



Wednesday, 14 February 2024

Dear Sir/Madam

A meeting of the Overview and Scrutiny Committee will be held on Thursday, 22 February 2024 in the Council Chamber, Council Offices, Foster Avenue, Beeston, NG9 1AB, commencing at 6.30 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:	S Dannheimer (Chair)	J M Owen
	W Mee (Vice-Chair)	A W G A Stockwell
	E Williamson (Vice-Chair)	C M Tideswell
	H L Crosby	S Webb
	K Harlow	E Winfield
	H Land	K Woodhead
	R D MacRae	

## AGENDA

1. APOLOGIES

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

2. DECLARATIONS OF INTEREST

(Pages 3 - 10)

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 11 - 22)

The Committee is asked to confirm as a correct record the minutes of the meetings held on 21 December 2023 adjourned to 19 January 2024, 29, and 30 January 2024.

4. MINUTES FROM WORKING GROUPS (Pages 23 - 26)

To receive minutes from Working Groups, in particular the Scrutiny Working Group of Monday 15 January 2024.

5. CONSIDERATION OF CALL - IN

To consider any matter referred to the Committee for a decision in relation to the call in of a decision.

6. CONSIDERATION OF TOPIC - INTERNAL DISCIPLINARY PROCEDURE (Pages 27 - 28)

7. CABINET WORK PROGRAMME (Pages 29 - 30)

To inform the Committee of items on the Cabinet's work programme, from which items for scrutiny may be identified.

8. WORK PROGRAMME (Pages 31 - 34)

The Committee is asked to approve its Work Programme, including identifying topics for scrutiny, that will help to achieve the Council's key priorities and associated objectives.

## Report of the Monitoring Officer

### DECLARATIONS OF INTEREST

#### 1. Purpose of Report

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest in any item on the agenda. The following information is extracted from the Code of Conduct, in addition to advice from the Monitoring Officer which will assist Members to consider any declarations of interest.

#### **Part 2 – Member Code of Conduct**

##### **General Obligations:**

#### **10. Interest**

10.1 You will register and disclose your interests in accordance with the provisions set out in Appendix A.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of Members of the Council. The register is publically available and protects you by demonstrating openness and willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting which allows the public, Council employees and fellow Councillors know which of your interests gives rise to a conflict of interest. If in doubt you should always seek advice from your Monitoring Officer.

**You should note that failure to register or disclose a disclosable pecuniary interest as defined in Appendix A of the Code of Conduct, is a criminal offence under the Localism Act 2011.**

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#### **Advice from the Monitoring Officer:**

On reading the agenda it is advised that you:

1. Consider whether you have any form of interest to declare as set out in the Code of Conduct.
2. Consider whether you have a declaration of any bias or predetermination to make as set out at the end of this document
3. Update Democratic Services and the Monitoring Officer and or Deputy Monitoring Officers of any declarations you have to make ahead of the meeting and take advice as required.
4. Use the Member Interest flowchart to consider whether you have an interest to declare and what action to take.
5. Update the Chair at the meeting of any interest declarations as follows:

‘I have an interest in Item xx of the agenda’

'The nature of my interest is ..... therefore the type of interest is  
DPI/ORI/NRI/BIAS/PREDETERMINATION  
'The action I will take is...'

This will help Officer record a more accurate record of the interest being declared and the actions taken. You will also be able to consider whether it is necessary to send a substitute Members in your place and to provide Democratic Services with notice of your substitute Members name.

**Note: If at the meeting you recognise one of the speakers and only then become aware of an interest you should declare your interest and take any necessary action**

6. Update your Member Interest Register of any registerable interests within 28days of becoming aware of the Interest.

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### **Ask yourself do you have any of the following interest to declare?**

#### **1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

A "Disclosable Pecuniary Interest" is any interest described as such in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and includes an interest of yourself, or of your Spouse/Partner (if you are aware of your Partner's interest) that falls within the following categories: Employment, Trade, Profession, Sponsorship, Contracts, Land, Licences, Tenancies and Securities.

#### **2. OTHER REGISTERABLE INTERESTS (ORIs)**

An "Other Registerable Interest" is a personal interest in any business of your authority which relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority; or
- b) any body
  - (i) exercising functions of a public nature
  - (ii) anybody directed to charitable purposes or
  - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of general control or management.

#### **3. NON-REGISTRABLE INTERESTS (NRIs)**

"Non-Registrable Interests" are those that you are not required to register but need to be disclosed when a matter arises at a meeting which directly relates to your financial interest or wellbeing or a financial interest or wellbeing of a relative or close associate that is not a DPI.

A matter "directly relates" to one of your interests where the matter is directly about that interest. For example, the matter being discussed is an application about a particular property in which you or somebody associated with you has a financial interest.

A matter “affects” your interest where the matter is not directly about that interest but would still have clear implications for the interest. For example, the matter concerns a neighbouring property.

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## **Declarations and Participation in Meetings**

### **1. DISCLOSABLE PECUNIARY INTERESTS (DPIs)**

1.1 Where a matter arises at a meeting which **directly relates** to one of your Disclosable Pecuniary Interests which include both the interests of yourself and your partner then:

#### **Action to be taken**

- **you must disclose the nature of the interest** at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not participate in any discussion** of that particular business at the meeting, or if you become aware of a disclosable pecuniary interest during the meeting you must not participate further in any discussion of the business, including by speaking as a member of the public
- **you must not participate in any vote** or further vote taken on the matter at the meeting and
- **you must withdraw from the room** at this point to make clear to the public that you are not influencing the meeting in anyway and to protect you from the criminal sanctions that apply should you take part, unless you have been granted a Dispensation.

