

NOTTINGHAM CITY COUNCIL
WEST AREA COMMITTEE

Date: Wednesday 14 March 2012

Time: 5.30pm

Place: Committee Room, Ground Floor at Loxley House

Councillors are requested to attend the above meeting on the date and at the time and place stated to transact the following business.



Deputy Chief Executive/Corporate Director for Resources

Constitutional Services Officer: Mark Leavesley Direct dial - 8764302

A G E N D A

- 1 APOLOGIES FOR ABSENCE**
- 2 DECLARATIONS OF INTERESTS**
Councillors, colleagues or other participants in meetings are requested to declare any personal or personal and prejudicial interest in any matter(s) on the agenda
- 3 MINUTES** Attached
Last meeting held on 11 January 2012 (for confirmation)
- 4 LAND AND PLANNING POLICIES DEVELOPMENT PLAN DOCUMENT - ADDITIONAL SITES** Attached
Report of Corporate Director of Development
- 5 URBAN FORESTRY STRATEGY** Attached
Report of Director of Sport, Culture and Parks
- 6 WARD PRIORITIES** Attached
Report of Director for Neighbourhoods and Communities
- 7 AREA CAPITAL RESOURCES 2011/13** Attached
Report of Director for Neighbourhoods and Communities
- 8 FINANCIAL POSITION OF WEST AREA COMMITTEE** Attached
Report of Director for Neighbourhoods and Communities
- 9 ROBERT SHAW PLAYING FIELD - DEVELOPMENT THROUGH USE OF SECTION 106 FUNDING** Attached
Report of Director for Neighbourhoods and Communities

- 10 **COMMUNITY REPRESENTATIVE NOMINATIONS**
Report of Director for Neighbourhoods and Communities

Attached

11 **DATE OF NEXT MEETING**

To note that, subject to approval at Annual Council, the next meeting is proposed to be held at 5.30pm on Wednesday 16 May 2012 at Loxley House

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST FIFTEEN MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

IF YOU ARE UNSURE WHETHER OR NOT YOU SHOULD DECLARE AN INTEREST IN A PARTICULAR MATTER, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ON THIS AGENDA, IF POSSIBLE BEFORE THE DAY OF THE MEETING, WHO WILL PROVIDE ADVICE IN THE FIRST INSTANCE.

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<http://open.nottinghamcity.gov.uk/comm/default.asp>

NOTTINGHAM CITY COUNCIL**WEST AREA COMMITTEE****MINUTES**

of meeting held on **11 JANUARY 2012** at

Loxley House from 5.33 pm to 6.56 pm

- ✓ Councillor Unczur (Chair)
- ✓ Councillor Saghir (Vice-Chair)
- ✓ Councillor Chapman
- Councillor Cresswell
- ✓ Councillor Jenkins
- ✓ Councillor McCulloch
- ✓ Councillor Watson
- ✓ Councillor Wood

✓ indicates present at meeting

Citizens and Community Representatives present

- Mr J Herring - Strelley Tenants' and Residents' Association
- Mr J Hose - St Martin's Association of Residents and Tenants

Others and City Council Colleagues in attendance

- Mr M Clough - Beechdale Beat Local Action Group
- Mr M Bowyer) Bestwood Directions
- Mr G Cawthorne)
- Ms L Black - Revenues and Benefits)
- Ms I Denton - Neighbourhood Management)
- Ms H James - Sport and Leisure Centres) Nottingham City Council
- Ms J Knight - Harvey Hadden Sports Complex)
- Mr M Leavesley - Constitutional Services)
- Ms J Ludlow - City Services (Environmental))
- Mr C Holloway - Nottingham City Homes
- Inspector S Payne - Nottinghamshire Police

Please note: except where otherwise indicated, all items discussed at the meeting were the subject of a report/presentation which had been circulated beforehand.

ACTION**27 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Cresswell and from Ms Bainbridge (Bells Lane and Aspley Tenants' and Residents' Association), Ms May (Neighbourhood Management) and Mr Thorpe (Nottingham City Homes Area Panel).

28 DECLARATIONS OF INTERESTS

No declarations of interests were made.

29 MINUTES

RESOLVED that, subject to amendment in minute 25 resolution (1) of 'Aspley and Bells Lane Community Centre' to read 'Aspley and Bells Lane Partnership', the minutes of the last meeting held on 16 November 2011, copies of which had been circulated, be confirmed and signed by the Chair.

30 POLICE BUDGETS AND THE TRANSITION TO POLICE AND CRIME COMMISSIONERS

Due to the unavailability of a relevant colleague, this item was replaced by a general policing update from Inspector Payne, informing the Committee of the following:

- during the previous 12 months, in West Area there were:
 - 242 burglaries, of which 53 were in Aspley ward (although there were only 21 in December 2011, the lowest monthly figure for this period);
 - 54 robberies, compared to 59 during the previous 12 months;
 - 571 assaults, compared to 594 during the previous 12 months, a large proportion of which were domestic violence related due to the area being a hot spot for this type of crime;
 - 296 car crimes, compared to 257 during the previous 12 months. Due to the high number, the Police were now working with Neighbourhood Watch groups to address the problem;
- in 2011, the 3 policing priorities identified by citizens were burglary, drugs and anti-social behaviour. For 2012 there was only a requirement for 1 priority per ward and, arising from consultation with citizens, this had been identified as anti-social behaviour.

During discussion, it was stated that a focus group was currently concentrating on ways to address the problem of domestic violence.

RESOLVED that the update be noted.

31 NORTH LOCALITY HUB

The Committee received a presentation by Gary Cawthorne, Bestwood Directions, detailing the outcomes/performance during the first half of 2011 in regard to youth projects and community work undertaken in the area by the Bestwood Partnership (BP).

ACTION

The main points were as follows:

- BP became a limited company in 2003 and a registered charity in 2009;
- project areas included youth projects, community development, local grant funding, adult training projects, employment advice, health promotion and elderly support;
- the City North Locality Hub was a consortium of the Bestwood Partnership, One Vision Partnership, Broxtowe Partnership Trust, BEST and Aspley and Bells Lane partnership, with Bestwood Partnership being the accountable body for the group.

RESOLVED that the update be noted.

32 CITIZEN FIRST

The Committee received a presentation by Lisa Black, detailing the Council's Citizen First scheme, a scheme aimed at improving citizens' access to the Council and its partners' services and information.

The main points were as follows:

- the Citizen First Strategy was part of the Council's wider Transformation Programme, which would deliver major change and improvement across the organisation in the way services were delivered. This would help to ensure Council services were flexible, cost effective and met citizens' needs;
- the aims of the Strategy were to:
 - work with partners to establish a single standard for service delivery, which involved a need to work with other organisations so that citizens knew what to expect from service delivery, conduct and values, regardless of who delivered the service;
 - improve the range and quality of access citizens had to services and information, by working with other organisations so that citizens received:
 - a better telephone service;
 - clearer and better structured information on services available, describing what the Council and partners could and could not do;
 - updated information that was easier to understand;
 - access to services that provided choice in how citizens could request a service, raise issues and deal with public services;
 - ensure that we dealt with citizen queries more quickly, clearly and effectively and worked with other organisations so that citizens could expect:
 - colleagues who would try and resolve the query first time and help improve services;

ACTION

- more queries to be resolved at the first point of contact, regardless of who delivered the service;
- honesty if we could not meet all of their needs;
- well trained, well informed colleagues who delivered high-quality services;
- engage more effectively with citizens and use their feedback to continually improve the standard of services provided;
- work with other organisations so that when citizens wanted to make a comment, compliment or complaint:
 - it was easy to do;
 - there were different ways to do it;
 - a full and joined up response was made as quickly as possible;
 - partners learned from the nature of comments or complaints and they were used to improve services and to find better ways of working;
- change the way the City worked with other organisations by:
 - making changes wherever possible based upon citizen and colleague feedback;
 - making it simpler to deliver services, and for citizens to receive seamless service delivery;
 - using IT where it helped to provide a better service;
 - providing better value for money services.

RESOLVED

33 COMMUNITY REPRESENTATIVES

(Director for Neighbourhoods and Communities)

RESOLVED that further to minute 25 resolution (1) dated 16 November 2011:

- (1) **the following be approved as a West Area Community Representatives for the remainder of the 2011/12 municipal year, with the intention of re-appointment for the 2012/13 municipal year at the first meeting of 2012/13:**
 - **Ms Gill Bainbridge, Bells Lane and Aspley Tenants' and Residents' Association;**
 - **Mr John Day, St Martin's Church;**
 - **Mr Bryan Mann, Beechdale Community Association;**
 - **Ms Christine Willitts, Tartaniers Group;**
- (2) **that the Neighbourhood Manager be requested to ensure that the Aspley Methodist Church had been sent a nomination pack regarding representation on this Committee.**

I Denton

ACTION**34 GAME ON NOTTINGHAM**

(Director of Sport, Culture and Parks)

Ian Holloway, Sports Events Officer, presented the report, which detailed 'Game On', the City's campaign of activities and events themed around the London 2012 Olympic games, including sport, leisure, parks, culture and education, and which was aimed at encouraging local groups and organisations to take part and deliver their own 2012 themed activities.

- the full Citywide programme of events and activities would run from March to November 2012 and was set out in Appendix 1 to the report;
- the community programme of Game On provided local groups and organisations with the opportunity to deliver their own programmes to inspire their communities;
- support would be provided to groups through the production of a Game On Community Toolkit, providing ideas for activities and events delivery of local funding surgeries to support local groups in applying for external funding and the proposed simplification of accessing ward allocated funding;
- one aspect of the 2012 programme would seek to embrace the ambitions of local communities, through Area Committee and Ward Councillor funding requests from local ward based groups, to deliver 2012 themed events and activities, with each Area being asked to allocate £2,012 to support the Programme within the Area for local groups to access to support the delivery of events and activities.

