



Tuesday, 5 December 2023

Dear Sir/Madam

A meeting of the Council will be held on Wednesday, 13 December 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 for absence.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

(Pages 9 - 20)

Council is asked to confirm as a correct record the minutes of the meeting held on 11 October 2023.

4. MAYOR'S ANNOUNCEMENTS

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

6.1 The following motion was submitted by Councillor B C Carr

“Given the increasing cost of living, particularly for the poorest in society, and the increases being seen in fly-tipping across the Borough, we call upon the Council to abolish Bulky Waste collection charges for residents on Housing Benefit, the Housing Element of Universal Credit, Pension Credits and Council Tax Support.”

6.2 The following motion was submitted by the Labour Group

“Tackling the Energy Crisis - United for Warm Homes

This Council notes with concern that our national housing and energy systems are broken. People across the UK are paying sky-high bills and feeling the brunt of living in poorly insulated homes. Without rapid, meaningful action, we'll face continuous hardship. In Broxtowe, only 32.7% of homes have “good” insulation with the average fuel bill in energy crisis hotspot areas in Broxtowe running at £2,420.

Therefore, this Council resolves to call on the government to:

- Provide long term funding for those most vulnerable to the cost of living crisis, ensuring everyone can afford the energy they need to keep their homes warm
- Roll out a rapid, street-by-street insulation programme, coordinated by Councils as part of a mass green new jobs programme. This should start with the neighbourhoods hardest hit by the crisis to be provided free of charge in areas where people are living on low incomes. This must be followed with deeper measures to upgrade our homes to ensure they are cheaper and greener to heat by 2030.
- End the need for expensive and polluting gas in the long term, we must move to a home-grown, renewable energy system.

This Council resolves to:

- Roll out a rapid street-by-street insulation programme, when provided with government funding to do so. Starting with neighbourhoods hardest hit by the crisis and providing it free of charge to areas where people are living on low incomes.”

6.3 The following motion was submitted by Councillor G Marshall

“Broxtowe Borough Council are dismayed that the Conservative led Nottinghamshire County Council are proposing to end free tram travel for the elderly and disabled.

The tram is a lifeline for many older and disabled people living in Nottinghamshire, particularly for those with mobility scooters. It is positive for their health and well-being to be able to travel safely and easily around the county.

The Chief Medical Officer’s annual report, 'Health In An Ageing Society', devotes an entire section on the importance of accessible public transport for older people, for example attending medical appointments and leisure activities.

The Tram is also a sustainable, green form of transport contributing to a lower carbon and clean air alternative in our communities.

The County Council claim they will save £0.9 million on this cut but they have a budget of £1.3 billion with millions in reserves. The East Midlands mayoral election due to take place in May 2024 will provide access to significant additional funding of which much can and should be

allocated to public transport provision. Introducing cuts at this time is short-sighted and unnecessary.

We call upon our Chief Executive Officer to respond to the Tram consultation stating that Broxtowe Borough Council oppose any proposed cuts to elderly and disabled passenger concessions.

We also call upon our Chief Executive Officer, to write to Mark Harper MP (Secretary of State, Transport) calling on the government to provide appropriate funding to public transport infrastructure, identifying the key role that it plays in helping the UK meet its net zero climate commitments.”

6.4 The following motion was submitted by Councillor H Land

“This Council notes that:

- It is estimated that 50–70% of people will experience or witness a trauma at some point in their life. Around 20% of people who experience a trauma may go on to develop Post Traumatic Stress Disorder (equating to 10% of the general population).
- 4 in 100 people in the UK are expected to have PTSD at any given time (this stat doesn't include Chronic-PTSD), which equates to 2,612,000 people in the UK.
- Women aged 16-24 are most likely to screen positive for PTSD (12.6% of the population in this age range).
- Age 55-64 is the only age category where men were more likely to screen positive than women for PTSD.
- One in 13 young people in the UK will suffer from PTSD at some point during childhood.
- Trauma occurs when people are exposed to prolonged distressing situations including: Adverse Childhood Experiences, Health Crises and associated caring responsibilities, Poverty, Crime & Antisocial Behaviour, Bereavement, Domestic Abuse, Sexual Abuse, Accidents, Natural Disasters, Bullying, Discrimination and Victimisation (and others).
- That activities and processes embedded within this Council could exacerbate peoples' responses and trigger memories of their trauma.

This Council further notes that:

- There are six principles of trauma-informed practice: safety, trust, choice, collaboration, empowerment and cultural consideration. These principles are also recognised in best practice throughout Council work.
- Becoming trauma-informed is about supporting

people such that they feel safe enough in their interactions with services to build trust, and helping people overcome any barriers to an effective supporting relationship.

- Becoming trauma-informed is not an end state, but a process. The journey to becoming a trauma-informed service can be conceptualised within four stages:
 - **Trauma-aware:** Staff understand trauma, its effects and survivor adaptations.
 - **Trauma-sensitive:** The agency integrates some concepts of a trauma-informed approach into operational ethos
 - **Trauma-responsive:** Individuals and the agency recognise and respond to trauma, enabling changes in behaviour and strengthening resilience and protective factors.
 - **Trauma-informed:** The culture of the whole system, including all work practices and settings reflects a trauma-informed approach.

This Council Commits to becoming a trauma informed borough by:

- Reviewing and reflecting upon the emerging evidence regarding trauma informed approaches and Adverse Childhood Experiences, and continuing to define an approach that envisions Broxtowe as a Trauma informed borough.
- Promoting a “Trauma Informed Broxtowe” approach within communities, agencies and partnership systems through training, presentations and hearing from service users and experts.
- Working alongside & supporting communities, agencies, and partnership systems in becoming trauma aware and trauma responsive.
- Promoting a system level response to the Trauma Informed approach and supporting system change as a critical friend.

This Council also seeks to create a trauma informed network of professionals from different agencies, including (but not limited to) the police, NSPCC, Nottinghamshire ICS, Nottinghamshire County Council, schools, charities and Broxtowe Borough Council.”

7. PUBLIC QUESTIONS

8. PORTFOLIO HOLDER REPORTS

8.1 Report of the Portfolio Holder for Resources and Personnel Policy (Pages 21 - 24)

8.2 Report of the Portfolio Holder for Economic Development and Asset Management (Pages 25 - 30)

8.3 Report of the Portfolio Holder for Housing (Pages 31 - 34)

8.4 Report of the Portfolio Holder for Leisure and Health (Pages 35 - 40)

8.5 Report of the Portfolio Holder for Environment and Climate Change (Pages 41 - 46)

8.6 Report of the Portfolio Holder for Community Safety (Pages 47 - 50)

9. COMMITTEE REPORTS

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

9.1 REVIEW OF LICENSING ACT 2003 STATEMENT OF LICENSING POLICY 2024 - 2029 (Pages 51 - 64)

14 November 2023

Review of Licensing Act 2003 Statement of Licensing Policy 2024 – 2029

The Committee noted the comments received from the Nottinghamshire Fire and Rescue Service as part of the consultation period. This comment related to the changing of the phrase “fire precautions” to “fire safety”.

RECOMMENDED to Full Council that the Statement of Licensing Policy be approved for publication by 7 January 2024 and implementation on 7 January 2024 by Full Council on 13 December 2023

9.2 REVIEW OF POLLING DISTRICTS AND POLLING PLACES (Pages 65 - 82)

27 November 2023
Review of Polling Districts and Polling Places

Members noted the proposed changes to the polling districts and polling places set out in the appendices to the report

RECOMMENDED to Council that the proposed changes to the polling districts in appendix 2 and the designation of polling places set out in appendix 3 to the report be approved.

10. 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.

11. MEMBERS' SPEECHES ON WARD ISSUES

12. QUESTIONS ON OUTSIDE BODIES

13. MEMBERS' QUESTIONS

14. PROGRAMME OF MEETINGS FOR MAY 2024 TO APRIL 2025 (Pages 83 - 88)

To seek approval of the Programme of meetings for May 2024 to April 2025.

15. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

To make appointments to Committees and Working Groups.

16. URGENT BUSINESS

To consider Urgent Business.

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COUNCIL

WEDNESDAY, 11 OCTOBER 2023

Present: Councillor T A Cullen, Mayor

Councillors: D Bagshaw
P J Bales
L A Ball BEM
R E Bofinger
M Brown
R Bullock
G Bunn
C Carr
A Cooper
S Dannheimer
H J Faccio
R S Falvey
K Harlow
G S Hills
S P Jeremiah
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
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 S A Bagshaw, B C Carr, S J Carr, H L Crosby, S Kerry, H G Khaled MBE and P A Smith.

Members held minute's silences for the innocent victims of the Israeli conflict, the passing of Alderman Anne Morris and the passing of former employee Elaine Moorehouse, respectively.

28. DECLARATIONS OF INTEREST

Councillor M Radulovic MBE declared a non-registerable interest in item 9.3, minute number 34.3 refers.

29. MINUTES

The minutes of the meeting on 12 July 2023 were confirmed and signed as a correct record.

30. MAYOR'S ANNOUNCEMENTS

The Mayor gave a brief résumé of her engagements including a civic service, the Robin Hood Marathon, the Broxtowe Green Festival and a charity golf day. It was reported that thus far £18,851 had been raised for the Mayor's Charity.

31. LEADER'S REPORT

The Leader noted his disappointment with the government's decision to cancel the northern part of HS2. The negative impact that this would have on developing a strategic approach to transport in Nottinghamshire and the East Midlands was noted. The Leader informed the Council that that in this financial year it was projected that more houses would be added to the housing revenue account than the number sold through right-to-buy.

The Green Festival at Eastwood had been successful, with activities for visitors focused on improving their environment. It was noted that the Council continued to reduce its carbon emissions with ongoing projects at the crematorium and retrofitting properties.

The meeting was informed that the Stapleford Towns Fund projects had benefitted 74 businesses and that there was already strong interest in the Kimberley Levelling Up Fund business grants schemes.

It was noted that the Council had won the diversity and inclusion award in the Nottinghamshire and Derbyshire apprenticeship awards, and congratulations were offered to all those involved.

There were questions from Members regarding opportunities to improve transport infrastructure in the East Midlands, local government finance and decarbonising the fleet.

32. MOTIONS

The following motion was proposed by Councillor R D MacRae and seconded by Councillor E Williamson:

"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.

It was proposed by Councillor M Radulovic MBE and seconded by Councillor G Marshall that this motion be referred to the Governance, Audit and Standards Committee to be considered in more detail, to enable the Committee to work with officers to develop a policy on the Council's approach to abuse against Councillors and Officers and to explore the range of action that could be used to appropriately address the reported behaviour, including in extreme cases the consideration of Injunctive Orders. On being put to Councillors R D MacRae and Councillor E Williamson the proposal was accepted.

RESOLVED this motion be referred to the Governance, Audit and Standards Committee to be considered in more detail, to enable the Committee to work with officers to develop a policy on the Council's approach to abuse against Councillors and Officers and to explore the range of action that could be used to appropriately address the reported behaviour, including in extreme cases the consideration of Injunctive Orders.

33. AMENDMENTS TO THE CONSTITUTION

The proposed changes to the Constitution were debated, including the recommendations made at the meeting of the Governance, Audit and Standards Committee on 18 September 2023.

The following amendments to the wording of the regarding Urgent Business were proposed by Councillor G Marshall and seconded by Councillor S P Jeremiah:

“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, 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);
- For the motion to be considered as urgent business, the issue will be expected to have arisen between 12 noon seven clear working days before the Council meeting and 12 noon 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 in discussion with the Leader of the Council 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;

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).”

On being put to the meeting the amendment was carried.

RESOLVED that:

- 1. The arrangement to add a provision for the consideration of urgent business at full Council meetings be approved including the amendments to the wording as above,**
- 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.**

34. PUBLIC QUESTIONS

There were no public questions.

35. PORTFOLIO HOLDERS' REPORTS

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

The Portfolio Holder for Resources and Personnel addressed the Council. There were comments regarding communication with residents, car parking, and the Council website, to which responses included that there had been an open day in the Contact Centre which had helped to recruit a new cohort which it was hoped would allow for results to be improved in line with service standards. There had been long discussions around the financial pressure that the Council was under and car parking charges would help to protect jobs and services.

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

The Portfolio Holder for Economic Development and Asset Management addressed the meeting. Discussions were had about concrete squares, possible sites for the relocation of the cricket and markets, to which responses included that cricket should remain a primary sport in Stapleford and that there was a cross-party group which considered the UKSPF and Members were encouraged to attend.

35.3. REPORT OF THE PORTFOLIO HOLDER FOR HOUSING

The Portfolio Holder for Housing addressed the meeting. Discussions focused on damp and mould, neighbourhood inspections and flytipping, to which responses included that housing repairs were an ongoing process and measures had been put in place to improve the service, the independent living days had been successful and activities coordinators would be approached around the types of events that were held in the residencies.

35.4. REPORT OF THE PORTFOLIO HOLDER FOR LEISURE AND HEALTH

The Portfolio Holder for Leisure and Health addressed the Council. Debates were had regarding heritage sites, the decarbonisation of Bramcote Leisure Centre and the dementia café.

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

The Portfolio Holder for Environment and Climate Change addressed the meeting. The meeting debated ways to encourage students to recycle and the Portfolio Holder stated that this would be achieved through engagement and discussion.

35.6. REPORT OF THE PORTFOLIO HOLDER FOR COMMUNITY SAFETY

The Portfolio Holder for Community Safety addressed the Council. The debate which followed focussed on transform training, Pubwatch schemes and the white ribbon status, to which responses included the Council's involvement in Pubwatch was to send officers to meetings who would then feedback the necessary information.

36. COMMITTEE REPORTS

There were no Committee reports for consideration.

37. REPORT ON SCRUTINY MATTERS

The Chair of the Overview and Scrutiny Committee gave a report to full Council which stated that the Committee is a mixture of new and returning Councillors. The new Councillors bringing youth, enthusiasm and fresh ideas, while the returning Councillors bring experience, and knowledge of council issues and procedures. The mixture is working very well indeed. All of the Scrutiny members are embracing the Committee with vigour and enthusiasm. I look forward to reporting on our successes at future Council meetings.

(During the item Councillor D Bagshaw left for the remainder of the meeting.)

38. PRESENTATION OF PETITIONS

Councillor T A Cullen presented a petition on behalf of the residents of Toton regarding Nottingham City Council, which aimed to prevent the use of the NET Park and Ride at Toton Lane for anti-social behaviour and car meet-ups by putting in place preventative measures that actively discourage people using the car park for this activity.

39. 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 reason for the failure to attend before the six months expires. Councillor S A Bagshaw was currently unable to attend Council meetings and in the circumstances, it was 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.

RESOLVED that a dispensation be given for Councillor S A Bagshaw for a period of six months from the date of this meeting.

40. BROXTOWE INDEPENDENT MEMBERS

It was noted that Councillors B C Carr and S J Carr had ceased representing the Liberal Democrat Group, whilst Councillors D L MacRae, R D MacRae, and E Williamson had ceased representing the Council as Independent Members.

The Council noted that all five Members intended to sit as representatives of the Broxtowe Independent Group. The effect on the composition of Committees was to be discussed at item 16, minute number 41 refers.

41. RECOGNITION OF POLITICAL LEADERS

It was noted that the Leader of the Broxtowe Independent Group was Councillor R D MacRae and the Deputy Leader was Councillor E Williamson.

It was noted that the Leader of the Liberal Democrat Group was Councillor D K Watts and the Deputy Leader was Councillor H Land.

42. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

RESOLVED that the appointments to Committees be as follows:

Planning Committee

Labour

D Bagshaw (Chair)	Substitutes	1. S Paterson
R S Falvey (Vice Chair)		2. K Woodhead
G Marshall		3. R Bullock
R E Bofinger		4. A Cooper
H E Skinner		5. S Webb
G Bunn		6. S A Bagshaw
P A Smith		7. V C Smith
P J Bales		8. W Mee

Conservatives

L A Ball BEM	Substitutes	1. H G Khaled MBE
D D Pringle		2. J M Owen
G S Hills		3. P J Owen

Broxtowe Independent Group

S J Carr	Substitute	1. E Williamson
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Liberal Democrat Group

D K Watts	Substitute	1. H Land
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Licensing & Appeals Committee

Labour

R Bullock (Chair)
E Winfield (Vice-Chair)
A Cooper
S Webb
C M Tideswell
S Paterson
K Woodhead
(+1 further member)

Conservative

D D Pringle
G S Hills
S Kerry

Broxtowe Independent Group

B C Carr

Liberal Democrat Group

H Land

Overview & Scrutiny Committee

Labour

S Dannheimer (Chair)
E Winfield
K A Harlow
C M Tideswell
S Webb
W Mee (Vice-Chair)
K Woodhead

Conservatives

J M Owen
A W G A Stockwell
H L Crosby

Broxtowe Independent Group

R D MacRae
E Williamson (Vice-Chair)

Liberal Democrat Group

H Land

Governance, Audit and Standards Committee

Labour

S Paterson (Vice Chair)	Substitutes	1. T A Cullen
R S Falvey		2. K Woodhead
K A Harlow		3. E Winfield
P J Bales		4. S Dannheimer
R Bullock		5. W Mee
S Webb		6. C.M Tideswell
G Bunn		
(+1 further member)		

Conservative

M Brown	Substitutes	1. P J Owen
J M Owen		
G S Hills		

Broxtowe Independent Group

S J Carr (Chair)	Substitute	1.B C Carr
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Liberal Democrat Group

A Kingdon	Substitute	1.D K Watts
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Advisory Shareholder Sub-Committee

Labour

R S Falvey (Chair)	Substitutes	1. K A Harlow
S Webb		2. P J Bales
R Bullock		

Conservative

G S Hills

Broxtowe Independent Group

B C Carr	Substitute	1. R D MacRae
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Senior Officer Employment Committee

Labour

G Marshall (Chair)
V C Smith
S A Bagshaw

Substitutes 1. M Radulovic MBE
2. H E Skinner
3. H J Faccio

Conservative

P J Owen

Substitute 1. D D Pringle

Broxtowe Independent Group

R D MacRae

Substitute 1. S J Carr

Independent Members

Two Independent Persons to be appointed to the Committee solely in relation to disciplinary matters for statutory chief officers within the relevant Terms of Reference for the Senior Officer Employment Committee.