### **2. OTHER REGISTERABLE INTERESTS (ORIs)**

2.1 Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests i.e. relating to a body you may be involved in:

- **you must disclose** the interest at the commencement of that consideration, or when the interest becomes apparent, whether or not such interest is registered in the Council’s register of interests of Member and Co-opted Members or for which you have made a pending notification. If it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
- **you must not take part in any discussion or vote** on the matter, but may speak on the matter only if members of the public are also allowed to speak at the meeting
- **you must withdraw from the room** unless you have been granted a Dispensation.

### 3. NON-REGISTRABLE INTERESTS (NRIs)

3.1 Where a matter arises at a meeting, which is not registrable but may become relevant when a particular item arises i.e. interests which relate to you and /or other people you are connected with (e.g. friends, relative or close associates) then:

- **you must** disclose the interest; if it is a sensitive interest you do not have to disclose the nature of the interest, just that you have an interest
  - **you must not take part in any discussion or vote**, but may speak on the matter only if members of the public are also allowed to speak at the meeting; and
  - **you must withdraw** from the room unless you have been granted a Dispensation.
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#### **Dispensation and Sensitive Interests**

A “Dispensation” is agreement that you may continue to participate in the decision-making process notwithstanding your interest as detailed at section 12 of the Code of the Conduct and the Appendix.

A “Sensitive Interest” is as an interest which, if disclosed, could lead to the Member, or a person connected with the Member, being subject to violence or intimidation. In any case where this Code of Conduct requires to you to disclose an interest (subject to the agreement of the Monitoring Officer in accordance with paragraph 2.4 of this Appendix regarding registration of interests), you do not have to disclose the nature of the interest, if it is a Sensitive Interest in such circumstances you just have to disclose that you have a Sensitive Interest under S32(2) of the Localism Act 2011. You must update the Monitoring Officer when the interest is no longer sensitive, so that the interest can be recorded, made available for inspection and published.

#### **BIAS and PREDETERMINATION**

The following are not explicitly covered in the code of conduct but are important legal concepts to ensure that decisions are taken solely in the public interest and not to further any private interests.

The risk in both cases is that the decision maker does not approach the decision with an objective, open mind.

This makes the local authority’s decision challengeable (and may also be a breach of the Code of Conduct by the Councillor).

Please seek advice from the Monitoring Officer or Deputy Monitoring Officers, if you need assistance ahead of the meeting.

## **BIAS**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias. If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

## **PREDETERMINATION**

Where a decision maker has completely made up his/her mind before the decision is taken or that the public are likely to perceive you to be predetermined due to comments or statements you have made:

- a) you should not take part in the decision-making process
- b) you should state that your position in this matter prohibits you from taking part
- c) you should leave the room.

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## Registerable Interests

These are interests that you are required to register in accordance with the Code of Conduct. They are interests that you would know about in advance of an item coming up (e.g. land you own) and you should have included them when filling in your register of interests.

What type of Registerable Interest do you have in this matter?

### Disclosable Pecuniary Interests

These are any interests that are described as DPIs under the Code of Conduct and include both the interests of yourself and of your partner.

### Other Registerable Interests

These are personal interests that relate to certain types of bodies that you may be involved in as set out in the Code of Conduct.

Does the matter directly relate to one of your Disclosable Pecuniary Interests?

No

Does the matter directly relate to the financial interest or wellbeing of one of your Other Registerable Interests?

No

Does the matter affect a financial interest or the wellbeing of yourself or of a friend, relative or close associate?

No

Is the financial interest or wellbeing affected to a greater extent than the financial interests or wellbeing of the majority of inhabitants?

No

Would a reasonable member of the public knowing all the facts believe that it would affect your view of the wider public interest?

No

You must:

- Disclose the interest;
- Not speak on the matter;
- Not participate in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

