

# MINUTES OF THE MEETING OF THE CITY COUNCIL

held at the Council House, Nottingham,

on Monday 12 May 2008 at 2.00 pm

## ATTENDANCES

✓ M Munir	Lord Mayor
✓ Councillor Ahmed	✓ Councillor Jones
✓ Councillor Akhtar	✓ Councillor A Khan
✓ Councillor Arnold	✓ Councillor G Khan
✓ Councillor Aslam	✓ Councillor Klein
✓ Councillor Benson	✓ Councillor Lee
✓ Councillor Bryan	✓ Councillor Liversidge
✓ Councillor Bull	✓ Councillor Long
✓ Councillor Campbell	✓ Councillor MacLennan
✓ Councillor Chapman	✓ Councillor Malcolm
✓ Councillor Clark	✓ Councillor Marshall
✓ Councillor Clarke-Smith	✓ Councillor Mellen
✓ Councillor Collins	Councillor Mir
✓ Councillor Cowan	✓ Councillor Munir
✓ Councillor Cresswell	✓ Councillor Newton
✓ Councillor Culley	✓ Councillor Oldham
✓ Councillor Davie	✓ Councillor Packer
✓ Councillor Dewinton	✓ Councillor Parbutt
✓ Councillor Edwards	✓ Councillor Price
✓ Councillor Foster	✓ Councillor Smith
✓ Councillor Gibson	✓ Councillor Spencer
✓ Councillor Griggs	✓ Councillor Sutton
✓ Councillor Grocock	✓ Councillor Trimble
✓ Councillor Hartshorne	✓ Councillor Unczur
✓ Councillor Heppell	✓ Councillor Urquhart
✓ Councillor Ibrahim	Councillor Watson
✓ Councillor James	✓ Councillor Wildgust
✓ Councillor Johnson	✓ Councillor Williams
	✓ Councillor Wood

## **1 DECLARATIONS OF INTERESTS**

In respect of agenda item 13, the proposed City of Nottingham Workplace Parking Levy Scheme, the following members declared interests:-

Councillors Clark, Foster and Urquhart declared personal interests as City Council appointed members of the NET Partnership, which did not preclude them from speaking or voting on this item.

Councillor Parbutt declared a personal interest as a city council appointed director of Nottingham City Transport Limited and as a budget holder for an organisation that might be paying the future levy.

## **2 ELECTION OF THE LORD MAYOR**

**RESOLVED on the motion of Councillor Mellen, seconded by Councillor Williams:-**

**that Councillor Gul Nawaz Khan be elected Lord Mayor of the City of Nottingham.**

The Council then elected Councillor Khan to be Lord Mayor of the City of Nottingham until the next annual meeting of the City Council.

The Lord Mayor, Councillor G Khan in the Chair.

## **3 APPOINTMENT OF DEPUTY LORD MAYOR**

**RESOLVED on the motion of Councillor Chapman, seconded by Councillor Arnold:-**

**that Councillor Rob Lee be appointed Deputy Lord Mayor of the City of Nottingham.**

The Council then appointed Councillor Lee to be Deputy Lord Mayor of the City of Nottingham until the next annual meeting of the City Council.

#### **4 APPOINTMENT OF SHERIFF**

**RESOLVED** on the motion of Councillor Collins, seconded by Councillor Unczur:-

**that Councillor Brian Grocock be appointed Sheriff of the City of Nottingham.**

The Council then appointed Councillor Grocock to be Sheriff of the City of Nottingham until the next annual meeting of the City Council.

#### **5 APPOINTMENT OF LORD MAYOR'S CHAPLAIN**

The appointment by the Lord Mayor of Mufti Mohammad Ismail as his personal Imam, to work in conjunction with a multi-faith chaplaincy team, was notified to the City Council.

#### **6 MINUTES**

**RESOLVED** that the minutes of the meeting held on 3 March 2008, be confirmed and signed by the Lord Mayor.

#### **7 OFFICIAL COMMUNICATIONS**

The Chief Executive reported the following communications:-

##### Old Market Square – Awards

The Old Market Square had won three awards at the prestigious Civic Trust Awards. It was recognised in the category for Hard Landscaping, earned a Special Regeneration Award and won an award for Outstanding Contribution to the Public Realm.

## Emergency Home Care Teams

The emergency home care team won a regional health and social care award last month in the category of improving access. The team were recognised for several reasons, but were particularly commended for their partnership approach, both with local GP and nursing services and Nottingham University Hospital.

## Beacon Scheme Awards

Three teams from across the Council made it through to the final stage of the latest round of the Beacon Scheme, which aimed to identify and promote excellence and innovation among Councils. The Improving Accessibility Team, a joint bid with the County Council, were awarded Beacon Status and the Health Inequalities and Better Brighter Futures teams were also short-listed.

Everyone involved with the awards were congratulated on their hard work and thanked for showcasing Nottingham City Council as a leader in a wide variety of fields.

The Chief Executive also reported with regret the recent deaths of Former Councillor and Honorary Alderman Joan Case and Senior Aircraftman Gary Thompson.

## Former Councillor and Honorary Alderman Joan Case

Former Councillor and Honorary Alderman Joan Case Council passed away on 26 March 2008, aged 89 years. She was first elected to the City Council in 1949 and appointed a Justice of the Peace for Nottingham in 1958. She was appointed Honorary Alderman of the City in 1962 and became the City's first female Lord Mayor in 1968. Honorary Alderman Case was survived by her two daughters and one son.

## Senior Aircraftman Gary Thompson

Senior Aircraftman Gary Thompson of the Royal Auxiliary Air Force Regiment died on 13 April 2008. Senior Aircraftman Thompson joined the RAF in 1973 but left four years later to pursue a career in business. He subsequently joined No. 504 Squadron of the Royal Auxiliary Air Force after successful completion of his Basic Gunner course in May 2006 when he was given the badge of a RAF Regiment Gunner. Gary was deployed to Kandahar Air Field with 3 Squadron, RAF regiment on 22 February 2008.

He said 'I have five daughters, three of whom are at university. I want women in Afghanistan to be given the same opportunities that my daughters have had. It means I can say I played my part in trying to make that happen'.

