

CITY COUNCIL - 23 MAY 2011

REPORT OF THE LEADER

APPOINTMENTS AND FIRST MEETINGS OF BOARDS, COMMITTEES AND JOINT BODIES, ETC 2011-2012

1 SUMMARY

- 1.1 This report sets out the appointments to Boards, Committees and Joint Bodies and their first meetings for 2011-2012.
- 1.2 Appendix 1 sets out the terms of reference and first meeting dates of other Council bodies, including a new Trusts and Charities Committee, which require appointment by Council, with the exception of the revised Overview and Scrutiny structure, which will be detailed in an addendum, along with all proposed memberships, substitutes and chairing arrangements (where applicable), to this report which will be circulated to all Councillors prior to the meeting.
- 1.3 Appendix 2 sets out, for information, the terms of reference and first meeting dates of Joint Bodies.
- 1.4 Up to six substitutes may be appointed by each group for each Committee, Sub-Committee or Panel, etc, with the exception of those for which substitutes are not permitted. Those Committees where substitutes are not permitted have been highlighted in the appendices to this report.

2 RECOMMENDATIONS

It is recommended that:

- (a) the existing Scheme of non-executive Delegation be maintained until a report is considered at a future Council meeting, noting that changes to executive delegations fall within the Leader's remit;
- (b) that a Trusts and Charities Committee be established with the terms of reference as set out in Appendix 1;
- (c) the membership, terms of reference and first meeting dates of other Council bodies, as set out in Appendix 1, be agreed;

- (d) the City Council membership of joint bodies, dates of first meetings and terms of reference, as set out in Appendix 2, be agreed;
- (e) the revised Overview and Scrutiny structure, terms of reference, membership and first meeting date, be agreed;
- (f) substitutes, where applicable, as set out in the addendum to the report, be agreed.

3 BACKGROUND

- 3.1 Full Council establishes committees and agrees and amends terms of reference, determines their composition and makes appointments to them, unless they are executive committees and delegations which fall within the Leader's remit. After full Council has established the Committee structure for the year, the Constitution allows that where in-year changes are required to memberships, either at the request of the relevant political group or because a member has resigned or ceased to be eligible for membership, the Deputy Chief Executive/Corporate Director of Resources has the authority to action those changes subject to political balance being preserved where applicable and to the changes made being reported to the next meeting of Council. Details of membership will be updated and published on the Council's website on an ongoing basis.
- 3.2 Councillors will have noted the proposal to establish a new Trusts and Charities Committee, which is in response to the Annual Governance Report submitted by the Audit Commission following the 2009/10 audit of Bridge Estate, which recommended more active Trustee involvement with the Charity, and clearer audit trail evidence of such work. In response to this, consideration was given to the constitution of a Charities Committee. This would bring clarity and focus to the role of the Trustee and would enable specific understanding of the obligations and aims of the charity and of the issues involved in the general control and management of Bridge, Highfields and Harvey Hadden Trusts. It would also avoid the potential for conflict with Council business.
- 3.3 The Audit Committee at the meeting on 17 December 2010 resolved that it be recommended to City Council that a Charities Committee be established for the new municipal year.

4 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

4.1 Minutes of Audit Committee – 17 December 2010

**COUNCILLOR JON COLLINS
LEADER OF THE COUNCIL**

APPOINTMENTS TO COUNCIL BODIES

CORPORATE PARENTING BOARD (9)

Membership

To be confirmed in the addendum to the report.

Terms of reference

- (a) To secure member and cross-departmental involvement and commitment throughout the Council; to deliver better outcomes for children in our care;
- (b) to ensure that Nottingham City Council enables children in it's care to:
 - have safe and stable care;
 - be well looked after;
 - be prepared for adult life;
 - to grow into emotionally balanced and resilient young people;
- (c) to raise the profile of looked after children and their carers, and to act as champions for the needs and rights of looked after children in the Council's various service areas, political groups and settings;
- (d) to invite people other than Council members and officers to attend meetings of the Board, on a regular or occasional basis, to act in an advisory role and to feed in the views of children and young people in care;
- (e) to make a commitment to prioritising the needs of looked after children and their carers;
- (f) to report regularly to the Children's Partnership Board (acting as the Children's Trust) on matters relating to the partnership.
- (g) to report annually to Full Council and Overview and Scrutiny on progress and to consider matters referred to them by Full Council, the Executive and Overview and Scrutiny;

