

# **CITY COUNCIL – 8 DECEMBER 2008**

## **REPORT OF THE LEADER**

### **PROPOSED REVISIONS TO CITY CENTRE AREA COMMITTEE MEMBERSHIP AND TERMS OF REFERENCE**

#### **1 SUMMARY**

Members have requested changes to the City Centre Area Committee membership and terms of reference to raise its profile, to develop its decision-making functions and to align its work more closely to that of other area committees.

#### **2 RECOMMENDATIONS**

IT IS RECOMMENDED that Council:-

- (i) approve the changes to the City Centre Area Committee Terms of Reference detailed within the attached Appendix;
- (ii) note the anticipated in-year changes to the Area Committee's membership, to be agreed under delegated authority and reported separately.

#### **3 BACKGROUND**

- 3.1 At its first meeting in the 2008/09 municipal year, Council appointed the membership of the City Centre Area Committee and approved the terms of reference, eligibility for membership and officer support.
- 3.2 The Area Committee has met four times to date, considering a range of issues, including transport and navigation and City Centre Street Scene performance. However, members and officers are anxious to enhance the Area Committee's decision making functions, to have it undertake a remit more in line with that of other area committees and to raise its profile within the Authority and throughout the City.

## **4 PROPOSALS**

4.1 The key changes in the proposed terms of reference are highlighted within the Appendix to this report, and include:-

- defining the geographical remit of the Committee;
- granting powers to approve and ensure delivery of relevant Council plans, and to agree priorities, work programmes and variations in performance standards in respect of footpaths replacement, street lighting, patch maintenance and grounds maintenance, which is a significant departure from its previous role of 'being consulted on' or 'contributing to' these issues;
- similarly, it is proposed that the Area Committee will approve a range of measures and actions, including housing environmental improvements, highway environmental improvements and footpath closures, in line with powers already held by other area committees;
- empowering the Area Committee to undertake measures to achieve the promotion or improvement of the social and economic well being of the area, in addition to existing powers in respect of environmental well being;
- powers to retain a proportion of capital receipts in line with other area committees;
- powers to make appointments to outside bodies without consultation with other area committees.

4.2 Membership is also to be amended, with Councillor Liversidge being replaced by Councillor Collins, and Councillor Urquhart becoming an ex-officio member of the Committee, given the remit of her portfolio. The revised membership of the Committee will be agreed by delegated authority and reported separately.

## **5 FINANCIAL IMPLICATIONS**

Currently the City Centre Area Committee does not have a direct revenue budget allocation and as a result under the proposed

terms of reference the decisions will require securing 'funding from appropriate sources'. Under the proposed terms of reference 'a proportion of capital receipts to be retained in accordance with a scheme to be determined by the Executive Board'. The details of this proposal will have to be considered by the Executive Board in the context of the current capital programme and the projected level of Council resources.

## **6 LEGAL IMPLICATIONS**

Councils have powers to create Area Committees for the performance of both executive and non-executive functions. The proposals to change and enhance the terms of reference will involve the Area Committee in performing both executive and non-executive functions. Empowerment of the Committee in relation to executive functions can be through a variety of sources: Council, Executive Board or the Leader's reserve powers; in relation to non-executive functions, Council approval of the terms is required.

## **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**

Nottingham City Council Constitution.  
Minutes of City Centre Area Committee dated 29 May, 28 July and 22 September 2008.

**COUNCILLOR COLLINS  
LEADER OF THE COUNCIL**

**CHANGES TO TERMS OF REFERENCE, MEMBERSHIP ETC FOR CITY CENTRE AREA COMMITTEE**

**Revised Membership**

**Labour Group**

Councillor Grocock (Chair)  
 Councillor Bryan  
 Councillor Collins  
 Councillor A Khan  
 Councillor Maclennan  
 Councillor Packer  
 Councillor Urquhart  
 (ex-officio Portfolio Holder member)

Substitutes: Councillors Arnold and Mellen

**Conservative Group**

Councillor Clarke-Smith

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

**Liberal Democrat Group**

Councillor Long

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

**Terms of Reference**

- (a) To oversee the provision of services within the City Centre, the geographical remit of which to be defined as that used for corporate planning purposes;
- (b) To make arrangements to consult with interested parties on matters of concern and interest that impact on the City Centre;
- (c) to lead and co-ordinate regeneration and renewal activity at an area level;
- (d) 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;**

- (e) To approve, ensure the delivery and coordination of the Council's relevant plans and to provide direction and scrutiny for specific area management operations;**
- (f) To appoint task groups, as necessary, to facilitate the operation of the Committee.**
- (g) 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.**
- (h) within budgetary limits, to be empowered to undertake any measures to achieve the following objectives:-**
  - (i) the promotion or improvement of the environmental well being of the area;**
  - (ii) the promotion or improvement of the social well being of the area;**
  - (iii) the promotion or improvement of the economic well being of the area;**
- (i) To agree 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;**
- (j) In respect of services in the local area, and if urgent, via a panel of the Chair, Vice-Chair, and opposition member, to approve:-**
  - (a) Housing environmental improvements;**
  - (b) Highway environmental improvements of a local nature;**
  - (c) Minor traffic schemes, diversions and closures under highways, road traffic legislation and traffic**

- regulation orders;
- (d) 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:-

- (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;
- (k) 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), Community Safety and voluntary sector grants – a half-yearly report;
- (l) 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;
- (m) To input local needs and priorities identified through area working, to the preparation of corporate budgets, policies and strategies;
- (n) To prepare, implement and review local projects in consultation with local communities and secure funding from appropriate sources;
- (o) To build partnerships between other public, private, voluntary and community organisations, local residents' and tenants' associations;
- (p) 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; a proportion of capital receipts to be retained in accordance with a scheme to be determined by the Executive Board;**

**(q) To make appointments to outside bodies (where the body relates to the area concerned) as specified by the Executive Board;**

**(r) To approve any matters delegated from time to time by Council or the Executive Board;**

**(s) To be responsible for the operational management of the Old Market Square and other public open spaces in the City Centre;**

**(t) To approve the City Centre events programme;**

**(u) Agree the markets and fairs trading regime and the street trading regime for the city centre.**

### **Accountable to**

Council

### **Meetings**

Bi-monthly - normally 6 per annum

### **Eligibility for Membership**

- (a) one member from each of Area Committees four, six and eight;
- (b) four additional councillors from across the City (subject to ensuring political balance is achieved on the Board)
- (c) the Portfolio Holder for Transport and Area Working

## **Officer Support**

In order to provide executive support to the Committee and to ensure the co-ordination of operational officers, Officer representation at meetings will include the following:-

- Director of Sustainable Development;
- Director of Environmental Services;
- Director of Neighbourhood Management;
- Chief Executive of the Crime and Drugs Partnership.

A range of operational officers from across and beyond the Council will co-ordinate their activity and report through to the Committee. This is to be supported by a small group of executive officers liaising with the Chair of the Committee.

The service areas that will report through the Committee are as follows:-

- City Centre Management;
- Licensing;
- Street Scene;
- Neighbourhood Management;
- Highways;
- Traffic Management;
- Crime and Drugs Partnership.

## **Invitees**

In order to ensure that the business and resident communities are taken into consideration, it is proposed that representatives of the Licensed Premises BID company and the Local Action Group be invited to meetings of the Committee.