



28 February 2017

Dear Sir/Madam

A meeting of the Policy and Performance Committee will be held on Wednesday, 8 March 2017 in the New Council Chamber, Foster Avenue, Beeston, commencing at 7.00pm.

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 J Carr  
M J Crow (Vice Chair)  
S Easom  
D A Elliott  
J C Goold  
A Harper

R I Jackson (Chair)  
E Kerry  
G Marshall  
J W McGrath  
P D Simpson

## AGENDA

1. 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 1 - 4

The Committee is asked to confirm as a correct record the minutes of the meeting held on 18 January 2017.

4. REFERENCE

Finance and Resources Committee  
9 January 2017

GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS,  
CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS,  
THE ARTS AND DISABILITY MATTERS 2016/17

The Committee considered requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy and noted the grants awarded under delegated authority.

**RECOMMENDED to the Policy and Performance Committee to approve an amendment to the Grants to Voluntary and Community Organisations, Charitable Bodies and Individuals Involved in Sports, the Arts and Disability Matters 2016/17 Policy to increase the limit for grants awarded under delegated powers to individuals to £250 subject to consultation with the Chair of the Finance and Resources Committee.**

5. REVIEW OF CORPORATE PLAN PROGRESS PAGES 5 - 21  
AND FINANCIAL PERFORMANCE

To report progress against outcome targets linked to Corporate Plan priorities and objectives and to provide an update as to the latest financial performance as measured against the budget

6. EQUALITY AND DIVERSITY ANNUAL REPORT 2016/17 PAGES 22 - 35

To provide members with an annual review of activity and outcomes in respect of the Council's equality and diversity work.

7. INCREASE IN PLANNING FEES PAGES 36 - 55

To consider the opportunity to increase planning application fees by 20% subject to restrictions.

8. WORK PROGRAMME PAGE 56

To consider items for inclusion in the Work Programme for future meetings.

9. EXCLUSION OF PUBLIC AND PRESS

**The Committee is asked to RESOLVE 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 involves the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.**

10. ASSET DISPOSAL PAGE 57

11. EXTENSION OF AGENCY SUPPORT PAGE 58

12. HONORARIA FOR COUNCIL OFFICERS PAGES 59 - 65

## **POLICY AND PERFORMANCE COMMITTEE**

**18 JANUARY 2017**

Present: Councillor R I Jackson, Chair

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

An apology for absence was received from Councillor A Harper.

### 41. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 42. **MINUTES**

The minutes of the meeting held on 16 November 2016 were confirmed and signed.

### 43. **BEESTON SQUARE UPDATE**

Members noted a report on the progress of the redevelopment of Beeston Town Centre and were informed that the modelling for viability would be cost-neutral or beneficial for the Council. In response to a question it was stated that the likelihood of the timetable being achieved was dependent on third parties. The Committee was informed that a report on the procurement process would be presented to the next meeting in addition to options for members.

### 44. **PEOPLE STRATEGY 2012-16**

The Committee noted the progress made in implementing the People Strategy 2012-16 and were informed that the current Strategy was coming to the end of its implementation period. Steps would be taken to engage with employees and devise a new Strategy for 2017-2020 which would be

presented to councillors for approval. Members requested that employees be encouraged to carry blood and organ donor cards through the consultation.

45. FUTURE SKILLS NEEDS/APPRENTICESHIP LEVY

Sixty-four apprentice positions had been offered by the Council since the programme began 20 years ago. Under the current scheme the Council pays the salary of the apprentice and training fees are paid by the government for the appointed training provider. From April 2017 the Council would also be responsible for payment of the training fees directly to the appointed provider through a digital levy account.

**RESOLVED that a new Strategy be submitted to Committee.**

46. PROPOSED SAVINGS – ENVIRONMENT

Officers within the Environment team had undertaken a review of its services to identify whether additional cost savings could be made in the revenue budget from 2017/18 onwards. This work has been undertaken in consultation with the front line operational staff and with the Chairs of the Finance and Resources, Leisure, Parks and Cemeteries and Environment and Community Safety Committees.

Members considered the proposed areas for cost savings and noted the difficulty in competing with the City Council over trade waste and were informed that a further report would be submitted to outline savings. Further consideration was given to the review of floral bedding schemes, on which the Committee was informed that a combination of formal and informal bedding would be used, but only formal arrangements would be used for beds that brought in advertising revenue.

**RESOLVED that the cost savings and staffing implications outlined in the report be approved.**

47. CONSULTATION ON CHANGES TO RAILWAY CROSSINGS IN ATTENBOROUGH

The Council had become aware, but had not yet been directly consulted, regarding potential alterations to railway crossings in Attenborough which may impact on the access members of the public currently enjoyed to neighbouring facilities such as Attenborough Nature Reserve, the Church, the School, and to and from locations within the area generally.

The Committee was informed of a consultation by Network Rail regarding potential alterations to railway crossings in the Attenborough area. It was stated that each of the crossings had its own individual role and were important as exits from Attenborough Village. There was no history of major incidents and there was good visibility on the line in the area. Attenborough

Nature Reserve was recognised nationally and many visitors and Borough residents used it as a resource. People should not be discouraged from visiting the Reserve.

**RESOLVED unanimously that the Committee's comments be forwarded as the Council's response to the consultation.**

48. ADDITIONAL TEMPORARY HUMAN RESOURCES SUPPORT

The Committee approved a new Human Resources structure at the end of November 2016. The new structure was not yet fully in place as a recruitment exercise to one senior post was still to be completed. The section faced additional pressures during January. Currently, temporary agency resources have been used to provide extra support. It was proposed to extend the current arrangement until the end of March 2017.

**RESOLVED that the extension of temporary Human Resources support until the end of March 2017 be approved.**

49. WORK PROGRAMME

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

50. 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 involve the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Schedule 12A of the Act.**

51. HOUSING RESTRUCTURE

The item was withdrawn from the agenda at the meeting.

52. ENVIRONMENTAL SERVICES RESTRUCTURE

**RESOLVED that the revised structure for the Environmental Services Division, as set out in appendix 4 of the report, be approved.**

53. EMPLOYEE SAVINGS PROGRAMME

The Committee was informed that the date of 19 January 2017 be amended to 27 January 2017 in recommendation 3.

**RESOLVED that:**

1. The consultation feedback be noted.
2. The next steps as suggested in appendix 1 be approved.
3. The compulsory redundancy of C62 effective from 27 January 2017 (including three months' pay in lieu of notice) be approved.
4. The compulsory redundancy of L40 in proposal 2 and the deletion of the currently vacant L39a post be approved.
5. The allocation of £10,000 towards project support costs for proposal 3 (integration of revenues and benefits) in appendix 1 be approved.
6. The voluntary redundancy of P75 in proposal 4 to take effect from 17 February 2017 (including one month's notice from 18 January 2017) and the deletion of the currently vacant post H15 be approved.
7. The financial settlement relating to those who may have to be made compulsorily redundant as a result of the implementation of the programme be the same as set out in the current voluntary redundancy scheme.
8. Subject to the agreement of the Community Safety Committee on 19 January 2017, the de-risking of posts C22 and the deletion of P87 and replacement with a newly refined administrative role be approved.
9. Subject to the agreement of the Environment Savings Proposals, the compulsory redundancy of post T240; the deletion of vacant post T201 and the de-risking of posts T186, T241 and T242 be approved.
10. The de-risking of posts C5 and C6 be approved.
11. The criteria for selection in relation to redundancy and recruitment where more than one applicant applies for a position be approved.

## Joint report of the Chief Executive and the Deputy Chief Executive

**REVIEW OF CORPORATE PLAN PROGRESS AND FINANCIAL PERFORMANCE**1. Purpose of report

To report progress against outcome targets linked to Corporate Plan priorities and objectives and to provide an update as to the latest financial performance as measured against the budget.

2. Background

The Corporate Plan 2016 - 2020 was approved by Cabinet on 9 February 2016. Business Plans linked to the five corporate priority areas of Housing, Business Growth, Environment, Health and Community Safety were approved by the Overview and Scrutiny Committee on 1 and 3 February 2016.

3. Performance management

As part of the Council's performance management framework and to meet the commitment to closely align financial and performance management, the Business Plans for the priority areas are considered alongside detailed revenue budget estimates, the capital programme and other financial information.

The relevant Committees will receive regular reports during the year which review progress against their respective Business Plans, including a detailed annual report where performance management and financial outturns are considered together following the year-end.

This quarterly report is intended to provide this Committee with an overview of progress made towards Corporate Plan priorities and the latest data relating to Critical Success Indicators (CSI), identified as a means by which outcomes relating to corporate priorities and objectives can be measured. This summary is detailed in appendix 1.

4. Financial performance

A summary of the financial position as at 31 December 2016 with regard to the employee budgets, major income headings and progress against achieving the savings target set as part of the budget is included in appendix 2. A summary of the capital expenditure position to 31 December 2016 is also included.

**Recommendation**

**The Committee is asked to NOTE the progress made in achieving the Corporate Plan priorities and with regard to the financial position for 2016/17.**

Background papers

Nil



## APPENDIX 1

## PERFORMANCE MANAGEMENT

1. Background - Corporate Plan

The Corporate Plan 2016 - 2020 was approved by Cabinet on 9 February 2016. It sets out the Council's priorities to achieve its vision to make "Broxtowe a great place where people enjoy living, working and spending leisure time." Over the plan period, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and seeks to ensure that resources are directed toward the things that communities think are most important. These needs are aligned with other local, regional and national plans to ensure the ambitions set out in our Corporate Plan are realistic and achievable.

2. Business Plans

A series of Business Plans linked to the five corporate priority areas were approved by the Overview and Scrutiny Committee on 1 and 3 February 2016.

The Business Plans detail the projects and activities undertaken in support of the Corporate Plan 2016-20 for each priority area. These cover a three-year period but will be revised and updated annually. Detailed monitoring of progress against key tasks and outcome measures in the Business Plans is undertaken by the relevant Committee. This will include a detailed annual report where performance management and financial outturns are considered together following the year-end as part of the Council's commitment to closely align financial and performance management.

