTFOLIO HOLDER REPORTS

22.1.REPORT OF THE PORTFOLIO HOLDER FOR RESOURCES AND PERSONNEL POLICY

The Portfolio Holder for Resources and Personnel Policy addressed the Council. Discussions ensued with regards to investments outside the Borough, the use of agency staff, overspend on the Housing Revenue Account, the capital programme and the impact of COVID-19 on targets.

22.2.REPORT OF THE PORTFOLIO HOLDER FOR ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

The Portfolio Holder for Economic Development and Asset Management addressed the meeting. There were comments regarding the UK SPF and the strategic plan for house building in the Borough.

(During the item Councillor S Kerry left the meeting.)

22.3.REPORT OF THE PORTFOLIO HOLDER FOR HOUSING

The Portfolio Holder for Housing addressed the meeting. Discussion focused on houses in multiple occupation, the repairs backlog and mould.

22.4.REPORT OF THE PORTFOLIO HOLDER FOR LEISURE AND HEALTH

The Portfolio Holder for Leisure and Health addressed the meeting. There was a discussion concerning Kimberley Leisure Centre.

22.5.REPORT OF THE PORTFOLIO HOLDER FOR ENVIRONMENT AND CLIMATE CHANGE

The Portfolio Holder for Environment and Climate Change addressed the meeting. Members considered wildflowers, flooding, disabled children's right to play, drainage, grass verges and net zero targets.

22.6.REPORT OF THE PORTFOLIO HOLDER FOR COMMUNITY SAFETY

The Portfolio Holder for Community Safety addressed Council. Consideration was given to the baseline data in the Community Safety plan, and concerns about off-road bikers.

23. NOTICE OF MOTIONS

23.1. THE FOLLOWING MOTION WAS RECEIVED FROM COUNCILLORS R D MACRAE AND G MARSHALL:

“This Council recognises with increasing concern, the significant underfunding of the social care system and the associated difficulties faced by those who experience these conditions. Many care experienced people face discrimination, stigma, and prejudice in their day to day lives. Public perceptions of care experience centre on the idea that children are irredeemably damaged and that can lead to discrimination and assumptions being made.

This Council resolves:

- That when making any decisions in relation to its policies or formulating its plans that it recognises that care experienced people often face discrimination;
- That it recognises that Councils have a duty to put the needs care experienced people at the heart of decision-making through co-production and collaboration;
- That decisions, services and policies made and adopted by the Council should be assessed through Equality Impact Assessments to determine the impact of changes on people with care experience, alongside those who formally share a Protected Characteristic.
- That in the delivery of the Public Sector Equality Duty the Council includes care experience in the publication and review of Equality Objectives and the annual publication of information relating to people who share a Protected Characteristic in services and employment.
- That it will treat Care Experience as if it were a Protected Characteristic by this council.
- That it will adopt the Corporate Parenting Principals for all children in care and care leavers.
- To formally call upon all other bodies to treat care experience as a protected characteristic.
- To formally call upon all other bodies to adopt the corporate parenting principals.
- For the council to proactively seek out and listen to the voices of care experienced people when developing new policies based on their views.”

On being put to the meeting the motion was carried.

(Having declared a personal a non-registerable interest, Councillor D K Watts left the meeting for the duration of the item and did not vote thereon.)

23.2. THE FOLLOWING MOTION WAS RECEIVED FROM COUNCILLOR V C SMITH:

This Council notes with concern, the lack of accommodation and opportunities, particularly for young people or those with disabilities, the ability to access good affordable housing. One of the primary causes of this has been the right to buy legislation that has severely restricted opportunities for Broxtowe residents. This council therefore resolves to:

- Write to the Housing Minister, formally requesting the immediate suspension of the right to buy legislation.
- Undertake an area based needs assessment of each category and use this information to help inform the planning process in better assessing the needs of communities across the borough.

- Write to the shadow housing minister in order to facilitate a House of Commons debate in order to prioritise housing need and the cost of living crisis at the top of the political agenda.

An amendment to the motion was proposed by Councillor S J Carr and seconded by Councillor B C Carr. The amendments to the motion were as follows:

- Write to the housing minister, ~~formally requesting the immediate suspension of the right to buy legislation.~~ outlining the problems that the RTB legislation is causing housing authorities.
- ~~Undertake an area based needs assessment of each category and use this information to help inform the planning process in better assessing the needs of communities across the borough.~~
- Review whether the current area based housing needs assessment should be updated.
- Write to the shadow housing minister and the Lib Dem Housing spokesman ~~in order to facilitate a House of Commons debate in order to prioritise housing need and the cost of living crisis at the top of the political agenda.~~ asking them to review their current support for the Right to Buy legislation.

On being put to the meeting the amended motion was defeated.

Debate returned to the original motion. On being put to the meeting the original motion was carried.

(Councillor K Woodhead left the meeting during discussion on the item.)

23.3. THE FOLLOWING MOTION WAS RECEIVED FROM COUNCILLOR H J FACCIO:

“This Council notes with concern, the vulnerability of staff working in late night licensed entertainment venues. This Council therefore resolves to:

- Request that the Licensing & Appeals Committee and licensing officers consider introducing a policy to ensure that staff are offered safe passage home at the end of their shifts as part of conditions of their licence agreements.
- Publically call for improvement to late night and off-peak transport service provision, and use the Government’s Safety of Women at Night Fund to provide extra night services, as well as work with employers to use the fund for supplementary taxi travel.
- Publically support municipal ownership of buses in order to lower prices and improve service provision, especially for night-time and off-peak services.

An amendment to the motion was proposed by Councillor B C Carr and seconded by Councillor S J Carr. The amended motion read as follows:

This Council notes with concern, the potential vulnerability of staff working in late night licensed entertainment venues. This Council therefore resolves to:

- ~~Request that the Licensing & Appeals Committee and licensing officers consider introducing a policy to ensure that staff are offered safe passage home at the end of their shifts as part of conditions of their licence agreements.~~

- Consult with statutory consultees and others with a view to encouraging Licensees to adopt the 'Get Me Home Safely' campaign if another round of funding becomes available.
- Publicly call for improvement to late night and off-peak transport service provision by the County Council, and use the Government's Safety of Women at Night Fund to provide extra night services, as well as work with employers to encourage the use of the fund for supplementary taxi travel.
- ~~Publicly support municipal ownership of buses in order to lower prices and improve service provision, especially for night-time and off-peak services.~~

On being put to the meeting the motion fell.

Debate returned to the original motion. On being put to the meeting the motion was carried.

(Councillor J W McGrath, having declared a non-registerable interest, left the meeting for the duration of the item and did not vote thereon.)

(Councillor H Crosby left the meeting during discussion on the item.)

24. MEMBERS' SPEECHES ON WARD ISSUES

Councillor P J Owen made a speech on ward issues, including the difficulty experienced by residents in contacting the Council by telephone.

25. QUESTIONS ON OUTSIDE BODIES

There were no questions on Outside Bodies.

26. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

It was noted that Councillor G S Hills had replaced Councillor P J Owen on the Shared Prosperity Fund Members Advisory Panel.

RESOLVED that:

1. **Councillor H G Khaled MBE be replaced by Councillor D D Pringle as a representative of the Conservative Group on the Planning Committee.**
2. **Councillor W Mee be appointed as a second Vice-Chair to the Overview and Scrutiny Committee.**

27. REPRESENTATION ON OUTSIDE BODIES

RESOLVED that:

- 1. The Core City Board/Joint Leadership Board be removed from the list of outside bodies.**
- 2. The appointment of representatives on outside bodies be as follows:**

BODY/ORGANSATION

REPRESENTATIVE

**Economic Prosperity Committee
HS2 Executive Board**

**Councillor M Radulovic MBE
Councillor M Radulovic MBE**

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Report of the Monitoring Officer

AMENDMENTS TO THE CONSTITUTION1. Purpose of report

Following consideration by the Governance, Audit and Standards Committee, Council is asked to consider amendments to the Local Joint Consultative Committee, Policy Overview Working Group and the Events, Arts, Culture and Heritage Working Group and in addition to provide a provision in the Constitution to allow for urgent items to be considered at full Council meetings.

2. **Recommendation from the Governance, Audit and Standards Committee:**

Council is asked RESOLVE that:

- 1. The arrangement to add a provision for the consideration of urgent business at full Council meetings be approved,**
- 2. The amendments to the terms of reference for the Policy Overview Working Group be approved,**
- 3. The amendments to the terms of reference for the Events, Arts, Culture and Heritage Working Group be approved,**
- 4. The amendments to the Local Joint Consultative Committee Constitution be approved.**

3. Detail

At the Council meeting held on 12 July 2023, the Council Procedure Rules were suspended to allow for a motion to be heard which had not been submitted in accordance with the rules set out for motions on notice. It was queried by Members whether provision could be included in the Constitution to allow for the consideration of urgent business. In accordance with the request, a suggested procedure is included for consideration in appendix 1.

