

Public Document Pack



Nottingham
City Council

You are hereby summoned to attend a meeting of **City Council** at Council Chamber, the Council House on Monday, 20 May 2024 at 6.00pm to transact the following business

- 1 Election of Lord Mayor**
To elect a Lord Mayor for municipal year 2024/25
- 2 Appointment of Sheriff**
To appoint a Sheriff for municipal year 2024/25
- 3 Apologies for absence**
- 4 Declarations of Interests**
- 5 Election of Leader of the Council** 3 - 8
Report of the Lord Mayor
- 6 Questions from citizens** To follow
- 7 Petitions from Councillors on behalf of citizens** Verbal
- 8 To confirm the minutes of the last meeting of Council held on 4 March 2024** 9 - 44
- 9 To receive official communications and announcements from the Leader of the Council and/or the Chief Executive** Verbal
- 10 Questions from Councillors - to the City Council's lead Councillor on the Nottinghamshire and City of Nottingham Fire and Rescue Authority** To follow
- 11 Questions from Councillors - to a member of Executive Board, the Chair of a Committee and the Chair of any other City Council body** To follow
- 12 Establishment of, and appointments to committees and joint bodies 2024/25** 45 - 110
Report of the Lord Mayor
- 13 Executive Appointments, Committees and Delegations** To follow
Report of the Leader of the Council
- 14 Establishment of the East Midlands Combined County Authority (EMCCA)** 111 - 116
Report of the Leader of the Council
- 15 Decisions taken under Urgency Procedures** 117 - 122
Report of the Leader of the Council

16 Future Meeting Dates

To agree to meet at 2pm on the following Mondays:

- 8 July 2024
- 9 September 2024
- 11 November 2024
- 13 January 2025
- 24 February 2025

Please note that questions to Council are received after the agenda has been published. Questions will be published as a supplementary agenda by 5pm on Friday 17 May 2024.

If you need any advice on declaring an Interest in any item on the agenda, please contact the Governance Services Team, if possible before the day of the meeting.

Citizens are advised that this meeting may be recorded, including by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Services Team in advance.



Dated: 10 May 2024
Director for Legal and Governance

To: All Councillors of Nottingham City Council

City Council – 20 May 2024

Report of the Lord Mayor

Corporate Director/ Director:

Director of Legal and Governance

Report Author and Contact Details:

Jane Garrard, Senior Governance Officer

jane.garrard@nottinghamcity.gov.uk

Title: Election of Leader of the Council

Does the report form part of the Budget or Policy Framework?

Yes No

Commissioner Consideration

Has this report been shared with the Commissioners' Office? Yes No

Any comments the Commissioners wish to provide are listed below.

Does this report contain any information that is exempt from publication?

No

Relevant Council Plan Key Outcome:

Green, Clean and Connected Communities	<input type="checkbox"/>
Keeping Nottingham Working	<input type="checkbox"/>
Carbon Neutral by 2028	<input type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Living Well in our Communities	<input type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input type="checkbox"/>
Better Housing	<input type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>

1. Summary

- 1.1 Following the resignation of Councillor David Mellen as Leader of the Council (effective from the day of this Annual General Meeting), Council is asked to elect a councillor as Leader of the Council for a three year term to May 2027.

2. Recommendations

- 2.1 To note that Councillor David Mellen has resigned as Leader of the Council; and
- 2.2 To elect a councillor as Leader of the Council with a term of office of three years, starting on the day of election and ending on the day of the next Annual General Meeting of Full Council held after all Council elections (May 2027).

3. Reasons for recommendations

- 3.1 The Council operates a Strong Leader and Cabinet model of Executive governance, with a Leader of the Council who has responsibility for all Executive functions that he/

she can choose to discharge herself or delegate to an executive committee, other executive councillors or officers. Article 9 Non-Executive Functions and Committees of the Constitution sets out that it is a role of Full Council to elect the Leader of the Council.

- 3.2 As the current Leader of the Council is resigning with effect from the day of this Annual General Meeting, Council is required to elect a new Leader.

4. Other options considered in making recommendations

- 4.1 Council is required to elect a Leader of the Council. If the Council does not elect a Leader at this meeting, the election will have to take place at a subsequent meeting of Council. This option was rejected because it would leave the position of Leader vacant and impact on the effective discharge of Executive functions by the Authority.

5. Consideration of Risk

- 5.1 As the Council operates a Strong Leader and Cabinet model of Executive governance, it is required to elect a Leader to exercise Executive functions, including the effective consideration of risk in how those functions are exercised.

6. Best Value Considerations

- 6.1 As the Council operates a Strong Leader and Cabinet model of Executive governance, it is required to elect a Leader of the Council. Article 4 of the Constitution sets out the key responsibilities of this position, which are detailed in paragraph 7.3. The Members' Allowances Scheme (Governance Framework Document C) includes a special responsibility allowance for the councillor elected to position of Leader of the Council.

7. Background (including outcomes of consultation)

- 7.1 A Leader of the Council is elected by Council at the Annual General Meeting held after all Council elections, usually for a term of office lasting four years. The Leader will serve a full term unless, before the end of the term, he/ she is removed from office or resigns; ceases to be a councillor; or is disqualified from being a councillor.
- 7.2 On 22 May 2023, Councillor David Mellen was elected as Leader of the Council for a four year term. He has announced that he will resign with effect from the day of this Annual General Meeting, and therefore Council needs to elect a new Leader. The term of office for the new Leader will be three years (the remainder of the usual four year term of office for Leader of the Council) starting on the day of his/ her election as Leader and ending on the day of the next Annual General Meeting of Full Council held after all Council elections (May 2027).
- 7.3 The key responsibilities of the Leader of the Council (in addition to any in their individual Portfolio) are:
- a) Allocating and discharging all Executive functions.
 - b) Appointing a member of the Executive as the Deputy Leader or removing that person from office and appointing a replacement.
 - c) Determining the size of the Executive, appointing its members and removing them at any time and reporting these appointments to Full Council.

- d) Establishing and disestablishing Executive Committees, determining their terms of reference, making appointments to them and removing members at any time and reporting these changes to Full Council.
- e) Chairing and leading the work of the Executive Board in accordance with its terms of reference.
- f) Being responsible for the performance of the Executive, both individually and collectively.
- g) Taking Leader's Key Decisions as outlined in Article 10 – Executive Arrangements.
- h) Steering and overseeing the strategic use of resources and the strategic planning cycle of the Council as it relates to Executive matters.
- i) Supporting open and transparent scrutiny, and encouraging Full Council, the Executive and statutory partners to do the same.
- j) Attending Overview and Scrutiny meetings when requested.
- k) Responding to questions from the public and Councillors, including those asked at Full Council meetings.
- l) Being the principal political spokesperson for Nottingham, including representing it in the media, issuing statements and engaging with statutory bodies and Government.
- m) Working with partners to build and promote a shared vision for the city, aiming to ensure that Council policies and plans, and those of the Council's partners, match that vision.
- n) Promoting the city, and the Council and its core values and objectives.

8. **Commissioner comments**

- 8.1 The report sets out the process for determining the Leader of the Council as set out in the Constitution. The Commissioners note the content of the report and have no additional comments to add.

9. **Finance colleague comments (including implications and value for money)**

- 9.1 The recommendation in this report relates to the election of a councillor as Leader of the Council with a term of office of three years due to the resignation of the current leader. For each year, a Special Responsibility Allowance (indexed with effect from 1 April 2021, in line with increases in pay of employees covered by the National Joint Council for Local Government Services) is paid to the councillor elected to the position of Leader of the Council. This is funded by the allocated budgets within the Medium-Term Financial Plan for Councillor Services. There is regular monitoring in place to ensure that the service does not exceed their budget envelope regarding payment of allowances. There is no additional financial implication resulting from this recommendation.

Alfred Ansong, Strategic Finance Business Partner. 19.04.24.

10. **Legal colleague comments**

- 10.1 The Council operates a Strong Leader and Executive model of governance in accordance with the Local Government Act 2000.
- 10.2 The election of the Leader is the responsibility of Full Council, as set out in Article 9 of the Council's Constitution. The duties and responsibilities of the Leader and their executive are also set out in the Council's Constitution.

11. **Other relevant comments**

11.1 None

12. **Crime and Disorder Implications (If Applicable)**

12.1 Not applicable

13. **Social value considerations (If Applicable)**

13.1 Not applicable

14. **Regard to the NHS Constitution (If Applicable)**

14.1 Not applicable

15. **Equality Impact Assessment (EIA)**

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because the recommendations do not relate to a new or changing policy, service or function.

16. **Data Protection Impact Assessment (DPIA)**

16.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because the recommendations do not involve the use of personal or sensitive data.

17. **Carbon Impact Assessment (CIA)**

17.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because the recommendations do not have any carbon impacts.

18. **List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)**

18.1 None

19. **Published documents referred to in this report**

19.1 Article 4 - Councillors of the Council's Constitution

19.2 Article 9 - Non-Executive Functions and Committees of the Council's Constitution

19.3 Article 10 - Executive Arrangements of the Council's Constitution

19.4 Governance Framework Document C - Members' Allowances Scheme of the Council's Constitution

19.5 Minutes of the meeting of the Council meeting held on 22 May 2023

Lord Mayor

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Public Document Pack Agenda Item 8

Minutes of the meeting of the City Council

held at the Council Chamber - at the Council House

on 4 March 2024 from 2.00 pm - 9.35 pm

Attendances:

✓ Councillor Carole McCulloch (Lord Mayor)	
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✓ Councillor Saj Ahmad	✓ Councillor Sam Lux
✓ Councillor Liaqat Ali	✓ Councillor Sulcan Mahmood
✓ Councillor Leslie Ayoola	Councillor Farzanna Mahmood
✓ Councillor Cheryl Barnard	✓ Councillor AJ Matsiko
✓ Councillor Steve Battlemuch	✓ Councillor David Mellen
✓ Councillor Graham Chapman	✓ Councillor Sajid Mohammed
✓ Councillor Kevin Clarke	✓ Councillor Fozia Mubashar
Councillor Audrey Dinnall	✓ Councillor Salma Mumtaz
✓ Councillor Michael Edwards	Councillor Sana Nasir
✓ Councillor Nadia Farhat	Councillor Devontay Okure
Councillor Faith Gakanje-Ajala	✓ Councillor Nayab Patel
Councillor Samuel Gardiner	✓ Councillor Georgia Power
Councillor Sam Harris	✓ Councillor Shuguftah Quddoos
✓ Councillor Jay Hayes	✓ Councillor Ethan Radford
✓ Councillor Patience Uloma Ifediora	Councillor Nick Raine
✓ Councillor Imran Jalil	✓ Councillor Eunice Regan
✓ Councillor Corall Jenkins	Councillor Sarita-Marie Rehman-Wall
✓ Councillor Maria Joannou	✓ Councillor Samina Riaz
✓ Councillor Kirsty Jones	✓ Councillor Andrew Rule
✓ Councillor Kirsty L Jones	✓ Councillor Naim Salim
Councillor Helen Kalsi	✓ Councillor Michael Savage
✓ Councillor Angela Kandola	✓ Councillor Matt Shannon
✓ Councillor Anwar Khan	✓ Councillor Hayley Spain
Councillor Zafran Nawaz Khan	✓ Councillor Maria Watson
✓ Councillor Gul Nawaz Khan	✓ Councillor Adele Williams
✓ Councillor Neghat Khan	✓ Councillor Linda Woodings
✓ Councillor Pavlos Kotsonis	✓ Councillor Audra Wynter

✓ Indicates present at meeting

76 Order of Business

In accordance with Standing Order 12.17, resolved to amend the order of business for the meeting to move Motion in the name of Councillor David Mellen to become item 9 on the agenda.