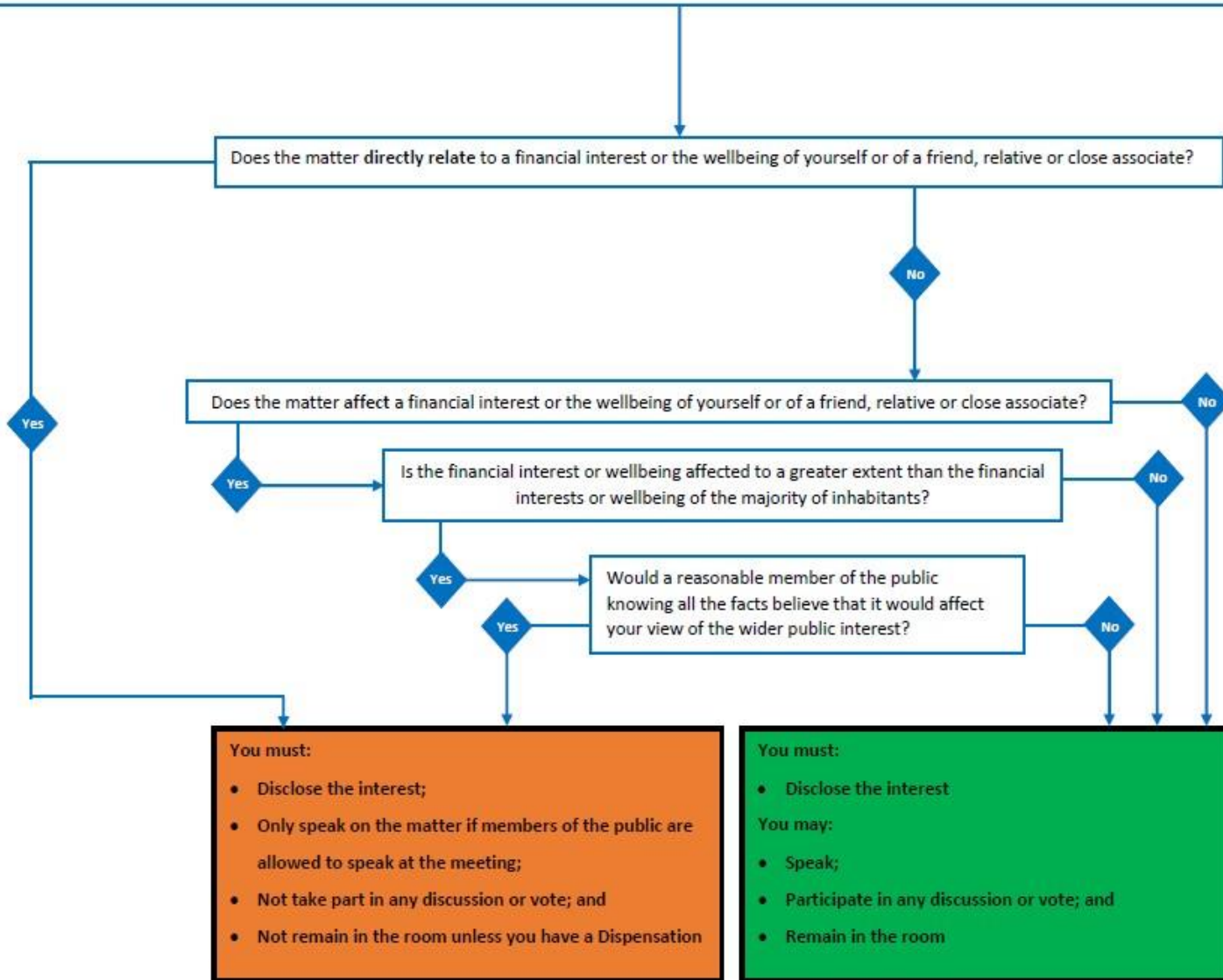
- Disclose the interest;
- Only speak on the matter if members of the public are allowed to speak at the meeting;
- Not take part in any discussion or vote; and
- Not remain in the room unless you have a Dispensation

You must:

- Disclose the interest
- You may:
- Speak;
  - Participate in any discussion or vote; and
  - Remain in the room

## Non-Registerable Interests

These are interests that you are not required to register but may become relevant when a particular item arises. These are usually interests that relate to other people you are connected with (e.g. friends, relatives or close associates) but can include your own interests where you would not have been expected to register them.



## OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 21 DECEMBER 2023

Present: Councillor S Webb (in the Chair)

Councillors: E Williamson (Vice-Chair)  
K Harlow  
H Land  
R D MacRae  
J M Owen  
A W G A Stockwell  
C M Tideswell  
K Woodhead  
R Bullock (Substitute)  
R S Falvey (Substitute)  
S P Jeremiah (Substitute)  
H L Crosby

In the absence of the Chair, Councillor S Webb was voted as Chair for the meeting.

### 26. APOLOGIES

Apologies for absence were received from Councillors S Dannheimer, W Mee and E Winfield.

### 27. DECLARATIONS OF INTEREST

Councillor H Land declared a non-registerable interest in item 3 as she has a membership with Liberty Leisure, minute number 28 refers.

### 28. CONSIDERATION OF CALL - IN - KIMBERLEY SCHOOL LEISURE CENTRE

Discussion took place on roles of Members who had called-in the item and whether they were predetermined and therefore could not act as substitutes. It was agreed by the Members concerned that they would speak solely as Members who had called the item in, rather than as members or substitutes on the Committee.

Further discussion ensued regarding the need for the meeting to include information that could only be discussed with the exemption of public and press. It was agreed by Members that the meeting would adjourn for fifteen minutes in order to consider discussion on the items in open session.

On resumption of the meeting Members considered the public interest factors and agreed that although Constitution did not set out timelines for adjourned call-in meetings, the Committee would be acting in good faith and in the interest of the residents of the Borough by adjourning the meeting to allow for increased transparency.

It was proposed by Councillor H Land and seconded by Councillor R S Falvey that the meeting be adjourned until the next suitable date to allow for officers to consider which information could be disclosed in order for the resumption of the meeting to be open to members of the public. On being put to the vote, the proposal was carried. Following the vote, Members expressed the request for it to be noted that all Members had voted for the adjournment.

The meeting resumed on the next possible date which was 19 January 2024.

Following the adjournment, Kimberley School had agreed that the amount of financial assistance requested by the Council could be made available to the public. Furthermore, a redaction of the information provided by the Council's Human Resources Manager, enabled the report to be published and members of the public to attend the reconvened meeting.