Local Joint Consultative Committee

Labour

4 Members

(Previously: M Radulovic MBE, H E Skinner, A Cooper, C Tideswell, E Winfield)

Conservative

D D Pringle
G S Hills

Broxtowe Independent Group

B C Carr

Bramcote Bereavement Services Joint Committee

The Executive or Council shall appoint from its own membership 3 Members which shall reflect the political balance of each membership.

Labour

M Radulovic MBE

Independent and Liberal Democrat Group

S J Carr

Conservative

H G Khaled MBE

43. MEMBERS' QUESTIONS

43.1. THE FOLLOWING QUESTION WAS SUBMITTED BY COUNCILLOR L A BALL BEM FOR THE LEADER OF THE COUNCIL:

“I refer to the new development in Awsworth and Cossall , may I ask the leader of The Council, will Broxtowe Borough Council please take on the maintenance of the open spaces in the new Estate, Awsworth Parish Council are very concerned that it could become their responsibility in the future.”

The Leader answered the question, noting that the management of the communal open space areas will be maintained by an independent management company. This is outlined within the relevant obligations attached to the planning permission.

Historically discussions were had about Broxtowe Borough Council taking over liability for this land, but due largely to resource implications, this was not agreed to. The use of management companies is common place with many planning applications and perfectly acceptable.

43.2. THE FOLLOWING QUESTION WAS SUBMITTED BY COUNCILLOR D D PRINGLE FOR THE LEADER OF THE COUNCIL:

“Currently in Awsworth, Avant, when they were given approval to build on land at Awsworth, submitted a construction management plan, which was approved by the officers. Subsequent to that a Groundwork subcontractor commenced work, they appeared to have no idea of what was in the construction management plan. Resulting in heavy HGV traffic arriving at least an hour before the time stipulated in the plan. Eventually after much consultation timings were adhered to. We now have Drainage work being carried out by another subcontractor, and guess what, the same issues with regards to HGV traffic occurring.

Avant state that each subcontractor can be appointed as Principal Contractor, and Avant become Principal Contractor, when they begin to build houses. I clearly understand the principle, but believe that Avant cannot completely ignore their responsibilities. Should the planning department have more control over developers whilst on site, and can this happen in all future large developments approved within the Borough.

We do have a duty to protect the amenity of our residents.”

The Leader answered the question, stating that the majority of planning applications, especially larger schemes, were subject to planning conditions that must be adhered to. The Planning Enforcement team is happy, and regularly does, take action against any developers that are not adhering to these conditions to seek compliance. However, one has to consider that with some conditions, it is hard to police the site 24/7 and often with conditions relating to construction management plans, they rely

heavily on contractors and lorry drivers to clearly follow instructions. There is only so much the planning authority can do.

The issue with this site is that lorry drivers often arrive to the site, before the time specified in the planning conditions, and park up before entering the site. This is something the Council cannot control or enforce on as it is a matter for the highway authority. The planning department will continue to enforce and seek compliance with conditions and happy to do so, but can only do that within the remit of the planning conditions and planning powers.

The Leader further stated that he would have no hesitation to bring the full weight of the law against any company, should they breach the conditions of their planning permission.

44. MEMBERS' SPEECHES ON WARD ISSUES

Councillor D D Pringle made a speech on issues in his ward of Awsworth, Cossall and Trowell, including concerns regarding anti-social behaviour.

45. QUESTIONS ON OUTSIDE BODIES

There were no questions on outside bodies.

**RESOURCES AND PERSONNEL PORTFOLIO
COUNCILLOR G MARSHALL**

Report to Council – 13 December 2023

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, such as Nottinghamshire County Council, Nottinghamshire Police and Crime Commissioner and Nottinghamshire Fire 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 continue to show an improvement on 2022/23 in both Council Tax and Business Rates.

Benefits

The Benefits Team is 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 is 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 £28,000 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 seven services as well as the switchboard. Outside of these, it is the responsibility of the back office team

- Council Tax
- Housing Benefits and 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.

The Customer Services Team. The main Key Performance Indicator for Customer Services is the number of abandoned calls as a percentage of calls received. In October, this was 5.3% against a target of 10%.

Flooding

The Revenues and Customer Services Teams have developed and implemented the support for those that were adversely affected as a result of Storm Babet. The information regarding the flooding is provided below, as at 22 November 2023:

Total number of properties flooded	-	310
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Community Recovery Grant - This a grant payment of up to £500 per household for those badly affected by the recent Storm Babet.

£500 community grant awards	-	201
Total value of Community Grant awards	-	£100,500

Council Tax Discount Scheme - This is 100% discount on your Council Tax for a period of at least 3 months. To receive this support, your property must have had flood water enter the habitable areas of your property during the recent Storm Babet.

Properties where Council Tax relief awarded	-	202
Total value of Council Tax Relief	-	£88,509.21

Communications and Engagement

Award winning work in Stapleford

Work undertaken by the Council alongside BakerBaird Communications on the Stapleford Towns Fund has won a Community Relations award at the Chartered Institute of Public Relations (CIPR) East Midlands Pride Awards.

The judging panel praised Shaping Stapleford: from left behind to levelled up for its well thought through approach and how it set a great example of collaboration with different community groups.

Budget Consultation

The recent budget consultation attracted more entries than ever before this year, at more than 1,393 submissions. As with other engagement projects, the Communications Team have promoted the consultation across both digital communications channels such as social media and the email me service, as well as more traditional media. Work has also been undertaken to engage directly with over 250 stakeholder groups on the Council's stakeholder map across different ages, ethnicities and interests.

Flooding response

A vast amount of communications and engagement work was delivered in response to the recent flooding in the Borough, from warning and informing messages during the incident, to keeping partners and stakeholders up dated and promoting clean up and relief funding. More recently work has been undertaken to support the Environment Agency's Flood Action Week and help residents ensure they are prepared for future incidents.

Communications and Marketing Projects

Recent projects undertaken by the Communications Team include:

- **Climate Change** – The team have been working with the Environment Team on a number of initiatives including the recent free trees scheme and videos to engage residents on recycling correctly during the festive season.
- **Economic Development** – Supporting promotion of the new grant schemes as part of UKSPF and Levelling Up Funding. As part of a CCity recipe book project, the team is also developing a campaign to launch in the new year to promote local food businesses in the Borough and the role they play in Broxtowe's community and cultural offering, as well as encouraging local people to support our local businesses.

Civic Office

The Civic Office, supported by the wider Communications, Cultural and Civic Services Team have delivered a number of successful events since the last Council meeting.

This included the fantastic Broxtowe Volunteer Awards, which saw local people recognised for the significant contribution they make to the local community across eight award categories. The awards were attended by over 140 people and also raised more than £400 for the Broxtowe Community Fund.

Remembrance Services took place across the Borough organised by Town and Parish Councils and partners. In Beeston, the Council delivered another well-attended service which was a befitting tribute to all those who have lost their lives for our country.

Arrangements are now underway for the upcoming Freeman and Aldermen Ceremony at Eastwood Hall on 24 January and the Holocaust Memorial Event on 26 January at Bramcote Hills Park.

Human Resources Update

Broxtowe won the Diversity and Inclusion Award at the Derbyshire & Nottinghamshire Apprenticeship Awards, and this was collected on the Council's behalf by Charlotte Nicholls, HR and Apprenticeships Officer.

National Pay Award Negotiations

The 2022/23 Local Government Pay Award was agreed and will be implemented in December's salary for employees up to Head of Service level. The increase is a flat £1925 on each point of the pay band (pro-rated for part-time employees).

Learning and Development

The HR Manager continues to deliver 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 has arranged an Institute of Leadership and Management Level 5 course for 14 employees, beginning in January. This will be delivered on site and will develop employees in Leadership and Management.

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

Report to Council – 13 December 2023

Economic Development

Stapleford Town Deal

Overall the programme is progressing well and remains likely to complete by the end of the funding programme. The Town Centre Recovery Grants Scheme is on programme and due to complete December 2023 with all outputs continuing to be over achieved supporting 76 businesses.

The Library Learning Facility is on track, phase 1 completed on 30 May 2023 and learning programme underway and came in under budget. The phase 2 for the external improvements is underway due to be completed Spring 2024.

The Community Pavilion and Young People's Centre is progressing well, RIBA Stage 4 is complete and tender process is underway for the appointment of the main construction contractor.

The Enterprise Hub Building design works are underway with the newly appointed Project Manager and Architect in place. Design works are complete for the car park provision on Derby Road and works are underway to appoint a contractor for this works.

The Cycle Training Track is complete and officially opened. The feasibilities for the Cycle Network is nearing completion by VIA EM and awaiting approval from the Highway Authority to continue. The Street Improvement Scheme Business Plan has now been approved and work is underway to commence the feasibility.

UKSPF

The Economic Development team are working on wrapping up projects from Year 1, mainly those from the Communities and Place Good Ideas Fund, of which all projects will be due to complete by March 2024. At the same time, Year 2 projects across all three strands of the SPF (Communities and Place, Supporting Local Business, and People and Skills), are underway which includes joint commissioning work across Nottinghamshire for Business Support and People and Skills. The Year 3 programme is under development with a range of commissioned projects, along with a large Communities and Place grants fund. This will be launched this month to ensure quality applications are received with plenty of time to assess them.

Reporting to Government has been taking place regularly, although the last report due on the 6 November 2023 has been delayed until further notice due to errors with the Government's reporting system.

Levelling Up

Planning Permission for the works at Bennerley Viaduct has now been granted. The project is moving forward with tendering for the construction works and earth moving is due to start early next year. The second round of Business Grants are in the process of being awarded, and Kimberley light shows are working through planning considerations. Initial architect designs for the community and working hub building have been shared and a project manager has now been selected to prepare this for a planning application. Potential sites for the Miners' Welfare Football Club's move are being assessed and discussions with the county council over long term access to the Digby Street site are ongoing.

Planning Policy

The Council is continuing to work with Gedling, Nottingham City and Rushcliffe Councils on the Greater Nottingham Strategic Plan. A consultation focusing on logistics development was undertaken in October. Land at the former Bennerley Coal Disposal Point was included within the consultation as a site for logistics which would include potentially utilising rail connectivity. The responses from this consultation are currently being considered.

As part of the Strategic Plan work, a number of studies have also been commissioned to form part of the evidence base. Consultants are currently working on a 'Centres Study' which includes analysis of the Borough's Town and District Centres and how planning policies can try to protect and enhance them as places in the future. A study focusing on how carbon reduction can be secured through new development will also be commissioned shortly.

It is the intention to undertake a consultation on the Publication Version of the Strategic Plan in summer 2024.

Neighbourhood Plans: The examiner's report regarding the Cossall Neighbourhood Plan was received on 9 November and it will be considered by Cabinet shortly. Subject to members' decisions, a referendum on whether to adopt ('make') the Neighbourhood Plan is likely to be held early next year.

The examiner's report regarding the Toton and Chilwell Neighbourhood Plan is likely to be received shortly. Several other Neighbourhood Plans are at earlier stages of preparation.

Development Management

On Wednesday 8 November 2023, the Planning Committee granted planning permission for 470 houses on Land East of Coventry Lane, Bramcote. The development includes 143 affordable homes and the provision of open space. The site was allocated for housing in the Part 2 Local Plan. The sale of the land is being used to fund the building of a replacement secondary school at Bramcote College site.

Planning fees will increase on 6 December 2023. This includes an increase by 35% for applications for major development and 25% for all other applications.

Toilet Strategy

The report looked at the current state of the public toilet facilities within the four Town Centres as well as staff toilets within the Council buildings.

Consultation was undertaken with a number of groups via the Communities Officer's (Health) Partnership list, the Disability Forum and a panel of employees who live with disabilities.

Recommendations were put forward to Cabinet on 5 December 2023 and included:

1. Sufficient funding is included in future years' budgets to ensure toilet facilities are fit for purpose.
2. The suggestions provided by staff for the upgrading of staff toilet facilities within Council office buildings be approved.
3. The possibility of siting a new public toilet facility on the ground floor of the Enterprise Hub at Stapleford is explored. The development of this facility will be dependent on the cost and space required.

The architects have been asked to provide drawings and potential costs so that the Council can make an informed decision on whether or not this is a feasible solution. Once this information is received from the architects, it will be circulated.

4. A programme of publicity to promote locations and opening times of all public facilities across the Borough be approved.
5. People with a variety of needs are involved in the design and / or refurbishment of public and employee toilet facilities.

Asset Management

Planned Maintenance

The Capital Works team is now fully staffed with the Head of Asset Management and Development, Capital Works Manager, Modernisation Manager, Modernisations Officer, Technical Assistant and Energy Retrofit Officer (Interim) positions filled in the last 6 Months.

Due to the amount of change over the last 12-18 months there has been an internal review of the department and a service improvement plan has been drafted to create a road map to ensure continuous service delivery improvement across all areas of work.

Please see below a brief summary of each work stream within the capital works team.

Heating Replacement and Energy Efficiency Works 2023/24

- 281 Boilers and heating systems where required will be replaced under this programme
- Broxtowe Borough Councils boilers that are identified as beyond economical repair will also be picked up in this programme (currently 188 boilers have been replaced through this process)

Housing Modernisation Programme 2023/24

- 115 Kitchens will be completed
- 41 Bathrooms will be completed
- 12 domestic houses will be re-roofed
- Ribblesdale flats (63 flats across 8 blocks) will be re-roofed under this programme

Social Housing Decarbonisation (Princess Street, Eastwood – Wellington Street, Eastwood – 13 other properties throughout the Borough)

- Planning for the first 15 units on Princess Street has been submitted and is being taken to the December planning committee.
- The remaining houses in the programme have had planning submitted on 16.11.23 following consultation with private residents, so this can be taken to the January 2024 planning committee.
- If planning is successful, we aim to have started work on 27 homes this financial year (15 on Princess St – 13 others across the Borough) this is an important milestone to ensure we are able to draw down on our SHDF government funding.

Aids and Adaptations 2023/24

The aids and adaptations process is a reactive service in principle and a brief summary of what we have achieved from April – October 23 are below;

- 44 Referrals for major adaptation requests have been received from occupational therapists – 25 have been review and completed, with a further 4 in progress – 15 referrals are currently under review
- We have had 108 minor adaptation requests that have been reviewed and issued to contractors for completion.

Pre-Paint, Soffit Fascia Renewal and Redecoration 2023/24

Our forecast spend for this work stream to March 2024 is £324k, this budget will be used to carry out the below schemes of work.

- Internal and external decoration of communal areas
- Soffit, fascia and guttering replacement
- Fencing, gates and external storage doors

- Renewal of communal walkways
- Landscaping
- Hardie plank installation removing combustible material

Window and Door Replacement 2023/24

- 300 properties will have had improvements to their windows and/or doors as part of this programme

Major Projects

Beeston Public Toilets

- The toilets are on track to be open to the public on the 30 November 2023
- The capital works team will complete a review of the toilet project and take on board any lessons learned on completion of this project.

Broxtowe Borough Reception

- Internal review of the design and requirements has been undertaken
- We will begin procurement of the work by the end of November 2023

Scalby Close

- Planning was successfully granted for this scheme in November 2023
- We are currently undertaking some further design work and resident consultation as part of the pre-construction phase of works.

Procurement Activity

- We are currently undergoing an Asbestos procurement activity to engage with a contractor to survey and report on our stock in line with all requirements.
- We are extending our contract with United Living for a further year (2024/25). United Living are our current main contractor delivering our modernisation works (Kitchen, Bathroom and Roof replacement programme). We are aiming to have this signed before the end of December 2023.
- We are seeking to extend our heating replacement contract for a further year with Matthew and Tannert subject to Cabinet approval in December 2023.
- We are currently seeking quotations for a fire risk assessor to deliver fire risk assessments for all our domestic housing stock to ensure compliance. A wider procurement activity will follow to procure a contractor for the rest of our portfolio.
- RAAC Survey requirements have been identified, a procurement exercise has been completed and a contractor has been appointed to carry out the surveys. We will resolve any issues of RAAC in line with recommendations.

Estates

One unit remains vacant on Phase II The Square.

We are in negotiations with Lovell Developments for the sale of the former Argos block for medical/NHS restricted use only and are engaging with solicitors to enter into a heads of terms for the proposed sale.

**HOUSING PORTFOLIO
COUNCILLOR V C SMITH**

Report to Council – 13 December 2023

Private Sector Housing

The Caseworker and Housing Grants officers have been working well to reduce the backlog of cases on the waiting list which has now seeing a notable reduction. At the beginning of October there were 35 cases on the waiting list now this has reduced to 20 cases.

Seven DFG Grants were completed in October

The total spend for mandatory and discretionary DFG's for the year to date £411,720 with an approved grant commitment of £240,451 (figures up to end of October)

The Private Sector Housing Officers have been carrying out proactive compliance visits on Licenced HMO's as well as continuing to process HMO licence applications both new and renewals. There are currently 318 licenced HMO properties within the Borough. This proactive work is alongside the teams reactive work across all types of privately rented properties, home owners who need support due to hoarding and other casework in the remit of the team.

Empty Homes work continues to be a focus for the team, providing advice and guidance to owners and dealing with any complaints that arise. To date this year five empty homes are recorded as returned to use, this figure is specific to properties where the Private Sector Housing Team have had direct involvement through either advice, guidance or due to the investigation of a complaint.

Tenant Satisfaction Survey

Under new regulatory requirements we are required to complete an annual Tenant Satisfaction Survey, so we can report on the Tenant Satisfaction Measures that have been introduced.

