



5 December 2017

Dear Sir/Madam

You are hereby summoned to attend a meeting of the Broxtowe Borough Council to be held on Wednesday 13 December 2017 in the New Council Chamber, Town Hall, 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: Members of the Council

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

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To approve as a correct record the minutes of the Council meeting held on 18 October 2017.

4. MAYOR'S ANNOUNCEMENTS
5. YOUTH MAYOR'S REPORT ON BROXTOWE YOUTH VOICE ACTIVITIES
6. PRESENTATION OF PETITIONS
7. LEADER'S REPORT
8. PUBLIC QUESTIONS
9. MEMBERS' QUESTIONS
10. MEMBERS' SPEECHES ON WARD ISSUES
11. QUESTIONS ON OUTSIDE BODIES
12. UPDATE ON THE HEALTH AND WELLBEING BOARD
13. NOTICE OF MOTION

The following Notice of Motion has been received from Councillor A W G A Stockwell:

“This Council rejects the Metro Dynamics ‘Economic Case for the Derby-Nottingham Metro’ and notes that sufficient arrangements are in place to deliver economic growth across the area.”
14. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS
15. MEMBER APPOINTMENT PANEL

The Council is asked to RESOLVE that five councillors, including the three group leaders or their nominees, be nominated to form an appointment committee to fill the position of Head of Housing.

16. LIBERTY LEISURE

To inform members of a number of issues relating to the board of directors, the appointment of the Managing Director and increasing accountability to Council members.

17. CIVIC EVENT – FREEMAN/ALDERMAN
OF THE BOROUGH

PAGE 14 - 15

To request to host a ceremony at which the status of Freeman or Alderman is conferred on those who have rendered eminent services to the Borough.

18. RE-APPOINTMENT OF MONITORING OFFICER

PAGE 16

To update members on the agreement with Nottinghamshire County Council to supply the Council's Monitoring Officer role.

19. COMMON SEAL

The Council is asked to RESOLVE that the Common Seal be affixed to or the Proper Officer do sign on behalf of the Council, where appropriate, any orders, deeds or documents necessary to give effect to any resolutions of the Council or Committees.

BROXTOWE BOROUGH COUNCIL

COUNCIL MEETING

18 OCTOBER 2017

Councillor H G Khaled MBE, Mayor

Councillors:	E H Atherton	R I Jackson
	D Bagshaw	E Kerry
	S A Bagshaw	S Kerry
	L A Ball BEM	L A Lally
	J S Briggs	P Lally
	M Brown	G Marshall
	D A Burnett	R D MacRae
	B C Carr	J K Marsters
	S J Carr	J W McGrath
	M J Crow	J M Owen
	E Cubley	P J Owen
	R H Darby	J C Patrick
	J A Doddy	M E Plackett
	S Easom	M Radulovic MBE
	D A Elliott	C H Rice
	J C Goold	K E Rigby
	J W Handley	R S Robinson
	M Handley	P D Simpson
	A Harper	A W G A Stockwell
	G Harvey	

Apologies for absence were received from Councillors T P Brindley, T A Cullen, L Fletcher and W J Longdon.

The Mayor referred to the recent deaths of Councillor W J Longdon's wife, Margaret Longdon and the Council's employee, Alyson Burrows. Members and officers held a minute's silence as a mark of respect.

37. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

38. **MINUTES**

The minutes of the meeting held on 19 July 2017 were confirmed and signed.

39. MAYOR'S ANNOUNCEMENTS

The Mayor gave a résumé of her engagements since the last Council meeting, which included her attendance at the Heritage Open Day and a variety of fundraising events.

Mr Steve Newton and Mr David Hogg were presented with long service awards. The Mayor congratulated them both on their achievements.

40. PRESENTATION OF PETITIONS

No petitions were presented.

41. LEADER'S REPORT

The Leader presented his report and stated that following the motion passed at the last Full Council meeting, after the tragic death of Owen Jenkins, two meetings had been held at which representatives of all relevant agencies and Owen's parents had made substantial progress on improving safety around Beeston Weir.

The 'Beeston on Sands' funfair on the old bus station site had proved popular in the summer and progress had been made on plans for permanent use of the site. There was interest from cinema operators and more information would be shared with members at a workshop event later this month.