3. Performance management

As part of the Council's performance management framework, the Policy and Performance Committee receives a high level report of progress against Corporate Plan priorities on a quarterly basis. The report provides a summary of the progress made to date towards achieving the corporate priorities and objectives. It also provides the latest data relating to Critical Success Indicators (CSI), which have been identified as a means by which outcomes relating to corporate priorities and objectives can be measured.

Further operational performance data, such as Key Performance Indicators (KPI) and Management Performance Indicators (MPI) are monitored by the respective Committee and/or General Management Team/Senior Management Team as appropriate. Similarly, the Business Plans for the support service areas (Bereavement Services, ICT and Business Transformation, Resources and Revenues, Benefits and Customer Services) are not being considered here at this stage.

Each of the five priorities is considered separately below:

## 1. HOUSING

The Council's priority for Housing is "**A good quality affordable home for all residents of Broxtowe**". Its objectives are to:

*Increase the rate of house building on brownfield sites (Ho1)*

Four new specially designed dementia friendly bungalows and two retirement living bungalows were completed and handed over to residents in November 2016. These will enable residents with dementia to remain living in the local community.

The Planning Committee has permitted construction of 25 houses to the rear of Mill Road, Newthorpe, and 25 residential properties on part of the Kimberley Brewery site.

*Become an excellent housing provider (Ho2)*

Tenants and officers of the East Midlands Tenant Participation Forum attended a seminar in December 2016. A tenant from Broxtowe has been elected onto the East Midlands Tenant Participation Forum committee and will work with the Council's Resident Involvement Co-ordinator.

During the third quarter, 26 estate inspections were carried out. These provide an opportunity for residents to discuss local concerns, such as dog fouling, fly tipping, overgrown/untidy gardens and repairs directly with officers. Information on addressing concerns was provided to residents.

The Housing Repairs team was shortlisted for the 'Building Maintenance – Most Improved Performers' award in the national APSE Performance Network Awards in December 2016. The nomination recognises their hard work over the last year.

*Improve the quality and availability of the private sector housing stock to meet local housing need (Ho3)*

The Assistive Living pilot scheme has provided support to twelve households who have occupied a property on a three-month licence. The households have been supported by the Council and other primary support services to assess their housing needs and ability to live independently. The scheme is also investigating the use of technologies to support households in addition to offering lifelines.

Critical Success Indicators for Housing

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Supply of ready to develop housing sites	NI159	88%	100%	n/k	There is a short term deficit in the five-year land supply which will be addressed in the Part 2 Local Plan.
Net additional homes provided	NI154	100	360	n/k	There is a long-term shortage of homes being built back to the start of the economic downturn.  Planning permissions are up year on year with permissions and resolutions to grant permissions for over 1,000 homes.
Private sector vacant dwellings that are returned into occupation or demolished	HSLocal _11	34	25	24	Existing rate has been maintained. Target expected to be achieved.
Overall satisfaction	HSTOP _01	94.9%	86.0%	96.7%	In Q3 546 satisfaction surveys were completed which gave an overall satisfaction rating of 96.7%. This is an increase from Q2 (93.8% from 694 surveys).

**2. BUSINESS GROWTH**

The Council's priority for Business Growth is '**New and growing businesses providing more jobs for people in Broxtowe and improved town centres**'. Its objectives are to:

*Increase the number of new businesses starting in Broxtowe (BG1)*

A business questionnaire to gather data about the needs and aspirations of businesses located at industrial and business parks in Attenborough, Chilwell Cossall, Eastwood and Giltbrook is being prepared.

Toton has been confirmed as the location of the East Midlands HS2 Hub. Further consultation work continues. The next major milestone is the Phase 2b Hybrid Bill in Parliament in 2019.

*Help our town centres to compete and attract new visitors (BG2)*

During the lead up to Christmas, shoppers were provided with additional opportunities to use their vehicles without having to pay fees in the Council's car parks. Free parking was offered after 12 noon on in all town centre car parks. This is now a permanent arrangement.

The town centres supported 'Small Business Saturday' which encouraged shoppers to visit their local town centres, with some local businesses offering exclusive discounts for one day only.

Complete the regeneration of Beeston Town centre and seek opportunities to regenerate town centres throughout Broxtowe (BG03)

A bid for funding has been made to the Nottinghamshire Pre-development Fund for financial resources to assist with costs associated with plans to regenerate The Square in Beeston.

The Council has also bid for funding that is available to conduct feasibility studies in respect of the public sector taking 'head leases' on sites which have not progressed since entering the market. In another attempt to lever in outside funding, a bid was made to the N2 Town Centres programme as part of the Local Growth Fund for the Beeston town centre redevelopment initiative.

The Council is continuing to work with consultants to undertake soft market testing and will bring forward a detailed project plan with milestones for the delivery of the phase 2 redevelopment scheme.

Beeston Parish Church of St. John the Baptist has been lit up thanks to new energy efficient LED lighting to the upper elevations on all four sides of the Church. The cost of the project was just over £20,000 and has been paid for by the developers of the Square Phase 1.

Critical Success Indicators for Business Growth

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Town Centre occupancy rates:					The national average for occupancy rates is 88.8% and all our town centres have seen a downward trend in occupancy.
• Beeston	TCLocal_01a	94%	91%	96%	Over the occupancy target at 96%
• Kimberley	TCLocal_01b	92%	91%	89%	Two units are being refurbished, to be opened before the end of Q4.
• Eastwood	TCLocal_01c	91%	91%	90%	Several units being converted into micro-breweries, these had to go through the planning process.
• Stapleford	TCLocal_01d	89%	91%	87%	Several units under offer, to open soon. Many empty units under lease, but unoccupied, so owner not under pressure to let.
New accounts on web based Business Support Network	ERLocal_01	-	New	-	Data in 2016/17 to give a baseline.

Employment Land take up	ERLocal_02	-	New	-	Activity is being monitored and data will be published in March 2017.
New retail/commercial floor space within town centres	TCLocal_05	-	New	-	Activity is being monitored and data will be published in March 2017.
Appointment of developer-Phase 2 of Beeston Town Centre redevelopment	BG1620_09	-	Dec 17	-	Advisor has provided financial options appraisal for consideration by members. Next stage is to tender members' preferred options.
Commencement of works for phase 2 of Beeston Town Centre redevelopment	BG1620_09	-	Oct 18	-	Temporary car park completed July 2016. The former Public Toilet block has been demolished.

### 3. ENVIRONMENT

The Council's priority for Environment is '**The environment in Broxtowe will be protected and enhanced for future generations**'. Its objectives are to:

*Reduce litter and fly tipping to make Broxtowe cleaner (En1)*

A new Litter and Fly Tipping Action Plan was approved by the Environment and Community Safety Committee on 24 November 2016. The aims of the plan are to tackle litter and fly tipping through prevention, publicity, pursue and prosecute and public engagement. The top-ten locations have been identified and activities are planned to influence behaviours.

*Maintain and improve the green infrastructure of Broxtowe (En2)*

Various tree planting schemes took place in late 2016, with an event to mark 10 years of the Green Flag at Bramcote Hills Park that saw ten trees planted during National Tree Week that were chosen for their autumn colour.

A funding bid is being submitted for a new recreational and activity space inside the Moorgreen entrance to Colliers Wood. The work is being undertaken by Friends of Colliers Wood and the Council. This woodland area will have seating and tables. The installation of two mining wheel segments will provide the community with a display board.

The Council and the Friends of Toton Fields have been successful with a bid for funding to improve access points and pathways at the nature reserve. The project also aims to improve wildlife habitats and planting.

The Parks team was nominated as a Best Performer at the National APSE Performance awards.

Working in partnership with Nottinghamshire Wildlife Trust, a successful bid for £27,000 was submitted for Growth Point funding for wetland landscape and access improvements works at Brinsley Headstocks, Banks Road, Toton and Hall-om-Wong in Kimberley.

*Increase recycling, composting, renewable and energy efficiency projects as resources allow and reduce residual waste (En3)*

The revised Waste Strategy was adopted on 24 November 2016. A key aim is to increase the recycling rate to 45% by 2019/20. The Waste Strategy contains a number of initiatives to increase recycling, through education, exploring the feasibility of other recyclables and updating information provided.

Critical Success Indicators for Environment

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Cleanliness of the streets and open spaces within the Borough (levels of litter)	NI195a	4%	3%	5%	Summer surveys generally produce higher scores whilst scores in the autumn and winter tend to be lower. This is partly due to reduced day light hours affecting cleansing operations which tend to lead to an increase in littering and dog fouling. (Q1 = 3%). The third of three surveys will be completed by 31 March 2017.
Number of fly tipping incidents removed	SSData_01	479	467	249	Targets are based on a reduction by 10% each year (Q1 = 76, Q2 = 131). A joint action plan has been prepared to reduce fly tipping with the Neighbourhood Wardens through enforcement. Figures currently suggest a reduction of 35%. This may be due to a reduced level of inspection and enforcement or fly tipping incidents not being logged.
No. of Nature Reserves	PSData_07	14	14	15	Hall Park completed in 2016 and is a popular site.
Parks achieving Broxtowe Parks Standard %	PSData_09	91%	90%	96%	Sample sites assessed on an annual basis.
Household waste recycled and composted	NI192	41.74%	40.17%	42.44% Est	Q3 figure estimated as not all data available (Q1 = 41.48%, Q2 = 43.36). Recycling rate tend to reduce over the winter period due to the reduction in the amount of garden waste collected.

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Energy Consumption across all operational sites – Total kWh gas and electric ('000)	CPLocal_03	8,637	8,620	n/k	Data compiled annually. Targets to be confirmed pending review of Carbon Management Plan by Energy Efficiency Working Group.

#### 4. HEALTH

The Council's priority and objective for Health is '**People in Broxtowe enjoy longer, active and healthy lives**'. Its objectives are to:

*Increase the number of people who have active lifestyles (He1)*

The Council's new Local Authority Trading Company, Liberty Leisure, has been operating since October 2016. To coincide with its launch a fast track bookings system was installed at Bramcote Leisure Centre to improve booking and reduce queuing times for the gym, swimming and classes.

