

Report of the Interim Strategic Director

**OFFICER DELEGATED DECISIONS**

1. Purpose of report

To update members on Officer Delegated Decisions.

2. Detail

Further detail of Officer delegated decisions can be found in the appendix.

**Recommendation**

**Council is asked to NOTE the report.**

Background papers

Nil

## APPENDIX

Date	Description	Reason	Outcome
12 July 2018 – Finance and Resources Committee	<u>Beeston Square Street Art</u>  <b>The Committee is asked to RESOLVE that:</b> <b>1. A supplementary revenue estimate of £8,200 be made in 2018/19 for Beeston Square street art funded from the Henry Boot allocation be approved.</b> <b>2. The approval of the design of the final scheme be delegated to the Interim Deputy Chief Executive.</b>	To enable an appropriate design to be chosen and implemented.	Street Art was completed in autumn 2018, with a further phase to follow.
12 July 2018 – Finance and Resources Committee	<u>Disabled Facilities Grants – Grants Caseworker</u>  <b>The Committee is asked to RESOLVE that:</b>  <b>i) A temporary part time Grants Case Worker as set out above be appointed.</b> <b>ii) Authority to extend the contract be delegated to the Chief Executive based on need and the level of DFG capital grant allocations received.</b>	To enable contract period to be extended.	Officer still in initial contract period so power not yet used.
8 January 2019 – Finance and Resources Committee	<u>Beeston Town Centre Redevelopment – Sale of Land Associated With The Residential Element of The Scheme</u>  <b>Committee is asked to NOTE the bids received and to DELEGATE to the Interim Deputy Chief Executive the sale of the land to the most appropriate party and on the most appropriate terms, in consultation with the three party leaders.</b>	To enable the sale of land associated with the Beeston Square Phase 2 development.	Discussions are continuing.

Date	Description	Reason	Outcome
3 December 2018 – Governance, Audit and Standards	<p><u>Review of Polling Districts and Polling Places</u></p> <p><b>The Committee is asked to RECOMMEND to Council that:</b></p> <ol style="list-style-type: none"> <li>1. The proposed changes to the polling district boundaries between GRE2 and GRE3 and KIM4 and KIM5 respectively as set out in appendix 1 be approved.</li> <li>2. That polling places for the Broxtowe Parliamentary Constituency and the part of the Ashfield Constituency within the Broxtowe Borough area be designated as set out in appendix 2.</li> <li>3. That authority be delegated to the (Acting) Returning Officer to make any changes necessary to polling stations at short notice before an election, with any permanent changes being approved by Full Council.</li> </ol>	To enable changes to polling stations to be made at short notice.	The delegation has not yet been exercised. Action will only be necessary when a polling station becomes unavailable and change is needed in an emergency.
31 May 2018 – Governance, Audit and Standards	<p><u>Corporate Governance Arrangements</u></p> <p><b>The Committee is asked to:</b></p> <p><b>NOTE compliance with the Code on Delivering Good Governance in Local Government.</b></p> <p><b>RESOLVE that the draft Annual Governance Statement as shown in</b></p>	To enable comments and feedback from the Committee members, before being approved.	Completed feedback from Committee members, before being approved.

Date	Description	Reason	Outcome
	<p>appendix 3 be approved in principle for inclusion in the Council's Statement of Accounts.</p> <p><b>DELEGATE</b> responsibility to the Interim Deputy Chief Executive and the Chair of this Committee to make any further amendments deemed necessary.</p>		
<p>14 March 2018 – Housing Committee</p>	<p><u>Independent Review of Retirement Living Service</u></p> <p><b>The Committee is asked to approve recommendations 5 to 8 in appendix 2 and to note that recommendations 1 to 4 in that appendix are being implemented under officer delegation.</b></p>	<p>1. Lifeline Service Reinstatement of the twice-yearly checks of customers' details</p> <p>2. Lifeline Service Recalculate the cost and purchase of specialist equipment including smoke detectors</p> <p>3. Lifeline Service Increase advertising to GPs surgeries etc</p> <p>4. Lifeline Service Review the office-hours emergency response service to Lifeline customers once the data on callouts is available.</p>	<p>Checks are being undertaken by telephone</p> <p>There has been a recommendation to increase the cost of the service by CPI +1%.</p> <p>A Lifeline marketing plan is being implemented.</p> <p>Emergency calls are managed by the Tunstall and transferred to the emergency contact or Emergency Services.</p>
<p>28 March 2018 – Leisure and Environment Committee</p>	<p><u>Play Area and Parks/Open Space Improvements</u></p> <p><b>The Committee is asked to RESOLVE that:</b></p> <p><b>1. The 2018/19 Capital Programme of £125,000 including capital salaries for Broxtowe Borough Council play areas be allocated to the seven high priority year 1 schemes identified.</b></p>	<p>To ensure that the submissions by Town and Parish Councils met the criteria set by the Leisure and Environment Committee.</p>	<p>Majority of the funds for 2018/19 have been committed.</p>

