

# POLICY AND PERFORMANCE COMMITTEE

3 OCTOBER 2018

Present: Councillor R I Jackson, Chair

Councillors: M Brown (substitute)  
M J Crow  
S Easom  
D A Elliott  
A Harper  
E Kerry  
G Marshall  
J K Marsters (substitute)  
J W McGrath  
M Radulovic MBE  
P D Simpson

Apologies for absence were received from Councillor S J Carr and J C Goid.

## 20. DECLARATIONS OF INTEREST

Councillor M Radulovic MBE declared a non-pecuniary interest in item number six as one of the bidders was known to him, minute number 24 refers.

## 21. MINUTES

The minutes of the meeting held on 4 July 2018 were confirmed and signed subject to the inclusion of Councillor J W McGrath on the list of attendees.

## 22. REFERENCES

### 22.1 Local Joint Consultative Committee – 13 September 2018 CAPABILITY POLICY

Members were informed that further guidance for managers had been added, identifying the difference between capability and disciplinary matters. Timely intervention of capability issues had also been identified and emphasised as well as consultation with Human Resources throughout.

**RESOLVED that amendments to the Capability Policy within the Conditions of Service for employees be approved.**

22.2 Local Joint Consultative Committee – 13 September 2018  
PROBATION POLICY

Onus had been put on the employee to ensure that they were actively seeking to fulfil their substantive duties by undertaking any training opportunities offered to them. Similarly to the Capability Policy, dealing with probation issues promptly had been emphasised. Probation periods also applied to established members of staff who had been promoted, redeployed or designated to a new position under a restructure. Where issues arose during the probation period for those employees, the Council's Capability Policy would be used.

**RESOLVED that the revisions to Probation Policy within the Conditions of Service for employees be approved.**

22.3 Local Joint Consultative Committee – 13 September 2018  
FLEXIBLE WORKING POLICY

The Joint Committee had considered the amendments to the Council's Flexible Working Policy. It was noted that the scope of the Policy ensured compliance with the updated legislation. It was agreed that the section titled 'How will the requested change benefit your department and the Council?' be removed as it was deemed superfluous.

**RESOLVED that:**

- 1. Amendments to the Flexible Working Policy within the Conditions of Service for employees, including the further amendment as stated above, be approved.**
- 2. Human Resources assistance be offered to those who require it when completing the Flexible Working Request form.**

22.4 Local Joint Consultative Committee – 13 September 2018  
JOB SHARING POLICY

The Job Sharing Policy was intrinsically linked to the Flexible Working Policy in terms of eligibility and business reasons and also in line with The Flexible Working Regulations 2014.

**RESOLVED that the Job Sharing Policy within the Conditions of Service for employees be approved.**

22.5 Local Joint Consultative Committee – 13 September 2018  
LEAVE SCHEME

A number of additions and amendments had been made to the existing Leave Scheme. The Compassionate Leave scheme and Emergency Time off for Dependants scheme had been incorporated into this Policy in order to reduce the amount of Council policies, with the proposal to delete the separate policies should the amendments to this Scheme be approved. Members agreed that the Scheme be further amended to allow for paid examination leave to be granted for up to a full day rather than half a day as stated report.

**RESOLVED that the amendments to the Leave Scheme (and the deletion of the Compassionate Leave and Emergency Time off for Dependents schemes) within the Conditions of Service for employees, including the further amendment as stated above, be approved.**

22.6 Local Joint Consultative Committee – 13 September 2018  
REDEPLOYMENT POLICY

The Redeployment Policy was approved in February 2018 and a number of minor alterations had been proposed.

**RESOLVED that the amendments to the Redeployment Policy within the Conditions of Service for employees be approved.**

23. BEESTON TOWN HALL

Members were informed that financial implications were outlined to the 4 July 2018 meeting of Committee, since when further clarification of bidders' financial and community benefit had emerged. An update and recommendation regarding the bids would be tabled at Full Council on 17 October 2018.

Concern was expressed that the report lacked sufficient detail on which to make judgement. It was suggested that issues such as the use of alternative debating chambers would have to be considered before any decisions could be taken. It was stated that there was risk in not having a final figure for the members' chambers. Conversely, it was stated that figures for the chambers would not be vast and there was a need to save revenue costs.

Councillor D E Elliott proposed that the item be deferred until specific figures were known to replace the political chambers. The proposal was seconded by Councillor M Radulovic MBE. A recorded vote on the amendment was proposed by D E Elliott and seconded by Councillor M Radulovic MBE, the voting was as follows:

<u>For</u>	<u>Against</u>	<u>Abstention</u>
D A Elliott	M Brown	
G Marshall	M J Crow	
J W McGrath	S Easom	
J K Marsters	A Harper	
M Radulovic MBE	R I Jackson	
	M Plackett	
	P D Simpson	

The amendment, on being put to the meeting, was lost.

On returning to the substantive motion, it was stated that it was necessary to make the decision imminently. There would be risk in considering the lower valuation as this would not cover the costs that it would be necessary to spend further on the Town Hall.

A recorded vote on the substantive motion was proposed by D E Elliott and seconded by Councillor M Radulovic MBE, the voting was as follows:

<u>For</u>	<u>Against</u>	<u>Abstention</u>
M Brown	D A Elliott	
M J Crow	G Marshall	
S Easom	J W McGrath	
A Harper	J K Marsters	
R I Jackson	M Radulovic MBE	
M Plackett		
P D Simpson		

The motion, on being put to the meeting, was carried.