At the reconvened meeting apologies were received from Councillor H Land and Members were asked to restate their declarations of interest, upon which there were no declarations apart from the statement from Councillor J M Owen who stated that she was not predetermined and could consider the subject matter with an open mind.

Councillors P J Owen, L A Ball, G S Hills and M Brown spoke as Members who had requested the call-in.

Statements included concerns around information that could not be published and the lack of transparency which was of detriment to the residents. It was suggested that the Equality Impact Assessments were incomplete and there had been a lack of consultation with local residents and users of the swimming pool. It was further suggested that the Swimming Club should be supported by all the parties involved.

A ten-minute adjournment was agreed to allow for Councillor G S Hills to consider the report. Following the adjournment, it was stated that further time would have been of value to the School's pupils and more consideration could have been given to different ways of dealing with the School.

Councillors A Cooper and W Mee spoke as Ward Members for the area concerned. Statements included a rebuttal that Kimberley Councillors had done nothing to assist with the situation, there had been a dialogue that had been instigated by the Ward Members following their election in May 2023. The wider national picture had to be recognised that over 1,000 swimming pools had closed since 2010. The potential loss of the centre would be a blow to the area, but there was a huge risk to the Council that the finances could run into millions of pounds. More pressure should be put on the MP as the Levelling Up money was ring fenced. It was hoped that the Town would host a state of the art facility in the future and residents were encouraged to contact local Councillors.

Councillors M Radulovic MBE and C Carr spoke as the decision maker and relevant Portfolio Holder.

It was stated that the request to hold the meeting in public had come from the Leader of the Council in order to maintain transparency around the subject. It was further stated that more time could not be spent on consideration as the School had issued a break notice to the Council. The Council had been seriously affected by lack of

funding by central government and a number of opportunities had been sought to work with the School, although the education trust had not been responsive.

Mr Zulfiqar Darr, the Council's Deputy Chief Executive, spoke as the relevant Officer responsible for the service area.

It was stated that there had been communication with the School but the substantial deficits could not be avoided. A working group would be formed to consider leisure provision in the Borough.

The Overview and Scrutiny Committee considered the statements and asked questions of the relevant Members. It was queried whether further information should have been made available to the Committee around the break clause.

Councillors M Radulovic MBE and C Carr were invited to sum up as the decision maker and relevant Portfolio Holder.

It was stated that the Council was not responsible for closing the swimming pool and everything was behind done to avoid this. The responsibility resides with East Midlands Educational Trust.

The Committee considered the options following the conclusion of the debate. It was proposed by Councillor A G W A Stockwell and seconded by Councillor J M Owen that the matter be referred to full Council for its views. On being put to the meeting, the proposal was defeated.

Following the vote, it was proposed by Councillor R S Falvey and seconded by Councillor S Jeremiah that the Committee take no further action, in which case the decision would take place immediately.

On being put to the meeting, the proposal was carried.

**RESOLVED that the Committee take no further action, resulting in the decision from Cabinet as follows taking place immediately:**

- 1. The Kimberley School request for funding as specified in the exempt report to cover their estimated Leisure Centre deficits over 3 financial years, be rejected.**
- 2. The Kimberley School request that the Council provides uncapped contributions towards the repairs costs, including the pool plant replacements and future price increases in utility and supplies costs, not included in their assumptions, be rejected.**
- 3. Liberty Leisure continues to discuss the delivery of a 'dry-side' gym facility to be managed at the school site, be approved.**
- 4. The Council's Leisure Officer and Liberty Leisure seek alternative leisure sites in the north of the Borough and report back to Cabinet on any viable opportunities, be approved.**

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# **OVERVIEW AND SCRUTINY COMMITTEE**

**MONDAY, 29 JANUARY 2024**

Present: Councillor S Dannheimer, Chair

Councillors: E Williamson (Vice-Chair)  
H L Crosby  
K Harlow  
H Land  
J M Owen  
A W G A Stockwell  
C M Tideswell  
S Webb  
E Winfield  
K Woodhead

Apologies for absence were received from Councillors W Mee and R D MacRae

## 36 **DECLARATIONS OF INTEREST**

Councillor S Dannheimer declared a registerable interest as he was a Director of Liberty Leisure Board. The Chair confirmed as the report was for noting he would remain as Chair for the item. Agenda item 7 and Minute number 41 refers.

## 37 **MINUTES**

The minutes of the meeting held on 23 November 2023 were confirmed and signed as a correct record.

## 38 **CONSIDERATION OF CALL - IN**

Members noted the update provided with the request to Call- In the 5 December 2023, Cabinet decision on the Permit Schemes for Council Car Parks. The Call-In request was refused for the following reasons:

1. Ground 5. Not in the Public Interest – It was not considered to be in the Public interest to delay implementation of the residents permits scheme being introduced as this would enable residents to benefit from reduced parking costs, which was the resolution made by Cabinet on 5 December 2023.
2. Ground 1(a) Lack of consultation – The Monitoring Officer advised and the Chair noted that no statutory consultation was required for parking charge increases.
3. Ground 1(c) Cost of living consideration – the Monitoring Officer advised that Cabinet Members had agreed free car parks remain free in each of the four towns, parking was also free on Sunday and in some carparks on Saturday (this was detailed in the first report in October 2023). The permits reduce the agreed price increases to mitigate some of the additional charges already agreed by Cabinet in October 2023.