Along with a new website, branding and uniform the Company is working to implement a suite of mini business plans that focus on increasing participation in physical activity. The current plans specifically look at personal training, body composition analysis for gym users, gymnastics, trampolining, swim lessons and fitness gym participation. In line with the objectives of the Company once implemented, these schemes will not only increase participation but also contribute to the overall savings projected for 2017-18.

Older people were invited to events across the borough in September 2016 in support of 'Older Person's Week' to celebrate the contribution they make to society. Retirement Living Officers used these opportunities to promote their service and provide information on Retirement Living.

*Work with partners to improve the health of the local population (He2)*

A new Health Action Plan has been developed through the Broxtowe Local Strategic Partnership.

The Council is participating in the Sustainable Transformation Strategy led by the NHS and upper tier authorities and other partners aiming to improve outcomes and reduce costs.

Other key areas the Council are contributing to are to decrease the prevalence of smoking, reduce levels of obesity in children aged 10-11, reduce the rate of alcohol related admissions, reduce the avoidable demand for health and care services and increase the physical activity and good diet and nutrition of residents.

Reduce alcohol related harm in Broxtowe (He3)

The Alcohol Action Plan has been incorporated into the Broxtowe Health Action Plan.

The Licensing team is working to raise awareness of alcohol related harm through 'Pubwatch' and to publicise the Best Bar None accreditation. Work has begun on promoting the 'Change, Grow, Live' campaign to premises.

Critical Success Indicators for Health

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Total Attendances for Leisure and Culture *	LSDATA_A01 _H06 _B01 _K01 _C01 _S01	1,706k	1,688k	n/k	Data reported annually
*Data below is April to December 2016 for the Leisure Centres					
Bramcote Leisure Centre: Visits per 1,000 population	LLLocal_B01	5,686	5,750	4,646	Target revised to reflect more accurate methods of data collection
Chilwell Olympia: Visits per 1,000 population	LLLocal_C01	3,546	3,517	2,554	Target revised to reflect more accurate methods of data collection
Kimberley Leisure Centre : Visits per 1,000 population	LLLocal_K01	5,453	5,155	3,425	Target revised to reflect more accurate methods of data collection
Total Broxtowe Leisure Cardholders	LSDATA_B02 LSDATA_K02 LSDATA_C02	54,173	54,000	n/k	This is expected to increase slightly due to an increase in capacity for swimming lessons Data reported annually
Number of clubs and organisations engaged with	LSData_G01	-	100	-	The data for this new indicator will be reported annually
Accredit 20 premises with Best Bar None Accreditation	ComS_070	10 (20)	20 (25)	6	In the period October to December 2016 six accreditations were active. Interest from potential participants has decreased in this second year of the scheme. Number of visits to be increased in 2017 to promote the scheme.



## 5. COMMUNITY SAFETY

The Council's priority for Community Safety is that **'Broxtowe will be a place where people feel safe and secure in their communities'**. Its objectives are to:

### Reduce the amount of anti-social behaviour in Broxtowe (CS1)

A Public Spaces Protection Order was introduced prevent noise disturbance, anti-social behaviour and danger to the public caused by the activity of "car cruising". The order applies to a specified area of the A610 in Eastwood South.

A review of existing controls on consumption of alcohol in certain designated areas of the Borough have also been undertaken.

The Neighbourhood Wardens have been responsible for bringing about the first prosecution undertaken by the Council following the introduction of dog micro-chipping legislation.

Year 8 pupils from Hall Park Academy participated in "Prison Me – No Way" sessions to learn more about the causes, consequences and penalties of crime and the effects of anti-social behaviour. Positive feedback was received from the young people.

A new Action Plan for Eastwood South will be developed for the period April 2017- March 2018 that will focus on local issues and crime data. It is hoped that actions in the plan will receive some financial support through the Office of the Police and Crime Commissioner once again.

### Reduce domestic violence in Broxtowe (CS2)

Six high risk households have been provided with sanctuary measures. This approach gives an individual or family the choice to remain in their safely in their home. Women's Aid Organisations and Equation provide specialist support to improve the safety of the household.

Critical Success Indicators for Community Safety

Indicator Description	Covalent Code	Achieved 2015/16	Target 2016/17	Q3 2016/17	Comments (incl. benchmarking)
Reduction in reported ASB cases in Broxtowe (Nottinghamshire Police Strategic Analytical Unit)	ComS_011	2,029	1,960 -5%	1,730	Changes in Police recording make year on year comparisons difficult.
Reduction in ASB cases reported in the borough to Environmental Health, Communities and Housing	ComS_012 ComS_014 ComS_013	454 17 88	370 16 84	117 10 25	Year to date Environmental Health = 450 Community Protection warnings served for wider range of incidents in line with ASB legislation. Communities = 26 Housing = 54
No. of medium risk domestic abuse cases re-referred to Adults At Risk Panel (AARP). [Expressed as a % of the total number of referrals]	ComS_027	3%	<7%	-	Domestic Violence (DV) cases are now referred to Women's Aid Integrated Services (WAIS). Following revision of the reporting process data is no longer collected.
Domestic abuse in the borough	ComS_025	1,549 (target)	1,518	810	Figures represent total of domestic violence incidents and domestic abuse crime. Final data for Domestic Abuse in 2015/16 = 922. 2015/16 will be benchmark data following changes to reporting.

## APPENDIX 2

## FINANCIAL PERFORMANCE

Employee Position

The summary position as at 31 December 2016 as regards to the employee budgets is as shown below.

<b>Directorate</b>	<b>Budget to 31/12/2016 £</b>	<b>Actual to 31/12/2016 £</b>	<b>Variance £</b>
Chief Executive's Department	1,478,550	1,455,508	(23,042)
Deputy Chief Executive's Department	4,282,463	4,067,920	(214,543)
Directorate of Legal and Planning Services	1,235,438	1,235,175	(262)
Directorate of Housing, Leisure and Property Services	4,845,525	4,601,726	(243,799)
<b>Total</b>	<b>11,841,975</b>	<b>11,360,329</b>	<b>(481,646)</b>

These figures exclude agency costs. Any overtime in respect of December (paid in January) is included.

The progress made to achieve the employee savings targets is as set out below:

	<b>Savings Targets 2016/17 £</b>	<b>Savings Achieved to 31/12/2016 £</b>
General Fund	(124,000)	(272,471)
Housing Revenue Account	(39,900)	(209,175)
<b>TOTAL</b>	<b>(163,900)</b>	<b>(481,646)</b>

# Note – Leisure employee figures are to 30 September 2016 only. Liberty Leisure commenced operating as a separate legal entity with effect from 1 October 2016.

The employee savings achieved to date for both the General Fund and the Housing Revenue Account have already exceeded the targets for 2016/17. This has been primarily due to the number of vacant posts exceeding expectations.

The 2016/17 employee budget includes £66,200 in respect of the post of Head of Revenues, Benefits and Customer Services. On 9 February 2016 Cabinet approved the voluntary redundancy of the former postholder with the introduction of a Shared Management Services for Revenues and Benefits with Erewash Borough Council from April 2016 at a cost of £67,000 per annum. This was too late for inclusion in the original 2016/17 budgets but has been reflected in the production of the 2016/17 revised estimates.

**Agency Costs Position**

<b>Directorate/ Budget Heading</b>	<b>Approved Budget 2016/17 £</b>	<b>Actual to 30/12/16 £</b>	<b>Comments</b>
Deputy Chief Executive's Department/ Refuse Collection	85,000	156,582	Significant agency expenditure was incurred during 2016 to cover vacant posts which have now been filled and to support the growing garden waste income collection. These pressures should now be reduced and partly offset by salary underspends. There is an ongoing need for agency drivers to cover absences.
Deputy Chief Executive's Department/ Grounds Maintenance	50,000	85,475	Additional pressures arose from seasonal demand and establishment vacancies.
Deputy Chief Executive's Department and Director of Legal and Planning Services/ Various	0	33,430	Agency staff to cover vacant posts.
<b>TOTAL</b>	<b>135,000</b>	<b>275,487</b>	

**Non-Employee Expenditure Budget Variations**

The most significant variations on non-employee budgets to 31 December 2016 are as follows:

<b>Budget Heading</b>	<b>Approved Budget 2016/17 £</b>	<b>Actual to 30/12/16 £</b>	<b>Comments</b>
Leisure Services - Consultants	84,500	66,672	This budget is the remainder of the £100,000 allocated by Cabinet on 22 September 2015 for preparatory work to set up a Local Authority Trading Company for Leisure Services.
New White Bull (Giltbrook) – Costs Settlement	0	31,100	Jobs and Economy Committee agreed on 19 May 2016 to pay costs up to the sum shown

Neighbourhood Planning Support	31,950	3,162	Significant expenditure anticipated during the remainder of the year as reported to Jobs and Economy Committee on 10 November 2016.
Refuse Collection – Replacement wheeled bins	87,000	101,605	Additional expenditure was incurred providing red lidded and garden waste bins for new customers. Partly offset by increased sales income.
Grounds Maintenance – Subcontractors	164,500	191,887	Additional pressure arising from seasonal demand and establishment vacancies.

