



3 October 2018

Dear Sir/Madam

A meeting of the Finance and Resources Committee will be held on Thursday 11 October 2018 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 Councillors:	S A Bagshaw	P Lally
	T P Brindley (Vice Chair)	G Marshall
	S J Carr	P J Owen
	E Cubley	P D Simpson (Chair)
	S Easom	A W G A Stockwell

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 - 8

The Committee is asked to confirm as a correct record the minutes of the meeting held on 12 July 2018.

4. RECOMMENDATIONS

- 4.1 Leisure and Environment Committee PAGES 9 - 19
26 September 2018
Clean and Green

The Committee considered the Clean and Green initiative to fund specific projects to improve the environment in Broxtowe including litter picking, weed killing, reducing fly tipping, waste days and replacement litter bins. It was noted that the total cost of the projects would be £33,000.

RECOMMENDED to the Finance and Resources Committee that revenue and capital funding be provided for these activities in 2018/19 as set out in appendix 4.

- 4.2 Leisure and Environment Committee PAGES 20 - 21
26 September 2018
Bowling Greens

The Committee noted during the prolonged hot and dry weather of summer 2018, the manual watering systems were not effective and following advice from Severn Trent to minimise the use of water, the greens became very dry with extensive wear. In August, after contacting the bowls clubs the decision was made to close the greens three weeks early on Monday, 10 September.

It has been estimated that the additional cost to undertake the remedial works will be in the region of £17,000. This cannot be contained within the existing revenue budgets for Beeston, Eastwood and Stapleford Parks.

RECOMMENDED to the Finance and Resources Committee that the restoration works are funded from outside existing budgets.

- 4.3 Leisure and Environment Committee PAGE 22
26 September 2018
Hall Park, Eastwood – Access Improvements

The Committee noted contribution of £7,000 has been received Futures Homescape Ltd in respect of the housing scheme at Great Northern Road, Eastwood. The section 106 agreement states that this has to be used at Hall Park, Eastwood for works to the footpaths, steps and car park. This work will help improve access around the park in areas where the surfaces have deteriorated over time.

RECOMMENDED to the Finance and Resources Committee that a further £7,000 be added to the 2018/19 capital programme for access improvement works to Hall Park at Great Northern Road, Eastwood funded from section 106 Parks and Open Spaces contributions.

4.4 Policy and Performance Committee
3 October 2018
Open Water Education Network Trust

PAGES 23 - 24

The Committee consider a number of initiatives in the borough and across the county to improve water safety. Further details are set out in the appendix. Liberty Leisure have played a key role in these initiatives and it is proposed that they are paid £3,000 per annum to enable this to continue.

Due to the meeting being held on the same date as the despatch of this agenda the decision will be reported at the meeting. The recommendation considered by the Policy and Performance Committee is shown below.

The Committee is asked to:

(i) RECOMMEND to Finance and Resources Committee that contribution of £3,000 made to Liberty Leisure in 2018/19 for work in support of the OWEN Trust and funded from revenue contingencies.

(ii) NOTE the use of some of the £33,700 in the 2018/19 capital programme for water safety measures for the purchase of practice throw lines, a projector, and commissioning of water safety themed street art.

5. GENERAL FUND REVENUE BUDGET
AMENDMENTS 2018/19

PAGES 25 - 27

To seek approval for a number of amendments to the General Fund revenue budget for 2018/19.

6. CAPITAL PROGRAMME UPDATE

PAGES 28 - 39

To report upon capital expenditure incurred in 2018/19 up to 31 August 2018 along with the planned financing of the 2018/19 capital programme and to seek approval for a number of capital budget variations in the current financial year.

7. MEDIUM TERM FINANCIAL STRATEGY
UPDATE AND BUSINESS STRATEGY
2019/20 TO 2021/22

PAGES 40 - 49

To present an update on issues likely to affect the Council's medium term financial strategy recommend participation in the Nottinghamshire business rate retention pilot bid for 2019/20 and to seek approval for an updated Business Strategy from 2019/20 to 2021/22.

8. GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS 2018/19 PAGES 50 - 54

To consider requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy.

9. GRANT AID REQUEST FROM GREASLEY PARISH COUNCIL PAGES 55 - 57

To consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

10. BENNERLEY VIADUCT PAGES 58 - 59

To update Committee with progress on the restoration and opening to the public of Bennerley Viaduct, and to approve a financial allocation of £20,000 from this Council.

11. ELECTRIC VEHICLE CHARGING POINTS PAGES 60 - 61

To seek Committee approval to proceed with a government/user-funded project to install electric vehicle charging points in a number of Broxtowe-owned car parks and to delegate the completion of the associated legal agreements and details to the Interim Deputy Chief Executive.

12. PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – SUPPORT SERVICE AREAS PAGES 62 - 75

To report progress against outcome targets identified in the Business Plans for support services areas, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

13. MEMBERS' ALLOWANCES – AD HOC COMMITTEE PAGES 76 - 77

To inform the Committee of its previous deliberations with regard to the Ad Hoc Committee, regarding the level of allowances payable to members following the recommendations of the Independent Remuneration Panel.

14. BUDGET TIMETABLE AND BUDGET CONSULTATION 2019/20 PAGES 78 - 87

To advise the Committee on the budget consultation process for 2019/20 and to set out the proposed timetable and budget scrutiny process.

15. WORK PROGRAMME

PAGE 88

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

16. 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 item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, 3, 5, 7 and 12 of Schedule 12A of the Act.

17. IRRECOVERABLE ARREARS

PAGES 89 - 106

18. HOUSING SYSTEM UPGRADE – FINANCIAL WAIVER

PAGE 107

FINANCE AND RESOURCES COMMITTEE

12 JULY 2018

Present: Councillor P D Simpson, Chair

Councillors: T P Brindley
S J Carr
E Cubley
S Easom
D A Elliott (substitute)
R I Jackson
P Lally
G Marshall
P J Owen
J C Patrick (substitute)

Apologies for absence were received from Councillors S A Bagshaw, M Radulovic MBE and A W G A Stockwell.

1. **DECLARATIONS OF INTEREST**

Councillor S J Carr declared a non-pecuniary interest in agenda item 10, as he had previously donated to Hope Nottingham through his Nottinghamshire County Council divisional fund, minute number 9 refers. Councillor W J Longdon declared a non-pecuniary interest in agenda item 11, as he had previously donated to St Helen's Church through his County Council divisional fund, minute number 10 refers. Councillor J C Patrick declared a non-pecuniary interest in agenda item 12 she is a trustee of Citizens Advice Broxtowe, minute number 11 refers.

2. **MINUTES**

The minutes of the meeting held on 26 April 2018 were confirmed and signed subject to an amendment to include Councillor S J Carr on the list of attendees.

3. **REFERENCES**

- 3.1 Leisure and Environment Committee
17 April 2018
St Helen's Church Gates – Repair and Refurbishment

The Committee considered the works required to repair and refurbish the main entrance gates at St Helen's Church, Stapleford. The churchyard at St

Helen's was classed as a closed churchyard and the grounds together with the boundary are maintained by the Council under Section 215 of the Local Government Act. It was noted that the work required would cost £15,000.

RESOLVED that £15,000 be allocated within the 2018/19 capital programme for the works to repair and refurbish the gates at St Helen's Church, Stapleford to be funded from capital contingencies.

3.2 Policy and Performance Committee
4 July 2018
Care Leavers' Council Tax Reduction Scheme

The Council has the discretion to reduce the council tax liability for individuals or prescribed groups as it thinks fit. This discretion is exercised in accordance with section 13A(1)(c) of the Local Government Finance Act 1992. The proposed scheme is in addition to the Council's Local Council Tax Support Scheme and would provide assistance to people living within the borough who had previously been in care and meet the appropriate qualifying criteria.

The Committee noted that a recommendation was made by the Policy and Performance Committee that a supplementary capital estimate of £5,700 for software to administer the Care Leavers' Council Tax Reduction Scheme be approved with funding from 2018/19 capital contingencies.

RESOLVED that a supplementary capital estimate of £5,700 for software to administer the Care Leavers' Council Tax Reduction Scheme be approved with funding from 2018/19 capital contingencies

4. REVIEW OF COUNCIL FINANCES

The Committee noted the report which set out the findings of a review of the Council's financial position, including seven specific areas identified for further potential examination as a response to the challenging financial environment the organisation faces.

5. STATEMENT OF ACCOUNTS UPDATE AND OUTTURN POSITION 2017/18

The revenue and capital outturn position for 2017/18 was reported to the Committee alongside an update on progress with the preparation of the draft annual statement of accounts for 2017/18. The reports also put forward the revenue and capital carry-forward requests for the 2018/19 financial year and informed the Committee that the Policy and Performance Committee would be tasked with considering variances to the revenue estimates.

The Committee noted that reserves had increased and that there was under-spending in various departments.

There had been a write-off of irrecoverable arrears totalling £81,650 pertaining to repairs invoices and it was questioned, given the timeframe that these covered, as to whether consideration should have been given to these sooner. It was noted that there was a now a process linked through the sundry debts system to write off debts where all attempts at recovery had failed to ensure that arrears were written off in a more timely fashion.

Discussion followed regarding the use of agency staff by the Council. It was requested that a profile be prepared including length of service for all agency staff. The difficulties in appointing staff permanently when they were being asked to cover maternity leave or long term sickness was discussed.

RESOLVED that:

- 1. The accounts summary for the financial year ended 31 March 2018 subject to audit, be approved.**
- 2. The revenue carry forward requests outlined in section 2 of appendix 1 be approved and included as supplementary revenue estimates in the 2018/19 budget.**
- 3. The capital carry forward requests outlined in appendix 2b be approved and included as supplementary capital estimates in the 2018/19 budget.**

6. TREASURY MANAGEMENT

The Committee noted the annual report of the year ending 31 March 2018. There was a discussion about Minimum Revenue Provision that included the clarification that this was guidance set out by government and it required councils to make full financial provision for the lifetime of any loan. Consideration was given to what would happen to any debts the Council had if it were to be abolished.

7. GENERAL FUND REVENUE BUDGET AMENDMENTS 2018/19

The Committee considered a number of amendments to the General Fund revenue budget for 2018/19 and for additional one-off budget allocations to address particular issues.

It was noted that there was no current budget for the Individual Electoral Registration Government Grant, and that there had been no additional funding to take people off this register.

RESOLVED that:

- 1. The amendments to the General Fund 2018/19 revenue budget as set out in the appendix be approved.**
- 2. An additional 2018/19 budget allocation of £30,000 to ICT Services for interim staff to assist delivery of capital schemes be approved.**

3. **An additional 2018/19 budget allocation of £28,000 to Finance Services for interim staff to assist with final accounts work be approved.**

8. CAPITAL BUDGET VARIATIONS 2018/19

The Committee considered the approval of a number of capital budget variations in respect of the 2018/19 financial year, in particular the purchase of an intelligent scanning module. It was noted that Nottinghamshire County Council was to return £11,250 to the Council because it had not spent the Handy Person Adaptation Service as planned. The Council would be able to spend this on Disabled Facilities Grants in the 2018/19 financial year.

There followed a discussion about the Housing Management System upgrade. It was noted that good progress continued to be made on the project with an allocation of £60,000 being proposed to fund software enhancements to allow the collection of rent by Direct Debit. Debate progressed on to the Legal Case Management System, which was being implemented to create efficiencies in the Legal Department.

RESOLVED that the capital budget variations for 2018/19 as set out in appendices 1 and 2 of the report be approved.

9. GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS, CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS, THE ARTS AND DISABILITY MATTERS

The Committee considered requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy.

Nuthall Age Concern Day Centre had put forward a request for a grant of £500. It was proposed by Councillor P D Simpson and seconded by Councillor T P Brindley that the award be made as requested. On being put to the meeting the motion was carried.

Consideration was given to a grant request from Hope Nottingham. It was proposed by Councillor P D Simpson and seconded by Councillor T P Brindley that an amount of £4,000 be awarded. An amendment to the motion was proposed by Councillor S J Carr and seconded by Councillor G Marshall that an award of £7,000 be made. On being put to the meeting the amendment was defeated and the motion to award Hope Nottingham £4,000 was carried. It was requested that it be made clear to Hope Nottingham that the Committee would welcome a further application for grant aid with more detail regarding the specific projects that would be funded as a result of the award.

RESOLVED that the applications be dealt with as follows:

Nuthall Age Concern Day Centre	£
Hope Nottingham	500
	4,000

10. CAPITAL GRANTS TO VOLUNTARY ORGANISATIONS 2018/19

The Committee gave consideration to a request from St Helen's Church, Stapleford for a capital grant in accordance with the provisions of the Council's Grant Aid Policy. The request was for a grant of up to £5,000 toward the cost of a multi-purpose courtyard within the new Community Annexe. It was proposed by Councillor P D Simpson and seconded by Councillor T P Brindley that an amount of £5,000 be awarded. On being put to the meeting the motion was carried.

RESOLVED that a grant of £5,000 be made in respect of the application from St Helen's Church Stapleford.

11. CITIZENS ADVICE BROXTOWE – GRANT AID 2018/19

Consideration was given to the application for grant aid from Citizens Advice Broxtowe. The application had been submitted along with a request for a commitment for the repetition of the award in the financial years 2019/20 and 2020/21. This would be subject to a Service Level Agreement.

The value of the work of Citizens Advice Broxtowe was noted and it was proposed by Councillor P D Simpson and seconded by Councillor T P Brindley that an award of £73,750 including £10,000 towards the annual rental of accommodation in the Council Offices, be made to Citizens Advice Broxtowe.

RESOLVED that £73,750 be awarded to Citizens Advice Broxtowe, including £10,000 towards the annual rental of accommodation in the Council Offices and a commitment to the same in 2019/20 and 2020/21, subject to the relevant Service Level Agreement.

12. UNIVERSAL CREDIT

A report was put before the Committee regarding the Council's current position on Universal Credit roll out in Broxtowe. The Council had been informed that it would receive £28,546 for this in 2018/19 and it had been identified that Citizens Advice Broxtowe would be best placed to provide the required support for those residents who are not Broxtowe tenants.

There was concern about what digital support would look like and that the level of support that vulnerable claimants would receive and the level of funding that had been assessed by the Welfare Reform Group.

Debate progressed on to rent arrears where work was taking place across the Council to mitigate risk. It was expected that Universal Credit would be rolled out in the borough in November 2018. Funding from the Department of Work and Pensions (DWP) would be pro-rated from November and it was expected that the Council would be able to provide further assistance to the CAB in the following financial year.

RESOLVED that a supplementary revenue estimate of £19,550 in 2018/19 for the provision of Personal Budgeting Support for Universal Credit claimants through the CAB funded by DWP grants be approved.

13. CAVENDISH LODGE, BEESTON – OPTIONS FOR DISPOSAL

The Committee noted the options for the disposal of Cavendish Lodge, Beeston.

14. COMMITTEE MANAGEMENT SYSTEM

Members noted the current position with regard to the implementation of the committee management system and highlighted the capabilities of the system for councillors and members of the public.

15. PERFORMANCE MANAGEMENT REVIEW OF BUSINESS PLAN PROGRESS – SUPPORT SERVICE AREAS

The Committee noted the progress made in achieving the Business Plans for Resources, Revenues, Benefits and Customer Services, and ICT and Business Transformation, in addition to the current Key Performance Indicators for 2017/18.