Our survey is being completed by an external company that specialise in social housing market research. The survey for tenants only, and is being conducted from 20 November 2023 until 22 December 2023. Every tenant has been sent a letter. They can return a completed survey or respond online. Telephone surveys are also being completed with some tenants.

A report will be produced with the results, but we also have access to a portal which provides the full responses. If any urgent concerns are raised, such as anti-social behaviour or damp and mould, these are referred immediately to us for further investigation.

Rent Arrears

Despite some vacancies in the team, the Housing Income Team continue to achieve good results. In October 2023 current arrears as a percentage of the annual rent debit was 2.5%. This lower than October 2022 when it was 2.63%, and shows we are on track to repeat previous good year end performance. New employees have recently started within the team, which will increase the resource available to offer support to our tenants.

There are two rent free weeks prior to Christmas. For tenants that are in credit, no payment is due. This should assist tenant experiencing financial difficulties at this expensive time of the year.

Void Properties

Six months ago, our Housing Repairs team were dealing with 84 empty properties that required work before they could be relet. As at mid-November this had been reduced to only 18. Of these, 13 of them had become void within the last six weeks.

During October 22 properties were let, consisting of 12 Independent Living properties and 10 General Needs properties.

Housing Options

It has been an extremely busy period for the Housing Options Team. They worked with 22 households who were unable to return home due to flooding. Across the weekend of 20-22 October 2023 emergency accommodation was provided to all of these households to enable the residents to have a safe and dry place to stay until longer term plans could be made. Out of all the households supported our Housing Options Team are providing ongoing support to 8 households including 2 households who have received a permanent offer of accommodation in the borough with ourselves.

Whilst dealing with an increased caseload as a result of the flooding, our Housing Options Team successfully intervened and prevented 26 instances in which households had a threat of homelessness. This means that 81% of homelessness cases were prevented rather than a main duty being accepted.

Flooding at Council properties

During the flooding in Stapleford three council properties on Wellington Street were affected. Our Tenancy Services Team are working with all our tenants, and temporary decant accommodation has been provided whilst their properties are repaired.

House Building

Two of the three new build schemes on former garage sites in Chilwell have completed the tender process, with site work to start during November and January. Procurement of a contractor to build out the third scheme (in Watnall) will start in

January 2024. Together these schemes will provide 28 affordable homes for rent on six former garage sites, plus the site of the former Inham Nook pub.

The “buyback” programme of former Council houses has been streamlined, with relationships built with local estate agents and a surveying process to identify necessary works. The scheme has added 5 extra properties to the affordable rent roll since April 2023, with a further 8 properties under offer, and 8 more applications being processed.

21 homes have been added to the affordable rented stock via a series of acquisitions approved by Cabinet in July and October. Negotiations continue to buy a further 18 flats to refurbish.

The vacant post of Head of Asset Management and Development was filled in September.

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**LEISURE AND HEALTH PORTFOLIO
COUNCILLOR C CARR**

Report to Council – 5 December 2023

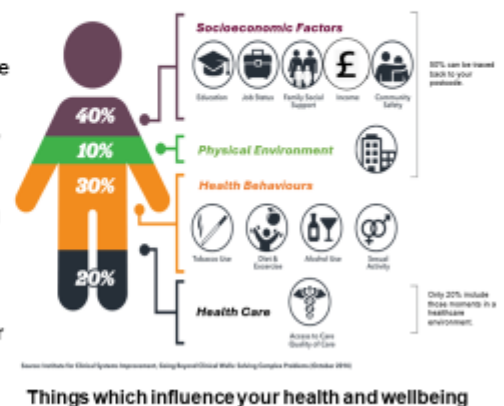
Eastwood Integrated Neighbourhood Pilot

On 7 November 2023, the “kick-off” launch event for the Eastwood Integrated Neighbourhood pilot took place, with over 50 people in attendance, discussing how to improve health and wellbeing in Eastwood and reduce health inequalities. The pilot will run until March 2025.



What is Integrated Neighbourhood Working?

- Successful Integrated Neighbourhood Working happens when local health and social care, community groups and voluntary sector organisations work together with communities to find ways to improve the health and wellbeing of local people.
- Many things impact on your health and wellbeing (see diagram). Overall, the population of South Notts is at least as healthy as the UK average. However, we do have areas on our patch where people are living in worse health and dying younger. People in these areas are experiencing what we call ‘health inequalities’ and we know that this needs to be addressed.
- Across our organisations in South Notts PBP, we all have responsibility for the things which influence our health and wellbeing. Working together and using the knowledge of our local communities we can tackle these health inequalities together.



Things which influence your health and wellbeing

PBP =Place Based Partnership

Stapleford Memory Café

A brand new memory café has been established at the Equalized Club in Stapleford. It meets on a fortnightly basis:
Every other Wednesday 2:00 – 3:30 p.m.

11/10/23	8/11/23	6/12/23
25/10/23	22/11/23	20/12/23

Stapleford Disabilities Health and Wellbeing Event

A health and wellbeing event is being held at Stapleford Community Centre (Cliffe Hill) on 30 November, 10am – 2pm. It will highlight support for those with disabilities

around employment, disability grants, memory loss, learning disabilities, Citizens Advice, Domestic Abuse, Libraries and learning offer and health and fitness

November Cost-of-Living Day of Action

Citizens Advice Broxtowe (CAB) are holding a cost of living day of action to coincide with the Disability and Health Event being held at the Stapleford Community Centre on 30 November. CAB are targeting those with health problems during the event because evidence from their client data shows that this is a group who are being impacted the most by the cost-of-living crisis.

Details are on the link below.

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

Armed Forces

The official Launch of the Boots and Berets Awards 2024 will take place in January 2024. This is an opportunity to nominate the colleagues, teams, and partners that you think have demonstrated exceptional performance towards defence people's issues.

Eight categories are planned, these are Legacy (Inspiration) Award, Employer Forces Award, and Employee Forces Award all three acknowledging the outstanding commitment and performance within the workplace. Clinical Services Award recognises the contribution towards care and well-being. Community (Together) Award provides an opportunity to recognise collaborative approaches of engagement. Projects and Events Award, honouring those who raise awareness and celebrate its historical links, Cadet Forces Adult Volunteer of Year Award, will be presented to CFAV who has made an outstanding contribution to their cadet force. Reservist of the Year Award, presented to a serving reservist who has balanced a successful career in business whilst dedicating themselves to the commitments required of service within the Reserve Forces.

Children and Young People

Broxtowe Youth Voice and White Ribbon

Communities team with the white ribbon ambassador gave an interactive presentation and discussion on the white ribbon campaign. This involved a brief history of white ribbon, a quiz followed by a discussion from which highlighted to all that behaviours and attitudes need to change to help end violence to women and girls. Further information for distribution to the Broxtowe Youth voice.

Family Hubs

Family hubs aim to make a positive difference to children, young people and their families by providing joined up, local services which provide the right support at the right time. Each family hub is unique to the local community it serves and aims to make a positive difference to young people, parents, carers and their children. It does this by providing a mix of physical and virtual spaces, as well as support in family homes, where families can easily access non-judgmental information, advice and support.

As family hub networks develop in Nottinghamshire, the need to gather views and ideas, so that we make sure that the services provided meet the needs of local families. [Online survey](#) (opens new window).

Childcare Reforms 2023 Early Years Entitlement

The changes to Early Years Funded hours are set out below and are being rolled out in phases, beginning in April 2024.

	September 2023 (current offer)	April 2024	September 2024	September 2025	September 2026
Eligible 2 year olds*	15 hours	15 hours	15 hours	15 hours	15 hours
All 3 and 4 year olds	15 hours	15 hours	15 hours	15 hours	15 hours
3 and 4 year olds of working parents	30 hours	30 hours	30 hours	30 hours	30 hours
2 year olds of working parents		15 hours	15 hours	30 hours	30 hours
All working parents of children aged 9 months to 5 years			15 hours	30 hours	30 hours

Cultural Services

Cultural Strategy

As part of the Cultural Strategy, a mapping exercise of all the cultural organisations and activities that are already taking place in the Borough has begun, with 100 organisations mapped. Work will continue on this over the coming months and Members are asked to share any specific groups, events and activities they are aware of with events@broxtowe.gov.uk so they can be added to the map.

D.H. Lawrence Birthplace Museum

Museum visitors and engagement continues to grow and by end of October 2023, 4,017 people had visited the museum or taken part in outreach activity. This is up 111% from 1,926 for the same period in 2022/23.

In addition, a further 6,000 people have been engaged through wider cultural engagement activity supported by the D.H. Lawrence Museum and the D.H. Lawrence legacy such as the D.H. Lawrence Music Festival.

The subsidy per visit of the museum for 2022/23 was £32.62. Based on current data, the anticipated subsidy per visit will be £27.37 by the end of 2023/24.

As well as working to increase visitors, the team is also considering ways to increase income through promotion of the retail arm, identifying external funding streams and considering admission fees.

Events Programme

The Cultural Services Team provided Event Management Support to the Beeston Remembrance Parade in November. This is an important event in not only the Borough's but the nation's calendar and its smooth-running served as a respectful tribute to the fallen.

The team have also organised three successful Christmas Lights Events in Eastwood, Stapleford and Beeston over recent weeks. Thousands of people came out to enjoy a range of festive activities, music and street performers, as well as performances from community groups and organisations before enjoying the switching on of the Christmas lights and a short firework finale.

New for this year were pre-bookable sensory visits to Santa's grotto, at quieter times in the day for children with accessibility needs.

As with all events, a full evaluation exercise will take place to take on board feedback and adjustments to be considered for future years.

The support that Town and Parish Councils provide to support these events and others in the event programme is a key part of the annual events programme and we extend our thanks to them for this ongoing support.

A proposed programme of events for 2024/25 has been developed in consultation with the Events, Arts, Culture and Heritage Working Group and will be presented to Cabinet in January.

CCity Project

A number of projects have been delivered or are underway as part of the CCity programme, which includes £10,000 of Broxtowe's UK Shared Prosperity Funding:

The D.H. Lawrence Children's Prize Writing Competition

The competition, which has previously been reported to Council, encouraged children to be inspired by their local area, much like D.H. Lawrence was, and submit pieces of fiction, non-fiction and poetry about the place they live. 741 children were engaged in the competition from across not just the UK but as far afield as Mexico and Iceland. 240 entries were submitted in total and the winners were invited to a special prize giving event at the Museum in July. An exhibition of their work is available to view in the Gallery Space of the museum until 22 December.

Heritage Exhibition

A photographic exhibition on welfare and environment in each member city of the CCity project is being developed to show the change over time from 1945 to 2022. The History & Custom strand of the Ccity project is to be a photographic exhibition on welfare and environment in each member city, from 1945 – 2022. The exhibition, on an agreed set of sub-themes, will explore civic and community life and will allow comparison between the member cities. The target audience will be broad, with the content appropriate for all adults and for older children. It is planned for the exhibition to be digital in the first instance, accessed via a webpage. A future physical exhibition is also to be considered. A physical exhibit of two 'example boards' will also be displayed at the Council offices in Beeston.

Cultural Broxtowe: Visual Arts

In order to showcase just one aspect of the creativity which is abundant in Broxtowe, a series of videos were created by local filmmaker Doddsy to spotlight some of the many fantastic art groups and events linked to visual arts in the Borough. The videos also highlight the empowering and healing nature of art and creative practices, particularly post-pandemic, as well as the positive impacts of community visual arts activity on economic growth, mental and physical wellbeing and education.

A total of 12 people were interviewed as part of the filming, including people from Painting with Mr P, Bee Creative, Creative Beeston, the ABC (Attenborough, Beeston, Chilwell) Art Trail, Spotted Dog Art Group, the Canalside Heritage Life Drawing Classes, Janet's Monday Afternoon Art Club and Beeston Street Art.

International Music Project

Musicians, bands, singers, choirs, songwriters, composers and ensembles are being invited to submit a chorus to contribute to a CCities song, as part of an international music project between Broxtowe and cities in Germany, Sweden, France and Poland. Submissions are invited until the end of December 2023 and early in Spring 2024, a selection of participants will be invited to join a recording day to create the ultimate mash-up CCity Singalong recording.

The project is an exciting opportunity to link up with different towns and cities across Europe and share their musicality to create a collective song celebrating the local community. It also provides a platform for local musicians to showcase their talents and develop their careers.

European Recipe Book

As part of the CCity project, a European recipe book and accompanying blog are being created to showcase the various food businesses in each city, as well as the importance of food on each individual country's culture.

This has included a three day food and drink tour of the Borough in which 12 local food businesses from across the breadth of the Borough were photographed and interviewed sharing the stories behind their business and the recipes they serve.

In addition, a further three cultural and community organisations were interviewed about the importance of food to them, covering the themes of sustainability, education and community cohesion. Plans for the completion and publication of the recipe book and blog are underway as part of the wider CCity programme.

In the meantime, the photographs will be used to produce a marketing campaign in early 2024 to showcase the culture and heritage of Broxtowe through food and its role in the community, as well the fantastic food businesses on offer in the Borough to encourage town centre visitors and footfall.

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

Report to Council – 13 December 2023

ENVIRONMENT

The Environment team continue to deliver on its commitment to 'Protect the Environment for the future'. In the aftermath of Storm Babet, the team have been especially diligent in their support for affected residents and businesses. In this report I will now highlight some key initiatives that have contributed to the Council's on-going commitment.

Flooding Response

The Environment Team have worked hard to help residents deal with the unprecedented flooding events that took place at the end of October, following Storm Babet. Initially, teams were deployed to deliver sandbags to affected areas but this quickly progressed to a recovery response, to support the 249 flood affected properties and businesses across the Borough.

Deployment of the sweeper team was the first phase of recovery. They cleared the affected roads and reported any clogged drains to Nottinghamshire County Council.

This was followed by the flood response team, who visited all the affected areas to collect damaged household items. To date, the team have collected 90 tonnes of bulky waste (including sofas, chairs and waste electrical items) as well as 74 fridges.

Whilst the last programmed collection took place on the 17 November 2023, many residents continue to wait for a visit from their insurance assessors. To support these residents, the team will continue with ad hoc collections over the coming weeks.

Support to businesses has also been provided. Six skips have been delivered to the businesses on Bessell Lane in Stapleford, which has enabled 30 tonnes of waste to be removed. A skip has also been provided to a business on Wellington Street, in Stapleford.

Glass Recycling at Christmas

There are now only 12 days until Christmas and over the festive season, households produce more glass waste than at any other time of the year. During this period, the recycling team collects 250 tonnes of glass across the Borough. That equates to a million glass bottles and jars! Recycling this amount of glass also helps to save 80 tonnes of CO₂ from being emitted that's because the energy required to recycle glass is substantially lower than the energy required to create a new product.

To help aid collections, please can Members remind residents that glass must be placed out in Council containers (either a glass bin or bags). Glass placed out for collection in bags for life or plastic boxes will not be picked up, this is due to our health and safety risk assessment and the need to keep our employees safe.

Residents can request additional glass bags at any time and householders can place out up to four bags for each collection.

If additional bags are needed, please contact the Environment Team.

Leaf Fall/Blocked drains and gullies

Autumn and Winter time is always a busy time for the sweeper and street cleansing teams, as they need to deal with significant amounts of leaf fall. As well as keeping carriageways and gullies clear, they also try to keep high footfall areas, such as the four town centres and the main pedestrian routes, free of leaves. This work is weather-dependant. At times, leaves fall steadily, which means that the team can keep up with the work, but at other times, large amounts of leaves fall very quickly across the whole Borough. This then results in an operational challenge for the section. Please can Members report any areas of concern to the Environment Team.

Can I also remind Members to report to the County Council, any blocked or full drains.

(<https://www.nottinghamshire.gov.uk/transport/roads/report-a-flooding-or-drainage-problem>)

Green Rewards and Free Trees

It has been a year since my last full update on the Green Rewards platform and I would like to update Members on current progress. Across the Nottinghamshire platform, there are currently 7,227 members who have undertaken 292,000 actions, which has helped to prevent over 850 tonnes of carbon from being emitted.

From a Broxtowe perspective, there are 2,670 households registered on the platform. This is a 34% increase on the previous year and shows how committed and invested our residents are in tackling climate change.

Since the launch of the platform in October 2021, Broxtowe residents have:

- Avoided emitting over 200 tonnes of carbon.
- Actively travelled 73,000 miles (by walking, cycling). That's nearly three times round the world.
- Travelled 124,000 miles by public transport. That's half way to the moon!
- By having a 4-minute shower residents have saved enough water to fill over 40,000 baths.
- By using a reusable cup or bottle, residents have avoided using 19,000 single use plastic items.

Green Rewards not only has a clear carbon reduction focus, but also supports actions around the themes of biodiversity and wellbeing. In August of this year, Notts Green Rewards users, in collaboration with platform users from each of the Nottingham universities, held a photo competition to capture the best biodiversity photo in Nottinghamshire. The winner received a National Trust membership and I am

pleased to inform Members, that both first and second place prizes were awarded to residents of the Borough, which is a fantastic achievement.

I am pleased to share with Members that Eastwood St Mary's are the latest Ward Prize winners for the Platform. The users chose to have a tree planting scheme for their area and this will be undertaken in the next couple of months.

The bulb planting for the previous Ward Prize winners, Nuthall East and Strelley took place on Woodhouse Way at the beginning of December.

Following on from last year's success, Environment are again running the free tree giveaway, with more trees to give away than ever before. 800, UK native trees, including Rowan, Elder, Spindle and Silver Birch are on offer to Broxtowe residents.

These species have been chosen because they are beneficial to local wildlife and great for pollinators. The trees will be provided in biodegradable bags (which will need to be removed before planting) and are suitable for planting in a large pot. Instructions on how to plant these trees will be included. They will be delivered using our fully electric fleet vehicles in early January 2024.

Green Festivals 2024

I am pleased to announce that following on from the success of this year's Green Festivals, the upcoming Green Festival dates for 2024 have been confirmed. The first festival is scheduled to take place at the Hemlock Happening, on Saturday 8 June 2024, featuring a dedicated Green Zone. Following that, the Green Festival event will move to Coronation Park in Eastwood, on Saturday 23 September 2024. I will provide Members with further updates on these events in the upcoming months.