### **Income Budgets**

The position to 31 December 2016 in respect of the most significant variable income budgets is as follows:

<b>Income</b>	<b>Annual Budget 2016/17 £</b>	<b>Income to 31/12/16 £</b>	<b>Latest Projection 2016/17 £</b>	<b>Projected Variance to Budget £</b>
Garden Waste Income	(550,000)	(581,640)	(582,000)	(32,000)
Sale of Glass	(25,000)	(19,397)	(31,000)	(6,000)
Sale of Wheeled Bins	(10,000)	(12,111)	(16,000)	(6,000)
Recycling Credits – Glass	(75,000)	(47,539)	(90,000)	(15,000)
Trade Refuse Income	(509,400)	(520,962)	(521,000)	(11,600)
Special Collections Income	(35,000)	(42,587)	(55,000)	(20,000)
Cemeteries – Fees and Charges	(190,700)	(126,512)	(194,600)	(3,900)
Parking P&D Income	(130,000)	(121,168)	(159,600)	(29,600)
Planning Fees	(400,000)	(222,138)	(290,000)	110,000
Industrial Unit Rents	(156,850)	(211,784)	(187,800)	(30,950)

Craft Centre Complex Rents	(32,900)	(34,266)	(34,200)	(1,300)
General Properties Rents	(92,850)	(23,824)	(92,850)	0
Licence Income	(158,550)	(121,700)	(158,000)	550
Land Charges Income	(120,000)	(103,709)	(118,000)	2,000
Interest on Investments	(155,200)	(67,532)	(116,000)	39,200
Beeston Square Rent	(102,250)	(425,090)	(595,000)	(492,750)
Council Offices Rent	(40,000)	0	0	40,000
<b>Total</b>	<b>(2,783,700)</b>	<b>(2,681,959)</b>	<b>(3,241,050)</b>	<b>(457,350)</b>

<b>Income</b>	<b>Annual Budget 2016/17 £</b>	<b>Income to 30/09/16 £</b>
Bramcote Leisure Centre #	(1,443,950)	(968,465)
Chilwell Olympia #	(476,200)	(253,745)
Kimberley Leisure Centre #	(1,083,050)	(452,541)
<b>Total</b>	<b>(3,003,200)</b>	<b>(1,674,751)</b>

# Note – Leisure Centre income figures are to 30 September 2016 only. Liberty Leisure commenced operating as a separate legal entity and recognising its own income with effect from 1 October 2016.

#### Additional Notes

- i) Income from garden waste collection in 2016/17 has exceeded original expectations when the budget for the year was set.
- ii) Income from trade refuse in 2016/17 is expected to be higher than in the previous year, slightly exceeding the annual budget.
- iii) The increased demand for special collections has resulted in the 2016/17 income budget being exceeded as at 31 December 2016.
- iv) Income from planning fees is not expected to meet the budget as a result of a reduction in major applications compared to previous years. It is anticipated that major applications will start to be submitted now that the site allocations have been determined from Part 2 of the Local Plan.

- v) The budget for rental income from general properties takes no account of the income to be received in respect of Durban House as reported to Cabinet on 19 April 2016.
- vi) Expected income on investments in 2016/17 is likely to fall significantly short of original expectations due to a combination of a reduction in the level of investments arising from the internal borrowing for the purchase of the Beeston Square lease and the recent lowering of interest rates.
- vii) A proportion of the 2016/17 income budget for the three leisure centres has been attributed to Liberty Leisure from 1 October 2016 when the new company commenced operations.
- viii) Beeston Square rent income has increased significantly as a result of purchasing the lease. The Council now receives all rental income directly from those tenants occupying the square. There are two units currently vacant, which are being marketed through HEB Chartered Surveyors and the Council's Estates Section.
- ix) The rent income budget of £40,000 was set in anticipation of the Department for Work and Pensions (DWP) moving into the Council Offices. Further capital works to enable this are required, following formal completion of the rental agreement with the DWP, which is still awaited. No income will be received in 2016/17.

### **Capital Programme**

Capital programme expenditure as at 31 December 2016 is summarised as follows:

	<b>Approved Budget 2016/17 £</b>	<b>Actual Spend to 31/12/2016 £</b>	<b>Proportion of Budget Spent %</b>
General Fund	11,513,950	8,997,682	78.1
Housing Revenue Account	8,357,700	5,364,414	64.2
<b>TOTAL</b>	<b>19,871,650</b>	<b>14,362,096</b>	<b>72.3</b>

The table includes all capital schemes brought forward from 2015/16, as previously approved, in addition to any other budget changes made up to 31 December 2016. No account has been taken of any invoices received but not yet paid or work that has taken place but where no invoices have, as yet, been received.

The General Fund capital programme includes schemes totalling £424,050 for which the approval to proceed will be granted once a source of funding has been identified. If these schemes were to be excluded from the table above then the proportion of the General Fund capital programme spent to 31 December 2016 would be 81.1% and the total proportion of budget spent would increase to 73.9%.

The most significant schemes with regards to spending to 31 December 2016 are:

	<b>Approved Budget 2016/17 £</b>	<b>Actual Spend to 31/12/2016 £</b>	<b>Comments</b>
<b>General Fund</b>			
Eastwood Cemetery Chapel – Phase 2	330,800	315,322	Work is completed. Insurance settlement is to be reported to Committee.
Council Office Refurbishment – Department for Work and Pensions (DWP) Co-Location	350,000	0	Formal approval is still awaited from the DWP. Scheme not expected to start until 2017/18, therefore carry forward was requested from Finance and Resources Committee on 7 February 2017.
Beeston Square – Phase 2	325,000	45,464	Consultants have now commenced work on the scheme. Significant expenditure will slip into 2017/18
Beeston Square – Purchase of Lease	7,610,250	7,585,834	Lease purchased from Henry Boot plc on 13 May 2016
<b>Housing Revenue Account</b>			
New Build – Bexhill Court (Beeston)	884,950	867,140	Work completed but expect small overspend due to revised planning requirements.
Housing System and DMS Replacement	290,650	69,430	Upgrade of Housing Management System approved by Housing Committee on 20 September 2016



## Report of the Chief Executive

**EQUALITY AND DIVERSITY ANNUAL REPORT 2016/17**1. Purpose of report

To provide members with an annual review of activity and outcomes in respect of the Council's equality and diversity work.

2. Background

The Council's Equality and Diversity Policy provides the framework for the Council's approach to the wide-ranging equality and diversity agenda. While incorporating the Council's legal responsibilities as a public body within the meaning of the Equality Act 2010, it also outlines the Council's aims and aspirations for achieving cohesive and inclusive communities and ensuring equal access to services. The Equality and Diversity Annual Report 2016/17 is provided at appendix 1 to this report.

Under the Equality Act, public bodies are required to publish equality objectives that will help them further the aims of the general duty. Equality objectives must be specific and measurable and are intended to help focus attention on the priority equality issues within an organisation and help deliver improvements in policy making, service delivery and employment.

Appendix 2 of the report sets out the Council's Equality objectives for 2017/18 and there follows an action plan for 2017-19 based on these objectives.

**Recommendation**

**The Committee is asked to note the report including information contained in appendix 1 and RESOLVE that the proposed Equalities Objectives and action plan for 2017-19 contained in appendix 2 be approved.**

Background papers

Nil

## APPENDIX 1

**EQUALITIES ANNUAL REPORT 2016/17**

This report highlights the work undertaken and the progress and achievements made by the Council and its partners in the area of equality and diversity during 2016/17.

**1. POLICY CONTEXT**

In Broxtowe we want a society in which everyone can contribute to and benefit from our shared ambitions and priorities. This aim is summed up in our policy statement:

‘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 Council recognises that it has a duty to mainstream equality and diversity in all it does. We also understand that we have a duty to exercise leadership to promote fundamental rights such as equality of opportunity and freedom from discrimination and we accept that we are in a unique position as an employer, service provider and community leader to promote equality and prevent discrimination.

**2. EQUALITY AND DIVERSITY POLICY FRAMEWORK**

Broxtowe Borough Council has a strong infrastructure to ensure our commitment to equality and diversity is put into practice. Our policy framework outlines the key elements which contribute to the Council’s approach to the equality and diversity agenda.

**2.1 The Equality Framework for Local Government**

The Council is currently accredited at the ‘Achieving’ level of the Equality Framework for Local Government (EFLG). The accreditation acknowledges our strong corporate and organisational commitment to equality and diversity and our collaborative work with partners in tackling discrimination and disadvantage and in improving the quality of life of our residents.

**2.2 Equalities Working Group**

The Equalities Working Group is chaired by the Chief Executive and is attended by senior managers and front line staff from all of the Council’s departments and key service areas. Meetings of the group are also attended by trade union representatives. The group drives the equality and diversity work across the Council and is responsible for ensuring actions and targets are mainstreamed both corporately and across service areas. During 2016/17 the group has:

- monitored progress against the Council's published equality objectives.
- overseen progress against equality impact assessments undertaken during the year.
- worked with the training section on the roll-out of interactive training for equality and diversity through the Broxtowe Learning Zone, including new programmes on autism awareness, deaf awareness, dementia awareness, prevent and learning disability.
- Face to face training for members and employees on "prevent" was delivered
- Finalised Autism guidance for Managers in Broxtowe.
- Given advice and guidance to initiatives on hate crime, refugees, dementia
- Received reports from the Disability Forum

### 2.3 Equalities Impact Assessments

An equality impact assessment (EIA) is a way of determining that a policy, function or service is delivered fairly to all sections of the community and that it promotes equality wherever possible. If a negative impact on a particular equality group is identified when undertaking an EIA, steps should be taken immediately to remove it if it cannot be justified.

During the course of 2016/17 the following EIAs were completed:

- Corporate Plan 2016-2020
- Budget proposals 2017/18,
- Waste management Strategy
- Green Infrastructure Strategy
- Hate crime policy
- Communications strategy
- Energy procurement strategy
- Rent Income Management strategy
- Anti-social behaviour policy
- Pre-Eviction Protocol
- Asset Management strategy
- Capital strategy
- Business strategy.

The Council will continue to assess the impact of new policies, functions or services or revisions to them to ensure compliance with its legal obligations and to demonstrate that it has considered the impact of its decisions on people who share a protected characteristic.

The Council monitors information regarding its employees, and its recruitment policies, and the annual workforce profile was produced for 2016/17 which is available on the Council's website.

## 2.4 Training

The training section of the Human Resources division has a comprehensive equality and diversity learning programme which is fully endorsed by the corporate Equalities Working Group. As part of the corporate induction course, all new employees receive a copy of the 'Equality and Diversity at Work' handbook which is designed to reinforce the messages contained within the presentation. During the course of 2016/17, 56 employees completed training on the Equalities Act 9 422 have completed training overall); 42 employees completed training on Autism awareness and 16 on Learning difficulties through the Broxtowe Learning zone. All PC users were assigned this training to complete within 2 months of the start of their employment. Learning Zone is accessible from a computer, laptop, tablet or smartphone, enabling users to access the site either at work, as part of their agreed learning programme, or in their own time for personal development. At induction all new starters receive a "Your guide to equality and diversity at work" booklet.