During discussion, it was stated that to assist with effective funding allocation, consideration should be given to creation of two funding 'pots', one generic pot for activities/event which would be taking place across all wards, and one for area/ward specific activities/events.

I Holloway

RESOLVED that

- (1) **the Game On branding and Citywide programme of events and activities due to take place in 2012 be noted;**
- (2) **local groups and organisations be encouraged to deliver their own 2012 themed activities and events to create a legacy for their local communities;**
- (3) **the ward allocation budgets for groups and organisations that wished to deliver localised 2012 events and activities be noted, and the process of accessing this money by contacting Neighbourhood Action Officers in the first instance was approved;**
- (4) **the allocation of £2,012 Area Committee funds, to support the programme within the area, for local groups to access to support the delivery of events and activities, be approved.**

ACTION

35 AREA CAPITAL RESOURCES 2011-13
(Director for Neighbourhoods and Communities)

Further to minute 26 dated 16 November 2011, the Area Manager presented the report, which informed the Committee of the funds available for, and committed to, projects in each ward in relation to the Area Capital Programme 2011-13.

RESOLVED

- (1) that the fund allocation and committed spend in each of the wards, as detailed in appendices 1 and 2, be noted;
- (2) that no action be taken on the Broxtowe Lane and Sniketts schemes (Aspley Ward traffic schemes) until discussion between ward councillors and colleagues had taken place;
- (3) that further to minute 26 resolution (2), Mr Holloway be requested to clarify to Councillor Wood by whom and when works at St Agnes Court were authorised, and from which budget provision it was intended the costs be met.

C Holloway

36 NOTTINGHAMSHIRE AND NOTTINGHAM WASTE CORE STRATEGY
(Corporate Director of Development)

RESOLVED that due to the unavailability of a relevant presenting colleague, the report, which detailed the planning policy framework against which all future waste management proposals would be determined, be noted.

West Area Committee – 14 March 2012

Title of paper:	Land and Planning Policies Development Plan Document – Additional Sites	
Director(s)/ Corporate Director(s):	Sue Flack Director of Planning and Transport David Bishop Corporate Director of Development	Wards affected: Aspley Bilborough Leen Valley
Report author(s) and contact details:	Paul Tansey, Senior Planning Officer Ph: 0115 8763973 email: paul.tansey@nottinghamcity.gov.uk	
Other colleagues who have provided input:	Sarah Watson, Senior Planning Officer Ph: 0115 8763974 email: sarah.watson@nottinghamcity.gov.uk	
Relevant Council Plan Strategic Priority:		
World Class Nottingham		
Work in Nottingham		
Safer Nottingham		
Neighbourhood Nottingham		X
Family Nottingham		
Healthy Nottingham		
Leading Nottingham		
Summary of issues (including benefits to citizens/service users):		
<p>Once adopted, the Land and Planning Policies Development Plan Document will provide the planning policy framework against which future planning applications are considered. The document will sit underneath the Aligned Core Strategy and will set out development allocations, as well as detailed development management policies.</p> <p>An 'Issues and Options' consultation was recently undertaken, and this asked how we could change our current Local Plan (adopted in 2005). As part of this process, people were invited to submit additional development sites over 0.5 hectares that they considered suitable for allocation within the next Local Plan.</p> <p>As such, consultation on the additional sites put forward through the Issues and Options will take place between 5 March 2012 and 30 April 2012.</p> <p>The consultation document can be found at www.mynottingham.gov.uk/localplan.</p>		
Recommendation(s):		
1	That the current consultation on the Additional Sites and the opportunity to input into the process is noted.	

1. **BACKGROUND**

- 1.1 Between 26th September 2011 and 21st November 2011, the LAPP DPD 'Issues and Options document underwent public consultation. A full analysis of this consultation has yet to be undertaken and, when it is complete, the results will be fed back to the Area Committee as appropriate.
- 1.2 As part of the consultation, people were invited to submit additional development sites over 0.5 hectares that had not previously been consulted upon. Whilst the majority of additional sites were put forward by external consultees, some have been put forward by City Council colleagues.
- 1.3 6 development site over 0.5 hectares have been put forward within this Area Committee. Table 1 provides details of these sites, as do the plans appended to this paper.

Table 1: Development Sites

Name and Reference	Ward
DS87 - Broxtowe Country Park – small part of, in the northern corner for residential and commercial	Aspley
DS88 – New Aspley Gardens (Option 1) – call for sites for residential, a foodstore and community uses	Aspley
DS89 – New Aspley Gardens (Option 2) – call for sites for residential and retail	Aspley
DS90 – Beechdale Baths and Ambulance HQ - for a foodstore	Leen Valley
DS91 – Land adjacent to Bobbers Mill – call for sites for residential and retail	Leen Valley
DS92 – Former PZ Cussons – call for sites for residential	Leen Valley

- 1.4 It should be noted that other additional sites were put forward in this Area Committee, however these failed to meet the 0.5 hectare threshold, were not new sites, or did not propose a change of use / development. Where this has occurred in relation to potential housing sites, consultees will be sent a letter stating that their site will be included in the Strategic Housing Land Availability Assessment (SHLAA). Several people proposed the retention of land as open space where this designation already existed and there was no proposal to change it. These people have also been sent a letter explaining why the site has not been included within the consultation.
- 1.5 Consultation on the additional sites will is running for 8 weeks (due to Easter holidays) and will end on 30th April 2012.

2. **REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 Production of a Development Plan is a statutory requirement.

3. **OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 There are no alternative options, the production of a Development Plan is a statutory requirement.

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

4.1 No direct financial implications from the report.

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

5.1 The consultation process is required by Regulation 25 of the Town and Country Planning (Local Development) (England) Regulations, as amended.

6. EQUALITY IMPACT ASSESSMENTS (EIAs)

Has an Equality Impact Assessment been carried out?

6.1 No – an equality impact assessment will be undertaken at a later stage in the process.

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

7.1 The Land and Planning Policies Additional Sites (2012)

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

8.1 The Land and Planning Policies Issues and Options (2011)

WEST AREA COMMITTEE FINAL – 14th March 2012

Title of paper:	Urban Forestry Strategy	
Director(s)/ Corporate Director(s):	Hugh White Director of Sport, Culture and Parks	Wards affected: ALL
Report author(s) and contact details:	<p>Eddie Curry Head of Parks and Open Spaces 0115 8764982 eddie.curry@nottinghamcity.gov.uk</p> <p>John Pell Horticultural Service Manager john.pell@nottinghamcity.gov.uk</p> <p>Paul Fountain Tree Services Manager. paul.fountain@nottinghamcity.gov.uk</p>	
Other colleagues who have provided input:	<p>Edmund Hopkins Tree Service Planning Services john.pell@nottinghamcity.gov.uk</p> <p>Steve Ross Financial Analyst 0115 8763738 steve.ross@nottinghamcity.gov.uk</p> <p>Vincent Bryce Equality and Diversity Consultant 0115 8764954 vincent.bryce@nottinghamcity.gov.uk</p>	
Relevant Council Plan Strategic Priority:		
World Class Nottingham		
Work in Nottingham		x
Safer Nottingham		x
Neighbourhood Nottingham		x
Family Nottingham		
Healthy Nottingham		x
Leading Nottingham		
Summary of issues (Including benefits to citizens/service users):		
<p>This draft Urban Forest Strategy has been prepared for consultation prior to a final document being produced later in 2012.</p> <p>The Strategy proposes a number of policies for consideration which have been prepared in response to the following key issues.</p> <ul style="list-style-type: none"> • Large tree species • maintenance of trees 		

- Risk Management
- Responsible Neighbours Guide
- Factors to be considered with development areas

Recommendation(s):

- 1 Area Committees are requested to consider the Draft Urban Forest Strategy for consultation and to comment as appropriate.**

1. BACKGROUND

The Executive Board approved the adoption of the revised Breathing Spaces-Strategic Framework in January 2011. Included in the Framework is a timetable of future works which recognises the need to produce and Urban Forest Strategy in 2012.

The Urban Forest is a term that refers to all trees growing in an area regardless of land ownership.

This Strategy sets out a plan to enhance the Urban Forest within the boundaries administered by Nottingham City Council. It seeks to enhance the urban forest through influence, leadership and regulation if necessary.

Recognising that the trees growing in the City have a wider value, the Strategy considers opportunity to maximise the benefits of a wider network of trees and woodland corridors of local and regional importance. In this way the Urban Forest Strategy supports the City Council's "Ambitious for Wildlife" Biodiversity Statement, Breathing Spaces - Strategic Framework 2010-2020 whilst contributing to the wider social and climate change agendas.

1.1 KEY ISSUES

Large tree species planted in Victorian and Edwardian times are now out of scale with their localities. The lack of tree removal and replacement is concerning to many citizens. A tree survey recently commissioned will provide data to identify risks to current tree populations and identify suitable areas for new planting in the future.

At the moment over 50% of the Council's resources allocated to the maintenance of trees, is committed to ad-hoc one off tree works. Cyclical surveys provide an opportunity to move towards more planned maintenance programmes of the tree stock that will utilise resources more effectively.

In response to the risks posed by trees to people and property the Council has reviewed and revised its approach to the management of trees. The Urban Forest Strategy sets out a cyclical system of inspection and remediation to manage risk as far as is reasonably practical.