Further amendments are included in appendix 1 to the terms of reference for firstly, the Policy Advisory Working Group, which enables early sight of proposed policies to help shape the documents, and secondly, the Events, Arts, Culture and Heritage Working Group, sets out the number of meetings for the Group.

Minor amendments have been made to the Local Joint Consultative Committee Constitution at appendix 2. The amendments, in red, are to reduce the size of the committee from 18 to 14 Members to reflect a reduction in union membership, in addition to updating the proportionality around current union representation at the Council. A change table is attached as appendix 3. The Bramcote Bereavement Joint Services Committee is also currently being reviewed but requires further legal input and will be reported at a future Governance, Audit and Standards Committee.

4. Governance Audit and Standards Committee Meeting Consideration

At its meeting on 18 September 2023, the Governance, Audit and Standards Committee considered the report and added provisions for Hybrid Meetings to the Terms of reference for the Events, Arts, Culture and Heritage Working Group

Furthermore, under consideration of the Local Joint Consultative Committee Constitution, and following suggestions from Union comments, it was added that the Committee may appoint working parties where necessary in addition to requesting consideration of revisions to the Terms of Reference at its following meeting. Any revisions would be submitted to the Governance, Audit and Standards Committee and full Council in accordance with the Council's Constitution.

5. Financial Implications

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

There are no financial implications to consider with any costs being contained within existing budgets.

6. Legal Implications

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

No comments

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. Climate Change Implications

There were no climate change implications as a result of this report.

11. Equality Impact Assessment

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

12. Background Papers

Nil.

APPENDIX 1**URGENT BUSINESS**

The Council may deal with business even though it is not on the Agenda if that business is considered to be urgent.

Urgent business means business that requires the urgent attention of Council in connection with a matter that affects the Borough and for which the Council has a responsibility for: public health, safety a financial or legal matter and which needs to be dealt with before the next Ordinary meeting.

The procedure for urgent business is as follows:

- the business is raised by a Motion on Notice under Rule 11 (Motions on Notice);
- the Motion on Notice is delivered to the Chief Executive no later than midday on the day before the meeting.
- The Mayor at the meeting, or the Voting Councillors, decide that the business is urgent and
- the agenda relating to the meeting states that the Council may deal with urgent business at that meeting.

The Chief Executive may reject the motion if it:

- does not meet the definition of urgent business;
- is vexatious, abusive or otherwise inappropriate;
- relates to a planning decision;
- relates to a licensing decision;
- relates to any other matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment;
- requires the disclosure of confidential or exempt information;
- is outside of the Council's scope of business or responsibility.

The Mayor shall refer the urgent Motion to the Voting Councillors. The Voting Councillors will then decide whether or not the Motion on Notice is urgent and required to be debated. If they decide that it is urgent, they will debate it under Rule 13 Rules of Debate. If they decide that the matter is not urgent, the motion shall be deferred to the next Ordinary Council Meeting (i.e. not to an Extraordinary Council Meeting, an Annual Meeting, or a meeting to set the budget).

Policy Overview Working Group

Note: The Policy Overview Working Group is a Working Group of the Cabinet,

Membership, Chair and Quorum

Number of Members	13
Substitute Members Permitted	Yes
Political Proportionality Rules Apply	At the Leader's discretion
Appointments / Removals	The Leader
Restrictions on Membership	<ul style="list-style-type: none"> • Must have at least one Cabinet Member on the Working Group <p>The following Councillors may not serve on the Policy Overview Working Group;</p> <ul style="list-style-type: none"> • Members of the Overview and Scrutiny Committee
Restrictions on Chair / Vice Chair	As above
Quorum	One quarter (1/4) of Members rounded up to be no less than 4
Number of Ordinary Meetings per Council Year	<p>Up to 10</p> <p>Frequency and timing of meetings to be determined by the Chair</p> <p>Hybrid Meeting</p>

Remit and Terms of Reference

- To consider and recommend to Cabinet Council policies and strategies for the Portfolios of Resources and Personnel Policy, Housing, Economic Development and Asset Management, Community Safety, Leisure and Health, and Environment and Climate Change.
- **New policies, plans and strategies will be submitted initially to the Working Group for Member consultation before being resubmitted for a recommendation to the suitable body.**
- **Time critical reports, policies, plans and strategies with minor or no amendments would go straight to Cabinet.**

- To also include supporting reviewing and making recommendations towards the implementation of Member facilities, expenses, and allowances.

Events, Arts, Cultural and Heritage Working Group

Note: The Events, Arts, Cultural and Heritage Working Group is a Working Group of the Cabinet,

Membership, Chair and Quorum

Number of Members	13
Substitute Members Permitted	Yes
Political Proportionality Rules Apply	At the Leader's discretion
Appointments / Removals	The Leader
Quorum	One quarter (1/4) of Members rounded up to be no less than 4
Number of Ordinary Meetings per Council Year	Up to 6 Frequency and timing of meetings to be determined by the Chair Hybrid Meeting

Remit and Terms of Reference

- To further promote the **development and** management of **the DHL Museum, other local museums and sites of local heritage** under the heritage banner.
- To promote the health and vitality of town centres and communities through a planned programme of events and arts programmes.
- To promote close co-operation with our twin towns in Gutersloh and friendship arrangement in Myskow and to bring forward the CCity project across Europe to Broxtowe.
- To promote the Council's heritage and culture through **collaborative** working with our European partners.

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LOCAL JOINT CONSULTATIVE COMMITTEE CONSTITUTION

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LOCAL JOINT CONSULTATIVE COMMITTEE CONSTITUTION

1. Introduction

The body shall be known as the Broxtowe Borough Council Local Joint Consultative Committee for all Employees ("LJCC").

2. Objective

The objective of the LJCC is to provide a means for joint consultation between members of the Council and representatives of all employees of the Council to consider matters of common interest, generally further good relations, and, **as the Committee is an advisory committee rather than a decision-making body**, make recommendations to the Cabinet.

3. Representation

The LJCC shall consist of:

Seven member representatives. They shall be appointed to constitute the employer's side. In addition, either the Leader or Deputy Leader of the Council and either the Leader or Deputy Leader of the Opposition may attend each meeting with full speaking ~~and voting~~ powers.

Seven employee representatives appointed to constitute the employees' side, comprising representatives of all employees of the Council. These representatives will be nominated and recognised shop stewards of the trade unions and nominated jointly by them and ensuring fair representation based on proportionality from the unions.

Members of the LJCC shall be appointed annually as soon as possible following the Council's annual meeting in each year and shall be eligible for re-appointment.

If any member of the LJCC ceases to be a member of the Council or an employee of the Council, they shall thereupon cease to be a member of the LJCC. Any consequential vacancy shall be filled by the Council or by an employee representative as appropriate as soon as practicable.

In the event of any representative of either side being unable to attend any meeting of the LJCC, that representative may nominate a substitute to attend.

The ~~Head of~~ Human Resources **Manager or a nominated deputy** shall act as co-ordinator to the LJCC.

4. Chair and Vice Chair

A Chair and Vice Chair shall be appointed at the first meeting of the LJCC in any Council year. If the Chair appointed is a member of the employers' side then the Vice-Chair shall be appointed from the employees' side, and vice versa.

The Chair shall have a vote, but not a casting vote.

In the absence of both the Chair and Vice Chair from any meeting, the LJCC shall appoint a Chair for the meeting.

5. Functions

The functions of the LJCC shall be to:

- Provide regular methods of consultation between the Council and its employees in order to maintain an efficient service to the public, and to prevent differences and misunderstandings between the Council and its employees

Always provided that:

- no question of individual discipline, promotion or relegation shall be within the scope of the LJCC
- the existence of the LJCC does not interfere with the trade unions' arrangements for separately representing their members
- Make recommendations to the Cabinet as to the implementation of terms and conditions of service of employees
- Consider any relevant matter referred to it by the Cabinet or a ~~Select~~ **Scrutiny** Committee or by any of the trade unions
- Discharge such other functions as may be specifically referred to it by the Council
- Consider relevant matters raised under employment legislation
- Ensure that employees are given a wider interest in, and greater responsibility for the conditions under which their work is performed
- Provide an effective means of reporting to employees
- Promote the welfare of the employees

- Make suggestions for promoting the efficiency and success of the Council's services and to secure the co-operation of all concerned to those ends
- Seek views on the implementation of matters which have been prescribed or recommended at national or provincial levels, as they relate to local conditions of service

6. Agenda

The matters to be discussed at any meeting of the LJCC shall be stated on the agenda for the meeting. **Standing items shall include consideration of the minutes from the previous meeting and the declaration of any interests from members of the Committee.**

Matters initiated for inclusion on the agenda of the next meeting shall be submitted in writing to the ~~co-ordinator~~ **Head of Democratic Services** at least ten working days before the anticipated date of the meeting. **This shall include matters from those who are not members of the Committee.**

The agenda for the meeting shall be forwarded to members of the LJCC at least five working days prior to the meeting.

7. Meetings

The LJCC shall be scheduled to meet four times each Council year but will not meet less than twice each Council year. The Chair and Vice Chair may call a meeting at any time.