4. Ground 1(d) Lack of consideration of free spaces – The Monitoring Officer advised that the service has been free since 2010 between the hours of 4pm and 8am – the reports on parking fees update that was no longer sustainable as it impacts annually on the general fund – the cost increases were chosen by Members after being presented with a number of options – the permits reduce the agreed price increases to mitigate some of the additional charges already agreed by Cabinet in October 2023 and not by their decision on 5 December 2023.
5. Ground 1(e) Lack of consultation – The Monitoring Officer advised and the Chair noted that no statutory consultation was required for parking charge increases.
6. Ground 1(g) No advice sought from highways – The Monitoring Officer advised and the Chair noted that this decision related to off street parking not on street parking highways should not be affected – off street parking was within the control of Broxtowe Borough Council and on street parking was within the control of Nottinghamshire County Council – Broxtowe was therefore the lead authority in this matter.

39 BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27 -COMMUNITY SAFETY

Members considered the proposals for business plans, detailed revenue budget estimates for 2024/25; and proposed fees and charges for 2024/25 in respect of the Council's priority areas. The delivery of Safer Streets 5 Action plan and Safe4All Action Plan were funded from the Police Crime Commissioner and Home Office and they determine the areas in a particular year. Eastwood was last year and Beeston was identified for 2024. The targeted outcome being to reduce crime, Anti-Social Behaviour, shop theft, cycle theft, and improvements in feeling safe and community confidence.

**RECOMMENDED that:**

1. **Cabinet approve the Community Safety Plan Business Plan.**
2. **Cabinet recommends to Council that the following be approved:**
  - a) **The detailed revenue budget estimates for 2024/25 (base).**
  - b) **The fees and charges for 2024/25.**

Councillor H Land joined the meeting at 18:05pm.

40 BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27-ENVIRONMENT AND CLIMATE CHANGE

The Committee considered the proposals for business plans, detailed revenue budget estimates for 2023/24; capital programme for 2024/25 to 2026/27; and proposed fees and charges for 2024/25 in respect of the Council's priority areas.

Comments were as follows:

- Green rewards targets remained the same for 2024/25 to allow for stability to grow the Green Rewards activities.



- All missed bins were recorded within the data. There were a variety of reasons why missed bins were reported including, crew missed, contamination, and bin not out on collection day. 4.5 million bins were collected in the last year with 0.28% bins missed.

**RECOMMENDED that:**

1. **Cabinet approve the Environment Business Plan and the Bereavement Services Business Plan.**
2. **Cabinet recommends to Council that the following be approved:**
  - a) **The detailed revenue budget estimates for 2024/25 (base)**
  - b) **The capital programme for 2024/25 to 2026/27**
  - c) **The fees and Charges for 2024/25.**

41 BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27-LEISURE AND HEALTH

Members considered proposals for business plans, detailed revenue budget estimates for 2024/25, capital programme for 2024/25 to 2026/27 and proposed fees and charges for 2024/25 in respect of the Council's priority areas and noted the Liberty Leisure Limited Business Plan.

A query was raised with the data provided from the Annual Sports England, Active Lives Survey with the Inactive adults in Broxtowe Borough targets for future years, considering the closure of Kimberley Leisure Centre. It was discussed that there would be opportunities to look at the north of the Borough and work with external partnerships to target health provision to support the continuation of GP referrals, increase memberships for gym usage and retain current membership with contracts. A new community and leisure partnership would be provided at the Hickings Lane site.

**RECOMMENDED that:**

1. **Cabinet approves the Leisure and Health Business Plan.**
2. **RECOMMEND that Cabinet recommends to Council that the following be approved:**
  - a) **The detailed revenue budget estimates for 2024/25 (base) including any revenue development submissions.**
  - b) **The capital programme for 2024/25 to 2026/27.**

42 WORK PROGRAMME

The Committee considered the work programme and approved accordingly.

**RESOLVED that the work programme be approved.**

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# **OVERVIEW AND SCRUTINY COMMITTEE**

**TUESDAY, 30 JANUARY 2024**

Present: Councillor S Dannheimer, Chair

Councillors: E Williamson  
K Harlow  
H Land  
R D MacRae  
J M Owen  
A W G A Stockwell  
C M Tideswell  
S Webb  
E Winfield  
K Woodhead

Apologies for absence were received from Councillors W Mee and H L Crosby

## 43 **DECLARATIONS OF INTEREST**

Councillor R D MacRae declared an Other Registerable Interest as he was a member on the Stapleford Town Centre Board. Agenda item 4, Minute number 45 refers. Therefore, he did not partake in the vote on this item.

## 44 **BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27-HOUSING**

The Committee considered proposals for business plans, detailed revenue budget estimates for 2024/25; capital programme for 2024/25 to 2026/27; and proposed fees and charges for 2024/25 in respect of the Council's priority areas.