77 Apologies for absence

Councillor Audrey Dinnall – unwell

Councillor Faith Gakanje-Ajala – personal
Councillor Sam Gardiner – personal
Councillor Sam Harris – personal
Councillor Helen Kalsi – personal
Councillor Zafran Khan – unwell
Councillor Farzanna Mahmood – personal
Councillor Sana Nasir – leave
Councillor Devontay Okure – personal
Councillor Nick Raine – personal
Councillor Sarita-Marie Rehman-Wall - personal

78 Declarations of Interests

In relation to item 2024/25 Budget and Council Tax Resolution (minute reference 86), in the interests of transparency:

- Councillor Leslie Ayoola stated that he is a board member of Marketing Nottingham and Nottinghamshire and Blueprint
- Councillor Michael Edwards stated that he is a member of the Queens Walk Community Association Management Committee and Chair of the Meadows Advice Centre
- Councillor Nadia Farhat declared a Sensitive Interest
- Councillor Jay Hayes stated that he is a committee member of Bestwood Advice Centre
- Councillor Angela Kandola stated that she is a board member of the Indian Community Centre Association
- Councillor David Mellen stated that he is the Chair of the Bakersfield and Neighbourhood Community Association
- Councillor Georgia Power stated that she is a director of Bestwood Partnership
- Councillor Eunice Regan stated that she is a member of the Queens Walk Community Association Management Committee and Meadows Advice Centre
- Councillor Matt Shannon stated that he is a trustee of the Renewal Trust
- Councillor Adele Williams stated that a member of her family works for an organisation partially funded by the Council
- Councillor Linda Woodings stated that she is a member of the Nottingham City of Literature Board

79 Questions from citizens

Social housing maintenance and repair

A citizen asked the following question of the Portfolio Holder for Housing:
Please could you explain why Nottingham City Council Housing Services has got progressively worse since Nottingham City Council took it back under its control? It was not a good service before, but now it's truly poor. There are never ending queues, not only to get through to the Repair Call Centre but for tenants also to get essential work done (if at all). There are not enough operatives, high sickness rates, and many other problems. This results in a terrible knock-on effect for tenants, and at the same time rents and service charges go up considerably annually (7.7% rent increase plus an added 6.7% service charge increase this year as well as other charges). As social housing tenants, we have no way of making our voices heard. I

would please ask how and when Nottingham City Council will improve these matters, as Nottingham City Council is now fully responsible?

Councillor Jay Hayes replied as follows:

Thank you Lord-Mayor, and thank you to this citizen for the question. The City Council recognises that the housing service under Nottingham City Homes needed improvement to deliver the standards that tenants and the Council expect, and therefore it was brought back in-house last year. Since then we have developed a new housing service within the Council and we are currently implementing our service improvement plans. It will take some time for these plans to work and build up a good quality service that our tenants can trust. At the Executive Board meeting in February, the Housing Revenue Account business plan was approved and additional resources have been included in the budget for the next financial year to implement the service changes and improvements that are needed. The citizen mentions the rent increase. This rent increase is the maximum that is allowed under the Social Housing Regulator. This increase will be covered by the Local Housing Allowance and Housing Benefit for those who are in receipt of benefits, but there is also a Hardship Fund to support those who do not qualify for any help through our Tenancy Sustainability Team. The Council is committed to engagement and an accountable service. At last month's meeting of the Housing and City Development Scrutiny Committee I presented a report about the new Tenant Engagement Board. This Board is in the process of being set up. We will have tenants on Board, engaging with us as the Council, holding myself as Portfolio Holder and officers to account, helping us to improve the service and deliver a robust service for our tenants. While the service is not where we want it to be and there are a lot of issues inherited from Nottingham City Homes since we brought it in-house, I can assure the citizen that officers are working incredibly hard in implementing new ways of working, improving the system and engaging with tenants and we will continue to do that so that the tenants have a sustainable and good quality housing service that they deserve. Thank you.

80 Petitions from Councillors on behalf of citizens

Councillor Kevin Clarke presented a petition on behalf of residents about parking problems on Greencroft, Clifton, NG11 8FD and surrounding roads, and requesting the installation of a resident parking scheme or restricted line enforcement.

Councillor Shuguftah Quddoos presented a petition on behalf of residents calling on the Council to immediately launch a campaign to secure direct support from Central Government in order to avoid any further cuts to jobs and services.

81 To confirm the minutes of the last meeting of Council held on 15 January 2024

The minutes of the meeting held on 15 January 2024 were confirmed as an accurate record and signed by the Chair.

82 To receive official communications and announcements from the Leader of the Council and/or the Chief Executive

The Chief Executive made the following announcements:

I am pleased to report that the final legal step to establish the East Midlands Combined County Authority has been signed and made into law. The Levelling Up Minister signed the regulations on 27 February that allow the new combined authority to be created. It means that residents across the area, including Nottingham, will get to vote for the very first East Midlands Mayor, with elections taking place on 2 May. The new combined county authority is part of a wider devolution deal that will see the region benefit from a £1.14billion investment package, spread over a 30 year period, alongside devolved powers around transport, housing, skills and adult education, economic development and net zero. This is an historic moment for the region and the extra funding coming into the area, alongside the devolved powers, will make a huge difference to the region, bringing in more investment in skills, jobs and housing. This is about improving local people's lives and creating new opportunities for our communities across the East Midlands.

I'd like to pay tribute to the fantastic talents of Nottingham actor, Samantha Morton, who last month was awarded one of the most prestigious honours in her profession. Samantha was handed the BAFTA Fellowship, which is the arts charity's highest accolade and presented in recognition of 'an outstanding and exceptional contribution to film, games or television'. Her credits span independent British cinema to Hollywood blockbusters, television and theatre. We remain incredibly proud of her achievements.

Malcolm Townroe, Director of Legal and Governance and Monitoring Officer, will be leaving the Authority at the end of April, after 35 years service to the Council. Malcolm held the role of Head of Legal Services for a number of years and during that time was involved in some of the Council's larger development projects. Since 2017 he has been the Director of Legal and Governance and the Council's Monitoring Officer. As one of the Council's statutory officers, Malcolm has played a key role in promoting high standards of conduct and providing advice to officers and councillors. I would like to thank him for his service to the Council over many years and wish him well for the future.

83 Questions from Councillors - to the City Council's lead Councillor on the Nottinghamshire and City of Nottingham Fire and Rescue Authority

None

84 Questions from Councillors - to a member of Executive Board, the Chair of a Committee and the Chair of any other City Council body

Local Government Funding

Councillor Samina Riaz asked the following question of the Leader of the Council: Does the Leader of the Council agree that Nottingham needs emergency no-string funding from Central Government to enable us to maintain services for all our citizens as asked by the City's MPs and would he thank Resolve Nottingham, a coalition of 140 city organisations, for their support for the Council in asking Government for additional funding?

Councillor David Mellen replied as follows:

Thank you Lord-Mayor, and can I thank Councillor Riaz for your question. I agree with you. We certainly need someone to come to our rescue because there simply isn't enough money in this Council to run the services our citizens depend on - not this year, not next year and not until we get the funding we deserve. Its not just this Council, but councils across our land. You're going to hear this a lot today, but it bears repeating: this callous and cruel-hearted Government has brought local government in this country to its knees. I would like to be clear on one point right at the start – this is not a Nottingham problem. This is a national problem caused by a government that has failed to fix social care, caused massive inflation, and generated a cost-of-living crisis that has seen soaring rates of homelessness. A failure of Central Government, but for some reason the buck stops with us – Nottingham City Council, and the people we represent. We are the ones that must pick up the pieces of their broken Britain without the resources to do so. I'm afraid, Lord-Mayor, that this is a bad day for Nottingham and for this Council, at a meeting has been convened to approve huge cuts to our services and put people who work for our Council out of a job. Years of Tory underfunding of councils has led us to this day - years of austerity, years of rising prices and inflation and years of a broken care system. So yes, we need a miracle right now and if that meant, Councillor Riaz, no-strings funding from the Government then I would certainly welcome it. However Lord-Mayor, I'm not holding my breath because with this government there is no such thing as no-strings funding. In order to balance our budget today not only do we have to make sweeping cuts to our services, we have had to ask the Government for exceptional financial support to fill the gap that continues to open up before us. It is not money, it is certainly not a bailout. All that we have had approved is the economically nonsensical permission to sell buildings and land and use that for everyday expenditure. The £66.1million permission over two years we receive as exceptional financial support is less than the money we have lost each and every year in the last decade - £100million less a year than it was a decade ago. Hundreds of millions of pounds of funding for services has been lost under this Conservative Government. We received agreement for exceptional financial support for Government last week, but only 'in principle' and there are most definitely strings attached. In order to gain this financial support we must vote for every cut, every service reduction, every redundancy contained within the budget proposals, and only then will the Government allow us to sell our own properties and buildings and allow us to use this money to plug the gap as a one-off measure. This is without doubt a short-sighted approach to running a council, or indeed running any organisation, or even running your own household. You can only sell the silverware once. Once it's gone, it's gone. So, in the face of a lack of real response from this uncaring Government I'm really grateful to Resolve Nottingham for their leadership, collecting over 11,000 signatures on a petition that calls on the Government and on Michael Gove in particular to provide immediate no-strings financial support in order to fund the way forward. This petition was handed in at Number 10 Downing Street on Friday and I want to say thank to all those involved in the mammoth effort to show the Government that the people of Nottingham understand that the current crisis is not down to decisions that the Council has made, but down to a huge underfunding of the Council. This is hugely important Lord-Mayor. People will point at me and say "well I expect the Labour Leader of a Council to blame the Conservative Government for our problems" but the Resolve Nottingham petition does not originate with the Council. It is led by businesses, by charities, by community groups and the citizens of Nottingham standing up to be counted, and we are grateful. Like us here today, they have said enough is enough. We heard their voices on Friday on the steps of Downing Street, just as we heard the

voices outside today on the steps of the Council House. No one wants this for Nottingham. No one wants this for our country. As I said earlier, this is a day that will be remembered by our city. Sadly, it will be for all the wrong reasons.

Commissioners

Councillor Nayab Patel asked the following question of the Leader of the Council: Could the Leader of the Council confirm that with the appointment of unelected commissioners by the Government, what the implications of this are including cost on our residents and Nottingham?

Councillor David Mellen replied as follows:

Thank you Lord-Mayor, and can I thank Councillor Patel for her question. The Government is intervening in a number of councils across the country, and in each case the Council and the taxpayers in the areas receiving the intervention have to meet the costs of those sent in by the Government. This is the case for each of the councils involved. It might seem strange that this is the case when councils are counting every penny, and in Nottingham today making budget cuts, but these are the rules. So, although we made it clear to the Government that in our view commissioners were not necessary, we acknowledge their presence here today and will work constructively with Mr. McArdle and his team. Councillors and officers work tirelessly for this Council and want what is best for the people of Nottingham, and if the commissioners can help us leave Nottingham in a better way then we welcome that support and advice. As Leader of the Council, I am committed to working with the commissioners. They have been with us for only a week, but the conversations so far have been positive and constructive. Would I rather see this journey with democratic control in our own hands? Yes. However, this was not our decision, and if this is the path we must follow then we must work together to bring about the necessary improvements. It won't be easy, but we owe it to our citizens to do everything we can to reach our goal and return the governance of Nottingham City Council to the democratic control of those elected by the City's citizens as soon as possible.

Homelessness

Councillor Devontay Okure asked the following question of the Portfolio Holder for Housing:

As of 20 February there were 208 households in bed and breakfast accommodation in Nottingham due to homelessness, and over 2,000 live homelessness cases reported to the City Council. Does the Portfolio Holder for Housing agree that sufficient support has not been forthcoming from the Government and can they inform Council of what actions are being taken to support those who are homeless and to reduce the council house waiting list?

As Councillor Devontay Okure was not present to ask his question, it received a written response instead.

Adult Social Care

Councillor Michael Savage asked the following question of the Portfolio Holder for Adult Social Care and Health:

Can the Portfolio Holder for Adult Social Care and Health confirm the number of Nottingham people who are currently receiving support from our adult social services and do we have a higher proportion of our elderly residents not being able to contribute to their own care compared to national averages? What actions are we taking to help support those most in need?

Councillor Linda Woodings replied as follows:

Thank you Lord-Mayor, and thank you Councillor Savage for your question. I want to start by talking about the term 'adult social care'. I think for people who don't have any experience of accessing the service, that's a very generic and unspecific term. We're actually talking about people who need the Council's help and support: it's not just older people. Adult Social Care helps people who live with a lifelong disability, or people who developed a serious condition or a serious injury throughout their lives, people with mental health needs, people with learning disabilities, and older people and people who are frail as well. We also care for people on a temporary basis, if they need support recovering from a serious illness or on discharge from hospital. So, I can tell you that it is a fairly fluid figure each month as to how many people we are supporting, but we have the figures for last year. Between January to December last year there were 7,299 citizens supported by our Council's Adult Social Care Service and that's just around a 6% increase on the previous 12 months. So, in the previous 12 months it was 6,915 and around 5,000 of those people are people who receive long term care from the Council.