It was noted that the current figure for complaints acknowledged within three days was 92.5%. It was also noted that there had been a 13.64% reduction in rent arrears.

16. FEES FOR CANVASS DUTIES

The Committee considered the proposed fees for canvass duties.

RESOLVED that:

- 1. The revised fees for the personal canvass as set out in the appendix of the report be approved.**
- 2. The canvass fees be included in the Council's Pay Policy when it is next updated.**

17. BEESTON STREET ART

The Committee examined a proposal to use the remaining Henry Boot artwork contribution from The Square Phase 1 in Beeston to be allocated to street art. The quality of the art work that had already been commissioned was praised.

An amendment to the recommendation was proposed that the approval of the design of the final scheme should be delegated to the Interim Deputy Chief Executive in consultation with the three group leaders. On being put to the meeting the amendment was carried.

RESOLVED that:

1. **A supplementary revenue estimate of £8,200 be approved in 2018/19 for Beeston Square street art funded from the Henry Boot allocation.**
2. **The approval of the design of the final scheme be delegated to the Interim Deputy Chief Executive in consultation with the three group leaders.**

18. DISABLED FACILITIES GRANTS – GRANTS CASEWORKER

The Committee considered the appointment of a temporary part time Grants Caseworker to assist with the Disabled Facilities Grants process.

RESOLVED that:

1. **A temporary part time Grants Case Worker as set out in the report be appointed.**
2. **Authority to extend the contract be delegated to the Chief Executive based on need and the level of Disabilities Facilities Grant capital grant allocations received.**

19. WORK PROGRAMME

The Committee considered the Work Programme. It was agreed that that a report on Agency Staff would be added to the 24 September 2018 meeting.

RESOLVED that the Work Programme, as amended, be approved.

20. EXCLUSION OF PUBLIC AND PRESS

RESOLVED that, under Section 100A of the Local Government Act, 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

21. BEESTON SQUARE PHASE 1 – ANNUAL REPORT 2017/18

The Beeston Square annual report 2017/18 was noted.

22. IRRECOVERABLE ARREARS

RESOLVED that the arrears in excess of £1,200 on national non-domestic rates, council tax, rents, housing/council tax benefit overpayment and sundry debtors as set out in the report be written off and to note the exercise of the Interim Deputy Chief Executive's delegated authority under financial regulation 5.9 be noted.

23. CAVENDISH LODGE, BEESTON – OPTIONS FOR DISPOSAL – APPENDICES

RESOLVED that officers be authorised to accept the best offer that is in line with the valuation contained within the report for Cavendish Lodge or return to the Committee with information should offers be deemed unacceptable.

Report of the Interim Strategic Director

CLEAN AND GREEN1. Purpose of report

To inform members of the proposed 'Clean and Green' initiative and to seek approval for funding of the identified activities.

2. Background

A key priority for the Council, and as identified in the Corporate Plan 2016-2020, is to ensure that the environment in Broxtowe is protected and enhanced for future generations. The Council aims to achieve this by:

- Reducing litter and fly tipping to make Broxtowe cleaner
- Maintaining and improving the green infrastructure of Broxtowe
- Increasing recycling, composting and reducing residual waste

The creation of a new 'Clean and Green' initiative will complement the 'Pride In Parks' project. 'Clean and Green' will demonstrate the Council's commitment to improving aspects of the Environment for all residents of the borough.

Additional information, as detailed below, relating to the 'Clean and Green' initiative is contained in the appendices:

- Appendix 1: Background information on the concept of the 'Clean and Green' initiative
- Appendix 2: Details of the proposed activities to support the 'Clean and Green' campaign
- Appendix 3: Proposed timescale for programme of works
- Appendix 4: Financial implications (both revenue and capital)

Following the approval of 'Clean and Green' a communication strategy will be produced.

3. Financial implications

Whilst the cost of some of the proposed activities can be met from existing budgets, additional revenue and capital funding would be required in 2018/19. Full details are set out in appendix 4.

Recommendation

The Committee is asked to:

- 1. APPROVE the activities to be undertaken as part of the 'Clean and Report' initiative.**
- 2. RECOMMEND to the Finance and Resources Committee that revenue and capital funding be provided for these activities in 2018/19 as set out in appendix 4.**

Background papers: Nil

1. What is the concept 'Clean and Green'

The terms 'clean' and 'green' can be interpreted in many different ways. To give the initiative direction and scope the overarching concept of 'Clean and Green' is to:

- Achieve the Council's Priorities for the Environment
- Sustaining and growing the 'Clean and Green' brand is a key requirement of the initiative. Therefore where future projects meet the scope of the initiative these will be promoted under the 'Clean and Green' brand.

2. Monitoring of 'Clean and Green'

A report will be prepared and submitted to Committee each year to inform members of the activities delivered under the 'Clean and Green' initiative.

1. **Litter picking of the A610** – Linked to the Corporate Priority of reducing litter.

Nottinghamshire County Council is responsible for maintaining the infrastructure of the A610. The Borough Council, as the Litter Authority, is responsible for the cleansing of the road.

The current practice entails the A610 being litter picked twice a year, May and September. This operation is carried out in conjunction with grass cutting. In order to undertake the operation prior notification and approval for lane closures must be granted by Nottinghamshire County Council.

Most litter complaints that are received relate to the section of road around the M1 junction. This section is prone to high volumes of queuing traffic, particularly in peak hours, resulting in:

- Increased levels of litter being deposited
- Litter being more noticeable by drivers and/or passengers

It is proposed under the 'Clean and Green' initiative to undertake an additional litter pick of the A610 from the first layby between the M1 Island and Nuthall Island (Eastwood bound) to the first bridge crossing over the A610 (Eastwood bound). This would be undertaken around February/March 2019, dependent upon approval from Nottinghamshire County Council, and would address the build-up of litter in the hotspot area.

Based on current expenditures the cost of an additional litter pick would be as follows:

Staff and Transport Cost	£2,450
Traffic management	£3,000
Total:	£5,450

Highways England are responsible for the operation and stewardship of the motorways and major trunk roads in England. The A52 is classed as a trunk road. The responsibility for cleanliness of the road remains with the Borough Council as the Litter Authority.

The current practice is to work in conjunction with Amey, who are the acting agent for Highways England, with cleansing duties being undertaken when they undertake their grass cutting schedule. The urban stretch which runs from Sherwin Island to Priory Island is litter picked 8 times throughout the year. Working in this manner promotes 'partnership working' as well as saving the Council money in terms of traffic management costs.

The Council does not formally monitor the business as usual complaints received in relation to litter on the A52. However officers who deal with the cleansing activities only recall receiving a small number of recent complaints

regarding litter on the A52. Therefore based on the current frequency and the number of business as usual complaints received it is viewed that no additional litter picking of the A52 is required.

In order to ensure a more robust complaint monitoring system is in place, in future those employees engaged in handling litter complaints will be required to keep a record of the number of business as usual complaints received relating to the A52. This information can then be used to ascertain whether funding is needed as part of the 'Clean and Green' initiative for any additional work on A52 in the longer term.

Contact will be also made with Amey to ascertain what other planned maintenance works are scheduled for the A52 during the next year and whether litter picking could be carried out as part of the planned road closure. The road can then be inspected prior to these works and consideration given as to whether additional litter picking is necessary.

Any further revenue implications as a result of additional litter picking activities will be reported back to Committee in due course.

2. **Weed Killing** - Linked to the Corporate Priority of making Broxtowe cleaner.

Controlling weed growth on the public highway is the responsibility of Nottinghamshire County Council. The County Council have appointed Broxtowe Borough Council to undertake this function on their behalf for which the Council receive a payment. To meet the contract specification two borough wide weed killing applications are applied per annum. The applications are generally undertaken in May and September with town centres also receiving an intermediary applications around July. The exact timing of the operation is weather dependant as the application cannot, for example, be applied in wet conditions as this will affect the effectiveness of the active ingredient contained within the product.

It is proposed that in 2019, as part of the 'Clean and Green' initiative, that inspections of high priority and difficult to reach areas are undertaken. Where it is evident that weeds are growing additional spot treatments of these areas will be undertaken. It is anticipated that this work will be carried out in July over a two week period. The cost of this activity is:

Labour, Transport, Product: **£1,900**

The cost of this initiative can be met within the existing margins so no additional funding is required.

3. **Fly tipping** - Linked to the Corporate Priority of reducing fly tipping

In 2017/18 there were 344 fly tipping incidents. The Council currently spends an estimated £16,000 per year on removing fly tipping.

Throughout the borough there are known hot spot areas where fly tipping regularly occurs. Some of the hot spots are shown below:

- New Road, Watnall
- Narrow Road, Watnall
- Bessell Lane, Stapleford
- Westby Lane, Babbington

Preventative measures, such as signage or soil bunds, have been located in hot spot areas and there has been a decrease in the overall number of fly tipping incidents throughout the borough over the past two years. However in order to continue the downward trend it is proposed to invest in mobile CCTV cameras which can be located at known hotspots around the borough.

Whilst there have been a number of successful prosecutions for 'Duty of Care' offences there have been no recent prosecutions against the perpetrators who illegally deposit waste. This is primarily due to the lack of evidence available to support a successful prosecution. The installation of CCTV cameras, and the capturing of actual footage of the fly tipping incident, will help support successful prosecutions in the future.

In progressing this initiative and to ensure legislative compliance, appropriate consultation with all relevant teams within the organisation will be undertaken and the Surveillance Commissioner's guidance in respect to the deployment of CCTV will be followed.

Research is still to be undertaken into the most appropriate CCTV cameras to purchase. However, indicative costs are in the region of **£20,000**.

Analysis of the 2017/18 fly tipping figures show that around 33% of fly tipping incidents occur on Council land. Under the 'Clean and Green' initiative fifteen Parks and Open Spaces have been identified where improvements to the security of the site can be made.

The improvements consist of installing metal barriers, metal lock shrouds and the use of moveable concrete stop blocks. These measures should reduce the number of fly tipping incidents and consequently the amount of money spent by the Council on removing illegal deposits of waste.

The cost for the additional site security is **£13,000**.

4. Waste Days - Linked to the Corporate Priority of reducing littering and fly tipping, increasing recycling and reducing residual waste

Residents are able to take their bulky waste items to a Household Recycling Centre. These sites are operated by Nottinghamshire County Council and there are two in the borough, these being located in Giltbrook and Beeston.

Not all households live close to a Household Recycling Centre. To assist those residents in the community who cannot easily dispose of their larger bulky items it is proposed to undertake a series of up to 6 trial 'Waste Days'.

The 'Waste Days' would entail vehicles being located at strategic locations throughout the borough on specified days. Where possible, vehicles will be parked at locations which have a high number of residents in close proximity. Residents will then bring their bulky items to the designated collection point.

The 'Waste Days' will be widely publicised in the areas where the event is being held using a number of communication methods. This includes Facebook, Twitter, group forums and poster advertisements.

An evaluation will be undertaken to determine whether it is beneficial to locate the vehicle at one location throughout the day or whether it would be prudent for the vehicle to be moved to different locations within the same locality throughout the day, with associated timeslots at each location. Investigations are being made into suitable locations which will allow the public to easily access the site.

Whilst the exact locations are to be confirmed it is proposed that the events will take place across the borough in both Council and non-Council housing areas. In order to engage with residents and make the most out of an event officers will also be in attendance to offer advice on recycling and waste minimisation issues. In addition Housing officers would also be on hand to offer support and advice in those events taking place in Housing areas.

It is proposed to undertake trial 'Waste Days' both in the week and at a weekend in order to gauge their success in resident participation. The events taking place within Housing areas will be funded by the Housing Department.

Where 'Waste Days' are to be undertaken within the working week it will be necessary to employ the use of additional resources. It is therefore more cost effective and efficient to undertake two or three 'Waste Days' in the same week.

The waste items accepted on 'Waste Days' will be items which can be collected as part of the bulky waste collection service. Residents will not be able to dispose of items, such as asbestos, which are outside the scope of this service.

Below are indicative costs relating to the provision of one 'Waste Day' event:

Staff, Transport and Communication costs: **£3,100**

It should be noted that there could be an impact on the income received through the Bulky Waste service as a result of the Waste Days. Any significant variation to the projected level of income will be reported back to Committee in due course.

5. Replacement litter bins - Linked to the Corporate Priority of reducing litter

There are approximately 1,300 litter/dog bins located around the borough. The annual budget for purchasing replacement and new bins is £22,500. A detailed review of the state and condition of the litter/dog bins has recently

been conducted. The survey showed that whilst the bins are serviceable 73 bins are showing signs of deterioration.

It is therefore proposed through the 'Clean and Green' initiative to undertake a replacement programme which will lift the quality of the street furniture throughout the borough and improve the general aesthetics of the area.

The replacement programme will commence by replacing 26 bins located in high profile areas and where there is a significant amount passing traffic or foot fall, for example, main roads, twitchells, parks and bus stops.

The cost of this replacement programme, including over the longer term, will be met within existing resources. A further report will be brought back to Committee in due course to update members on the progress made.

6. **Community Clean Teams Initiative** - Linked to the Corporate Priority of making reducing litter, reducing fly tipping, increasing recycling and composting and reducing residual waste

The cleanliness and aesthetics of an area has the ability to significantly affect the people who live and work in that area. The introduction of a 'Community Clean Teams' initiative would enable local people to make a positive difference to their neighbourhood.

The Community Clean Team initiative would be an informal scheme to support local people and organisations to make small changes in their neighbourhood. It could support work already being undertaken by a formed group, organisation or an individual.

A person or group wanting to be part of the Community Clean Teams initiative would receive a welcome pack which included:

- Details on how to organise a 'Clean and Green' event
- A draft risk assessment
- Details on how to publicise the 'Clean and Green' event
- A range of equipment used and relevant contact detail to carry out an event, for example litter pickers and information on liaison points to have the litter collected.

As part of the initiative the Council will create a web page to promote the scheme which will be used to keep residents and organisations up to date on activities that Community Clean Teams are undertaking and how their work is benefiting their neighbourhood.

The web page can be set up within existing resources. However there would be some financial implications in terms of creating the welcome pack and resources provided as part of the Community Clean Teams initiative, for example, litter pickers and branded tabards.

To support the initiative the Council intends to plan and promote up to 9 litter picks over the next six months. A number of local and already established groups have been contacted to engage their support in the Community Clean Team initiative.

The anticipated set up costs for the Community Clean Teams initiative is **£4,000**.

7. **Livery** - Linked to the Corporate Priority of reducing litter and increasing recycling

There are 17 vehicles in the refuse fleet. The vehicles within the fleet cover the whole borough throughout the working week. A number of years ago the vehicles were fitted with vehicle livery signage. The signage promoted the Council's Priorities for the Environment particularly with regards to recycling.

However since the initial signage installations a number of the original vehicles have since been refurbished or replaced with new vehicles. This has resulted in 9 vehicles now not being fitted with the livery frames and signage and 6 vehicles being fitted with out-dated signage (two vehicles have recently been fitted with new signage promoting the Council's Trade Waste service).