In civilian life, Gary was Managing Director of Sherwood Ducting Ltd in Nottingham. He is survived by his wife and daughters who reside in Sherwood Vale.

The Council stood in silence in tribute to their memories.

## **8 EXECUTIVE GOVERNANCE ARRANGEMENTS**

The report of Councillor Collins (as set out on page 13 of the agenda) was submitted.

**RESOLVED on the motion of Councillor Collins, seconded by Councillor Chapman that:-**

- (1) the implications of Part 3 of the Local Government and Public Involvement in Health Act 2007 be noted;**
- (2) with effect from 20 May 2008, the executive arrangements delegated by full Council under current governance arrangements be withdrawn, and the Constitution be amended accordingly.**

## **9 AMENDMENTS TO THE CONSTITUTION**

The report of Councillor Collins and Councillor Wood (as set out on page 18 of the agenda) together with an addendum was submitted.

**RESOLVED on the motion of Councillor Collins, seconded by Councillor Wood that:-**

- (1) the proposed changes to overview and scrutiny structures, procedures and revised protocol, as set out in section 4, be approved;**
- (2) the following arrangements for establishing a Joint East Midlands Health Scrutiny Committee, as set out in section 5, be approved:-**
  - (i) that on behalf of the City Council, the Health and Adult Social Care Select Committee be authorised to approve the Protocol which will govern the operation of the Joint Committee, prior to its submission to the Joint Committee for adoption; and**
  - (ii) that two City Council members for the Joint Committee be drawn from the membership of the Health and Adult Social Care Select Committee;**
- (3) the establishment of an Audit Committee to replace the Accounts Committee, as set out in section 6, be approved;**
- (4) the establishment of a City Centre Area Committee to replace the City Centre Working Group, as set out in section 7, be approved;**

- (5) the revised Protocol to govern the operation of the Joint Planning and Transportation Committee, as set out in section 8, be adopted;
- (6) the amendments to the terms of reference for the Appointments and Conditions of Service Committee, the Officer Employment Procedure Rules and the general Human Resources delegations, as set out in section 9, be approved;
- (7) responsibility for approving a draft Local Area Agreement, as set out in section 10, be delegated to the Executive Board;
- (8) the removal of the Youth Justice Plan and Best Value Performance Plan from the Policy Framework, as set out in section 11, be approved;
- (9) the anomaly that exists in the definition of a key decision contained in the Core Constitution, details of which are set out in section 12, be corrected.

10 **APPOINTMENTS AND FIRST MEETINGS OF BOARDS, COMMITTEES AND JOINT BODIES ETC 2008/09**

The report of Councillor Collins (as set out on page 30 of the agenda) together with an addendum was submitted.

**RESOLVED** on the motion of Councillor Collins, seconded by Councillor Chapman that:-

- (1) the terms of reference and first meeting date of the Executive Board be agreed;
- (2) the membership be agreed and revised portfolio arrangements of the Executive Board be noted;

- (3) the membership, chairing arrangements, terms of reference and first meeting dates of other Council bodies be agreed;**
- (4) the City Council membership of joint bodies be agreed and the dates of first meetings and terms of reference be noted;**
- (5) substitutes, where applicable, be agreed.**

**11 ALCOHOL CONSUMPTION IN DESIGNATED PLACES ORDER - SNEINTON, FOREST AND MAPPERLEY AREAS**

The report of Councillor Campbell (as set out on page 72 of the agenda) was submitted.

**RESOLVED unanimously on the motion of Councillor Campbell, seconded by Councillor Dewinton that:-**

- (1) the representations received as a result of the consultation at Appendix 1 to the report be noted;**
- (2) the making of the Order in relation to the areas shown on the plans at Appendix 2 to the report be approved;**
- (3) the Corporate Director of Community and Culture be authorised to carry out all necessary steps for the implementation and publicising of the Order;**
- (4) the Corporate Director of Community and Culture review the effect of the Order after six months, in particular any consequent migration to adjoining areas of disorder arising from street drinking, with a view to considering whether any further Designated Public Places Orders (DPPOs) were necessary.**



**12 NOTTINGHAM LOCAL PLAN NOVEMBER 2005 - SAVED POLICIES**

The report of Councillor Clark (as set out on page 82 of the agenda) was submitted.

**RESOLVED** unanimously on the motion of Councillor Clark, seconded by Councillor James that the schedule of policies detailed in Appendix 2 to the report be submitted to the Government Office for the East Midlands as the City Council's recommended approach to saving policies of the Nottingham Local Plan.

**13 PROPOSED CITY OF NOTTINGHAM WORKPLACE PARKING LEVY (WPL) SCHEME**

The report of Councillor Urquhart (as set out on page 87 of the agenda) was submitted.

**RESOLVED** on the motion of Councillor Urquhart, seconded by Councillor Parbutt that:-

- (1) Council agrees that the WPL scheme is desirable for the purpose of directly or indirectly facilitating the achievement of policies in the Local Transport Plan and endorses the key principles set out in section 2.1 of the WPL Business Case;**
- (2) the details of the WPL scheme be approved;**
- (3) the WPL Order be made;**
- (4) an application for confirmation of the WPL Order be made to the Secretary of State for Transport, and;**

**(5) the Corporate Director of Environment and Regeneration be authorised to approve minor changes to the WPL Order in consultation with the Portfolio Holder, both before it is made and should any such changes be proposed by the Secretary of State during the Order confirmation process.**

#### **14 MEETINGS OF THE COUNCIL**

**RESOLVED that meetings of the Council be held at 2.00 pm on the following dates unless the City Council should at any time otherwise order:-**