As far as our funding is concerned, you've heard me say many times before we still have the frankly disgraceful situation of people having to pay for their own social care if they have the funds available and despite Prime Minister Boris Johnson's bragging that he had solved the funding for Adult Social Care, those plans, inadequate as they were, were shelved and the lack of national funding for Adult Social Care is still unresolved 13 years on from the Dilnot Commission recommendations. So, despite paying tax and National Insurance your whole life, you are still expected to support the cost of your care in case of illness or in later life from your own savings and when they are depleted people are forced to sell their homes that they may have saved up for all their lives to pay for their care. In Nottingham, approximately 2,700 people with support in their own homes pay a contribution of some level to their care, and we have just 199 who self-fund entirely themselves. 1,300 pay nothing due to having income and savings underneath the threshold which is £14,000. In our Adult Residential Care Homes we have just over 1,000 citizens – 1,071 citizens – of which 68 are self-funders. So, 1,003 of them are charged at some level for their care. Unfortunately there is no access to national data to benchmark if this is above or below the national average, but it is highly likely that Nottingham is below the national average for the number of citizens that are able to self-fund their care because the proportion of people with over £23,250 in savings or capital, and the number of homeowners plus lower property values means that less contributions will be received to the Council. We do know from surveys conducted by the Nottingham Financial Resilience Partnership and national data that Nottingham residents have the least disposable income in the country, at just £482 per month on average. So, we are 38% below the UK average for having disposable income. We also know Nottingham has one of the youngest populations in the country as well. 50% of people who live in Nottingham are under 30. So that is one of the indicators of greater deprivation and therefore an increased pressure on demand for Adult Social Care. We don't have data on people who self-fund their own care with no support in arranging that care from the Council.

How do we support people? Well, when we are doing peoples' reviews and assessments for their care, we make sure they are getting all the benefits that they are entitled to or we tell their power of attorney if they don't have capacity. We've also done what we could locally to protect welfare rights services, but what we need to do more is concentrate on transformation and put more resources towards prevention from the need for long-term care. Our transformation programme is attempting to do that: supporting people to live with as much independence as possible in their own home with support, ensuring that people receive the benefits that they are entitled to, reviewing and providing support and adaptations to help people stay in their own homes and helping carers support them in their own homes as well. Thank you very much.

Children in Care

Councillor Leslie Ayoola asked the following question of the Portfolio Holder for Children, Young People and Education:

At the BAFTAs Nottingham-born Samantha Morton dedicated her BAFTA fellowship to children in care, like she was. She also highlighted the broken care system which "costs the taxpayer a huge amount of money to keep a child in care, to take care of them". The costs of child social care are spiralling far beyond the rate of inflation, in part due to a broken market. Can the Portfolio Holder for Children, Young People and Education give the number of children currently in care in the system and the length and cost of journeys to take children to schools? Can they confirm the actions the Council is taking to reduce costs while supporting those in need?

Councillor Cheryl Barnard replied as follows:

Thank you Lord-Mayor, and thank you Councillor Ayoola for your question. As of the end of February, the number of children in care was 679, a reduction of about 50 from our highest number last year. We're working on a number of initiatives to reduce costs while also ensuring that quality of care is sustained. These include recruiting more foster carers, providing additional support to our in-house foster carers and working through improved commissioning processes to ensure best value is achieved, as well as working with regional D2N2 colleagues to ensure high quality cost-effective commissioning of external placements. We currently have 401 statutory school-aged children in care. During summer and spring terms to date the Virtual School has contributed just under £34,500 to support the transport to school of 11 children. This is made up of payments to social care for 10 children and direct payment to a school of pupil premium plus for one child in care to attend alternative provision. It is important to note that the payments made to social care don't necessarily cover the full cost of transport in every case. The Virtual School is not in a position to monitor journey times, but clearly the intention is that children attend a school as close as possible to their foster home or residential placement, and the priority afforded under the School Admission Code does enable us to direct admissions where necessary. However, this is also a balanced decision as when a child comes into care it is important to try and maintain the continuity of their existing school place and support any transport for them to attend school when necessary. Samantha Morton is a great role model and advocate for children in care and care leavers. The points she makes about the care system are correct. The system is broken and children's care costs have been allowed to spiral with the Government failing to step in and regulate in any way. I'm grateful to Samantha for using her platform to speak up for children and young people.

Children's Services

Councillor Georgia Power asked the following question of the Portfolio Holder for Children, Young People and Education:

Local authorities across England increased their spending on children's services by £800 million for 2021 – 2022 but 81% of the recent increase was funnelled into crisis intervention services, a rise from the 67% seen a decade ago. Of this additional spending £4 in every £5 went on late intervention services. Does the Portfolio Holder agree with me that the Government has failed children and pushed children's services to breaking point?

Councillor Cheryl Barnard replied as follows:

Thank you Lord-Mayor, and thank you Councillor Power for your question.

The key factor in the imbalance between crisis intervention and early help is the fact that one is a statutory duty and the other is not. There has unfortunately been a steady decline in early help. To give more context, a Labour Government launched Sure Start Centres in 1999, delivering services and support to young children and their families. Initially targeted at the poorest 20% of wards in England, it was scaled up to deliver 3,500 children's centres across the country. Sadly, cuts to funding of local government under the Conservative Government have seen a steady decline in the number of children's centres providing that essential community-based support, activities and early help to families. In Nottingham we handed some centres over to local primary schools and we were able to retain nine children's centres until the last two years when we reluctantly had to take a decision to close five as part of Council's budget savings. The remaining four currently operate as family hubs, with outreach into other areas of the city. At the same time, we've seen a reduction of engagement with children and young people as our youth services – again, not statutory – have been cut in order to meet budgetary pressures. All this means that some children, young people and families have a reduced chance of being picked up at an early stage and given the help needed, meaning that problems often escalate and don't come to us early enough. This lack of recognition of the value of and importance of early intervention at government level means that in the context of soaring costs of children's social care, early help for families and young people will always be the casualty. The Government has had warning after warning from local authorities and national children's charities and has done nothing but tinker at the edges. They are failing our children and young people and wholesale reform is needed along with investment into early intervention. So yes, Councillor Power, I completely agree with you and look forward to having a Labour Government in power in the near future that will understand that investment into early intervention can reduce the high cost of crisis intervention and give children and young people the right help at the right time.

Student Accommodation

Councillor Kevin Clarke asked the following question of the Portfolio Holder for Highways, Transport and Planning:

Given the Council's financial pressures, does the Portfolio Holder agree with me that the developers and operators of student accommodation in the City should make an ongoing revenue contribution towards the Council's budget?

Councillor Angela Kandola replied as follows:

Thank you Lord-Mayor, and thank you Councillor Clarke for your question. I fully recognise the reason for asking this question, given the Council's financial pressures. Purpose-built student accommodation is classed as residential development, which would normally pay council tax. However, full-time students are exempt from council tax. This exemption is set nationally, and there is no scope for the Council to unilaterally change this. Whilst the Council does receive some revenue support grant from Central Government to recognise this, it has decreased in recent years and despite lobbying efforts by university cities to address the impacts on Council finances, Government has not addressed this. The Council has no ability to acquire an ongoing revenue contribution from operators of student accommodation. At the planning application stage, the Council does secure one-off financial contributions from new student developments for necessary improvements to open spaces, highways, public ground, as well as funding for employment and training opportunities. Since 2021, we have required new schemes to also pay affordable housing contributions. There is no ability for the Council to seek ongoing revenue from new student developments. Our recently adopted student living strategy has been designed to help jointly address the challenges associated with accommodating a large student population in Nottingham while fostering positive community relations and maximising the contributions of students and themselves to Nottingham. The Universities have committed to invest approximately £1million in 2023/24 into the prevention and enforcement of issues relating to waste, noise and other antisocial behaviour. This is a threefold increase in spend since 2019/20. We will continue to work collaboratively with the Universities and other stakeholders to reduce costs to the Council from managing student-related matters. It is also important to acknowledge the significant economic contributions of our Universities to Nottingham, which together forms about 14% of the local economy and supports 25,000 jobs across Nottingham and Nottinghamshire. Thank you.

Council Plan

Councillor Kevin Clarke asked the following question of the Leader of the Council: The Leader will be aware that the Council Plan is now being revised. Given the depth of cuts proposed in this budget how does the Leader have any confidence that the plan can be delivered?

Councillor David Mellen replied as follows:

Thank you Lord-Mayor and can I thank Councillor Clarke for his question. I'm sure if you've read far enough through the agenda today you can see that it's been revised and it is being brought here for agreement later today. It lays out our statutory duties and the Council priorities which incorporate the manifesto pledges on which this majority Labour Group won a resounding victory in last year's local elections. It is timed to coincide with the agreement of the Medium Term Financial Plan, which we are also due to consider later in the meeting. I will never tire of pointing out the fact that it was a manifesto that helped Labour secure 51 seats out of a possible 55 in last May's elections, increasing our majority from the last electoral term, and we saw an end to the Conservative Party in Nottingham, who failed to win a single seat and who are no longer represented on the Council. Maybe that's why you're feeling a bit sorry for Mr. Bradley and are going to give him your support rather than the Independent candidate in the Mayoral election, as we read in social media as the meeting starts? Maybe that's deliberate? Not only did we increase our majority in the Chamber, but we did so with 62% of the popular vote. The people of Nottingham spoke loudly and clearly, they support the important work carried out by this Labour authority, and they

gave us a clear mandate to continue. Our manifesto has informed this Plan and it is an ambitious plan, I make no apology for that. But, as you rightly point out Councillor Clarke, it is a plan that recognises the difficult position we are in financially. So, I applaud and thank the officers that worked together with Portfolio Holders to make sure that as many of our proposals as can be are in the Plan, maybe with slight adjustments; and it clearly sets out how they can be achieved. Of the 111 pledges, 98 are considered deliverable and affordable within our current resources and some have already been achieved. However, we cannot escape the cuts that are before us today, and so 12 of the pledges are on hold until we can find resources in the future to make them a reality. Lord-Mayor, I'll set this all out before the Chamber when I move to the report later in the meeting, but I must be clear now for the avoidance of doubt that I have every confidence that this remains, despite our financial restrictions, an ambitious plan and it will be delivered for the people of Nottingham by 2027. This is the least that they deserve and Labour members will work hard to see as many of these ambitions filled as possible.

Support for Voluntary Groups in Local Communities

Councillor Kirsty M Jones asked the following question of the Leader of the Council: Will the Leader of the Council agree with me that the proposed budget reductions to councillors' ward budgets, together with proposed changes to the Resident Development Officer team will have a huge and detrimental impact on the support councillors provide to the tireless work of voluntary groups in their communities, and comment on how they plan to mitigate this?

Councillor David Mellen replied as follows:

Thank you Lord-Mayor, and can I thank Councillors Jones for her question. The answer is emphatically 'yes'. I have no doubt that this budget cut, alongside most of the service reductions that we are being asked to vote for today will have a negative effect on our city. There's no point in pretending anything other than that. How could it not? Until now, as councillors we've held meagre ward budgets, but those few pounds and pence have all worked wonders for the people in our neighbourhoods. It might be that we've been able to support a community event for children or for the elderly, or maybe helped to fund a new piece of play equipment or a bench for our citizens, or maybe it simple ensured that there was a Christmas Tree for the people in our wards to gather around and share their good cheer. All of us sitting in this Chamber, you all know what I'm talking about. This rises above political lines and rivalries. Regardless of our political persuasion as councillors, our main duty is to serve our citizens. I'm sure we can all agree on that here today. We understand the small way we can make huge differences to the people of Nottingham. Although, of course, we will still be available to listen to our citizens who come to our surgeries, who ring us up, who contact us increasingly by social media. They are often anxious, sometimes angry, at times in tears because of the situations they find themselves in. Our ability to solve their problems, to fund or partly fund community events to bring communities together will be impaired by the loss of these budgets and the changes in the Resident Development Service which will hamper councillors in their ability to carry out their roles as champions of the areas they represent. I fear, Lord-Mayor, these cuts will do more than reduce services. They have potential to reduce the goodwill and support that knits communities together. Councillors are the visible face of this Authority to the people of our city. We live in the city. We use the services here. We are familiar within the community resources that our citizens benefit from.