At the beginning of October, the Policy and Performance Committee agreed a new Business Rates Relief Scheme. Since the Committee agreed proposals for the final scheme two weeks previously, Council officers had completed implementation of the scheme for all 390 local businesses affected.

Four Community Safety information days, one in each town centre, were to be held with partners representing nine organisations, including this Council, Nottingham Fire and Rescue Service, Nottinghamshire Police, Victim CARE, Citizens Advice Broxtowe, Voluntary Action Broxtowe, Sure Start and Neighbourhood Watch. Metropolitan Housing was there to give advice and direct members of the public towards their local services for further assistance. Around 250 crime reduction tools including window/door alarms, personal attack alarms and property marking pens, 'No Cold Caller' stickers, and purse bells were distributed. As a result of the contacts made during the sessions, Nottinghamshire Victim CARE would give talks to two local groups to raise awareness of their service and community safety more generally. Members of the public were receptive and positive about the help and advice received and more events were planned in the future.

42. PUBLIC QUESTIONS

There were no questions from members of the public.

43. MEMBERS' QUESTIONS

- 43.1 The following question was submitted by Councillor S J Carr for the Chair of the Jobs and Economy Committee:

“During April 2015, residents of Bramcote Ward received a leaflet that claimed:

‘Only local Conservatives have consistently fought to protect our Green Belt. We will always put Bramcote first.’

In light of the proposed Local Plan Part 2 and the likelihood that Green Belt land owned by the Conservative County Council will be built on, can the Chairman of the Jobs and Economy Committee advise me when the Conservative Party stopped being the guardians of Bramcote’s Green Belt?”

The Chair of the Jobs and Economy Committee responded that there was a single proposed allocation of 300 homes on land currently within the Green Belt in Bramcote which followed the process set out in the Core Strategy.

Planning permissions continued to be issued on previously developed sites, housing completions were going up with just under 300 homes completed in the 2016/17 financial year with permissions in place for over 1,000 new homes. The Council was working proactively with a number of neighbourhood forums and parish and town councils on their neighbourhood plans and a number of workshops were held which informed the decisions in the Council’s Part 2 Local Plan which was now out to public consultation.

These steps were necessary to plug the gap in the Council’s five year housing land supply which were essential to defend the Green Belt from speculative applications and appeals. The allocation in Bramcote was intended to secure the long term funding to enable Bramcote School to be re-built; it would include defensible Green Belt boundaries and had been subject to detailed public consultation already. The responses to the current consultation into the Part 2 Local Plan would be reported to a meeting of Jobs and Economy Committee in December and thereafter the Plan would be submitted for its independent examination. It was only through allocating sufficient sites to meet the housing need set out in the Core Strategy that the plan could be found sound when examined.

A supplementary question was submitted by Councillor Carr which requested clarification on how building on the Green Belt would protect it.

The Chair of the Jobs and Economy Committee stated that the appeal on the golf course was lost as the Council was not in possession of a five year plan. A submitted plan would protect the Green Belt from developers.

- 43.2 The following question was submitted by Councillor R D MacRae for the Chair of the Community Safety Committee:

“As Chair of Community Safety and having attended several meetings in Stapleford where Drugs and Anti-Social Behaviour in Stapleford were discussed with Residents what are you doing to address these very serious issues?”

The Chair of the Community Safety Committee stated that she was not able to respond in public with details in a manner that would enable anyone to be identified. Both the Community Safety team and the Housing Department were actively engaged in dealing with complaints about anti-social behaviour in Stapleford. The Chair had attended multi-agency anti-social behaviour meetings which occurred monthly, when consideration was given to actions which needed to be taken and whether there was sufficient evidence to justify legal action.

Sometimes anti-social behaviour and drug misuse allegations took more time to resolve due to the need to obtain evidence that could stand up in court. A number of meetings had taken place at which some of these local issues were discussed. It was explained that legal advice had been obtained that there was insufficient evidence to proceed at present in relation to the matters which had been raised.

The police had been active in pursuing allegations, which included carrying out a drugs raid in which no evidence was found. The situation continued to be actively monitored and individuals spoken to regarding matters which could be addressed.