A special meeting shall be called within ten working days of the receipt by the co-ordinator of a requisition signed by not less than half of the members of either side.

Employee representatives shall be granted normal pay for the period of absence from work.

The LJCC may appoint working parties where necessary.

The LJCC may request to consider revisions to the Terms of Reference at its following meeting. Any revisions will be submitted to the Governance, Audit and Standards Committee and full Council in accordance with the Council's Constitution.

8. Procedure

Advisers to either side may attend meetings of the LJCC. Advisers to the employers' side must be employees of the Council. Advisers to the employees' side must be appointed trade union officials who are not employees. Advisers may speak on items but not vote.

The quorum of the LJCC shall be three members from each side.

No recommendation shall be regarded as carried unless it is approved by a majority of the members present on each side. In the event of the LJCC being unable to arrive at an agreement, the matter shall be adjourned for reconsideration at the next meeting and/or referred for advice and reconciliation.

9. Minutes

The minutes of the proceedings of any meeting of the LJCC shall be submitted to the following meeting of the Committee **and be available for all employees to view**. The minutes shall be agreed by the Chair and Vice-Chair prior to that submission. Any recommendations shall be subject to approval by the Cabinet.

The minutes of the previous LJCC meeting shall be signed at each meeting by the Chair of that meeting.

Note:

~~Membership of the Working Group shall consist of three Members, two Unison and one Unite the Union representatives.~~

APPENDIX 3

Policy Section	Suggested Change	Reason for Change
Page 1, 2. Objective	Add: as the Committee is an advisory committee rather than a decision-making body,	To ensure the Committee makes recommendations to the decision-making body.
Page 1 3. Representation	Replace: Seven	To ensure the Members representatives have an equal balance
Page1 3 Representation	Replace: Seven	To ensure the employee representatives have an equal balance
Page 1 3 Representation	Remove: Transport and General Workers Union-three representatives	No longer a recognised Union
Page 1 3 Representation	Remove Unison Six representatives	Proportionality to be gauged based on employee membership.
Page 1 3. Representation	Add: In the event of any representative of either side being unable to attend any meeting of the LJCC, that representative may nominate a substitute to attend.	To allow for substitutes to the meeting.
Page 1 3. Representation	Add: The Human Resources Manager or a nominated deputy shall act as coordinator to the LJCC.	The Head of Human Resources post is no longer on the establishment. Replace with the Human Resources Manager title and include or a nominated deputy.

Policy Section	Suggested Change	Reason for Change
Page 2 5. Functions	Replace: Select with Scrutiny	In line with the Constitution
Page 3 6. Agenda	Add: Standing items shall include consideration of the minutes from the previous meeting and the declaration of any interests from Members of the Committee.	In line with the Constitution
Page 3 6. Agenda	Replace: Coordinator with Head of Democratic Services	To provide clear process for any matters to be added to the agenda.
Page 3 6. Agenda	Add: This shall include matters from those who are not members of the Committee.	To allow non-union members to contribute to the Committee.
Page 3 6. Agenda	Add: The LJCC may appoint working parties where necessary.	To give the Committee flexibility outside of and between meetings.
Page 3 6. Agenda	Add The LJCC may request to consider revisions to the Terms of Reference at its following meeting. Any revisions will be submitted to the Governance, Audit and Standards Committee and full Council in accordance with the Council's Constitution.	To allow for consideration of the Terms of Reference.

Policy Section	Suggested Change	Reason for Change
Page 5 9. Minutes	Add: and be available for all employees to view.	To ensure all employees, including employees not in a union to see the minutes of the LJCC.
Page 5 Note	Remove: Membership of the Working Group shall consist of three Members, two Unison and one Unite the Union representatives.	The membership representative has been outlined at Point 3 Representation.

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**Resources and Personnel Portfolio Holder
Councillor Greg Marshall
Report to Council – 11 October 2023**

Finance Services Update**Audit of the Statement of Accounts**

After reporting the financial outturn to Cabinet on 4 July 2023, the draft Statement of Accounts for 2022/23 was produced and published on the Council's website. The accounts are currently being scrutinised by Mazars, the Council's external auditors, with the audit expected to conclude in the autumn and the accounts signed off by 30 November 2023. In the meantime, regular updates will be provided to the Governance, Audit and Standards Committee.

Launch of Budget Setting 2024/25

The Deputy Chief Executive, as the Council's Section 151 Officer, has recently launched the budget setting process for 2024/25. Officers are now busy preparing new business plans, revenue and capital budgets and reviewing their lists of fees and charges.

The proposed business plans and financial estimates will be scrutinised by Overview and Scrutiny Committee on 29 and 30 January 2024, in advance of consideration at Cabinet on 6 February 2024 with a final recommendation onto Full Council to approve the budget on 6 March 2024.

Medium Term Financial Strategy and Business Strategy

Cabinet will shortly be considering the updated Medium Term Financial Strategy (MTFS) and looking to approve the refreshed Business Strategy for 2024/25.

As reported previously, there was an underspend of £2.1m on the General Fund revenue budget in 2022/23. This was due to a variety of underspends, additional income, budget carry forwards, changes in provisions, government grants and effective financial management across the Council. Overall, after transfers to and from earmarked reserves, there was a net withdrawal of £1.0m from balances resulting in a closing General Fund Reserve of £6.4m as at 31 March 2023.

The latest MTFS will show that the Council continues to experience significant budgetary pressures that will impact on its 2023/24 and 2024/25 budgets. These include the cost of pay awards, high price inflation including the rising cost of energy and fuel and construction costs, also linked to issues with the supply chains.

Further details, including the refreshed Business Strategy to identify potential revenue savings and additional growth and income to meet the projected budget gap, will be presented to Cabinet on 7 November 2023.

This is inevitably going to be another challenging budget round, particularly with the impact of high inflation and the cost of living crisis on Council budgets and with

uncertainties surrounding what extra central government funding support may be made available to local authorities. Officers will continue to review the situation as part of the budget setting process and update the MTFS accordingly.

Budget Consultation

Cabinet recently agreed the content of the Budget Consultation for 2024/25. The survey includes questions relating to a resident's method of access of Council services, the preferred means of interaction with the Council and the impact of the ongoing cost of living crisis.

The web-based questionnaire, which is open until 26 November 2023, is being promoted through social media, 'email-me' bulletins, press releases, website and direct engagement with those on the Council's stakeholder map. All responders will be entered into a prize draw.

The Council received a good level of response last year and is looking for similar levels of public engagement again to feed into the latest budget round.

Revenues, Benefits, Quality and Control and Customer Services

Revenues

The Revenues Team are responsible for the administration of Council Tax and Business Rates, including the recovery of these.

Council Tax is collected by Broxtowe Borough Council on behalf of the main major precepting authorities, Nottinghamshire County Council, Nottinghamshire Police and Crime Commissioner, Nottinghamshire Fire and Broxtowe Borough Council as well as the Parish Councils. In 23/24, the net charge is £79.9m, with 8% of this being retained by Broxtowe.

Business Rates is a significant income generator for the Council with us being able to retain 40% of the amounts collected (with limits imposed by Central Government), with the remaining amounts being split between central government, NCC and Nottinghamshire Fire. A business is evaluated on its Rateable Value, as determined by the valuation office agency. This council now collects over £28m in business rates. The Council Tax collection rate for 2022/23 was 97.4%, an improvement of over 0.4% on the previous year. Business Rates collection rate was 98.7%, an improvement over 1.2% on the previous year. The Current collection rates are reported on a quarterly basis and showing an improvement on 2022/23 in both Council Tax and Business Rates.

Benefits

The Benefits Team are responsible for the administration of Housing Benefit and Council Tax Support. Both of these are designed to support the most vulnerable in our community. With the introduction of Universal Credit (UC) we have seen a reduction on the number of Housing Benefit claims processed, however, most of those receiving UC will still be required to apply for assistance on Council Tax Support.

The Department for Works and Pensions have written to the Council to advise them of their intention to accelerate the roll out of UC to a managed migration of those on Housing Benefit in 2024/24. Although, there are limitations on certain categories of households that will migrate.

Performance in Benefits continues to be in the upper quartile of the Country.

Quality and Control

Quality and Control are a small team that is responsible for the recovery of Sundry Debtors, Housing Benefit Overpayments and the Discretionary Housing Payments (DHP's).

DHP's are to assist those receiving Housing Benefit or the Housing Element of Universal Credit and experiencing hardship. This pot of money is received by Central Government but is reducing year on year. This year's balance is £88k, which is equivalent to the 2022/23 amount but lower than previous years. Nottinghamshire County Council have awarded a further £28k that the Council can add to the DHP fund through their allocation of Household Support Fund.

Customer Services

The Customer Services Team is responsible for handling phone calls and face to face interviews for the following 7 services as well as the switchboard. Outside of these, it is the responsibility of the back office team:

- Council Tax
- Housing Benefits & Council Tax Support
- Business Rates
- Housing Rents
- Grounds Maintenance
- Street Cleansing
- Refuse

The Council receives over 100,000 telephone calls / year (on average 380 per day), as well as an average of 200 switchboard calls. In addition to this, they provide a reception service at the Beeston Council Offices as well as seeing customers face to face with more detailed queries regarding the services above.