- (h) to make recommendations to the Executive on potential strategic change required within the Council to embed this agenda;
- (i) to have the ambition to raise the standards of core services to looked after children;
- (j) to promote achievement and help to build aspirations;
- (k) to listen to the views of looked after children and young people and their carers and to involve them in the development and assessment of services;
- (l) to encourage looked after children to become active citizens;
- (m) to monitor the Council's provision for looked after children;
- (n) to oversee the provision of work placements and apprenticeships for looked after children by the City Council;
- (o) to identify best practice in other Councils, and to import these ideas as appropriate.

Date of first meeting

6 June 2011 at 2.30 pm

AUDIT COMMITTEE (8)

Membership

8 Councillors to be confirmed in the addendum to the report, with 1 independent member to be advised of in-year.

Terms of reference

- (a) The main purposes of the Committee are 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;
- (5) comment on the scope and nature of external audit;
- (6) oversee proposed and actual changes to the Council's policies and procedures pertaining to governance.

(b) Its functions include the following:

- (1) reviewing the mechanisms for the assessment and management of risk;
- (2) approving the Council's statement of accounts;
- (3) receiving the Council's reports on 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 and the Council's responses to them;
- (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
- (9) to recommend external audit arrangements for the Council;
- (10) to receive and consider the results of reports from external inspectors, ombudsman and similar bodies and from statutory officers.

Date of first meeting

29 July 2011 at 10.00 am

TRUSTS AND CHARITIES COMMITTEE

Membership

To be confirmed in the addendum to the report.

Terms of reference

- (a) To exercise the administrative powers and duties of Full Council in relation to all trusts for which the Council is sole trustee;

- (b) to exercise the administrative powers of the “Council as Trustee” in accordance with the relevant governing documents of each trust and Charity Commission Scheme(s);
- (c) upon receipt from colleagues, to administer and approve annual reports and accounts;
- (d) approve Charity Commission returns and all other regulatory documents;
- (e) respond to enquiries from Auditors or Independent Examiners;
- (f) inquire of and respond to the Charity Commission and any other regulatory bodies;
- (g) day to day management of any City Trust or Charity with assistance from the Director of Strategic Finance, Director of Legal and Democratic Services and/or Director of Property and/or other relevant colleagues, as appropriate;
- (h) to act as manager for the Trusts and Charities, and be authorised to take all necessary administrative decisions;
- (i) to compile and maintain a comprehensive and up to date list of all City Trusts and Charities;
- (j) to take any other action deemed appropriate or necessary to ensure the proper management and administration of all City Trusts and Charities.

Date of first meeting

To be confirmed.

DEVELOPMENT CONTROL COMMITTEE (15)

Membership

To be confirmed in the addendum to the report.

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.

Date of first meeting

25 May 2011 at 2.30 pm

LICENSING COMMITTEE (15)

Membership

To be confirmed in the addendum to the report.

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.

Date of first meeting

23 May 2011 at the rising of full Council

REGULATORY AND APPEALS COMMITTEE (13)

Membership

To be confirmed in the addendum to the report.

Terms of reference

- (a) 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 goods;

but excluding:

- matters which are statutorily the responsibility of the Licensing Committee;
- (b) individual case panels selected by the Deputy Chief Executive/Corporate Director of Resources from a wider group of Regulatory and Appeals Committee members to constitute an Appeals Panel to hear and determine:
- (i) appeals relating to housing rents and homelessness;
 - (ii) appeals relating to the refusal / revocation of registration under the Council's Control Scheme for Houses in Multiple Occupation;
 - (iii) day care and childminding representations;
 - (iv) access to personal files appeals;
 - (v) representations under the Data Protection Act 1998;
 - (vi) Approved Premises (Marriages) Appeals;
 - (vii) statutory complaints concerning education matters

Date of first meeting

As and when required

APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE (10)

Membership

To be confirmed in the addendum to the report.