Comments included the following:

- Delays caused by COVID-19 had affected the targets achieved in 2022/23 for New Council Houses built or acquired. During 2022/23, six properties had been acquired back into the Housing Stock. Further engagement was taking place with developers on the Fields Farm and Crematorium site to provide homes as part of the delivery. 200 new homes would be available across the Borough and former right to buy homes were being acquired from private landlords.
- The target for overall satisfaction with the service provided was set lower than 2023/24 due to most landlords experiencing a decline in satisfaction rates. The targets sets were higher than the House mark year end analysis based on UK wide peer group. The new targets were still aiming for top quartile performance.
- 118 households had been housed outside of the Borough in temporary accommodation of more than 7 days during 2022/23. This was due to delays in moving people on from their own temporary accommodation due to the lack of available ready to let properties. This delay had caused a bottle neck of

applicants being in bed and breakfast longer than anticipated. The target would be 0 for future years.

- Concern was raised with the targets set for relet times for General Needs and Independent living and if they were realistic going forward. Improvements had been made in the last 6 months and data analysis for quarter 3 and 4 had calculated the relet time to be 70 days on average with 123 properties relet for General Needs and 118 days calculated for Independent Living. With independent Living properties, there was a higher refusal rate due to applicants preferring bungalow style properties and difficulty in letting flats that were not on the ground floor due to the typical tenant having mobility concerns. This could result in the properties being void and ready to let for longer periods of time compared to General Needs properties.
- An explanation as to why the repairs and maintenance budget was lower than the previous year in the Housing General Fund Revenue Budget because there had been a reduction in the sub-contracting work and this had provided a more efficient and economical repairs and maintenance programme. There had been no reduction in repair activity.
- Changes to how services were provided within the homelessness service area was provided to the Committee to explain the decrease of £17k on employee costs.

**RECOMMENDED that:**

- 1. Cabinet approves the Housing Business Plan.**
- 2. Cabinet recommends to Council that the following be approved:**
  - a) The detailed revenue budget estimates for 2024/25 (base).**
  - b) The capital programme for 2024/25 to 2026/27**
  - c) The fees and charges for 2024/25.**

45 BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27-BUSINESS GROWTH

Members considered the proposals for business plans, detailed revenue budget estimates for 2024/25; capital programme for 2024/25 to 2026/27; and proposed fees and charges for 2024/25 in respect of the Council's priority areas.

Comments including the following:

- The Kimberley Levelling up Programme had allocated projects that were already committed. The projects had been evaluated by Government and the Kimberley leisure Centre was not part of the bid. There was not enough resource to support writing a new bid. Currently there was over 7 different activities being delivered.
- No further funding would be budgeted from Broxtowe to the East Midlands Development Corporation. Current projects would be completed within the funds allocated.
- Stapleford Towns Deal Board had been given grants and additional funding from the UKSPF programme along with Kimberley Levelling Up Fund to support

business growth and occupancy rates within Town Centres. The scheme had been oversubscribed.

- Discussions were ongoing with the projects within the Kimberley Levelling Up Fund. Plans were to deliver a number of industrial units and work to deliver outcomes of the bid already committed.
- An update was provided to the Committee with the Neighbourhood Plans and with the 2 referendums taking place. Work was continuing with the Town and Parish Councils to develop and assist with progressing the Neighbourhood plans in the areas listed.
- A query was raised with the reduction in demand in car parks being used since the charges had been changed and would this affect the budget stated. The budget had been calculated to expect the reduction and was forecast to achieve the target after March 2024.

**RECOMMENDED that:**

- 1. Cabinet approves the Business Growth Business Plan.**
- 2. Cabinet recommends to Council that the following be approved:**
  - a) The detailed revenue budget estimates for 2024/25 (base)**
  - b) The capital programme for 2024/25 to 2026/27**
  - c) The fees and charges for 2024/25**

Councillor RD MacRae left the meeting for this item and did not vote.

46 BUSINESS PLANS AND FINANCIAL ESTIMATES 2024/25-2026/27-RESOURCES AND SUPPORT SERVICE AREAS

Members considered proposals for business plans, detailed revenue budget estimates for 2024/25; capital programme for 2024/25 to 2026/27; and proposed fees and charges for 2024/25 in respect of the Council's priority areas.

Comments included the following:

- The target for working days lost due to sickness absence target was queried why this was set at 7.50 for 2023/24 and not lower and for the following years considering one local authority was 3.60. An explanation was given that Broxtowe was one of the lowest reported in the area and all sickness was monitored and had been lowered by 2 days since COVID-19.
- Active steps had been taken during 2023/24 to communicate with residents with the Corporate Plan consultation. Face to face consultations took place along with road shows and drop in sessions. Talks with the Civic Society was continuing and communications with resident involvement groups, Portfolio Holder meetings, bereavement group and climate change events were all leading an active way to communicate other than surveys.
- A suggestion to widen the social media platforms to engage with a younger generation was discussed to promote events and communicate information.

Twitter engagement had spiked during COVID-19. It was agreed to consider other social media platforms.

- Telephone abandonment was below the 10% target that was industry standard and recently had reached 4%. A total of 73,170 calls had been taken during 2022/23. The target for future years had been reduced as alternative online communication was being used. A comment to receive the Housing Repairs calls and abandonment data was suggested.
- The Council's performance for processing Benefit claims and changes to circumstances was in the upper quartile for the Country. The Department of Working Pensions had asked if the Council could support other Local Authorities to achieve the same success.
- Negotiations was going well with attracting a potential health facility to Beeston and the expected outturn for 2023/24 was 25%.