In response to over 2000 enquires made by citizens to the Council each year the "Responsible Neighbours Guide" clarifies the response that the Council will make to a range of enquires which are commonly made by citizens. The purpose is to embed an understanding of what is affordable and deliverable by the Council when responding to these concerns.

Trees sometimes become a factor when considering the development of areas. Increase in density of residential development, commercial developments and improvement to transport infrastructure all place pressure on existing trees and often provide opportunity for increased tree planting. The Urban Forest Strategy will seek to provide a balance to reduce the potential for conflicting policy objectives to ensure that trees continue to be considered in all aspects of the future development of the City.

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

The report and associated appendices are presented to Committee as draft reports for consultation. It is hoped that the feedback received from the consideration of this report will add value and inform the final Urban Forest Strategy.

The strategy and appendices can be found online at <http://www.nottinghamcity.gov.uk/index.aspx?articleid=13308>

Comments should be sent by 30th March 2012 to ufs@nottinghamcity.gov.uk or:
UFS, Tree Services,
Woodthorpe Grange,
Woodthorpe Drive,
Nottingham.
NG5 4HA

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

It is clear that a co-ordinated and consistent approach is needed in dealing with enquiries from citizens regarding tree related issues. The policies set out in the draft Urban Forest Strategy will help to ensure that the service is delivered equitably. Without the suggested policies the tree service will not be able to move to a more structured approach to service delivery.

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

There are no specific financial implications arising from the recommendation in this report, as it is requesting consideration of and comment on the draft Urban Forest Strategy. A further report will be needed if issues involving financial implications are identified at a later stage.

Steve Ross Finance Analyst 6.2.2012

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

Legal Implications - The production of the Urban Forest Strategy is authorised by s. 111 Local Government Act 1972 in conjunction with various statutes and the common law as it provides a framework for action by the Council both as landowner and the authority responsible for tree protection under the Town and Country Planning Act 1990
John Pickstone Team Leader Legal Services 6,2, 2012

6. EQUALITY IMPACT ASSESSMENTS (EIAs)

The attached Equality Impact Assessment (**Appendix 2**) notes the relevance of this strategy to advancing equality of opportunity.

Vincent Bryce, Equality & Diversity Consultant 3,2,12

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

7.1 None

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

8.1 None

APPENDIX 2 - Equality Impact Assessment

Name and brief description of proposal / policy / service being assessed
Urban Forest Strategy Consultation Document

The document which has been prepared for extensive consultation sets out the draft strategic approach to manage the urban forest sustainably whilst maintaining and expanding the quality of existing tree cover city wide.

Information used to analyse the effects on equality
 Discussions with the Equality and Diversity Team.

	Could particularly benefit (X)	May adversely impact (X)	How different groups could be affected: Summary of Impacts	
People from different ethnic groups	<input type="checkbox"/>	<input type="checkbox"/>	The consultation document aims to engage a wide range of people, groups and organisations in developing a comprehensive Urban Forest Strategy. It is not anticipated that this strategy will have a disproportionate or adverse affect on any groups of people, however if this becomes apparent during consultation follow up discussion will be organised with any groups identified so that appropriate adjustments can be made to the Strategy and can be included in any future actions plans prior to final approval and adoption. Steps to manage tree growth and avoid disruption of walkways and pavements may particularly benefit disabled people, older people, expecting mothers and parents with young children in pushchairs by minimising trip hazards and ensuring pavements are level and clear of obstructions.	As a component of the Council's Breathing Spaces Strategy the Urban Forest Strategy will follow the same good practice already developed for consultation. IF POSSIBLE NOTE THAT TREE WORKS WILL BE PRIORITISED WHERE THERE IS AN ADDITIONAL HAZARD RELATING TO AREAS FREQUENTLY USED BY OLDER AND DISABLED PEOPLE OR PARENTS WITH PUSHCHAIRS (OR IF THIS PRIORITY WILL BE BUILT INTO A PARTICULAR PLAN)
Men, women (including maternity/pregnancy impact), transgender people	X	<input type="checkbox"/>		
Disabled people or carers	X	<input type="checkbox"/>		
People from different faith groups	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people	<input type="checkbox"/>	<input type="checkbox"/>		
Older or younger people	X	<input type="checkbox"/>		
Other (e.g. marriage/civil partnership, looked after children, cohesion/good relations, vulnerable children/adults)	<input type="checkbox"/>	<input type="checkbox"/>		

Outcome(s) of equality impact assessment:

No major change needed Adjust the policy/proposal Adverse impact but continue Stop and remove the policy/proposal

Arrangements for future monitoring of equality impact of this proposal / policy / service:

The Urban Forest Action Plan will be developed from the Urban Forest Strategy and will include Ward Action and Priorities Plans for the Urban Forest.

The Council provides tree works as a responsive service, so obstructions potentially affecting older or disabled people or pushchair users can be prioritised as they occur.

Approved by (manager signature):

Eddie Curry Head of Parks and Open Spaces

Date sent to equality team for publishing:

3,2,2012

6

WEST AREA COMMITTEE 14th March 2012

Title of paper:	Ward Priorities March 2012	
Director(s)/ Corporate Director(s):	Lianne Taylor Director of Neighbourhoods and Communities	Wards affected: ALL - citywide
Report author(s) and contact details:	Katrina Curnow Area Manager Central Locality (0115) 8838467 <u>katrina.curnow@nottinghamcity.gov.uk</u> Dorothy Holmes Area Manager South Locality (0115) 9150378 <u>dorothy.holmes@nottinghamcity.gov.uk</u>	
Other colleagues who have provided input:	Ward Councillors, Neighbourhood Action Officers, Partners, Voluntary and Community Sector, citizens	
Relevant Council Plan Strategic Priority:		
World Class Nottingham		X
Work in Nottingham		X
Safer Nottingham		X
Neighbourhood Nottingham		X
Family Nottingham		X
Healthy Nottingham		X
Leading Nottingham		X
Summary of issues (including benefits to citizens/service users):		
This report informs Area Committee of the ward priorities for 2012/13		
Recommendation(s):		
1	It is recommended Area Committee note the ward priorities as outlined in the Appendices	

1. BACKGROUND

- 1.1 The Neighbourhood Working Boundaries Change, Executive Board report 19th July 2011, outlined the new Locality Management structure and development of Ward Action Plans.
- 1.2 In order to develop the Ward Action Plans, Local Priorities have been identified which reflect the One Nottingham Plan.
- 1.3 Consultation with partners, councillors and citizen's has taken place using a variety of methods. Statistical information, including Indices of Deprivation has been used as the basis of this consultation with the community.
- 1.4 This consultation and statistical information has informed setting the ward priorities, which will be used to formulate the basis of the Ward Action Plans
- 1.5 The Local Priorities will be refreshed during the year to ensure the needs of the community are reflected.

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 To ensure that Councillors, citizens, partners and colleagues are aware of the ward based priorities which inform the Ward Action Plans to monitor via area Committee.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

- 4.1 Mainstream resources will be used to contribute towards the ward based priorities. However Councillors may want to consider making some contributions towards actions as a way of providing match funding.
- 4.2 The expectations in the future are that services start to develop their plans which contribute to ward based priorities. Then Ward Action plans need to reflect the priorities as highlighted within the Nottingham plan.

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

- 5.1 None

6. EQUALITY IMPACT ASSESSMENTS (EIAs)

None

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

None

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 8.1 Neighbourhood Working Boundaries Change, Executive Board report 19th July 2011

Ward: Aspley Ward	
The Nottingham Plan	Aspley Ward Local Priorities
Families Nottingham	<ul style="list-style-type: none"> a) Embed Family Support Strategy via use of Family Support Pathway at a Ward Level <i>(Improve Services and support available for young people and families)</i> b) Work with Partners to improve early intervention with Families inc increasing use of CAF, referral routes into Family Community Team Family Support services and workforce development <i>(Improve quality of life and aspirations for young people)</i> c) Increase awareness and engagement of the impact on children and young people of domestic violence <i>(Behaviours of young people)</i> d) Review approaches to delivering services for Children and young people living within the Aspley Ward <i>(Lack of appropriate provision for young people)</i>
Neighbourhood Nottingham	<ul style="list-style-type: none"> a) Reduce incidents of dog fouling on streets <i>(Target areas to remove dog fouling and promote responsible dog ownership)</i> b) Improve visual appearance of neighbourhoods <i>(i, Improve cleanliness in ward; ii) Tackle grot spots; iii)Overgrown hedges and untidy gardens</i> c) Maintain Aspley Estate at 3* <i>(As rated by tenant service)</i>
Safer Nottingham	<ul style="list-style-type: none"> a) Anti Social Behaviour b) Drugs c) Criminal Damage
Healthier Nottingham	<ul style="list-style-type: none"> a) Reduce rates of Smoking <i>(i, Stop smoking treatments/services; ii) More opportunities to distract smokers; iii) More local support and information to help smokers stop; iv) Information on harmful effects of smoking)</i> b) Increase levels of physical activity <i>(30% feel that their family is already active, and nearly half feel that free / low cost activities would encourage them to be more active. Improved parks and open spaces would also help – selected by 173 respondents)</i> c) Healthy eating <i>(i, Affordable and accessible fresh food; ii) Cook and sessions iii) Access to healthy food</i>
Working Nottingham	<ul style="list-style-type: none"> a) Jobs b) Training