- 43.3 The following question was submitted by Councillor J K Marsters for the Chair of the Housing Committee:

“In the Agenda for the Finance and Resources Committee which met on 12 October 2017, item 4.1 contains the following sentence:

‘It was highlighted that the current service was no longer fit for purpose.’

Would the Chairman of the Housing Committee agree with me that this wording is not only insensitive to those officers who work very hard to provide an excellent service to service users, but also indicates that the present administration has already made its mind up despite being about to spend £20,000 on an Options study?”

The Chair of the Housing Committee stated that there was an acknowledgement at the Finance and Resources Committee meeting on 12 October 2017 that the wording of the narrative within the report did not adequately express the sentiment that had been put forward at the Housing Committee meeting on 20 September. At that meeting the following statement was included in the report:

“Over recent years the retirement living service has evolved from a service in which all schemes had “live in” wardens, to a hub and spoke type model, and latterly, following pressures to reduce costs caused by changes in the previous “Supporting People” funding, the overall number of Retirement Living Officers has gradually reduced. Increasingly people living within schemes have complex health needs, and there are difficulties in balancing available officer time against the need to support a wide range of needs of people both living in schemes and in the community. Retirement Living Officers are also expected to play a part in operating the lifeline on a commercial basis. There are likely to be skills and training gaps. In addition modern expectations as to living environments in older age has meant that although some schemes have been modernised, other schemes have become more difficult to let. Managers have taken decisions to offer vacant units to people who are not similar in their age or circumstances to those already living in the Council’s schemes. This has caused difficulties. There are, however, opportunities to participate in hospital discharge schemes which may provide a better alignment of interests going forward. Finally, adult social care has evolved to provide re-ablement services to people in their own homes which impacts on the number of people requiring conventional supported housing”.

Reference to fitness for purpose was only made with regard to ‘fitness for purpose of the existing accommodation’.

At the Housing Committee meeting the Chief Executive specifically referred to the value of the service delivered by Retirement Living Officers, with reference to examples from two letters of compliment that had been received. Members of the Housing Committee were in no doubt about the value of the service provided by the Retirement Living Officers.

Reference to ‘fitness for purpose’ in relation to the service was therefore unanimously agreed to be struck from the Finance and Resources Committee record.

A supplementary question was submitted by Councillor Marsters which asked if the Chair’s response constituted an apology.

The Chair responded that there had been no intention to mislead and the choice of words had been unfortunate.

43.4 The following question was submitted by Councillor S A Bagshaw for the Chair of the Governance, Audit and Standards Committee:

“I was very concerned that the papers for the Governance, Audit and Standards Committee were delivered with the minimum time to read, digest

and understand the contents within. The papers contained a number of major issues that gave cause for concern.

I therefore tonight wish to place on record my concerns and to seek confirmation that the Committee has not been placed at risk.

- (1) Page 6, paragraph 4 states “there were some inaccuracies in the information supplied to the actuary.” Also, reference was raised in paragraph 5, and I quote, “there is a risk that the inappropriate assumptions were used by the actuary to calculate the Authority’s pension liability.”
- (2) Page 10 “We also found an adjustment due to an error in the formula used to calculate the 2016/2017 provisions balance.”
- (3) Page 11 “We identified a number of misstatements, some of which individually were material. The Authority has agreed to adjust all of these.”
- (4) Page 12 “However, the accounts submitted were not complete.”
- (5) Page 13, under data analysis “Upon commencing our interim audit in April 2017 we found the Authority unable to provide the data requested.”
- (6) Page 13 “However, evidence to some areas took upwards of two months to be provided, such as staff numbers and payroll reports.”
- (7) “We were provided with the Authority’s group accounts seven weeks after the on-site audit work began.”
- (8) Page 14:
 - a) “Significant difficulties encountered during the audit.”
 - b) “Significant matters arising from the audit that there were discussed or subject to correspondence with management.”
 - c) “Arising from the audit that, in the auditors’ professional judgement, are significant to the oversight of the financial reporting process.”
 - d) “Significant deficiencies in internal control.”

Will the Chairman of Governance, Audit and Standards Committee address all my points raised on the audit and respond accordingly?”

The Chair of the Governance, Audit and Standards Committee stated that he had previously apologised for the late arrival of the additional papers and offered a further apology to the Leader of the Opposition.