In July 2023, the Customer Services Team started the transition of Housing Repairs calls from Customer Services to a dedicated Housing Repairs Contact Centre. The Customer Services Team continues to provide support to the Housing Repairs Team during this transition period to ensure optimum performance.

The Customer Services Team have recently had a number of new Officers join the team and they have adapted well to the services provided. This new resource, in line with budget, has created an improved performance position. The main Key Performance Indicator for Customer Services is the number of abandoned calls as a percentage of calls received. In August, this was 10.3% against a target of 10%. This

is expected to continue to improve over the coming months with the new Officers continuing to develop their knowledge and skills.

Communications and Engagement

Email Me Service

The Council's Email Me Service continues to grow as an easy and convenient way for residents to receive information about Council services and conduct their business with us. At the end of August 27,686 residents were signed up to the service, where they can subscribe to a range of topics of their choice including Latest News, Jobs, Business Updates, Parks and Open Spaces and Environment updates. It is also used to share the Council's weekly Employee Briefing and monthly Member Briefing, Members Matters. Residents can sign up at www.broxtowe.gov.uk/emailme

Website Ranking

Having moved up from third to second place in the previous quarter, the Council's website is now ranked in first place in the Sitemorse rankings. The rankings assess all local authority websites on a series of factors which make it easy to use for residents, as well as its adherence to accessibility legislation to enable those with disabilities to use the website effectively.

Communications and Marketing Projects

Recent projects undertaken by the Communications Team include:

- Disability Forum – The team have been working in partnership with local residents from the Disability Forum to refresh the group and attract new members to collaborate on projects with the Council, as well as provide feedback and insight on Council services and initiatives through the eyes of the disabled community.
- Let's Talk Broxtowe Consultation – following the conclusion of the Borough wide consultation to help inform the Council's priorities over the next four years, the team have analysed 820 responses to identify trends and key issues which will be used by Senior Officers to develop the new Corporate Plan document.
- Climate Change – As well supporting the promotion of the Green Festival, the team continues to produce proactive communications content to increase uptake of the Council's Green Rewards platform to encourage behaviour change to reduce our carbon footprint. The team are now working on a project to target specific groups on climate change to overcome some of the barriers to engagement.
- Cultural Services – Supporting the wider Communications, Cultural and Civic Services Team to improve the marketing and promotion of the D.H. Lawrence Birthplace Museum and wide ranging cultural offer of the Borough as a means to improve health and wellbeing, education, anti-social behaviour and economic growth outcomes.

Civic Office

Following the Civic Service, which took place at the newly opened Plessey Centre last month, work in the Civic Office is focused on a number of upcoming events, including:

- Beeston Remembrance Parade
- Broxtowe Volunteer Awards
- Freeman and Alderman Ceremony
- Holocaust Memorial Day Service

HR Update

Broxtowe has been nominated for Employer of the Year at the National Apprenticeship Awards 2023. We have been nominated by one of existing apprentices and we have been shortlisted for the Finalists stage for the East Midlands Region. This is excellent news and our HR and Apprenticeships Officer, Charlotte Nicholls has worked with Managers and Departments to make our Apprenticeships Programme a success. In addition, Broxtowe has also been shortlisted at the Derbyshire & Nottinghamshire Apprenticeship Awards for Diversity & Inclusion and Large Employer Categories. Winners to be announced in October.

Recruitment

We have recently successfully recruited to a number of hard to fill posts across the Council with support from Members.

- Head of Asset Management and Development
- Capital Works Manager
- Estates Officer
- Health & Safety and Emergency Planning Manager
- Health & Safety Officer
- Licensing Manager

A number of roles have been recruited to within the Business Support function following retirements of employees with over 80 years' collective experience in the Admin section.

Mental Health

The Mental Health Employee Champions have arranged a number of activities to support World Mental Health Day on Tuesday 10 October. This will include raising awareness of what mental health support is available both internally and externally. The theme for this year is 'Mental Health is a universal human right'.

Apprenticeships

There are currently 10 apprenticeships in progress, across Housing, Garage, Business Support, HR, IT, Capital Works, Audit and Leadership.

Additional Apprenticeship posts within Economic Development, Horticulture and Finance is also in the pipeline.

National Pay Award Negotiations

The Council is currently awaiting progress on strike ballot held by GMB Union. Despite Unison and Unite's strike ballot being unsuccessful, GMB have decided to still go to ballot and have only just opened this – 12 September to 24 October. We will await further information from the LGA. The pay offer is £1925 as per the 2022/2023 award.

Learning and Development

The HR Manager is currently delivering a Coaching and Mentoring Programme to a small number of Senior Managers looking for career development coaching. This follows a successful programme delivered throughout 2022 to six Heads of Service. The coaching programme is available to any Senior Managers or aspiring Managers for the future and delivered on a 121 basis, bespoke to the individuals' needs.

The Learning and Development Team will be facilitating another Institute of Leadership and Management course for employees looking to gain an ILM qualification at Level 3 or Level 5. This follows the highly successful programme last year where 13 employees successfully gained the qualification across different departments in the Council.

Administrative Services

Annual Canvass

The annual canvass to update the register of electors started in August. E-communications have been used to encourage early responses and to reduce the number of paper forms posted out. The visits to those properties which have not responded to the initial and reminder letters is taking place until 24 October. The revised register will be published on 1 December.

Polling District and Polling Place Review

A review of polling districts and polling places is currently being undertaken. The review will aim to ensure that polling districts and polling places are still appropriate and meet the needs of electors. Details of the proposed changes which have been put out for consultation are available on the website. These include comments and suggested alterations made following the elections in May. I would encourage you to look at the changes, particularly those relating to polling places, and pass any comments on to Electoral Services, including any suggestions for alternative locations for polling stations.

**ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT PORTFOLIO
COUNCILLOR M RADULOVIC MBE**

Report to Council – 11 October 2023

Borough Toilet Strategy

A draft strategy was presented to Policy Overview Working Group on 7 September 2023. The Group gave their feedback and requested that mapping of toilet provision within public buildings in the Borough be undertaken as well as a public consultation. Once the consultation and mapping is complete, the Strategy will be modified to incorporate the new information and re-presented to the Policy Overview Working Group for their comments.

Durban House Community Group

The costs for the works required to make Durban House safe before it can be let to the Community Hub are more expensive than previously thought, an increase of £7,000 taking the total amount to £19,000. A report will be brought to December's Cabinet requesting additional funding to complete the works.

In the meantime, work is continuing on other areas of the project:

- Planning permission is required for a “change of use” and a planning application was submitted on 13 September 2023. As Durban House is a Council owned building, the planning application will need to go before Council. It has been advised that the process could take up to twelve weeks.
- Heads of Terms for a Licence are currently being drafted so that the Community Hub can access the building by way of a Licence agreement after completion of pre let compliance works. This will enable them to prepare for full access when a Lease is signed. It is anticipated that the Hub should be able to access Durban House via the Licence in January 2024.
- Drafting Heads of Terms for agreeing terms for the Lease is being undertaken by the Estates Team. The Lease will be drafted by Broxtowe Legal Services. A report requesting Cabinet approval for the Lease is expected to go to the February 2024 Cabinet with the aim that the Community Hub fully occupy the building in April 2024.

Economic Development:

STAPLEFORD TOWN DEAL

Town Centre Grant Funding Project

All but six outstanding schemes complete from 74 businesses. Four schemes were granted an extension until 31 October 2023, two schemes were granted an extension

until the end of the year due to special circumstances. Town Centre Grant Funding celebration and networking event scheduled for 25 September at 20 Derby Road, 5-7pm. Broxtowe will be represented by Councillor R E Bofinger.

Library Learning Facility

Internal works are complete. Improvements to the external building are now a priority. Design proposals which are within budget for the external building façade was agreed at Delivery Board in August. Works are due to be completed in February 2024.

Enterprise Hub Building

Detailed design of the car park on old Tiles UK site nearly complete, An Architect has been appointed for the design of the Enterprise Hub Building. Working at pace to ensure successful delivery within timeframe of March 2026.

Community Pavilion and Young People's Centre

Currently out to tender for construction of main build. Submission deadline is 2 October 2023. Currently due to complete April 2025.

Football Foundation application submitted. Currently awaiting tender construction proposals. The Football Foundation grant application submission is due April 2024. with planning permission for the site to be granted ahead of this date.

A skate park build engagement event with community and interested parties took place 19 August 2023. Hugely successful and lots of survey responses. Crowd funder page to launch imminently to raise £6k which will hopefully be match funded by Sport England. Top viable sites at present are Archers Field and Central Avenue.

Cricket re-location

Potential site being explored but commercially sensitive at present. Cricket are engaging with Broxtowe Borough Council.

New Stapleford Community Centre/Cliffe Hill Community Centre

Engaging with key Group Members discussions on-going.