##### **2008**

**9 June**

**14 July**

**8 September**

**13 October**

**8 December**

##### **2009**

**9 February**

**9 March**

**6 April**

**11 May – Annual Council**

#### **15 SPECIAL MEETING OF COUNCIL**

**RESOLVED that a special meeting of full Council be held at 5.00 pm on Friday 6 June 2008.**

**The meeting concluded at 4.54 pm.**

**APPOINTMENTS TO BOARDS, COMMITTEES, PANELS, JOINT BODIES ETC FOR 2008/09**

**EXECUTIVE BOARD (9)**

**Membership and Portfolios**

**Leader of the Council - Councillor Collins**

1. The key responsibilities of the Leader are identified as follows:-
  - (i) working with partners to build a shared vision for the City, aiming to ensure that Council policies and plans, and those of the Council's partners, match that vision
  - (ii) promoting the City, and the Council and its core values and objectives
  - (iii) steering and overseeing the strategic use of resources and the strategic planning cycle of the Council to achieve its objectives
  - (iv) leading the political development of the City, within the context of regional, national, European and international policy and strategic partnerships
  - (v) leading the work of the Executive Board in developing, setting and implementing policy and in taking key decisions.
  - (vi) speaking and issuing statements on behalf of the City Council
  - (vii) leading on city centre management

2. To be responsible for presenting a report to the Annual Council meeting setting out his or her proposals for Executive Board composition and allocation of responsibilities to portfolio holders.
3. To prepare the forward plan of 'key decisions'.
4. The Leader is also empowered:-
  - (1) To exercise Executive powers and duties included within any portfolio of any other Executive member in the event that the Executive member concerned is unavailable or otherwise unable to act
  - (2) To determine that any decision which an Executive member would otherwise be empowered to make shall only be made by the Executive Board
  - (3) To exercise all the statutory functions of the Leader within Leader and Cabinet executive arrangements of the Local Government Act 2000
5. To carry out the functions of his/her specifically allocated portfolio.
6. To ensure that the Code of Conduct is observed and that ethical behaviour is promoted.

## **Deputy Leader of the Council - Councillor Chapman**

The key responsibilities of the Deputy Leader are identified as follows:-

1. To deputise for and assist the Leader in respect of all the Council's affairs and responsibilities
2. To provide assistance and support to all portfolio holders in the delivery of their individual areas of responsibility
3. To carry out the functions of his/her specifically allocated portfolio.

## **Portfolio Holder for Community Safety and Performance Management - Councillor Collins**

The key responsibilities of a Lead Member for Community Safety and Performance Management are identified as follows:-

- (1) leadership on the City Council's Community Safety and Respect for Nottingham Strategy (which includes the Safe Strategy)
- (2) the effective discharge of the Council's Section 17 Crime and Disorder Act 1998 responsibilities, by ensuring Section 17 issues are considered, as relevant, throughout the performance of Council functions
- (3) performance management
- (4) leadership on Serving Nottingham Better

## **Portfolio Holder for Resources, Economic Development and Reputation - Councillor Chapman**

The key responsibilities of a Lead Member for Resources, Economic Development and Reputation are identified as follows:-

- (1) To lead on value for money matters and organisational health
- (2) Leading on the improvements required to cross-cutting service delivery
- (3) management of the commercial and operational estate and other asset management (except for regeneration land)
- (4) risk management and emergency planning
- (5) support services, including information communication technology, democratic and legal and financial services
- (6) overview of the City Council's budget process and capital programme
- (7) communications and ensuring that the reputation of the City is maintained and improved
- (8) economic development and skills, including:-
  - (i) leading on the skills and employment strategy which includes the 14-19 skills strategy led by the Portfolio Holder for Children's Services
  - (ii) investment, including major developments such as Science City
  - (iii) ensuring investment benefits the local economy by initiatives such as Local Jobs for Local People – Making the Connections
  - (iv) ensuring effective investment in initiatives to achieve jobs for excluded and disadvantaged groups in the City

## **Portfolio Holder for Environment and Climate Change - Councillor Bull**

The key responsibilities of a Lead Member for Environment and Climate Change are identified as follows:-

- (1) Climate change and sustainability
- (2) waste management
- (3) local liveability being the encouragement of the attractiveness of the City as a place to live, work and visit
- (4) street scene being the performance of local services to maintain neighbourhoods and improve the local environment
- (5) leadership of the strategy for tackling Envirocrime, as part of the Respect for Nottingham Strategy;
- (6) markets, fairs and toilets;
- (7) street lighting;
- (8) nature conservation.



## **Portfolio Holder for Transport and Area Working – Councillor Urquhart**

- (1) Nottingham Express Transit - Phases 1 and 2 and future development;
- (2) traffic projects and parking, ensuring these support the economic development of the City in a sustainable way
- (3) ensuring that Nottingham continues to be a leading authority in the field of local transport initiatives, encouraging and promoting the increased use of public transport
- (4) the role of Highway Authority including highway construction and maintenance
- (5) area, neighbourhood and town centre management
- (6) the performance of Nottingham Express Transit and Nottingham City Transport Ltd

## **Portfolio Holder for Neighbourhood Regeneration – Councillor Clark**

The key responsibilities of a Lead Member for Neighbourhood Regeneration are identified as follows:-

- (1) strategic housing
- (2) the performance of Nottingham City Homes Ltd in managing the City Council's housing stock
- (3) ensuring that the Town and Country Planning function is operating in accordance with, and promoting, Council objectives
- (4) co-ordinating of capital investment of the City Council, and its partners, to achieve added value in attaining City Council and partnership objectives in regenerating and development initiatives
- (5) physical neighbourhood transformation and regeneration, including the acquisition and disposal of property to achieve this
- (6) management of regeneration land

## **Portfolio Holder for Communities, Leisure and Culture - Councillor Trimble**

The key responsibilities of a Lead Member for Communities, Leisure and Culture are identified as follows:-

- (1) performing a Lead role at political level in the City Council's dealings with the Voluntary and Community Sector, seeking to promote the sector, where appropriate, as a service partner for the City Council
- (2) provision of Community Development
- (3) sports development
- (4) provision of Community Cohesion
- (5) parks, allotments and open spaces
- (6) tourism and heritage
- (7) leisure and its transformation programmes
- (8) libraries

## **Portfolio Holder for Children's Services - Councillor Mellen**

The key responsibilities of a Lead Member for Children's Services are identified as follows:-

- (1) acting as the champion for children and children's services
- (2) safeguarding of children
- (3) children looked after, fostering and adoption and children with disabilities
- (4) education provision for children aged 3-19
- (5) Building Schools for the Future, academies and school reorganisation
- (6) development of Children's Trust arrangements
- (7) Early Intervention
- (8) Children and Young People's Plan
- (9) Integrated Youth Services (including the Youth Offending Team)
- (10) transition of children to adulthood
- (11) the Connexions Information and Advice Service
- (12) Early years, including Sure Start and Children's Centres
- (13) leading on 14-19 skills strategy within the context of the wider skills and employment strategy led by the Deputy Leader.

