

CABINET

TUESDAY, 21 JULY 2026

Present: Councillor M Radulovic MBE, Chair

Councillors: G Marshall (Vice-Chair)
G Bunn
T A Cullen
R D MacRae
T J Marsh
S Paterson
V C Smith
E Williamson

Members held a minute's silence following the passing of Alderman John Booth.

24 **APOLOGIES**

An apology for absence was received from Councillor J W McGrath.

25 **DECLARATIONS OF INTEREST**

Councillor R D MacRae declared a non-registerable interest in item 5.3, minute number 28.3 refers.

26 **MINUTES**

The minutes of the meeting held on 30 June 2026 were confirmed and signed as a correct record.

27 **SCRUTINY REVIEWS**

Cabinet noted the matters proposed for and undergoing scrutiny.

28 **RESOURCES AND POLICY**

28.1 **LOCAL GOVERNMENT REORGANISATION**

Cabinet noted the update on the Local Government Reorganisation. It was stated that the Council as a whole would take a short pause to consider its approach following the government's ministerial announcement regarding its decision for Nottinghamshire. A meeting of political group leaders would take place and the Council was yet to receive the official letter of confirmation.

28.2 CRISIS RESILIENCE FUND POLICY

Members were informed that the Council had historically administered discretionary financial assistance through its Discretionary Housing Payment Policy. The scheme provided short-term support to residents facing housing-related financial difficulties, where Housing Benefit or Universal Credit Housing Costs had not fully met rental liabilities. Consideration was given to approve the implementation of the Crisis and Resilience Fund Housing Payment Policy to replace the existing Discretionary Housing Payment policy following consideration at Policy Overview Working Group. The Working Group requested the exploration of a supplementary financial support scheme to assist members of the community who did not qualify for various funds.

RESOLVED that:

- 1. The Crisis and Resilience Fund (CRF) Housing Payment Policy be approved.**
- 2. The Council will explore the development of a supplementary financial support scheme to assist members of the community who do not qualify for assistance through either the Council's CRF or Nottinghamshire County Council's CRF, but who are assessed as being on a low income.**

Reason

The Policy has been designed to ensure consistency, fairness, and transparency in decision-making which is consistent with relevant public law principles. The CRF will ensure clear and consistent approaches for residents.

28.3 CITIZENS ADVICE NOTTINGHAMSHIRE CENTRAL AND SOUTH

Cabinet considered a grant application from Citizens Advice Broxtowe Division following the expiration of a previous commitment of a three-year grant funding settlement from 2021/22 in accordance with the provisions of the Council's Grant Aid Policy. The funding was again agreed, and the settlement is seen to provide some much-needed stability for Citizens Advice Broxtowe Division and provide a platform to gain additional funds from other sources.

RESOLVED that the release of the third-year grant aid funding of £73,750 for 2026/27 accordingly, be approved.

Reason

The Council was empowered to make grants to voluntary organisations by virtue of Section 48 Local Government Act 1985. The grant supported Corporate Priorities with providing a safe place for the community and supporting people to live well.

(Having declared a non-registerable interest in the item, Councillor R D MacRae did not participate or vote on the item.)

28.4 COMPLAINTS REPORTS 2025/26

Members were provided with a summary of complaints made against the Council and noted a report which outlined the performance of the Council in dealing with complaints, at stage one by the service areas, at stage two by the Complaints and Compliments Officer and at stage three when complaints are referred to the Local Government Ombudsman or Housing Ombudsman.

29 ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

29.1 FIRE RISK MANAGEMENT PROGRAMME - LEASEHOLDER CONSULTATION AND FUTURE CHARGES

This item was withdrawn from the agenda for submission at a future meeting.

30 HOUSING

30.1 ADDITIONAL HOUSING COMPLAINTS OFFICER

Cabinet considered a report which sought approval for an additional Housing Complaints Officer in the Housing Services and Strategy team.

RESOLVED that an additional Housing Complaints Officer be added to the establishment.

Reason

The current workload is higher than one Officer can cover, and an additional post is required.

30.2 REVIEW OF DISABLED FACILITIES AND ADDITIONAL GRANTS POLICY

The Council, in its role as a local housing authority, was under a statutory duty by virtue of the provisions of the Housing Grants Construction and Regeneration Act 1996 to provide Disabled Facilities Grants for private sector residential adaptations where the appropriate legislative conditions are met. The purpose of the grant included making sure the dwelling was safe for the disabled occupant and to overcome obstacles which prevent access to its facilities and amenities.

The existing Disabled Facilities and Additional Grants Policy was updated in 2025 but following two reports to Cabinet to approve grants outside the discretionary threshold, a review of the criteria to facilitate more efficient approval of the larger and complex projects being submitted, was necessary.

RESOLVED that the Disabled Facilities and Additional Grants Policy (Private Dwellings) is updated to allow approvals of amounts outside the discretionary threshold by the Head of Environmental Health, Licensing and Private Sector Housing in conjunction with the Portfolio Holder for Housing and the Interim Deputy Chief Executive and Section 151 Officer of, subject to funding being available be approved.