As part of the 'Clean and Green' initiative it is proposed that new livery on the vehicles be installed that will promote the key Priorities for the Environment and the initiatives associated with 'Clean and Green'. A number of different designs will be installed across the fleet. The designs will include:

- Promotion and advertising of the 'Clean and Green' brand
- Promotion and advertising of the Community Clean Teams Initiative
- Promotion to address fly tipping
- Promotion and support Recycling and Waste Minimisation

In addition to new livery on the refuse vehicles the Grounds Maintenance and Street Cleansing fleet will also have 'Clean and Green' logo on the vehicles. This will demonstrate the cross cutting theme of 'Clean and Green' over all service areas as well as giving the initiative maximum exposure.

The cost of new livery for the operational fleet is **£11,400**.

Town centres are a focus point within the community. Three of the town centres have Town Centre Attendants. The Town Centre Attendant role is an important role. As well as keeping the town centres clean throughout the day the role acts as a liaison point for the community and many various town centre users.

The Town Centre Attendants use barrows to assist them with their cleansing duties. These have not been replaced for a number of years. Whilst the bins are usable they are showing signs of deterioration.

Town Centre Attendants will be briefed on 'Clean and Green' and will be an ambassador for the initiative. It is proposed that 3 new green barrows are

obtained which are fully branded with the 'Clean and Green' logo. The new barrows will also have a separate compartment for collecting recyclable waste. The waste can then be collected for recycling.

The cost for the fully branded town centre barrows is **£2,800**.

Proposed Timescale for Programme of Works

Activity	Proposed timescale for activity
Waste Days	Date and areas to be determined Date and areas to be determined Date and areas to be determined Date and areas to be determined Date and areas to be determined Date and areas to be determined April 2019 Easter Half Term- areas to be determined*
Community Clean Teams	By March 2019
Litter picking of A610	February/March 2019
Replacement of litter bins	By March 2019
Purchasing and installation of CCTV cameras	By March 2019
Vehicle Livery	By March 2019
Town Centre Barrows	By March 2019
Installation of preventative infrastructure to reduce fly tipping	By March 2019
Increased targeted weed killing	July 2019. Costs met within existing margins

Funding Implications

The anticipated revenue and capital costs of the activities set out in appendix 2 are as follows:

Revenue

Activity	2018/19 £	2019/20 onwards £	Comments
1. Litter picking of A610	5,450	5,450	
2. Weed Killing	0	0	To be met from existing budgets
3. Fly Tipping	0	1,500	Annual licence cost of CCTV cameras installed
4. Waste Days	15,500	15,500	Additional funding needed if trial events successful. Cost of events in housing areas to be met by HRA
5. Replacement of Litter Bins	0	0	To be met from existing budgets
6. Community Clean Teams	4,000	4,000	
7. Livery:			Additional funding likely to be required for signage changes in future years
- Operational Fleet	11,400	0	
- Town Centre Barrows	2,800	0	
TOTAL	39,150	26,450	

The anticipated costs in 2019/20 will be considered when preparing the budget for that year

Capital

Activity	Cost (£)
3. Fly Tipping	
- Purchase and installation of CCTV Cameras	20,000
- Installation of preventive infrastructure	13,000
TOTAL	33,000

Report of the Interim Strategic Director

BOWLING GREENS1. Purpose of report

To advise members of the impact the very hot and dry summer has had on the Borough Council's bowling greens.

2. Background

There are seven bowling greens maintained by the Borough Council. These are detailed in the appendix.

Historically automatic irrigation systems installed at the bowling greens had not been popular with the bowlers as they created 'heavy' greens that were difficult to play on. In January 2017, as part of a review of the Parks revenue budgets, Cabinet took the decision, in line with users' experiences, to remove the automatic irrigation systems at the bowling greens and take out the granular fertiliser application programme. The decision was seen as a "win win" with a cost saving of £13,800 and faster bowling greens. In summer 2017 the revised programme, with manual watering when necessary and liquid fertiliser, worked and the greens performed well.

In summer 2018, however, with the prolonged hot and dry weather, the manual watering systems were not effective and following advice from Severn Trent to minimise the use of water, the greens became very dry with extensive wear.

In August, after contacting the bowls clubs the decision was made to close the greens three weeks early on Monday, 10 September. The impact of this decision and the works now being undertaken are detailed in the appendix.

3. Financial implications

It has been estimated that the additional cost to undertake the remedial works will be in the region of £17,000. This cannot be contained within the existing revenue budgets for Beeston, Eastwood and Stapleford Parks.

Recommendation

The Committee is asked to NOTE the decision taken to close the bowling green early and to be RECOMMEND to the Finance and Resources Committee that the restoration works are funded from outside existing budgets.

Background papers

Nil

APPENDIX

Broxtowe Borough Council Maintained Bowling Greens

- Beeston – Broadgate Park and Beeston Fields Recreation Ground
- Chilwell – Inham Nook Recreation Ground
- Eastwood – Coronation Park
- Stapleford – Hickings Lane Recreation Ground and Queen Elizabeth Park
- Toton – Manor Farm Recreation Ground

The bowls season traditional runs from 1 May – 30 September. Closing the greens early has created a longer window of opportunity to undertake the remedial works at a time which is much more favourable for grass seed germination and new growth.

The wear on the greens and areas of dead grass is significantly beyond anything seen in previous years. There are also areas of settlement that will require addressing. Closing the greens 3 weeks early has allowed a major renovation programme to commence to make sure the greens are fit for use in summer 2019. This has required additional specialist equipment to be hired and increased expenditure on top dressing, fertiliser, seed and wetting agent.

Most of the works are being undertaken with the Council's fine turf team but a specialist contractor is required for more extensive works at Coronation Park, where an area of the green has dropped and at Queen Elizabeth Park, Stapleford, Beeston Fields Recreation Ground, Beeston and Manor Farm Recreation Ground, Toton where more major works to repair the ends of the green and to replace the edging boards are required.

The clubs were generally supportive of the decision acknowledging that this summer had been the hottest on record in England and recognising that doing nothing would have a significant impact on the 2019 season. They worked with the Council to try to complete all matches and club competitions in advance of the early closure date. Whilst it is impossible to predict the weather in future seasons, based on previous experience, this renovation work caused by the hot, dry weather is seen as a 'one off'.

The two greens receiving the most criticism are:

- Coronation Park where one corner of the green has settled, a problem that started in 2017 but has increased in 2018 with the very dry weather.
- Queen Elizabeth Park, Stapleford where the edging boards have failed leaving areas on the green unsafe. All the edges of the green now need lifting, re-levelling and new boards installing. Whilst the long hot summer is not entirely responsible it has contributed with the ground drying out and the edges sinking.

Estimated Costs:

Beeston Greens (Beeston/Chilwell/Toton)	£6,000
Eastwood Green	£4,000
Stapleford Greens	£7,000

	£17,000

Report of the Interim Strategic Director

HALL PARK, EASTWOOD - ACCESS IMPROVEMENTS1. Purpose of report

To recommend to the Finance and Resources Committee that £7,000 be added to the 2018/19 capital programme for access improvement works to Hall Park, Eastwood funded from section 106 Parks and Open Spaces developer contributions.

2. Background

A contribution of £7,000 has been received Futures Homescape Ltd in respect of the housing scheme at Great Northern Road, Eastwood. The section 106 agreement states that this has to be used at Hall Park, Eastwood for works to the footpaths, steps and car park. This work will help improve access around the park in areas where the surfaces have deteriorated over time.

3. Financial implications

Provision for these access improvements works needs to be made in the 2018/19 capital programme. There are no additional revenue implications anticipated from this proposed capital expenditure.

Recommendation

The Committee is asked to RECOMMEND to the Finance and Resources Committee that a further £7,000 be added to the 2018/19 capital programme for access improvement works to Hall Park at Great Northern Road, Eastwood funded from section 106 Parks and Open Spaces contributions.

Background papers

Nil

Report of the Head of Public Protection

OPEN WATER EDUCATION NETWORK TRUST1. Purpose of report

To recommend to the Finance and Resources Committee that a payment of £3,000 per year be made to Liberty Leisure to enable water safety education in schools to be undertaken in support of the Open Water Network Trust (OWEN Trust) and to note the use of Council resources to provide equipment and other support to the OWEN Trust.

2. Detail

Members will be aware of the terrible tragedy which occurred in July 2017 when 12 year old Owen Jenkins lost his life while rescuing two girls from the water at Beeston Weir. Since that time, Broxtowe Borough Council has been involved in a number of initiatives in the borough and across the county to improve water safety. Further details are set out in the appendix. Liberty Leisure have played a key role in these initiatives and it is proposed that they are paid £3,000 per annum to enable this to continue.

It is also considered that the OWEN Trust would benefit from having a projector, practice throw line and street art and it is proposed that this be supported by the Council.

3. Financial implications

The management fee to be paid to Liberty Leisure in 2018/19 for the provision of leisure and cultural activities has been agreed at £1,030,000. The cost of the additional £3,000 in 2018/19 as set out above can be met from the 2018/19 contingency reserve of which £25,000 is presently available. The cost of this work in future years will form part of the negotiations between the Council and Liberty Leisure on the management fee.

The cost of the projector, practice throw lines and street art (estimated at this stage at £2,000) can be met from the £33,700 in the 2018/19 capital programme for water safety measures.

Recommendation

The Committee is asked to:

- (1) **RECOMMEND to Finance and Resources Committee that a contribution of £3,000 be made to Liberty Leisure in 2018/19 for work in support of the OWEN Trust and funded from revenue contingencies.**
- (2) **NOTE the use of some of the £33,700 in the 2018/19 capital programme for water safety measures for the purchase of practice throw lines, a projector, and commissioning of water safety themed street art.**

Background papers

Nil

APPENDIX

Many of the positive initiatives have been driven by Owen's family. They have worked tirelessly to promote the cause of water safety and have founded the OWEN Trust in his memory. The name of the trust, as well as being a reference to Owen himself, is an acronym for Open Water Education Network. The aim of the trust is to spread a positive message about water safety to as many children as possible to ensure more lives are not lost.

Liberty Leisure, who manage the Council's leisure services, have been working closely with the OWEN Trust and other partners to develop relevant training courses and resources. This link, and the input of Liberty Leisure, have been identified by the Trust as extremely beneficial, and they would like to see this involvement continue. A sum of £3,000 per annum paid by the Council to Liberty Leisure would enable this aspect of the Trust's work to continue. This would include the provision of drowning prevention workshops, ambassador training, cold water winter workshops and school assemblies.

It has also been identified that the work would benefit greatly by having a projector and practice throw-lines. Also, the provision of some commissioned street art at the weir, along the lines of that in Beeston, promoting the water safety message is considered to be a positive action. It is estimated that these costs are approximately £2,000. There is a sum of £33,700 in the 2018/19 capital programme for the provision of various water safety measures aimed at improving safety on watercourses owned and/or maintained by the Borough Council and this will be used, among other things, to meet cost of these items for the OWEN Trust.

Report of the Interim Deputy Chief Executive

GENERAL FUND REVENUE BUDGET AMENDMENTS 2018/191. Purpose of report

To seek approval for a number of amendments to the General Fund revenue budget for 2018/19.

2. Background

Detailed monitoring has identified a number of General Fund 2018/19 revenue budgets that need to be amended. Most of these budget variations were reported to the Policy and Performance Committee on 3rd October 2018 and are set out in appendix 1. There are also a number of other service priorities that will require amendments to the General Fund 2018/19 revenue budget and some of the most significant of these are as follows:

- The Leisure and Environment Committee on 26 September 2018 agreed to implement a number of measures as part of the “Clean and Green” initiative. The estimated additional revenue cost of these in 2018/19 is £39,150. Revenue costs of £26,450 are expected in 2019/20 and these will be considered as part of the budget preparation for the forthcoming year.
- As a result of the very hot and dry summer, the Leisure and Environment Committee on 26 September 2018 agreed that restoration works be undertaken on the Council’s bowling greens at an estimated cost of £17,000.

A number of measures are proposed to improve performance in the collection of rents. Further details along with the costs of these are set out in appendix 2. One of these measures is the purchase of the Rentsense software from Mobyssoft for an initial £38,700 in the first year plus £7,300 for a performance reporting module. Section 5.3 of the Council’s Financial Regulations (Contracts) requires that at least three quotations should be obtained for goods, materials or services with a contract value between £25,000 and £60,000. As the Rentsense software is a specialist product and due to the lack of available alternatives, an exemption from the requirement to obtain at least three quotations is requested.

The effect of the amendments set out in the appendix will be to reduce the anticipated withdrawal in 2018/19 from the Council’s General Fund balance by £4,650.

Recommendation

The Committee is asked to RESOLVE that:

- 1. The amendments to the General Fund 2018/19 revenue budget as set out in appendix 1 be approved.**
- 2. An exemption from Section 5.3 of the Council’s Financial Regulations (Contracts) to allow the purchase of the Rentsense software from Mobyssoft without the requirement to obtain at least three quotations be approved.**

Background papers

Nil

APPENDIX 1

Budget Heading	Current Budget (£)	Proposed Budget (£)	Budget Change (£)	Comment
Planning Fee Income	(520,000)	(580,000)	(60,000)	Latest 2018/19 projection
Beeston Square Rent	(700,000)	(729,800)	(29,800)	As per Policy and Performance Committee 3 October 2018
Garden Waste Income	(645,000)	(672,500)	(27,500)	As per Policy and Performance Committee 3 October 2018
Interest on Investments	(204,400)	(230,000)	(25,600)	Latest 2018/19 projection
Revenues and Benefits – DWP Grants	(165,300)	(188,250)	(22,950)	Additional new burdens grants received in 2018/19
Sale of Glass	(25,000)	(40,900)	(15,900)	As per Policy and Performance Committee 3 October 2018
Special Collections Income	(60,000)	(65,500)	(5,500)	As per Policy and Performance Committee 3 October 2018
Planning Appeal Costs	0	8,500	8,500	As per Policy and Performance Committee 3 October 2018
Grounds Maintenance – Sub Contractors	282,950	296,950	14,000	As per Policy and Performance Committee 3 October 2018
Specialist Legal Advice	0	15,900	15,900	As per Policy and Performance Committee 3 October 2018
Bowling Green Restoration Works	0	17,000	17,000	As per Leisure and Environment Committee 26 September 2018
Mobysoft “Rentsense” Software*	0	23,000	23,000	Assume start date of 1 October 2018
Car Parks - NNDR	32,800	55,500	22,700	As per Policy and Performance Committee 3 October 2018
“Clean and Green” Initiative	0	39,150	39,150	As per Leisure and Environment Committee 26 September 2018
Rents and Recovery – Agency Staff*	0	42,350	42,350	Two additional temporary rent collectors
Total	(2,003,950)	(2,008,600)	(4,650)	

* These costs will be recharged to the Housing Revenue Account as part of the year end accounting procedures

APPENDIX 2**Rent Collection Performance**

As the Council seeks to improve its rent collection performance, particularly in view of the continuing rollout of Universal Credit, there is an opportunity to purchase the Rentsense software from Mobysoft for an initial £38,700 in the first year plus £7,300 for a performance reporting module. Rentsense is a unique intelligence tool used by over 100 other housing organisations to establish and analyse tenant transactional patterns without manual intervention and free up significant officer time to focus on income collection and arrears prevention.