## **Portfolio Holder for Adult Services and Health – Councillor Liversidge**

The key responsibilities of a Lead Member for Adult Services and Health are identified as follows:-

- (1) acting as the champion for vulnerable adults and for older persons, and for services for them, including the promotion of independent living
- (2) Corporate Strategies for Older People
- (3) public health and wellbeing, including strategies and plans for dealing with health inequalities, smoking, avoidable injuries and other health consequences of economic disadvantage
- (4) partnership and integration with the PCT and other health services to achieve the joint objectives of the partner organisations
- (5) ensuring the Council has an effective Supporting People programme and homelessness and supported housing services, including telecare, and other retained housing functions

## **Portfolio Holder for Human Resources, Customer Services and Consultation - Councillor Campbell**

The key responsibilities of a Lead Member for Human Resources, Customer Services and Consultation are identified as follows:-

- (1) ensuring that all of Nottingham's people have excellent access to services
- (2) customer research, engagement and consultations to achieve better services and better access to services
- (3) Contact Centre (Front and back office) and locally based contact with customers
- (4) complaints handling and learning from our experience and those of others
- (5) consumer protection, including trading standards, local licensing and food hygiene
- (6) championing equality and diversity throughout Council functions, and for the whole City;
- (7) human resources and health and safety;
- (8) performance in relation to collection of Council Tax, Business Rates and processing claims for Housing Benefit and Council Tax Benefit
- (9) welfare rights

## **Portfolio Holders – General Responsibilities**

In addition to their specific portfolio responsibilities all portfolio holders also have the following common responsibilities:-

- 1 Sharing responsibility with the Leader, Deputy Leader and other members of the Executive for the Executive business of the Council.
- 2 Promoting and being accountable for the services in their portfolio within the Council and the City as a whole, and nationally and internationally as required, representing the Council's views on matters of corporate or strategic policy within their portfolio.
- 3 Ensuring that the executive functions within the portfolio are performed in accordance with approved Council policies and strategies, and to the highest ethical standards.
- 4 Below the level of Key Decisions, and where not otherwise delegated, taking executive decisions in relation to executive functions within their portfolio, and in accordance with constitutional requirements. A portfolio holder may delegate decisions in respect of matters within their portfolio to an officer (subject to the financial limits set out in the constitution).
- 5 Reporting to the Leader, Executive Board and Overview and Scrutiny bodies on the performance of their portfolio, as reasonably required.

- 6 Directing, encouraging and developing Executive Assistants working on behalf of the Executive, and other Councillors and, generally, acting as a role model.
- 7 Approving capital expenditure in accordance with Financial Regulations on schemes within the remit of their portfolio which form part of the approved capital programme
- 8 Speaking and issuing statements on behalf of their area of responsibility, in line with policy agreed by the Leader

Representation for the minority groups is provided by giving the Leaders of both groups the right to attend and speak at Executive Board meetings, including when exempt items are being considered.

The Liberal Democrat Group has nominated Councillor Sutton to substitute for Councillor Long.

### **Executive Assistants**

Councillor Ahmed	Resources, Economic Development and Reputation
Councillor Ibrahim Councillor Smith	Children's Services
Councillor James	Adult Services and Health

### **Date of first meeting**

20 May 2008 - 2.00pm



## **OVERVIEW AND SCRUTINY COMMITTEE (14)**

### **Terms of Reference**

- (a) Oversees and manages the Council's overview and scrutiny function, setting terms of reference and membership for its committees and task and finish panels;
- (b) Oversees and manages the Council's overview and scrutiny programme to an annual plan;
- (c) Specific responsibility for the overview and scrutiny of major corporate strategies, policies and documents and for areas of service provision or matters of wider local concern not provided for elsewhere and to make reports and recommendations to the Executive, the Authority or the responsible body on the work undertaken;
- (d) Responsibility for scrutinising all performance and resources issues, including the outcomes of corporate inspections, and for referring identified concerns to select committees for consideration;
- (e) Responsibility for scrutinising performance against all Local Area Agreement targets, and for referring identified concerns to select committees for consideration;
- (f) Establishes task and finish panels to undertake reviews, setting terms of reference, membership and timescales as necessary;
- (g) Ensures that all responsibilities placed upon overview and scrutiny bodies are carried out, including holding the Executive to account, undertaking a policy development and review role and scrutinising and making recommendations on matters which are the responsibility of the Council and on concerns or areas of interest in the wider City;
- (h) manages the call-in process in accordance with the Overview and Scrutiny Rules in Appendix 6(i) of the Core Constitution and may, for this purpose, appoint a sub-committee with delegated powers.

## **Membership**

### **Labour Group**

Councillor Wood (Chair)  
Councillor Arnold  
Councillor Aslam  
Councillor Dewinton  
Councillor Griggs  
Councillor Hartshorne  
Councillor Klein  
Councillor Newton  
Councillor Williams  
Councillor (vacancy)

Substitutes: To be advised

### **Conservative Group**

Councillor Clarke-Smith  
Councillor Cowan

Substitutes: Councillors Benson,  
Culley, Davie, Price and  
Spencer

### **Liberal Democrat Group**

Councillor Foster  
Councillor Long

Substitutes: Councillors Akhtar,  
Marshall and Oldham

## **Date of first meeting**

12 May 2008 - at the rising of Annual Council

## AREA COMMITTEES

### Terms of Reference

- (a) To approve, ensure the delivery of and monitor neighbourhood action plans and other relevant area plans;
- (b) to lead and co-ordinate regeneration and renewal activity at an area level;
- (c) to undertake and co-ordinate consultation within their areas;
- (d) within budgetary limits, to be empowered to undertake any measures to achieve the following objectives: -
  - (i) the promotion or improvement of the economic well being of their area;
  - (ii) the promotion or improvement of the social well being of their area;
  - (iii) the promotion or improvement of the environmental well being of their area;
- (e) to agree priorities, work programmes and variations in performance standards, including through Neighbourhood Renewal processes, in respect of the following services: -
  - Footpaths replacement
  - Street lighting
  - Patch maintenance
  - Grounds maintenance on community parks and playgrounds (excluding heritage sites and Bulwell Hall and Bulwell Forest Golf Courses)
- (f) in respect of services in the local area, and if urgent, via a panel of the Chair, Vice-Chair, an opposition member (if there is one) and a community representative, to approve: -
  - Housing environmental improvements
  - Highway environmental improvements of a local nature