Date	Description	Reason	Outcome
	<p>2. The 2018/19 capital programme of £125,000 for Town and Parish Council improvements to parks/open spaces be allocated to the six Town/Parish Councils at the funding levels identified in appendix 2.</p> <p>3. Delegated authority be given to the Head of Environment in discussion with the Chair and Vice Chair of the Leisure and Environment Committee to consider and approve where appropriate schemes submitted by Town/Parish Councils.</p> <p>4. The financial and administration process for Town and Parish Councils is as detailed in appendix 1 section 2.</p> <p>The 2019/20 capital programme allocates £100,000 to support bids for schemes at Hickings Lane Recreation Ground and King George's Park play areas.</p>		
<p>23 January 2019 – Leisure and Environment Committee</p>	<p><u>Events in Parks</u></p> <p><b>The Committee is asked to RESOLVE that:</b></p> <p>1. The Council continues to support the events as detailed with any funding implications contained within the existing revenue budget.</p> <p>2. Delegated authority be given to the Head of Environment in consultation with the Chair and Vice Chair of the Leisure and</p>	<p>To enable an efficient response to any requests that are received.</p>	<p>No new events have been scheduled for 2018/19.</p>

Date	Description	Reason	Outcome
	<b>Environment Committee to consider and approve where appropriate new events.</b>		
22 March 2018 – Licensing and Appeals	<p><u>Delegation of Enforcement Powers For Hackney Carriage and Private Hire Vehicles</u></p> <p><b>Committee is asked to RESOLVE the following matters:</b></p> <ol style="list-style-type: none"> <li>1. Approve the delegation of taxi licensing enforcement functions under the Local Government (Miscellaneous Provisions) Act 1976 as set out in appendix 2 of the protocol at appendix B of this report, to the licensing authorities contained in appendix 1 of the protocol, subject to those authorities accepting the delegation.</li> <li>2. Authorise the Head of Public Protection to appoint authorised officers to carry out enforcement functions under the Local Government (Miscellaneous Provisions) Act 1976 as set out in appendix 2 of the protocol transferred to this authority by the licensing authorities contained in appendix 1 of the protocol, subject to those authorities delegating those functions to Broxtowe Borough Council.</li> <li>3. That the Head of Public Protection be authorised to sign the</li> </ol>	<p>Enable Licensing Officer to be authorised to undertake enforcement duties in other districts in the county.</p> <p>Enable Broxtowe to be part of county wide joint working protocol.</p>	<p>Licensing Officer authorised.</p> <p>Broxtowe now part of county wide joint working agreement.</p>

Date	Description	Reason	Outcome
	agreement contained within the protocol attached as appendix B to this report on behalf of Broxtowe Borough Council.		
4 July 2018 – Policy and Performance Committee	<p>The Committee is asked to:</p> <ol style="list-style-type: none"> <li>1. <b>RESOLVE</b> that the implementation of the Care Leavers Council Tax Reduction Scheme be adopted.</li> <li>2. <b>RESOLVE</b> that the Head of Revenues and Benefits be delegated the authority to decide upon the award of Care Leavers' Council Tax Reduction Scheme.</li> <li>3. <b>RECOMMEND</b> to the Finance and Resources Committee that a supplementary capital estimate of £5,700 for software to administer the Care Leavers' Council Tax Reduction Scheme be approved with funding from 2018/19 capital contingencies</li> </ol>	The Council's Care Leavers Scheme is a result of discretionary powers under Section 13(A) of the Local Government Finance Act 1992. It is a Nottinghamshire wide scheme to assist care leavers with a reduction in their Council Tax until they are 25. Due to the nature of Council Tax recovery, decisions in respect of care leavers needs to be made timely to reduce any unnecessary recovery action.	There are currently five people in the borough receiving the relevant reduction which has a total cost of £1,211.
4 July 2018 – Policy and Performance Committee	<p><u>Broxtowe Lotto – Delegation of Authority to Approve Good Causes</u></p> <p>That the Committee <b>RECOMMENDS</b> to Council that authority be delegated to the Commercial Manager, in consultation with the three group leaders, to approve good causes which wish to</p>	To seek approval from the Committee to authorise approval for Broxtowe Lotto income for good causes.	Approval was agreed.

Date	Description	Reason	Outcome
	participate in the Broxtowe Lotto.		
6 February 2018 – Policy and Performance Committee	<u>Beeston Town Centre Redevelopment</u> <ol style="list-style-type: none"> <li>1. The Project Board terms of reference be approved.</li> <li>2. The delegations to the Interim Deputy Chief Executive for the finalisation of the heads of terms and the financing of the necessary items outlined in appendix 3 be approved.</li> </ol>	To enable the Beeston Square Phase 2 development.	Discussions are continuing.

<b>Scarcity Rating</b>
Application of scarcity ratings have been applied to the following posts in line with the Policy:
<ul style="list-style-type: none"> <li>• Modernisation Officer</li> <li>• Leaseholder Officer</li> <li>• Chief Accountant</li> </ul>