There had been regular dialogue and meetings with the external auditors for number of months. Despite repeated requests the Council received the external auditors’ draft ISA260 report only two days before the Governance, Audit and Standards Committee on 27 September 2017, which resulted in the delayed circulation of the papers for the committee meeting.

The comments and questions raised were included within the external auditors' ISA260 report. A detailed management response was provided for each of the points raised within the ISA260, and feedback on progress would be provided addressing each of these recommendations at the next Governance, Audit and Standards Committee. The external auditor confirmed that he expected to issue an unqualified opinion on the Council's accounts.

- 43.5 The following question was submitted by Councillor D Bagshaw for the Chair of the Governance, Audit and Standards Committee:

'Will the Chair of Governance, Audit and Standards Committee provide a response contained within the appendix regarding disposal of assets where breakdowns did not often agree with the figures in the draft accounts submitted for audit. Was this simply due to a lack of staff?'

The Chair of the Governance, Audit and Standards Committee responded that the Policy and Performance Committee on 4 July 2017 agreed a new finance structure which was designed to address the future financial reporting challenges. The Council recently recruited two new principal accountants, meaning that the finance staffing structure was now fully established.

A supplementary question was submitted by Councillor Bagshaw which queried whether the Leader of the Council would review staffing and the closure of cash offices. The Chair responded that the Leader would have heard Councillor Bagshaw's question.

- 43.6 The following question was submitted by Councillor L A Lally to the Chair of the Policy and Performance Committee:

'Would the Leader of the Council provide figures for absenteeism at the moment due to stress and work-related illness?'

The Chair of the Policy and Performance Committee responded that the next Finance and Resources Committee meeting would receive a detailed report on the matter. The Human Resources team had been active in pursuing methods by which to reduce absenteeism and the Council was able to offer services such as the PAM assist programme and Cognitive Behavioural Therapy counselling. The Policy and Performance Committee had recently approved the Stress Management Policy forwarded by the Local Joint Consultative Committee which would offer guidance to managers.

A supplementary question was submitted by Councillor Lally which asked whether the Leader recognised a need to stop cutting jobs and provide a service to residents.

The Chair responded that the absentee trend began in 2014 and regular reviews at committees, in addition to four new supporting policies would enable measures to deal with the issues.

43.7 The following question was submitted by Councillor G Marshall for the Chair of the Housing Committee:

'Would the Chair of the Housing Committee now provide a detailed breakdown of the reduction in the RLO staff and where the services and most likely to be affected?'

The Chair of the Housing Committee responded that the recent restructure paper identified changes that had taken place within the Retirement Living Service some years earlier and sought to obtain formal agreement to these changes.

The Housing Restructure report identified that the following posts would be deleted from the establishment: H125b, H94b, H112 and H111. These postholders left their posts between 2015 and January 2017 and the service had absorbed the work. It was assessed that that the service would not be negatively affected if these posts were not replaced.

The Housing Restructure report also identified that requests from Retirement Living Officers to reduce their hours should be confirmed. In all cases, the request to reduce working hours was received from the Officer themselves and usually requested to enable an improved work/life balance. These requests were approved following a trial period, during which no negative impact on service delivery was assessed.

There are current vacancies within the Retirement Living Team and recruitment to fill these posts on an interim basis was underway. The vacant posts were a Team Leader and three Retirement Living officer posts. Recruitment would be on a temporary basis to allow for maximum flexibility in shaping the future of the service as part of the Independent Review.

A supplementary question was submitted by Councillor Marshall which asked whether a review should have been conducted prior to financial reductions.

The Chair responded that there had been a reaction to changes in the service and the needs of the staff. The changes had saved money but there had been no reduction in service.

43.8 The following question was submitted by Councillor R H Darby to the Chair of the Policy and Performance Committee:

'Following the circulation of the booklet on HS2 'World Class Growth Strategy' where is Stapleford's input into this document, as the town of Stapleford will be impacted more than any other in Broxtowe?'