Minor traffic schemes, diversions and closures under highways and road traffic legislation, of a local nature  
Applications for footpath closures on grounds of amenity or development

and to be consulted on proposals for the following services in relation to the local area:-

Licensing applications  
Strategic planning applications  
Schools re-organisation

Detailed proposals for landscaping, open space provision, park equipment provision and other local enhancements relating to agreements under section 106 of the Town and Country Planning Act 1990 and section 278 of the Highways Act 1980;

(g) to be part of the process for monitoring and scrutinising the performance of local services (provided by the Council and other bodies) and provide feedback and recommendations on their effectiveness to the Executive Board and the Overview and Scrutiny Committee, to include: -

Refuse collection  
Housing - void properties  
Community Safety  
Voluntary sector grants – a half yearly report

(h) to contribute to Best Value Reviews;

(i) to advise the Executive Board and Overview and Scrutiny Committee on local needs and priorities and on the impact of Council policy on their areas;

(j) to input local needs and priorities, identified through area working, to the preparation of corporate budgets, policies and strategies;

(k) to prepare, implement and review local projects in consultation with local communities and secure funding from appropriate sources;

(l) to build partnerships between other public, private, voluntary and community organisations, local residents' and tenants' associations;

- (m) to suggest and/or approve proposals of local significance to rationalise the City Council's operational property holdings and to be consulted on any proposals to dispose of operational property holdings in their area of more than local significance; a proportion of capital receipts to be retained in accordance with a scheme to be determined by the Executive Board;
- (n) to allocate grants in amounts not exceeding £5000 to community or voluntary organisations for purposes of benefit to the area covered by the committee, within a framework to be approved and reviewed from time to time by the Executive Board;
- (o) to make appointments to outside bodies (where the body relates to the area concerned) as specified by the Executive Board;
- (p) to approve any further matters delegated from time to time by Council or the Executive Board.

## **Membership (no substitutes allowed)**

Members representing the wards within the area of each Committee.

### **Bulwell and Bulwell Forest (Area 1)**

#### **Membership**

##### **Labour Group**

Councillor Campbell  
Councillor Clark  
Councillor Hartshorne  
Councillor Heppell  
Councillor Klein

##### **Conservative Group**

Councillor Davie

#### **Date of first meeting**

21 May 2008 - 5.30 pm

### **Basford and Bestwood (Area 2)**

#### **Membership**

##### **Labour Group**

Councillor Arnold  
Councillor Grocock  
Councillor Lee  
Councillor Newton  
Councillor Smith  
Councillor Wildgust

#### **Date of first meeting**

28 May 2008 - 4.30 pm

**West Area (Aspley, Leen Valley and Bilborough)**

**Membership**

**Labour Group**

Councillor Chapman  
Councillor Cresswell  
Councillor James  
Councillor Unczur  
Councillor Watson  
Councillor Wood

**Liberal Democrat Group**

Councillor Foster  
Councillor Long

**Date of first meeting**

14 May 2008 - 5.30 pm

**Arboretum, Berridge, Radford and Park (Area 4)**

**Membership**

**Labour Group**

Councillor Ahmed  
Councillor Aslam  
Councillor Bryan  
Councillor Bull  
Councillor Ibrahim  
Councillor Jones  
Councillor A Khan

**Liberal Democrat Group**

Councillor Marshall

**Date of first meeting**

22 May 2008 - 6.00 pm

## **Mapperley and Sherwood (Area 5)**

### **Membership**

#### **Labour Group**

Councillor Dewinton

Councillor Edwards

Councillor Griggs

Councillor Munir

Councillor Parbutt

Councillor Urquhart

### **Date of first meeting**

20 May 2008 - 5.30 pm

## **St Anns and Dales (Area 6)**

### **Membership**

#### **Labour Group**

Councillor Collins

Councillor Johnson

Councillor G Khan

Councillor Liversidge

Councillor Mellen

Councillor Williams

### **Date of first meeting**

13 May 2008 - 7.00 pm



## **Wollaton and Lenton Abbey (Area 7)**

Due to prior knowledge that one member of this Area Committee may not be in attendance at its first meeting and in order to facilitate the appointment of a Chair by avoiding equality of representation at the first meeting, approval for the appointment of a Chair was given by full Council.

### **Membership**

#### **Conservative Group**

Councillor Benson (**Chair**)  
Councillor Cowan  
Councillor Culley

#### **Liberal Democrat Group**

Councillor Oldham  
Councillor Sutton

### **Date of first meeting**

15 May 2008 - 6.15 pm

## **Dunkirk and Lenton and Bridge (Area 8)**

Note: Quorum for this Area Committee only is fixed at 2 City Councillors

### **Membership**

#### **Labour Group**

Councillor MacLennan  
Councillor Mir  
Councillor Trimble

#### **Liberal Democrat Group**

Councillor Akhtar

### **Date of first meeting**

14 May 2008 - 6.00 pm

## **Clifton and Wilford (Clifton South and Clifton North - Area 9)**

Due to equality of representation on this Area Committee, the Chair for this meeting was agreed by full Council.