APPENDIX 1

<u>WARD</u>	<u>NOTTINGHAM PLAN THEME</u>	<u>PRIORITY</u>
Leen Valley	Neighbourhood	Reduce antisocial behaviour including dog poo, litter and flytipping
		Improve parking issues especially around schools
		Improve community facilities where people can get together, including the elderly and young people
	Safer	None identified
Family	Working	Improve play, youth and elderly facilities in the area including parks and open spaces
		Provide opportunities to develop skills for work by engaging in volunteering and community activities
Health	Health	Focus on cardiovascular disease, raise awareness of issues and increase opportunities for people to engage in behaviour which reduces their risk factors

<u>WARD</u>	<u>NOTTINGHAM PLAN THEME</u>	<u>PRIORITY</u>
Billborough	Neighbourhood	Reduce the amount of dog fouling through education and enforcement
		Reduction in anti-social behaviour
	Safer	Improve access to youth and play facilities
		Support adult residents with literacy problems
	Family	Support a jobs fair in Bilborough
		Identify work experience opportunities for adults not in employment, education and training
	Working	Reduce the prevalence of smoking by raising awareness and signposting
Reduce the prevalence of domestic violence by raising awareness and signposting		

WEST AREA COMMITTEE 14 MARCH 2012

Title of paper:	AREA CAPITAL RESOURCES 2011/13	
Director(s)/ Corporate Director(s):	LIANNE TAYLOR Neighbourhoods and Communities	Wards affected: ASPLEY, BILBOROUGH AND LEEN VALLEY
Contact Officer(s) and contact details:	Heidi May, Area Manager Tel:- (0115) 9159127 Heidi.may@nottinghamcity.gov.uk	
Other officers who have provided input:	Prairie Bryant	
Relevant Council Plan theme(s):		
Choose Nottingham		X
Respect for Nottingham		X
Transforming Nottingham's Neighbourhoods		X
Supporting Nottingham People		X
Serving Nottingham Better		X
Summary of issues (including benefits to customers/service users):		
The report outlines monies available in relation to the Area Capital Programme for 2011-2013 for the Aspley, Bilborough and Leen Valley Wards & seeks the committee's approval of various capital schemes.		
Recommendation(s):		
1	Approve the schemes listed in appendix 1 and the associated spend from Local Transport Planning (LTP) funds and housing environmental monies.	

1 BACKGROUND

1.1 The Area Capital Programme was established to improve the environment of the neighbourhoods and to create a sense of place for residents in order to improve the quality of life of local people.

Since it was established in 2006 to meet the then corporate priority of "Transforming Neighbourhoods" the Area Capital Fund has included a total programme expenditure portfolio of £40 million. The improvements that have been carried out to date using this programmed have included footpath, fences, visual enhancements to public realm, refurbishment of parks and improvements to public buildings.

Resources are allocated from the Nottingham City Council general fund, the Local Transport Plan (LTP) and from the Housing revenue Account. To achieve a joint approach to environmental improvements in neighbourhoods, a greater degree of flexibility has been established to prioritise and deliver improvements so that there is a synergy in local solutions for local issues across neighbourhoods.

The main contributors to the Area Capital Programme, LTP, public sector housing and the general fund recognise the importance of a co-ordinated approach in delivering transformation of neighbourhoods. The Area Committees have played a vital role in approving priorities that have arisen via a range of consultation and engagement mechanisms.

Evaluation of the programme has demonstrated that environmental improvements

make a considerable contribution to the Council's commitment to the involvement of local people shaping their neighbourhoods.

2 REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The Nottingham LTP 2011-2026 maintains a commitment to deliver local transport improvements across Nottingham's Neighbourhoods and prioritises small scale transport improvements of importance to local communities

As part of the budget process Nottingham City Council approved in March 2011 an LTP capital allocation of £2.5 million citywide between 2011-2013.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Not applicable.

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

- 4.1 Bringing together the various strands which form part of the Area Capital Programme enables the City Council to respond efficiently in delivering on public realm improvements as identified by local people.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

- 5.1 A risk register has been produced which is regularly monitored.

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

- 6.1 Highways Framework Agreement.

7 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 7.1 Executive board report Area Capital Resource Allocations for 2011-2013 on 19th July 2011.

Aspley Area Capital 2011 – 2013 LTP schemes

Road	Type	Estimate	Details
Roker Close	Reconstruct	£33,950	
Lindfield Close	Reconstruct	£20,500	
Limetree Avenue	Surface Treatment		To be completed as funds are available
Broxtowe Lane Additional Parking	Parking scheme	£60,000	Expand Broxtowe Lane parking scheme to include both sides of the road
Snicketts	Parking scheme	£59,000	Create parking from snicketts (locations to be determined) - £11,000 contribution from NCH for total scheme allocation of £70,000
Broxtowe Lane near Coleby Road	Waiting Restrictions	£5,000	Limited waiting bay
Broxtowe Lane near Coleby Road	Pedestrian Crossing	£10,000	Construction of a raised pedestrian crossing

Total LTP schemes

£188,450

Aspley Area Capital 2011 - 2013 Public Realm schemes (from carry over / de-committments)

Location / Scheme	Type	Estimate	Details
Various	Skips	£14,000	
Broxtowe Country Park	Contribution	£35,000	Park Improvements

Total Public Realm schemes

£49,000

Aspley Area Capital 2011 – 2013 De-committments

Location	Type	Amount	Details
Aspley Lane	Parking Scheme	£24,000	2009 – 2011 scheme that was not progressed
Denton Green	Parking Scheme	£10,000	Underspend from 2009 – 2011 scheme

Total De-committed schemes

£34,000

Total 2011-2013 LTP allocation
Balance carried over from 2010-2011

£167,745

De-committed schemes

£36,911

Less LTP schemes

£34,000

Less Public Realm schemes

£188,450

Remaining 2011 – 2013 balance

£49,000

£1,206

Bilborough Area Capital 2011 – 2013 LTP schemes

Location	Type	Estimate	Details
Glenbrook Crescent	Surface Treatment	£28,500	Footpath Surface Treatment
Staverton Road	Crossing improvements	£2,500	
Stirelley Service Road	TRO	£4,500	Junction protection

Total LTP schemes

£35,500

Bilborough Area Capital 2011 – 2013 Public Realm schemes (from carry - over or de-committed funds)

Location	Type	Estimate	Details
Bilborough	Street Furniture (Bins)	£2,600	Install bins on Woolington Close, Cranwell Road and Beechdale Estate
St Levens Walk	Bollard	£400	Replace concrete bollard with drop bollard
St Agnes Close	ASB prevention	£400	Removal of bench and brick wall

Total Public Realm schemes

£3,400

Bilborough Area Capital 2011 – 2013 De-commitments

Location	Type	Amount	Details
Beechdale Road	TRO	£3,000	Underspend from 2009 – 2011 scheme
Trowell Road / Arnccliffe Road Cut-through	Footpath reconstruction	£14,081	Limits of reconstruction reduced resulting in an underspend.
Greystoke Drive / Mayland Close	Parking issues	£10,000	2009 -2011 scheme was not progressed
Wollaton Vale	Underpass Lighting	£2,500	Bulkhead lights to be replaced as part of PFI
Beechdale Road / Harvey Roads	Parking issues	£4,000	There is a new housing development that likely could affect this, and therefore it is not a priority at this point.

Total De-committed schemes

£34,581

Total 2011-2013 LTP allocation
 Balance carried over from 2010-2011
 De-committed schemes
 Less Total LTP schemes
 Less Public Realm schemes
Remaining LTP balance

£145,862
 £0
 £34,581
 £36,500
 £3,400
£140,543

Leen Valley Area Capital 2011 - 2013 LTP schemes

Location	Type	Estimate	Details
Aspley Lane Bobbers Mill Road to Homefield Road	Resurfacing and Landscaping	£43,500	Footpath Resurfacing on Homefield Road side only. Includes re-seeding of verge.
Ring Road / Newland Close jct	Lining	£1,500	Advisory lining at junction of Newland Close, Ring Road and Southworld Drive
Poplar Steps	Feasibility study	£1,000	Study to obtain full cost and feasibility of constructing a ramp.
Trentham Drive	TRO	£5,000	Junction protection at all Trentham Drive junctions
Bristol Street Area	Survey	£1,000	Parking restriction survey to determine resident support levels.
Dorothy Grove Area	TRO	£5,000	Junction protection on Dorothy Grove, Southfield Road, Ainsley Road