We don't sit in office buildings all day, we are out among our people who voted for us. We hear what they say, we pick up litter alongside them, we are involved with local groups, we listen to constituents' problems and we understand their needs, and we are supported by our valuable Resident Development Officers who do so much good in our neighbourhoods and our communities. So yes, Councillor Jones, I completely agree that the proposed changes to the Resident Development Officers will have a huge and detrimental effect. I would like to thank Councillor Sajid Mohammed who is working behind the scenes to bring a measure of mitigation to this budget reduction to both Resident Development Officers and Community Protection Officers. We've been told that the restructure in the Service will retain elements of the current role, including working with community groups, councillors and the voluntary sector, but I have no doubt that it won't be the same.

Splendour

Councillor Andrew Rule asked the following question of the Portfolio Holder for Leisure and Culture:

Given the tendering process for Splendour has resulted in its cancellation, can the Portfolio Holder comment on how the process has demonstrated value for money for the residents of the City?

Councillor Pavlos Kotsonis replied as follows:

Thank you Lord Mayor, and may I thank Councillor Rule for his question. It is indeed disappointing that the tender process did not lead to an event being secured for this year. Splendour is an event we were really proud to bring back after the pandemic and it has a number of local, regional and national fans. It goes back to the early 2000s and it has a deep resonance with many people in Nottingham. The Council is working to ensure contractual compliance across all the relationships and in certain cases that can be a complex and technical process, but the Council has a duty to work to ensure that all contracts comply with relevant contract and procurement legislation. So, speaking of Splendour, it would be inappropriate to give further details about the event in question just yet, taking into account that it is actually still a live procurement case. I can say that we are working at the moment to secure the event back for 2025. Councillor Rule, of course, will be happy to know that Wollaton Park has a number of other events taking place this summer. These will include Ibiza Orchestra Live on Friday 31 May, the Sausage and Cider Festival headlined by Scouting for Girls on Saturday 1 June, Live at the Hall headlined by Razorlight on Friday 30 August and Hacienda Live on Saturday 31 August. So quite a lot of activity there. Thank you, Councillor.

85 Motion in the name of Councillor David Mellen

In accordance with section 12.47 of Article 12 Standing Orders and Committee Procedures of the Constitution, time limits were not applied to speakers on this motion.

Councillor David Mellen moved the following motion, which was seconded by Councillor Audra Wynter:

Nottingham City Council joins with local councils across the country in calling on the Government to fund local government properly. Under the last Labour Government

councils worked in partnership with Central Government to introduce Sure Start Centres, fund youth services adequately and reduce class sizes in schools. Under the current Conservative Government councils have seen their grants from Central Government reduced in real terms. Nottingham has lost in the region of £100m from its Revenue Support Grant each year since 2013. Councils have had to meet increased demand for care for both adults and children, where the market for care that a number of Conservative Prime Ministers promised to fix, remains broken. The housing crisis has left urban councils in particular coping with increased demand from those presenting as homeless. Furthermore, the huge rise in inflation stimulated by the short government of Prime Minister Liz Truss has left councils with an inflated bill for goods, services, and staff wages. The Government has relied on increasing council tax, rather than funding local services properly.

Nottingham City Council calls on the Government to:

- address the funding crisis in care for both children and adults, regulating the private market to cap placement prices and to resource social care on a sustainable and fair basis;
- implement the Renters Reform Bill and review all housing legislation, as well as investing in house building, especially social housing across the country. Councils must receive full receipts for council houses sold under the 'Right to Buy' scheme and be fully funded for their duty to house the homeless; and
- uplift grants to councils to reflect the rate of inflation experienced over the last two years, as well as ensuring that councils have at least sufficient funding to meet their statutory duties.

We look forward to a new Labour Government when central and local government will work together to improve the lives of ordinary people.

Councillors debated the motion.

Resolved to carry the motion.

The meeting adjourned at 4:55pm.

The meeting resumed at 5:28pm.

86 2024/25 Budget and Council Tax Resolution

In accordance with section 12.47 of Article 12 Standing Orders and Committee Procedures of the Constitution, time limits were not applied for speakers on this motion.

Councillor Audra Wynter, Portfolio Holder for Finance and HR, proposed the report of the Corporate Director for Finance and Resources and Section 151 Officer enabling Council to approve a 2024/25 General Fund revenue budget and set the council tax, which was seconded by Councillor David Mellen. In proposing the report, Councillor Wynter made an administrative alteration to recommendation 3 section h)iv to read "following completion of h(i), h(ii) and h(iii) above..." She also highlighted the following points:

- a) The Council is facing exceptional financial pressures, which are primarily a combination of demographic, complexity of provision and inflationary pressures across a range of services and also the consequence of an ineffective local government funding system.

- b) Officers have developed savings proposals using a 'duties and powers' framework but that is insufficient to meet the scale of the growth required to provide adequate financial provision to deliver the Council's service obligations.
- c) The Council has been granted up to £41m exceptional financial support from Government, which enabled a balanced budget to be put forward for consideration by councillors at this meeting.
- d) The draft budget was considered by Executive Board at its meeting on 13 February. Executive Board had concerns about the impact on the City and its communities, and did not vote to recommend it to Council. However, the Council has a legal duty to set a balanced budget and, in line with an Instruction from the Improvement and Assurance Board, it has been presented to Council for its consideration.

Councillor Adele Williams submitted an amendment.

The meeting was adjourned at 5:53pm to enable the Lord Mayor to obtain advice on the validity of the amendment.

The meeting resumed at 6:20pm.

The Lord Mayor stated that, having consulted the Section 151 Officer and in consultation with the other Statutory Officers, the proposed amendment was not permitted because the Leaders of all political groups had been advised that any proposed amendments had to be put forward for consideration by 28 February; but notwithstanding that the proposed amendment would not have received sign off from the Section 151 Officer as it would have cut across his professional view of robustness of estimates and adequacy of reserves as expressed in his Section 25 Statement under the Local Government Act 2023 and it was also contrary to the requirement of the two most recent Instructions issued by the Improvement and Assurance Board.

Councillors debated the proposals including making the following points:

- e) The Council is in an extremely challenging financial position and one of the root causes of this is central government policy and decision making. The local government funding system is not fit for purpose, there is no national plan for sustainably funding adult social care and the use of exceptional financial support, which is not additional funding and has to be paid for by selling assets, is not a sustainable solution. The financial challenges have been made worse by inflationary pressures, which have, in large part, resulted from decisions made by central government.
- f) The savings proposals were developed by officers, and councillors feel that they had limited opportunity to shape proposals and put forward their own suggestions.
- g) Many of the savings will have a detrimental impact on local communities and citizens, including the most vulnerable, and are therefore not supported by councillors.

- h) Some savings proposals, such as reductions to preventative and early intervention services and welfare rights advice, could end up costing the Council more in the longer term.
- i) Many of the grants to community groups lever in additional financial and non-financial benefit to communities and the city, so cutting relatively small amounts of money to, for example, lunch clubs will have a disproportionate impact.
- j) A public consultation was carried out and a large number of responses were received. There had been very limited opportunities to make changes to proposals as a result of the feedback received and this may impact on peoples' willingness to engage with consultation in the future.
- k) Some councillors raised uncertainty about the deliverability of some savings, for example the closure of Barkla Close.
- l) The Council has a legal duty to set a balanced budget and councillors have been advised that if the Council fails to do so the consequences are likely to be worse, with the Council unable to spend money to protect vulnerable citizens and pay staff.
- m) Councillors would like to work with officers and the commissioners to try and mitigate the worst impacts of savings during implementation.
- n) Many councillors feel that they are constrained by national government cuts and impositions and are obliged to vote for the budget that has been put forward by the Section 151 Officer in line with the Instruction from the Improvement and Assurance Board.

Councillors voted on the recommendations as follows:

	For	Against	Abstain
Councillor Saj Ahmad	✓		
Councillor Liaqat Ali	✓		
Councillor Leslie Ayoola	✓		
Councillor Cheryl Barnard	✓		
Councillor Steve Battlemuch	✓		
Councillor Graham Chapman	✓		
Councillor Kevin Clarke			✓
Councillor Michael Edwards	✓		
Councillor Nadia Farhat			✓
Councillor Jay Hayes	✓		
Councillor Patience Ifediora	✓		
Councillor Imran Jalil	✓		
Councillor Corall Jenkins	✓		
Councillor Maria Joannou	✓		
Councillor Kirsty L Jones	✓		
Councillor Angela Kandola	✓		
Councillor Anwar Khan	✓		
Councillor Gul Khan	✓		

Councillor Neghat Khan	✓		
Councillor Pavlos Kotsonis	✓		
Councillor Sam Lux	✓		
Councillor Carole McCulloch	✓		
Councillor Sulcan Mahmood	✓		
Councillor AJ Matsiko	✓		
Councillor David Mellen	✓		
Councillor Sajid Mohammed	✓		
Councillor Fozia Mubashar	✓		
Councillor Nayab Patel	✓		
Councillor Georgia Power	✓		
Councillor Shuguftah Quddoos		✓	
Councillor Ethan Radford	✓		
Councillor Eunice Regan	✓		
Councillor Samina Riaz	✓		
Councillor Andrew Rule			✓
Councillor Naim Salim	✓		
Councillor Michael Savage	✓		
Councillor Matt Shannon	✓		
Councillor Hayley Spain	✓		
Councillor Adele Williams	✓		
Councillor Linda Woodings	✓		
Councillor Audra Wynter	✓		

Resolved to:

1) Robustness of Budget Estimates and Adequacy of Reserves

- a. **Note the report in Appendix 1 to the report by the Section 151 Officer on the level of reserves and robustness of estimates in setting the budget as required by Section 25 of the Local Government Act 2003.**
- b. **Approve a one off contribution made into the General Fund balance of £9.560m as recommended by the Section 151 Officer, and in accordance with recommended guideline to transit the Council towards establishing a prudent balance commensurate to the revenue budget increase.**
- c. **Note the financial risks and pressures set out in the report under Section 17 and Appendix 1 and within the report to Executive Board on 13 February 2024.**
- d. **Note the policy on Financial Reserves adopted by Executive Board at its meeting on 13 February 2024 and the forecast General Fund balance and reserves for end of 31 March 2024 of:**
 - **General Fund balance £14.643m**
 - **Earmarked reserves £149.404m**

2) New Finance Instructions from the Improvement and Assurance Board with regards to the 2024/25 Budget

- a. Note the following additional statutory instructions from the Improvement and Assurance Board flowing directly from the existing instructions '2.1 Approval of wholly realistic plans and budgets' and '2.2 Establish and maintain a sound and prudent reserves policy and practice':
 - i. The Section 151 Officer, after consultation with the Chief Executive and fellow Corporate Directors, shall present his best professional view on a draft budget for 2024/25 in line with normally expected professional standards but which in particular maximises the level of savings options that Corporate Directors believe can be delivered and thus quantifies the minimum budget imbalance relying on the bid to Government for Exceptional Financial Support
 - ii. Subject only to any professionally required changes determined by the Section 151 Officer, the draft budget for 2024/25 as defined above, shall be presented and recommended to the Full budget setting Council meeting for its approval.

3) General Fund Revenue Medium Term Financial Plan (MTFP) 2024/25 to 2027/28

- a. Approve total General Fund savings of £36.348m over the MTFP period 2024/25 to 2027/28, submitted as part of the 2024/25 budget review process.
- b. Note the 'in principle' confirmation from the Department of Levelling Up, Housing and Communities for awarding Exceptional Financial Support in the form of a capitalisation direction, up to £66.143m for 2023/24 and 2024/25.
- c. Approve the officer recommended budget with the 2024/25 budget gap of £41.024m to be funded from Exceptional Financial Support and with approval for officers to continue identifying savings throughout the year to reduce the in-year budget gap.
- d. Note that the Council has a budget gap of c£41m in 2024/25 and c£172m over the MTFP period.
- e. Approve the MTFP for 2024/25 to 2027/28 incorporating the revenue budget for 2024/25 with a net draft budget requirement of c£357m and the recommendations contained therein.
- f. Delegate authority to the Corporate Director for Finance and Resources (Section 151 Officer) and the Director of Finance (Deputy Section 151 Officer) to finalise the 2024/25 revenue budget.
- g. Note the delegated authority approved by Executive Board on 13 February 2024 to the Section 151 Officer to approve and make

arrangements for processing of budget virements associated with allocation of expenditure and/or income included within the General Fund revenue budget for 2024/25.