### **Membership**

#### **Labour Group**

Councillor Gibson  
Councillor Malcolm  
Councillor Packer (**Chair**)

#### **Conservative Group**

Councillor Clarke-Smith  
Councillor Price  
Councillor Spencer

### **Date of first meeting**

14 May 2008 - 7.00 pm

## **APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE (10)**

### **Terms of Reference**

The terms of reference of the Committee are:-

- (a) to undertake the appointment process in respect of the Chief Executive, Deputy Chief Executive and Corporate Directors (long listing, short listing and formal interview) and, subject to having ascertained the views of the Executive Board in accordance with Standing Orders, to make recommendations to Council;
- (b) to determine the terms and conditions of City Council employees and procedures for disciplinary action and dismissal;
- (c) to designate proper officers;
- (d) to designate officers as Head of Paid Service, Section 151 Officer and as Monitoring Officer and to ensure the provision of sufficient staff and other resources;
- (e) to exercise any other personnel functions which cannot be the responsibility of the Executive;
- (f) to receive reports on action taken in respect of terms agreed for the Chief Executive, Deputy Chief Executive, Corporate Directors and Directors leaving the employment of the Council where those terms included compensation;
- (g) determines redundancies, terminations of employment (retirement) on the grounds of business efficiency, terminations of employment under the 85 year rule, ill-health retirements and flexible retirements, the exercise of discretions relating to redundancy and in the interests of the efficient exercise of the Council's functions (under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 and any exercise of discretions to increase total LGPS membership and award additional LGPS membership for the Deputy Chief Executive, Corporate Directors, and Directors. The Committee also determines terminations of employment (retirement) on the

grounds of business efficiency, terminations of employment under the 85 year rule, ill-health retirements and flexible retirements ,the exercise of discretions relating to redundancy and in the interests of the efficient exercise of the Council's functions under the Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006 and any exercise of discretions to increase total LGPS membership and award additional LGPS membership for the Chief Executive;

- (h) to appoint an independent person to investigate matters of misconduct and capability involving the Head of Paid Service, Section 151 Officer and Monitoring Officer;
- (i) to approve any proposals for significant restructuring of the Council's management structure;
- (j) to approve any proposals from the Chief Executive for changes to salary levels (including ranges of salaries) for Corporate Directors and the Deputy Chief Executive.

“Significant restructuring”

- (a) the transfer of a significant function between Council departments, or to an external body, or
- (b) the addition or deletion of a Corporate Director or Director post to or from a department.

## **Membership**

### **Labour Group**

Councillor Ahmed (Chair)  
Councillor Campbell  
Councillor Chapman  
Councillor Collins  
Councillor Cresswell  
Councillor Griggs  
Councillor Trimble  
Councillor Williams

Substitutes: Councillors Arnold,  
Bull, Mellen and Urquhart

### **Date of first meeting**

3 June 2008 - 2.00pm

### **Conservative Group**

Councillor Clarke-Smith

Substitutes: Councillors Benson,  
Cowan, Culley, Davie, Price  
and Spencer

### **Liberal Democrat Group**

Councillor Sutton

Substitutes: Councillors Akhtar,  
Foster, Long, Marshall and  
Oldham

## **DEVELOPMENT CONTROL COMMITTEE (15)**

### **Terms of Reference**

- (a) To exercise the functions of the Council relating to town and country planning and development control as specified in schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as amended (the Functions Regulations) and including the following, together with associated powers of enforcement:-
- (i) applications for planning permission
  - (ii) applications for consent for the display of advertisements
  - (iii) plans deposited under building regulations
  - (iv) listed buildings consent
  - (v) Conservation Area consent
  - (vi) Tree Preservation Orders
  - (vii) demolitions
  - (viii) the approval of planning briefs

(Please note: The Street naming and numbering function was removed from the Terms of Reference of this Committee by full Council on 11 September 2006, and is now a delegated authority to the Director for Planning, Transport and Highways)

- (b) to exercise the functions of the Council relating to the regulation of the use of highways and rights of way as set out in Schedule 1 of the Functions Regulations.

The Development Plan forms part of the Council's policy framework. The Executive Board is responsible for formulating the Development Plan, for approval by full Council, and in doing so will consult the Development Control Committee.

## **Membership**

### **Labour Group**

Councillor Gibson (Chair)  
Councillor Arnold  
Councillor Bull  
Councillor Chapman  
Councillor Clark  
Councillor James  
Councillor Lee  
Councillor MacLennan  
Councillor Malcolm  
Councillor Mellen  
Councillor Wood

Substitutes: Councillors  
Dewinton, Ibrahim, Klein and  
Urquhart

### **Conservative Group**

Councillor Benson  
Councillor Cowan

Substitutes: Councillors Clarke-  
Smith, Culley, Davie,  
Price and Spencer

### **Liberal Democrat Group**

Councillor Foster  
Councillor Oldham

Substitutes: Councillors Akhtar,  
Long, Marshall and Sutton

## **Date of first meeting**

21 May 2008 - 2.30 pm

## **LICENSING COMMITTEE (15)**

### **Terms of Reference**

To undertake those functions of the Licensing Authority prescribed by the Licensing Act 2003 and the Gambling Act 2005.

The Committee therefore deals with applications/notifications relating to:-

- (i) the sale/supply of alcohol
- (ii) the provision of Regulated Entertainment e.g. plays, films, indoor sporting events, live music, dancing etc. and
- (iii) the provision of late night refreshment
- (iv) various types of gambling premises and gaming permits.

The Committee should carry out its functions with a view to promoting the licensing objectives which are: -

- the prevention of crime and disorder
- public safety
- the prevention of public nuisance
- the protection of children from harm.

And for the Gambling Act 2005 are:-

- preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime;
- ensuring that gambling is conducted in a fair and open way; and
- protecting children and other vulnerable persons from being harmed or exploited by gambling.