A range of other e-learning programmes have been developed and are made available to employees.

The number of people who completed eLearning on Equalities modules in 2016-7 were as follows:

Equality Act 2010	56 (422 overall have completed)
Autism Awareness	42
Learning Difficulties	16

Knowledge and awareness of equality and diversity issues has been designed in to the Council's Core Abilities Framework, which is the competency framework against which employees are assessed and against which annual personal development plans are developed.

## 2.5 Community Engagement

Broxtowe's Communications Strategy provides a framework for consulting with local people and stakeholders in the planning and delivery of services. We have a number of established means of communication including Community Action Teams (CATs), consultation with our tenants and leaseholders through Open Forums, Service Review Groups and Resident Involvement Groups and the Broxtowe Disability Forum.

In addition to these long-established and continuing consultation and engagement mechanisms, the Council undertook a number of additional bespoke consultation and/or engagement exercises during 2016/17 in order to gauge opinion, seek expert advice or to facilitate successful community projects.

Examples of these included consultation involved in developing the Green Infrastructure Strategy, the Playing Pitch Strategy and the Waste Management Strategy, consultations regarding Local Plan part 2 land allocations and Budget consultation for 2017/18.

The Disability Forum considered issues such as the proposed Community Toilet Scheme; Dementia Action Plan, Disabled Facilities Grant policy; Access to Parks and Open spaces and how people with disabilities experienced these areas and suggestions they had for improvement; the budget consultation; access to medical services and hearing aids; and signage and sandwich boards in town centres.

## 2.6 Complaints

Of the 182 stage one complaints received by the Council during 2015/16, 51 (28%) were received via the paper or internet complaint form, which requests monitoring information. The remainder came by phone or direct contact. Although we encourage complainants to provide information about themselves, failure to do so does not prevent the processing of these complaints. Of the 51 who had access to the monitoring form, 47 (92%) completed some or all the questionnaire. The data that was provided revealed the following facts:

- 23 of the complainants were male, 23 were female, 1 did not provide the data
- In terms of ethnicity, the breakdown was as follows:
  - 33 – White British group
  - 1 – White Irish
  - 2 – White Other
  - 3– Indian
  - 1– Bangladeshi
  - 1 – White and Asian
  - 2 – White and Black Caribbean.
  - 4 did not provide the data
- 10 of the 51 stated that they had long term health problems that limited their daily activity.
- Of those that provided age details, the breakdown was as follows:

17 & Under	0
18-24	5
25-29	3
30-44	9
45-59	13
60-64	7
65+	4

6 did not provide the data

The data did not raise any particular concerns in respect of any equality strand.

### 3. EQUALITY AND DIVERSITY ACHIEVEMENTS DURING 2016/17

This section of the report is intended to highlight some key achievements and developments in 2016/17 both in meeting the needs of vulnerable people and in responding to the aspirations of our diverse communities. Outcomes are highlighted across our corporate priorities.

#### 3.1 Housing

Throughout the year, the Council continued to provide support to enable older, frail and vulnerable people to live independently in their own accommodation and to enjoy a good quality of life. Initiatives included the eighth annual Older Peoples' Week at the end of September/beginning of October 2016 in which the Council celebrated the contribution that older people make to society through a number of events and activities.

Our Retirement Living Officers continue to undertake a significant number of visits to frail and elderly people annually.

The Council completed a further four dementia-friendly bungalows in Beeston, together with two bungalows for older people. The aim behind these unique properties is to make it easier for people with dementia to live well with their carers within their community.

Following donations and contributions from Broxtowe employees, local businesses and Council contractors, the Christmas hamper project provided 49 vulnerable households with food hampers and toy sacks. Surplus money collected was donated to Hope Nottingham.

The Council has worked with health partners to develop a hospital discharge scheme and assistive living solutions, which enable support to be provided for people leaving hospital but who need assistance before being able to return to live independently at home. Practical help with technology, including easy to access messaging systems for people in the early stages of dementia and the lifeline system operated by the Council enable many older residents to stay in their own home for longer.

A new disabled facilities policy was adopted during the year, extending the reach of grants for older and disabled people to include a dementia grant for people who have been diagnosed with dementia to enable adaptations to be made to the home environment; a "top up" grant to the maximum disabled facilities grant; a relocation grant to assist people to move house where it is not practical to adapt the existing home due to illness or disability, and grants for home adaptations to facilitate discharge from hospital.

The council also supports the handyperson's adaptations service which provides assistance for older and disabled people to get help at low cost with jobs they need to do in the home to remain safe, secure and independent.

### 3.2 Business Growth

Under this priority the Council seeks to encourage business growth, the regeneration of town centres and in particular the implementation of Beeston town centre phase 2.

By the end of March 2016, Broxtowe had provided a total of 15 work experience placements to students, young job seekers and the long-term unemployed. 6 apprenticeship positions are in place at Broxtowe and many more are provided through the partnership with our Housing Modernisation contractor.

Included within the Eastwood Action plan (another area of higher unemployment), are initiatives which relate to helping young people in Eastwood access employment opportunities, which include working with a company, "Talent Match" to support young people's employability skills.

### 3.3 The Environment

The Council is committed to protecting the environment and enhancing it for future generations and seeks to achieve this aim through innovative approaches to waste management and recycling, energy reduction, and the management and enhancement of our parks and open spaces.

During the year, a Green Infrastructure Strategy a Playing Pitch strategy and a Waste and Recycling Strategy were adopted. All these documents received equality impact assessments, and the needs of people with protected characteristics were identified and included within the proposals for future developments in Broxtowe.

We recognise that the environment belongs to everyone and we endeavour to work with our community to achieve our objectives. Tree and shrub planting schemes take place with the engagement of local residents and community groups, particularly children and young people.

Our waste and recycling service provides an assisted collections service for domestic refuse. Disabled people, the elderly and the infirm, who may experience difficulty in placing their refuse bins at their property boundary ready for collection, receive a service which enables the bin to be pulled out for them. The service can also be offered on a temporary basis to people recovering from illness or injury or following surgery and which restricts their ability to place their bins at the appropriate collection point. At the end of February 2017, some 1166 householders were utilising this service. In addition there are several complexes where all bins are pulled out without having to go through the application process.

### 3.4 Health

Liberty Leisure, the Council's leisure company, continued to provide opportunities to participate in activities regardless of age, gender, ethnic origin

or physical ability. These included free swimming sessions for children during the school summer holidays, targeted activities such as Walking Football and Walking Netball for older participants, the 'Walk and Talk' initiative, which included specific opportunities for people with a range of disabilities, and 'Buggy Babes' providing an opportunity for mums with babies to get together and socialise while exercising.

The Health partnership task group continues to deliver a programme of activities to address health inequalities in Broxtowe. This has included delivery of actions to address smoking cessation; reduce drug and alcohol misuse, reduce obesity and improve mental wellbeing.

The Council has developed and is delivering a dementia action plan and a child poverty action plan.

Throughout the year, we worked with partners to deliver and support a number of successful community and multi-cultural events across the borough, including, the Hemlock Happening.

Free swimming in the school holidays and Free play days run by liberty Leisure in Kimberley, Stapleford and Beeston in July and August continue to enable youngsters from low income families to benefit from activity during the school holidays.

During the year, the Broxtowe Community Celebration Group within the Broxtowe Partnership works to celebrate the diversity of our local community and to build positive partnerships between different faith and cultural groups.

The 11<sup>th</sup> annual Community Celebration event was held in July 2016 at its usual venue, Round Hill School, Beeston, where 1,015 people enjoyed food, music and performances which were representative of faiths and cultures from around the world. A wide variety of people from different cultural backgrounds attended including Muslims, Sikhs, Buddhists, Hindus and Christians. Many different nationalities were represented including British, Sri-Lankan, Pakistani, Indian, Filipina, Arab, Italian, Russian, Bengali, Afro –Caribbean and Chinese. 87% agreed that the event was successful in bringing people from different backgrounds together.

The calendar year concluded in December 2016 with the cross-cultural 'Season of Lights' celebration as part of the Beeston Christmas Lights Switch-On event, at which people were invited to come together to celebrate Advent, Diwali, Eid, Hanukkah and Chinese festivals . 434 visitors attended including people with a diverse number of backgrounds and beliefs including Muslims, Hindus, Christians, Korean, Chinese, Japanese, Atheists, Jews, Russians, Hungarians. The event received very positive feedback.

### **3.5 Community Safety**

Crime disproportionately affects more deprived wards in Broxtowe. The Police and Crime Commissioner funded work which provided additional measures to tackle crime in Eastwood South during 2016/17.



The council adopted a new Hate Crime Policy during 2016/17. Hate crime is disproportionately experienced and under-reported by people with protected characteristics.

The local community came together on 27 January 2017 to mark the 17<sup>th</sup> annual Holocaust Memorial Day, which the Council is proud to have marked for a number of years. Those attending the ceremony at the Walled Garden at Bramcote Hills Park included civic dignitaries, members, officers, and community leaders, members of the public and young people from across the borough.

The tragic murder of Jo Cox MP shocked the community, and members of all political groups joined together in a community event to express their solidarity in standing up against extremism and hate crime. These sentiments were also expressed in a motion to Council, passed unanimously.

“Prevent” training was delivered to Members and employees to raise awareness of the dangers and signs of extremism within the community.

The Council adopted a Safeguarding Adults Policy to meet its specific statutory duty under the Care Act. Departmental safeguarding officers were identified and co-ordinators appointed to support implementation. A quick reference leaflet was distributed to all staff.

## APPENDIX 2

**BROXTOWE'S EQUALITY OBJECTIVES**

Through these five broad headings and the targeted work identified under each one we propose to address our main priorities for improving our understanding of the inequalities in the borough, addressing identified needs and fostering good relations between our diverse communities.