Terms of reference

- (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 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 the Senior Leadership Management Group (SLMG) 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 ('the DCR') and any exercise of discretions to increase total LGPS membership and award additional LGPS membership for the Deputy Chief Executive, Corporate Directors, and the SLMG. The Committee 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 DCR and any exercise of discretions to increase total LGPS membership and award additional LGPS membership for the Chief Executive. The Committee also determines terminations of employment on the grounds of business efficiency under the DCR for employees where any proposed compensation payment is in excess of £30,000;

- (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.

NB - "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.

Date of first meeting

7 June 2011 at 2.00 pm

STANDARDS COMMITTEE (10)

Membership (no substitutes allowed)

Councillors to be confirmed in the addendum to the report.

Independent members:

Ms Beverley Denby
Mr David Hibbert

Mr Trevor Savage
Mr Brian Wells

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;
- (n) granting and supervising exemptions from political restriction.

Date of first meeting

20 June 2011 at 10.00 am

AREA COMMITTEES

Membership (no substitutes allowed)

Councillors representing the wards within the area of each Committee.

Bulwell and Bulwell Forest (Area 1)

Membership

Councillor Eunice Campbell
Councillor Alan Clark
Councillor John Hartshorne
Councillor Ginny Klein
Councillor Nick McDonald
Councillor Jackie Morris

Date of first meeting

8 June 2011 at 5.30 pm

Basford and Bestwood (Area 2)

Membership

Councillor Cat Arnold
Councillor Brian Grocock
Councillor Alex Norris
Councillor Bill Ottewell
Councillor David Smith
Councillor Mick Wildgust

Date of first meeting

15 June 2011 at 4.30 pm

West Area (Area 3)

Membership

Councillor Graham Chapman
Councillor Derek Cresswell
Councillor Glyn Jenkins
Councillor Carole Williams McCulloch
Councillor Mohammed Saghir
Councillor Leon Unczur
Councillor Marcia Watson
Councillor Malcolm Wood

Date of first meeting

1 June 2011 at 5.30 pm

Arboretum, Berridge, Radford and Park (Area 4)

Membership

Councillor Mohammad Aslam
Councillor Merlita Bryan
Councillor Azad Choudhry
Councillor Mohammed Ibrahim
Councillor Carole Ann Jones
Councillor Liaqat Ali
Councillor Toby Neal
Councillor Stephanie Williams

Date of first meeting

9 June 2011 at 6.00 pm

Mapperley and Sherwood (Area 5)

Membership

Councillor Alex Ball

Councillor Emma Dewinton
Councillor Rosemary Healy
Councillor Thulani Molife
Councillor Brian Parbutt
Councillor Jane Urquhart

Date of first meeting

7 June 2011 at 5.30 pm

St Ann's and Dales (Area 6)

Membership

Councillor Jon Collins
Councillor Sue Johnson
Councillor Gul Nawaz Khan
Councillor Dave Liversidge
Councillor David Mellen
Councillor Ken Williams

Date of first meeting

31 May 2011 at 7.00 pm

Wollaton and Lenton Abbey (Area 7)

Membership

Councillor Georgina Culley
Councillor Stuart Fox
Councillor Eileen Morley
Councillor Sally Longford
Councillor Stephen Parton

Date of first meeting

21 June 2011 at 2.00 pm

Bridge, Dunkirk and Lenton (Area 8)

Membership

Councillor Nicola Heaton
Councillor Ian MacLennan
Councillor Sarah Piper
Councillor David Trimble
Date of first meeting

1 June 2011 at 5.30 pm

Clifton and Wilford (Area 9)

Membership

Councillor Chris Gibson
Councillor Lee Jeffery
Councillor Ian Malcolm
Councillor Jeannie Packer
Councillor Timothy Spencer
Councillor Roger Steel

Date of first meeting

15 June 2011 at 7.00 pm

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 Overview and Scrutiny, 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 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.

CITY CENTRE AREA COMMITTEE

Membership

One Councillor from each of Area Committees four, six and eight and three additional Councillors from across the City (subject to ensuring political balance is achieved on the Committee).

Names to be confirmed in the addendum to the report.

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:
- (i) footpaths replacement;
 - (ii) street lighting;
 - (iii) patch maintenance;
 - (iv) 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:
- (i) housing environmental improvements;
 - (ii) highway environmental improvements of a local nature;
 - (iii) minor traffic schemes, diversions and closures under highways, road traffic legislation and traffic regulation orders;
 - (iv) 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:

- (v) licensing applications;
 - (vi) strategic planning applications;
 - (vii) schools re-organisation;
 - (viii) 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, 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 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.