The Chair of the Policy and Performance Committee responded that the Strategy was prepared with full consideration of issues affecting Stapleford,

particularly issues around ensuring that accessibility to and from Stapleford was improved to benefit residents of the town, congestion was addressed around Bardills Island and on the A52, education and leisure opportunities were improved with land earmarked for a re-located George Spencer Academy campus and Leisure Hub and green infrastructure corridors were enhanced. These all flowed from a number of discussions and workshops into the Borough Council's Part 2 Local Plan which Stapleford Town Council were engaged with. The Part 2 Local Plan Policy to address these issues was discussed at the HS2 Hub Station delivery board and this then fed into the final Growth Strategy. The Growth Strategy would form a basis for further discussions with Stapleford to ensure that their neighbourhood plan could address the significant opportunities that HS2 would bring to the town. The newly formed Chetwynd Neighbourhood Forum was now involved and residents of Stapleford could act similarly.

43.9 The following question was submitted by Councillor J W McGrath to the Chair of the Policy and Performance Committee:

'The Council received a petition containing over 2,000 names regarding the community facilities in Stapleford. Will the Leader outline the timetable for dealing with this issue through Council procedures and will members of the public be allowed to make representations to the appropriate Committee?'

The Chair of the Policy and Performance Committee responded that a report would be submitted to a future meeting of the Policy and Performance Committee and at that meeting it would be the third time the issue had been debated by members.

43.10 The following question was submitted by Councillor M Radulovic MBE to the Chair of the Policy and Performance Committee:

'Will the Chair outline the reasons why he and his Group resolved, despite appeals from the Opposition to fund these worthy causes, that no grant be awarded to VAB Broxtowe, RCAN and a reduced grant of £4,000 made to Hope Nottingham and why no funding was awarded to Hall Park Academy to fund the Prison Me No Way Scheme?'

The Chair of the Policy and Performance Committee stated that all applications were assessed on their own merits and with due consideration to provisions of the grant aid policy. As part of the process, each applicant had to provide their latest financial statements so that the Council could assess their respective financial sustainability. In the case of VAB Broxtowe, RCAN and the Hall Park Academy it could be seen that each of those organisations had considerable levels of unrestricted reserves available.

It was not possible to support all applications that were received and, given the pressures on Council finances and the constraints of the grant aid budget, it was important to ensure that grants were targeted towards those groups that were in greatest need of financial support. It should be noted that the organisations were invited to consider submitting a fresh application in 2018/19, should their circumstances change in the future.

The grant awarded to Hope Nottingham was in line with the level of awards in previous years.

A supplementary question was submitted by Councillor Radulovic which asked whether the decision not to award a grant to Prison Me No Way could be reconsidered.

The Chair of the Policy and Performance Committee responded that any decision was made on financial grounds and a new application would be welcomed.

43.11 The following question was submitted by Councillor D A Elliott to the Chair of the Policy and Performance Committee:

'Would the Leader of the Council give an update on the progress of the Corporate Strategy?'

The Chair of the Policy and Performance Committee stated that in relation to house building the Borough had seen more houses built in 2016/17 than in any of the preceding eight years. The Council was able to use 100 private sector tenancies to meet housing needs in the last year and continued to have one of the lowest rates of homelessness in the country. The Council continued to strive to be an excellent housing provider and was engaged in a systematic programme of policy renewal which saw approvals of new gas and electrical safety policies at the Housing Committee. The Council was not complacent, which is why it was commissioning an options review of the retirement living service to ensure this important service continues to satisfy the needs of current and future residents.

With regard to community safety, national statistics show the Borough was the best performing by some way in its most similar family group in terms of numbers of crimes per 1,000 residents. The Council was actively working towards white ribbon accreditation to evidence its commitment to reducing domestic violence. Anti-social behaviour in Broxtowe to the end of September this year was reduced over the previous year by 19.8%.

The Council had made bold and fruitful decisions to invest in Beeston Town Centre and the plans for the next stage of the regeneration were progressing well as will be demonstrated at the workshop to which Councillors had been invited to at the end of October. There was investment in other town centres, for example by introducing free Wi-Fi in Stapleford. As at the end of September, all of the town centres apart from Stapleford had occupancy rates above the national average. The Council had also extended its approach to working with other businesses in Broxtowe and a new Economic Regeneration Strategy would be presented to the next Jobs and Economy Committee meeting for approval.