Pride in Parks

Improvements and developments

This year has seen substantial investment to enhance our parks and green spaces. This funding has focused on improving recreational facilities, accessibility, climate resilience, carbon sequestration and biodiversity.

Access Improvements

At Long Lane in Attenborough, the car park has been extended and resurfaced, with new gates fitted to keep the site secure.

Archers Field in Stapleford has benefitted from a resurfaced path, improving the pedestrian link from Bessell Lane to New Eatons Road; a popular school and commuting route.

In Eastwood, work has taken place in Coronation Park to improve the access road, with extensive works planned in the new year to resurface and repair the paths throughout the park. Eastwood Cemetery will also see significant improvements throughout the site to its paths.

At Hetley Pearson and Dovecote Lane Recreation Grounds in Beeston, new gates and access points are in fabrication and are due to be fitted before the Christmas break. This to protect the sites from any future unauthorised encampments.

Works are also programmed at the start of this month at Leyton Crescent recreation ground in Beeston Rylands. This is to create a 300-metre long pedestrian path, which will enable year round use of the site and will provide an off road pedestrian link from Leyton Crescent to Meadow Road.

Play Area Improvements

At Banks Road in Toton, the play area has been improved with an accessible rubber surface and new toddler unit, which has low level, inclusive activities built in.

Just off Markham Road in Bramcote, the Lowes' Estate play area has been refreshed, with a new seesaw and roundabout. The step access has been improved and an inclusive group basket swing has also been fitted.

Queen Elizabeth Park in Stapleford, is also due to have a basket swing installed. Further accessibility and inclusivity improvements to this park will be finalised in the New Year.

Rubber surfacing will be installed later this winter, at Cator Lane Recreation Ground in Chilwell. This will help to improve accessibility to the site.

For Bramcote Hills Park, a £100,000 funding bid is currently being finalised. Following an extensive consultation exercise (over 1,000 responses were received for this project). The improvements for this area include the installation of challenging, dynamic and accessible play equipment along with accessibility enhancements.

Biodiversity and Carbon Sequestration

The first delivery of trees for the winter planting programme have recently been delivered to the depot. This comprises of 1,800 native trees which will be used to create two new copses and an avenue of Limes, at Archers Field in Stapleford. These trees have been funded by a £19,000 grant from the Trees for Climate fund and will provide an additional half an acre of tree cover at the site. Local schools and community groups have been recruited to assist with planting.

A successful funding bid to the Urban Tree Challenge has also provided a £60,000 boost to tree planting throughout the Borough. Aimed at increasing the urban tree canopy, 90, semi mature trees will be planted in more populated areas. This will help to provide instant impact, shade and urban cooling, which in turn will help to mitigate against the impacts of climate change. The fund covers all planting and establishment costs, including watering for three years. Helping to ensure the best chances of success.

On Crow Hill, at the Southern end of Bramcote Hills Park, work on our “Wilder Crow Hill” area has started, with 100 home grown trees having been planted by the Canopy 2050 volunteers. Seed collected from local trees has been grown on to ensure local provenance for the tree stock. Further work will take place throughout the winter to enhance biodiversity in this area, including woodland wildflower and bulb planting.

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**COMMUNITY SAFETY PORTFOLIO
COUNCILLOR H J FACCIO**

Report to Council – 13 December 2023

Environmental Protection/Anti-Social Behaviour (ASB)

Enforcement

Community Protection Warnings – 4
Community Protection Notices – 3
Abatement Notice – 4

Prosecution file submitted – Breach of Criminal Behaviour Order
Air Quality Report submission feedback

Food Safety and Infectious Disease Control

Ongoing food hygiene inspection programme – on track to meet the yearly inspection plan. A small number of overdue visits caused by holidays and other urgent work.

The turnover of businesses and number of new food businesses continues to impact on the team. A total of 29 new food business registration forms received in last two months. Many of these are home caterers so it is believed that the cost of living crisis is resulting in many people trying to find additional income streams.

Ongoing involvement in E. Coli cases and Officers have spent considerable time following up on particular cases, dropping off sample pots and following up on laboratory results.

Animal and Special Treatments Licensing

General licensing – Two Special treatment renewals, five new Special Treatment licences and two new Registration applications for a tattooist and a body piercer.

Three interim animal licensing inspections were carried out and the team is in the final stages of licensing two new home dog boarders.

Official warning issued to an individual who is suspected of undertaking home dog boarding without a licence.

Ongoing investigations into illegal dog breeding.

Warrant executed in relation to an unlicensed kennels. The Police and RSPCA also attended. This is being followed up with a prosecution under Animal Welfare Act 2006.

Joint Working with Other Agencies

Joint operation with Trading Standards and Police to search for illicit tobacco at convenience store. Nothing found on this occasion but will assist Trading Standards in the future as and when they have an operation in Broxtowe.

Presentation/training session given to PDSA nurses and veterinarians at the PDSA Animal Hospital in Nottingham highlighting the work of the team in licensing animal activities and investigating unlicensed dog breeders.

Licensing

There have been 5 pub watches attended across the Borough.

120 taxi drivers have received their safeguarding refresher training another 30 will be done in December.

East midlands Airport taxi operation took place in October - 114 Taxi's checked which included 3 Broxtowe Borough Council registered taxis.

Licences issued (12.9.2023 to 06.11.2023)

2 new Personal Licences

34 Temporary Event Notices

5 Designated premises Supervisor Variations

2 Minor Premises Variations

4 Premises transfers

2 Full Variations

Operation Night Angel

Broxtowe Borough Council Licensing and ASB Officer, Police Licensing Officer and Eastwood Beat Team went out on the evening of 13 October 2023. 13 Licensed premises were compliance checked. One Licensed premise was found to be in breach after several previous warnings and will be issued with a Police Section 19 Order they have 7 days to comply or a Closure Order will be issued. Three Broxtowe Borough Council licensed Taxis were found not to have their driver badge on display a warning was issued. This operation is being rolled out in all areas of the Borough on the run up to Christmas.

Operation Night Angel was delivered in Stapleford when 13 venues checked and 1 section 19 statement was issued for non-compliance with CCTV.

9 joint visits with police licensing officer to venues regarding issues such as incidents report to police over the weekends.

Operation Night Angel will again be delivered on 1 December 2023 in Beeston targeting licensed premises, weapon carrying and the night time economy. A multi-district taxi operation will be undertaken in the City before Christmas. The licensing officer will be delivering evening and weekend patrols in the run up to Christmas.

Multi Agency Taxi Inspections

On 3 October 2023, The Licensing Enforcement Officer attended East Midlands Airport Multi Agency Taxi enforcement initiative where 114 vehicles were inspected. General issues identified with the licensed vehicles were cleanliness, lights inoperative, no spare wheel/inflation kits and tyres close to legal limits. Advice was given to the drivers of the vehicles by Enforcement Officers.



Seven drivers did not have their Hackney Carriage/Private hire driver's licences with them. Therefore, checks were carried out at the time with the relevant licensing authority to ensure they had the correct licences in place and their identity also checked by the Police.

Two issues referred to North West Leicestershire to investigate further, one minibus being operated by a local hotel, currently no driver's/vehicle or operator's licenses in place and possible non-compliance with insurance and a licensed driver who stated had retired, (drivers licence still current) who had let their vehicle and operator's licence lapse observed carrying paying passengers.

Four Broxtowe Borough Council Taxis were checked and one of our drivers was found not to be carrying his badge and a first aid kit as part of his conditions of licence.

New Taxi Licences issued between (12.9.2023 to 6.11.2023) include five new vehicle licences and five new driver badges.

ASB

The ASB team continue to hold regular ASB multi agency meetings to swiftly and effectively resolve anti-social behaviour cases where a multi-agency response is required.

Active community engagement is a cornerstone of the ASB team's approach and they will be attending the disabilities event in Stapleford on 30 November to deliver crime prevention advice. They also participated in the Green Space event in Eastwood on Coronation Park providing crime prevention advice and Bike Marking to deter potential bike thieves.

The countywide ASB Taskforce has been meeting regularly to review ASB delivery across the county identifying

An application for a community trigger has been received and a panel is planned for 06 December to review the case.

The ASB team plans to unite with the Police in the coming months to address crime and ASB issues within the night-time economy.

Broxtowe Crime Reduction Plan

The recently merged and approved Broxtowe Crime Reduction Plan (BCRP) is actively implementing comprehensive actions across the entire borough in a proactive move to address the root causes.

The ASB team will restart local primary and secondary school's interventions from November onwards to deliver informative talks on anti-social behaviour and crime, aiming to educate children about the associated dangers. By fostering awareness and understanding at an early age, the team seeks to contribute to a safer and more informed community with a focus on ASB and community safety.

Darker Nights

The 2023 Darker Nights Campaign has been delivered through social media to raise awareness of crime types which are more prevalent during the run up to Christmas and the winter months.

Domestic Abuse

White Ribbon Campaign objectives have all been met for 2023 and we are on target to complete all actions on the white ribbon action plan before the end of our accreditation period. We are working in partnership with Broxtowe Women's Project to develop or respective White Ribbon Action Plans for 2023-26 to support the process for reaccreditation will start once we receive communication from White Ribbon Headquarters on how to proceed.

We are currently delivering events and awareness raising for the White Ribbon 16 days of action and we recently held a flag raising event which was very successful with increased attendance on previous years, several other events will be delivered over the period in line with our organisational aims.

Broxtowe will be taking over the completion of sanctuary property assessments from the Police moving forward and staff have been trained to the appropriate qualification standard to carry this out. Once the coursework and assessments required have been returned as successful we will finalise taking over the process from the Police.

Violence

Broxtowe is an active member of the Serious Violence Duty Implementation Group and is currently meeting all targets required to meet the Duty in January. The readiness assessment has been completed and South Notts Community Safety Partnership (CSP) have developed a response plan which will be approved by the South Notts CSP in December.

Report of the Chief Executive

REVIEW OF LICENSING ACT 2003 STATEMENT OF LICENSING POLICY 2024 - 2029

1. Purpose of Report

To advise Members of the response to the consultation of the Council's draft reviews Licensing Act 2003 Statement of Licensing policy for 2024-2029.

2. Recommendation

The Committee is asked to RECOMMEND to Full Council that the Statement of Licensing Policy be approved for publication by 7 January 2024 and implementation on 7 January 2024 by Full Council on 13 December 2023.

3. Detail

Members approved the content of the draft Statement of Licensing Policy on 12 September 2023 for statutory consultation between 13 September 2023 and 25 October 2023.

Comments have been received following the consultation and a schedule of the comments and the proposed response together with any proposed amendments to the policy is attached at Appendix 1.

A change table incorporating the proposed amendments to the policy is attached at Appendix 2.

The Equality Impact Assessment which accompanied the report on the draft Statement of Licensing Policy is attached at Appendix 3.

Members are asked to approve the proposed amendments and recommend that the policy be approved by Full Council on the 13 December 2023.

The Council is required to publish the revised policy by 7 January 2024 and implement on 7 January 2024.

4. Financial Implications

The comments from the Head of Finance Services were as follows: There are no additional financial implications to consider at this consultation stage with activity being contained within existing budgets. Any significant budget implications going forward, over and above virement limits, would require approval by Cabinet.

5. Legal Implications

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

The Licensing Act 2003 Act specifies a minimum level of consultation which the Council must carry out before determining its licensing policy for a 5-year period. Section 5(3) of the Act requires specified persons and bodies to be consulted, this has been done. When determining its' licensing policy, the Council is required to have regard to promoting the four licensing objectives. Failure to formally review the Statement of Licensing Policy in accordance with Section 5 of the Licensing Act 2003, the Regulations and Associated Guidance would mean that the Council would not be able to comply with its statutory duty and would leave it open to legal challenge.

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

No comments.

7. Union Comments

The Union comments were as follows:

No Comments

8. Climate Change Implications

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

No comments

9. Data Protection Compliance Implications

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

10. Equality Impact Assessment

As this is a change to policy an equality impact assessment is included in the appendix to this report.

11. Background Papers

Nil

Licensing and Appeals Committee
14 November 2023
Alcohol Policy Representation Response

Representation	Comment	Action Recommended
<p><u>Tom Clark – Nottinghamshire Fire & Rescue Service.</u></p> <p>Within the draft Licensing Policy 7.11 there is the following paragraph:</p> <p><i>“Applicants are expected to have carried out the relevant assessments under other legislation (e.g. fire precautions, health and safety at work, etc) prior to submitting their applications. These assessments should be used to identify particular issues. . . ”</i></p> <p>We would like to offer the following alternative for the above:</p> <p>Alternative:</p> <p><i>“Applicants are expected to have carried out the relevant risk assessments under any other relevant legislation (e.g. fire safety, health and safety at work, etc) prior to submitting their applications. These assessments should be used to identify those particular issues. . . ”</i></p> <p>We feel the use of the words fire safety is more appropriate than fire precautions, and any promotion you can offer towards compliance with fire safety legislation is appreciated and demonstrates enhanced partnership working towards better regulation.</p>	<p>It is considered that the response by Nottinghamshire Fire & Rescue to change the words in paragraphs 7.11 and the addition of a bullet point at 7.15 will assist with the promotion of licensing objectives.</p>	<p>Amend paragraphs 7.11 and 7.15 in line with the proposals put forward by the Nottinghamshire Fire & Rescue Service.</p>

Furthermore any opportunity to promote compliance with other legislation for example fire safety, health and safety etc. would be of benefit.

As an example: but not exhaustive;

- a) Within 7.15 is there is an opportunity to have a bullet point similar to “compliance with all **appropriate / relevant / applicable**** legislation”. **(delete the ones not required**)**

I have replied with very similar feedback to other licensing draft policies across the county, and I am very encouraged and grateful that a shared suggestion to these authorities has been adopted into 7.15 (the first bullet point).

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REFERENCE

APPENDIX 2

Policy Section	Suggested Change	Reason for Change
<p>7.11</p> <p><i>“Applicants are expected to have carried out the relevant assessments under other legislation (e.g. fire precautions, health and safety at work, etc) prior to submitting their applications. These assessments should be used to identify particular issues. .</i></p>	<p>7.11</p> <p>“Applicants are expected to have carried out the relevant risk assessments under any other relevant legislation (e.g. fire safety, health and safety at work, etc) prior to submitting their applications. These assessments should be used to identify those particular issues. .</p>	<p>Representations from Nottinghamshire Fire & Rescue Service to change the wording.</p> <p>They feel the use of the words fire safety is more appropriate than fire precautions, and any promotion you can offer towards compliance with fire safety legislation is appreciated and demonstrates enhanced partnership working towards better regulation.</p>
<p>7.15</p> <p>Examples of recommended management practice to ensure public safety:</p> <ul style="list-style-type: none"> • The preparation and application of appropriate risk assessments. • The setting and monitoring of 	<p>7.15</p> <p>Examples of recommended management practice to ensure public safety:</p> <ul style="list-style-type: none"> • The preparation and application of appropriate risk assessments. • The setting and monitoring of occupancy levels for the premises. • Reasonable facilities, access and egress for people with disabilities. • Having glassware policies. 	<p>Representations from Nottinghamshire Fire & Rescue Service to promote compliance with other legislation for example, fire safety.</p>

Policy Section	Suggested Change	Reason for Change
<ul style="list-style-type: none"> • occupancy levels for the premises. • Reasonable facilities, access and egress for people with disabilities. • Having glassware policies. 	<ul style="list-style-type: none"> • Compliance with all appropriate/relevant/applicable** legislation (**delete the ones not required) 	

REFERENCE

EQUALITY IMPACT ASSESSMENT (EIA)

Directorate:
Chief Executive's
Lead Officer Responsible for EIA:
Chief Environmental Health Officer
Name of the policy or function to be assessed:
Statement of Licensing Policy 2024-2029
Names of the officer undertaking the assessment:
Licensing Manager
Is this a new or an existing policy or function?
Existing
<p>1. What are the aims and objectives of the policy or function?</p> <p>This Policy Statement aims to establish sensible controls and appropriate guidance to encourage and further the efforts that are being made by the Council and its partners together with the licensed trade to help the Authority deal with issues that may arise from licensable activities.</p> <ol style="list-style-type: none"> 1. The sale by retail of alcohol 2. The supply of alcohol by or on behalf of a club to a member 3. The provision of regulated entertainment 4. The provision of late night refreshment <p>This will be achieved by:</p> <ul style="list-style-type: none"> • Establishing and building upon best practice within the industry; • Recognising and facilitating the role of partners and stakeholders; • Encouraging self-regulation by licensees and managers; • Providing a clear basis for the determination of licence applications; and • Supporting related policies and strategies of the Borough Council. • An inspection and enforcement regime targeted at premises that present a high risk. <p>The Licensing Authority must carry out its functions under the Licensing Act 2003 with a view to supporting the four Licensing Objectives:</p> <ul style="list-style-type: none"> • The prevention of crime and disorder; • Public safety; • The prevention of public nuisance; and • The protection of children from harm.

2. What outcomes do you want to achieve from the policy or function?

The policy is intended to define how applications are made and dealt with under the relevant legislation. It also sets out matters that applicants must consider when making such applications and gives clear guidance on matters to be considered by the licensing authority when determining the applications. It will also assist in supporting the Council's objectives as set out in the Equality and Diversity Policy

The policy will integrate with other initiatives that will:

- Reduce crime and disorder
- Encourage tourism, creating a vibrant licensed economy
- Reduce alcohol misuse
- Ensure the safety of children and vulnerable adults in the licensed economy
- Ensure a fair and consistent approach to the consideration of applications and management of those premises granted a licence.

3. Who is intended to benefit from the policy or function?

Applicants, Responsible Authorities, other stakeholders, the public and the licensing authority will benefit from the policy. In particular, Councillors, ensuring that as decision makers and representatives of their residents, they understand the considerations required.