Total LTP schemes

£57,000

Total 2011-2013 LTP allocation
Balance carried over from 2010-2011

£80,980

Decommitted funds

£108

Less Total LTP schemes

£0

Remaining LTP balance

£57,000
£24,088

Aspley Housing Environmental Budget

<u>Scheme Name</u>	<u>Scheme Details</u>	<u>HPM Name and Contact</u>	<u>Approved at Area Committee Y/N</u>	<u>Date approved at Area Committee</u>	<u>Agreed Committee spend</u>
67 Deepdene Way	6ft high fencing to the alley way at side & rear of property	Rachael Jones/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£4,685.00
3 Deepdene Way	Provide 6ft metal gate with lock on the alleyway with access to rear of Deepdene Way.	Toni Smithurst/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£1,095.00
8/10 Minver Crescent	Provide gate to alleyway between 8/10	Joanne/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£1,075.00
33/35 Seaton Crescent	Provide gate and fencing to alleyway between 29/31, fencing to be situated along the back of the alleyway that runs in line with Bankwood.	Joanne/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£1,875.00
55/57 Tunstall Crescent	Provide gate to alleyway between 55/57	Joanne/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£1,190.00
84/86 Bidford Road	To provide a metal gate in the archway between both properties	Rachael Jones/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£1,660.00
6 to 12 (Inc) Withern Road	To provide 6 ft fencing to both sides and rear of the alleyway between number 8&10 and continue around to the rear of 6 - 12. Also to provide a 6ft gate and keys for all residents at the front of the alleyway to block access. Please contact me to arrange	Rachael Jones/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	N/K	£6,949.00
Allendale Ave [121-147] and Tilbury Rise [111-137]	Financial contribution to x2 schemes to 'open up' snickets and provide fencing and parking for properties in Aspley Ward. Informed 11 NCH properties in total.	Chris Holloway & Sheryl Fraser as from 16 1 2012/ Sioban Campbell	Y	N/K	£11,000.00
24 and 38 Allendale Avenue	Proposal for side security gates to both properties which are situated at either end of a cul de sac position. Proposal backed by Gill Bainbridge (BELSATRA) as in email from HPM	Beverley Rankin/ Chris Holloway & Sheryl Fraser as from 16 1 2012. Gill Bainbridge to discuss?	Y	N/K	£3,911.50
Deepdene Way / Deepdene Close / Welstead Ave (Bottom End) / Lindbridge / Withern Road / Fenwick / Ainsdale (Bottom), Lindfield	communities taking control' project - extend the successful Harwill Crescent project to other priority streets in need of tidying up	Chris Holloway & Sheryl Fraser as from 16 1 2012/ Sioban Campbell	Y	N/K	£34,650.00
Bodmin Drive & Cambourne Close	Cycle barrier possibly required but no confirmed details provided by Sioban Campbell, Neighbourhood Action Officer; upon which I could get a quote.	Chris Holloway & Sheryl Fraser as from 16 1 2012/ Sioban Campbell			
Total					£68,091

2011-12 Budget Area 3 Aspley £100,350

Billborough Housing Environmental Budget

<u>Scheme Name</u>	<u>Scheme Details</u>	<u>HPM Name and Contact</u>	<u>Approved at Area Committee Y/N</u>	<u>Date approved at Area Committee</u>	<u>Agreed Committee spend</u>
Foxton Gardens	Joint proposal with NCC re-gen to create communal 'buggy parking' for visitors to the complex. (requires ground to be concreted over)	Ian Taylor/ Lisa Richardson HPM Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	16.11.2011	£5,920.70
1-7 Cotswold Road, Strelley & 35-41 Cotswold Road, Strelley	To provide fob entry system to remaining 2 blocks of flats, 1-7 & 35-41	Sara Williams 07932 805682/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	16.11.2011	£17,846.90
19-25 & 33-39 Greaves Close	To provide 8ft security gates at the rear of property	Sara Williams 07932 805682/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	16.11.2011	£3,436.00
Woolington Close	To provide new signage to identify house numbers	Sara Williams 07932 805682/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	16.11.2011	£485.00
Green area outside No7 Kildonana Close	To provide knee high railings which are closed in.	Sara Williams 07932 805682/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	16.11.2011	£5,875.00
Total					£33,564
2011-12 Budget Area 3 Billborough £91,337					

Leen Valley Housing Environmental Budget

<u>Scheme Name</u>	<u>Scheme Details</u>	<u>HPM Name and Contact</u>	<u>Approved at Area Committee Y/N</u>	<u>Date approved at Area Committee</u>	<u>Agreed Committee spend</u>
21-31 Canterbury Road, Southwold	Replace dangerous metal balustrade fencing	Tessa Myerscough / Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	Y	£15,064.00
36-37 Ashwell Gardens	Install Gate between properties / underpass	Bal Rathore/ Chris Holloway & Sheryl Fraser as from 16 1 2012.	Y	Y	£3,430.00
Total					£18,494
2011-12 Budget Area 3 Leen Valley £19,713					

WEST AREA COMMITTEE- 14 MARCH 2012

Title of paper:	West Area Committee Finance Report	
Director(s)/ Corporate Director(s):	Lianne Taylor Director for Neighbourhoods and Communities	Wards affected: Aspley, Bilborough and Leen Valley
Contact Officer(s) and contact details:	<p>Imogeen Denton, North Locality – Area Manager imogeen.denton@nottinghamcity.gov.uk Neighbourhood Management - 0115 8833735</p> <p>Heidi May, North Locality – Area Manager Heidi.may@nottinghamcity.gov.uk Neighbourhood Management - 0115 8833737</p> <p>Katrina Curnow, Central Locality - Area Manager Katrina.curnow@nottinghamcity.gov.uk Neighbourhood Management – 07814 485 496</p> <p>Asif Mohammed, Central Locality - Area Manager Asif.mohammed@nottinghamcity.gov.uk Neighbourhood Management – 07949 273 823</p> <p>Sioban Campbell, Aspley Ward Neighbourhood Action Officer Sioban.campbell@nottinghamcity.gov.uk Neighbourhood Management – 0115 8833738</p>	
Other officers who have provided input:	Tim Clark Finance Analyst Strategic Finance timothy.clark@nottinghamcity.gov.uk	
Relevant Council Plan Strategic Priority:		
World Class Nottingham		
Work in Nottingham		X
Safer Nottingham		X
Neighbourhood Nottingham		X
Family Nottingham		X
Healthy Nottingham		X
Serving Nottingham Better		X
Summary of issues (including benefits to customers/service users):		
<p>This report provides an overview of the financial position of the West Area Committee as at 6th February 2012. The report proposes that the balances from completed and expired schemes are realigned and used to support local priorities identified by Citizens, Councillors, Partners and priorities detailed in key documents such as the Indices of Multiple Deprivation 2010; the Nottingham Plan to 2020 and the 2010 Annual Citizens' Survey.</p>		
Recommendations:		
1	The Area Committee approves the decommissioning of committed schemes as shown in appendix 1	
2	The Committee approves to the proposed reallocation of the carried forward balance and	

the decommitted balance using the indices of multi deprivation formulae (as shown in Appendix 2)

- 44% Aspley Ward
- 39% Bilborough Ward
- 17% Leen Valley Ward

Unspent balances from Ward Councillor allocations are used to form individual ward funding pots for Aspley, Bilborough and Leen Valley wards.

1 BACKGROUND

- 1.1 Financial resources have been allocated to this committee as part of the City Council's Area Committee and Ward Councillor Allocations Strategy.
- 1.2 A number of schemes have been funded by the Area Committee and through ward member allocations.

2 REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The recommendations made strengthen the financial management of the Area Committee and Ward Councillor allocations.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Continuing with the current process; however, this does not allow funds to be diverted to area priorities when schemes are completed or discontinued.

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

- 4.1 Arrangements agreed by the Executive Board for spending in relation to Ward Councillor allocations were reported to this committee at the meeting on 20 July 2011. Spending decisions in relation to Area Committee schemes are delegated to the Area Manager and the Director for Neighbourhoods and Communities as agreed at the meeting of the July committee.
- 4.2 The proposed schemes to be decommitted at Appendix 1 of £111,053 are available to be returned to councillors Area Finance uncommitted budgets.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

- 5.1 The funds allocated to this committee are used to address the diverse needs of the communities of the West Area including tackling crime and disorder through partnership working and reducing inequality. Where appropriate, risks are identified and are managed in accordance with Nottingham City Council's policies and procedures.

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

- 7.1 Nominal Ledgers.

7 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 7.1 Indices of Multiple Deprivation 2010
- 7.2 Nottingham's 2010 annual Citizen's survey
- 7.3 Area Committee minutes of the meeting 20 July 2011.
- 7.4 The Nottingham Plan to 2020
- 7.5 Nottingham City Ward Report 2010

Appendix 1

Area Wide Committee committed schemes 2010/2011 proposed for decommitting	Ward/Area	Balance (£)
West Area Community Chest	Area Wide	8,000.00
Notice Boards	Area Wide	6,000.00
Safer Nottingham Theme - Local Action Group	Area Wide	4,920.00
Safer Nottingham Theme - Ward Action Plan	Area Wide	12,000.00
Safer Nottingham Theme - Week of Action	Area Wide	1,913.00
Children & Young People Theme - Local Action Group	Area Wide	6,000.00
Children & Young People Theme - Ward Action Plan	Area Wide	1,000.00
Working Nottingham Theme - Local Action Group	Area Wide	5,000.00
Working Nottingham Theme - Ward Action Plan	Area Wide	6,000.00
Neighbourhood Nottingham Theme- Local Action Group	Area Wide	6,743.00
Neighbourhood Nottingham Theme - Communications	Area Wide	4,975.00
Neighbourhood Nottingham Theme - Ward Walks	Area Wide	3,000.00
Neighbourhood Nottingham Theme - Community Chest	Area Wide	8,000.00
Neighbourhood Nottingham Theme - Ward Action Plan	Area Wide	8,850.00
Neighbourhood Nottingham Theme - Community Influence	Area Wide	7,000.00
Healthy Nottingham Theme - Local Action Group	Area Wide	6,000.00
Healthy Nottingham Theme - Ward Action Plan	Area Wide	1,000.00
SUB TOTAL		£96,401.00

Ward Committed schemes 2010/2011 proposed for decommitting	Ward/Area	Balance (£)
Police	Bilborough	5,000
Gating Order	Aspley	5,000
Leen Valley Local Action Group publicity	Leen Valley	631
Bilborough Library 50 th Anniversary Celebrations	Bilborough	1,800
Sub Total		12,431.00