Cycle Network and Associated Infrastructure Feasibility report from VIA received this week. Meeting ensued between VIA, Nottinghamshire County Council and Broxtowe Borough Council which was positive. Continuing to engage with Nottinghamshire County Council and future meeting scheduled. Delivery remains a challenge. Chris Boardman opened the Cycle track on 3 July - solution to the vandalism has been identified.

Street Improvement Scheme

Beginning to look into design and feasibility of this project. However, this work is behind some of the other projects.

UKSPF

We are completing spending on all our Year 1 projects (internal and grant-funded) in September and collecting reports on their delivery, ready for a six-monthly reporting round in October. Some revenue-funded projects will continue to deliver activity to March. We issued a celebratory press release in August, highlighting all our 'Good Ideas Fund' projects and featuring Imagine Artsdem's activities for people with dementia and their carers, and have further publicity planned. We are now busy instigating our Year 2 projects, which include various active travel, cost-of-living and energy-reduction and other communities projects; a set of targeted people and skills projects; business support delivered through our 'Joint Commissioning' process with other Notts authorities and a set of business grants. Finally, we are also beginning work on our Year 3 programme, including developing a process for our Year 3 'Communities and Place Grants', which we'll take back to our cabinet panel in October.

Levelling Up

The newly constituted strategic board for Kimberley Levelling Up Fund (LUF) will meet at the end of September and each project is developing. The second round of business grants have been advertised over July and August; a workshop was held in Kimberley on 10 August with over 30 local businesses attending, and the scheme closed on 16 September, with an excellent response to the calls for applications. The Bennerley Viaduct works for the eastern ramp, car park and visitors' centre have been submitted for planning consent and we've just come to the end of the consultation period. Agreements are in place with Harworth estates to start earth moving work there as soon as planning consent has been received and contractors have been procured. We have employed an interim cycling project manager and the cycle paths project is moving forward. The survey work at the Digby Street football pitch continues, and we're meeting with a number of people, including the landowners at Digby Street and the Stag Football Ground, the Coal Industry Social Welfare Organisation (CISWO), to discuss ways forward.

Wilkos

The Economic Development Team are also looking into ways in which the Council can help staff caught up in the sad demise of Wilkos. The Council have attended (and advertised our current vacancies) at the redundancy event that Bassetlaw District Council put on in Worksop and are working with the Department of Work and Pensions, Citizens Advice and Inspire Libraries to put together an advice, training and jobs event, which will probably take place in Kimberley Library.

Planning Policy

Broxtowe's Cabinet recently approved a 'Preferred Approach' consultation document regarding strategic distribution development ('logistics'), including a possible site at Bennerley. Subject to approval by the other Greater Nottingham authorities, this consultation is likely to start in late September or early October.

Various additional studies have been recommended by the Planning Inspectorate and the Planning Advisory Service, and these are currently in progress or about to be commissioned. They include transport modelling, an update on housing needs, a study of town centres and retailing, and a Habitats Regulations Assessment (regarding any possible impacts on the protected Sherwood Forest).

We anticipate that a full draft of the Strategic Plan (the 'Publication' or 'Regulation 19' version) will be produced in about April 2024. There will then be a further public consultation, following which the Plan, together with responses to the consultation, will be submitted to the Government. The examination is expected to start later in 2024 and, all being well, the Plan will be adopted by early 2025.

Housing Delivery

We have identified opportunities to increase our housing delivery through the acquisition of five houses and three blocks of flats and will be submitting four housing acquisition reports to October's Cabinet. This is a positive outcome and reinforces our commitment to provide affordable housing in the borough.

**HOUSING PORTFOLIO
COUNCILLOR V C SMITH
Report to Council – 11 October 2023**

Property Acquisitions

Since the Council began to buy back properties purchased through the Right to Buy we have acquired 32 properties which were previously in Council ownership. This year the Council have committed to spend over £2.5million (£2,553,900) on acquiring properties for the Housing Revenue Account. Since April 2023 we have purchased five properties - four, three bedroom houses and a one-bedroom bungalow. We are currently progressing 14 active applications and expect to complete the purchase of another four properties at least, within the next few months. The properties we acquire are used to house applicants from our housing waiting list.

On 25 July 2023, Cabinet resolved to purchase one block of five flats in Stapleford. The purpose-built flats were constructed in 2005 and are maintained to a high standard. Properties like this are a quick and relatively inexpensive means of adding good quality rental stock to the Council's asset base.

Independent Living Open Days

A series of Independent Living Open Days are taking place during October at Regency Court in Beeston; Cloverlands Court in Watnall and Guttersloh Court in Stapleford. These provide an opportunity for anyone who may be interested to drop in and learn more about what it is like to live in Independent Living. This includes older residents, and also those who provide care or support to older people.

During the Open Day there is a tour of the scheme, including available properties, guest rooms and communal facilities and a chance to meet with current tenants who can provide their first-hand experiences of living in an Independent Living scheme. If a resident is interested in our schemes, officers will be available to discuss the application process and provide support for anyone who wishes to apply.

Neighbourhood Inspections

Our Neighbourhood Co-ordinators have relaunched their Neighbourhood Inspection programme and will be visiting every area of the borough where there are Council owned properties in the coming months. As well as publicising each inspection, every local tenant and ward member will receive an invite to their local inspection.

Inspections last approximately two hours and provide an opportunity for tenants to identify any issues in their area and speak to their Neighbourhood Co-ordinator about any concerns they have. They help to ensure general areas are kept tidy, fly tipping is removed and repairs are reported. It is also an opportunity for officers to discuss any ideas that tenants have for improvements to the area, and submissions to our Housing Community Fund.

Resident Involvement Group

On 8 August 2023 the Engagement Team held an evening Resident Involvement Group (RIG) meeting at Scalby Close in Eastwood. 18 tenants attended. The group discussed the work of the Housing Regulator and the Housing Ombudsman. Our Senior Neighbourhood Co-ordinator also attended to discuss the work of the Neighbourhoods team. The group was given information about how they could get involved further, including the Community Fund and Community Champion role.

On 12 September 2023 there was a further meeting of the Resident Involvement Group held in the daytime at our Council Offices. A discussion was held with the 8 tenants that attended about changing the remit of this group, so that different items are considered by the meeting held in the office and those held at different locations in the evening. They discussed the group being more involved in scrutiny of services and amending the terms of reference to reflect this.

Housing Repairs

Our new Repairs Contact Centre is fully staffed and has begun to take calls from tenants regarding their repairs. We have also had some success in recruiting to trade positions, with a number of new multi-skilled and single trade operatives starting work in the Repairs team. This has allowed us to begin the work to reduce our reliance on external contractors. Our in-house team completed 733 responsive repairs in August 2023.

Damp and Mould

On 7 September 2023, the Department for Levelling Up, Housing and Communities published guidance for landlords on 'Understanding and addressing the health risks of damp and mould in the home'. The Council will ensure that this guidance is fully understood and implemented, both in relation to the properties we own and our duties in regards to private sector tenants.

The guidance will be used to inform the work being implemented following the Council's self-assessment of our approach to damp and mould, which was approved by Cabinet on 5 September 2023.

Private Sector Housing

A new Housing Grant Officer commenced in post at the end of August, the officer is experienced in disabled facilities grants which has enabled him to take on a case-load quickly which will begin to reduce the backlog of cases.

A full audit of the HMO Public register has been carried out which identified some minor errors and a small number of duplicated entries which have all now been rectified. There are 298 licenced HMO properties in the Borough. In the second quarter of 2023-24 a further 11 HMO licences were issued

7 DFG Grants were completed in July and August.

The total spend for mandatory and discretionary DFG's for the year to date £319,043 with an approved grant commitment of £144,258 (figures up to 8/9/23).

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**LEISURE AND HEALTH PORTFOLIO
COUNCILLOR C CARR**

Report to Council – 11 October 2023

Cultural Services

Cultural Strategy

A new Cultural Strategy was recently adopted to help us to celebrate, protect and enhance the many existing cultural activities that take place in the Borough each year.

Culture means something different to everyone - whether that's our heritage sites like Canalside Heritage, Bennerley Viaduct and the D.H. Lawrence Birthplace Museum, to our many parks and open spaces, art galleries, cinema and four town centres with their own unique heritage and character.

Our approach will therefore be very much focused on partnership and collaboration so we can work with residents and organisations across the Borough to make sure that Broxtowe can embrace the opportunities that culture brings to improve lives.

One of the first pieces of work for the strategy is to map all the cultural organisations and activities that are already taking place. Many of you may be involved in these either through your role as a Member or your own personal connections so please let the Communications, Cultural and Civic Services Team know of any groups or activities that should be included in this mapping exercise.

D.H. Lawrence Birthplace Museum

Visitor and engagement figures at the D.H. Lawrence Birthplace Museum continue to improve on the previous year and at the end of August totalled 2,814. This represents 69% of the total visitors for the whole of the 2022/23 financial year and puts the museum on track to reach pre-pandemic levels by the end of 2023/24.

In line with the new Cultural Strategy, this year's D.H. Lawrence Festival promoted a wider range of cultural, heritage and community events which resulted in 6857 visitors enjoying events like the Heritage Open Days, Wellbeing Walks, Reading Groups, Lectures and the D.H. Lawrence Music Festival.