Responsible Authorities are:

- the relevant licensing authority and any other licensing authority in whose area part of the premises is situated;
- the chief officer of police;
- the local fire and rescue authority;
- the relevant enforcing authority under the Health and Safety at Work etc Act 1974;
- the local authority with responsibility for environmental health;
- the local planning authority;
- a body that represents those who are responsible for, or interested in, matters relating to the protection of children from harm;
- each local authority's Director of Public Health (DPH) in England
- the local weights and measures authority (trading standards); and
- Home Office Immigration Enforcement (on behalf of the Secretary of State).

4. Who are the main stakeholders in relation to the policy or

function?

Operators of licensed premises, Responsible Authorities, the public and the licensing authority are all stakeholders in the policy. The Policy is statutorily reviewed every 5 years. The policy review is widely consulted upon with all stakeholders.

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

According to research undertaken by the Joseph Rowntree Foundation, (Ethnicity and alcohol; – A review of the literature Hurcombe, Bailey & Goodman. Joseph Rowntree Foundation 2010) overall, most minority ethnic groups have higher rates of abstinence, and lower levels of frequent drinking and heavy drinking compared with the British population as a whole and to people from white backgrounds. However, there is considerable variation between and within different minority ethnic group populations in their drinking behaviours and frequent and heavy drinking can occur in some communities. The controls provided by the reviewed policy will affect all equality strands equally

There are 389 premises licensed by the authority.

- 196 on/off/both Licensed premises
- 109 are licensed for off sales only.
- 16 premises hold Club premises certificates.
- 26 premises are licensed for Late Night Refreshment only
- 58 community premises which are licensed for entertainment only (no sale of alcohol).

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

The Licensing policy references equality issues in paragraph 9.1:

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

The Licensing Authority working in partnership in particular with Nottinghamshire Police and their Licensing team follow a policy of early intervention when any issues arise.

Test purchasing for under age sales by Police and Trading Standards Officers has resulted in a limited number of fixed penalties being issued but no premises prosecuted for offences. Anecdotally there are few reports of under-age sales.

There are three Pubwatch schemes operating in the Borough supporting the aims and objectives of the policy.

There have been no reported issues relating to any of the equality strands.

The House of Lords Select Committee on the Licensing Act 2003 in 2017 concluded that:

“We do not recommend adding as a licensing objective “compliance with the Equality Act 2010” or “securing accessibility for disabled persons”.

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

The Statement of Licensing Policy is reviewed and widely consulted upon every 5 years. This is a statutory function of the Licensing Authority. Consultees are identified in the Licensing Act 2003 and the consultation process includes a number of other interest parties:

- All Broxtowe Borough Councillors
- All Parish/Town Councils within the borough
- All Broxtowe Borough Council Heads of Service
- CAMRA
- Association of Convenience Stores
- Local MPs
- East Midland Ambulance Service
- Children and Adult Safeguarding Boards
- Licensing Solicitors
- Licensed Premises Operators
- Club Operators
- Nottinghamshire Police

Association of Licensed Multiple Retailers
Health & Safety Executive
Nottinghamshire Police
Principal Community Safety Officer
Nottinghamshire Fire & Rescue Service
Association of Town Centre Managers
Trading Standards Service
British Beer & Pub Association
British Institute of Innkeeping
NHS – Nottinghamshire County
All Pubwatches
Local Taxi Operators

There were five responses to the previous consultation in 2018, none of which related to any equality strands.

There will be a consultation on the 2019-24 policy review and full use will be made of the Council's website consultation process as well. Should any response from the current consultation indicate concerns, the matter will be reported to the Licensing and Appeals Committee for consideration and resolution.

The policy will remain under review throughout its lifetime and may be subject to early review if required.

8. From the evidence available does the policy or function affect or have the potential to affect different equality groups in different ways?

In assessing whether the policy or function adversely affects any particular group or presents an opportunity for promoting equality, consider the questions below in relation to each equality group:

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

The Council aims to ensure that services provided are relevant to the needs of all sections of the communities. The stated policies are not expected to adversely affect any of the protected equalities groups highlighted in this assessment. The Council is aware of the negative impact of alcohol on some specific groups

(children, those with mental health issues, particular ethnic groups), therefore in some cases the reviewed policy may have a positive effect.

The policy does not target or exclude any particular body. However, a number of issues of vulnerability and safeguarding are addressed in the statement.

Paragraph 7.14 and Section 8 identify matters in relation to safeguarding of children and other vulnerable persons.

Whilst licensees are able to ban persons from their premises. They are under a duty not to discriminate on grounds of equality.

The policy at 7.37 actively encourages diversity in the licensed economy.

The policy also outlines measures and limitations in respect of “adult entertainment”

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

The revised policy will apply equally across all groups and communities in the borough.

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

There are no barriers in respect of the policy being accessed and utilised by any equality group or community. The policy is available for all to use.

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

The implementation of the Licensing Act and the Statement of Licensing Policy engendered a close working relationship with all stakeholders across the County. Safeguarding and vulnerability issues have been and continue to be dealt with by the Nottinghamshire Authorities Licensing Group (NALG). Work is ongoing in respect of CSE and vulnerability issues at licensed premises.

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

equality?

Should any evidence arise as a result of the comprehensive consultation process or indeed become apparent during the life of the statement, it will be considered and if necessary acted upon. There are no barriers to revisiting the statement and revising if necessary throughout the five-year period.

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

One of the licensing objectives is protection of children from harm. NALG will continue to work in partnership with Nottinghamshire Police and the County Safeguarding Boards to address the issues of CSE and vulnerability on Licensed premises.

The statement of policy supports these initiatives.

Disability:

No adverse impact has been identified. However, businesses have a duty under national legislation to make reasonable adjustments for people with disabilities. Should there be any reported incidents or issues, the licensing team will liaise with planning to assist in resolving matters.

Gender Reassignment:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Marriage and Civil Partnership:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Pregnancy and Maternity:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Race:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Religion and Belief:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Sex:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. The issue of adult entertainment is addressed in the statement. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Sexual Orientation:

No adverse impact has been identified through previous consultations, premises visits and on-going monitoring. Should any matters arise, the licensing team will liaise with the appropriate partners to resolve matters.

Head of Service:

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

Signature of Head of Service:

Report of the Executive Director

REVIEW OF POLLING DISTRICTS AND POLLING PLACES

1. Purpose of Report

To ask the Committee to recommend to Council the proposed changes to the polling districts and polling places set out in the appendices to the report.

2. Recommendation

The Committee is asked to RECOMMEND to Council that the proposed changes to the polling districts in appendix 2 and the designation of polling places set out in appendix 3 to the report be approved.

3. Detail

At the Governance, Audit and Standards Committee on 17 July 2023 a report was noted regarding the proposed arrangements for a review of polling districts and polling places. Following public consultation, a number of representations were received, these are shown in appendix 1, along with (Acting) Returning Officer comments.

Maps showing the proposed new polling district boundaries are included in appendix 2. The changes proposed in Awsworth and Cossall are required to align the current ward boundary with the new parliamentary constituency boundary, which will come into effect at the next parliamentary election. Creating two new polling districts will ensure those electors affected vote at a polling place within the correct parliamentary constituency. The proposed change at Greasley also follows the parliamentary boundary review, an extra polling district was previously required due to a discrepancy between the parliamentary and ward boundaries, this will be resolved when the new parliamentary boundary takes effect. The remaining polling district changes aim to improve access for voters to an appropriate polling place.

Appendix 3 details the proposed amendments to polling places. The changes are recommended following preliminary consultation work, suggestions from the local community and current polling places being no longer available. The new polling places will need to be designated by Council so that they are effective for the elections in May 2024 onwards.

4. Financial Implications

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

There are no additional financial implications to consider at this stage with activity being contained within existing budgets. Any significant budget implications going forward, over and above virement limits, would require approval by Cabinet.

5. Legal Implications

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

Section 31 of the Representation of the People Act 1983 states that for local government elections, the Council may divide the borough or any ward thereof into polling districts and may alter any polling districts. Any power to constitute polling districts for the purpose of local government elections shall be exercised so that electors from any parliamentary polling district wholly or partly within the electoral area can, in the absence of special circumstances, be allotted to a polling station within the parliamentary polling place for the district unless the parliamentary polling place is outside the electoral area. The Electoral Commission guidance confirms that outside of compulsory reviews, all polling places and polling stations should be kept under consideration and an evaluation of their suitability carried out after each election.

6. Human Resources Implications

There are no Human Resources implications.

7. Union Comments

There are no comments from the Union.

8. Climate Change Implications

There are no comments from the Waste and Climate Change Manager.

9. Data Protection Compliance Implications

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

10. Equality Impact Assessment

The review has been carried out to make sure that all electors have such reasonable facilities for voting as are practicable in the circumstances.

11. Background Papers

Nil.

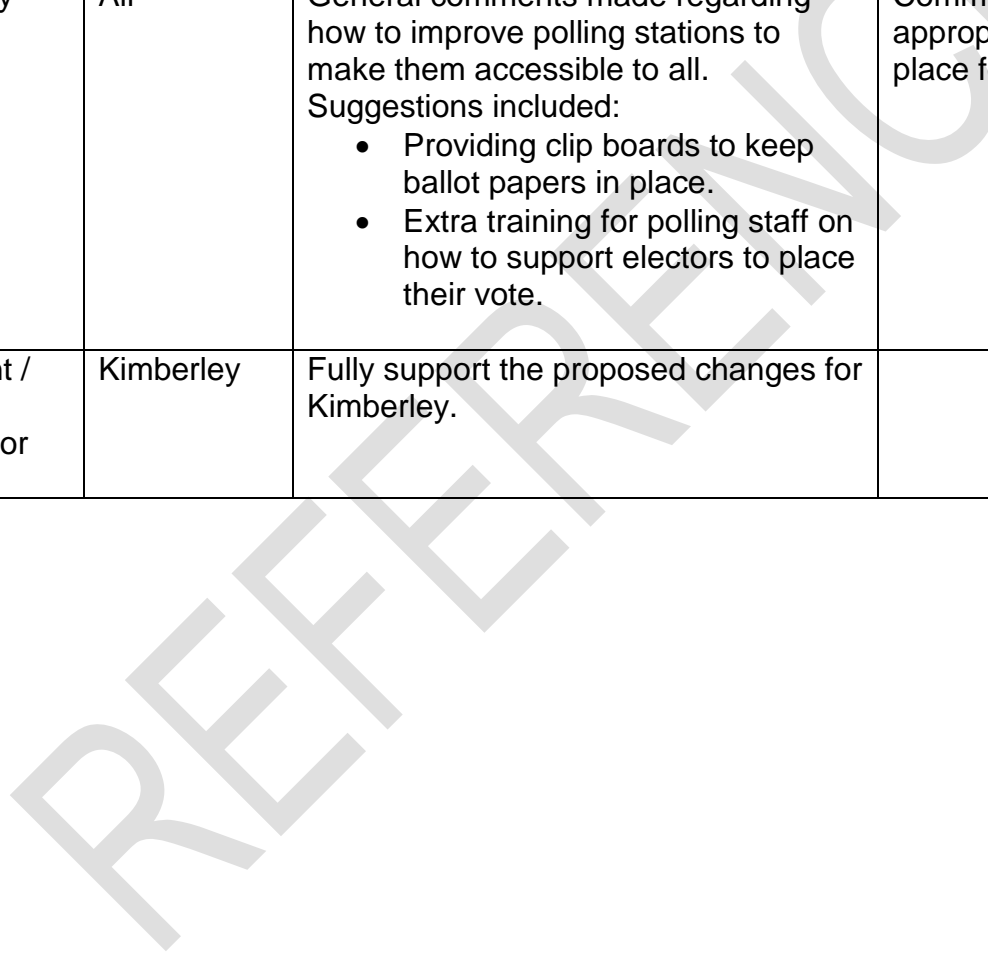
APPENDIX 1

Representations Received During Public Consultation

Reference	Connection to polling district	Polling District(s) commented on	Representation	(Acting) Returning Officer Comments
PDR/001	Resident / Community	NES3 / NES4	<p>Extra polling places should be supplied for:</p> <ul style="list-style-type: none"> • Properties off College Way, near Bilborough College due to distance to current polling place (Strelley Hall). • Properties off Hempshill Lane due to need to cross roundabout to access polling place (Nuthall Temple Centre). 	<p>There are no community buildings available within those areas, very limited parking, particularly near the college, and no appropriate location for a temporary unit. Splitting the polling districts would also mean that any resulting polling places would be serving a very small number of electors. The situation will be monitored and a change recommended should alternative venues be identified in the future.</p>
PDR/002	Resident	BCT1	<p>Preferred Cemetery Chapel on Wollaton Road for voting – steep hill to Bramcote Memorial Hall</p>	<p>The Cemetery Chapel building is not regularly used and so does not have appropriate facilities for polling staff. Bramcote Memorial Hall is a well established polling place and has been used for many years without issue. The situation will be monitored and a change recommended should an alternative venue be identified in the future.</p>

Reference	Connection to polling district	Polling District(s) commented on	Representation	(Acting) Returning Officer Comments
PDR/003	Political party	Eastwood / Brinsley	Support keeping current arrangement of polling districts and polling places, it is the best fit possible and well established.	<p>Electorate numbers between GRE1 and GRE4 are well balanced. Moving streets would increase the electorate in one polling district and may result in the need for another polling station. The GRE1 polling station is reasonably close to the streets listed but electors may question why they would not be voting at the polling place closest to them – GRE4.</p> <p>GRE5 was required due to a discrepancy between the current ward and parliamentary boundaries, this will be resolved when the new parliamentary boundaries take effect. The current polling district covers a large rural area but has very few electors, even with the extra streets suggested this would only be 81 polling station voters. With so few electors it is not a viable polling district.</p>
		Greasley	<p>GRE2/GRE3 - well established, no suitable alternative to temporary stations.</p> <p>GRE1/GRE4 - suggest alteration to boundary and move Hill Close, Brook Close, Scargill Avenue, Scargill Close and Valley Drive from GRE4 to GRE1 to ensure all Valley Drive estate is within one polling district.</p> <p>GRE5 - keep GRE5 polling district (do not merge with GRE1) and expand to include Moorgreen, Church Road and New Road.</p>	

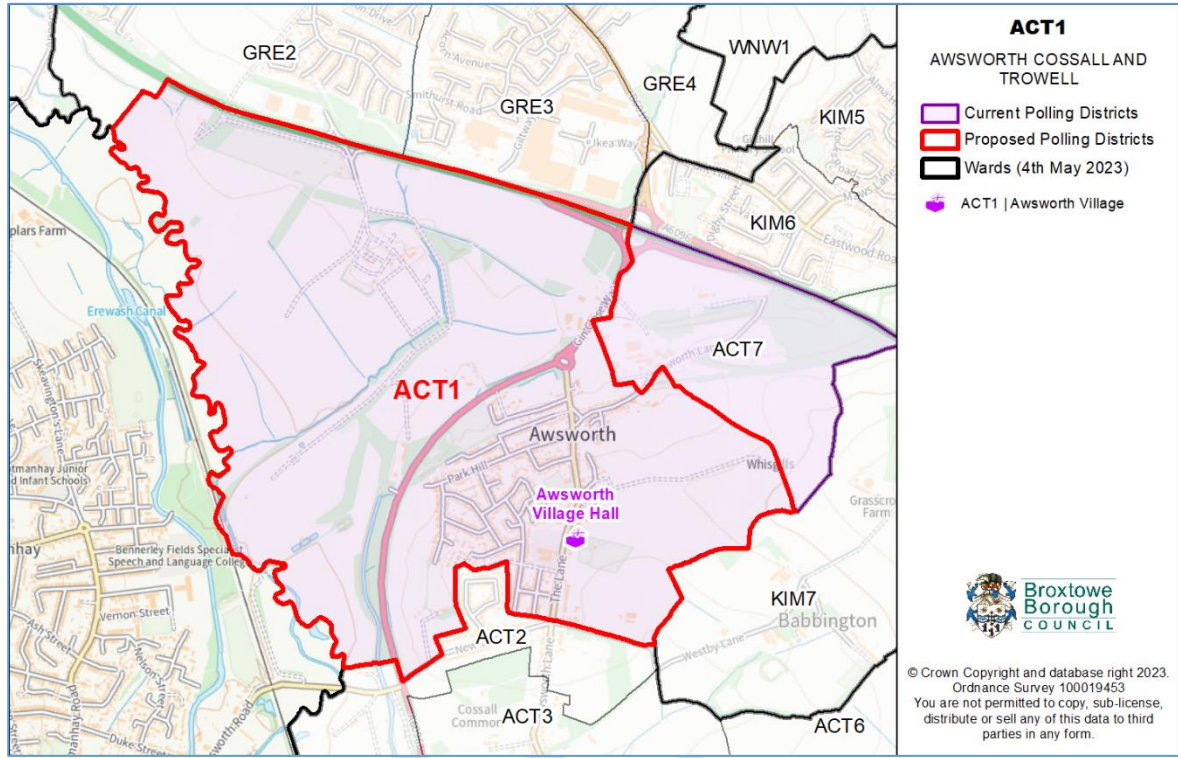
Reference	Connection to polling district	Polling District(s) commented on	Representation	(Acting) Returning Officer Comments
PDR/004	Disability Group	All	General comments made regarding how to improve polling stations to make them accessible to all. Suggestions included: <ul style="list-style-type: none"> • Providing clip boards to keep ballot papers in place. • Extra training for polling staff on how to support electors to place their vote. 	Comments will be followed up and the appropriate recommendations put in place for May 2024 elections.
PDR/005	Resident / Parish Councillor	Kimberley	Fully support the proposed changes for Kimberley.	