**RECOMMENDED that:**

- 1. Cabinet approves the Business Plans for the support service areas.**
- 2. Cabinet recommends to Council that the following be approved:**
  - a) The detailed revenue budget estimates for 2024/25 (base) including any revenue development submissions.**
  - b) The capital programme for 2024/25 to 2026/27**
  - c) The fees and charges for 2024/25**

47 WORK PROGRAMME

**RESOLVED that the work programme was approved.**

## SCRUTINY WORKING GROUP

MONDAY, 15 JANUARY 2024

Present: Councillor S Dannheimer, Chair

Councillors: W Mee  
S Webb  
E Winfield

Apologies for absence were received from Councillors C M Tideswell and E Williamson

### 1 DECLARATIONS OF INTEREST

There were no Declarations of Interest.

### 2 REVIEW OF EQUALITY, DIVERSITY AND INCLUSION AT THE COUNCIL

The Working Group considered the presentation from the Equalities Officer and the evidence provided on Neurodiversity. The following recommendations would be presented within the report at the end of the review.

#### **RECOMMENDED that:**

- **The Human Resources Manager share the Neurodiversity Policy with all Members.**
- **To increase awareness of Neurodiversity and support available to employees and Members.**
- **To support and provide additional resources to the Communities team to ensure at least one event per quarter, minimum of four in a year, be organised.**

### 3 PRESENTATION ON EQUALITIES

A presentation was provided by The Equalities Officer to the Working Group. The team worked with members of the public and partnerships to host and deliver up to 4 events throughout the year across the Borough. The group considered the events being spread across the Borough instead of the one event that was held in Beeston in the past. The events were limited due to resources. Members would like to see more events, if possible. The group asked if there was any evaluations and feedback after the events. This information would be fed back to the group.

The events planned for 2024 included: Mental Health, Young People and Black History. Events proposed for 2025 were Learning and Disability, LGBTQ and Community, and Multi Faith.

The group recommended that further support and resources be allocated to the Communities team to ensure at least one event per quarter, minimum of four in a year, be accommodated.

**RECOMMENDED that:**

- **To support and provide additional resources to the Communities team to ensure at least one event per quarter, minimum of four in a year, be organised.**

4 EVIDENCE ON NEURODIVERSITY AND POLICY

The Council had introduced a Neurodiversity Policy in March 2021 to support employees, managers and new employees to the establishment. The policy outlined the Council's commitment to promoting equality and fairness and to celebrate neurodiversity within the workplace. Since the introduction of the policy, various training opportunities had taken place. Members of the group were pleased to recognise from a benchmarking exercise with other Local Authorities that Broxtowe was leading in its formal commitment to Neurodiversity and that the policy was the first of its kind within the local area.

Applicants could make the Council aware on their application form when applying that they required support with the application form and at the interview. Appropriate reasonable adjustments could be offered at the interview stage. On success of the applicant, any reasonable adjustments would be followed up should the person be offered a role via a pre-employment medical questionnaire which was reviewed by the Occupational Health Team. Additional support could be provided through Access to Work including the purchasing of specialist equipment. In terms of supporting hidden disabilities during employment, it was done on a case by case basis and usually the Manager would liaise with HR about making reasonable adjustments to support the employee.

The HR department had arranged for some neurodiversity testing support for employees via 'Genius Within' this included coaching and a detailed report for the Manager and HR team outlining support needs for employees with dyslexia testing and pre-screening tests for dyscalculia.

Training has been provided to Managers in Neurodiversity and this was organised via The Brain Charity during 2023. Work was being undertaken with the Training Officer to update Broxtowe Learning Zone. The Equalities Working Group was organised by the Chief Executive and a date for the next meeting was to be confirmed.

Members considered the policy and was pleased to see that Broxtowe was supporting applicants and employees. They would like to see this communicated to Members for awareness and support, where necessary.



**RECOMMENDED that:**

- **The Human Resources Manager share the Neurodiversity Policy with all Members.**
- **To increase awareness of Neurodiversity and support available to employees and Members.**

5 DATE OF NEXT MEETING AND NEXT AREA CHOSEN FROM THE SCOPING FORM

The date and time of the next working group meeting was arranged for 1 March 2024 at 9am. The meeting would start at the D. H. Lawrence Museum followed with a tour of the Kimberley Depot Site. This meeting was to consider the buildings and how they have been accommodated for use under the Equality Act 2010.

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## Scrutiny Suggestion Form

Through Overview and Scrutiny, the Council is keen to investigate issues that are important to the people of Broxtowe. If you have an issue that you feel Overview and Scrutiny should look at as part of its work, please complete the form below.

You will receive correspondence from the Democratic Services Manager letting you know what will happen next. It is important to note, however, that Overview and Scrutiny is not for dealing with individual problems and complaints.

All requests will be fully considered and a decision will be made on what would be the most appropriate way forward. In some cases, this may be to forward the issue to the Service Director or the Ward Councillor for action. There is no guarantee; therefore, that the Scrutiny Committee will take up all requests, although you will receive an explanation of what action has been taken.