It is also proposed that two additional rent collectors at a cost of £42,350 are engaged for six months in the Rents and Recovery team to work on reducing rent arrears whilst a wider restructure of the team is undertaken as part of the forthcoming move into the Housing Department. The proposed new structure will be presented to the Housing Committee on 4 December 2018 and the Policy and Performance Committee on 12 December 2018.

Additional grants totalling £22,950 have been received from the Department for Work and Pensions to meet the cost of new burdens in areas such as the rollout of Universal Credit and these will be used to help meet some of the costs of the two additional rent collectors.

Report of the Interim Deputy Chief Executive

CAPITAL PROGRAMME 2018/19 UPDATE1. Purpose of report

To report upon capital expenditure incurred in 2018/19 up to 31 August 2018 along with the planned financing of the 2018/19 capital programme and to seek approval for a number of capital budget variations in the current financial year.

2. Background

Appendix 1 sets out the 2018/19 capital programme on a scheme by scheme basis and shows expenditure incurred on all capital schemes up to 31 August 2018. The 2018/19 capital programme includes schemes totalling £1,552,850 that were carried forward from 2017/18.

Appendix 1 shows that capital expenditure totalling £2,813,684 (or 22% of the planned 2018/19 capital programme) had been incurred by 31 August 2018.

Included in the 2018/19 capital programme are schemes totalling £978,650 that are on a “reserve list” and will be brought forward for formal approval to proceed once a source of funding is identified.

Appendix 2 sets out how it is anticipated that the 2018/19 capital programme is to be financed along with details of the capital receipts that are likely to be available for capital financing.

Examination of progress against the approved capital programme for 2018/19 along with the receipt of additional information has identified a number of schemes where the budget needs to be amended. Further details are set out in appendix 3.

Recommendation

The Committee is asked to:

- 1. NOTE the expenditure on the 2018/19 capital programme to 31 August 2018 and the planned financing of the 2018/19 capital programme in appendices 1 and 2.**
- 2. RESOLVE that the capital budget variations for 2018/19 as set out in appendix 3 be approved.**

Background papers

Nil

APPENDIX 1

	Total Budget	Actual to	
	2018/19	31/08/2018	Expenditure
	£	£	%
<u>CAPITAL EXPENDITURE SUMMARY</u>			
JOBS AND ECONOMY	90,000	38,324	43
LEISURE AND ENVIRONMENT	1,086,400	399,977	37
FINANCE AND RESOURCES	3,876,150	375,681	10
HOUSING	7,011,050	1,999,701	29
RESERVE LIST	978,650	0	0
<u>TOTAL</u>	13,042,250	2,813,684	22
<u>DETAILED SCHEMES</u>			
<u>LEISURE AND ENVIRONMENT</u>			
<u>ENVIRONMENT</u>			
Eastwood Town Council - Community Room Upgrade	5,000	0	0
Brinsley Parish Council - Play Area Repairs	4,000	0	0
Broadgate Park (Beeston) - Play Area Imp	5,600	0	0
Leyton Crescent Rec'n Gr'd - Play Area	41,100	0	0
Millfield Road Open Space - Improvement	22,200	0	0
Redbridge Drive Open Space - Play Area	52,800	48,305	91
Cleaning/Surfacing of Play Equipment	3,300	1,725	52
Awsorth P.C. - Play Area and Parks	16,450	0	0
Brinsley P.C. - Play Area and Parks	18,000	0	0
Greasley P.C. - Play Area and Parks	28,550	0	0
Kimberley T.C. - Play Area and Parks	25,400	0	0
Nuthall P.C. - Play Area and Parks	29,700	940	3
Trowell P.C. - Play Area and Parks	6,900	0	0
Mansfield Road Rec Ground (Eastwood)	26,900	0	0
2nd Kim Scout Group- Replacement Boiler	5,000	4,755	95
Nuthall PC - Cemetery Roadway Resurface	12,000	12,000	100
Additional Bus Shelters (Nuthall) (S106)	5,000	5,000	100
Pedestrian Crossing - Hickings Lane	40,000	0	0
Beeston Weir - Life Saving Equipment	8,000	1,265	16
Water Safety Measures	33,700	0	0
Leyton Cres Rec'n Gr'd- New Play Equipment	49,500	29,000	59
Colliers Wood- Activity Space	13,000	13,817	106
Hall Om Wong Footpath Improvements	13,250	0	0
Real Time Bus Information (17/18)	50,800	50,800	100
Town Centre Wi-Fi	60,000	0	0
St Helen`s Church Gates (Stapleford)	15,000	0	0

St Helen`s Church- Multipurpose Courtyard	5,000	0	0
Replacement Vehicles & Plant	223,000	228,743	103
Beeston Shopmobility (S106 ITPS)	2,500	305	12
St Catherines Churchyard, Cossall-Imprmts	6,000	2,221	37
Brinsley Headstocks-Create pond & wetland scrapes	1,600	158	10
Victoria Street Car Park-Eastwood-Resurface	18,150	0	0
Victoria Embankment Memorial Garden	10,000	10,000	100

	Total Budget 2018/19	Actual to 31/08/2018	Expenditure
	£	£	%
<u>HEALTH</u>			
BLC – Health Suite Refurbishment	0	(9,057)	0
CO - Replacement of Flat Roof	44,000	0	0
BLC – Replacement Hot Water Cylinders	15,000	0	0
BLC - Combined Heat and Power Unit	140,000	0	0
BLC - Property Condition Survey	30,000	0	0
<u>FINANCE AND RESOURCES</u>			
<u>RESOURCES</u>			
Former Beeston Bus Station - Interim Uses	11,800	750	6
New Ways of Working	98,650	10,191	10
Commercial Strategy- Invest to Save	53,000	46,614	88
Beeston Square - Phase 2 (NET Compensation)	111,300	239,798	215
Beeston Square - Phase 2	2,865,000	0	0
Capital Contingency	(7,850)	0	0
<u>ICT SERVICES</u>			
IT Replacement Programme	173,300	10,463	6
E Facilities	40,000	43,560	109
Replacement of MFD Photocopier Estate	63,000	0	0
VoIP Telephony	50,000	0	0
Committee Administration System	15,000	3,375	23
Technical Infrastructure	356,500	9,928	3
Replacement CRM System	20,600	11,003	53
Legal Case Management System	20,150	0	0
Care Leavers Council Tax Reduction Scheme Software	5,700	0	0

	Total Budget 2018/19 £	Actual to 31/08/2018 £	Expenditure %
<u>HOUSING</u>			
Disabled Facilities Grant	1,052,550	217,323	21
Warm Homes on Prescription	62,550	26,178	42
HRA Contingency	27,900	0	0
Central Heating Replacement	1,267,200	488,047	39
Modernisation Programme	1,984,700	596,659	30
Major Relets	150,000	98,235	65
Disabled Adaptations	417,250	162,608	39
Bexhill Ct - Scooter Storage	17,200	0	0
External Works- Paths Pavings	135,000	28,542	21
Fire Safety Assessment & Remedial Work	359,000	41,161	11
Window & Door Replacement	289,150	161,590	56
External Decoration & Pre Paint Repairs	643,750	103,678	16
Electrical Periodic Improvements	154,500	13,713	9
Housing System & DMS Replacement	213,400	37,650	18
Garage Refurbishment	236,900	24,317	10
<u>Jobs and Economy</u>			
Walker Street (Eastwood) - Transport Feasibility Study	20,000	0	0
Chewton Street (Eastwood) - Contamination Surveys (Notts Pre-Development Fund)	70,000	38,324	55
<u>SCHEMES AWAITING 2018/19 FUNDING</u>			
BLC - Replacement of Flat Roofs	154,000	0	0
BLC - Replacement of Main Pool Windows	80,000	0	0
BLC - Replacement of Teaching Pool Windows	20,000	0	0
BLC - Replacement Intruder Alarm	25,000	0	0
BLC - Replacement of Dance Studio Windows	10,000	0	0
BLC - Replacement of High Voltage Transformer	40,000	0	0
BLC - Refurbishment of Pool Surrounds	50,000	0	0
BLC - Refurbishment of Fitness Gym Changing Rooms	33,000	0	0
BLC - Replacement Carpet (Reception Area)	7,000	0	0
KLC - Replacement Youth Fitness Gym Equipment	60,000	0	0
KLC - Extension of swimming facilities	330,000	0	0
KLC - Transfer of documents to digital storage	5,500	0	0
KLC - Replacement Pool Circulation & Shower Pumps	12,000	0	0
KLC - Renewal of Entrance Doors	8,000	0	0

KLC - Installation of Fast Track Entry System	11,000	0	0
KLC - Invest to Save - Replacement Lighting	8,000	0	0
KLC - Replacement of Suspended Ceilings & Floorings	18,000	0	0
KLC - Re-Paint Car Park Lines and Customer Walkways	6,000	0	0
Cemeteries/Closed Churchyards-Footpath Impts	30,000	0	0
Asset Management - Programmed Maintenance	44000	0	0
Energy Management Database Equipment	7950	0	0
Invest to Save (Carbon Management Plan)	19,200	0	0

APPENDIX 2

Planned Financing of 2018/19 Capital Programme

Source of Financing	Value (£)
Major Repairs Reserve	3,889,200
Direct Revenue Financing – Housing Revenue Account	2,006,750
Direct Revenue Financing – General Fund	141,650
Better Care Fund	1,115,100
Usable Capital Receipts – Awaited (GF Schemes)	978,650
Borrowing – General Fund	3,946,400
Usable Capital Receipts – General Fund	671,950
Section 106 Receipts – Parks and Open Spaces	40,150
Section 106 Receipts – ITPS	98,300
Notts Pre-Development Fund	70,000
6C's Growth Point	1,600
WREN	49,500
Homes England	20,000
Colliers Wood Friends	13,000
Total	13,042,250

Capital Receipts

(i) General Fund

General Fund capital receipts available at 31 August 2018 for the financing of capital expenditure were approximately £927,450. This includes £650,000 NET compensation received on 16 March 2018.

The planned financing of the 2018/19 capital programme shown in the table above assumes that General Fund capital receipts of £671,950 will be utilised. As the available capital receipts exceed the planned use as set out above, consideration will be given as to whether some of the schemes presently totalling £978,650 that are on the reserve list awaiting funding can be brought forward and given approval to proceed.

The Finance and Resources Committee on 12 July 2018 resolved to dispose of Cavendish Lodge in Beeston. The subsequent capital receipt will, when realised, be available to support the financing of capital expenditure.

(ii) Housing Revenue Account

Housing Revenue Account (HRA) capital receipts available at 31 August 2018 for the financing of capital expenditure were over £2,673,750.

Overall, the HRA has the following resources available for capital investment, including the construction of new build properties:

- Borrowing "Headroom" of £3,145,000
- Capital Receipts from sale of Council Houses of £2,673,750

- HRA revenue contributions (NB. Balance at 31 March 2018 was £3,862,450)

The payments that are required to be made to MHCLG are comprised of the following elements:

- (i) An assumed level of receipts under right to buy (RTB) based upon a baseline forecast in the self-financing settlement of March 2012
- (ii) Any receipts that are required to be returned in line with the agreement on the one for one replacement of the housing stock

Like most local authorities with their own housing stock, the Council entered into an agreement with the Government in 2012 to retain receipts from the sale of council houses in excess of those in (i) above to fund the replacement of stock that is sold. Under the terms of this agreement, local authorities are required to spend RTB receipts within three years and the receipts should fund no more than 30% of the cost of a replacement unit. Where a local authority is unable to spend receipts within three years they have to be returned to the MHCLG, together with interest of 4% above base rate, to be spent on affordable housing through Homes England.

Statistics released in March 2018 showed for the first time that while the overall number of homes available for social rent has increased, local authorities have not been building enough RTB replacements to match the pace of sales and the commitment by the Government that every additional home sold would be replaced on a one-for-one basis nationally is no longer being met.

The Government responded to concerns that the restrictions around the use of RTB one for one receipts were a barrier to housing delivery and stated that they would consult with local authorities on how they can use their RTB receipts to build more council houses.

On 14 August 2018 the Government launched a consultation on options for giving local authorities greater flexibility in how they use receipts from the sale of homes under RTB to generate new housing. It set out a number of questions on the following areas:

- The timeframe for spending RTB receipts
- The cap on expenditure per replacement unit
- The use of RTB receipts for acquiring existing properties
- The tenure of a replacement home (eg. shared ownership)
- The way the cost of land is treated
- The transfer of RTB receipts to a Housing Company or Arms Length Management Organisation (ALMO)
- The temporary suspension of interest payments

The consultation closed on 9 October 2018. In order to assess the Council's present position in terms of its RTB receipts and the impact of any changes that may be introduced as a consequence of the consultation, the Council is liaising with Anthony Wilkinson (Associate Consultant) from Housing Finance Associates who assists with the annual update of the financial model within the Council 30 year HRA business plan.

Under the one for one replacement agreement, the Council still has a significant amount of capital receipts available to finance a new build programme, acquire existing properties or grant fund another body such as a housing association to deliver new build properties.

The Housing Committee agreed on 14 March 2018 to put out to tender work to provide updated information on social and affordable housing need in Broxtowe that would include a draft house building delivery plan intended to quicken the pace of the building of more social and affordable housing in the borough.

APPENDIX 3

1. Beeston Town Centre Redevelopment

The 2018/19 capital programme includes £111,300 brought forward from 2017/18 for specialist legal, land and procurement advice for the Phase 2 redevelopment of Beeston town centre. It has been assumed that this cost will be met by available capital receipts. Expenditure incurred to 31 August 2018 totalled £239,798.

The 2018/19 capital programme also includes £2,865,000 in respect of the first year of the planned £10,865,000 work on Beeston Town Centre redevelopment with planned expenditure of £6,000,000 anticipated in 2019/20 and £2,000,000 in 2020/21. It is presently planned that this cost is met from a combination of borrowing and a capital receipt from the disposal of part of the site for residential use.

Both schemes outlined above are essentially relate to the same project and can therefore be combined. Further expenditure of approximately £300,000 is expected in 2018/19 on specialist legal, land and procurement advice associated with a tender for the required work. The majority of the work is presently anticipated to take place in 2019/20 and therefore a carry forward of £2,436,500 into the 2019/20 capital programme is requested.

2. Bramcote Leisure Centre – Emergency Concrete Repairs

An inspection of Bramcote Leisure Centre undertaken by the Centre Manager and the Head of Property Services in early August 2018 identified a significant degree of deterioration in one of the concrete support pillars. Whilst this was not considered to be dangerous (as confirmed by a subsequent specialist inspection), the level of deterioration was such that the Chief Executive, after consultation with the Leader of the Council, exercised her Standing Order 32 powers to arrange for the repair work to be undertaken at the earliest opportunity.

Contractors performing such specialist repair work require a lead-in period of several weeks and waiting until this Committee meeting for approval to proceed would have delayed the repairs until December. This is not considered to be suitable time for such work, particularly if there were to be a cold snap.

The work commenced on 17 September 2018 and the estimated cost is approximately £10,000. It is proposed that the cost be met from the revised capital contingency for 2018/19 as set in in section 6 below.

3. Redwood Crescent - Purchase of Open Space Land

In November 2017 the Council sold a former garage site at Redwood Crescent in Beeston to a developer for £57,000. The income received represented a capital receipt for the Housing Revenue Account (HRA). The developer subsequently went into liquidation and the condition of the site has attracted both criticism from local residents and significant coverage in the local media.