- h. Authorise the Corporate Director and/or Director with responsibility for each proposal to:**
 - i. carry out all steps required in relation to each proposal, including carrying out any further targeted consultations;**
 - ii. consider any consultation outcomes and other detailed implications;**
 - iii. complete and assess the implications of any updated equalities impact assessment required;**
 - iv. following completion of h(i), h(ii) and h(iii) above:**
 - 1. determine whether to amend any proposal prior to implementation;**
 - 2. determine whether a further report needs to be considered by the Executive Board or the relevant officer or portfolio holder before a final decision is taken on implementation; and**
 - 3. where a decision is taken not to proceed with any proposal then alternative proposal(s) will be brought forward for consideration.**
- i. In relation to savings proposals that are significantly cross cutting across more than one service, authorise the Corporate Director or Director with primary responsibility for the savings proposal to complete any required equalities analysis assessments and to consider the outcome, and any other cross cutting implications, following consultation with the Corporate Directors or Directors of the other services significantly impacted by the proposals, prior to taking any decisions to implement such proposals.**
- j. Note that in relation to 3h and 3i above, where appropriate, any key decisions will be brought back to Executive Board.**
- k. Note the Fees and Charges Policy and Schedule, as approved by Executive Board on 13 February 2024.**
- l. Note the planned expenditure of c£9m on transformation initiatives over the period 2024/25 and 2025/26 and c£43m associated delivery of transformation savings over the same period to be funded via application of capital receipts under the Council's Flexible Use of Capital Receipts Policy.**

4) Capital Budget and Strategy

- a. Approve the Capital Strategy and its appendices, as set out in Appendix 6 of the report, including:**
 - i. Voluntary Debt Reduction Policy;**
 - ii. Flexible Use of Capital Receipt Policy;**
 - iii. Non-Treasury Investment Strategy; and**

- iv. Updated prioritisation criteria for capital receipts**
- b. Approve the Capital Programme of £832.532m and associated funding as set out in section 13 and Appendix 7 of the report, alongside the capital programme additions of £53.788m.**
- c. Note the inclusion of Exceptional Financial Support of c£65m and associated funding within the capital budget.**
- d. Delegate authority to the Corporate Director of Finance and Resources (Section 151 Officer) to finalise and amend (as necessary) the capital budget associated with the Exceptional Financial Support with overall budget to not exceed the value of Exceptional Financial Support award of £66.143m.**
- e. Note the register of pipeline schemes and movements from Full Council in March 2023 as set out in Appendix 6.4.**

5) Treasury Management Strategy

- a. Approve the 2024/25 Treasury Management Strategy as set out in Appendix 8, including:**
 - i. the approach to borrowing;**
 - ii. Voluntary Debt Reduction Policy**
 - iii. Treasury Investment Strategy; and**
 - iv. Prudential indicators**
- b. Approve the prudential indicators for the year 2024/25, in particular:**
 - i. the authorised limit for borrowing of £940.2m which sets a statutory limit for borrowing that the Council cannot exceed in 2024/25; and**
 - ii. the operational boundary for debt of £910.2m, a lower limit than the authorised boundary, which acts as an early warning mechanism for Council borrowing.**
- c. Note the Council has repaid £58m of long term loans early during the year 2023/24, which has been authorised under the Section 151 Officer's delegated treasury authority, and that details of this will be published in the Treasury Outturn 2023/24 report.**
- d. Note the change to the scope of the Voluntary Debt Reduction Policy which has been broadened to allow for borrowing in exceptional financial circumstances for a short term period.**
- e. Note that the Corporate Director of Finance and Resources (Section 151 Officer) will implement the Treasury Management Strategy and associated policies under existing officer delegated powers.**

6) 2023/24 Annual Investment Strategy Revisions

- a. adopt the following revisions to the Annual Investment Strategy for 2023/24, as recommended by Executive Board on 21 November 2023:
 - i. increase to counterparty limits; and
 - ii. other technical changes.

7) Council Tax Resolution

- a. Agree to the calculations as set out in tables 7a and 7b, paragraph 12.6 of the report for 2024/25 that have been prepared in accordance with Sections 31A and 31B of the amended Local Government Finance Act 1992 to determine the Council Tax Requirement and Council Tax for Band D.
- b. Note that the Corporate Director of Finance and Resources (Section 151 Officer) has calculated, under delegated authority, the amount of 69,075 as the Council Tax Base for 2024/25 in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.
- c. Approve an increase of 2% for the Social Care Precept and an increase of 2.99% of Council Tax in 2024/25.
- d. Approve a Council Tax requirement of £148,879,420 including the calculations required by Sections 30 to 36 of the Local Government Finance Act 1992 (“the Act”), as set out below:
 - i. £1,177,321,365 being the aggregate of the expenditure, allowances, reserves and amounts which the Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act.
 - ii. £1,028,441,945 being the aggregate of the income and amounts which the Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act.
 - iii. £148,879,420 being the amount by which the aggregate at 7d(i) above exceeds the aggregate at 7d(ii) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year.
- e. Approve the Council’s element of the Band D basic amount of council tax for 2024/25 of £2,155.33, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year.
- f. Note a Nottinghamshire and City of Nottingham Fire and Rescue Authority precept at Band D for 2024/25 of £92.21.

- g. Note a Nottinghamshire Police and Crime Commissioner precept at Band D for 2024/25 of £282.15.**
- h. Approve the setting of the amounts of council tax for 2024/25 at the levels below:**

Band	City Council £	Police and Crime Commissioner £	Fire and Rescue Authority £	Aggregate Council Tax £
A	1,436.89	188.10	61.47	1,686.46
B	1,676.37	219.45	71.72	1,967.54
C	1,915.85	250.80	81.96	2,248.61
D	2,155.33	282.15	92.21	2,529.69
E	2,634.29	344.85	112.70	3,091.84
F	3,113.25	407.55	133.19	3,653.99
G	3,592.22	470.25	153.68	4,216.15
H	4,310.66	564.30	184.42	5,059.38

8) Council Tax and Collection Fund

- a. Approve long term empty council tax premium charge to commence at 12 months 'empty' from 2024/25.**
- b. Approve for the Council to levy a second home premium from 2025/26, as legislation requires it to be agreed one year in advance of implementation.**
- c. Approve the continuation of the current Council Tax Support Scheme for 2024/25 and note a review of the Scheme is to be undertaken during 2024/25, with a view to implementing a new or revised scheme in 2025/26.**
- d. Note the forecast Collection Fund position for 2023/24 as set out in Appendix 3.**

9) Budget Consultation

- a. Note the findings of the budget consultation and feedback from Corporate Scrutiny Committee in agreeing the 2024/25 Budget and Medium Term Financial Plan.**
- b. Note that the insight and learning gained through the extensive consultation process will be used to inform the Equality Impact Assessments, design phase and/or mitigate impact where possible in the implementation of proposals.**
- c. Note that additional and targeted consultation will be required on some of the proposals based on more detailed proposed delivery models.**

10)Members Scheme for Allowances

- a. **Approve continuation of the current Members' Allowances Scheme for 2024/25 in the terms of the previously adopted and amended Scheme, except for any further adjustments required to mirror nationally determined rates for pay awards and travel and subsistence (as applicable to officers) and for carers allowances.**

87 Strategic Council Plan - Refresh 2024 - 2027

Councillor David Mellen, Leader of the Council, proposed the report seeking approval for a refreshed Strategic Council Plan, setting out the Council's priorities until 2027. The Plan had been refreshed following local elections in May 2023 and within the constraints of the Council's financial position for 2024/25 and the Medium Term Financial Plan. Councillor Audra Wynter seconded the report.

Resolved to approve the refreshed Strategic Council Plan 2024 - 2027, as set out in Appendix 1 to the report.

88 Application of Standing Order 12.18

As the meeting was still in progress at 9:30pm, the Lord Mayor applied section 12.18 of Article 12 Standing Orders and Committee Procedures of the Constitution and required that all remaining items were proposed and seconded without comment and put to the vote without debate.

89 Response to the Section 24 Statutory Recommendation Report from Grant Thornton

Councillor Audra Wynter, Portfolio Holder for Finance and HR, proposed the joint report of the Chief Executive and Corporate Director for Finance and Resources and Section 151 Officer asking Council to accept the Statutory Recommendation made by the Council's External Auditor, Grant Thornton, in accordance with their powers under Section 24, Schedule 7 of the Local Audit and Accountability Act 2014; and to agree a response to the Recommendation. The report was seconded by Councillor Sulcan Mahmood, Vice Chair of the Audit Committee.

Resolved to:

- (1) accept the Statutory Recommendation made by Grant Thornton in accordance with powers set out Section 24, Schedule 7 of the Local Audit and Accountability Act 2014; and**

(2) agree the following response to the Statutory Recommendation:

- a) **The Council accepts the recommendation. It also recognises the urgency to identify and develop further savings proposals in addition to those in its budget for 2024/25 to ensure its long-term financial stability.**
- b) **The Government has confirmed the Council can use exceptional financial support to balance its budget for 2024/25 up to £41m. This support has been provided in the form of a capitalisation direction**

which enables the Council to fund revenue costs from capital resources. The capital resources are required to be repaid from asset sales.

- c) In 2024/25 the Council is increasing council tax in line with the maximum permitted within the referendum guidance set out in the Local Government Finance Settlement of 4.99%. It will further consider its medium term council tax strategy over the forthcoming year.
- d) The Council’s budget for 2024/25 includes a range of officer identified and developed savings which will be implemented. The investment required to achieve savings has been included in budget plans. The Council will develop further proposals and bring these forward for approval during the forthcoming financial year to improve its financial position to minimise its reliance on exceptional financial support. These proposals will include demand management strategies, service reform, income generation and expenditure reductions.
- e) As set out in the Section 151 Officer’s Section 25 report on the Robustness of Budget Estimates and Adequacy of Reserves, the Council has set aside a prudent contingency and reserves in 2024/25 to manage the risks it faces.
- f) The Council will develop a comprehensive financial strategy budget methodology by end of June 2024 aimed at bridging the opening gap for 2025/26.

90 Decisions taken under Urgency Procedures

Councillor David Mellen, Leader of the Council, proposed the report informing Council that, since the last report to Council in January 2024 there had been one decision taken under the Call In and Urgency provisions of the Overview and Scrutiny Procedure Rules and no Key Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules. Councillor Audra Wynter, seconded the report.

Resolved to note that the following decision had been taken under the Call In and Urgency provisions of the Overview and Scrutiny Procedure Rules:

Decision Reference	Subject	Decision Taker	Reason for Urgency
Minute Ref: 92	Housing Revenue Account Business Plan 2024-2053, Medium Term Financial Plan 2024-2028, Budget 2024/25 including rent setting and public sector housing capital programme 2024-2029	Executive Board	To enable the required 28 days notice of a rent increase to be given to tenants.

91 Nottingham and Nottinghamshire Waste Local Plan

Councillor Angela Kandola, Portfolio Holder for Highways, Transport and Planning, proposed the report informing Council that, following approval by Executive Board in July 2023, the Pre-Submission Plan had been published for the legally required consultation period allowing representations to be made; and asking Council to approve the joint Nottinghamshire and Nottingham Waste Local Plan for submission to the Secretary of State. The report was seconded by Councillor Michael Edwards.

Resolved to:

- (1) submit the Nottinghamshire and Nottingham Waste Local Plan – Pre-Submission Version, as set out at Appendix 1 to the report, to the Secretary of State with a request that the appointed Planning Inspector should advise on any modifications considered necessary in order to make the Plan sound;**
- (2) note the summary of the main issues raised during the consultation on the Draft Plan Stage, as outlined in the Report of Consultation including a summary of the representations received on the Pre-Submission Version, as set out at Appendix 2 to the report, and how these have been addressed;**
- (3) authorise the Corporate Director for Growth and City Development, in consultation with the Portfolio Holder for Highways, Transport and Planning, to consider, propose and publish any modifications during the examination of the Plan in order to deal with issues of soundness, typographical corrections and to compile and submit further supporting documents as necessary prior to or following submission.**

92 Pay Policy Statement 2024/25

Councillor Neghat Khan, Chair of the Appointments and Conditions of Service Committee, proposed the report setting out the Council's Pay Policy Statement for 2024/25, as required by the Localism Act 2011, including information on the pay and conditions for Chief Officers in comparison with the bulk of the workforce employed on 'Local Government Services' terms and conditions. The report was seconded by Councillor Linda Woodings.

