

NAME OF COMMITTEE / BODY – City Centre Forum 28th February 2013

Title of paper:	Introduction and Background to the City Centre Forum	
Director(s)/ Corporate Director(s):	David Bishop, Corporate Director of Development John Yarham, Director of Economic Development,	Wards affected: 4 City Centre Wards – Arboretum, Bridge, Radford and Park and St Anns.
Report author(s) and contact details:	Nicki Jenkins, Head of Economic Development, 0115 8765542, Nicki.jenkins@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Debra LaMola, Head of Democratic Services	
Relevant Council Plan Strategic Priority: (you must mark X in the relevant boxes below)		
World Class Nottingham	x	
Work in Nottingham	x	
Safer Nottingham		
Neighbourhood Nottingham		
Family Nottingham		
Healthy Nottingham		
Leading Nottingham	x	
Summary of issues (including benefits to citizens/service users):		
<p>The Nottingham Growth Plan identifies that a vibrant City Centre, supported by a thriving retail and leisure sector, is vital for transforming the City’s economy. As work on the Growth Plan progresses it became clear that, in order to maximise the City’s potential to support job creation, more wide ranging and effective engagement of stakeholders was required.</p> <p>There was also a need for a clearer executive lead with improved joint decision making and stronger co-ordination of internal resources.</p> <p>To enable this to happen, Council met on the 10th September 2012 and agreed to accept the recommendations in the report of the Leader to disestablish the City Centre Area Committee, create a City Centre Forum as an advisory body, appoint a Committee of the Executive Board (the Executive Board City Centre Committee) and to make the consequential amendments to the Constitution to reflect the changes made.</p> <p>The Terms of Reference and membership details for the City Centre Forum, as agreed at Council on the 10th September 2012, are included at Annex 1.</p>		
Recommendation(s): It is recommended that:		
1	The City Centre Forum is recommended to note the contents of this report and the Terms of Reference and membership at Annex 1.	

1. BACKGROUND

1.1 The Nottingham Growth Plan identifies that a vibrant City Centre, supported by a thriving retail and leisure sector, is vital for transforming the City’s economy. Since the

beginning of 2012 progress has been made through the establishment of a retail steering group which is currently working on producing a business led strategy for retail growth in the City Centre and also the development of a spatial plan.

1.2 As the work progressed it became clear that, in order to maximise the City's potential to support job creation, more wide ranging and effective engagement of stakeholders was required. There was also a need for a clearer executive lead with improved joint decision making and stronger co-ordination of internal resources. To this end the Leader of the City Council appointed an Executive Board City Centre Committee to oversee the development and implementation of a City Centre Strategy and which has delegated powers to make decisions which impact on the City Centre. A new body, the City Centre Forum was also to be established, co-optees onto the Committee being drawn from this Forum.

1.3 The City Centre Forum will provide the wide ranging and effective engagement with stakeholders which has been identified as essential to a vibrant City Centre economy. The Forum will comprise both Councillors and representatives from the retail / leisure / tourism sectors and will link closely with the Executive Board City Centre Committee performing both an advisory and consultative role at a strategic level. This meant that the role of the former City Centre Area Committee would be subsumed largely by the creation of the Executive Board City Centre Committee and the City Centre Forum.

1.4 The City Centre Area Committee has been disestablished and the Executive Board City Centre Committee and City Centre Forum will both hold their inaugural meetings in February 2013.

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

2.1 The Council must keep its Constitution up to date in accordance with Section 37 (1) of the Local Government Act 2000. The changes proposed by the Leader to executive arrangements were notified to and agreed by Council in September 2012, thereby enabling Council to fulfil its role in maintaining an up to date Constitution.

2.2 It was proposed that Council establish a City Centre Forum to provide the wide ranging and effective engagement with stakeholders which has been identified as essential to a vibrant city centre economy. The forum comprises both Councillors and representatives from the retail / leisure / tourism sectors. The Terms of Reference at Appendix 1 aligns to the Local Government Act 1972 S.102 (4) permitting voting rights to be given to all members of the body, including those who are not Councillors and, as an advisory body, also reflects the political balance on the Council.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 To retain the City Centre Area Committee. Consultation with stakeholders and progress on the City Centre retail review demonstrated that there was a need for stronger executive involvement to maximise the potential of the City Centre and there needed to be an improved mechanism for input from the private sector. Therefore, this option was discarded in favour of the proposed new arrangements around the establishment of an Executive Board City Centre Committee and a City Centre Forum.