**RESOLVED that Beeston Town Hall be declared surplus to requirements.**

24. BEESTON TOWN CENTRE REDEVELOPMENT

Members noted a report on progress on The Square Phase 2 in Beeston. The Council had agreed to act directly as developer for a cinema and food and beverage development at the top end of the site, with a residential development at the bottom end of the site, linked by public realm. Members expressed satisfaction at the progress made on the redevelopment.

(Having declared an interest in the item Councillor M Radulovic MBE left the meeting before discussion or voting thereon.)

25. INCUBATOR HUB, BEESTON TOWN CENTRE – RENTAL PLAN

The Committee was informed that the conversion of three flats above the Square into offices had now been completed following the relocation of the previous tenants. The first office would be let in the usual way and under the usual adopted procedures and ensured an initial wave of activity that encouraged collaboration and future site occupation.

**RESOLVED that permission be given to the Regeneration Manager and the Estates Manager to proceed on the basis stated in the report, within the existing scheme of delegation for the letting of properties at The Square.**

26. OPEN WATER EDUCATION NETWORK TRUST

Members were aware of the tragedy which occurred in July 2017 when 12 year old Owen Jenkins lost his life while rescuing two girls from the water at Beeston Weir. Since that time, Broxtowe Borough Council had been involved in a number of initiatives in the Borough and across the County to improve water safety. The Committee noted the use of some of the £33,700 in the

2018/19 capital programme for water safety measures for the purchase of practice throw lines, a projector and the commissioning of water safety themed street art.

**RECOMMENDED unanimously to the Finance and Resources Committee that a contribution of £3,000 be made to Liberty Leisure in 2018/19 for work in support of the OWEN Trust and funded from revenue contingencies.**

27. PRIVATE SECTOR HOUSING OFFICER

There were Currently 82 Houses in Multiple Occupation (HMOs) licensed within the Borough and this number had increased steadily in recent years. Members were informed that this type of accommodation could become the domain of last resort, home to transient individuals and people with no other choice, the vulnerable, the economically deprived and socially isolated. It was also considered that these types of properties posed the greatest risk to occupants due to the nature of shared amenities and the diverse occupants. However, was noted that there had been a rise in Broxtowe in the number of HMOs for professional workers not wishing to rent a whole dwelling.

**RESOLVED that the appointment of a part-time (0.6 FTE) permanent Private Sector Housing Officer be approved.**

28. GARDEN COMMUNITIES BID

The government published the Garden Communities prospectus in August 2018 and the deadline for bids was 9 November 2018. Members considered the provision of £10,000 for consultancy support for a joint bid from this Council and the Chetwynd (Toton and Chilwell) Neighbourhood Forum in an effort to secure additional government funding to assist in addressing infrastructure issues relating to housing delivery at the Chetwynd Barracks site.

**RESOLVED unanimously that the request for £10,000 to be used to support a bid as outlined in the attached report, be approved.**

29. SHARED SERVICES ANNUAL REPORT

In the Council's Shared Service Policy current shared service arrangements were categorised and a scanning exercise highlighted proposals for future development. Members noted the progress on improvement activity and future planned improvement action.

**RESOLVED that the Shared Services Policy in appendix 1 of the report, including the future direction for developing shared service arrangements set out in the table under 6.1, be approved.**

30. REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE

The Committee noted a report which outlined progress against outcome targets linked to Corporate Plan priorities and received an update as to the latest financial performance as measured against the budget. Clarification was requested over a number of items which appeared to show discrepancies over the long term and short term arrows. It was suggested that officers reconsider the current method of reporting to committees.

31. EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS

The Committee noted the exercise of the Chief Executive's urgency powers in relation to the need to undertake urgent concrete repairs at Bramcote Leisure Centre at a cost of £10,000 and the purchase of green land in the middle of a housing development site at Redwood Crescent, along with land at the sides and front of the existing buildings on the site. The intention was that a form of occupational licence for the temporary use of the land by the existing owner, Futures Homes Ltd, would be devised, in order that construction works to complete the remaining properties for which planning permission had been granted could be completed, along with the carrying out of landscaping in accordance with the aforementioned planning permission. The cost of the land purchase was £1,050 plus legal costs.

32. WORK PROGRAMME

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

33. EXCLUSION OF PUBLIC AND PRESS

**RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of the Act.**

34. REFERENCE

34.1 Housing Committee – 19 September 2018  
HOUSING SECTION RESTRUCTURE

**RESOLVED to:**

- 1. Approve the new posts of: Senior Maintenance Officer (Compliance), Senior Work Planner, Facilities Co-ordinator, Housing Systems Administrator and Housing Operations Manager.**
- 2. Delete the frozen Single Trade Operative posts T154 and T159 and frozen Apprentice Maintenance Operative post T164.**

3. **Delete the frozen Multi-skilled Operative post T501.**
4. **Delete the Work Planner post T507.**
5. **Delete Housing IT Systems Officer post H154.**
6. **Delete Neighbourhood Services Manager H21.**

35. EXERCISE OF THE CHIEF EXECUTIVE'S URGENCY POWERS

Members noted the exercise of the Chief Executive's urgency powers in relation to the voluntary redundancy of post H148 and the increase in hours for postholders L5 and L9 and legal agency cover for two days per week as detailed in the report.

**RESOLVED that the voluntary redundancy of Post H129 be approved.**