The Council was presented with an opportunity during September 2018 to purchase some open space land within the site from the liquidator and, as there was no budget provision for this in the 2018/19 capital programme, the Chief Executive exercised her standing Order 32 powers to allow the purchase to be completed quickly.

The cost of the open space land was £1,050 with an additional £4,066.50 for liquidator and solicitor fees. It is proposed that this cost is met from the 2018/19 HRA capital contingency of £27,900.

4. “Clean and Green” Initiative

The Leisure and Environment Committee on 26 September 2018 approved a series of activities under the “Clean and Green” initiative including estimated capital expenditure of £20,000 on CCTV cameras and £13,000 on security measures designed to reduce fly tipping and recommended to the Finance and Resources Committee that funding be provided to support this. It is proposed that this cost is met from the revised capital contingency for 2018/19 as set in in section 6 below.

5. Kimberley Leisure Centre – Replacement Air Conditioning Units

The two air conditioning units in Studio 2 at Kimberley Leisure Centre are no longer working as intended. Studio 2 accommodates aerobic, yoga and pilates classes as well as children’s parties and the nature of these activities means that it is essential that the air is appropriately controlled.

The existing air conditioning units are 17 years old and, although they have been performing reasonably well and are serviced regularly, the high temperatures during the summer and increased use of the units mean that replacements are now considered necessary.

The estimated useful life of the new air conditioning units is between 12 and 20 years depending upon the extent and manner in which they are used and they come with a manufacturer’s warranty for 7 years. In addition, the new units would be an estimated 35-40% more energy efficient than the existing units.

A quotation for the two new air conditioning units of £8,000 has been received. In addition, some additional electrical work would be required by another contractor at an estimated cost of £450. This includes the decommissioning and disposal of the existing units.

It is proposed that the total cost of £8,450 be met from the revised capital contingency for 2018/19 as set out in section 6 below.

6. Capital Contingency

The original capital programme 2018/19 included a General Fund capital contingency of £55,000. This has been allocated as follows:

	£
Finance and Resources Committee 26 April 2018	
- 2 nd Kimberley Scout Group Replacement Boiler	5,000
- Nuthall Parish Council – Cemetery Roadway Resurface	12,000
Finance and Resources Committee 12 July 2018	
- St Helen's Church (Stapleford) – Repair and Refurbishment	15,000
- Care Leavers Council Tax Reduction Scheme Software	5,700
- Legal Case Management System	20,150
- St Helen's Church (Stapleford) – Multi Purpose Courtyard	5,000
TOTAL	62,850

As set out in appendix 2, the Council presently has more General Fund capital receipts available than are required to finance planned expenditure in the 2018/19 capital programme. It is proposed that £117,850 be added to General Fund capital contingencies in the 2018/19 capital programme to give a revised General Fund capital contingency of £110,000. This will meet the costs of the schemes set out in sections 2, 4 and 5 above and provide a funding source for any future capital schemes that emerge in the remainder of the year.

Summary of Proposed Changes in appendix 3 to 2018/19 Capital Programme

<u>Scheme</u>	<u>Present Budget (£)</u>	<u>Proposed Budget (£)</u>	<u>Funding Source (£)</u>
Beeston Town Centre Redevelopment	2,976,300	539,800	GF Capital Receipts/Borrowing
Bramcote Leisure Centre – Emergency Concrete Repairs	0	10,000	GF Capital Contingency
Redwood Crescent – Purchase of Open Space Land	0	5,100	HRA Capital Contingency
“Clean and Green” Initiative	0	33,000	GF Capital Contingency
General Fund Capital Contingency	(7,850)	110,000*	GF Capital Receipts
TOTAL	2,968,450	697,900	

* The proposed General Fund capital contingency of £110,000 will be used to meet the cost of the Bramcote Leisure Centre emergency concrete repairs and the “Clean and Green” initiative.

MEDIUM TERM FINANCIAL STRATEGY UPDATE AND BUSINESS STRATEGY 2019/20 TO 2021/22

1. Purpose of report

To present an update on issues likely to affect the Council's medium term financial strategy (MTFS), recommend participation in the Nottinghamshire business rate retention pilot bid for 2019/20 and to seek approval for an updated Business Strategy from 2019/20 to 2021/22.

2. Background

As reported to this Committee on 12 July 2018, there was an underspend of £2.159m on the General Fund revenue budget in 2017/18 resulting in a General Fund balance of £6.054m at 31 March 2018. This was predominantly due to additional income, review of MRP policy and effective financial management across the Council.

There are a number of issues concerning local government finances that will have a significant impact upon the financial position of both this Council and other local authorities. Due to the committee cycle, this report is being presented one month earlier than previously. Further details of these and how they may impact upon the General Fund revenue budget, the Housing Revenue Account and the capital programme are set out in appendix 1.

It is difficult at this stage to determine exactly how many of these issues will impact upon the Council's financial position. However, as the situation becomes clearer then further details will be provided to members at the earliest opportunity.

The MTFS is the Council's key financial planning document. An updated MTFS based upon the latest information and assumptions and incorporating external advice from LG Futures will be presented to this Committee on 13 December 2018 to provide a basis for subsequent decisions to be made by Members on the 2019/20 budget.

In order to address the financial challenge facing the Council, a Business Strategy is maintained that sets out initiatives that will be pursued to either reduce costs, generate additional income, and/or improve services. A number of these initiatives have already been implemented and were taken account of in the production of the 2018/19 budget. Further details on the role of the Business Strategy are set out in appendix 2. An updated version of the Business Strategy has been produced covering the period from 2019/20 to 2021/22 to assist with the forthcoming budget process. This is set out in appendix 3.

Recommendations

The Committee is asked to:

- 1. NOTE the issues likely to impact upon the Council's medium term financial strategy as set out in appendix 1.**
- 2. RESOLVE that the Council participates in the Nottinghamshire bid to become a business rates retention pilot in 2019/20.**
- 3. RESOLVE that the Business Strategy 2019/20 to 2021/22 as set out in appendix 3 be approved.**

Background papers Nil

1. General Fund Revenue Budget

Spending Review 2019

The Government has announced that a Spending Review is to take place in 2019. This allocates central government funding to its priority areas. The last Spending Review took place in 2015.

Additional monies have already been allocated to health and it is anticipated that any additional funds for local government will be directed to adult social care and children's services.

National Non Domestic Rates

National non domestic rates (NNDR) is more commonly referred to as "business rates". The removal of RSG and the reduction in NHB, in association with the rules limiting increases in council tax mean that business rates will become an increasingly significant funding stream for the Council. The need to develop the business rates base across the borough will become more important for the Council.

The Nottinghamshire authorities are part of a business rates pool. This allows business rates income that would otherwise have been returned to Central Government to be retained within the county and provides a safety net for authorities whose income falls below a defined level.

The current business rates retention scheme sees 50% of the business rates collected retained by the precepting bodies and 50% returned to Central Government. The Government have announced plans to move towards 75% local retention of business rates from 2020/21. A number of local authorities (including those in Derbyshire) are participating in a 75% local retention pilot exercise from 2018/19 and the Nottinghamshire pool members authorities are submitting a bid to take part in a pilot exercise from 2019/20.

LG Futures are assisting the Nottinghamshire pool members with their bid to take part in the pilot exercise. It is anticipated that, based upon previous bidding rounds, that up to 30 bids may be submitted but only around 5 may be successful. LG Futures have advised that, should the Nottinghamshire pilot bid be successful, that up to £0.4m in additional funding could come to an authority such as Broxtowe.

Fair Funding Review

The Government is undertaking a "fair funding" review to accompany the move towards 75% business rates retention. It is not possible at this stage to profile what, if any, impact this may have upon the Council. However, it would appear that priority in any redistribution exercise is likely to go to those authorities with social care responsibilities.

Revenue Support Grant

In order to aid financial planning for local authorities, in December 2015 the Secretary of State announced that 2016/17 would be the first year of a four-year funding settlement for local authorities. Councils were offered the opportunity to accept the four year settlement and the Finance and Resources Committee agreed to accept this on 19 September 2016.

This provides the Council with a clear funding path up to 31 March 2020 for Revenue Support Grant (RSG). The RSG to be received by the Council in 2018/19 is £422,789 and this will fall to zero in 2019/20.

New Homes Bonus

As reported to this committee on 15 February 2018, the Council's income from New Homes Bonus (NHB) has reduced considerably in recent years as set out below:

	£
2011/12	190,273
2012/13	402,385
2013/14	632,584
2014/15	661,309
2015/16	742,166
2016/17	828,562
2017/18	465,071
2018/19	210,348

The 2019/20 NHB allocation is scheduled to be announced as part of the Provisional Local Government Settlement 2019/20 expected in early December 2018.

2019/20 will represent the final year of funding for NHB agreed through the Spending Review 2015. The Government intend to explore incentives to encourage housing growth more effectively by, for example, using the Housing Delivery Test results to reward delivery or incentivising plans that meet or exceed local housing need. The Government will consult on any changes prior to implementation.

Council Tax Base

The council tax base for 2019/20 will be presented to the Finance and Resources Committee on 8 January 2019. In recent years the council tax base has increased by approximately 1.0% over that in the previous year.

2. Housing Revenue Account (HRA)

The Chancellor's announcement in July 2015 of a 1% annual reduction in rents for four years will reduce income to the HRA by £749,000 per annum based on rents at July 2015. If the increases in rents that were allowable under the previous rent-setting regime has been applied over those four years (CPI plus 1 per cent each year), the income gap would amount to £1.728m per year after the fourth year.

The Government have announced that rents can be increased by CPI plus 1 per cent each year from 2020/21 for the following five years although the present arrangements will remain in place until that date. This will be reflected in the next annual update of the financial model that accompanies the 30 year HRA Business Plan.

In order to maintain a sufficient balance on the HRA it is necessary to reduce costs or increase income and alternative strategies have been developed, including changes in other sources of income, such as garage rents and leaseholder charges, reduction in management costs through, for example, returning to in-house provision of voids works and electrical testing, and re-phasing planned capital expenditure over the lifetime of the plan.

There is no option to borrow to increase capital spend as the self-financing system is subject to an overall 'debt cap' which the Council will reach in due course if all planned borrowing is realised. However, there are numerous variables which will affect the financial model, including the level of Right to Buy properties and new builds achieved over the next 30 years as well as changes in the level of interests rates and inflation.

The financial model makes assumptions about the levels of housing stock but these have tended to assume a level of Right to Buys in single figures. The numbers of RTB sales increased to 26 in 2014/15 and 27 in 2015/16 before falling back to 20 in 2016/17 and then increasing to 39 in 2017/18.

As stated above, the financial model which supports the 30 year HRA Business Plan will be modelled to assess the potential impact of these changes once clarity over the arrangements has been provided. An updated version of the model will be presented to the Finance and Resources Committee in February 2019.

3. Capital Programme

An update on the 2018/19 capital programme is on the agenda for this meeting. As set out in this report, the lack of capital resources in terms of receipts or grants is limiting progress with schemes totalling £978,650 in the General Fund 2018/19 capital programme that are unable to proceed at present due to the lack of a source of funds.

With the exception of the funding from the Better Care Fund for disabled facilities grants and related activities, the Council no longer receives capital grants to the extent that it once did. However, further NET compensation (in addition to the £650,000 received on 16 March 2018) is anticipated and a capital receipt should be forthcoming from the sale of Cavendish Lodge agreed by this committee on 12 July 2018.

These resources will assist with the financing of future capital expenditure.

There are also two sources of capital resources which will assist the financing of the Beeston Town Centre phase 2 re-development. A receipt from the sale of the Beeston Square site for residential development which is expected to result in a significant capital receipt, and the bid for £750,000 from the D2N2 Local Enterprise Partnership towards meeting costs associated with the development of Beeston Town Centre which is progressing well and has passed the latest stage.

Business Strategy

In 2015 the Council developed a Business Strategy which is designed to ensure that it will be:

- Lean and fit in its assets, systems and processes
- Customer focused in all its activities
- Commercially-minded and financially viable
- Making best use of technology.

A number of initiatives within the Business Strategy have been implemented and have resulted in either reduced costs or additional income, and / or improved services for the Council.

The Business Strategy is complemented by the Commercial Strategy approved by Policy and Performance Committee on 3 October 2017. This seeks to implement a more business-like approach to service analysis and delivery.

A number of initiatives within both the Business and Commercial Strategies have been implemented including the conversion of residential units within the Beeston Square development to office use intended to encourage the growth of new businesses.

The opportunity has been taken to refresh the Business Strategy for the period from 2019/20 to 2021/22 as at 1 October 2018 to allow the respective measures to be incorporated within the budget process. A number of these proposals arose from the detailed base budget review carried out earlier this year, and require further detailed development.

Also, the majority of the proposals have been listed in 2019/20, however it is likely that following further development, it will be likely that some of these proposals will not deliver financial savings or additional income until 2020/21 or 2021/22.

The Business Strategy proposals are set out in appendix 3, and will be incorporated within the Medium Term Financial Strategy in due course. Early indications show cost savings and additional income totalling £660,000. Further work will be undertaken to finalise these as the 2019/20 budget preparation process.