First name

Robert

Surname

Bullock

Address

[Redacted]

Postcode

[Redacted]

Telephone number

[Redacted]

Email

bob.bullock@broxtowe.gov.uk

Can we contact you about your ideas, comments and suggestions? Yes

Would you like us to forward this form to relevant organisations? Yes

What do you want the Overview and Scrutiny Committee to look at? Internal disciplinary procedure, in particular the appointment of Deciding Officer and whether it is appropriate for the deciding officer to be the head of the same department as the employee under investigation

What outcomes do you expect? Review of the policy

**Please return this form to Democratic Services, Broxtowe Borough Council, Council Offices, Foster Avenue, Beeston, Nottingham, NG9 1AB or email to [committees@broxtowe.gov.uk](mailto:committees@broxtowe.gov.uk)**

For office use only – Date received:	Scrutiny Support:
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**Report of the Leader of the Council**

**CABINET WORK PROGRAMME**

1. Purpose of Report

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

2. Recommendation

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

3. Detail

The Work Programme for future meetings is set out below. Key decisions and exempt items are marked with \*.

12 March 2024	<ul style="list-style-type: none"> <li>• Grants to Voluntary and Community Organisations</li> <li>• Review of the Climate Change Strategy*</li> <li>• Sanctuary Policy and Procedure*</li> <li>• Serious Violence Strategy Review*</li> <li>• ICT Contracts*Exempt</li> <li>• Asbestos Policy*</li> <li>• LGO and HSCO Joint Complaints Policy</li> <li>• Green and Blue Infrastructure Strategy*</li> <li>• People Strategy 2023-26</li> <li>• Strategic Plan update including Logistics Consultation*</li> <li>• Infrastructure Funding Statement *</li> <li>• Asset Management Software</li> <li>• Pamela Cottage</li> <li>• Brinsley Headstocks Consultation</li> <li>• Housing Delivery Plan *</li> </ul>
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4. Key Decisions

This is not key decision.

5. Financial Implications

There are no additional financial implications.

6. Legal Implications

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

7. Human Resources Implications

There are HR implications purely from the point of view of clarifying roles and responsibilities of Council officers and responsibilities of partner agencies.

8. Union Comments

There were no comments received

9. Climate Change Implications

There were no comments received.

10. Data Protection Compliance Implications

This report does not contain OFFICIAL(SENSITIVE) information. There are no Data Protection issues in relation to this report.

11. Equality Impact Assessment

There are no Equality Impact Assessment issues.

12. Background Papers

Nil

REFERENCE

**Report of the Monitoring Officer**

**SCRUTINY WORK PROGRAMME**

1. Purpose of report

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

2. Recommendation

**The Committee is asked to CONSIDER the report and RESOLVE to agree subjects to be considered for review including those submitted as suggestions for Scrutiny.**

3. Detail

Details of the reviews currently suggested on the work programme are within the appendix.

Members may wish to consider new topics using the criteria below for their current programme:

- Issues identified by Members as a key issue for the public
- Issue has a significant local impact
- Significant public dissatisfaction (e.g. through complaints)
- Issue raised by auditors
- New government guidance/legislation
- New evidence provided by external organisation
- Poor performance (e.g. evidence from performance indicators)
- High level budgetary commitment
- Pattern of budgetary overspending.

The work programme for the next meetings is as follows:

27 June 2024	<ul style="list-style-type: none"> <li>• Spotlight Topic Housing Repairs</li> <li>• Update from the Working Group</li> </ul>
26 September 2024	<ul style="list-style-type: none"> <li>•</li> </ul>
28 November 2024	<ul style="list-style-type: none"> <li>•</li> </ul>
20 January 2025	<ul style="list-style-type: none"> <li>• Budget Scrutiny</li> </ul>
21 January 2025	<ul style="list-style-type: none"> <li>• Budget Scrutiny</li> </ul>
27 February 2025	<ul style="list-style-type: none"> <li>•</li> </ul>

4. Financial Implications

The comments from the Head of Finance were as follows:

There are no additional financial implications.

5. Legal Implications

The comments from the Head of Legal were as follows:

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

6. Human Resources Implications

Not Applicable

7. Union Comments

Not Applicable

8. Climate Change Implications

Not Applicable

9. Data Protection Compliance Implications

This report does not contain OFFICIAL(SENSITIVE) information. There are no Data Protection issues in relation to this report.

10. Equality Impact Assessment

There are no Equality Impact Assessment issues.

10. Background Papers

Nil



APPENDIX

1. Topics Agreed by the Overview and Scrutiny Committee

	Topic	Topic suggested by	Link to corporate priorities/values
1.	Disabled Facilities Grants	Councillor B C Carr	The Housing aim of a good quality home for everyone
3.	Child Poverty	Overview and Scrutiny Committee	A strong caring focus on the needs of all communities
4.	Budget Consultation	Overview and Scrutiny Committee	Continuous improvement and delivering value for money
5.	Homes for Life	Councillor S J Carr agreed by Overview and Scrutiny Committee	The Housing aim of a good quality home for everyone
6.	Building Control	Councillor B C Carr agreed by the Overview and Scrutiny Committee to put on hold. Awaiting the outcome of a report to Cabinet.	Continuous improvement and delivering value for money
7.	Diversity and Inclusion at the Council	Councillor S Dannheimer agreed by the Overview and Scrutiny Committee	A strong caring focus on the needs of all communities
8..	Resident Engagement Review	Cabinet	A strong caring focus on the needs of all communities

2. Spotlight Reviews

1.	Housing Repairs Service Review	Six Month Review	The Housing aim of a good quality home for everyone
2.	Markets	Six Month Review	Continuous improvement and delivering value for money
3.	D. H Lawrence Museum	Six Month Review	Continuous improvement and delivering value for money