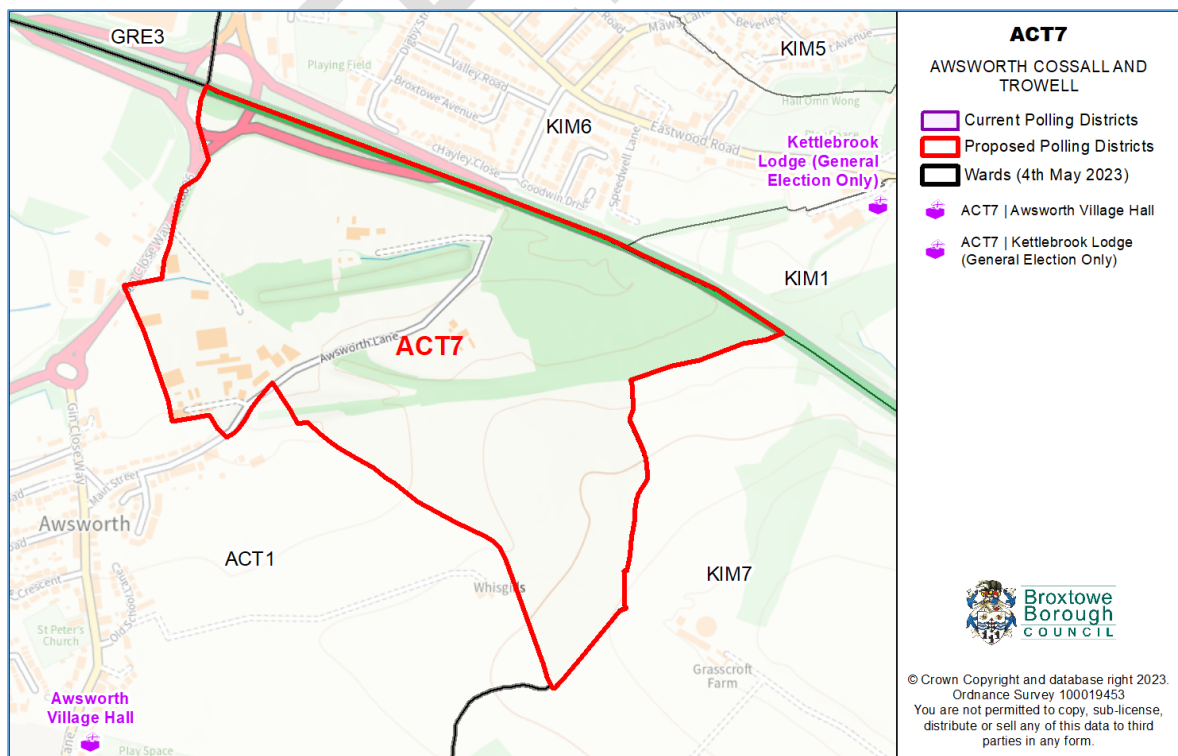
APPENDIX 2

Recommended Changes to Polling Districts

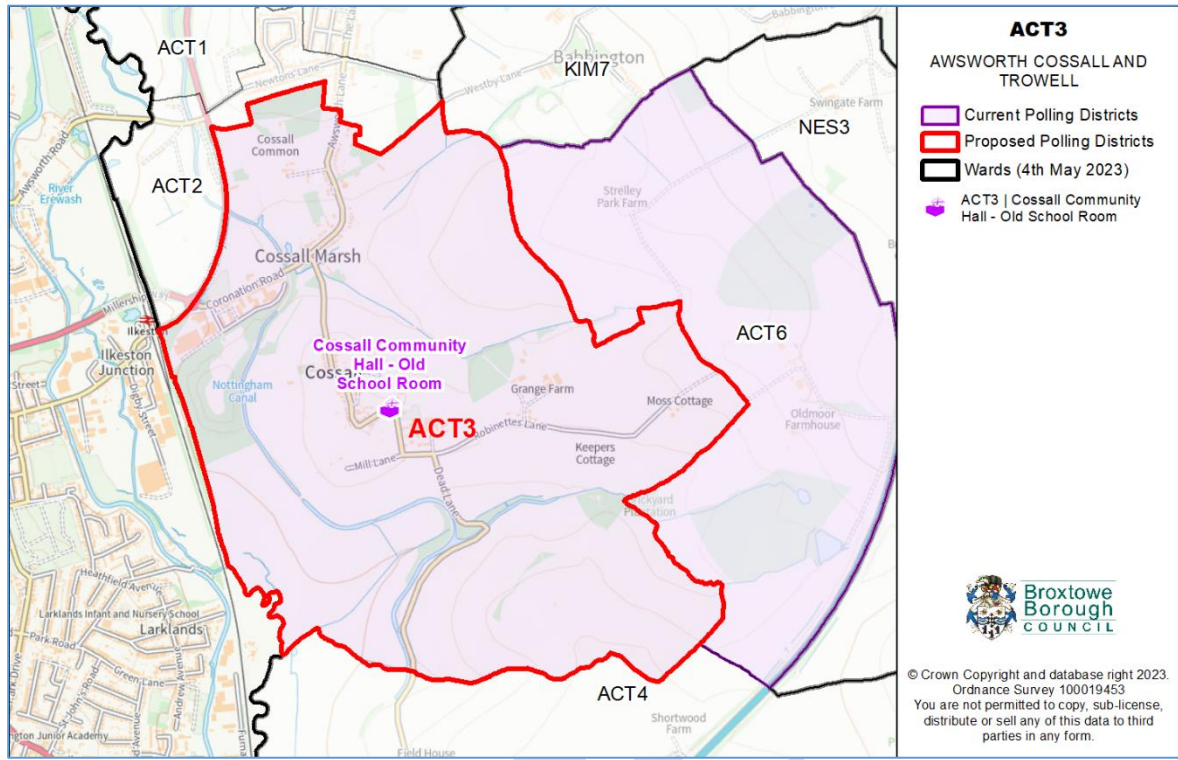
Awsworth, Cossall and Trowell – ACT1



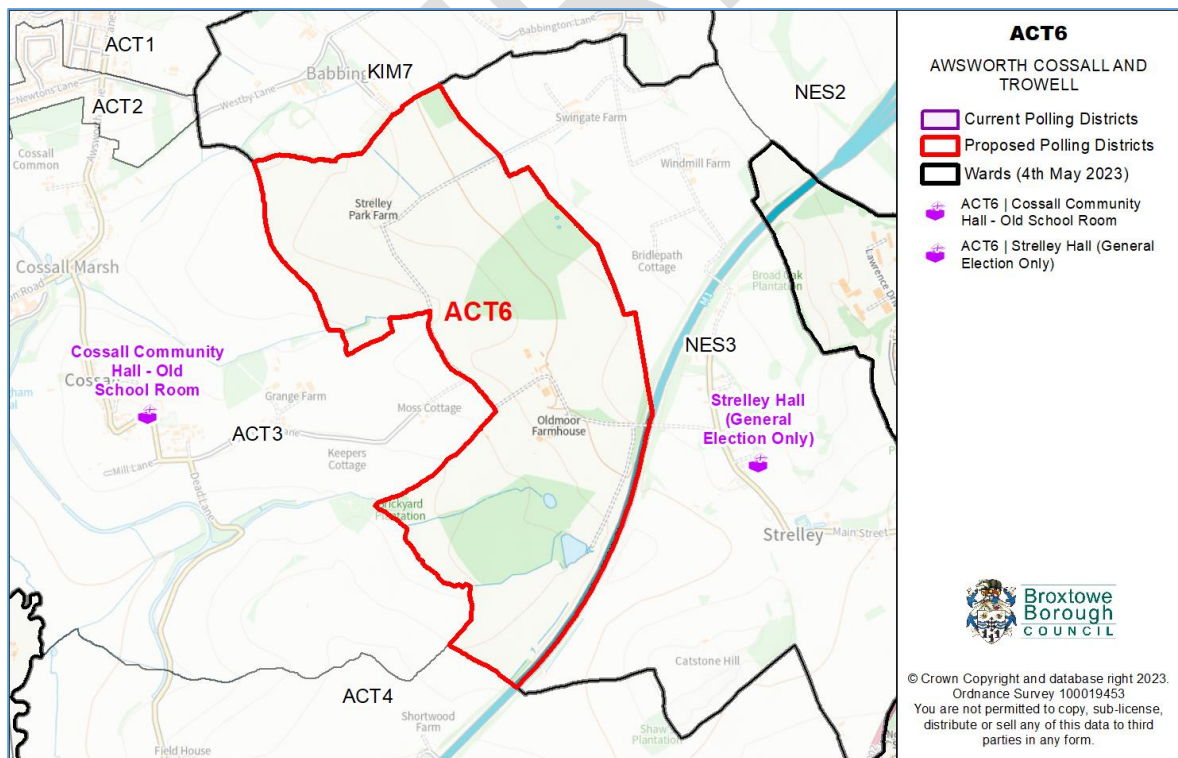
Awsworth, Cossall and Trowell – ACT7



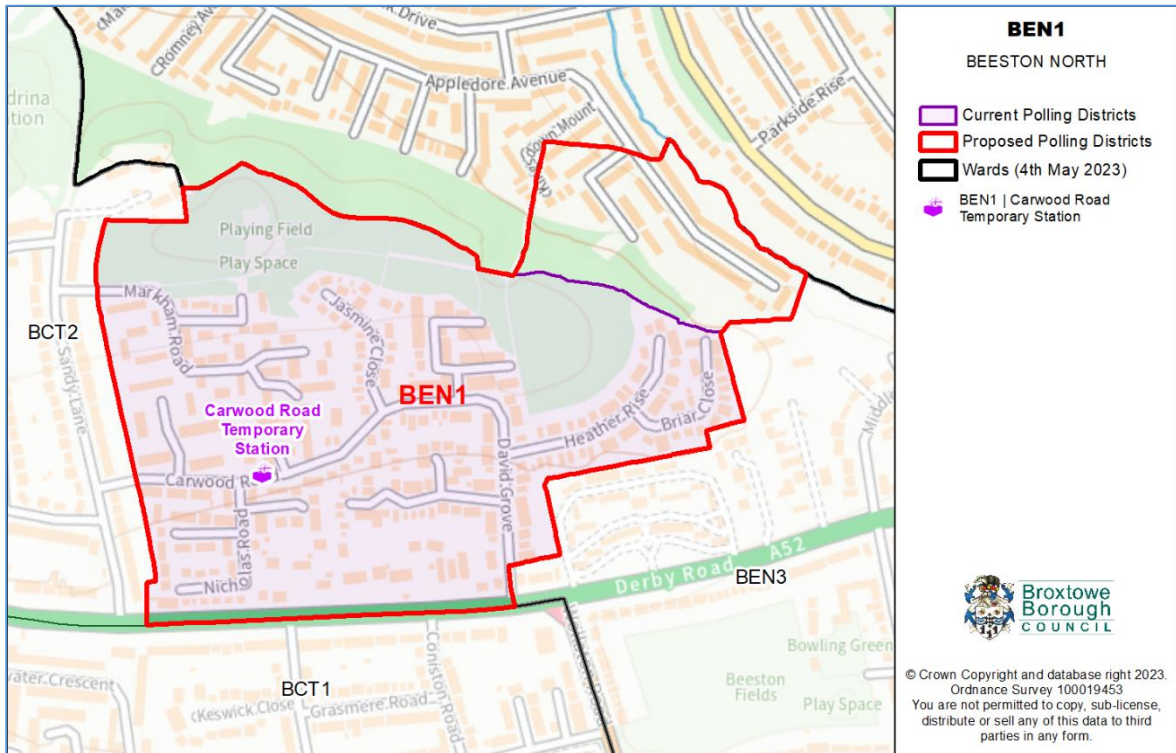
Awsworth, Cossall and Trowell – ACT3



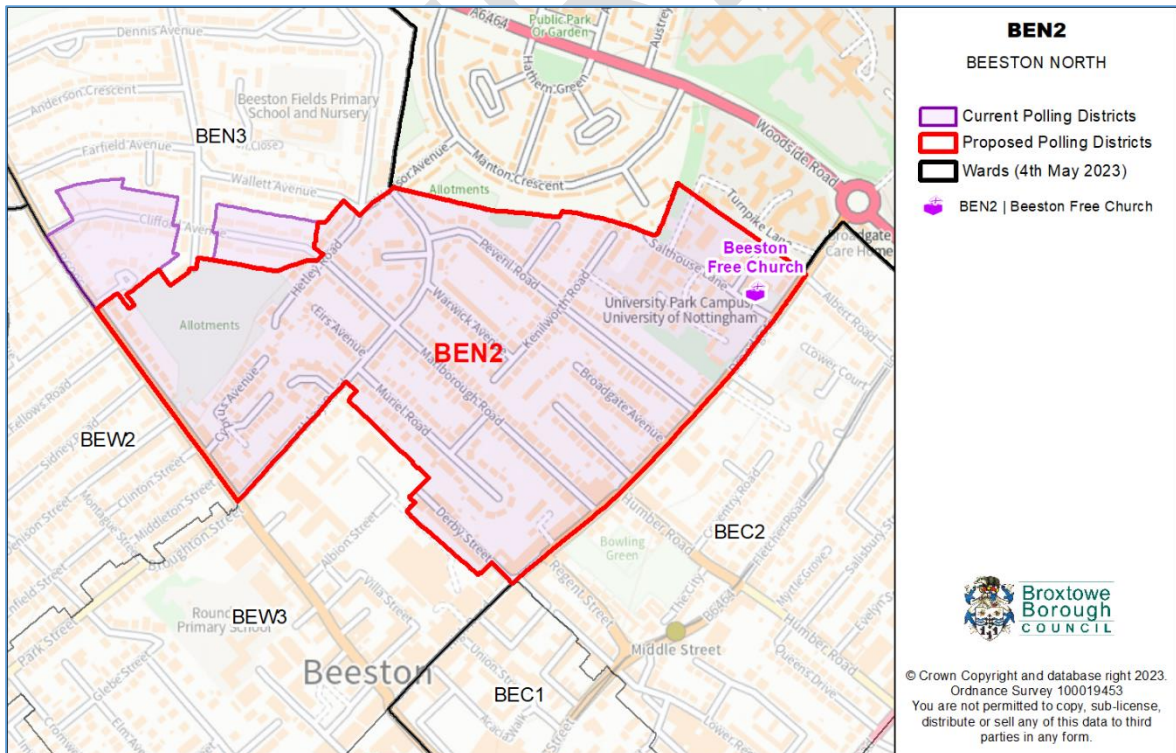
Awsworth, Cossall and Trowell – ACT6



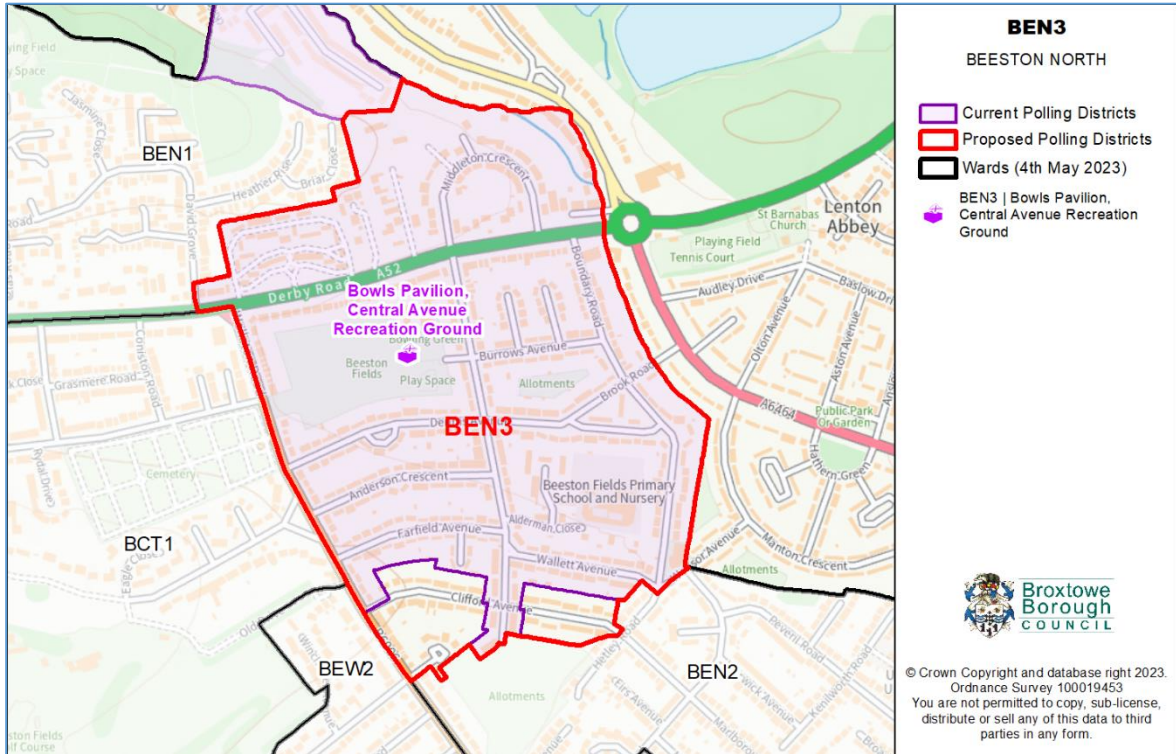
Beeston North – BEN1



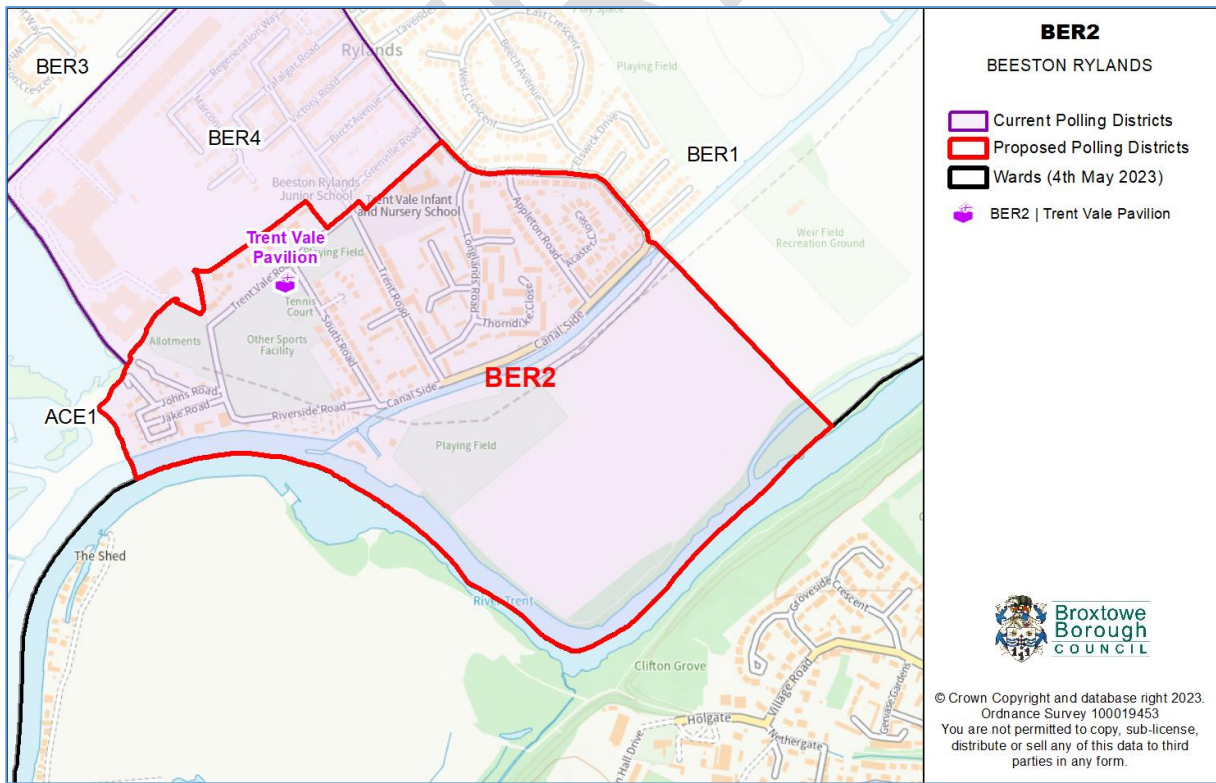
Beeston North – BEN2



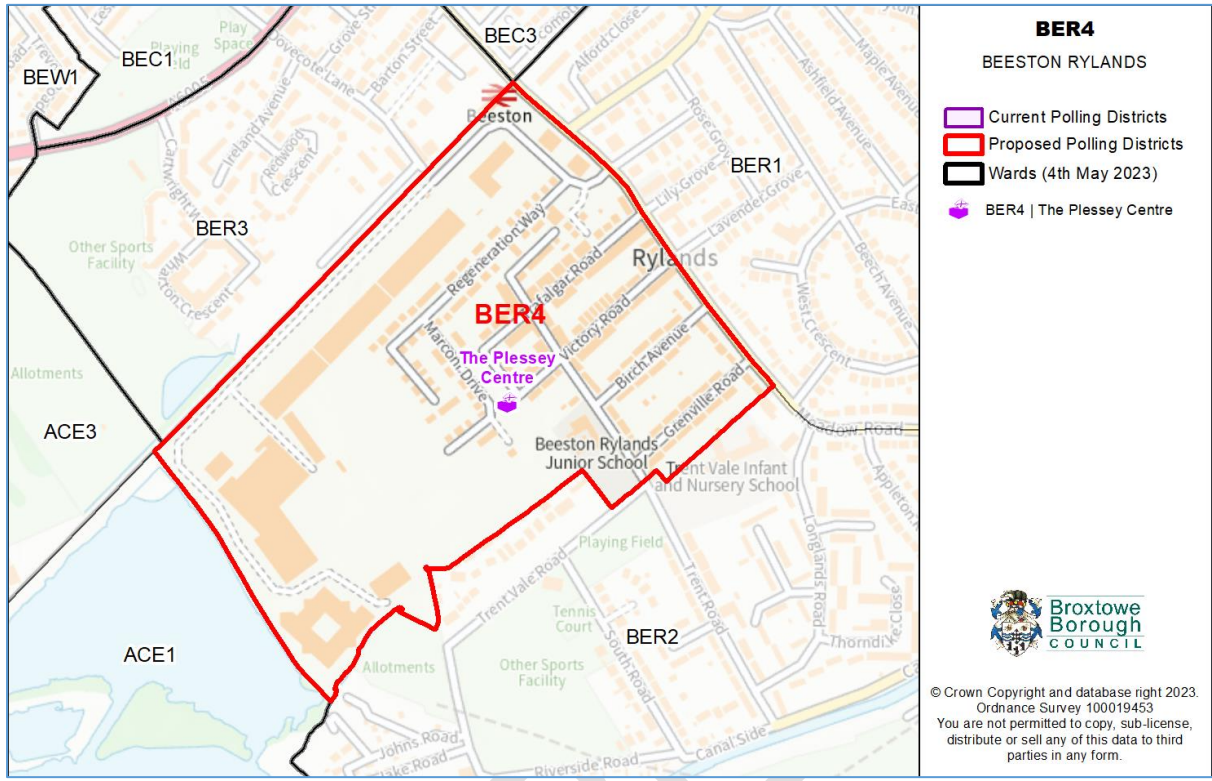
Beeston North – BEN3



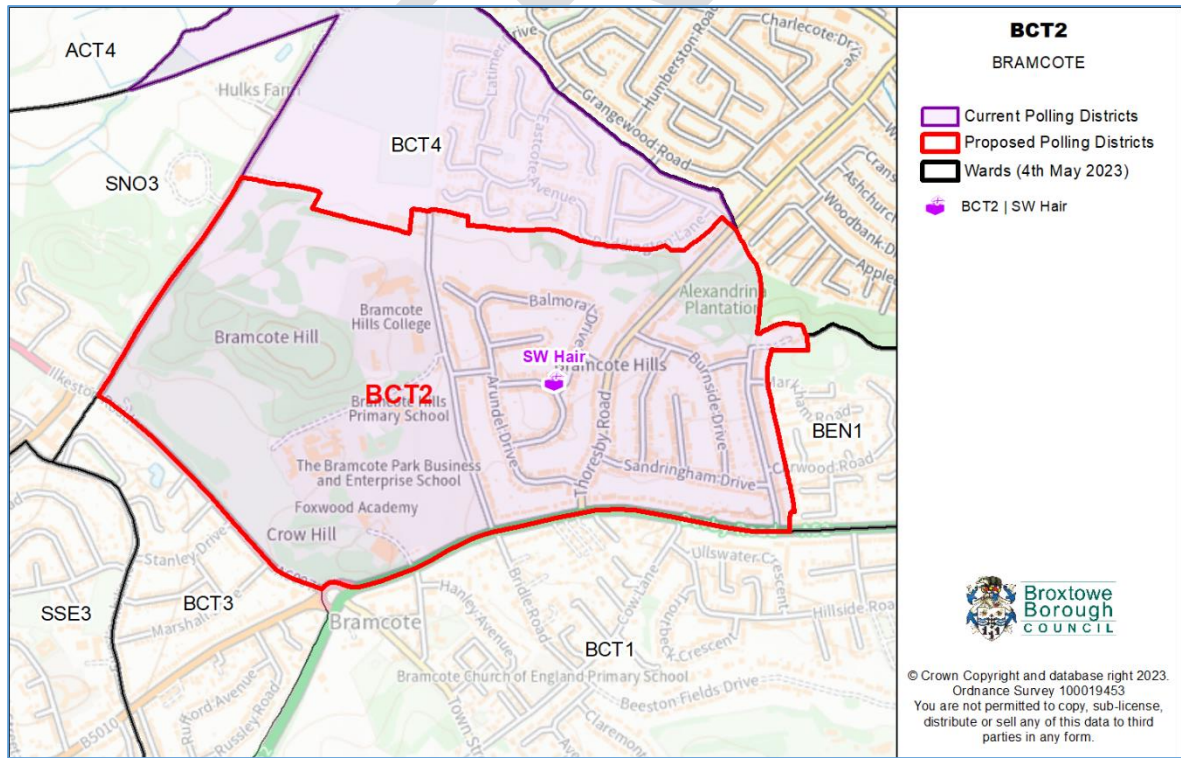
Beeston Rylands – BER2



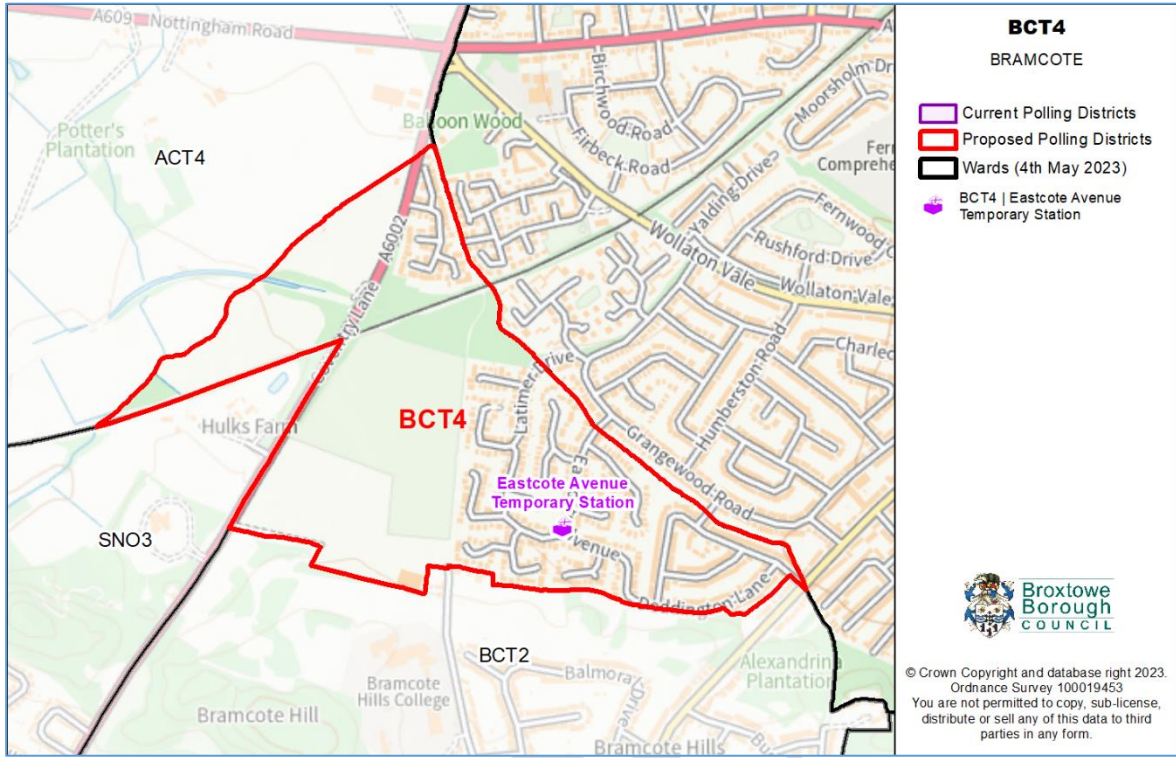
Beeston Rylands – BER4



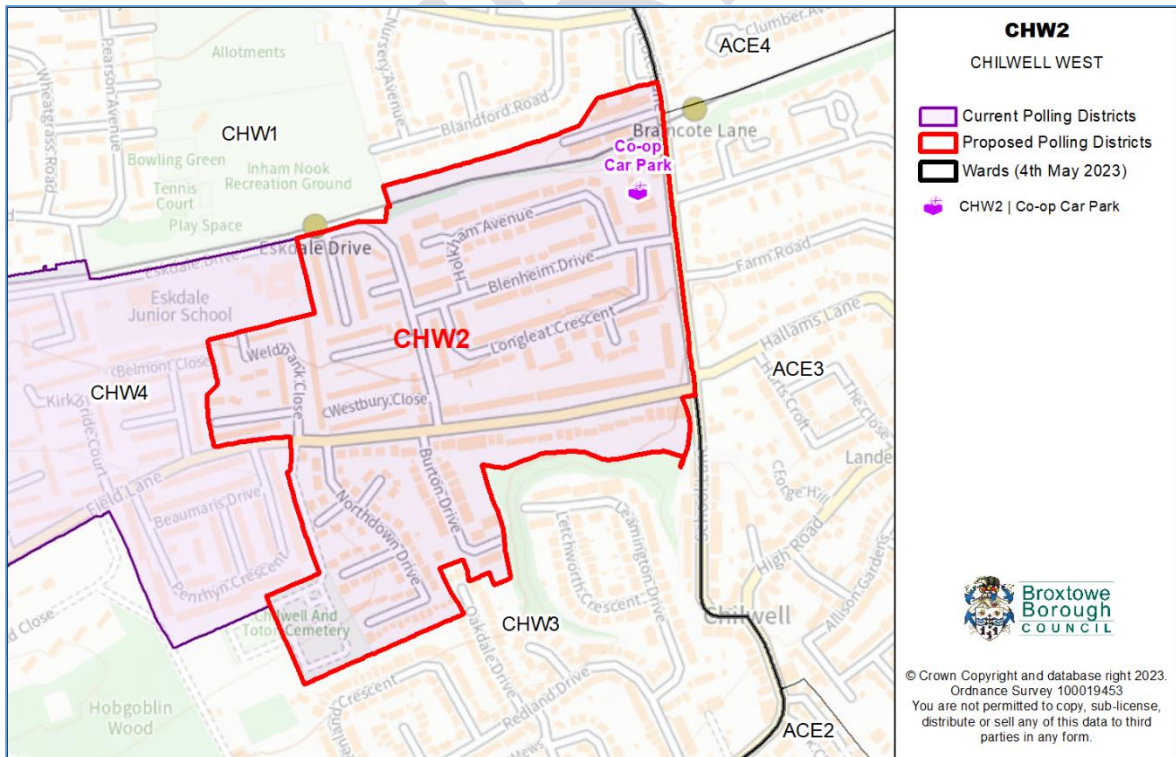
Bramcote – BCT2



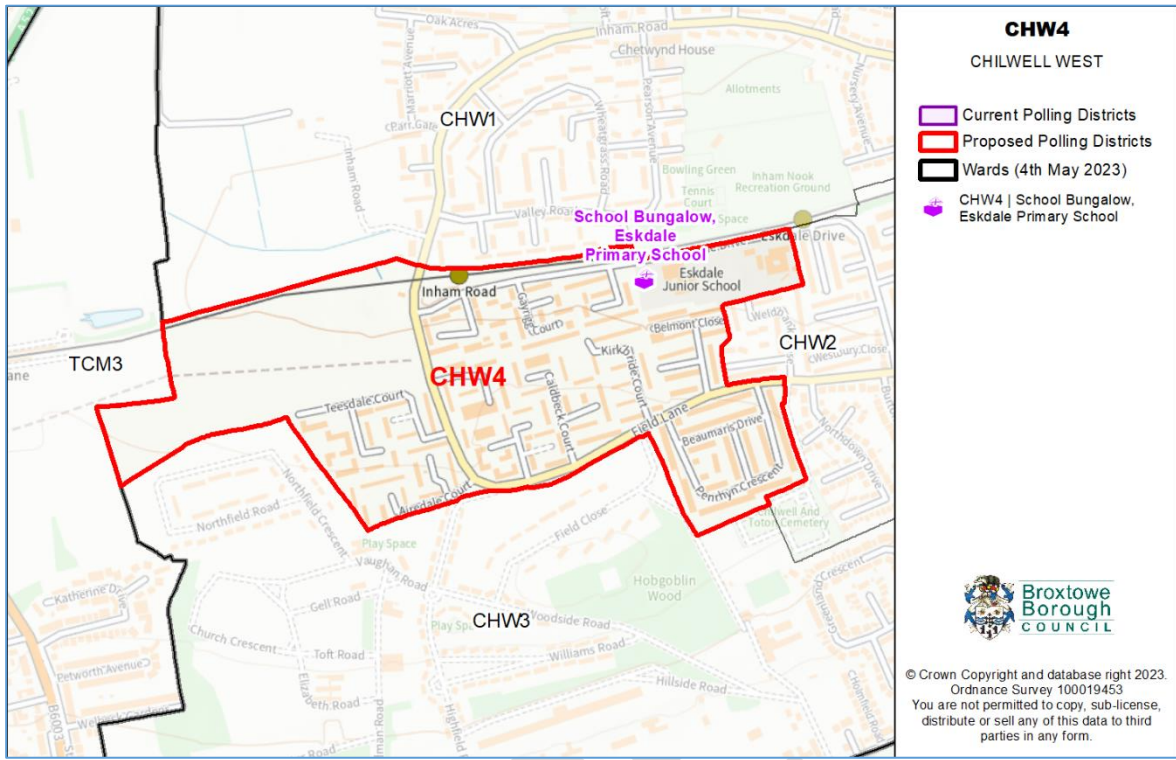
Bramcote - BCT4



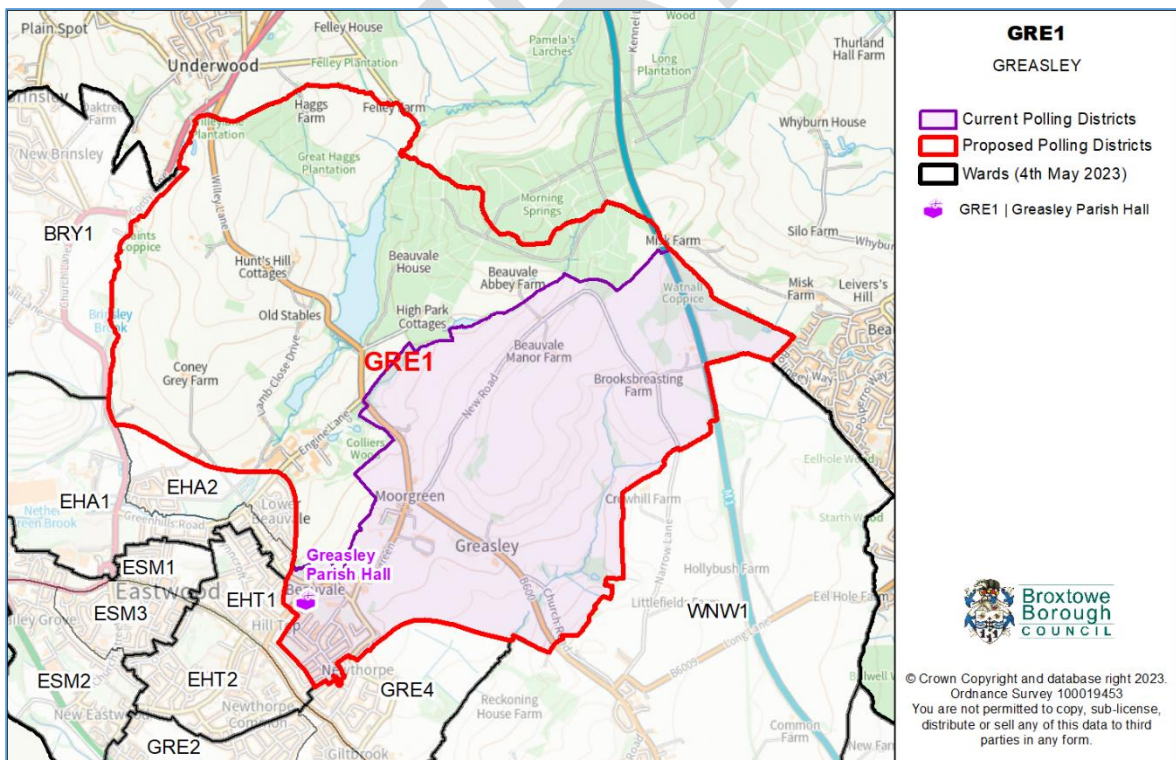
Chilwell West – CHW2



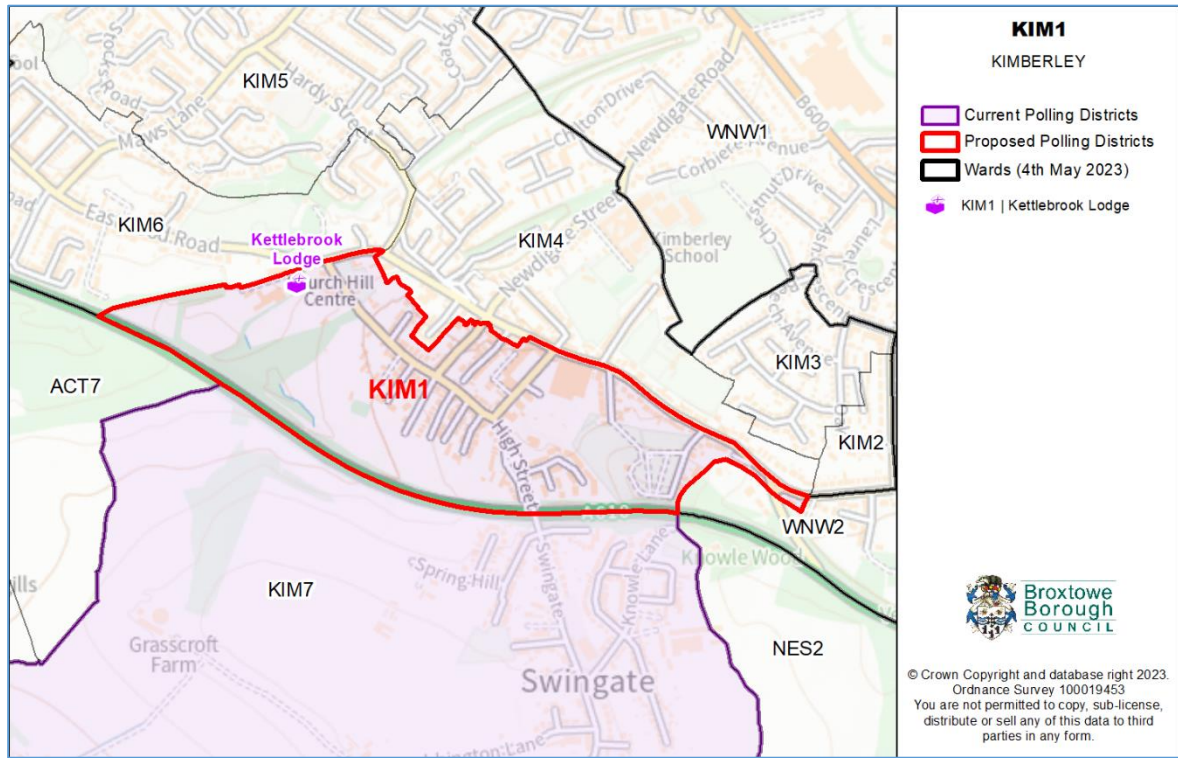
Chilwell West – CHW4



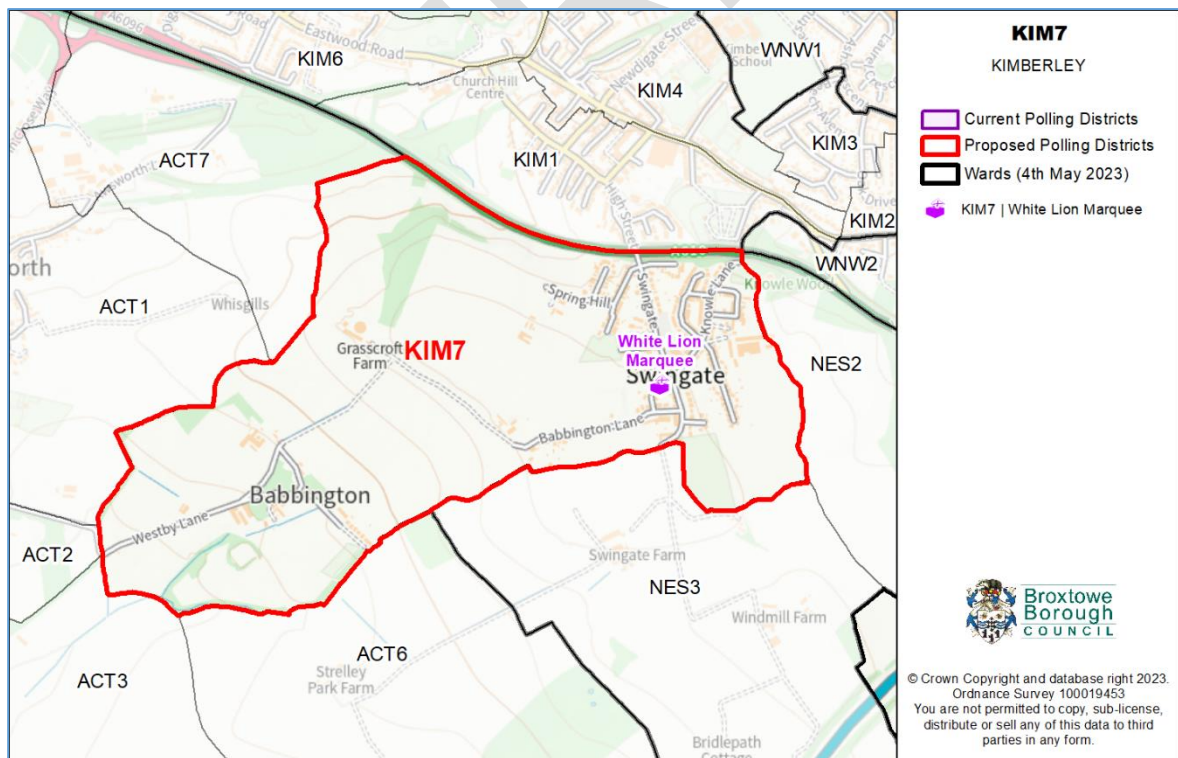
Greasley – GRE1



Kimberley – KIM1



Kimberley – KIM7



APPENDIX 3

Recommended Changes to Polling Places

Ward/Polling District/Current Polling Station Electorate	Current Polling Place	Proposed Polling Place	Comments
Attenborough and Chilwell East ACE4 1,096	Masonic Hall, High Road, Chilwell	Grove Court, Central Avenue, Chilwell	Grove Court was the designated polling place for ACE4 for many years with no issue other but the room used for voting was too small so it was moved to the Masonic Hall. A larger room, the communal lounge, is now available. Grove Court is within the polling district and therefore more easily accessed by ACE4 electors.
Awsworth, Cossall and Trowell ACT2 288	Trinity Farm Shop, Awsworth Lane, Cossall	Awsworth Village Hall, 60 The Lane, Awsworth	Facilities for electors with disabilities are not ideal at the Trinity Farm Shop and a portable ramp has to be provided for access to the polling station. The polling place only serves 288 polling station electors and is just 0.3 miles from Awsworth Village Hall which has better facilities and is superior in terms of accessibility.

Ward/Polling District/Current Polling Station Electorate	Current Polling Place	Proposed Polling Place	Comments
Awsworth, Cossall and Trowell ACT6 9	Cossall Community Hall, Old School Room, Church Lane, Cossall	<u>Parliamentary Elections</u> Strelley Hall, Main Street, Strelley <u>Local Elections</u> Cossall Community Hall	Following the Community Governance Review in 2022 and the Parliamentary Boundary Review the ward boundary is no longer coterminous with the parliamentary boundary, therefore there is a need to create an extra polling district. Electors in ACT6 will be voting in the Nottingham North and Kimberley constituency for parliamentary elections.
Awsworth, Cossall and Trowell ACT7 6	Awsworth Village Hall, 60 The Lane, Awsworth	<u>Parliamentary Elections</u> Kettlebrook Lodge, Eastwood Road, Kimberley <u>Local Elections</u> Awsworth Village Hall	Following the Community Governance Review in 2022 and the Parliamentary Boundary Review the ward boundary is no longer coterminous with the parliamentary boundary, therefore there is a need to create an extra polling district. Electors in ACT7 will be voting in the Nottingham North and Kimberley constituency for parliamentary elections.
Beeston Rylands BER4 785	Trent Vale Pavilion, Trent Road, Beeston	The Plessey Centre, Marconi Drive, Beeston	The Plessey Centre is a newly built community facility with good disabled access. It is within easy walking distance of properties within the new polling district.

Ward/Polling District/Current Polling Station Electorate	Current Polling Place	Proposed Polling Place	Comments
Bramcote BCT2 1,021	Creo, Seven Oaks Crescent, Bramcote	SW Hair, Seven Oaks Crescent, Bramcote	The previous polling place has now been converted to housing. SW Hair was successfully used as a polling place for elections in 2023. It is centrally located within the polling district.