APPENDIX 3

Updated Business Strategy as at 1 October 2018

PROPOSAL	RESPONSIBILITY	BUSINESS IMPACT	INCOME	SAVINGS to GF	IMPACT FROM(YEAR)
2019/20					
Nottinghamshire Business rates retention pilot bid	Interim Deputy Chief Executive	Participation in the Notts business rates retention pilot bid, with 75% locally retained resulting in an additional £400,000. Half allocated to the EPC and half to Broxtowe.	£200,000 (dependent on the bid being successful)		19/20 (only)
Business rates income growth	Interim Deputy Chief Executive	Utilising a property inspector to identify additional business rates income (working in collaboration with Bassetlaw)	£100,000 (to be confirmed)		19/20
Commercial income	Interim Deputy Chief Executive	Additional income from various sources including, incubation units, rent reviews, cemetery chapel)	£20,000 (to be confirmed)		19/20
Procurement	Interim Deputy Chief Executive	Contract savings from re-procuring contracts with		£20,000 (to be confirmed)	19/20

		suppliers			
Property related savings	Interim Deputy Chief Executive	Savings in running costs from the disposal of assets		£70,000 (to be confirmed)	19/20
Single persons council tax discount	Interim Deputy Chief Executive	Use of NFI to help reduce fraud or errors	£5,000 (to be confirmed)		19/20
Savings in minimum revenue provision (MRP) arising from the Arlingclose review and re-profiling of Beeston Square Phase 2 development	Interim Deputy Chief Executive	Savings expected from the revised accounting arrangements		£135,000 (to be confirmed)	19/20
Reduction in the Liberty Leisure Management fee	Interim Deputy Chief Executive	Efficiencies and additional income		£35,000	19/20
Revenues and Benefits Shared Services review	Interim Deputy Chief Executive	The Shared Service with Erewash expires on the 31/3/19, this provides an opportunity to look review the management arrangements and improve capacity		£30,000	19/20
Planning - additional income above budget	Chief Executive	Review income budget based on current performance trends	£10,000 (to be confirmed)		19/20
Garden Waste – additional income above budget	Interim Strategic Director	Review income budget based on current performance	£10,000 (to be confirmed)		19/20

		trends			
Car parking - additional income above budget	Interim Deputy Chief Executive	Review income budget based on current performance trends	£5,000 (to be confirmed)		19/20
Security contract review	Interim Deputy Chief Executive	Review the performance of the current contract	To be confirmed		19/20
Community facilities review	Interim Deputy Chief Executive	Review the current arrangements	To be confirmed		19/20 and 20/21
Environmental Services reviews	Interim Strategic Director	Working to implement the outcomes of reviews	£10,000 (to be confirmed)		19/20 and 20/21
Review of “bring sites”	Interim Strategic Director	Review the current arrangements	To be confirmed		19/20
Review of glass recycling reschedule	Interim Strategic Director	Review the current arrangements		£5,000 (to be confirmed)	19/20
Hybrid mail	Interim Strategic Directors	Savings from using hybrid mail		£5,000 (to be confirmed)	19/20
Total savings 2019/20			£360,000 (£200,000 dependent on BRR pilot bid)	£300,000 (to be confirmed)	

PROPOSAL	RESPONSIBILITY	BUSINESS IMPACT	INCOME	SAVINGS to GF	IMPACT FROM (YEAR)
2020/21					
These budget proposals require further development to assess the level of additional income or savings achievable .					
Reduce Liberty Leisure management fee	Interim Deputy Chief Executive				20/21
Total Savings 2020/21					

PROPOSAL	RESPONSIBILITY	BUSINESS IMPACT	INCOME	SAVINGS to GF	IMPACT FROM (YEAR)
2021/22					
These budget proposals require further development to assess the level of additional income or savings achievable .					
Reduce Liberty Leisure management fee	Interim Deputy Chief Executive				21/22
Total Savings 2021/22					

Report of the Interim Deputy Chief Executive

**GRANTS TO VOLUNTARY AND COMMUNITY ORGANISATIONS,
CHARITABLE BODIES AND INDIVIDUALS INVOLVED IN SPORTS,
THE ARTS AND DISABILITY MATTERS 2018/19**

1. Purpose of report

To consider requests for grant aid in accordance with the provisions of the Council's Grant Aid Policy.

2. Applications and financial position

Details of the grant application received are included in appendix 1 for consideration. The amount available for distribution in 2018/19 is as follows:

	<u>£</u>
Revenue Grant Aid Budget	168,800
Less: Estimated requirements for: Outstanding Rent Awards/Others	44,850
Less: Grant Awards to Date	90,350
BALANCE AVAILABLE FOR DISTRIBUTION	33,600

Members are reminded that they will need to suitably constrain grant awards in 2018/19 if the budget is not to be exceeded. The total amount requested in this report for 2018/19 total £515.

A summary of the grants awarded under delegated authority since April 2018 is included for information at appendix 2.

Recommendation

The Committee is asked to:

- 1. Consider the request in appendix 1 and RESOLVE accordingly**
- 2. NOTE the grants awarded under delegated authority.**

Background papers

Nil

APPENDIX

Application

The following grant application has been received for consideration in 2018/19:

<u>Applicant</u>	<u>App'n Ref</u>	<u>Grant Award 2017/18</u> £	<u>Grant Request 2018/19</u> £
Dig-In Community Alloment	1	515	515
		Total	515

Miscellaneous Category1. DIG-IN COMMUNITY ALLOTMENT

The DIG-IN Community Allotment scheme was established in 2004 and is based at the Albany Allotments on Pasture Road, Stapleford. DIG-IN provides a facility for local groups and residents to grow fruit and vegetables and explore biodiversity and horticulture. It is the only community allotment of its kind in the area and through its development has built up trust with local people.

The aim of DIG-IN is to create and operate a sustainable community allotment where people of different ages and backgrounds come together to share skills, knowledge and experience of organic food growing in a friendly supportive environment. The scheme encourages its users to learn and develop skills by providing an opportunity to merge arts and horticulture in creative projects, run accredited courses, link with similar projects and encourage an understanding of 'garden to plate' ethos with cooking sessions. The project also holds events to celebrate growing and associated activities to encourage wider involvement.

DIG-IN also aims to improve the health and wellbeing through its activities. It acts as a community hub for outdoor events and workshops which bring the local community together with a shared purpose. Combating social isolation, improving mental health and developing skills and knowledge are all integral to DIG IN and the reach it has into the communities around the Stapleford area

All activities are evaluated and this informs action planning for future events, workshops and sessions. The volunteers shape the DIG-IN activities and growing sessions are tailored around needs of the group.

DIG-IN is free and open to all (the project asks for donations at its events). Community groups and families use the site as a resource. Without this scheme many families would not access green spaces or be encouraged to growing healthy food on their own doorstep. The project welcomes volunteers from across the Borough as this not only strengthens the local community of Stapleford but offers a beneficial geographical diversity.

DIG-IN is managed by a steering group made up of local residents, voluntary groups and local agencies/authorities.

In 2017 the scheme has delivered:

- 102 volunteer sessions with around 720 volunteer attendees
- Two working party days to facilitate local businesses with team building exercises
- Ten produce distributions where surplus fruit and vegetables are given to local families
- Five outreach sessions helping with weeding overgrown flower beds (twice), building a bug hotel in school grounds, planting crocuses at local football ground and renovating a willow tunnel at a local school.
- 33 gardening information sessions at Dig-In allotment with groups such as Albany Infants/Nursery School, Albany Junior School, Wadsworth Fields Primary School, local Beavers, Rainbows and Brownies groups plus Inspire and Nottingham College, with these visits including 184 adults and 626 children.
- Supported Stapleford Childminders by providing raised beds for them to use on site.
- Delivered two annual events – the Summer Celebration and Harvest Festival which attracted over 200 local people
- Provided seven cookery workshops attended by 39 people (of all ages and some with disabilities)
- A willow wreath making workshop attended by 14 adults and two children (and some with disabilities).

For the year ended 28 February 2018, income totalling £12,005 was derived from grants and donations. Expenditure of £11,810 related to wages (totalling £7,237), activities and events, materials and other operating expenses. Stapleford Town Council supports the project by donating the three allotment plots for community use and as such no rental is charged. Cash and bank balances at 28 February 2018 amounted to £14,967, although only around £5,000 of this is unrestricted. All external funding sought is project specific.

The Council have supported the Dig-In Community Allotment for many years with grant aid towards its running costs. The grants awarded in the past four years were as follows:

2017/18	No application
2016/17 (March 2017)	£515
2015/16	£337
2014/15	£346

For 2018/19 the Dig-In Community Allotment has requested a similar grant of £515 towards insurance premium (£280), water charges (£100), membership and affiliation fees (£38) and web domain renewal and hosting (£97).

APPENDIX 2

Delegated Awards

A summary of the grants awarded under delegated authority since April 2018 is included below. The Council's policy in respect of grant aid to voluntary organisations is to award the amount requested by the organisation or the maximum specified whichever is the lower. Additional consideration is given to groups who can demonstrate that they are meeting the particular needs of disadvantaged sections of the community.

All requests under the revised delegated limit of £250 are considered under delegated authority, in conjunction with the Chair of this Committee. This includes applications from individuals involved with sport and the arts.

This Committee determines all requests for grants in excess of the £250 maximum.

Groups

Group	Total No. of Members	No. of Broxtowe Residents	Grant Award in 2017/18	Grant Award in 2018/19	Purpose of Grant Award
Chilwell Women's Institute	20	Majority	£100	£100	General running costs.
Beauvale Horticultural Show	15	13	£500	£250	Sponsorship of the show on 26 August 2018
Bramcote and District Probus Club	49	47	£100	£100	Towards the cost of a microphone system
St. Michael's & All Angels (Bramcote Parish Church)	290	All	Nil	£200	For the 'Stream of Poppies' commemoration service in King George V's Park, Bramcote - 1 July 2018
Play and Praise Toddler Group	c50	Majority	£100	£100	Replacement toys and other running costs
Age Concern Chilwell	c20	All	£250	£250	Premises, insurances and transport costs.
Chilwell Rd Methodist Church Ladies Circle	20	All	Nil	£100	Speakers fees and room hire
Hemlock Stone Probus Club	25	All	Nil	£100	Purchase of audio equipment
The Friendship Club (Beeston)	20	All	£100	£100	Speakers' fees
Inner Wheel Club of Beeston	15	13	£100	£100	General running costs

Individuals

Name	Grant Award in 2018/19	Purpose of Grant Award
Bradley Fry	£200	Slopestyle Skiing – Contribution towards travel expenses to competitions in Switzerland and training costs.

Report of the Interim Deputy Chief Executive

GRANT AID REQUEST FROM GREASLEY PARISH COUNCIL1. Purpose of report

To consider requests for grant assistance in accordance with the protocol for the consideration of grant aid to parish and town councils.

2. Grant aid applications

A request for revenue grant funding has been received from Greasley Parish Council towards the cost of a silhouette soldier to be sited somewhere in the Parish of Greasley to commemorate the end of WW1. The life sized sculpture, known as 'Tommy', is already on display at a number of national locations including The Tower of London. The hollow outline is cut from lightweight aluminium giving it strength and durability and it stands on a base plate for bolting or pegged into the ground.

The purchase price is £750 including VAT. Greasley has asked the Council to provide grant aid of up to £625 (net) towards the cost of the sculpture.

Greasley Parish Council has stated that it has not been able to take advantage of the grant available to parish and town councils towards the cost of parades on Remembrance Sunday. Greasley will be having a church service at St. Mary's Greasley, but a parade will not be necessary as the war memorial is inside the church.

The agreed protocol for assessing grant aid to parish and town councils is provided for information in the appendix. Also provided for information is a list of grants awarded under this scheme.

3. Financial position

No budgetary provision exists for grants to parish councils. If members were minded to approve a grant, then an allocation from revenue contingencies would be required for which £25,000 remains uncommitted in 2018/19 (subject to any further reports being considered by other Committees during this cycle).

Recommendation

The Committee is asked to CONSIDER the report and RESOLVE accordingly.

Background papers

Nil

APPENDIX

Protocol for consideration of grant aid to parish and town councils

The protocol for the consideration of grant aid requests from parish and town councils was agreed by Cabinet on 8 June 2010. The key provisions are:

1. Grant aid will only be given in support of specific projects or services and not as a general grant towards the services provided by a parish/town council.
2. Revenue grant aid will only be considered towards services which act as a replacement for services which otherwise Broxtowe Borough Council would have to provide or which supplement services which the borough council provides so as to reduce the costs that Broxtowe would otherwise incur.
3. In applying for grant assistance the parish/town council will need to demonstrate how the service or project in question contributes to Broxtowe's aims and objectives as laid out in the Corporate Plan and the Sustainable Community Strategy.
4. In applying for grant aid assistance the parish/town council will need to provide evidence as to why they do not have the financial resources to provide the services or project in question and what the consequences would be for local residents and businesses if the service was withdrawn or the project not completed. This will include a requirement for the parish/ town council to detail what other funding sources they have secured (or otherwise) and to provide a statement as to any reserves held and their planned use.
5. Preference will be given to support for the provision of mandatory services as compared with discretionary services.
6. Where grant aid is to cover the cost of a specified service, the parish/town council will be responsible at its own cost for providing an audited statement within six months of the end of the financial year concerned to confirm the amount of expenditure incurred and income received against which grant aid may be payable. Any grant payable would then be adjusted retrospectively if necessary following receipt of such an audited statement.
7. Grant aid will only be in respect of additional costs directly incurred by the parish/town council and will not cover the cost of any general overheads which the parish/town council would otherwise incur anyway as a result of their operations.
8. Grant aid will be cash limited in each year and the responsibility for costs increasing beyond the cash limit will normally rest with the parish/town council. Where such cost increases are considered to be unavoidable and beyond the parish/town council's control, then Broxtowe may be approached to seek a further grant award.
9. Where the parish/town council wishes to vary the service provided for which grant aid has been awarded, this should only take place after full consultation and with the agreement of Broxtowe.

10. Preference will be given towards one off capital projects rather than as a regular annual contribution towards the ongoing costs of providing services.
11. The parish/town council shall be required to provide such information as Broxtowe may reasonably request as to the actual outputs and outcomes arising from any service or project where Broxtowe makes a contribution.
12. Any grant contribution that may be awarded by Broxtowe need not be at the rate of 100% of net expenditure incurred but may be at a lesser rate to reflect such as its own corporate priorities, budgetary constraints or the availability of similar services or projects elsewhere.
13. Revenue grant aid will normally only be awarded for one year at a time although an indicative amount for the following year may be given at Broxtowe's discretion. Capital grant aid will be towards the cost of a specific one-off project.
14. Requests for grant aid in respect of a particular financial year should normally be submitted by the end of October of the preceding year at the latest to assist with forward budget planning for both Broxtowe and the parish/town council. Broxtowe will endeavour to make a decision on such requests by the end of December in the year preceding that for which grant aid is requested.

Grant Aid to Parish/Town Councils

The table below lists the grants awarded under this scheme since 2010/11.

Date	Council	Amount £	Purpose
07/09/10	Nuthall Parish Council	4,650	Cemetery maintenance
08/03/11	Stapleford Town Council	2,500	Allotment access (Capital)
29/11/11	Nuthall Parish Council	3,900	Cemetery maintenance
29/11/11	Kimberley Town Council	600	Play equipment insurance
19/02/13	Greasley Parish Council	1,000	Community event
15/10/13	Kimberley Town Council	7,000	War memorial renovation (Capital)
01/04/14	Nuthall Parish Council	2,000	War memorial construction (Capital))
16/10/14	Nuthall Parish Council	2,500	Cemetery maintenance
02/06/15	Cossall Parish Council	350	Memorial plaque
19/04/16	Eastwood Town Council	5,000	Building refurbishment works (Capital)
04/07/16	Greasley Parish Council	4,000	Upgraded heating system (Capital)
19/09/16	Awsorth Parish Council	5,000	Heating system replacement (Capital)
09/01/17	Brinsley Parish Council	4,000	Play facility repairs/replace (Capital)
03/10/17	Nuthall Parish Council	1,820	Remembrance parade
12/10/17	Greasley Parish Council	1,000	Christmas lights event
12/10/17	Nuthall Parish Council	3,395	Cemetery maintenance
26/04/18	Nuthall Parish Council	12,000	Cemetery roadway surface (Capital)
26/04/18	Nuthall Parish Council	2,000	Summer Youth Club

Report of the Interim Deputy Chief Executive

BENNERLEY VIADUCT1. Purpose of report

To update the Committee with progress on the restoration and opening to the public of Bennerley Viaduct and to approve a financial allocation of £20,000 from the Council.

2. Background

Bennerley Viaduct is a grade II* listed structure dating from 1877. It has a 430 metre span across the Erewash Valley and the viaduct deck is some 18 metres (60 feet) above the River Erewash. Sustrans, along with Railway Paths Ltd, the owners of the viaduct, had been working for a number of years to develop a multi-million pound restoration and access scheme for the viaduct, and were working towards a Heritage Lottery Fund (HLF) bid to fund most of the costs.