## **Membership**

### **Labour Group**

Councillor Cresswell (Chair)  
Councillor Grocock  
Councillor Ibrahim  
Councillor James  
Councillor A Khan  
Councillor G Khan  
Councillor Liversidge  
Councillor Munir  
Councillor Packer  
Councillor D Smith  
Councillor Wildgust

Substitutes: Councillors Bull and  
Edwards

### **Conservative Group**

Councillor Davie  
Councillor Spencer

Substitutes: Councillors Benson,  
Clarke-Smith, Cowan, Culley  
and Price

### **Liberal Democrat Group**

Councillor Akhtar  
Councillor Marshall

Substitutes: Councillors Foster,  
Long, Oldham and Sutton

## **Date of first meeting**

12 May 2008 - at rising of Overview and Scrutiny Committee

## **REGULATORY AND APPEALS COMMITTEE (13)**

### **Terms of Reference**

1. To deal with applications for local licences and registrations of various kinds including:-
  - licensing and registration functions and functions relating to health and safety at work set out in Schedule 1 of the Functions Regulations and
  - regulation, under the Nottingham City Council Act 2003, of occasional sales and dealers in second-hand goodsbut excluding
  - matters which are statutorily the responsibility of the Licensing Committee
  
2. Individual case panels selected by the Corporate Services Director from a wider group of Regulatory and Appeals Committee members to constitute an Appeals Panel to hear and determine:-
  - (a) appeals relating to housing rents and homelessness;
  - (b) appeals relating to the refusal / revocation of registration under the Council's Control Scheme for Houses in Multiple Occupation;
  - (c) day care and childminding representations;
  - (d) access to personal files appeals;
  - (e) representations under the Data Protection Act 1998;
  - (f) Approved Premises (Marriages) Appeals;
  - (g) statutory complaints concerning education matters;
  - (h) recommendations from the Social Services Complaints Review Panel.

The Committee also provides two representatives for the Social Services Complaints Review Panel and carries out any other appellate functions which, by virtue of statutory provision or any procedure agreed by the Council, require member determination.

## **Membership**

### **Labour Group**

Councillor Cresswell (Chair)

Councillor Grocock

Councillor Ibrahim

Councillor James

Councillor A Khan

Councillor Liversidge

Councillor Munir

Councillor Packer

Councillor Smith

Councillor Wildgust

Substitutes: Councillors Bull and Edwards

### **Conservative Group**

Councillor Davie

Councillor Spencer

Substitutes: Councillors Benson, Clarke-Smith, Cowan, Culley and Price

### **Liberal Democrat Group**

Councillor Foster

Substitutes: Councillors Akhtar, Long, Marshall, Oldham and Sutton

## **Date of first meeting**

To meet as required, no dates set.

## **AUDIT COMMITTEE (8)**

### **Terms of Reference**

1. The main purposes of the Committee is to:-
  - (1) provide assurance of the adequacy of the Risk Management Framework and the associated control environment;
  - (2) scrutinise the Council's financial and non-financial performance to the extent that it affects the Council's exposure to risk and weakens the control environment;
  - (3) oversee the financial reporting process;
  - (4) approve the Council's Statement of Accounts, both "subject to audit" and the final document.
  
2. Its functions include the following:-
  - (1) reviewing the mechanisms for the assessment and management of risk;
  - (2) approving the Council's statement of accounts, both 'subject to audit' and the final document;
  - (3) receiving the Council's reports on the Statement on Internal Control and the Annual Governance Statement and recommending their adoption;
  - (4) approving Internal Audit's strategy, planning and monitoring performance;
  - (5) receiving the Annual Report and other reports on the work of internal Audit;
  - (6) considering the external auditor's annual letter, relevant reports and the report to those charged with governance;
  - (7) considering arrangements for and the merits of operating quality assurance and performance management processes;
  - (8) considering the exercise of officers statutory responsibilities and of functions delegated to officers.

## **Membership**

### **Labour Group**

Councillor Williams (Chair)  
Councillor Aslam  
Councillor Dewinton  
Councillor Edwards  
Councillor Griggs  
Councillor Mir

Substitute: Councillor Liversidge

### **Conservative Group**

Councillor Cowan

Substitutes: Councillors Benson,  
Clarke-Smith, Culley, Davie, Price  
and Spencer

### **Liberal Democrat Group**

Councillor Long

Substitutes: Councillors Akhtar,  
Foster, Marshall, Oldham and  
Sutton

## **Date of first meeting**

13 June 2008 – 10.00 am

## **STANDARDS COMMITTEE (10)**

### **Terms of Reference**

- (a) To promote and maintain high standards of conduct by members and co-opted members;
- (b) To advise the Council on the adoption or revision of its code of conduct, to monitor its operation and to assist members and co-opted members in observing it;
- (c) To arrange training and advice for members and co-opted members on matters relating to the Council's code of conduct, and related probity issues;
- (d) To receive annual reports from the monitoring officer relating to complaints from the public, internal complaints, whistle-blowing and any other matters relating to conduct and propriety;
- (e) To consider reports and recommendations from the District Auditor relevant to the Code of Conduct and related probity issues;
- (f) To hear cases under the Council's procedure for dealing with complaints about members' conduct;
- (g) To consider matters referred to it under relevant legislation;
- (h) To make recommendations regarding the settlement of cases of maladministration;
- (i) To keep under review and make recommendations on the content of the Code of Conduct for officers and any protocols in connection with member/officer relations;
- (j) Granting dispensations to Councillors, co-opted members and church and parent governor representatives in relation to the Code of Conduct, as permitted by legislation;
- (k) To review the operation of the Council's Confidential Reporting Code and make recommendations for any changes to it;

- (l) To respond to consultation exercises carried out by government and other agencies on issues related to the work of the Committee;
- (m) To consider any other matters referred to it by the Monitoring Officer.

## **Membership**

### **Labour Group**

Councillor Aslam  
Councillor Malcolm  
Councillor Munir  
Councillor Uquhart

### **Conservative Group**

Councillor Clarke-Smith

### **Liberal Democrat Group**

Councillor Long

### **Independent Members**

Ms Beverley Denby  
Mr David Hibbert  
Mr Trevor Savage  
Mr Brian Wells

Comprises six City Councillors and four members (the independent members) who are not councillors or officers and who satisfy the statutory conditions to ensure their independence. The independent members are entitled to vote at meetings. Substitutes are not permitted.

The Chair of the Committee shall be drawn from the independent members and in the event of equality of votes on any issues, shall have a casting vote.

The Leader of the Council may not be a member of the Standards Committee. Only one member of the Executive can be a member.