**Develop our knowledge and understanding of the communities we serve**

- Develop a consolidated database of borough profile data and undertake an annual review of the statistical profile of Broxtowe and the disaggregated ward and community profiles.
- Improve the quality of data about the issues affecting disadvantaged and minority groups including those protected under the Equality Act.

**Identify and deliver actions which aim to narrow the gap in outcomes between disadvantaged groups and the wider community**

- Work with partner agencies to identify health inequalities within disadvantaged groups and sections of the community and deliver targeted work through the Health Task Group of the Broxtowe Partnership.
- Work with partners on the South Nottinghamshire Community Safety Partnership to deliver targeted work to tackle crime and anti-social behaviour and improve outcomes for vulnerable people.
- Deliver the pledges we have undertaken to tackle and alleviate child poverty in Broxtowe as part of the countywide Child Poverty Strategy.
- Continue to deliver actions to address the needs of minority and vulnerable groups including work on supporting people to live well with dementia, work to tackle loneliness and to support those with mental health problems and learning disabilities.

**Improve service design and delivery through improved communication and engagement with our communities**

- promote the use of customer engagement and feedback to inform the way services are designed and delivered.
- improve and strengthen existing community engagement mechanisms through Community Action Teams, service review groups, disability forum and local community groups and ensure consultation and engagement outcomes are fed back into the policy making arena.

**Embed equalities throughout the Council**

- Develop our workforce planning and profile data to improve the quality of protected characteristic information.
- Undertake a self-assessment against the criteria of the 'Excellent' accreditation of the Equality Framework for Local Government.

- Continue to deliver equality awareness training as part of the corporate induction process for employees and members.
- Continue to provide equality and diversity training to all employees and members.
- Improve the quality and quantity of information on the Council's website and improved monitoring of targeted outcomes.
- Conduct at least one systematic "customer journey" study in order to progress understanding of the experience of customers with protected characteristics of the council's services.

**Foster good relations between our communities**

- Continue to support and promote events and activities that bring people together, celebrating the diversity of the borough and contributing to community cohesion.
- Improve the way in which refugees and asylum seekers are supported within the community with the assistance of voluntary effort within the community.

## EQUALITY AND DIVERSITY ACTION PLAN 2017/19

Action Code & Title		Assigned To	Due Date
<b>Objective 1: Develop our knowledge and understanding of the communities we serve</b>			
1.1 Borough Profile Data	Ruth Hyde	Ruth Hyde	31-Mar-2018
1.2 Continue to improve the quality of data about disadvantaged and minority groups	Ruth Hyde	Ruth Hyde	31-Mar-2018
1.3 Continue to develop and improve the disaggregation of borough data at the ward and LSOA level	Ruth Hyde	Ruth Hyde	31-Mar-2018
<b>Objective 2: Identify and Deliver actions which aim to narrow the gap in outcomes between disadvantaged groups and the wider community</b>			
2.1 Complete actions contained within Health Task Group Action Plan	Alex McLeish	See action plan which allocates specific actions to individuals	31-Mar-2018
2.2 Review and update the Child Poverty Action Plan	Jayne Fletcher	See action plan which allocates specific actions to individuals	30-Sept-2018
2.3 Deliver the actions contained within the Eastwood Action Plan	David Gell	Joy Balchin	31-Mar-2018
2.4. Update and implement the Council's Dementia action plan and continue to support initiatives to address loneliness and support people with mental health needs	David Gell	Alex McLeish	31-Mar-2018
2.5 Complete the customer journey study into the experience of	David Gell	Alex McLeish	31-Mar-2018

Action Code & Title		Assigned To	Due Date
people with learning disabilities of living in Broxtowe through the health task group			
<b>Objective 3: Improve service design and delivery through improved communication and engagement with our communities</b>			
3.1 Work through local plan part 2 and neighbourhood plans to make provision for the identified accommodation needs of gypsy travellers	Steffan Saunders	David Lawson	31 <sup>st</sup> Dec -2017
3.2 Work to improve the way refugees and asylum seekers are supported and integrated into the community	David Gell	Sarah North Jayne Fletcher	31-Dec-2017
3.3. Ensure the roll out of E-learning and face to face training for employees <ul style="list-style-type: none"> <li>• Communicating with deaf customers</li> <li>• Visual impairment</li> <li>• Autism and dyslexia</li> <li>• Dementia</li> <li>• Physical disability</li> </ul>	Ruth Hyde	Rachel Zaccaria	31-Mar-2017
<b>Objective 4: Embed equalities throughout the council</b>			
4.1. Update the workforce profile for 2017/18	Ruth Hyde	Keith Commons	31-Mar-2018
4.2. Identify actions required to achieve the “Excellent” accreditation of the Equality Framework for local Government	Ruth Hyde	Ruth Hyde	31-Dec-17
4.3 Review and Revise the Corporate Equality and Diversity Policy	Ruth Hyde	Ruth Hyde	31-Mar-2018
<b>Objective 5: Foster good relations between our communities</b>			
5.1 Support and provide community events to promote equality and diversity including <ul style="list-style-type: none"> <li>• Holocaust Memorial Day</li> </ul>	Sarah Yates	Sarah Yates	27-Feb-2018

<b>Action Code &amp; Title</b>		<b>Assigned To</b>	<b>Due Date</b>
<ul style="list-style-type: none"> <li>• Community celebration event</li> <li>• Season of Lights event</li> </ul>	Ruth Hyde Ruth Hyde	Sajada Akbar Sajada Akbar	July 2017+18 December 2017+18
<ul style="list-style-type: none"> <li>• Hemlock Happening</li> </ul>	Chris Laxton-Kane	Alex Khan	July 2017+18
<ul style="list-style-type: none"> <li>• Christmas lights switch on events</li> </ul>	Chris Laxton-Kane	Alex Khan	December 2017 and 2018

## Report of the Chief Executive

**INCREASE IN PLANNING FEES**1. Purpose of report

To consider the opportunity to increase planning application fees by 20% subject to restrictions.

2. Background

A letter has been received from the Director of Planning at CLG indicating that, in accordance with proposals set out in the Housing White Paper, local authorities will be able to increase planning application fees by 20% from July 2017 if they commit to invest the additional fee income in their planning department to make improvements to their resourcing, leading to better services, improved performance, and greater capacity to deliver growth as set out in '*Fixing our broken housing market*'. An indication of acceptance of the opportunity to increase fees must be signed off by the section 151 officer and returned to CLG by 13 March 2017.

Initial enquiries with other authorities in Nottinghamshire indicate that most if not all of these authorities plan to take advantage of this opportunity.

At the time of writing this report proposals as to how this additional income could be spent for the purposes outlined above are still being developed but will be shared if possible at the meeting.

3. Financial implications

If accepted the proposal will generate approximately £80,000 in additional income.

**Recommendation**

**The Committee is asked to RESOLVE to accept the opportunity to increase planning application fees by 20% from July 2017 and to delegate to the Chief Executive in consultation with the Leader and Deputy Leader of the Council detailed plans for the investment of the additional resources.**

Background papers

Nil



Department for  
Communities and  
Local Government

Simon Gallagher  
Director of Planning

Department for Communities and Local  
Government  
Third Floor, Fry Building  
2 Marsham Street  
London, SW1P 4DF

[www.communities.gov.uk](http://www.communities.gov.uk)

Chief Executives of Local Planning  
Authorities in England  
[Via Email]

21 February 2017

Dear Chief Executive,

### Planning application fees: the Government's offer

'*Fixing our broken housing market*' was published on 7 February 2017. It includes proposals for boosting local authority capacity and capability to deliver, improving the speed and quality with which planning cases are handled, while deterring unnecessary appeals.

As set out paragraph 2.13 of the White Paper, developers consistently tell us that the lack of capacity and capability in planning departments is restricting their ability to get on site and build. Alongside funding, local authorities also report difficulties in recruiting and retaining planners and others with specialist skills. There may also be wider capacity and skills issues for local authorities. To boost local authority capacity and capability to deliver, paragraph 2.15 explained that the Government will **increase nationally set planning fees**. Local authorities will be able to increase fees from 20% from July 2017 if they commit to invest the additional fee income in their planning department.

This letter invites you confirm your intention in relation to the fee increase. It is intended that the additional revenue should be retained by planning departments and that existing baseline and income assumptions will not be adjusted down as a result during this Parliament. This is an opportunity for all authorities to make improvements to their resourcing, leading to better services, improved performance, and greater capacity to deliver growth as set out in '*Fixing our broken housing market*'.

'*Fixing our broken housing market*' proposes a further increase of 20% for those authorities who are delivering the homes their communities need. This would also be on the understanding that the additional fee income generated will be invested exclusively in planning services. We will consult further on the detail of this proposal and the timing on it being brought forward.

For your authority to benefit from the higher planning application fees, we require your section 151 officers, under s230 of the Local Government Act 1972, to provide a commitment and submit information of the 2017/18 budget that demonstrates the additional fee income being spent on planning services. Annex A sets out details the information required.

Should your authority not wish to charge the increased fee, the existing fee structure will remain in place. Where authorities do accept, but do not comply with the assurances it has



provided, the Secretary of State will consider reducing the fee level for that authority back to the original fee level through a change in regulations.

Annex B includes a template for section 151 officers to sign and return. Replies should be sent to [planningresources2@communities.gsi.gov.uk](mailto:planningresources2@communities.gsi.gov.uk) by Monday 13<sup>th</sup> March. It is important that a response is received from all local authorities; indicating whether or not the increased fee offer is to be accepted. You are also asked to confirm the correct legal name of your authority at Annex C, and return this with the template in Annex B. This will be used in the statutory instrument bringing forward the fee increase.

**I would be grateful if you could forward a copy of this letter to s151 officers and the officer with lead responsibility for planning services within your authority.**

Yours Sincerely,

A solid black rectangular box used to redact the signature of Simon Gallagher.

Simon Gallagher

## **Annex A: Information section 151 officers should commit to providing**

Alongside the condition to spend the additional income generated on planning, we are asking section 151 officers to provide DCLG with certain information to demonstrate that the additional funding is being spent on development management.