Resolved to approve the Pay Policy Statement for 2024/ 2025.

93 Committee Membership Change

The following changes to committee membership were noted:

- (1) Councillor Samuel Gardiner had been appointed to a vacant seat on the Licensing Committee;
- (2) Councillor Eunice Regan had been appointed to a vacant seat on the Audit Committee; and
- (3) Councillor Sam Lux had been appointed to a vacant seat on the Communities and Environment Scrutiny Committee.

94 Future Meeting Dates

Resolved to:

- (1) hold the Annual General Meeting on 13 May 2024 at 2pm; and**
- (2) note the proposal to meet at 2pm on the following Mondays:**
 - a) 8 July 2024**
 - b) 9 September 2024**
 - c) 11 November 2024**
 - d) 13 January 2025**
 - e) 24 February 2025**

The Meeting concluded at 9.35 pm

Questions from Councillors requiring a written response

CQ3

Question asked by Councillor Devontay Okure of the Portfolio Holder for Housing at the meeting of the City Council held on 4 March 2024

As of 20 February there were 208 households in bed and breakfast accommodation in Nottingham due to homelessness, and over 2,000 live homelessness cases reported to the City Council. Does the Portfolio Holder for Housing agree that sufficient support has not been forthcoming from the Government and can they inform Council of what actions are being taken to support those who are homeless and to reduce the council house waiting list?

As Councillor Okure was not present at the meeting to ask his question, it received a written response instead.

Councillor Jay Hayes replied as follows:

Homelessness is an increasing challenge both locally and nationally, and councils up and down the country are calling on central government to increase the support available to help alleviate the problem. Here in Nottingham, we have seen a dramatic increase in the use and cost of B&B as emergency accommodation for homeless households, including those with children. I can say the number of households in B&B is closer to 135, the remaining households of the 208 being in self-contained nightly-paid accommodation. Our Housing Solutions Service has been working on a programme of transformation and improvement which is designed to prevent homelessness and reduce the reliance on B&B over the coming period.

The programme includes several initiatives including:

- a restructure of the Housing Solutions Service, increasing capacity to ensure we have sufficient officers to effectively manage our caseload and enable more complex decisions such as discharge of duty;
- the development of new, value for money and fit for purpose, temporary accommodation such as Sutton House and Laura Chambers Lodge;
- the block booking of B&B and nightly-paid accommodation to reduce costs;
- the revision of the Allocation Policy to remove the local, non-statutory priority currently given to families with children living in apartments; and
- an increase in the resources of the NPRAS team, which sources private rented property, which is used to discharge our homelessness duties; breaking the link between homelessness and social housing.

WQ1

Written question asked by Councillor Andrew Rule of the Portfolio Holder for Housing at the meeting of the City Council held on 4 March 2024

Can the Portfolio Holder provide a breakdown of the grants the Council has received since 2019 toward tackling homelessness in City and detail how they have been utilised?

Councillor Jay Hayes replied as follows:

Since 2019, the Council has received £23,705,123 in grant funding to be used to tackle homelessness. This funding has been used to fund a variety of services ranging from off the street accommodation and shelter, outreach services, detox beds, vaccination coordinators and staffing with a range of roles and responsibilities.

A breakdown of the grants is provided below.

	New Burdens Funding	Flexible Homeless Support / Homelessness Prevention Grant	Rapid Rehousing Pathway Fund	Rough Sleeping Initiative & Cold weather	Private Rented Access Fund	Next Steps Accom Programme	Rough Sleeping Accom Programme	Accom for Ex Offenders	Out Of Hospital Shared Outcomes	Protect & Vaccinate	Respite Rooms
2019/20	£165,584.00	£592,258.00	£689,830.00	£552,049.00	£245,800.00						
2020/21		£969,035.00		£1,442,543.00		£458,200.00					
2021/22		£1,568,289.00		£2,135,270.00		£66,480.00	£1,443,898.00	£213,833.00	£41,458.00	£335,592.00	
2022/23		£1,545,876.00		£2,550,061.00		£73,817.00	£1,144,336.00	£119,975.00	£245,000.00		£349,407.00
2023/24		£1,800,803.00		£3,671,193.00		£73,823.00	£921,433.00	£289,280.00			
	£165,584.00	£6,476,261.00	£689,830.00	£10,351,116.00	£245,800.00	£672,320.00	£3,509,667.00	£623,088.00	£286,458.00	£335,592.00	£349,407.00

The tables below provide a breakdown of services that have been funded through each grant allocation

2019/20

Grant	Value	Measures
New Burdens funding	£165,584	New IT system to enable statutory Homelessness Reduction Act monitoring requirements Housing Aid Staffing Private Sector Leasing

Grant	Value	Measures
Flexible Homeless Support Grant	£592,258	Housing Aid Staffing Homelessness Prevention Payments Temporary Accommodation for Families and Singles
Rapid Rehousing Pathway fund	£689,830	Accommodation hub Community Navigators Specialist Navigators Supported Lettings Workers NPRAS Rough Sleeping Specialists Personalised budgets
Cold Weather Fund	£90,200	Supported Accommodation for Rough Sleepers Move on Coordinator Extended Outreach Service
Rough Sleeper Initiative fund	£461,849	Housing First Accommodation Project Move On Accommodation Project Supported Accommodation for Rough Sleepers Rough Sleepers Night Shelter Rough Sleeping Coordinator Resettlement Workers Detox beds Emergency Accommodation for Rough Sleepers Volunteer Training
Private Rented Sector Access fund	£245,800	Social Lettings
TOTAL	£2,245,521	

2020/21

Grant	Value	Measures
Flexible Homeless Support Grant / Homelessness Prevention Grant	£969,035	IT system to enable statutory monitoring Housing Aid Staffing Private Sector Leasing

Grant	Value	Measures
		Homelessness Prevention Payments Temporary Accommodation for Families and Singles
Rough Sleeping Initiative / Cold Weather Fund	£1,442,543	Accommodation hub Community Navigators Specialist Navigators Supported Lettings Workers NPRAS Rough Sleeping Specialists Personalised budgets Supported Accommodation for Rough Sleepers Move on Coordinator Extended Outreach Service Housing First Accommodation Project Move On Accommodation Project Rough Sleeping Coordinator Resettlement Workers Detox beds Emergency Accommodation for Rough Sleepers Volunteer Training
Next Steps Accommodation Programme	£458,200	Emergency Accommodation for Rough Sleepers Move On Accommodation for Rough Sleepers
TOTAL	£2,869,778	

2021/22

Grant	Value	Measures
Homelessness Prevention Grant	£1,568,289	IT system to enable statutory monitoring Housing Aid Staffing Homelessness Data Insight Officer Financial Resilience Coordinator

Grant	Value	Measures
		Homelessness Prevention Payments Temporary Accommodation for Families and Singles
Rough Sleeping Initiative / Cold Weather Fund	£2,135,270	Accommodation hub Community Navigators Specialist Navigators Supported Lettings Workers NPRAS Rough Sleeping Specialists Personalised budgets Supported Accommodation for Rough Sleepers Specialist Accommodation for Rough Sleepers Move on Coordinator Extended Outreach Service Housing First Accommodation Project Move On Accommodation Project Night Shelter Rough Sleeping Coordinator Housing Aid Rough Sleeping Specialist Resettlement Workers Detox beds Emergency Accommodation for Rough Sleepers Volunteer Training
Next Steps Accommodation Programme	£66,480	Move On Accommodation Support Workers
Rough Sleeping Accommodation Programme	£1,443,989	Move On Accommodation
Accommodation for Ex Offenders	£213,833	Specialist NPRAS team for Ex Offenders PRS landlord incentives
Out Of Hospital Shared Outcomes	£41,458	Specialist Community Nursing for Rough Sleepers Hospital Discharge Navigator
Protect and Vaccinate	£335,592	Emergency Accommodation for Rough Sleepers Covid-19 vaccination coordinator for Rough Sleepers
TOTAL	£5,804,911	

2022/23

Grant	Value	Measures
Homelessness Prevention Grant	£1,545,876	IT system to enable statutory monitoring Housing Aid Staffing Vulnerable Renters Project Homelessness Prevention Payments Temporary Accommodation for Families and Singles
Rough Sleeping Initiative	£2,550,061	Accommodation hub Community Navigators Specialist Navigators Resettlement Support Service NPRAS Rough Sleeping Specialists Personalised budgets Supported Accommodation for Rough Sleepers Specialist Accommodation for Rough Sleepers Move on Coordinator Extended Outreach Service Housing First Accommodation Project Move On Accommodation Project Night Shelter Rough Sleeping Coordinator Housing Aid Rough Sleeping Specialist Resettlement Workers Emergency Accommodation for Rough Sleepers
Next Steps Accommodation Programme	£73,817	Move On Accommodation Support Workers
Rough Sleeping Accommodation Programme	£1,144,336	Move On Accommodation
Accommodation for Ex Offenders	£119,975	Specialist NPRAS team for Ex Offenders PRS landlord incentives
Out Of Hospital Shared Outcomes	£245,000	Specialist Community Nursing for Rough Sleepers Hospital Discharge Navigator

Grant	Value	Measures
		Supported Accommodation for rough sleepers following hospital discharge
Respite Rooms	£349,407	Specialist Accommodation and Support for female rough sleepers at risk of DV
TOTAL	£6,028,472	

2023/24

Grant	Value	Measures
Homelessness Prevention Grant	£1,800,803	IT system to enable statutory monitoring Housing Aid Staffing Homelessness Strategy Staffing Homelessness Prevention Payments Temporary Accommodation for Families and Singles
Rough Sleeping Initiative	£3,671,193	Accommodation hub Community Navigators Specialist Navigators Prevention and Resettlement Service Employment Placement and Support Service Targeted Engagement Worker NPRAS Rough Sleeping Specialists Personalised budgets Supported Accommodation for Rough Sleepers Accommodation with Support for Rough Sleepers Move On Accommodation for Rough Sleeper Move on Coordinator Extended Outreach Service Night Shelter Rough Sleeping Coordinator Housing Aid Rough Sleeping Specialist Emergency Accommodation for Rough Sleepers

Grant	Value	Measures
Next Steps Accommodation Programme	£73,823	Move On Accommodation Support Workers
Rough Sleeping Accommodation Programme	£921,433	Move On Accommodation
Accommodation for Ex Offenders	£289,280	Specialist NPRAS team for Ex Offenders PRS landlord incentives
TOTAL	£6,756,532	

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City Council – 20 May 2024

Report of the Lord Mayor

Corporate Director/ Director:

Director of Legal and Governance

Report Author and Contact Details:

Jane Garrard, Senior Governance Officer

jane.garrard@nottinghamcity.gov.uk

Title: Establishment of, and appointments to Council committees and joint committees 2024/25

Does the report form part of the Budget or Policy Framework?

Yes No

Commissioner Consideration

Has this report been shared with the Commissioners' Office? Yes No

Any comments the Commissioners wish to provide are listed below.

Does this report contain any information that is exempt from publication?

No

Relevant Council Plan Key Outcome:

Green, Clean and Connected Communities	<input type="checkbox"/>
Keeping Nottingham Working	<input type="checkbox"/>
Carbon Neutral by 2028	<input type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Living Well in our Communities	<input type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input type="checkbox"/>
Better Housing	<input type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>

1. Summary

- 1.1 The report sets out the proposed terms of reference for committees being established by Council to discharge non-executive functions for municipal year 2024/25, along with the proposed memberships, substitutes and chairing arrangements (where applicable) for those committees. The report also sets out the terms of reference and City Council membership of joint committees to which Council is delegating non-executive functions.