The Council was proud of its record in investing in Parks and Open Spaces. Green Flag status was evidence of the high standards of the maintenance of Parks and Open spaces. Many compliments were received this year in relation to the proposals to introduce more informal meadow areas which

were wildlife friendly, attractive and were less costly to maintain. The Environment Team had an excellent record of successfully bidding for external funds to improve parks and open spaces. A new suite of strategic plans and proposals had been established to invest in green infrastructure, in playing pitches and in play areas throughout Broxtowe in addition to the agreement of a new Waste and Recycling Strategy which the Council was working to implement. Fly tipping in Broxtowe this year was significantly reduced thanks to the introduction of a new Action Plan.

The successful delivery of leisure services through a new delivery vehicle had save over £300,000 a year and the new Company was generating a surplus whilst maintaining its customer base. The Council continued to invest in the facilities. The health profile of the local population showed that in all aspects of health apart from one (the rate of smoking amongst expectant mothers) was better than the National average. The Council continued to work in partnership with many organisations to deliver health improvements and with its partners to reduce alcohol related harm. The Community Safety Committee recently heard from Change Grow Live on its current work to address this issue across the Borough.

A supplementary question was submitted by Councillor Elliott which asked whether there would soon be a loss of accountability with regard to Housing.

The Chair of the Policy and Performance Committee responded there was no complacency, there was still work to do but the Council should be proud of its record.

44. MEMBERS' SPEECHES ON WARD ISSUES

Councillor R S Robinson updated members on issues in Cossall and Kimberley.

45. QUESTIONS ON OUTSIDE BODIES

There were no questions on outside bodies.

46. UPDATE ON THE HEALTH AND WELLBEING BOARD

Councillors L A Ball BEM and J A Doddy gave an update on the work of the Health and Wellbeing Board.

47. NOTICE OF MOTION

The following notice of motion had been received from Councillor S J Carr on behalf of the Liberal Democrat Group and was seconded by Councillor K E Rigby:

“This Council acknowledges Citizens Advice Broxtowe’s report ‘Good work in Broxtowe. Improving employment in the light of the Taylor Report.’ Based on our experience at Citizens Advice Broxtowe, this Council believes that many of the Taylor recommendations would be particularly beneficial to residents of Broxtowe. Specifically:

- The right to a written statement of employment particulars from day one for all workers
- A higher rate of NMW for workers on non-guaranteed hours (i.e. zero-hours workers)
- Agency workers to receive more transparent information regarding pay and the identity of the employer
- Enforcement of payment of holiday pay by HMRC
- Government enforcement action for unpaid Employment Tribunal awards
A presumption of employee/worker status (with safeguards).

We urge this Council to support this report and write to the Secretary of State to ask him to work towards implementing the following Citizens Advice recommendations:

- The types of employment and people’s rights at work should be clear and transparent
- The system of employment rights and protections should be accessible and responsive, ensuring rights adapt to changing labour market practices
- A broad and long term commitment by government and employers is needed to create stable and decent jobs
- The establishment of one ‘Fair Work Authority’ – currently several agencies (including HMRC, Employment Agency Standards Inspectorate, and gang masters and Labour Abuse Authority) have responsibility for enforcing employment rights and standards.”

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

48. APPOINTMENTS TO COMMITTEES AND WORKING GROUPS

RESOLVED that Councillor S Kerry be replaced on the Governance, Audit and Standards Committee by Councillor A G W A Stockwell.

49. REFERENCE

Jobs and Economy Committee
6 July 2017
Consent Street in Beeston

RESOLVED that the proposed change to the Scheme of Delegation in appendix 1 of the report be approved.

50. LIBERTY LEISURE

Members were informed of a number of issues relating to the board of directors, the appointment of the Managing Director and increasing accountability to Council members.

It was recognised that there could be improved consistency of communication between the Council officers, representatives of Liberty Leisure and Council members. It was noted that regular monthly meetings would be held between the Chair of the Leisure and Environment Committee and the Managing Director in addition to the submission of operational and finance reports to Leisure and Environment Committee meetings. Councillors would also receive an annual report which would detail attendance and membership figures, details on income and expenditure, the satisfaction survey and progress on developments that had taken place during the year.