Members may recall allocating £20,000 of section 106 ITPS funding to that project at Cabinet on 15 March 2016, but then withdrawing that funding at this Committee on 26 April 2018 following the rejection of the HLF bid and the decision by Sustrans not to proceed further with that bid. A proportion of the section 106 ITPS money that was released by that decision has now been spent on other projects as approved by this Committee.

3. Latest proposal

Following the unsuccessful HLF bid in 2017 the board of Railway Paths Ltd has recently decided to proceed with a scaled down scheme. Further details are given in the appendix and Railway Paths Ltd is now re-seeking a £20,000 contribution.

4. Financial implications

The remaining unrestricted ITPS funding presently available for allocation in the north of the Borough and which could potentially be spent on Bennerley Viaduct is £14,450, following national changes to planning rules in 2015 most future ITPS contributions are now ring fenced for specific projects and are not available for allocation at the Council's discretion.

This Committee could allocate the available ITPS funding of £14,450 leaving the £5,550 shortfall to be funded from capital contingencies, as outlined in a separate report on this agenda.

Recommendation

The Committee is asked to RESOLVE that a budget of £20,000 be allocated in the 2018/19 capital programme to support a Heritage Lottery Fund bid for restoration works at Bennerley Viaduct to be funded by £14,450 from ITPS monies and £5,550 from capital contingencies.

Background papers

Nil

APPENDIX

Update from Railway Paths Ltd received 31 July 2018

We received the green light from the board last week to progress with developing the Bennerley project – up to the stage where we could award contracts to get the works carried out. This will include securing the necessary funding, obtaining planning permission/listed building consent, obtaining the necessary land rights, etc. There will be another checkpoint at the end of March 2019 when we will review whether or not sufficient funding has been secured and if there is sufficient funding we will seek board approval to progress to the construction phase which will take place during 2019/20.

The project to be progressed will include repair works and access works to enable Bennerley Viaduct to have key defects addressed and be opened for public walking access at minimal cost. The different elements of the access works are as follows:

- A new deck surface across the viaduct
- A ramp and surfaced path at the western end of the viaduct
- Fencing across the viaduct spans that cross the live railway to meet Network Rail requirements
- Steps at the eastern end of the viaduct
- Ground level footpath access points and signage

As mentioned, we're proposing construction of a western ramp rather than an eastern ramp through these works. The reason for this is that the western ramp is cheaper and less ecologically sensitive than the eastern ramp. Construction of the eastern ramp and path is estimated to cost 30% more. On top of this construction of the eastern ramp will require extensive ecological mitigation works in relation to great crested newts. This is estimated to cost in the region of £50,000 involving exclusion fencing, pitfall trapping and translocation operations for at least continuous 90 days. We would look to construct the eastern ramp at a later date – once additional funding is secured.

Report of the Interim Deputy Chief Executive

ELECTRIC VEHICLE CHARGING POINTS1. Purpose of report

To seek Committee approval to proceed with a government/user-funded project to install electric vehicle (EV) charging points in a number of Broxtowe-owned car parks and to delegate the completion of the associated legal agreements and details to the Interim Deputy Chief Executive.

2. Background

The City Council has been successful in attracting government funding to spend £2million installing EV charging points across the D2N2 area. In turn Nottingham City Council has let a 10 year concession contract to Chargemaster BP. Nottingham City Council and its concessionaire have approached all councils across the D2N2 area with a view to installing EV charging points in council-owned car parks.

<https://goultralownottingham.org.uk/the-programme/public-charging-infrastructure-network/>

3. Proposed Broxtowe EV charge points

The selection criteria and the indicative locations are given in the appendix. It should be noted that these locations may change as the project progresses. For example, there could be conflicts with existing underground services, tree roots, lack of electricity supply network capacity in the immediate vicinity etc.

4. Risk assessment

All capital and revenue costs (including power, maintenance, repairs and insurance etc.) are being borne by the overall project with no costs or risks transferred to the Council.

5. Financial implications

There are no direct financial implications for Broxtowe Borough Council as the project is 100% government and user-funded through Nottingham City Council and its concessionaire Chargemaster BP. There could be a small negative or positive impact on car park usage and income but this is difficult to predict. The overall impact is likely to be cost-neutral.

Recommendation

The Committee is asked to RESOLVE that the proposed EV charge point project in Broxtowe-owned car parks be approved and the completion of the associated legal agreements and details be delegated to the Interim Deputy Chief Executive.

Background papers

Nil

APPENDIX

Criteria and proposed locations

- The car parks must be owned by the Council or have the written permission of the freeholders for EV charge points to be installed.
- The local electricity distribution network must be sufficiently robust to power the EV charge points.
- The preference is to choose car parks of sufficient size and capacity such that, if the charge points are underused in the early years, there is no harm to the Council's pay and display income.

Broxtowe car park locations currently under consideration

- Victoria Street, Eastwood
- Oxford Street, Eastwood
- Portland Street, Beeston
- Victoria Street, Stapleford

(Plus Toton Lane Park and Ride Site – under the control of NET)

Joint report of the Chief Executive, Interim Deputy Chief Executive and Interim Strategic Director**PERFORMANCE MANAGEMENT – REVIEW OF BUSINESS PLAN PROGRESS – SUPPORT SERVICE AREAS****1. Purpose of report**

To report progress against outcome targets identified in the Business Plans for support services areas, linked to Corporate Plan priorities and objectives, and to provide an update as to the latest key performance indicators therein.

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 are subsequently approved by the respective Committees each year.

The updated Business Plans for the support service areas of Resources; Revenues, Benefits and Customer Services; and ICT and Business Transformation were approved by Full Council on 7 March 2018.

3. Performance management

As part of the Council's performance management framework, each Committee receives regular reports during the year which review progress against their respective Business Plans. This will include 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 towards Corporate Plan priorities from the perspective of the Business Plans for the support service areas. It provides a summary of the progress made to date on Critical Success Indicators (CSI), key tasks and priorities for improvement in 2018/19 and the latest data relating to Key Performance Indicators (KPI). A summary for each business plan is detailed in the appendix.

Recommendation

The Committee is asked to CONSIDER the progress made in achieving the Business Plans for Resources; Revenues, Benefits and Customer Services; and ICT and Business Transformation and to NOTE the current Key Performance Indicators for 2018/19.

Background papers

Nil

APPENDIX

PERFORMANCE MANAGEMENT

1. Background - Corporate Plan

The Corporate Plan for 2016-2020 was approved by Cabinet on 9 February 2016. It has been developed setting 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 next few years, the Council will focus on the priorities of Housing, Business Growth, Community Safety, Health and Environment.

The Corporate Plan prioritises local community needs and resources are directed toward the things they 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

Business Plans linked to the five corporate priority areas and the support service areas of Resources; Revenues, Benefits and Customer Services; and ICT and Business Transformation were approved by respective Committees at meetings held in January/February 2018. The support services provide support to the key services to assist them in achieving the priorities and objectives.






The respective Business Plans detail the projects and activities undertaken in support of the Corporate Plan 2016-2020 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 regularly 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, this Committee receives regular reports of progress against the Business Plans for the support service areas. This report provides the quarterly data relating to Critical Success Indicators (CSI) for each area and a summary of the progress made to date on key tasks and priorities for improvement in 2018/19 (as extracted from the Pentana Performance management system). It also provides the latest data relating to Key Performance Indicators (KPI).

The Council monitors its performance using the Pentana Performance management system. Members have been provided with access to the system via a generic user name and password, enabling them to interrogate the system on a 'view only' basis. Members will be aware of the red, amber and green traffic light symbols that are utilised to provide an indication of performance at a particular point in time.

The key to the symbols used in the Pentana performance reports is as follows:

Action Status Key		
	Completed	The action/task has been completed
	In Progress	The action/task is in progress and is currently expected to meet the due date
	Warning	The action/task is approaching its due date (and/or one or more milestones is approaching or has passed its due date)
	Overdue	The action/task has passed its due date
	Cancelled	This action/task has been cancelled or postponed







Key Performance Indicator and Trends Key			
	Alert		Improving
	Warning		No Change
	Satisfactory		Getting Worse
	Unknown		Data Only




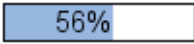

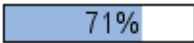

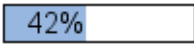






RESOURCES




Critical Success Indicators for Resources

Pentana Code	Indicator Description	Achieved 2016/17	Achieved 2017/18	Q1 2018/19	Current Target	Trend	Comments (incl. benchmarking)
BV8	Creditor invoices paid within 30 days of receipt	99.1%	99.5%	99.5%	99.0%	▬	
BV12	Working Days Lost to Sickness Absence (Rolling Annual Figure)	9.73	13.64	9.80	7.50	↑	
LALocal_07	Complaints determined by the Local Government/ Housing Ombudsman against the Council	6	2	0	0	▬	No complaints determined against the Council in Q1.
LALocal_12	Freedom of Information requests dealt with within 20 working days	100%	95%	93%	100%	↓	In line with ICO guidance a target of 85% of requests sent a response within the appropriate timescales would be acceptable. Currently exceeding the ICO target.













Resources Key Tasks and Priorities for Improvement 2018/19

























Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
Finance Services						
	FP1720_02	Participate in a countywide procurement exercise for merchant services (card processing)	Research and source a low cost service for merchant services in accordance with the Council's requirements	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%	31-Mar-2019	Due date revised from 31 March 2018
	FP1821_01	Produce the Final Accounts by end of May 2018	Produce the Final Accounts by the end of May	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	31-May-2018	Completed.
	FP1821_02	Complete migration to the new Bank Account Sort Codes	Communicate the requirement of the change to relevant stakeholders	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%	31-Mar-2020	Action due for completion by 30 September 2020.
Council Property						
	CP1620_01	Pursue tram compensation claim	Pursue tram compensation claim	<div style="width: 50%;"><div style="width: 50%;"></div></div> 50%	31-Oct-2018	Compensation still to be agreed but recent significant progress has been made. Due date extended from 31 December 2017.
	CP1620_03	Implement the Asset Management Plan 2016-21	Implement the Asset Management Plan 2016-21	<div style="width: 23%;"><div style="width: 23%;"></div></div> 23%	31-Mar-2020	Work is ongoing.
Human Resources						
	HR1417_03	Review of payroll processes to introduce electronic forms	Review of payroll processes to introduce electronic forms	<div style="width: 90%;"><div style="width: 90%;"></div></div> 90%	31-Mar-2018	E-Forms for Car Mileage Claims went live from April 2018.













Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	HR1620_01	Review opportunities for shared HR working with other local authorities	Review opportunities for shared HR working with other local authorities		31-Mar-2018	Opportunity identified and being pursued to partner with neighbouring authority to provide training in respect of Apprenticeship Levy.
	HR1620_02	Review of People Strategy	Review of People Strategy		03-Oct-2018	Heads of Service consulted. Revised draft to be presented to GMT.
	HR1620_03	Development of a new Apprenticeship Strategy	Identify future skills requirements and improve career progression opportunities		30-Jun-2018	Strategy to be presented to Policy and Performance Committee on 14 November 2018.
	HR1720_01	Introduce 20 new online Broxtowe Learning opportunities by 2020	Expand the range of opportunities to develop employee skills by adding a further 20 modules to Broxtowe Learning Zone by 2020		31-Mar-2020	Further courses to be launched in quarter 2. On track to complete this action by the due date.
	HR1720_02	Review the Employee Induction Programme	Ensure staff are equipped with the knowledge they need to perform at a high level		31-Jul-2018	New Employee Induction Programme launched April 2018. Review of corporate induction programme to begin in Q2.
Health & Safety						
	H&S1620_02	Completion of Health and Safety Action Plan	Completion of Health and Safety Action Plan		31-Mar-2019	
Legal and Administrative Services						
	DEM1518_01	Implementation of committee management system	More efficient and effective production and distribution of agendas/improved web info.		17-Sep-2018	3 of 5 training sessions complete. Data migration in progress. Due date revised from 30 June 2018.

Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	DEM1518_02	Transfer of Land Charges function to Land Registry	Transfer of Land Charges function to Land Registry	<div style="width: 5%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 5%	04-Jun-2019	Discussions on migration of Land Charges are ongoing. Due date revised from 4 June 2018.
	LA1620_02	Reduce backlog of Legal Services Sundry Debtors caseload	Reducing irrecoverable debts outstanding to enable focus on those with a realistic prospect of recovery.	<div style="width: 70%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 70%	30-Apr-2019	Legal are working closely with other departments in an effort to reduce the accrual of bad debts in the Council.
	LA1821_01	Purchase and Implement Case Management System	Improve the management of cases and records	<div style="width: 75%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 75%	30-Sep-2018	Due Date Revised from 30 June 2018

Resources Key Performance Indicators 2018/19

Status Icon	PI Code & Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
Finance Services								
	FPLocal_01 Percentage of sundry creditors paid by BACS	87.6%	89.9%	91.5%	90%			
	FPLocal_02 Percentage of sundry debtors raised in any one financial year paid in that year	80.5%	83.2%	78.8%	90%			Comparable with previous years at this period.
	FPLocal_03 Percentage of planned audits completed in the year	91%	89%	n/a	90%			Data collected annually.
	FPLocal_09 Percentage of invoices paid within 20 days	97.4%	98.5%	98.7%	23.8%			

Status Icon	PI Code & Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
Council Property								
	CPLocal_01 % Industrial units vacant for more than 3 months	0.5%	1.6%	1.7%	5%			Data excludes the shops in Beeston Square.
	CPLocal_02 Percentage of tenants of industrial units with rent arrears	0.1%	6.6%	-	3%			
	CPLocal_05 % Beeston Square Shops vacant for more than 3 months	15%	15%	7.5%	5%			
Human Resources Services								
	BV16a Percentage of Employees with a Disability	7.46%	7.09%	7.43%	10.00%			
	BV17a Ethnic Minority representation in the workforce - employees	7.04%	6.87%	6.76%	8.00%			
	HRLocal_06 Percentage of annual employee turnover	16.31%	13.1%	5.3%	10%			The data is a cumulative figure through the year. The score of 5.3% was at end of June 2018.
	HRLocal_07 Percentage of employees qualified to NVQ Level 2 and above	85%	85%	85%	88%			Overall Skill Levels have not increased due to the high number of leavers April - June 2018, who were at skill level 2 and above.
Legal and Administrative Services								
	LALocal_04 The percentage of complaints acknowledged within 3 working days	82.25%	91%	97%	100%			




Status Icon	PI Code & Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
	LALocal_06 Formal Complaints dealt with internally	10	22	4	15			The number of complaints dealt with internally at Q1 is slightly higher than for the same period in the previous two years.
	LALocal_08 The number of individually registered electors in the borough	84,621	84,617	-	86,000			Data from electoral register published December 2016.
	LALocal_13 The percentage of completed prosecutions in the Magistrates Court	87%	100%	-	90%			In quarter 1 2018/19 no prosecutions were presented to the Magistrates Court.
	LALocal_14 Statutory Notices issued as a result of requests from Council Services %	-	-	-	-			NEW Performance Indicator 2018/19 will be baseline year





REVENUES, BENEFITS AND CUSTOMER SERVICES

Critical Success Indicators for Revenues and Benefits







Pentana Code	Indicator Description	Achieved 2016/17	Achieved 2017/18	Q1 2018/19	Current Target	Trend	Comments (incl. benchmarking)
BV9	Council Tax collected	98.5%	98.5%	29.8%	24.6%	↑	
BV10	Non-domestic Rates collected	98.7%	98.8%	30.7%	24.7%	↓	
BV66a	Housing Rent collected as a proportion of the rent owed	98.1%	98.2%	91.9%	99.0%	↓	




Revenues and Benefits and Customer Services Key Tasks and Priorities for Improvement 2018/19

Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	RBCS1620_01	Manage the introduction of Universal Credit (UC)	Transfer of working age HB claims will be administered by the DWP	<div style="width: 50%;"><div style="background-color: #4f81bd; height: 10px; width: 50%;"></div></div> 50%	31-Mar-2020	
	RBCS1620_03	Replace the current CRM system (Meritec)	More effective system to record and refer customer contact.	<div style="width: 25%;"><div style="background-color: #4f81bd; height: 10px; width: 25%;"></div></div> 25%	31-Mar-2019	
	RBCS1620_05	Widen the use of e-forms	Widen the use of e-forms	<div style="width: 66%;"><div style="background-color: #4f81bd; height: 10px; width: 66%;"></div></div> 66%	31-Mar-2019	Action will be linked with implementation of CRM and will form the overall view of the customers' access to the Council's services.







Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	RBCS1620_06	Update the council's face to face customer contact	Devise appropriate ways to handle visitors to the new reception in the council offices.	<div style="width: 5%;"><div style="width: 5%;"></div></div> 5%	31-Dec-2018	Scheme discontinued following DWP withdrawal. Considerably more modest scheme currently underway.
	RBCS1620_07	Develop a counter-fraud strategy and function as part of shared service	Develop a counter-fraud strategy and function as part of shared service	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%	30-Sep-2017	Counter Fraud Strategy approved.
	RBCS1720_01	Develop a greater integrated Revenues and Benefits Department with Erewash BC`	Integrated service where the Revenues and Benefits service, between the two Councils, is working together	<div style="width: 80%;"><div style="width: 80%;"></div></div> 80%	31-May-2018	Further integration of the Revenues and Benefits Service is being considered.
	HS1520_43	Reduce rent arrears whilst planning for the introduction of Universal Credit	Reducing levels of rent arrears	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%	30-Nov-2018	

Revenues and Benefits Key Performance Indicators 2018/19

Status Icon	PI Code & Short Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
	BV78a Average speed of processing new HB/CTB claims (calendar days)	14.1	12.6	12.4	16.0			Performance continues to improve in respect of New Claims processing.
	BV78b Average speed of processing changes of circumstances for HB/CTB claims (calendar days)	5.9	5.0	4.4	5.0			

Status Icon	PI Code & Short Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
	BV79b(ii) HB overpayments recovered as % of the total amount of HB overpayment debt outstanding	27.8%	29.26%	10.34%	29.00%			

Customer Services Key Performance Indicators 2018/19





Status Icon	PI Code & Short Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
	CSDData_02 Calls Handled	81,809	84,068	20,463	84,000			30,127 calls offered in quarter 1
	CSDData_03a % of calls abandoned of those offered to the Council	21.8%	7.1	-	14.0%			Data not available for 2018/19.

ICT AND BUSINESS TRANSFORMATION







Critical Success Indicators for ICT and Business Transformation

Pentana Code	Indicator Description	Achieved 2016/17	Achieved 2017/18	Q1 2018/19	Current Target	Trend	Comments (incl. benchmarking)
ITLocal_01	System Availability	98.9%	99.6%	99.6%	99.5%	↓	
ITLocal_05	Virus Protection	100%	100%	97.1%	100%	↓	

ICT and Business Transformation Key Tasks and Priorities for Improvement 2018/19

Status Icon	Action Code	Action Title	Action Description	Progress Bar	Due Date	Comments
	IT1819_01	Digital Strategy Implementation	Implementation of action plan for the Digital Strategy.	<div style="border: 1px solid black; width: 100px; height: 15px; background-color: white; display: flex; align-items: center; justify-content: center;">0%</div>	31-Mar-2019	
	IT1819_14	ICT Security Compliance		<div style="border: 1px solid black; width: 100px; height: 15px; background-color: white; display: flex; align-items: center; justify-content: center;">8%</div>	31-Mar-2019	
	IT1819_17	E-Facilities		<div style="border: 1px solid black; width: 100px; height: 15px; background-color: white; display: flex; align-items: center; justify-content: center;">52%</div>	31-Mar-2019	
	IT1819_20	Housing System - Enhancements	This project will provide the necessary resource to assist the upgrade of the Capita OpenHousing system and implement the Total Mobile working solution.	<div style="border: 1px solid black; width: 100px; height: 15px; background-color: white; display: flex; align-items: center; justify-content: center;">54%</div>	31-Mar-2019	

ICT and Business Transformation Key Performance Indicators 2018/19

Status Icon	PI Code & Short Name	2016/17	2017/18	Q1 2018/19	Current Target	Short Term Trend	Long Term Trend	Notes
		Value	Value	Value				
	ITLocal_02 Service Desk Satisfaction	98%	100%	100%	99%			
	ITLocal_04 BBSi Programme Completion	86%	100%	18.1%	100%			

Report of the Interim Deputy Chief Executive

MEMBERS' ALLOWANCES – AD HOC COMMITTEE1. Purpose of report

To inform the Committee of its previous deliberations with regard to the Ad Hoc Committee, regarding the level of allowances payable to members following the recommendations of the Independent Remuneration Panel.

2. Background

At the Council meeting held on 1 March 2017 members formed two new committees, namely the Ad Hoc Committee and the Investigating and Disciplinary Committee.

At its meeting on 15 February 2018 the Finance and Resources Committee considered a recommendation from the Independent Remuneration Panel with regard to the two new committees. The meeting resolved to recommend to Full Council that 'allowances to members of the Ad Hoc and the Investigatory and Disciplinary Committees be reviewed when all processes relating to the investigation have been concluded.' Council resolved to agree with this recommendation at its meeting on 7 March 2018.

3. Detail and financial implications

The Ad Hoc Committee met a total of nine times between 27 July 2017 and 25 July 2018 before reaching its conclusion on a number of employment matters. The Independent Remuneration Panel's consideration of the two new committees is provided in the appendix in addition to financial implications.

Recommendation

The Committee is asked to CONSIDER the report and RECOMMEND to Council accordingly.

Background papers

Nil

APPENDIX**Ad Hoc Committee and Investigating and Disciplinary Committee**

The Independent Remuneration Panel considered the remits of the two new committees that were formed at the Council meeting held on 1 March 2017. It was agreed that the chairs of the committees be paid in line with the Licensing and Appeals Committee (£2,712 p.a.) as this was the closest comparable payment for a committee Chair with quasi-judicial responsibilities over disciplinary issues. It was further agreed to recommend that each committee member who was not a Chair receive a payment in line with members of the Alcohol and Entertainments Committee (£678 p.a.).

It was also recommended that these payments should only be triggered when each Committee meets. It was suggested that payments be received allowing for the Ad Hoc Committee's work over a 12 month period. Should this be the case, a total of £10,848 would be allocated from the members' allowances budget.

Report of the Interim Deputy Chief Executive

BUDGET TIMETABLE AND BUDGET CONSULTATION 2019/201. Purpose of report

To advise the Committee on the budget consultation process for 2019/20 and to set out the proposed timetable and budget scrutiny process.

2. Background

Section 65 of the Local Government Finance Act 1992 places a duty upon local authorities to consult representatives of non-domestic ratepayers before setting the budget. There is no specific statutory requirement to consult residents. Local authorities were placed under a general duty to 'inform, consult and involve' representatives of local people when exercising their functions by the Local Democracy, Economic Development and Construction Act 2009 but this was repealed and replaced by more prescriptive forms of involvement by the Localism Act 2011.

For 2019/20 a similar budget consultation process is proposed similar to that adopted for 2018/19 using a web-based survey, publicised through social media.

As with the 2018/19 budget, it is proposed that elements of the budget are reported to the relevant Committees for detailed scrutiny. An overall budget report will then be presented to the Finance and Resources Committee on 14 February 2019 for recommendation to Full Council on 6 March 2019.

Appendix 1 denotes the budget timetable and consultation process. The consultation survey is attached at appendix 2. This includes questions relating to resident's method of access of particular Council services and preferred means of interacting with the Council, to help inform the New Ways of Working project. Social media is ongoing throughout the consultation with specific activities on the following dates:

- Initial press release: 12 October 2018
- Posters distributed across buildings, town and parish councils etc.
- Email Bulletin via email me service: 12 October 2018
- Reminder press release: 5 November 2018
- Email Bulletin via email me service: 19 November 2018

Recommendation

The Committee is asked to RESOLVE that the budget-setting process for 2019/20 be approved.

Background papers

Nil

APPENDIX 1

Budget timetable and consultation process

12 October 2018	Online questionnaire published
2 November 2018	Capital and revenue submissions received
30 November 2018	Online questionnaire closes
November 2018	Compilation of proposed three year Capital Programme
November-December 2018	Scrutiny of services business and financial plans by General Management Team
8 January 2019	Results of budget consultation exercise and draft budget proposals to Finance and Resources Committee. Council Tax base set.
January–February 2019	Scrutiny of service business and financial plans by service Committees
14 February 2019	Budget proposals presented to Finance and Resources Committee
6 March 2019	Budget approved by Council



**Broxtowe
Borough
COUNCIL**

Budget Consultation 2019/20

Help us balance the books

Each year, we ask residents for their views as we start to prepare the budget for the new financial year.

Your views are important to us so please take a few minutes to complete the survey below. Your answers will help inform the budget process.

***1. What is your opinion of the following Council services over the last 12 months?**

Service	Satisfied	No opinion	Dissatisfied	Not used
Household waste collection (black lidded bin)				
Garden waste collection (brown lidded bin)				
Kerbside Recycling (green lidded bin, glass bag or red-lidded glass bin, textiles)				
Street cleanliness (litter collection, graffiti removal, fly tipping, neighbourhood wardens)				
Leisure services (leisure centres, arts and culture, sports development)				
Planning (planning applications and planning policy)				
Economic Development (support to businesses, regeneration, Town Centre Management, business growth)				
Public Protection (licensing, food hygiene inspections, nuisance complaints)				

Service	Satisfied	No opinion	Dissatisfied	Not used
Revenues and Benefits (housing benefit and council tax support payments, collection of council tax and business rates)				
Housing service (housing options advice, homelessness, provision of affordable housing, tenancies)				
Public car parks				
Community Safety (anti-social behaviour, domestic abuse, alcohol awareness)				
Electoral Services (elections, voting)				
Parks & Nature Conservation (parks, open spaces)				
Bereavement Services (crematorium, cemeteries)				

2. Any other comments?

***3. Please tell us what your preferred and least preferred approach would be to help us balance the budget.**

Approach	Most preferred option	Second most preferred option	Third most preferred option	Least preferred option
Increased council tax levels				
Increased fees and charges				
Provided fewer services				
Reduce the number of				

Approach	Most preferred option	Second most preferred option	Third most preferred option	Least preferred option
Council Office buildings				

***4. Of the following Council services, which do you think should have their funding increased, decreased or stay the same?**

Service	Increased	Stay the same	Decreased
Household waste collection (black lidded bin)			
Garden waste collection (brown lidded bin)			
Kerbside Recycling (green lidded bin, glass bag or red-lidded glass bin, textiles)			
Street cleanliness (litter collection, graffiti removal, fly tipping, neighbourhood wardens)			
Leisure services (leisure centres, arts and culture, sports development)			
Planning (planning applications and planning policy)			
Economic Development (support to businesses, regeneration, Town Centre Management, business growth)			
Public Protection (licensing, food hygiene inspections, nuisance complaints)			
Revenues and Benefits (housing benefit and council tax support payments, collection of council tax and business rates)			
Housing service (housing options advice,			

Service	Increased	Stay the same	Decreased
homelessness, provision of affordable housing, tenancies)			
Public car parks			
Community Safety (anti-social behaviour, domestic abuse, alcohol awareness)			
Electoral Services (elections, voting)			
Parks & Nature Conservation (parks, open spaces)			
Bereavement Services (crematorium, cemeteries)			

5. Any other comments?

***6. Overall, how satisfied or dissatisfied are you with...**

Options	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
The way in which the Council provides services					
Your local area as a place to live					

7. Any other comments?

***8. Do you feel that the Council listens to you?**

Yes

No

9. Do you have any other suggestions on how the Council could increase income, reduce costs or make savings to support the budget?

***10. How frequently do you access Council services?**

A few times a year

Monthly

Weekly

Daily

***11. Overall, how satisfied are you with the way you can access Council services?**

Very satisfied

Satisfied

Neutral

Unsatisfied

Very Unsatisfied

***12. How do you prefer to conduct business with the Council? Please select your most preferred option and least preferred option.**

Contact Method	Most preferred	Least preferred
Phone		
Email		
Social Media e.g. Facebook, Twitter		
Online through the website or online forms		
In person		
By Post		
Via a Councillor		
Other		

***13. Please explain why these are your most preferred and least preferred methods**

***14. Would you consider accessing services in another way? Please tick all which apply.**

Phone

Email

Social Media e.g. Facebook, Twitter

Online e.g. through the website or online form

In person

By post

Instant messaging e.g. text, what's app, we chat

Other

15. If you answered 'other' please give details

Tell Us About You

We want to make sure that our services are provided fairly and to those who need them. The information collected helps us get a picture of who contacts us, uses or does not access our services, so will help us improve what we provide and reduce potential barriers to access.

Please answer the questions below by ticking the boxes that you feel most describes you. Some questions may feel personal, but the information we collect will be kept confidential and secure. The better the information is that we collect the more effective our monitoring will be.

16. Which of the following areas do you live in?

Attenborough

Awsworth

Beeston

Bramcote

Brinsley

Chilwell

Cossall

Eastwood

Greasley

Kimberley

Nuthall

Stapleford

Toton

Trowell

17. Gender

Male

Female

Transgender

18. Which age group do you belong to?

Under 18

18 – 24

25 – 29

30 – 44

45 – 59

60 – 64

65+

19. Ethnicity

White – British

White – Irish

White – other background

Asian or Asian British – Indian

Asian or Asian British – Pakistani

Asian or Asian British – Bangladeshi

Asian or Asian British – other background

Black or Black British – Caribbean

Black or Black British – African

Black or Black British – other background

Mixed – White and Black Caribbean

Mixed – White and Black African

Mixed – White and Asian

Mixed – Other background

Chinese

Any other ethnic group

20. Do you consider yourself as disabled or have any long-term health problems that limit daily activity?

Yes

No

Thank you for completing this survey

Stay up to date!

Did you know you could stay up to date with Council news and services by subscribing to our Email Me Service?

Simply visit www.broxtowe.gov.uk/emailme, type your email address in to the box and tick which services you'd like email updates on. Stay up to date!

Did you know you could stay up to date with Council news and services by subscribing to our Email Me Service?

Report of the Interim Strategic Director

WORK PROGRAMME1. 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.

13 December 2018	<ul style="list-style-type: none">• Property Shared services Annual Report• Treasury Management
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3. Dates of future meetings

The dates for future meetings have been confirmed as follows:

8 January 2019

14 February 2019

(All meetings to start at 7.00 pm)

Recommendation

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

Background papers

Nil