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

4.1 As part of the formal governance structure of the Council, these meetings will be serviced by Constitutional Services. It is anticipated that the staffing and print costs involved can be met from within existing budgets.

4.2 Co-opted members would be entitled to claim travel and subsistence expenses on the same basis as Councillors as set out in the Constitution and a financial loss allowance is also payable in lieu. These amounts cannot be quantified at this stage but it is anticipated that any costs could be met from within existing budget provision within Democratic Services.

5. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

5.1 Under the provisions of the Local Government Act 2000, the Council is required to keep its constitution under review. As detailed in Appendix 1 to this report proposed memberships and voting rights of the City Centre Forum comply with the provisions of the Local Government Act 2000 and the Local Government Act 1972.

6. EQUALITY IMPACT ASSESSMENT

6.1 An EIA was completed for the Report of the Leader to Council on the 10th September 2012.

7. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

7.1 The Report of the Leader to the City Council with reference to City Centre Governance, including appendices 1, 2 and 3, on the 10th September 2012. Including the EIA.

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

8.1 The Constitution, The Local Government Act 1972, the Local Government and Housing Act 1989 and the Local Government Act 2000.

City Centre Forum – Terms of Reference and Membership

Terms of Reference

The City Centre Forum aims to support the aspirations within the Nottingham Growth Plan to develop a sustainable, vibrant city centre through a thriving retail and leisure offer. To achieve this objective, and via its relationship to the Executive Board City Centre Committee, the Forum will have an advisory and consultative role on city centre issues at a strategic level and will encourage cross-collaboration between partners. It will influence and steer activities aligned to the City Centre Strategy.

The role of the Forum is :

- (a) to review the implementation of the City Centre Strategy and Retail Review;
- (b) to develop a cross partnership forward plan to ensure that City Centre transformation is part of the City Centre Strategy/
- (c) to advise the Executive Board City Centre Committee on key issues and policies affecting the City Centre and the appropriate responses to address such issues;
- (d) to “scan the horizon” and interpret key challenges, strategic issues and national policy to inform future plans and to mitigate against any negative impacts upon the City Centre.

Membership

Membership will comprise the following **voting** members:

The Portfolio Holder for Jobs, Skills and Business

The Portfolio Holders for Planning and Transportation, Leisure, Culture and Tourism and Area Working, Cleansing and Community Safety.

One Councillor from each of the 4 City wards, Arboretum, Bridge, Radford and Park and St Anns.

One Councillor from the minority group (if not included as a city ward councillor) *

The Chair of the Retail / Leisure BID

3 representatives from the Retail / Leisure BID

The Chair (or their nominee) from the IIN Retail Forum

The Chief Executive (or their nominee) from Experience Nottinghamshire

The Chair of the Licensing Committee

The Chair of the Development Control Committee

1 Councillor representing the Bridge Estate (drawn from the Trusts and Charities Committee)

1 representative from Capital Shopping Centres

The Deputy Director for Community Protection, Notts Constabulary

The Chair will be elected by the Forum from its membership. The Vice-Chair will be elected by the Forum from amongst the business sector members only.

Substitutes are allowed for all members provided that notice of substitution is provided to Constitutional Services no less than one hour in advance of the meeting.

All co-opted members on the Forum (ie. all those who are not Councillor of Nottingham City Council) must observe the Council's Code of Conduct and sign the acceptance of office.

*N.B. political balance applies to advisory bodies within the formal governance structure of the Council and membership drawn from minority groups must be reviewed when the political balance on the Council changes.

Meetings

The Forum will meet at least quarterly but the Chair shall have the right, in consultation with the Vice-Chair, to convene additional meetings of the Forum as appropriate.

The quorum will comprise 3 voting members and must include one Councillor and one representative from the business sector.

It is expected that most issues will be agreed by consensus but where this is not possible matters will be decided by a majority of those present and entitled to vote. If there are an equal number of votes for and against, the Chair will have a second or casting vote.

All business of the Forum will be conducted in public in accordance with the provisions of Schedule 12 of the Local Government Act 1972 (as amended).