Bramcote BCT4 797	Creo, Seven Oaks Crescent, Bramcote	Eastcote Avenue Temporary Station, Eastcote Avenue, Bramcote	The previous polling place has now been converted to housing. A temporary polling station was successfully situated on Eastcote Avenue for elections in 2023. Temporary stations are not ideal as they may not be accessible to elderly voters or voters with disabilities without ramps which, in wet weather, can become slippery and make access difficult. However, Eastcote Avenue is centrally located within the polling district and easily accessed by electors especially those on foot.
Kimberley KIM2/3/4 1,030	Kimberley Parish Hall, Newdigate Street, Kimberley	Kimberley Parish Hall, Newdigate Street, Kimberley – temporarily use Rumbletums, Newdigate Street for elections in 2024	Kimberley Parish Hall is due to be rebuilt during 2024, so will not be available as a polling place. Whilst it is intended to return to the Parish Hall following the building work a temporary replacement is needed. Rumbletums is close to the Parish Hall, accessible to those with disabilities and uses the same parking provision.

Ward/Polling District/Current Polling Station Electorate	Current Polling Place	Proposed Polling Place	Comments
Kimberley KIM6 835	Holy Trinity Church Hall, Church Hill, Kimberley	Kettlebrook Lodge, Eastwood Road, Kimberley	There are some concerns about the access to Holy Trinity Church Hall from the car park. Whilst there is a ramp, the path to access this is quite narrow. Kettlebrook Lodge has a number of rooms and could be used as polling place for KIM1, KIM5 and KIM6. This would also help with the voter confusion experienced at elections in 2023 due to the close proximity of the two polling places - Kettlebrook Lodge and Holy Trinity.
Kimberley KIM7 700	Kettlebrook Lodge, Eastwood Road, Kimberley	White Lion Marquee, 74 Swingate, Kimberley	Complaints were received from electors in 2023 regarding the distance to the polling place at Kettlebrook Lodge. Kimberley Primary School was approached but were unable to accommodate a polling station. The White Lion has a permanent marquee to the rear of the pub which can be accessed via the car park. The marquee has electricity and can be made more easily accessible by ensuring a temporary ramp is provided. Temporary heating could be installed for cooler weather. The White Lion is closer and therefore more easily accessed by electors within that polling district than the previous location.

Ward/Polling District/Current Polling Station Electorate	Current Polling Place	Proposed Polling Place	Comments
Nuthall East and Strelley NES2 1,300	Hickory's Smokehouse, Mornington Crescent, Nuthall	Temporary Station, Hickory's Smokehouse Car Park, Mornington Crescent, Nuthall	<p>The area inside Hickory's was not big enough for a busy polling station and some electors may have been put off attending due to needing to go inside the pub. Mornington Primary School were approached but were unable to provide space for a polling place. Temporary stations are not ideal as they may not be accessible to elderly voters or voters with disabilities without ramps which, in wet weather, can become slippery and make access difficult. However, the car park location is within the polling district and can be accessed easily by electors. The situation will be monitored and a change recommended should an alternative venue be identified in the future.</p>

Report of the Monitoring Officer

PROGRAMME OF MEETINGS FOR MAY 2024 TO APRIL 20251. Purpose of report

To seek approval of the Programme of meetings for May 2024 to April 2025.

2. Recommendation

Council is asked to RESOLVE that the Programme of Meetings for May 2024 to April 2025, as set out in the appendix, be approved.

3. Detail

The proposed Programme of Meetings, is shown in the appendix. The dates for the Bramcote Bereavement Services Joint Committee are agreed by that Committee.