RESOLVED that:

1. **The appointment of a Managing Director of Liberty Leisure to discharge the duties as set out in the job description be approved and the appointment panel, with the addition of the Chair of the Leisure and Environment Committee, be convened.**
2. **That Councillor E Cubley be added to the Board.**
3. **That there be an interim appointment of the Head of Public Protection (David Gell) to the Board.**
4. **That the Commercial Manager (Sandra Scott) replace the Head of Finance (Paul Adcock) on the Board.**
5. **That the (Interim) Managing Director (Chris Laxton-Kane) be added to the Board.**

51. APPOINTMENT OF MONITORING OFFICER

The Mayor had agreed that under S100B(4) of the Local Government Act 1972 the following report be considered on the grounds that the matter needed to be determined urgently for the benefit of the Council.

RESOLVED that Nottinghamshire County Council's Monitoring Officer, Jayne Francis-Ward, act as Broxtowe Borough Council's Monitoring Officer for a twelve week trial period.

52. COMMON SEAL

RESOLVED that the Common Seal be affixed to or the Proper Officer do sign on behalf of the Council, where appropriate, any orders, deeds or documents necessary to give effect to any resolutions of the Council or Committee.

Report of the Interim Strategic Director

CIVIC EVENT – FREEMAN/ALDERMAN OF THE BOROUGH1. Purpose of report

To request to host a ceremony at which the status of Freeman or Alderman is conferred on those who have rendered eminent services to the Borough.

2. Background

It is customary during the final year of an administration to recognise individuals who have contributed significantly to the community by conferring on them the award of Honorary Freeman of the Borough or Honorary Alderman.

Should Full Council approve the meeting, the Mayor and the Leaders of the three political groups would meet to consider the award and the nominations received for the office of Honorary Freeman or Honorary Alderman of the Borough of Broxtowe.

Section 249(5) of the Local Government Act 1972 states that: "The Council of a London Borough or a district having the status of city, borough or royal borough may, by a resolution passed by not less than two thirds of the members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, admit to be Honorary Freeman of the city, borough or royal borough persons of distinction and persons who have, in the opinion of the Council, rendered eminent services to the city, borough or royal borough."

Further, section 249(1) of the same Act states that: "A principal Council may, by a resolution passed by not less than two thirds of the members voting thereon at a meeting of the Council specially convened for the purpose with notice of the object, confer the title of Honorary Alderman on persons who have, in the opinion of the Council, rendered eminent services to the Council as past members of that Council, but who are not then Councillors of the Council."

3. Financial implications

The sum of £4,500 was provisionally approved by the Finance and Resources Committee on 30 November 2017, subject to Council approving the establishment of this meeting. Details of costs and a timeline of the proposed event are contained in the appendix.

Recommendation

Council is asked to RESOLVE that the official admittance to the office of Honorary Freeman of the Borough and Honorary Alderman will take place at a special meeting of the Council to be held in November 2018.

Background papers

Nil

APPENDIX

Financial implications

Freeman and Alderman Costs	£
Silver Badge of Office (up to 8 badges)	2,600
Print & photography	350
Certificates	250
New Honours Board	500
Hospitality	800
TOTAL	4,500

Timetable

January 2018	Nominations process/publicity.
March 2018	Cross party meeting to discuss and determine who will be selected.
April – October 2018	Preparations (invitations and acceptances of the honour, interviewing for profiles, organising the event etc.)
November 2018	Freeman and Alderman event

Report of the Chief Executive

RE-APPOINTMENT OF MONITORING OFFICER1. Purpose of report

To update members on the agreement with Nottinghamshire County Council to supply the Council's Monitoring Officer role.

2. Background

At the Council meeting held on 18 October 2017 members resolved that Nottinghamshire County Council's Monitoring Officer, Jayne Francis-Ward, be appointed to act as Broxtowe Borough Council's Monitoring Officer for a twelve week trial period. The Monitoring Officer has been assisted in her duties as necessary by a senior Solicitor from the County Council, Susan Bearman. Following the trial period it is now necessary to request that the agreement be continued.

3. Financial implications

Assuming an estimated cost of £85 per hour for the County Council's Monitoring Officer, this would equate to a total of £3,060 based upon three hours per week over a twelve week period. Any costs for the support of a Senior Solicitor would be additional to this.

Recommendation

Council is asked to RESOLVE that Nottinghamshire County Council's Monitoring Officer, Jayne Francis-Ward, be re-appointed to act as Broxtowe Borough Council's Monitoring Officer for a further period.

Background papers

Nil