Working as part of the wider Communications, Cultural and Civic Services Team, following the transfer of Cultural Services back into the Council in November 2022, there has been a renewed focus on marketing the museum and re-engaging existing and new audiences, supported by the expertise of the Communications Officers in the team.

Since January 2023 there has been:

- A programme of 11 press releases which have received 750 views and have been included in multiple news outlets including BBC News.
- 17 articles included in the Council's weekly Latest News email bulletin, which is sent to more than 12,500 people.
- New portfolio of professional photographs for use in publicity material to showcase the site at its best
- New suite of webpages which have received 2,759 page views to date.
- Regular programme of Facebook messages which has helped increase Facebook page visits to 3,609 compared to 1,411 in the previous six months. There has also been an 11% increase in the reach of the Museum Facebook posts to 25,768 with 1,647 people engaging with the content in some way (like, share, comment, react).
- Refreshed branding.
- Internal campaign to promote the Museum to employees, many of whom are local residents.
- Direct upselling to local media including the Eastwood and Kimberley Advertiser to include features and regular articles on the Museum as part of the fabric of Eastwood.
- Special feature in Broxtowe Matters
- New suite of promotional videos which are currently in the final editing stages.
- All museum events listed on the Council's events calendar.

This activity has contributed to an 88% increase in visitors/engagements reached between January and July 2023 (2,931), compared to January to July 2022 (1,559).

Members from the Overview and Scrutiny Committee recently met with Officers to discuss the marketing of the site moving forward.

Events Programme

This year's summer events programme was popular with 13,383 people coming out to enjoy events like Play Days and Friday18. Work is well underway on Christmas Light Switch On events in Beeston, Eastwood and Stapleford with Kimberley Town Council making arrangements for Kimberley. The team have also provided Event Management Support to the Green Festivals and the upcoming Beeston Remembrance Parade. An evaluation exercise is now being undertaken to evaluate the events which have taken place so far and design a programme for 2024-25 for consideration.

CCity Project

Broxtowe has signed a C-City Charter along with Gütersloh (Germany), Falun (Sweden), Châteauroux (France) and Grudziądz (Poland). The C-City concept is focused around the idea that sharing culture is key to European cooperation. The project provides a platform with which to showcase Broxtowe's existing cultural offer and for those in the community to exchange ideas and practices with the other cities involved. So far, the project has seen a new live music event, Friday18, established in Beeston and work continues on the other project themes of cinema, visual arts, music:

classic, music: jazz and rock, theatre, sport, food and lifestyle, literature and history and custom. Further updates about the project will be provided as part of future Portfolio Holder's reports or contact kevin.powell@broxtowe.gov.uk

Leisure Centre Updates

Use of our leisure centres continues to improve. At the end of the first quarter 220,361 people attended our leisure services, which is 99.3% of the target for quarter one. Fitness memberships stayed largely static during quarter one following the price changes implemented in April, with 4,280 members being recorded at the end of June. However, quarter 2 sales have increased with memberships standing at 4,377 at the end of August.

At the end of quarter 1, Swim School memberships across both sites was 3,448 (98.42% average occupancy) people learning to swim each week. At the end of August, the Swim School had 3,475 members.

Operating costs remain high and some areas continue to increase for all aspects of our leisure centre delivery. The company have implemented a number of efficiency measures including implementing price changes in April, changing its music licensing and marketing arrangements, reducing online digital classes and changing its bank treasury arrangements. The company continues to review options to more efficient and will be reporting future proposals to the Board of Directors for consideration.

The company's reserves, detailed in the draft accounts at 31 March 2023 remain at £491,969 which is reduced from £602,130 from the end of March 2022.

The company continues to work with the council and a range of partners to deliver the exciting pavilion project at Hickings Lane, Stapleford while contributing towards developing plans for a new leisure centre at the Bramcote Site. Work continues with Kimberley School to deliver the new arrangements at the leisure site to deliver the best outcomes for the community.

Liberty Leisure Limited continues to develop opportunities to target different groups of people in the community. Recently the company received £15k from Sport England to deliver Wise Moves (postural stability courses) in conjunction with the Primary Care Network. There will be 3 classes per week taking place during 2023-24 across Eastwood, Stapleford and Beeston with a total of 45 places being available across the 3 classes at any one time. Participants will have their postural stability continuously assessed and once they have completed the course they will be offered to move onto the Exercise Referral Scheme for continued support. The classes began on the 12 September with 40 people having signed up.

Refugees and Asylum seekers

Broxtowe has had 112 arrivals under the Homes for Ukraine scheme however 155 applications for visas have been made so more are expected. The Home Office have recently seen a significant increase in visa applications however there is a backlog in the approvals system. Recent Government guidance has extended the length of time hosts can receive thank you payments for to 24months.

Armed Forces

The armed forces covenant fund trust team have announced the veteran's mobility fund. This fund is a brand new, highly specialised programme which will award a single, 5-year award to an experienced registered charity to provide onward in-kind grants to veterans with physical disabilities. The fund is to benefit working age veterans. To find out more visit [The Armed Forces Covenant Fund Trust website](#) (opens new window)

Children and Young People

On Thursday 14 September 2023 a social media discussion meeting took place in the Council Chamber in Beeston. This meeting involved presentations from 'Tackling Emerging Threats to Children'. The rise of social media influencers with harmful messages has caused concerns for those working with children and young people as well as parents. The meeting has come up with actions to take forward which will aim to empower services to face this challenge to our children and young people.

Food insecurity

The food club at St Barnabas Church is going well with 80 individuals / families registered. The food club in Eastwood is delayed but will be held at St Mary's Church. Unfortunately, FareShare has had to put a pause on taking on new members due to some constraints on surplus food supplies (resulting from Brexit, the Ukraine war, the cost of living crisis etc). The pause on memberships was discussed at the Nottinghamshire Food Insecurity Network meeting (Broxtowe is not the only Council being affected by this) and a meeting to discuss this further and consider alternative solutions is being planned.

Tobacco Control

The Nottinghamshire City and County Declaration on Tobacco Control has been re-signed. The Smoking and Tobacco Control vision document and delivery plan was launched on World No Tobacco day on 31 May 2023 and we continue to work with our partners to reduce the harms of tobacco and vapes.

Cost of Living

Four cost of living roadshow events across Broxtowe (Stapleford, Eastwood, Beeston, Kimberley) have been held.

Citizens Advice Broxtowe continues to deliver (until end of September) 32 "Days of Action" to tackle the cost of living. Further information in links below:

Days of Action:

<https://citizensadvicebroxtowe.org.uk/2023/05/30/days-of-action/>

August newsletter:

<https://citizensadvicebroxtowe.org.uk/2023/07/27/newsletter-august-2023/>

Warm Spaces

In partnership with Rushcliffe Community Voluntary Service, discussions have been held to consider Warm Spaces with existing venues in the aim of planning for the forthcoming winter. There is an appetite to continue the offer of a warm space but to reconsider its name to something along the lines of Place of Welcome as there is a perceived stigma associated with “warm space” – if you go there, people know you cannot afford to heat your home etc. Discussions are ongoing and funding opportunities by venues being explored.

Learning Disability

The last Learning Disability Roadshow was held at Middle Street Resource Centre Beeston on 29 September 10am – 2pm. Roadshows are held to better understand the needs of those with learning disabilities and increase awareness and sign-up of the annual health check.

Integrated Neighbourhood pilot in Eastwood

Following a successful funding bid to the Health Inequalities, Innovation & Investment fund by South Nottinghamshire Place Based Partnership (August 2023) work can begin on creating an integrated neighbourhood model for Eastwood. The ambition is to improve health and wellbeing and reduce health inequalities. Meetings have been planned to take this forward and develop the asset mapping. A Community Conversation with residents of Eastwood is being planned for November 2023.

Dementia

A community conversation meeting was held in Stapleford for people living with dementia and their carers to consider if there was an interest in creating a memory café in Stapleford. There was a very clear interest in developing a memory café and a meeting had taken place on 13 September with attendees to discuss further. This will be the first meeting of the memory café group.

Health & Mental Health

A new Health and Wellbeing action plan for Broxtowe 2023 -2026 is in progress. This will combine many different action plans into one overarching plan. To that, the health and the mental health elements are currently being refreshed.

The Samaritans held a mental health awareness event in Beeston on 10 August. In total they spoke to 45 people in addition to lots of people stopping and noticing them and reading the message on the trailer. A summary of the interactions are included within the table.