Cllr Ward Allocations 2010/2011	Ward/Area	Balance (£)
Cllr Chapman	Aspley	607
Cllr James	Aspley	807
Cllr Unzcur	Aspley	807
Cllr Cresswell	Bilborough	0
Cllr Watson	Bilborough	0
Cllr Wood	Bilborough	0
Cllr Foster	Leen Valley	0
Cllr Long	Leen Valley	0
SUB TOTAL		£2,221.00

TOTAL TO BE DECOMMITTED	£111,053.00
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Appendix 2

Analysis

Uncommitted Balances B/fwd 09/10	86,678
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Uncommitted Balances B/fwd 10/11	200,930
Committed balance 10/11	75,465
Decommitted Funds Proposal 10/11	108,832
Decommitted Aspley Ward Cllrs Fund Proposal 10/11	2,221
Remaining Balance	14,412

Cllr Ward Budget Allocated 11/12	100,000
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Balance Available to Spend	387,608
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% Split of Uncommitted Balance and Decommitted Area Wide Funds

Uncommitted Balances B/fwd 09/10	86,678
Decommitted Funds Proposal 10/11	96,401
TOTAL	183,079

44% Aspley Ward	80,555
39% Bilborough Ward	71,401
17% Leen Valley Ward	31,123
TOTAL	183,079

Proposed reallocation of the carried forward balance and the decommitted balance

Aspley

Aspley Ward Cllrs 11/12	45,000
Decommitted Aspley Ward Cllrs Fund Proposal 10/11	2,221
Provision of Skips	Committed 9,989
Leisure Activities for Aspley Young people	Committed 20,029
Gating Order	Decommitted 5,000
44% of Uncommit/Decomit	80,555
Unspent Remaining Balance	6,341
Aspley Total	169,135

Bilborough

Bilborough Ward Cllrs 11/12	39,000
Bilborough Boxing Club	Committed 33,614
Police	Decommitted 5,000
Bilborough Library 50th Anniversary	Decommitted 1,800
39% of Uncommit/Decomit	71,401
Unspent Remaining Balance	5,621
Bilborough Total	156,436

Leen Valley

Leen Valley Ward Cllrs 11/12	16,000
Robert Shaw	Committed 1,292
Leen Valley Local Action Group publicity	Decommitted 631
17% of Uncommit/Decomit	31,123
Unspent Remaining Balance	2,450
Leen Valley Total	51,496

West Area Incidental	Committed 10,541
Total	10,541

West Area Total

387,608

NAME OF COMMITTEE / BODY - West Area Committee 14th March 2012

Title of paper:	Use of West Area Section 106 money to develop Robert Shaw Playing Field	
Director(s)/ Corporate Director(s):	Lianne Taylor Director Neighbourhoods and Communities Loxley House, Nottingham Tel: 0115 8764713	Wards affected: Leen Valley
Report author(s) and contact details:	Deborah Wilson Leen Valley Neighbourhood Action Officer deborah.wilson@nottinghamcity.gov.uk 07908489093 & Karen Coker Head Teacher at Robert Shaw Primary School 0115 955765 headteacher@robertshaw.nottingham.sch.uk	
Other colleagues who have provided input:	Paul Crawford Landscape Architect Groundwork Greater Nottingham Steve Ross, Finance Analyst 0115 8763738 steve.ross@nottinghamcity.gov.uk	

Relevant Council Plan Strategic Priority:

World Class Nottingham	
Work in Nottingham	
Safer Nottingham	√
Neighbourhood Nottingham	√
Family Nottingham	√
Healthy Nottingham	√
Leading Nottingham	

Summary of issues (including benefits to citizens/service users):

This report requests the use of £42,000 of section 106 money to develop cricket and football facilities on the Robert Shaw Field on Southfield Road.

People on the Ainsley Estate do not have access to an open space upon which they can play football and cricket. However young people in the area are passionate about playing these sports. They have broken into the school grounds to do this and have been seen playing the games on traffic islands.

The school owns a field in the estate and to enable people to access a green space it has opened it to the community in non school hours for the past 2 years. The school has a strong track record of extending its facilities to the Community. The School and its Governors have made a written pledge to continue this arrangement (see appendix).

The nearest park (Melbourne) is 1.5 kilometres away. It does not have a cricket pitch and access to it requires crossing the ring road. Developing a cricket and football pitch on the Robert Shaw field represents the only realistic opportunity to enable young people to have

access to sports facilities in an estate that is extremely isolated and has little else in the way of community facilities.

Recommendation(s):

1	That £42,000 of West Area Section 106 money be allocated to develop a cricket and football facility on the Robert Shaw Playing Field.
2	That the decision whether or not to allocate the money is made by the end of March in order to enable cost efficiencies to be made through the procurement process to deliver the work.
3	To amend the Capital Programme to reflect the expenditure detailed.
4	To give delegated authority to the Director of Neighbourhood Services to authorise the capital orders relating to this project.

1. BACKGROUND

- 1.1 The estate itself is in an isolated position bounded by the ring road and railway track and there are no facilities on the estate other than one shop and a primary school.
- 1.2 The local Residents Association Ainsley Area Residents Association (AARA) has been campaigning for football and cricket facilities for many years. The development of Robert Shaw Field is a partnership project between the school and the Residents Association which enhances the community ownership and sustainability of the project. The School Council is keen to be actively involved in the management and delivery of the project.
- 1.3 This Section 106 money has been made available from the development at 469 Nuthall Road (07/00736/PFUL3).

2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 There is a clear and demonstrated need for a resource of this kind and this has been highlighted by local young people's behaviour in breaking into the school to use their facilities and playing the sports on traffic islands. Different proposals have been consulted on by the school and Residents group and the key theme that continues to present itself is the need for football and cricket facilities.
- 2.2 The dual use of school premises represents efficient use of facilities in keeping with the extended schools agenda.
- 2.3 The proposal to use section 106 money to develop cricket and football facilities on the field complements a recently successful Biffa bid of £50k which aims to develop a naturalised area to increase biodiversity. If successful, the proposal will enable cost effective use of funding because a single contractor can be appointed to carry out both aspects of the development simultaneously.
- 2.4 Anti-social behaviour has been at worrying levels on the estate. Different stakeholders (including the Neighbourhood Policing Team), believe that bringing football and cricket facilities to the area, together with coaches and mentors for young people, will help to reduce crime and antisocial behaviour.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 The inclusion of a multi-use games area (MUGA) was consulted on. Whilst many thought this would be a nice addition, the enduring need and consistent request has been for cricket and football facilities. The inclusion of a MUGA is not feasible at this time, given the amount of money that is available, although Groundwork Greater Nottingham are currently investigating other funding opportunities for the MUGA.
- 3.2 Encouraging the use of other parks, by involving youth workers and taking young people on mini-bus trips to use other parks has been considered. However the sheer distance of other parks, being 1.5 kilometres (Melbourne), and 2.5 kilometres (King George V), together with the safety implications of crossing the ring road and

the railway means this is an unrealistic and undesirable option. There is also no specific youth workers or sessional work being delivered in this area.

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

- 4.1 The attached table indicates the cost of the facility and what the money will be spent on. The procurement for the work will be achieved under a single stage tender.
- 4.2 There are monies available in West Area Section 106 grants to fund this scheme.
- 4.3 The section 106 monies are for the provision, enhancement or improvement of public open spaces within vicinity of West Area and can only be used if the public have access to the scheme.
- 4.4 If this report is approved a Portfolio Holder Decision report would need to approve the scheme and include in the capital programme.
- 4.5 The ongoing revenue maintenance costs will be the responsibility of the school.
- 4.6 The intention is to give the funding to the Robert Shaw School in order for them to procure both this scheme and the naturalised area to increase biodiversity scheme, thereby achieving economies through employing only one contractor.

4 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

- 5.1 The site has been vandalised in the past; the plants we put in with local residents were pulled up and removed. However there is no equipment being put on the park, so vandalism risks are much reduced.
- 4.2 A budget of £1000 has been allocated by the school to keep the facility maintained. Maintenance of the new facility will be of the same kind i.e. mowing and trimming, so it is felt this amount is adequate.
- 4.3 The use of the field by the community is entirely dependent on the goodwill of the school. However they are committed to keep it open to the community and have done this for 2 years. A letter pledging this support has been provided by the Governors, and remaining open to the community is a condition of the Biffa grant that has recently been successful.
- 4.4 The school are aware of the Health and Safety Implications and their liability in respect of third party claims. The field is insured against this during school hours by the school insurance and outside school hours by the Community Group's insurance. The taking out of this insurance by the AARA is further evidence of its commitment to the project.
- 4.5 The school Caretaker inspects the site daily and any health and safety issues that arise as a result of the inspection are acted upon e.g. the field was recently shut whilst a repair to the perimeter fence was carried out to prevent access to the railway line.

- 4.6 The Neighbourhood policing team are keen for this initiative to go ahead; it is felt that it will help to reduce crime and anti-social behaviour in the area.

6. **EQUALITY IMPACT ASSESSMENTS (EIAs)**

- 6.1 An equality impact assessment has not been carried out, however the site will be fully accessible and compliant with DDA regulations. The surrounding community is ethnically diverse and Asian boys are amongst the keenest of the school pupils who want to play cricket.
- 6.2 It is anticipated that playing football and cricket together will be a cohesive force and coaches and mentors will work to achieve this. People from this area are amongst the more socially deprived residents in Leen Valley as indicated by the Indices of Multiple Deprivation 2010.

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

- 7.1 Costing Estimate
- 7.2 Letter pledging support from School Governors

8. **PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

None

Appendix to West Area Committee Report requesting use of Section 106 money for Robert Shaw Field

Lack of access to facilities

The many benefits of physical activity and team sports are well documented. This is true not just for the individual who takes part, but also for families and the wider community. Playing team sports has a positive impact on crime and antisocial behaviour, health, team spirit, co-operation and cohesion in communities.