We therefore ask that authorities submit the following information, on the basis that your budget has been set, and on the assumption that regulations are in place by July 2017.

- Estimate of final income from planning application fees in 2016/17.
  - Estimate of final expenditure on planning/development management in 2016/17.
  - Estimated income from planning application fees in 2017/18.
  - Estimated additional income generated from higher fees.
  - Estimated expenditure on planning/development management in 2017/18.

The letter in Annex B includes a table in which to provide this information.

**Annex B: Template letter for s151 officers to sign**

Dear Simon Gallagher,

In reply to your letter of 21<sup>st</sup> February 2017 I am writing to certify that **[Insert name of authority]** has determined to:

Accept the proposed 20% increase in planning application fees.....

Reject the proposed 20% increase in planning application fees.....

If accepting:

I confirm that the amount raised through these higher fees will be spent entirely on planning functions.

I can also confirm that the full legal name for this authority to be used in regulations is

.....

Please also confirm this legal name in the table in Annex C, and return to [planningresources2@communities.gsi.gov.uk](mailto:planningresources2@communities.gsi.gov.uk) with this letter.

I submit the following information, as requested.

	2016/17	2017/18
Estimated expenditure on development management		
Estimated income generated from planning application fees		
Estimated additional income generated from higher planning fees	N/A	

Yours sincerely

**[S151 officer]**

### **Annex C: Correct Legal Name of Authority**

Please check the table below and confirm, in writing, the legal name for your authority. Please return this with the letter in Annex B to [planningresources2@communities.gsi.gov.uk](mailto:planningresources2@communities.gsi.gov.uk).

Name	Official Name	Please confirm correct Legal Name of authority
Greater London	Greater London Authority	
City of London	City of London Corporation	
Worthing	Worthing Borough Council	
Mid Sussex	Mid Sussex District Council	
Horsham	Horsham District Council	
Crawley	Crawley Borough Council	
Chichester	Chichester District Council	
Arun	Arun District Council	
Adur	Adur District Council	
West Sussex	West Sussex County Council	
Wyre Forest	Wyre Forest District Council	
Wychavon	Wychavon District Council	
Worcester	Worcester City Council	
Redditch	Redditch Borough Council	
Malvern Hills	Malvern Hills District Council	
Bromsgrove	Bromsgrove District Council	
Worcestershire	Worcestershire County Council	
Warwick	Warwick District Council	
Stratford-on-Avon	Stratford-on-Avon District Council	
Rugby	Rugby Borough Council	
Nuneaton and Bedworth	Nuneaton and Bedworth Borough Council	
North Warwickshire	North Warwickshire Borough Council	
Warwickshire	Warwickshire County Council	

Name	Official Name	Please confirm correct Legal Name of authority
Tamworth	Tamworth Borough Council	
Staffordshire Moorlands	Staffordshire Moorlands District Council	
Stafford	Stafford Borough Council	
South Staffordshire	South Staffordshire Council	
Newcastle-under-Lyme	Newcastle-under-Lyme Borough Council	
Lichfield	Lichfield District Council	
East Staffordshire	East Staffordshire Borough Council	
Cannock Chase	Cannock Chase District Council	
Staffordshire	Staffordshire County Council	
Woking	Woking Borough Council	
Waverley	Waverley Borough Council	
Tandridge	Tandridge District Council	
Surrey Heath	Surrey Heath Borough Council	
Spelthorne	Spelthorne Borough Council	
Runnymede	Runnymede Borough Council	
Reigate and Banstead	Reigate and Banstead Borough Council	
Mole Valley	Mole Valley District Council	
Guildford	Guildford Borough Council	
Epsom and Ewell	Epsom and Ewell Borough Council	
Elmbridge	Elmbridge Borough Council	
Surrey	Surrey County Council	
West Somerset	West Somerset District Council	
Taunton Deane	Taunton Deane Borough Council	
South Somerset	South Somerset District Council	
Sedgemoor	Sedgemoor District Council	
Mendip	Mendip District Council	
Somerset	Somerset County Council	
Waveney	Waveney District Council	

Name	Official Name	Please confirm correct Legal Name of authority
Suffolk Coastal	Suffolk Coastal District Council	
St Edmundsbury	St Edmundsbury Borough Council	
Mid Suffolk	Mid Suffolk District Council	
Ipswich	Ipswich Borough Council	
Forest Heath	Forest Heath District Council	
Babergh	Babergh District Council	
Suffolk	Suffolk County Council	
West Oxfordshire	West Oxfordshire District Council	
Vale of White Horse	Vale of White Horse District Council	
South Oxfordshire	South Oxfordshire District Council	
Oxford	Oxford City Council	
Cherwell	Cherwell District Council	
Oxfordshire	Oxfordshire County Council	
Selby	Selby District Council	
Scarborough	Scarborough Borough Council	
Ryedale	Ryedale District Council	
Richmondshire	Richmondshire District Council	
Harrogate	Harrogate Borough Council	
Hambleton	Hambleton District Council	
Craven	Craven District Council	
North Yorkshire	North Yorkshire County Council	
Rushcliffe	Rushcliffe Borough Council	
Newark and Sherwood	Newark and Sherwood District Council	
Mansfield	Mansfield District Council	
Gedling	Gedling Borough Council	
Broxtowe	Broxtowe Borough Council	
Bassetlaw	Bassetlaw District Council	
Ashfield	Ashfield District Council	

Name	Official Name	Please confirm correct Legal Name of authority
Nottinghamshire	Nottinghamshire County Council	
Wellingborough	Wellingborough Borough Council	
South Northamptonshire	South Northamptonshire Council	
Northampton	Northampton Borough Council	
Kettering	Kettering Borough Council	
East Northamptonshire	East Northamptonshire Council	
Daventry	Daventry District Council	
Corby	Corby Borough Council	
Northamptonshire	Northamptonshire County Council	
South Norfolk	South Norfolk District Council	
Norwich	Norwich City Council	
North Norfolk	North Norfolk District Council	
Kings Lynn and West Norfolk	Borough Council of Kings Lynn and West Norfolk	
Great Yarmouth	Great Yarmouth Borough Council	
Broadland	Broadland District Council	
Breckland	Breckland District Council	
Norfolk	Norfolk County Council	
West Lindsey	West Lindsey District Council	
South Kesteven	South Kesteven District Council	
South Holland	South Holland District Council	
North Kesteven	North Kesteven District Council	
City of Lincoln	City of Lincoln Council	
East Lindsey	East Lindsey District Council	
Boston	Boston Borough Council	
Lincolnshire	Lincolnshire County Council	
Oadby and Wigston	Oadby and Wigston Borough Council	

Name	Official Name	Please confirm correct Legal Name of authority
North West Leicestershire	North West Leicestershire District Council	
Melton	Melton Borough Council	
Hinckley and Bosworth	Hinckley and Bosworth Borough Council	
Harborough	Harborough District Council	
Charnwood	Charnwood Borough Council	
Blaby	Blaby District Council	
Leicestershire	Leicestershire County Council	
Wyre	Wyre Borough Council	
West Lancashire	West Lancashire Borough Council	
South Ribble	South Ribble Borough Council	
Rossendale	Rossendale Borough Council	
Ribble Valley	Ribble Valley Borough Council	
Preston	Preston City Council	
Pendle	Pendle Borough Council	
Lancaster	Lancaster City Council	
Hyndburn	Hyndburn Borough Council	
Fylde	Fylde Borough Council	
Chorley	Chorley Borough Council	
Burnley	Burnley Borough Council	
Lancashire	Lancashire County Council	
Tunbridge Wells	Tunbridge Wells Borough Council	
Tonbridge and Malling	Tonbridge and Malling Borough Council	
Thanet	Thanet District Council	
Swale	Swale Borough Council	
Shepway	Shepway District Council	
Sevenoaks	Sevenoaks District Council	
Maidstone	Maidstone Borough Council	



Name	Official Name	Please confirm correct Legal Name of authority
Gravesham	Gravesham Borough Council	
Dover	Dover District Council	
Dartford	Dartford Borough Council	
Canterbury	Canterbury City Council	
Ashford	Ashford Borough Council	
Kent	Kent County Council	
Welwyn Hatfield	Welwyn Hatfield Borough Council	
Watford	Watford Borough Council	
Three Rivers	Three Rivers District Council	
Stevenage	Stevenage Borough Council	
St Albans	St Albans City and District Council	
North Hertfordshire	North Hertfordshire District Council	
Hertsmere	Hertsmere Borough Council	
East Hertfordshire	East Hertfordshire District Council	
Dacorum	Dacorum Borough Council	
Broxbourne	Broxbourne Borough Council	
Hertfordshire	Hertfordshire County Council	
Winchester	Winchester City Council	
Test Valley	Test Valley Borough Council	
Rushmoor	Rushmoor Borough Council	
New Forest	New Forest District Council	
Havant	Havant Borough Council	
Hart	Hart District Council	
Gosport	Gosport Borough Council	
Fareham	Fareham Borough Council	
Eastleigh	Eastleigh Borough Council	
East Hampshire	East Hampshire District Council	
Basingstoke and Deane	Basingstoke and Deane Borough Council	

Name	Official Name	Please confirm correct Legal Name of authority
Hampshire	Hampshire County Council	
Tewkesbury	Tewkesbury Borough Council	
Stroud	Stroud District Council	
Gloucester	Gloucester City Council	
Forest of Dean	Forest of Dean District Council	
Cotswold	Cotswold District Council	
Cheltenham	Cheltenham Borough Council	
Gloucestershire	Gloucestershire County Council	
Westminster	City of Westminster	
Wandsworth	London Borough of Wandsworth	
Waltham Forest	London Borough of Waltham Forest	
Tower Hamlets	London Borough of Tower Hamlets	
Southwark	London Borough of Southwark	
Sutton	London Borough of Sutton	
Richmond upon Thames	London Borough of Richmond upon Thames	
Redbridge	London Borough of Redbridge	
Newham	London Borough of Newham	
Merton	London Borough of Merton	
Lewisham	London Borough of Lewisham	
Lambeth	London Borough of Lambeth	
Kingston upon Thames	Royal Borough of Kingston upon Thames	
Kensington and Chelsea	Royal Borough of Kensington and Chelsea	
Islington	London Borough of Islington	
Haringey	London Borough of Haringey	
Harrow	London Borough of Harrow	
Hounslow	London Borough of Hounslow	