Number of Emotional Support Contacts	Number of Enquires about Samaritans (inc. giving out cards and a quick chat about what we do)	Number of expressions of interest in volunteering for Samaritans	Referrals to/interactions with other organisations
15	17	2	11

The Samaritans were also joined by the following people/organisations on the day:

- Middle Street Resource Centre in Beeston - they are a mental health focussed community centre based in Beeston which offers a variety of mental health support groups, therapeutic one to one support, and volunteering opportunities to promote mental health wellbeing
- Radford Care Group – they provide free dementia information program for anyone with caring responsibility of a person with a dementia/cognitive impairment with or without a diagnosis
- Enlighten the Shadows - Men’s Mental Health charity providing support through mindfulness, media and mentoring
- Citizens Advice Broxtowe - Free, independent, impartial and confidential advice to the people of Broxtowe
- Public Health from Nottinghamshire County Council – Public Health Suicide Prevention / contact cards to signpost to the local crisis helpline

Information and awareness of World Suicide Prevention Day (10 September) has been shared.

Suicide

The Borough Councils 6 Step Plan for Dealing with Threats to Suicide and Harm has been updated to reflect that staff are now often working from home and no longer have access to support from colleagues during extremely difficult calls.

The plan is awaiting publication on the intranet by the business support and web teams.

**ENVIRONMENT AND CLIMATE CHANGE PORTFOLIO
COUNCILLOR H E SKINNER**

Report to Council – 11 OCTOBER 2023

ENVIRONMENT

The Environment team continue to work hard to deliver on its commitment to 'Protect the Environment for the future', engaging with residents on sustainability issues as well as working on ways to enhance biodiversity and increase carbon capture using the borough's natural assets. I will now highlight some of the key projects that have or will be taking place.

Waste and Recycling – Recycling contamination trial

As Members are aware, contamination rates in the green-lidded recycling bins (this is materials that are unable to be recycled) are increasing across the borough. This means that the likelihood of loads being rejected and redirected to the Energy Recovery Facility for incineration is much higher. Recycling as much waste as possible is beneficial for the environment as it not only conserves natural resources but can have a positive impact on climate change (less energy is used for recycling rather than generating new items from raw materials).

The Council recently employed a new Waste and Recycling Engagement Officer, whose remit is to look at ways to improve the quality and quantity of recycling collected in the borough.

From the end of September, a collection round in Beeston Central has been selected to take part in a trial, with the aim of improving recycling performance. For context, DEFRA has set a recycling target of 65% by 2030, currently the UK average recycling rate is just 44.6%. Last year the Council's recycling rate was just over 37% but the collection round in Beeston Central has a current recycling rate of 28.7%.

Feedback from resident's highlight that they are confused over the items that they can or can't recycle. To address this, the following actions will be undertaken in the trial area over a three-month trial period:

- Refresher training sessions for the crews as to what is acceptable in the green-lidded recycling bin.
- Working with the University of Nottingham community ambassadors to address contamination in student accommodation.
- Increase communication with the residents on the round, which will include an initial leaflet drop, a glass bag and regular monthly updates as to progress.
- Working with the areas local community groups and schools.

The trial will begin at the end of September, which coincides with Fresher Week at the University and will continue until just after Christmas. This will be followed up with a resident survey and extensive data analysis to assess the impacts of the actions. I will report back to Members in the New Year with the results.

Garden Waste

Members will be pleased to hear that this has been the most successful year for garden waste subscriptions since the scheme began in 2014. Currently there are 22,680 subscribers (approx. 44% of the Borough's households), which is a 1% improvement on 2021/22 subscriber figures the previous highest achievement.

I would like to remind Members that residents can still sign up to the garden waste service this year and from the 1 October 2023, the garden waste subscription fee for the remainder of the year has been reduced to £33 for the first bin and £12 for every other additional bin.

Leaf Fall

Climate Change has for the second year affected leaf fall across the borough. The higher temperatures and lack of rainfall experienced in June, caused stress to the trees, which in turn caused their leaves to fall. This has meant that the sweeper teams were busy trying to keep carriageways and gullies clear during the summer.

As we enter the Autumn period, the sweeper and street cleansing teams will need to deal with significant amounts of leaf fall. However, this work is weather-dependant. At times, leaves fall steadily, so that the teams can keep up with the work, at other times, large amounts of leaves fall very quickly across the whole Borough, which can be a major challenge for the section and this generally happens after a period of bad weather. Please can Members report any areas of concern to the Environment Team.

Green Rewards

I am really pleased to inform Members that Green Rewards, the online platform designed to incentivise, encourage and motivate residents to undertake positive environmental behaviour change, has won a prestigious national award. The platform won for the Best Collaborative Working Initiative, at the Public Service Excellence (APSE) Awards in September and highlights our outstanding working partnership with the other Nottinghamshire partners in tackling Climate Change together.

Green Festival

In September, over 35 stall holders attended this year's Green Festival held at Coronation Park in Eastwood. The event was a success and offered positive engagement opportunities with local residents around the topic of sustainability and climate change. Stall holders included Severn Trent, Nottingham Energy Partnership, The Butterfly Conservation Trust East Midlands, the Environment Agency, Pulp Friction and Nottingham Youth Climate Assembly.

The team will be looking to build on this success for next year.

Free Trees

The Council will again be launching the popular Free Trees give away in November. This year there are 800 trees available. As last year, residents applying for the trees will need to be members of the Green Rewards scheme. Information on how to join can be found on the Council's website.

The following four species of tree have been selected this year; Spindle, Rowan, Elder and Silver Birch. These trees have been selected due to their ability to enhance biodiversity. The trees are native to the UK and are grown at a UK nursery. Full care instructions will be given with each of the trees when they are delivered to residents early in the new year. Deliveries will take place using the Council's electric vehicles.

Climate Change and Green Futures Strategy Public Consultation – University of Nottingham

As Members are aware, the first public consultation on the Council's refreshed Climate Change and Green Futures Strategy, took place between June and July this year. The consultation was undertaken by two Masters students from the University of Nottingham and the Environment Team have recently received their final report. All feedback will now be considered and incorporated (where possible) into a revised Climate Change and Green Futures Strategy, which will go to Cabinet in March 2024. Please can I ask Members to encourage residents to raise any suggestions or comments that they have about Climate Change with the Environment Team.

Brinsley Headstocks

In January of this year, a condition report on the Brinsley Headstocks, highlighted that the structure was at risk of failure. The Headstocks are located on the former Brinsley colliery coal mine site, which was worked from 1872 until 1934. Once safety concerns were raised, the Headstocks were fenced off from the public.

At the beginning of September, initial works have begun to make the Headstocks safe. The winding wheels from the structure have been removed and are safely stored at Kimberley Depot.

The next stage of the project will be to assess possible future options for the structure. An assessment of the timbers still on site will be made when the remaining structure has been dismantled and inspected.

A decision will be required from Members on how to move forward, once various options have been explored and costs determined.

Ilkeston Recreation Ground, Stapleford

Over the last year a number of sink holes have appeared on Ilkeston Road Recreation Ground, in Stapleford. A contractor was commissioned to scan the site with ground penetrating radar. The radar identified a number of potential disturbances, which have all been investigated. Thankfully none of these were voids and caused no concern. Moving forward the site will still continue to be monitored.

Corporate Volunteer work

The Parks and Open Spaces Team recently worked with a group of corporate volunteers at Bramcote Hills Park. They assisted with the removal of a number of large Rhododendron bushes in the woods. These works will help to encourage and enhance

biodiversity in the woodland The volunteers had a really positive day and if Members are aware of any volunteer groups that would like to be involved in future conservation opportunities, please can they contact the Environment Team.

**COMMUNITY SAFETY PORTFOLIO
COUNCILLOR H J FACCIO**

Report to Council – 11 October 2023

Environmental Protection/Anti-Social Behaviour

We have recently concluded a prosecution against a resident in Nuthall for breach of an abatement notice in respect of noise from dogs. A Criminal Behaviour Order was obtained to minimise future impact on local residents.

Over the last three months, we have received over 300 service requests and served 12 Community Protection Warnings, five Community Protection Notices, one notice to deal with defective drainage and two Abatement Notices in regard to Statutory Nuisance.

We are continuing to monitor premises under a Court Order in respect of a Statutory nuisance and are considering action for a breach of this order.

Food/Health and Safety and Infectious Disease Control

Food Safety

The team are currently on track to complete the 2023-24 food inspection programme. We are receiving a large number of new food business registrations at the moment, split between brand new businesses and existing ones that have changed hands. It continues to be a challenging time for our food businesses who are being hit hard with the cost of living increases, labour shortages and customers who have less disposable income, this is reflected in the food hygiene ratings of small shops and takeaways with a noticeable decrease in food safety at some premises. The team continues to work with these businesses to ensure legal compliance, providing guidance as well as using enforcement powers proportionately to achieve this. The recent Cabinet approval of charging for Food Hygiene Re-Rating visits has resulted in an increase in businesses requesting and paying for this service. This should have the desired effect of raising the Food Hygiene Ratings at these businesses.

Health and Safety

A number of gas safety visits have been carried out over the last few months. These have resulted in Improvement Notices being served to ensure appliances and gas pipework are safe and fit for purpose as well as informal action which took a potentially dangerous tandoor oven out of use. The team continue to receive a steady flow of reportable workplace accidents which are investigated and appropriate follow-up action is taken.