People on the Ainsley estate do not have access to local facilities that enable them to play football and cricket, but they demonstrate a passionate desire to do this. Many times they have broken into the local school grounds to use their pitches and have even been seen playing the games on nearby traffic islands. The school had over 30 windows broken over a summer holiday prior to the field being opened and 3 burglaries in one week. The nearest park with sufficient space to play such sports (Melbourne) is 1.5 kilometres and even there, there are no cricket facilities. Apart from sheer distance to the park, the estate is isolated and cut off by boundaries which include the ring road, the railway, and a restriction of routes to motor vehicles, making treks to other parks risky and unrealistic.

School Commitment

To enable citizens to have access to open space the school has opened a field it owns, a short distance from the school, for community use outside school hours. The school continues to use it during school hours, thus the field enjoys a dual use, making good use of facilities in keeping with the 'Extended Schools' agenda. The school have done this for the past 2 years and have been providing a maintenance budget for the field which they are happy to continue to do.

The school is committed to its role as the heartbeat of the community. The Board of Governors and the Head Teacher have written a letter pledging support for the continued community use of the field (see below). As well as opening the field, it encourages community groups to use its premises, e.g. a voluntary youth group has been meeting there because there is dedicated youth provision in the area. The initiative to develop the field is a joint partnership project, between the school and Ainsley Area Residents Association (AARA), with support from Groundwork, Neighbourhood Management and Ward Councillors.

Involvement of the Residents' Association

The AARA have been campaigning for cricket and football facilities in the area for many years and their involvement as a major partner will help to ensure community ownership and sustainability of the facilities on the field. The children at the school, the School Council and the members of the AARA have been actively involved in the project e.g. helping to clear weeds and plant shrubs and distribute and administer the consultation.

Groundwork has supported the project to obtain £50,000 of BIFFA funding to enable the development of a naturalised habitat, which will attract a diverse range of wildlife species to facilitate environmental education and appreciation. The project was planned and consulted on from the start to include aspects such as, sports facilities and a bio-diverse natural area, so both sets of use will complement one another. It would represent a much greater cost efficiency to tender for both aspects of the development at the same time and appoint a single contractor to carry out the work as a whole, so an early decision on this request for funding is paramount.

Antisocial Behaviour

Anti social behaviour has been raised as a priority by residents on the estate. The Neighbourhood Policing team also see it as a fundamental issue in the area. Knives have been confiscated from children in the subway; a young person who attends the Local Action Group (LAG) has described the traumatic experience of being mugged in the area and the local shop keeper has reported groups of young people hanging around the shop, allegedly intimidating passers by. The Beat Team has been proactively engaging with the young people in the area and have been carrying out high visibility patrols. Having spoken to a range of 12 to 20 year olds in the area they have clearly expressed that their reasons for constantly hanging around on streets is because there is nothing in the area to do; there is no youth club or facilities to do anything. The Police report "This is a clear frustration for both residents and Police as we cannot encourage them into activities without the relevant facilities available to them."

A local sports coach works has developed strong relationships with young people in the area. He is well respected, and he, and the young people, have attended the LAG to make a plea for local cricket and football facilities. As well as providing diversionary activities, sports facilities will bring mentors and coaches for young people to help them use their energies in a positive way.

Its value to the Community

There is also a semi-professional cricket team who has expressed an interest in using the facilities once they are developed and it is expected that their presence will have a positive influence, generating interest and enthusiasm in the sport; hopefully attracting local spectators and generating community spirit.

The strong support for cricket and football facilities from several different parties lends weight to the need to enable this to happen. In comparison with the rest of Leen Valley, Ainsley represents an area where its citizens score higher on indices of multiple deprivation, for example it is one of the few areas in Leen Valley that has social housing. Cut off by the railway, the ring road and closed off routes to traffic, Ainsley Estate is also physically isolated and lacking in general facilities. Apart from one shop, the school and the field are the only community resources on Ainsley Estate.

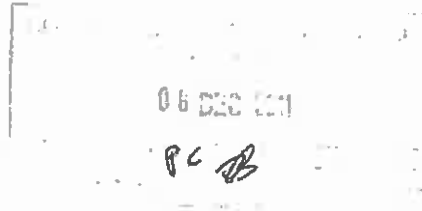
The Robert Shaw field represents the only realistic opportunity to enable young people to have access to play and youth facilities, in an estate that is extremely isolated, and it is clear that their development would be much appreciated.



Head Teacher Mrs K Coker BA (hons) QTS NPQH
Robert Shaw Primary School
Southfield Road, Western Boulevard,
NOTTINGHAM, NG8 3PL

E mail: admin@robertshaw.nottingham.sch.uk
Tel: 0115 915 5765
Fax: 0115 915 5768

Reference: Robert Shaw Playing Field



Dear Paul

On behalf of Robert Shaw Governing body, I would very much like to thank you for all the hard work you are doing to the Robert Shaw playing field.

On behalf of the school I can confirm the commitment of the school as follows;

- The playing field will retain free open community access to the playing field 3:30pm to 8:30 am the following days Monday to Friday and 24 hours Saturday and Sunday.
- There will be no booking system to use the playing field or play facilities within it. The facility will be an open facility for all to enjoy.
- The Governors are fully committed to the success of the playing field development and will maintain community access to the facility for future years.

We, as Governors, along with the school and local residents would really like the field to become a good place for all on the Ainsley Estate to visit and enjoy its facilities.

Yours sincerely

Doug Sutton, Chair of Governors
Karen Coker, Head Teacher



Robert Shaw is a
Good School
Ofsted 2008



INVESTORS IN PEOPLE

Robertshaw Playing Field

Cost Estimate v2 Feb 2012



Prog	Item Description	Bills	Subg	MCC Parks / School Contribution	Total
	Item	£	£	£	£
	Prelims and contingency A1	£ 4,200.00	£ 4,000.00		£ 8,200.00
	Groundwork construction A2 Earth works to Multi user games area. Reutilize material on site for habitat improvement work.	£ 1,500.00	£ 4,000.00		£ 5,500.00
	Soft Landscaping A3 Habitat planting to enhance wildlife diversity.	£ 1,000.00	£ -		£ 1,000.00
	Habitat Creation A4 Introduce elements to improve habitat diversity. Bird boxes, habitat stacks, boggy area.	£ 5,000.00	£ -		£ 5,000.00
	Pathways A5 Creation of pathways providing access and linking the habitats for school curriculum activities.	£ 9,000.00	£ -		£ 9,000.00
	Play equipment A6 Construction of natural play equipment and features.	£ 10,150.00	£ -		£ 10,150.00
	Soft Landscaping A7 Provide and lay grass safety mats to natural play elements.	£ 3,700.00	£ -		£ 3,700.00
	Football and cricket Field and Pitch A10 Regrade and prepare and install drainage. Turf area for football and cricket pitch. Including boundary, line marking and cricket surface.	£ 3,300.00	£ 25,000.00		£ 28,300.00

Football and Cricket A11	Goals and Net frame	£ -	£ 4,800.00	£ 4,800.00
Maintenance A12	Five year maintenance program and repairs budget.	£ -	£ 5,000.00	£ 5,000.00
Third Party Contribution A13	Payable to Biffa Ward	£ -	£ 4,200.00	£ 4,200.00
Rpiti inspection A14	Health and safety design review and post installation inspection.	£ -	£ 900.00	£ -
Professional Fees A15	Design, contract procurement and management.	£ 4,150.00	£ 4,200.00	£ 8,350.00
All prices exclude VAT		£ 42,000.00	£ 42,000.00	£ 10,100.00
Funding Strategy				
Biffa: Ward S106		£ 42,000.00		
Councillors contribution		£ 42,000.00		
School Maintenance Contribution		£ 5,100.00		
		£ 5,000.00		
	Total			£ 94,100.00
	= Secured income			
	= Secured income			
	= Proposed			

Cost estimate and finding breakdown prepared by:

GROUNDWORK GREATER NOTTINGHAM

Radford

Nottingham

NG7 3GX

Tel: 01159 788212

Contact: Paul Crawford



WEST AREA COMMITTEE – 14 March 2012

Title of paper:	Nominations for Area Committee Community Representatives	
Director(s)/ Corporate Director(s):	Lianne Taylor Director for Neighbourhoods and Communities Tel: 0115 8764713 lianne.taylor@nottinghamcity.gov.uk	Wards affected: Aspley, Bilborough and Leen Valley
Contact Officer(s) and contact details:	Imogeen Denton Area Manager Tel: 0115 9153232 imogeen.denton@nottinghamcity.gov.uk	
Other officers who have provided input:		
Relevant Council Plan Strategic Priority:		
World Class Nottingham		
Work in Nottingham		
Safer Nottingham		
Neighbourhood Nottingham		X
Family Nottingham		
Healthy Nottingham		
Serving Nottingham Better		X
Summary of issues (including benefits to customers/service users):		
This report informs the Area Committee of the nominations received from different organisations for a member of their group to be selected to hold the position of Community Representative for the West Area Committee.		
Recommendations:		
1	That the Area Committee approves the appointment of the nominees listed in appendix 1 to this committee as formal Community Representatives for the remainder of the 2011/2012 municipal year, with the intention that they are reappointed for the 2012/2013 municipal year at the Committee's meeting in May/June 2012.	