Reason

This is in accordance with the Council's Corporate Priority of Housing to provide a good quality home for everyone by responding to need and to facilitate adaptations for disabled people in the private sector.

31 ENVIRONMENT AND CLIMATE CHANGE

31.1 UNIVERSITY OF NOTTINGHAM RETROFIT ROADMAP

Members were provided with an overview of the key findings from the University of Nottingham Housing Decarbonisation Report, and it was demonstrated how this report would support future housing retrofit, decarbonisation and investment decisions across the Borough and informed that the Council has made significant progress in improving the energy efficiency of its housing stock through a combination of Government funded and Council-led retrofit programmes.

A key outcome of this project has been to translate what is a highly technical piece of work into a format that can be more easily understood and used by residents. To support this, a simplified, leaflet-style summary has been developed to clearly communicate the types of measures that may be applicable to different homes and the benefits they can deliver this will be used as a template and expanded to cover all property types across the Borough.

RESOLVED that:

- 1. The use of the retrofit information leaflet template, amended to consider abbreviations, be used as the basis for developing further housing archetype guidance.**
- 2. The Council investigates engagement with the relevant groups.**
- 3. A report be submitted to Cabinet on the dissemination programme for residents.**

Reason

Improving the energy efficiency of the Borough's housing stock is a key to reducing carbon emissions, with domestic properties which currently accounts for approximately one-third of the Boroughs total emissions. The evidence presented through the Housing Decarbonisation Report, Local Area Energy Plan and EMCC Retrofit Strategy provides a strong foundation for targeting future retrofit activity, reducing fuel poverty, lowering energy consumption and supporting progress towards both local climate ambitions and the UK's Net Zero 2050 target.

31.2 PARKS AND PLAY STRATEGY

Broxtowe Borough Council was undertaking a review and refresh of its Parks and Play Strategy to ensure it reflected current and future needs across the Borough. The existing strategy (2017–2025) had delivered a programme of improvements; however, changing demographics, evolving legislation, and increasing expectations around accessibility, inclusivity, health and wellbeing, and environmental sustainability required a renewed strategic approach.

RESOLVED that the draft Parks and Play Strategy be approved for public consultation and that, following the consultation, the Strategy and consultation findings be reported to the Policy Overview Working Group for consideration prior to being submitted to Cabinet for final approval

Reason

The refreshed strategy will play a key role in informing and prioritising the Council's Pride in Parks investment programme. It will provide a clear framework for assessing

and prioritising sites across the Borough, identifying areas of deficit, and directing future improvements. The strategy will also consider a range of key themes including accessibility and inclusivity, health and wellbeing, biodiversity and climate resilience, and long-term infrastructure and asset management.

32 LEISURE AND HEALTH

32.1 FIT AND PROPER PERSON POLICY - PRIVATE SECTOR HOUSING LICENSING

Cabinet considered a report which sought approval for a policy to consider whether applicants applying for a licence or involved in the management of a licensed property are considered to be fit and proper.

RESOLVED that the Fit and Proper Person Policy - Private Sector Housing be approved.

Reason

This is in accordance with the Council's core housing priority to create 'a good quality home for everyone' improving the standard of private rented properties.

32.2 ANNUAL FOOD SAFETY SERVICE PLAN & OCCUPATIONAL SAFETY WORK PROGRAMME 2026-2027

Cabinet was informed that the Food Standards Agency Framework Agreement sets out what the Food Standards Agency expects from local authorities in their delivery of official controls on food law. It includes the requirement to prepare a statutory Food Service Plan and prescribes in detail which areas of the service should be covered by the Plan. The use of apprenticeships was encouraged and Members commended those involved in achieving compliance.

RESOLVED that the Annual Food Safety Service Plan and the Annual Occupational Safety Work Programme 2026/27 be approved.

Reason

Failure to have an agreed plan in place is contrary to the Food Law Code of Practice (England) (amended March 2021) requirements and can be a point of failure if the Council receives an audit by the Food Standards Agency. The plan is subject to amendment and review in accordance with good practice, guidance and legal controls.

32.3 ANNUAL AIR QUALITY STATUS REPORT 2026

Each year, the Department of Food Environment and Rural Affairs requires all local authorities in England to produce an Annual Status Report in respect of air quality for the preceding calendar year. The production of an Annual Status Report is intended to aid local transparency, increase accessibility of air quality to the wider public audience and encourage buy-in to delivering air quality improvement measures by those best placed to assist.

RESOLVED that the Air Quality Status Report 2026 and the updated Action Plan, be approved.

Reason

This is in accordance with the Council's corporate priority of Environment – protect the environment for the future and Community Safety – a safe place for everyone.

33 CABINET WORK PROGRAMME

Members considered the Work Programme.

RESOLVED that the Work Programme, including key decisions, be approved.

Reason

This is in accordance with all of the Council's Corporate Priorities.

34 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, 2, and 3 of Schedule 12A of the Act.

35 CABINET HOUSING DELIVERY UPDATE

Cabinet noted the report.