Date of first meeting

6 June 2011 at 10.00 am

JOINT BODIES

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

Membership

To be confirmed in the addendum to the report.

Terms of Reference

To appoint Councillors to the Nottinghamshire Police Authority in accordance with relevant legislation.

Date of first meeting

26 May 2011 at 11.30 am

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

Membership

To be confirmed in the addendum to the report.

Date of first meeting

27 May 2011 at 10.30 am

JOINT CITY AND COUNTY HEALTH SCRUTINY COMMITTEE

Membership

To be confirmed in the addendum to the report.

Terms of reference

- (a) To scrutinise health matters which impact on the Greater Nottingham area (i.e. both the Nottingham City Council area and the Broxtowe, Gedling, Hucknall and Rushcliffe areas of Nottinghamshire) to include the statutory health scrutiny role in

relation to those health services which serve the conurbation of Greater Nottingham;

- (b) where an NHS Trust operates in an area wider than the Greater Nottingham area, the Joint Committee will scrutinise any health matter that affects the Greater Nottingham area and the wider area (as far as the County boundary) but will defer to the relevant City or County Health Scrutiny Committee if requested by that health scrutiny committee.

Date of first meeting

14 June 2011 at 10.00 am

CITY HEALTH AND SOCIAL CARE COMMISSIONING BOARD

Membership

a) City Council

Portfolio Holder for Adult Services and Health;
one other Elected Member;
Corporate Director of Adult Services, Housing and Health;
Director of Adult Services or Director of Performance and Commissioning

Names of Councillors to be confirmed in the addendum to the report.

The Portfolio Holder for Adult Services and the Corporate Director of Adult Services, Housing and Health will exercise decision making powers within the limits of their delegated powers.

(b) City Primary Care Trust

Chair or Non-Executive Director;
Chair of the Professional Executive Committee;
Chief Executive;
Director of Commissioning.

(c) NHS Trusts

Representative of Nottinghamshire Healthcare NHS Trust
Representative of Nottingham University Hospital Trust

Terms of reference

The City Health and Social Care Commissioning Board (HSCCB) is a formally constituted joint committee, between Nottingham City Primary Care Trust and Nottingham City Council.

The scope of business of the Board will be focused on delivering agreed strategic priorities for health and social care services for adults. This includes cross cutting areas, specifically around mental health, learning disabilities, older people and physical disabilities. Children's services will be dealt with via Children's Partnership arrangements.

- (a) To promote effective joint commissioning and develop partnerships in order to deliver effectively against key Health and Well-being policies particularly, 'Our Health, Our Care, Our Say,' which includes the seven outcomes for adults and National Service Frameworks;
- (b) to ensure that the core values of the City Council, Nottingham City Primary Care Trust or successor bodies are taken into consideration in the approval of programmes and partnerships, approval of budgets, expenditure undertaken by partnerships and scrutiny of any actions;
- (c) to lead joint commissioning arrangements and approve the joint commissioning strategies;
- (d) to secure partnership arrangements that deliver appropriate and better outcomes for our population. To promote provision within the Health Act 1999 and any subsequent legislation which facilitates positive outcomes for service users;
- (e) to exercise approval of a programme of partnerships including the formation of new partnerships between and involving Nottingham City Council and Nottingham City Primary Care Trust or successor bodies in consultation with other NHS Trusts or partnerships as appropriate. To exercise approval of relevant budgets of each partnership within the budgets made available through the formal budget processes of each of the partners;
- (f) to scrutinise the actions and expenditure of each partnership. To ensure that plans and budgets are consistent with the relevant

plans/policies and approved budgets of the City Council, the Primary Care Trust or their successor bodies;

- (g) to review the implementation relating to the discharge of functions and related financial arrangements;
- (h) to contribute to policy, practice and operational guidelines for the partnership provision of Health and Social Care services within the City in liaison with Nottingham City Council, Nottingham City Primary Care Trust or successor bodies and other partners as appropriate, including other NHS Trusts, to monitor and review the impact of any such policies;
- (i) to ensure that appropriate consultation and dialogue is undertaken with partnership stakeholders;
- (j) to prioritise the shared business, as far as possible, in a way that is timely for associated decision-making cycles, such as budget and planning cycles.