## **Date of first meeting**

16 June 2008 - 10.00 am

## **CITY CENTRE AREA COMMITTEE (8)**

### **Terms of Reference**

- (a) To oversee the provision of services within the City Centre;
- (b) To make arrangements to consult with interested parties on matters of concern and interest that impact on the City Centre;
- (c) To identify the operational needs and priorities of the commercial sector, local residents and other interested parties with regard to the City Centre and bring these to the attention of service providers;
- (d) To ensure coordination of the Council's relevant plans and to provide direction and scrutiny for specific area management operations;
- (e) To appoint task groups, as necessary, to facilitate the operation of the Committee.
- (f) To consider those crime and anti-social behaviour issues which need to be coordinated and addressed on a City Centre basis which are not being dealt with through other processes.
- (g) To promote the improvement of the environmental well being of their area.
- (h) To contribute to priorities, work programmes and variations in performance standards, including through Transforming Neighbourhood processes, in respect of the following services:-
  - (a) Footpaths replacement;
  - (b) Street Lighting;
  - (c) Patch maintenance;
  - (d) Grounds maintenance on community parks and playgrounds;
- (i) In respect of services in the local area, and if urgent, via a panel of the Chair, Vice-Chair, and opposition member, be consulted upon:-
  - (a) Housing environmental improvements;
  - (b) Highway environmental improvements of a local nature;



- (c) Minor traffic schemes, diversions and closures under highways and road traffic legislation, of a local nature;
  - (d) Applications for footpath closures on grounds of amenity or development;
  - (e) Licensing applications;
  - (f) Strategic planning applications;
  - (g) Schools re-organisation;
  - (h) Detailed proposals for landscaping, open space provision, park equipment provision and other local enhancements relating to agreements under section 106 of the Town and Country Planning Act 1990 and section 278 of the Highways Act 1980;
- (J) To be part of the process for monitoring and scrutinising the performance of local services (provided by the Council and other bodies) and provide feedback and recommendations on their effectiveness to the Executive Board and Overview and Scrutiny Committee, to include refuse collection, Housing (void properties) and Community Safety;
- (k) To advise the Executive Board and Overview and Scrutiny Committee on local needs and priorities and on the impact of Council policy on the area.
- (l) To input local needs and priorities identified through area working, to the preparation of corporate budgets, policies and strategies.
- (m) To prepare, implement and review local projects in consultation with local communities.
- (n) To build partnerships between other public, private, voluntary and community organisations, local residents' and tenants' associations.
- (o) To suggest and/or approve proposals of significance to rationalise the City Council's operational property holdings and to be consulted on any proposals to dispose of operational property holdings in their area of significance.
- (p) In consultation with adjacent Area Committees to make appointments to outside bodies (where the body relates to the area concerned) as specified by the Executive Board.

- (q) To approve any matters delegated from time to time by Council or the Executive Board.

## **Membership**

### **Labour Group**

Councillor Grocock (Chair)  
Councillor Bryan  
Councillor A Khan  
Councillor Liversidge  
Councillor Maclennan  
Councillor Packer

Substitutes: Councillors Arnold  
and Mellen

### **Conservative Group**

Councillor Clarke-Smith

Substitutes: Councillors Benson,  
Cowan, Culley, Davie, Price and  
Spencer

### **Liberal Democrat Group**

Councillor Long

Substitutes: Councillors Akhtar,  
Foster, Marshall, Oldham and  
Sutton

## **Date of first meeting**

29 May 2008 - 5.00 pm

**JOINT BODIES**

**JOINT COMMITTEE FOR APPOINTMENTS TO THE POLICE  
AUTHORITY (3)**

**City Membership**

**Labour Group**

Councillor Collins  
Councillor Malcolm

**Liberal Democrat Group**

Councillor Long

The Joint Committee for Appointments to the Police Authority appointments made in 2007 were for a two year period and therefore will not be reviewed until 2009.

**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND  
RESCUE AUTHORITY (6)**

**Lead Member – To be advised**

**Labour Group**

To be advised.

**Conservative Group**

Councillor Spencer

**Liberal Democrat Group**

Councillor Foster

**Date of first meeting**

23 May 2008 - 10.30 am

## **JOINT CITY AND COUNTY HEALTH SCRUTINY COMMITTEE (8)**

### **City Membership**

#### **Labour Group**

Councillor Dewinton  
Councillor Edwards  
Councillor Griggs  
Councillor Heppell  
Councillor Klein  
Councillor Wildgust

#### **Conservative Group**

Councillor Price

#### **Liberal Democrat Group**

Councillor Marshall

### **Date of first meeting**

13 May 2008 - 10.00 am

## **CITY HEALTH AND SOCIAL CARE COMMISSIONING BOARD (2)**

### **City Membership**

#### **Labour Group**

Councillor Jones  
Councillor Liversidge

Together with the Corporate Director of Adult Services, Housing and Health and Assistant Director of Adult Services.

### **Date of first meeting**

27 June 2008 - 2.00 pm

## **GREATER NOTTINGHAM LIGHT RAPID TRANSIT ADVISORY COMMITTEE (5)**

### **City Membership**

#### **Labour Group**

Councillor Arnold  
Councillor James  
Councillor Malcolm

#### **Conservative Group**

Councillor Davie

Substitutes: Benson, Clarke-Smith, Cowan, Culley, Price and Spencer

Substitutes: - To be advised

#### **Liberal Democrat Group**

Councillor Sutton

Substitutes: Councillors Akhtar, Foster, Long, Marshall and Oldham

### **Date of first meeting**

10 June 2008 - 4.30 pm

## **JOINT PLANNING AND TRANSPORTATION COMMITTEE (4)**

### **City Membership**

#### **Labour Group**

Councillor Clark  
Councillor Dewinton  
Councillor Urquhart

#### **Conservative Group**

Councillor Price

### **Date of first meeting**

20 June 2008 - 2.00 pm

## **NOTTINGHAM EXPRESS TRANSIT (NET) PARTNERSHIP (4)**

### **City Membership**

#### **Labour Group**

Councillor Clark

Councillor Gibson

Councillor Urquhart

#### **Liberal Democrat Group**

Councillor Foster

Substitutes: Councillors Akhtar,  
Long, Marshall, Oldham and  
Sutton

Substitutes: - To be advised

### **Date of first meeting**

13 May 2008 - 4.30 pm