2. Recommendations

- 2.1 To establish the following Council committees and joint committees, with terms of reference as set in Appendix 1, for municipal year 2024/25:
- Appeals Committee
 - Appointments and Conditions of Service Committee
 - Audit Committee
 - Children and Young People's Scrutiny Committee

- e. Communities and Environment Scrutiny Committee
- f. Corporate Scrutiny Committee
- g. Greater Nottingham Light Rapid Transit Advisory Committee
- h. Health and Adult Social Care Scrutiny Committee
- i. Health and Wellbeing Board
- j. Housing and City Development Scrutiny Committee
- k. Independent Panel
- l. Investigating and Disciplinary Committee
- m. Licensing Committee
- n. Planning Committee
- o. Regulatory and Appeals Committee
- p. Standards and Governance Committee
- q. Trusts and Charities Committee
- r. Joint Committee on Mineral and Waste Planning
- s. Police and Crime Panel
- t. Nottingham and Nottinghamshire Integrated Care Partnership

2.2 To set the first meeting dates for Council committees and joint committees in municipal year 2024/25 as detailed in Appendix 2.

2.3 To appoint the membership and substitutes, where applicable, for Council committees and the City Council membership and substitutes, where applicable, for joint committees for municipal year 2024/25, as set out in Appendix 3.

2.4 To appoint the committee chairs and vice chairs for municipal year 2024/25 for committees that Council is responsible for appointing, as set out in Appendix 3.

2.5 To amend Article 9 Non-Executive Functions and Committees of the Constitution to reflect the Council committees and joint committees established for municipal year 2024/25 and their agreed terms of reference.

3. **Reasons for recommendations**

3.1 Council can establish a committee, including a joint committee, to discharge some of its non-executive functions. This report asks Council to approve the committees to be established for municipal year 2024/25 and the functions to be delegated to them as articulated in their terms of reference. Council is also asked to amend Article 9 of the Constitution to ensure clarity in the delegations that have been approved.

4. **Other options considered in making recommendations**

4.1 Council could choose to discharge non-executive functions itself rather than delegate some of those functions to committees. That option has been rejected because delegation to committees provides a more efficient and effective way of discharging those functions.

4.2 The discharge of functions by committees is regularly reviewed. As a result of such review, amendments are being made to the terms of reference for some committees. The reasons for these changes and not continuing with the same arrangements as previously is set out in section 7.4.

4.3 Council could choose to delegate more or less non-executive functions to officers. This option was rejected as, other than the changes referred to in paragraph 4.2, there has been no indication that the current arrangements for the discharge of non-

executive functions are not working efficiently or effectively and need a new approach.

5. **Consideration of Risk**

- 5.1 It is important that the nature and extent of delegations are well defined, and clearly articulated in the Council's Constitution to ensure clarity about the discharge of non-executive functions and roles and responsibilities within that framework.

6. **Best Value Considerations**

- 6.1 The report sets out proposals for the delegation of non-executive functions to Council committees and joint committees for the municipal year 2024/25 to ensure efficient and effective discharge of those functions. These arrangements are regularly reviewed and, where necessary, amendments are made. This report reflects outcomes of recent reviews and proposes the cessation of a committee that is no longer required, the establishment of a joint committee which enables the resource required to support the committee to be shared with another local authority, and the frequency of meetings of some committees to be reduced so that they only meet to conduct necessary business.
- 6.2 When discharging the functions delegated to them, committees are required to take into account best value considerations.

7. **Background (including outcomes of consultation)**

- 7.1 Council can establish committees to discharge some of its non-executive functions. Details of the committees it establishes and the functions delegated to each committee can be found in Article 9 Non-Executive Functions and Committees of the Constitution. Council can also delegate functions to joint committees and details of the functions delegated to those joint committees can also be found in Article 9.
- 7.2 In establishing non-executive committees, Council needs to determine the powers they may exercise and their terms of reference; their composition and make appointments to them; and appoint the chairs of those committees (unless otherwise specified in an individual committee's terms of reference).
- 7.3 After Council has established the committee structure and membership for the year, the Constitution enables the Director of Legal and Governance to approve in-year changes to committee memberships, either at the request of the relevant political group or because a member ceases to be eligible for membership. Such changes are reported to the next meeting of Council.
- 7.4 The proposed committees and joint committees to which non-executive functions are delegated and their terms of reference for municipal year 2024/25 are set out in Appendix 1. This includes some changes from arrangements in 2023/24, as outlined below:

7.4.1 **Health and Adult Social Care Scrutiny Committee**

The terms of reference for the Health and Adult Social Care Scrutiny Committee are being amended to reflect new measures that came into effect from 31 January 2024 giving the Secretary of State a broad, proactive power of intervention in relation to proposals for the reconfiguration of local health services – where, previously, the Secretary of State would only have become involved if the proposals were referred to

them by the relevant health scrutiny committee in the event of a dispute that it was not possible to resolve at the local level. Going forward, anyone (including a health scrutiny committee) may ask the Secretary of State to 'call in' proposals for health service reconfiguration if they have concerns about them. However, the relevant health scrutiny committee (alongside Healthwatch) has the right to be formally consulted by the Secretary of State on how their powers of 'call in' might be implemented, if the Secretary of State is minded to use them. Where a proposal is formally called in, the Secretary of State will also consult with the wider stakeholders in considering what action to take. All other aspects of the health scrutiny process remain unchanged by the Secretary of State's new powers, including the Committee's status as a statutory consultee on the proposed reconfiguration of local health services. NHS commissioners have a new duty to notify the Department for Health and Social Care when a significant reconfiguration of local health services is proposed and, in doing so, must provide evidence that they have consulted with the Committee and sought its views. The Health and Adult Social Care Scrutiny Committee considered the impact of changes at its meeting on 30 January 2024 and the changes have been included in the terms of reference included in Appendix 1.

7.4.2 Health and Wellbeing Board

The membership of the Health and Wellbeing Board is being amended to replace two of the current four representatives of the Nottingham and Nottinghamshire Integrated Care Board (ICB) with two members of the Nottingham Place-Based Partnership (PBP). The change is being made at the request of the ICB to clarify which organisations are represented on the Board and by whom. Following on from this change, it is proposed to amend the arrangements for Vice Chair of the Board so that the Vice Chair is one of the representatives of either the ICB or the PBP, rather than just the ICB as currently. These changes have been included in the terms of reference included in Appendix 1. The Health and Wellbeing Board has established a sub-committee that oversees, and takes decisions in relation to, the Better Care Fund. The role of this sub-committee has been reviewed and proposals to cease operation of the sub-committee and arrangements for future decision making in relation to the Better Care Fund will be considered by the Health and Wellbeing Board at its meeting in May.

7.4.3 Joint Committee on Strategic Planning and Transport

The new East Midlands Combined County Authority will be the Local Transport Authority and exercise functions in relation to how transport is planned, delivered and operated across the combined county authority area. As a result of this transfer of functions, some areas of responsibility of the Joint Committee are no longer relevant and therefore its function and operation has been reviewed. At its meeting on 12 April 2024, the Committee supported the cessation of the Committee and the establishment of a new committee focused on the residual aspects of its terms of reference, which relate to mineral and waste planning.

7.4.4 Joint Committee on Mineral and Waste Planning

It is proposed to establish a new joint committee with Nottinghamshire County Council in relation to mineral and waste planning. Each authority's statutory activity on mineral and waste planning requires close co-ordination and joint working across the City and County areas, and that will be facilitated by discussion by this Committee. Consideration of matters relating to mineral and waste planning previously took place at meetings of the Joint Committee on Strategic Planning and Transport (JCSPT), but due to its broader remit, much of which will now fall to the East Midlands Combined County Authority, this Committee is to cease. The new joint committee will enable a greater focus on these issues. It is proposed that the

joint committee has four members from each local authority, including the Portfolio Holder with responsibility for planning, and that meetings are scheduled around the timetable for plan preparation. There will be no additional resource requirements as a result of the establishment of this Committee because the resource previously used to support the JCSPT, which no longer exists, will be used to support this Committee. The terms of reference for this new committee are included in Appendix 1.

7.4.5 Nottingham and Nottinghamshire Integrated Care Partnership

Section 116ZA of the Local Government and Public Involvement in Health Act 2007 (as amended by the Health and Care Act 2022), requires upper tier local authorities and Integrated Care Boards (ICBs) to establish Integrated Care Partnerships (ICPs) as equal partners. In July 2022, the Nottingham and Nottinghamshire ICP was established as a joint committee of Nottingham City Council, Nottinghamshire County Council and NHS Nottingham and Nottinghamshire ICB, with updated terms of reference subsequently confirmed in November 2022. Since this date, the ICP has met five times in its role as 'guiding mind' of the Integrated Care System; developing and publishing an Integrated Care Strategy for Nottingham and Nottinghamshire and reviewing its early impact. On 22 March 2024, the ICP met and considered its terms of reference in light of its initial period of operating, to ensure their ongoing fitness for purpose. As a result, no material amendments are proposed, with the ICP's purpose, principles of working, membership, chair and vice-chair arrangements, and meeting frequency all felt to be appropriate and working well. A small number of minor changes were proposed: these relate to providing greater clarity on the difference between the ICP and the Health and Wellbeing Boards and the removal of references that are specific to the ICP's first period of operation. These changes have been included in the terms of reference included in Appendix 1.

7.4.6 Committee Meeting Frequency

The terms of reference for the Appointments and Conditions of Service Committee, Greater Nottingham Light Rapid Transit Advisory Committee and the Health and Wellbeing Board have been amended to reflect changes to the frequency of meetings held by those committees.

- 7.5 Appendix 2 sets out the proposed dates for first meetings of Council committees and joint committees in municipal year 2024/25.
- 7.6 The proposed membership, and substitutes where applicable, for Council committees and the City Council membership, and substitutes where applicable, for joint committees in municipal year 2024/25 is set out in Appendix 3. This also indicates nominations for the positions of chairs and vice-chairs for committees that are appointed by Council.

8. Commissioner comments

- 8.1 The report sets out the proposed terms of reference for committees being established by Council to discharge non-executive functions for municipal year 2024/25, along with the proposed memberships, substitutes and chairing arrangements (where applicable) for those committees. The report also sets out the terms of reference and City Council membership of joint committees to which Council is delegating non-executive functions. The Commissioners note the content of the report and have no additional comments to add.

9. Finance colleague comments (including implications and value for money)

- 9.1 The recommendation in this report relates to the establishment of, and appointments to council committees and joint committees in 2024/25.
- 9.2 A Special Responsibility Allowance (indexed with effect from 1 April 2021, in line with increases in pay of employees covered by the National Joint Council for Local Government Services) will be paid to the chairing positions listed below:
- Chair of Corporate Scrutiny Committee (Band D)
 - Chair of Overview and Scrutiny Committee x4 (Band F)
 - Chair of Planning Committee (Band F)
 - Chair of Licensing Committee (Band F)
 - Chair of Audit Committee (Band F)
 - Chair of Appointments and Conditions of Service Committee (Band G)
 - Vice Chair of Licensing Committee (Band G)
- 9.3 These positions are funded by the allocated budgets within the Medium-Term Financial Plan for Councillor Services in 2024-25. The service has provided assurance that good monitoring is in place to ensure that the service does not exceed their budget envelope regarding payment of allowances. There will also be regular review by Finance throughout the year.
- 9.4 There are no additional financial implications resulting from this recommendation.

Alfred Ansong, Strategic Finance Business Partner. 23.04.24

10. **Legal colleague comments**

- 10.1 Where a Council operates under executive arrangements in accordance with the Local Government Act 2000 there is a presumption that all local authority functions not specified in regulations made by the Secretary of State will be the responsibility of the Executive, rather than full Council. The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (SI 2000/2853) sets out a list of functions which:
- are not to be the responsibility of an executive of the authority
 - may be (but need not be) the responsibility of an executive of the authority
 - shall not be the sole responsibility of an executive of the authority.
- 10.2 The arrangements for non-executive functions which includes the terms of reference and membership requirements are set out in Article 9 of the Constitution. Appointments to committees that deal with non-executive matters are made by full Council.
- 10.3 In addition to delegating functions to committees, full Council can also delegate responsibility for non-executive functions to individual officers. The current remits of the Chief Executive, Corporate Directors, Directors of Public Health and other senior officers are summarised in Article 5 of the Constitution and further detail can be found in Governance Framework Document G – Delegations to Officers.