Date of first meeting

29 July 2011 at 2.00 pm

JOINT COMMITTEE ON STRATEGIC PLANNING ON TRANSPORT

Membership

The Joint Committee will be composed of four Councillors from each authority.

Names of City Councillors to be confirmed in the addendum to the report.

Terms of reference

- (a) The role of the Joint Committee is to advise the County Council and City Council on strategic planning and transport matters taking account of the best interests of the whole of Greater Nottingham;
- (b) The Joint Committee will be responsible for providing advice on regional, sub-regional and strategic planning and on transport

matters including the following:

- (i) preparation, review, modification and monitoring of strategic planning advice to the Regional Planning Body;
 - (ii) conformity of Local Development;
 - (iii) documents, as agreed with the Regional Planning Body, and strategic planning and transport comments on Draft Development Plans prepared by other Local Planning Authorities;
 - (iv) the implementation of the Greater Nottingham elements of the 3 Cities and 3 Counties Growth Point, including the preparing of bids for funding, agreeing programmes for implementation and keeping the implementation of the Growth Point under review;
 - (v) co-ordination of policies and management for minerals and waste matters, including joint Local Development Documents;
 - (vi) Greater Nottingham Local Transport Plan;
 - (vii) strategic issues arising from the management of the Traffic Control Centre;
 - (viii) strategic issues arising from Public Transport Operations, including Bus Quality Partnerships and the development of the Nottingham Express Transit;
 - (ix) Greater Nottingham Rail Development Plan;
 - (x) Regional Spatial Strategies, relevant sub-regional studies, Regional Transport Strategy, the Integrated Regional Strategy and any other regional/sub-regional consultation/consultant studies insofar as they impact upon Greater Nottingham;
 - (xi) strategic issues arising from the District Council air quality review and assessment.
- (c) To assist the Joint Committee in carrying out the responsibilities in the paragraph above, they shall be entitled to receive information and to comment where they deem appropriate on other relevant matters including:
- (d) Development Plan policies and strategy for the rest of the County:
- (i) Local Transport Plan for the rest of the County;
 - (ii) planning applications within Greater Nottingham subject to the statutory timetable;

- (iii) wider aspects of Regional Spatial Strategies and Sub-Regional Studies;
 - (iv) major development proposals in areas surrounding Greater Nottingham;
 - (v) significant developments in the highway and transport networks;
 - (vi) major strategic initiatives of either Authority in Greater Nottingham e.g. tackling climate change;
 - (vii) economic strategies for Greater Nottingham;
 - (viii) Government legislation, regulations and guidance affecting strategic planning and transport matters;
- (e) the Joint Committee will be responsible for advising on strategic planning and transport matters across the Nottinghamshire part of the of the 3 Cities Sub Area as defined by the East Midlands Regional Strategy. This area will be known as Greater Nottingham and its boundaries are illustrated on the attached Map 1. In undertaking the responsibilities for Growth Point in paragraph 4 (c) above, the area will also include Erewash Borough, to coincide with the boundaries of the Nottingham Core Housing Market Area element of the 3 Cities and 3 Counties Growth Point;
- (f) the views of the Joint Committee will be communicated to the appropriate executive or other body or bodies of the County and City Councils as soon as possible following a resolution by the Joint Committee. Where the Joint Committee has expressed a view on particular matters that is the subject of a report to any of the parent executive bodies, the recommendation of the Joint Committee will be included in the report.

Date of first meeting

24 June 2011 at 10.15 am

GREATER NOTTINGHAM LIGHT RAPID TRANSIT ADVISORY COMMITTEE

Membership

5 City Councillors, 5 County Councillors and the following independent representatives:

PEDALS

Nottinghamshire Chamber of Commerce and Industry
Midlands Rail Passenger Committee
Nottingham Trent University
Nottinghamshire Transport 2000
Nottingham Transport Partnership

Names of City Councillors to be confirmed in the addendum to the report.

Terms of reference

To advise on issues relating to the construction and operation of the system (within the constraints of contractual arrangements).

Date of first meeting

14 June 2011 at 2.00 pm