Public Health

The team receive and follow up on infectious disease notifications assisting the UK Health Security Agency by completing questionnaires with patients and checking any food businesses that may be implicated. Over the Summer months there has been an increase in E. coli notifications and Officers have spent considerable time following

up on five cases, completing questionnaires, interviewing parents, dropping off sample pots and following up on laboratory results.

Animal and Special Treatments Licensing

All renewals of special treatment licences received have either been checked or are programmed in for assessment. There have been a number of new Registrations for piercers, tattooists and microbladers that have been received, inspected and the registrations issued. Officers are in the middle of undertaking interim animal licensing inspections at a number of catteries, kennels and pet shops. We are currently processing two new home dog boarders which should be licensed in the next couple of months. The team received credible intelligence at the end of July regarding an unlicensed dog breeder in the area. Extensive investigations are ongoing and, if and when sufficient evidence is uncovered, we will look to put together a prosecution case to bring the individual/s to justice. In addition to this the team are starting work on a prosecution of an unlicensed dog boarding kennels. This case will be undertaken in tandem with the RSPCA who also have animal welfare concerns. As and when we can provide more information on these cases we will do so.

Licensing

Work is continuing across the County to review the Statement of Licensing Policy.

A consultation is underway into the review of regulation of non-surgical cosmetic treatments which potentially has significant implications for the Council if additional licensing is required.

Processing of licences continue and include the renewal of scrap Metal dealers – site and collectors.

Licences issued.

25 new Personal Licences

112 Temporary Event Notices

23 Designated premises Supervisor Variations

7 Minor Premises Variations

13 premises transfers

3 Full variations

5 new premises licences

Operation Night Angel

A number of licensing operations have been carried out in conjunction with Nottinghamshire Police. These take place in the four town centres, Eastwood, Kimberley, Stapleford and Beeston.

Activities include: Drug testing, check licences and licence conditions, check door supervisor licences, Knife scanning. Taxi driver and vehicle checks engagement with the public.

The Licensing Team supports Pub Watches in Eastwood/Kimberley, Stapleford and Beeston and Chilwell.

The Licensing Enforcement Officer will be attending a multi-agency taxi check operation at East Midlands Airport in October 2023. These inspections are always worthwhile in keeping the public safe.

All taxi drivers are currently undertaking safeguarding refresher training.

New Taxi Licence issued

8 new vehicle licences have been issued.

6 new driver badge have been issued.

A consultation is underway into the review of regulation of non-surgical cosmetic treatments which potentially has significant implications for the Council if additional licensing is required.

Processing of licences continue and include the renewal of scrap Metal dealers – site and collectors.

Community Safety

The Communities Team have been working very hard on its commitment to reduce crime and anti-social behaviour and improve health and wellbeing making the borough a safer, healthier place to live for all our residents.

Crime/ Anti-Social Behaviour (ASB)

The ASB team continue to work closely with the Police and other partner agencies to reduce crime and tackle crime hot spot areas. The ASB team regularly attend events to discuss crime and Anti-social behaviour across the borough.

In September the ASB team attended the Green Space event in Eastwood on Coronation Park, to deliver Bike Marking, helping to deter potential bike thieves.

The ASB team will be partnering up with the Police in the coming months to tackle crime and anti-social behaviour in the night time economy.

Regular ASB meetings are held monthly to ensure issues with ASB are dealt with promptly and effectively. The Broxtowe Crime Reduction Plan is now fully merged and actions are being undertaken across the borough.

The ASB team will be going back into local primary and secondary schools from October to deliver talks on ASB and crime to help educate children on the dangerous of being involved with ASB and crime.

Counter Terrorism

A Counter Terrorism Situational Risk Assessment has been created for the Borough using information from the Nottinghamshire Counter Terrorism Local Profile (CTLP) and local intelligence. This has been summarised and the document published on the intranet and website in line with the PREVENT duty. Consultation and information gathering as begun for the 2023/24 CTLP and Members can send any intelligence relating to their wards to the Chief Communities Officer for inclusion.

Funding

The Communities Team have been successful following the submission of two business plans to the Office of the Police and Crime Commissioner to apply for funding.

The Borough Council will receive £36,000 of Safe4All funding to upgrade and improve the existing CCTV at Inham Nook Park in Chilwell and Montrose Court in Stapleford.

A range of projects will be delivered across the Borough between July 2023 and April 2024 funded through a grant of £27,666.75

- £1,500 funding for Broxtowe Women's Project to deliver Exploring Choices
 - To raise awareness of links between Domestic Abuse within the family and potential of Anti-social behaviour & Knife crime
 - To arrange a Partnership NetWalk in the 4 main areas of Broxtowe to share experiences, discuss local issues and consider solutions. Local community members will be encouraged to participate
 - To collate the learning and share across broader partnership members.
 - To arrange group visits to the Choices & Consequences exhibition at the National Justice Museum to inform partners and allow them to share encourage local schools to utilise the resource
- £3,000 funding for Broxtowe Women's Project to deliver Post Separation Abuse – The Impact project
 - To raise awareness of Post Separation Abuse and the ongoing harm that can cause to the victim and children & young people.
 - To consider the types of abuse used: Psychological, Digital, Economic, Harassment & Stalking and the impact that this has on the family.
 - To consider the ongoing requirement from Domestic Abuse agencies, Police & Health services.

- To consider the impact on wider family members e.g.: Grandparents, Aunts & Uncles, those called upon to offer child support.
- To explore preventative measures that will support the family to stay safe.
- To share this learning with partner agencies.
- £1,500 funding for Broxtowe Women's Project to deliver the Being Safe project.
 - To raise awareness of personal safety linked to the Violence against Woman and Girls strategy that utilises messages from the Consent Coalition and White Ribbon UK and is aimed at specific communities within Broxtowe.
 - To look at co-ordinated partner's awareness raising messages via social media that relates to key weeks e.g.: UK Says No More / Stalking & Harassment week - Suzy Lamplugh & Alice Ruggles / Adult Safeguarding week – Ann Craft Trust.
 - To provide personal safety guides, alongside personal safety alarms.
 - To raise awareness with local Transport providers – eg, Taxi firms.
 - To share the messages that have been developed in Nottingham City within the Borough.
- £21,666.75 for Transform Training to deliver OPERATION POTASSIUM+
 - ASB intervention in Beeston
 - Young people involved in or at risk from entering the justice system or child exploitation

Domestic Abuse

We attended the Stapleford Jobs fair to promote domestic abuse services and advice in conjunction with Broxtowe Women's Project and are currently booked in to Darren Henry's Jobs fair in October for the same purpose.

We have either completed or are the process of completing every action required of us to meet the criteria for white ribbon accreditation. Our fees have been paid for the next white ribbon period and once we have completed the action plan, rewritten and submitted it to White Ribbon UK and had it accepted we fully expect to be reaccredited in 2024 for the following 3-year period and maintain our status as such.

There are several events set up to run during November for the White Ribbon 16 days of action – an event that happens every year to promote domestic abuse awareness and advertise services for the White Ribbon campaign to end violence against women and girls. This year the flagship event will be the flag raising ceremony at which we have arranged attendance from Nottinghamshire Police, Nottinghamshire Fire and Rescue, Notts County Football Club (who are themselves aiming for White Ribbon accreditation), Broxtowe's Mayor and various other Councillors, White Ribbon Champions and Ambassadors.

Violence

In regular attendance of the Serious Violence Duty Implementation group and Broxtowe is currently meeting all targets required by this group. The duty setup is still in the planning phase. Broxtowe have completed our part in the readiness assessment and the group has completed a consultation document on current definitions and data available. There is currently no slippage and the project is on track to move in to the next planning phase in 2024.

The sanctuary scheme for supporting high risk domestic violence cases is running as usual in conjunction with Domestic Abuse Services, the Police and Broxtowe's Housing team. attended Community Safety Crime Prevention Property Assessments delivered by KABSEC for sanctuary site visits to take over this process from the Police. This course is due to be finished by 30 September at which point we will do some trials runs in conjunction with the Police to get the Council set up for running this process.

Hate Crime

There have been a few more cases of hate crimes reported and one such case which is in relation to a vulnerable resident. In any case, contact is always attempted and if this is successful we advise victims of ways to officially report the incident, and support networks out there. A log of these is made on the ECINS systems, shared with Police which can be updated according to any recurring incidents. As such, the current case with our vulnerable resident is being investigated between the Anti-Social Behaviour team, and the Police.

Hate crime week is also approaching next month and Police HQ have invited us from the communities' team to attend a training session to learn more about how to tackle hate crime.

Refugees and Asylum seekers

In July we delivered an event celebrating our Refugee and Asylum Seeker residents. This was delivered as part of the Hate Crime Action Plan and held in Beeston. The event was attended by partnership agencies such as the Police, Heritage centre, and MP's and the Police Crime Commissioner. The theme for this year was Hope away from Home. The event took place as a partnership between Heya Nottingham and Broxtowe.

Ukraine

Ukraine Refugee visits are still undergoing. The visits have reduced in comparison to last year and there has been a greater increase of males (husbands or children over 18) also coming. There are more rematch cases, which is expected. We are still working very closely with Nottinghamshire County Council on this.