1 BACKGROUND

- 1.1 The role of Community Representatives on the Area Committee is designed to bring local people into the democratic decision-making process alongside Councillors.
- 1.2 Each year the Area Committee should invite nominations from relevant groups and organisations, and appoint up to ten representatives from the area plus up to three further representatives selected from city-wide groups. Nominations are attracted from groups active in the area, and there is a need to ensure the Committee reflects the views of all sectors of its Community.

2 REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

The involvement of Community Representatives in the work of the Area Committee will help to improve local services by ensuring that there is communication between local people, Councillors and various service providers. It will help to make sure that the views of our citizens are fairly represented when discussions take place regarding the impact of policies and service provision on our neighbourhoods, in accordance with the City Council's policies relating to equality and fairness.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

None.

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY)

The proposals contained in this report will not incur additional cost to the Area Committee.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS, CRIME AND DISORDER ACT IMPLICATIONS AND EQUALITY AND DIVERSITY IMPLICATIONS)

None.

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

None.

7 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

Area Committee Community Representatives; West Area Committee – 14 September 2011.

Appendix 1

Community Representative Nominees

	<u>Nominee</u>	<u>Organisation</u>
1	VIC PLANT	Neighbourhood watch association APPROVED NOVEMBER 2011
2	TRACEY GRIFFITHS	Cinderhill Community Association APPROVED NOVEMBER 2011
3	NATASHA SILVERS	Aspley Community and Training Centre APPROVED NOVEMBER 2011
4	JENNI SMITH	Aspley and Bells Lane Community Centre APPROVED NOVEMBER 2011
5	PAT WHITTON	Broxtowe Partnership Trust APPROVED NOVEMBER 2011
6	JOHN HOSE	St Martin's association of Residents and Tenants SMART APPROVED NOVEMBER 2011
7	GILL BAINBRIDGE JAN 2012	Bells Lane and Aspley Tenants and Residents APPROVED JANUARY 2012
8	WAYNE GRANTHAM	Birchover Community Association APPROVED JANUARY 2012
9	JOHN DAY	St Martins Church APPROVED JANUARY 2012
10	BRYAN MANN	Beechdale Community Centre APPROVED JANUARY 2012
11	CHRISTINE WILLITTS	Tartanier's Group APPROVED JANUARY 2012
12	WENDY SMITH	City of Nottingham Governors' Association

Appendix 2

THE TERMS OF REFERENCE FOR THE ROLE OF AREA COMMITTEE COMMUNITY REPRESENTATIVES

A Community Representative needs to be actively, effectively and consistently engaged in, and with, the local community, and should work in partnership with the Area Committee, Councillors, public and voluntary services and other Community Representatives.

Primary Purpose of the role:

- To help improve services provided by the local authority and other public and voluntary services. This will be achieved by helping the Committee to monitor and evaluate services and suggest improvements if they consistently fail to meet the standards set;
- To improve communication between local people, Councillors and service providers;
- To help the Committee with the allocation of its budget and with the forward planning of services;
- To provide a consultative role on the local impact of policies and service provision and the needs of local people;
- To fairly represent the views of local community organisations and local people across all sections of the community in accordance with the City Council's Equality Policy.

Role Requirements:

- Appointed representatives must be resident in one of the wards served by the Area Committee.
- To fairly and without bias, represent the views of their local community group and others who live or work within the group's area of concern.
- To regularly attend, and actively participate at Area Committee meetings.
- To be available to attend and participate in thematic area working groups and other initiatives as necessary.
- To work jointly with other community group representatives, organisations, agencies, local authority departments and councillors to help enhance the quality of life for people living and working in the area.
- With the assistance of the City Council's Neighbourhood Management Team, provide comment as necessary, to help champion and support suitable community projects and initiatives - to funding bodies and departments on behalf of local community organisations.
- Help develop projects and initiatives that will promote the priorities of local community and ward action plans.
- To participate in tours and inspections of the area (organised by the Committee) as required.
- To help bring together the knowledge, skills and enthusiasm of the local community.
- Be respectful of the views of others and act as a model citizen for others to look up to.

Every member of the Area Committee has a part to play in working towards acting as one organisation with the aim of promoting the social, economical, natural and built environment of the area.

The Selection of Community Representatives

Introduction

Area Committees were introduced with the aim of encouraging greater participation by local people in decision-making and improving service delivery.

The terms of reference for Area Committees gives them important responsibilities which impact on the involvement of Area Committee Community Representatives. This document outlines these terms of reference and sets out the criteria for the selection of Community Representatives and the process for their selection. The Area Committee generally meets bi-monthly although meetings may be called at other times if the need arises.

The Criteria and Process for Selection of Area Committee Community Representatives

An Area Committee Community Representative must be a member of an active community group that currently operates in the area.

Organisations that wish to be appointed to an Area Committee must be properly constituted (i.e. have a constitution/terms of reference, have regular meetings, and operate an Equal Opportunities Policy) and actively engage in working with and for the community.

Community Group Representatives should live in the area in question and agree to abide by the criteria set out in the document "The Role of an Area Committee Community Representative". Those representing citywide organisations are not required to meet the area residency test.

The community group that nominates a representative to the Area Committee should have a defined area in which they operate, a purpose and established networks and appropriate processes for passing information between the Committee and the population that they represent.

Representatives will be selected and appointed each civic year in May and will have the opportunity to remain as representatives for successive years without having to seek re-nomination subject to confirmation that they meet the criteria set out in the document "The Role of an Area Committee Community Representative".

One nomination per group will be accepted for a Committee at any given time. Any person from that group may attend a Committee meeting as a temporary substitute for the appointed representative providing they meet the above requirements.

Any member of the public or member(s) of a group may attend the Committee meeting as an observer but will not have a right to speak at the Committee.

Committee Working

This part explains the role of persons at the Committee.

The Chairman of the Committee controls the meeting and will be supported by other Committee Members, the Neighbourhood Manager, the Committee Administrator and appointed Community Representatives or their substitutes. Only City Councillors and appointed Community Representatives or their substitutes may vote at the Committee but only councillors may vote on financial items.

Other persons at the meeting will normally include City Council officers who have reports before the Committee and invited guests or members of the public. Persons who have a right to speak at the Committee by invitation of the Chairman include other Councillors, appointed Community Representatives or their substitutes, the Neighbourhood Manager, the Committee Administrator and officers of the City Council who have a report on the agenda before the Committee. The public do not normally have a right to speak at the Committee but may be invited to speak by the Chairman.

Area Committee Community Representatives

1. Community Representatives are entitled to speak on any item on the agenda or any matter put forward by the Group they represent at the Committee Chairman's invitation.
2. Normally the Area Committee agenda will contain an item for Community Representatives to highlight issues affecting the community their organisation represents.
3. Community Representatives will be entitled to claim reasonable expenses for travelling and care costs related to attending Committee meetings subject to making receipts available.
4. Community Representatives may submit items for inclusion on the Area Committee agenda and should do so through the Neighbourhood Management Team at least two weeks before the meeting, or at the meeting with the agreement of the Chairman.
5. Community Representatives will be offered City Council training and development relevant to their role and responsibilities in relation to Area Committee and Community Representative working.
6. By prior agreement with the Committee Chairman, Community Representatives may make formal presentations to the Committee on community projects or initiatives relevant to the Area that their Group is sponsoring.
7. If a Representative is deemed to persistently not abide with the role of an Area Committee Community Representative or with the Corporate Policies of Nottingham City Council, or they leave the organisation that nominated them or the nominating organisation ceases to operate, s/he will be required to resign their position as Community Representative on the Area Committee. If the Group is still active it may nominate another Representative from its membership to the Committee.
8. Councillors may choose to invite representatives from other organisations outside their geographical area in order to widen participation from under-represented groups.
9. Councillors will allocate a budget for the reimbursement of expenses incurred by Community Representatives in attending Committee-related business. Reimbursements are administered by the Neighbourhood Management Team.
10. Community Representatives may by prior appointment meet with the Neighbourhood Manager prior to a Committee meeting to discuss the agenda or other items of concern.
11. Whilst the Council has an expectation that a Community Representative will regularly attend Committee meetings, it equally recognises that representatives may have to miss occasional meetings and will allow for a nominated proxy from the nominating Group to cover periods of absence.
12. Community Representatives must carry out their role with respect and tolerance of the views of others expressed at the Area Committee. If the Community Representative is found to bring the Area Committee or the Community

Representative role into disrepute, s/he may be removed from membership of the Area Committee.

The Recruitment and Selection Process

- Each year Councillors must determine the number of Community Representatives that they wish to represent the community on the Area Committee. This may be based on a set number of places per ward or according to specific priorities or issues in the area. Representation should take account of the diversity of the population resident in the area. Where under-representation exists, city wide groups may be approached for representation on the Committee.
- Each year the Neighbourhood Management team will issue nomination forms to known community organisations operating in the area, inviting them to nominate a representative from their organisation to be an Area Committee Community Representative.
- Neighbourhood Managers will assess completed nomination forms to ensure that the selection criteria is met and will produce a report for area committee detailing nominations received.
- Councillors will decide which of the nominations should be selected for community group representation at area committee meetings, taking into account the population make up of the area or specific issues/priorities in the area.
- Newly appointed Community Representatives will be invited to participate in Induction training as well as occasional area tours/ward walks.
- A review will take place each civic year (by Councillors – advised by officers) to determine what groups are the most appropriate to be represented on the Area Committee
- Where Community Representative nominations are not accepted, a letter explaining why will be signed by the Chair and sent to the nominating organisation, together with details of other opportunities for getting involved in area working.