Name	Official Name	Please confirm correct Legal Name of authority
Hammersmith and Fulham	London Borough of Hammersmith & Fulham	
Hillingdon	London Borough of Hillingdon	
Hackney	London Borough of Hackney	
Havering	London Borough of Havering	
Greenwich	Royal Borough of Greenwich	
Enfield	London Borough of Enfield	
Ealing	London Borough of Ealing	
Croydon	London Borough of Croydon	
Camden	London Borough of Camden	
Bromley	London Borough of Bromley	
Barnet	London Borough of Barnet	
Bexley	London Borough of Bexley	
Brent	London Borough of Brent	
Barking and Dagenham	London Borough of Barking and Dagenham	
Wealden	Wealden District Council	
Rother	Rother District Council	
Lewes	Lewes District Council	
Hastings	Hastings Borough Council	
Eastbourne	Eastbourne Borough Council	
East Sussex	East Sussex County Council	
Uttlesford	Uttlesford District Council	
Tendring	Tendring District Council	
Rochford	Rochford District Council	
Maldon	Maldon District Council	
Harlow	Harlow District Council	
Epping Forest	Epping Forest District Council	

Name	Official Name	Please confirm correct Legal Name of authority
Colchester	Colchester Borough Council	
Chelmsford	Chelmsford City Council	
Castle Point	Castle Point Borough Council	
Brentwood	Brentwood Borough Council	
Braintree	Braintree District Council	
Basildon	Basildon Borough Council	
Essex	Essex County Council	
Weymouth and Portland	Weymouth and Portland Borough Council	
West Dorset	West Dorset District Council	
Purbeck	Purbeck District Council	
North Dorset	North Dorset District Council	
East Dorset	East Dorset District Council	
Christchurch	Christchurch Borough Council	
Dorset	Dorset County Council	
West Devon	West Devon Borough Council	
Torridge	Torridge District Council	
Teignbridge	Teignbridge District Council	
South Hams	South Hams District Council	
North Devon	North Devon District Council	
Mid Devon	Mid Devon District Council	
Exeter	Exeter City Council	
East Devon	East Devon District Council	
Devon	Devon County Council	
South Derbyshire	South Derbyshire District Council	
North East Derbyshire	North East Derbyshire District Council	
High Peak	High Peak Borough Council	
Erewash	Erewash Borough Council	
Derbyshire Dales	Derbyshire Dales District Council	

Name	Official Name	Please confirm correct Legal Name of authority
Chesterfield	Chesterfield Borough Council	
Bolsover	Bolsover District Council	
Amber Valley	Amber Valley Borough Council	
Derbyshire	Derbyshire County Council	
Derby	Derby City Council	
South Lakeland	South Lakeland District Council	
Eden	Eden District Council	
Copeland	Copeland Borough Council	
Carlisle	Carlisle City Council	
Barrow-in-Furness	Barrow-in-Furness Borough Council	
Allerdale	Allerdale Borough Council	
Cumbria	Cumbria County Council	
South Cambridgeshire	South Cambridgeshire District Council	
Huntingdonshire	Huntingdonshire District Council	
Fenland	Fenland District Council	
East Cambridgeshire	East Cambridgeshire District Council	
Cambridge	Cambridge City Council	
Cambridgeshire	Cambridgeshire County Council	
Wycombe	Wycombe District Council	
South Bucks	South Bucks District Council	
Chiltern	Chiltern District Council	
Aylesbury Vale	Aylesbury Vale District Council	
Buckinghamshire	Buckinghamshire County Council	
York	City of York Council	
Warrington	Warrington Borough Council	
Wirral	Wirral Borough Council	
Wokingham	Wokingham Borough Council	

Name	Official Name	Please confirm correct Legal Name of authority
Windsor and Maidenhead	Royal Borough of Windsor and Maidenhead	
Wolverhampton	City of Wolverhampton Council	
Walsall	Walsall Metropolitan Borough Council	
Wakefield	Wakefield Metropolitan District Council	
Wiltshire	Wiltshire Council	
Wigan	Wigan Metropolitan Borough Council	
West Berkshire	West Berkshire Council	
Trafford	Trafford Metropolitan Borough Council	
Torbay	Torbay Council	
Thurrock	Thurrock Council	
Telford and Wrekin	Telford & Wrekin Council	
Tameside	Tameside Metropolitan Borough Council	
Swindon	Swindon Borough Council	
South Tyneside	South Tyneside Council	
Stockton-on-Tees	Stockton-on-Tees Borough Council	
Southampton	Southampton City Council	
Stoke-on-Trent	Stoke-on-Trent City Council	
Southend-on-Sea	Southend-on-Sea Borough Council	
Solihull	Solihull Metropolitan Borough Council	
Sunderland	Sunderland City Council	
Slough	Slough Borough Council	
Salford	Salford City Council	
Stockport	Stockport Metropolitan Borough Council	
Shropshire	Shropshire Council	
St. Helens	St Helens Council	
Sheffield	Sheffield City Council	
South Gloucestershire	South Gloucestershire Council	

Name	Official Name	Please confirm correct Legal Name of authority
Sefton	Sefton Metropolitan Borough Council	
Sandwell	Sandwell Metropolitan Borough Council	
Rutland	Rutland County Council	
Rotherham	Rotherham Metropolitan Borough Council	
Reading	Reading Borough Council	
Rochdale	Rochdale Metropolitan Borough Council	
Redcar and Cleveland	Redcar and Cleveland Borough Council	
Peterborough	Peterborough City Council	
Portsmouth	Portsmouth City Council	
Poole	Borough of Poole	
Plymouth	Plymouth City Council	
Oldham	Oldham Metropolitan Borough Council	
North Tyneside	North Tyneside Council	
North Somerset	North Somerset Council	
North Lincolnshire	North Lincolnshire Council	
Nottingham	Nottingham City Council	
Newcastle upon Tyne	Newcastle City Council	
North East Lincolnshire	North East Lincolnshire Council	
Northumberland	Northumberland County Council	
Milton Keynes	Milton Keynes Council	
Medway	Medway Council	
Middlesbrough	Middlesbrough Borough Council	
Manchester	Manchester City Council	
Luton	Luton Borough Council	
Liverpool	Liverpool City Council	
Leeds	Leeds City Council	
Leicester	Leicester City Council	
Knowsley	Knowsley Metropolitan Borough Council	

Name	Official Name	Please confirm correct Legal Name of authority
Kirklees	Kirklees Council	
Kingston upon Hull	Hull City Council	
Isle of Wight	Isle of Wight Council	
Isles of Scilly	Council of the Isles of Scilly	
Hartlepool	Hartlepool Borough Council	
Herefordshire	Herefordshire Council	
Halton	Halton Borough Council	
Gateshead	Gateshead Metropolitan Borough Council	
East Riding of Yorkshire	East Riding of Yorkshire Council	
County Durham	Durham County Council	
Dudley	Dudley Metropolitan Borough Council	
Doncaster	Doncaster Metropolitan Borough Council	
Darlington	Darlington Borough Council	
Coventry	Coventry City Council	
Cornwall	Cornwall Council	
Calderdale	Calderdale Metropolitan Borough Council	
Cheshire West and Chester	Cheshire West and Chester Council	
Cheshire East	Cheshire East Council	
Central Bedfordshire	Central Bedfordshire Council	
Bury	Bury Metropolitan Borough Council	
City of Bristol	Bristol City Council	
Bradford	City of Bradford Metropolitan District Council	
Bracknell Forest	Bracknell Forest Council	
Blackpool	Blackpool Borough Council	
Bolton	Bolton Metropolitan Borough Council	
Barnsley	Barnsley Metropolitan Borough Council	



Name	Official Name	Please confirm correct Legal Name of authority
Brighton and Hove	Brighton and Hove City Council	
Bournemouth	Bournemouth Borough Council	
Birmingham	Birmingham City Council	
Bedford	Bedford Borough Council	
Blackburn with Darwen	Blackburn with Darwen Borough Council	
Bath and North East Somerset	Bath and North East Somerset Council	
The Broads	Broads Authority	
Dartmoor National Park	Dartmoor National Park Authority	
Exmoor National Park	Exmoor National Park Authority	
Lake District National Park	Lake District National Park Authority	
New Forest National Park	New Forest National Park Authority	
North York Moors National Park	North York Moors National Park Authority	
Northumberland National Park	Northumberland National Park Authority	
Peak District National Park	Peak District National Park Authority	
South Downs National Park	South Downs National Park Authority	
Yorkshire Dales National Park	Yorkshire Dales National Park Authority	
Ebbsfleet Development Corporation	Ebbsfleet Development Corporation	
London Legacy Development Corporation	London Legacy Development Corporation	

Name	Official Name	<b>Please confirm correct Legal Name of authority</b>
Old Oak and Park Royal Development Corporation	Old Oak and Park Royal Development Corporation	

## Report of the Director of Legal and Planning Services

**WORK PROGRAMME**1. Purpose of report

To consider items for inclusion in the Work Programme for future meetings.

2. Background

Items which have already been suggested for inclusion in the Work Programme of future meetings are given below. Members are asked to consider any additional items that they may wish to see in the Programme.

3. Work Programme

4 July	Update on Beeston Town Centre  Annual Review of the Corporate Plan 2016-2020  Review of Council's Administration Function  Democratic Services Team Restructure  Communities Team Review
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3. Dates of future meetings

The following additional dates for future meetings have been agreed:

- 3 October 2017
- 21 November 2017
- 6 February 2018

(All meetings to start at 7.00 pm)

**Recommendation**

**The Committee is asked to consider the Work Programme and RESOLVE accordingly.**

Background papers

Nil