Consideration has been given to the requirements of the timing of meetings to approve the relevant budget reports for financial purposes.

In accordance with the Member Development Charter criteria the programme takes account school holidays, cultural and faith commitments and has been composed so as to avoid collision with any significant dates.

4. Financial Implications

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

There are no financial implications to consider as part of this report. The timing of meetings to align with the requirements of the budget setting process and the approval of the annual financial statements is both acknowledged and appreciated.

5. Legal Implications

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

No Comments

6. Human Resources Implications

The comments from the Human Resources Manager were as follows:

Not applicable

7. Union Comments

The comments from the Union were as follows:

Not applicable

8. Data Protection Compliance Implications

Not applicable

9. Equality Impact Assessment

Not applicable

10. Background Papers

Nil.

APPENDIX

Meeting dates for May 2024 to April 2025

Date	Meeting
15 May 2024	Council
20 May 2024	Governance, Audit and Standards Committee
22 May 2024	Events, Arts, Culture and Heritage Working Group
4 June 2024	Cabinet
5 June 2024	Planning Committee
6 June 2024	Policy Overview Working Group
11 June 2024	Licensing and Appeals Committee
12 June 2024	Local Joint Consultative Committee.
17 June 2024	Advisory Shareholder Sub-Committee
20 June 2024	Bramcote Bereavement Services Joint Committee
27 June 2024	Overview and Scrutiny Committee
2 July 2024	Cabinet
3 July 2024	Planning Committee
4 July 2024	Policy Overview Working Group
10 July 2024	Council
17 July 2024	Events, Arts, Culture and Heritage Working Group
22 July 2024	Governance, Audit and Standards Committee
24 July 2024	Planning Committee
25 July 2024	Annual Borough Council
3 September 2024	Cabinet
4 September 2024	Planning Committee
5 September 2024	Policy Overview Working Group
10 September 2024	Licensing and Appeals Committee
18 September 2024	Events, Arts, Culture and Heritage Working Group
23 September 2024	Governance, Audit and Standards Committee
26 September 2024	Overview and Scrutiny Committee
1 October 2024	Cabinet

Date	Meeting
2 October 2024	Planning Committee
3 October 2024	Policy Overview Working Group
9 October 2024	Council
14 October 2024	Advisory Shareholder Sub Committee
5 November 2024	Cabinet
6 November 2024	Planning Committee
7 November 2024	Policy Overview Working Group
12 November 2024	Licensing and Appeals Committee
13 November 2024	Local Joint Consultative Committee
20 November 2024	Events, Arts, Culture and Heritage Working Group
25 November 2024	Governance, Audit and Standards Committee
28 November 2024	Overview and Scrutiny Committee
3 December 2024	Cabinet
4 December 2024	Planning
5 December 2024	Policy Overview Working Group
11 December 2024	Council
7 January 2025	Cabinet
8 January 2025	Planning Committee
9 January 2025	Policy Overview Working Group
14 January 2025	Licensing and Appeals Committee
15 January 2025	Events, Arts, Culture and Heritage Working Group
20 January 2025	Overview and Scrutiny Committee (Budget)
21 January 2025	Overview and Scrutiny Committee (Budget)
27 January 2025	Advisory Shareholder Sub-Committee
4 February 2025	Cabinet
5 February 2025	Planning
6 February 2025	Policy Overview Working Group
12 February 2025	Local Joint Consultative Committee
27 February 2025	Overview and Scrutiny Committee
5 March 2025	Council

Date	Meeting
11 March 2025	Cabinet
12 March 2025	Planning Committee
13 March 2025	Policy Overview Working Group
17 March 2025	Governance Audit and Standards Committee
19 March 2025	Events, Arts, Culture and Heritage Working Group
28 April 2025	Advisory Shareholder Sub-Committee

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