Beth Brown, Director of Legal and Governance, 1 May 2024

11. **Other relevant comments**

- 11.1 None

12. Crime and Disorder Implications (If Applicable)

12.1 Not applicable

13. Social value considerations (If Applicable)

13.1 Not applicable

14. Regard to the NHS Constitution (If Applicable)

14.1 Not applicable

15. Equality Impact Assessment (EIA)

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because the proposals do not relate to a new or changing policy, service or function.

16. Data Protection Impact Assessment (DPIA)

16.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because the proposals do not involve use of personal or sensitive data.

17. Carbon Impact Assessment (CIA)

17.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because the proposals do not have any significant carbon impact.

18. List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

18.1 None

19. Published documents referred to in this report

19.1 Article 9 Non-Executive Functions and Committees of the Council's Constitution

19.2 Minutes of the meeting of the Joint Committee on Strategic Planning and Transport held on 12 April 2024

19.3 Minutes of the meeting of the Nottingham and Nottinghamshire Integrated Care Partnership held on 22 March 2024

19.4 Minutes of the meeting of the Health and Adult Social Care Scrutiny Committee held on 30 January 2024

Lord Mayor

Non-Executive Committees 2024/25 – Terms of Reference

Appeals Committee

Terms of Reference

Description

The Appeals Committee (the Committee) is a politically balanced Non-Executive Committee of Council, and is accountable to Council.

Purpose

The purpose of the Appeals Committee is to:

- (a) hear appeals by the Chief Executive, Section 151 Officer or Monitoring Officer against actions short of dismissal imposed by the Investigation and Disciplinary Committee in accordance with the procedures agreed by Council
- (b) consider the report of the Independent investigator and the findings of the Investigation and Disciplinary Committee
- (c) conduct further investigation where necessary
- (d) to consider which of the following options to follow:
 - i. confirm the decision of the Investigation and Disciplinary Committee;
 - ii. impose lesser sanctions than those imposed by the Investigation and Disciplinary Committee;
 - iii. remove all sanctions imposed by the Investigation and Disciplinary Committee.

The decision of the Appeals Committee is final.

Membership and Chairing

The Appeals Committee has 5 members, one of whom must be an Executive Member.

Members of this Committee cannot also be members of the Investigating and Disciplinary Committee.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee, but one member must be an Executive Member.

Frequency of Meetings

The Appeals Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Appeals Committee.

Appointments and Conditions of Service Committee

Terms of Reference

Note: These Terms of Reference **must** be read in conjunction with Article 14 of the Constitution – Officer Employment Procedure Rules as the meaning of defined terms used here are set out in the Interpretations section of the Procedure Rules.

Description

The Appointments and Conditions of Service Committee (ACOS) is a politically balanced Non-Executive Committee of Council. It is established to determine local terms and conditions of Council employees and procedures for disciplinary action and dismissal. It undertakes the appointment process for the Chief Executive, Deputy Chief Executive and Corporate Directors and is required to approve proposals for significant restructuring of the Council's management structure. Staffing management and individual staffing decisions are the responsibility of Council officers.

Purpose

- a) To undertake shortlisting, final interviews and approve appointments of Statutory Chief Officers and Chief Officers where they are at Corporate Director level and above, having been presented with a viable longlist of candidates by the Head of Paid Service, noting that this provision is subject to the following exception:
 - i. where the appointment relates to the Head of Paid Service, a longlist will be presented to the Committee by the Proper Officer and
 - ii. that any recommendation regarding the appointment of the Head of Paid Service is made by the Committee to full Council for its final determination.
- b) Where permitted, and in the event of any required divergence from the National Joint Council Agreement on pay and conditions of service for local government services (Green Book) to determine Policy relating to the terms and conditions of Council employees.
- c) ACOS is responsible for the determining Council Policy where it relates to:
 - i. discretions permitted under the Local Government Pension Scheme
 - ii. discretions permitted under the Local Government Early Termination of Employment ("DCR") Regulation
 - iii. discretionary decisions relating to the Flexible Retirement Scheme.
- d) ACOS determines any decisions relating to Statutory Chief Officers and Chief Officers, where they are at Corporate Director level and above, in relation to discretionary award of additional LGPS (Local Government Pension Scheme), payments permitted under DCR and in relation to flexible retirement within the Policy framework provided for by 3 above. ACOS must notify the Proper Officer and the Executive and carry out consultation with nominated councillors.
- e) To designate officers as Head of Paid Service, Section 151 Officer, Monitoring Officer and all other Proper Officers.
- f) To receive reports on action taken in respect of terms agreed for the Statutory Chief Officers, Chief Officers and Deputy Chief Officers leaving the employment of the Council where those terms include compensation.

- g) To approve proposals for any significant restructure of the Council's management, where it involves the transfer, addition or deletion of a Chief Officer or Deputy Chief Officer post to or from a directorate.
- h) To approve proposals from the Chief Executive for changes to salary levels (including ranges of salaries) for Chief Officers.
- i) To consider any grievances relating to or raised by the Chief Executive.

Membership and Chairing

ACOS has 8 members who are councillors.

Where the Committee is involved in the following functions, at least one seat shall be reserved for the relevant Portfolio Holder whose remit covers Resources (or their substitute):

- i. the function of appointment (or dismissal) of a Statutory Chief Officer and Chief Officers above the level of Director; and
- ii. the function of designating Officers as the Head of Paid Service, Monitoring Officer or Section 151 Officer.

Where practical, members of this Committee should not also be members of Audit Committee, Investigating and Disciplinary Committee, or Appeals Committee.

In the event that the Committee is called upon to consider any grievances raised by or relating to the Chief Executive, those members considering the grievance shall not participate in any further consideration of the matter at other committees.

Substitutes

Substitutes are permitted for this Committee.

Quorum

The standard quorum for Council committees applies to this Committee.

Frequency of Meetings

Two meetings scheduled per year but may be required to meet more frequently depending on the circumstances.

Accountability

The functions of this Committee are delegations by full Council. There are specific reporting requirements to full Council which are specified in the Officer Employment Procedure Rules.

Duration

There is no limit on the lifespan of ACOS.

Audit Committee

Terms of Reference

Description

The Audit Committee (the Committee) is a politically balanced Non-Executive Committee of Council. The Committee is necessary to satisfy the requirements of the Accounts and Audit (England) Regulations 2015 and Section 151 of the Local Government Act 1972. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee operates within the relevant sections of:

- Audit Committee – Practical Guidance for Local Authorities and Police 2018 (CIPFA)
- Delivering Good Governance in Local Government (CIPFA)
- the Public Sector Internal Audit Standards 2017 (IIA and CIPFA)
- the Local Government Application Note 2019 on PSIAS (CIPFA)
- the Code of Practice on Managing the Risk of Fraud and Corruption 2014 (CIPFA)

Purpose

The purpose of the Audit Committee is to:

- (a) provide an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards
- (b) provide independent assurance to those charged with governance of the adequacy of the risk management framework and the internal control environment
- (c) provide independent review of the Council's governance, risk management and control frameworks
- (d) oversee the financial reporting and annual governance processes.
- (e) oversee internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place
- (f) consider assurance of 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 including emphasis on:
 - Governance risks around high level financial strategy and reserves
 - Governance risks connected to asset realisation
 - Governance of Capital Programme and projects
 - Value for Money and Delivering Objectives
 - Governance of linked incorporated bodies
- (g) oversee proposed and actual changes to the Council's policies and procedures pertaining to governance.

Objectives

The Audit Committee will:

Governance, Risk & Control

- (a) review the Council's corporate governance arrangements against the good governance framework, including the ethical framework and consider the local code of governance

- (b) review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account Internal Audit's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control
- (c) consider the Council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements
- (d) consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council
- (e) receive and consider the results of reports from external inspectors, ombudsman and similar bodies and from statutory officers
- (f) monitor the effective development and operation of risk management in the Council.
- (g) monitor progress in addressing risk-related issues reported to the committee
- (h) consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions
- (i) review the assessment of fraud risks and potential harm to the Council from fraud and corruption
- (j) monitor the counter-fraud strategy, actions and resources
- (k) review the governance and assurance arrangements for Council owned companies, significant partnerships or other collaborations, including reports of companies assurance
- (l) commission work from internal and external audit
- (m) consider arrangements for and the merits of operating quality assurance and performance management processes
- (n) consider the exercise of officers' statutory responsibilities and of functions delegated to officers
- (o) effectively scrutinise, review and monitor treasury management strategies and policies in accordance with guidance issued to local authorities, and make appropriate recommendations to the responsible body
- (p) consider any appeals made by an employee against decisions made by the Appointments and Conditions of Service Committee relating to a grievance made against the Chief Executive. Members involved in considering these will not be able to participate in any further consideration of the matter at other committees.

Financial Reporting

- (q) review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council
- (r) consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts
- (s) approve the Council's Statement of Accounts and associated governance and accounting policy documents.

External Audit

- (t) support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any

- issues raised by the Public Sector Audit Appointments Limited (PSAA) or the authority's auditor panel as appropriate
- (u) consider the external auditor's annual letter, relevant reports and the report to those charged with governance
 - (v) consider specific reports as agreed with the external auditor
 - (w) comment on the scope and depth of external audit work and to ensure it gives value for money
 - (x) advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.

Internal Audit

- (y) undertake the duties of the Committee mandated by the Public Sector Internal Audit Standards (PSIAS) (as identified in Table 1 below)
- (z) consider reports from the Head of Internal Audit on internal audit's performance during the year, including the performance of external providers of internal audit services, and the Head of Internal Audit's annual report
- (aa) consider summaries of specific internal audit reports as requested.

Table 1: Duties Of The Board (Audit Committee) Mandated By PSIAS	
PSIAS ref	Duty of the Board
1000	Approve the Internal Audit charter
1110	Approve the risk-based internal audit plan, including internal audit's resource requirements, including any significant changes, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
1110	Approve decisions relating to the appointment and removal of the Chief Audit Executive
1110	Receive an annual confirmation from the Chief Audit Executive with regard to the organisational independence of the internal audit activity
1110	Make appropriate enquiries of the management and the Chief Audit Executive to determine whether there are inappropriate scope or resource limitations
1110	The chair to provide feedback for the Chief Audit Executive's performance appraisal
1111	Provide free and unfettered access to the audit committee chair for the head of internal audit, including the opportunity for a private meeting with the committee.
1112	Consider any impairments to independence or objectivity arising from additional roles or responsibilities outside of internal auditing of the head of internal audit. To approve and periodically review safeguards to limit such impairments.
1130	Approve significant additional consulting services agreed during the year and not already included in the audit plan, before the engagement is accepted
1312	Contribute to the QAIP and in particular, to oversee the external quality assessment of internal audit that takes place at least once every five years.
1320	Receive the results of the Quality Assurance and Improvement Programme from the Chief Audit Executive

Table 1: Duties Of The Board (Audit Committee) Mandated By PSIAS	
PSIAS ref	Duty of the Board
2020 & 2030	Receive communications from the Chief Audit Executive on internal audit's audit plan and resource requirements including the approach to using other sources of assurance, the impact of any resource limitations and other matters
2060	Receive communications from the Chief Audit Executive on the internal audit activity's purpose, authority, responsibility and performance relative to its plan. Reporting must also include significant risk exposures and control issues, including fraud risks, governance issues and other matters needed or requested by senior management and the board.
2600	Receive reports outlining the action taken where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.

Membership and Chairing

The Audit Committee has 9 councillor members and up to 2 external independent members.

Members of the Executive are excluded from membership of the Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Directors of any of the Council's Group of companies cannot be a member of the Committee.

External independent members will have full voting rights.

Substitutes

Councillor substitute members are permitted for this Committee. Independent member substitutes are not permitted for this Committee.

Quorum

The standard quorum for Council committees applies to this Committee.

Frequency of Meetings

The Audit Committee will usually meet six times per year.

Duration

There is no limit on the lifespan of the Audit Committee.

Children and Young People Scrutiny Committee

Terms of Reference

Description

The Children and Young People Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters affecting children and young people. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Children and Young People Scrutiny Committee is to:

- (a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham children and young people
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham children and young people
- (d) explore any matters affecting Nottingham and/ or its children and young people
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
- (f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.

Objectives

The Children and Young People Scrutiny Committee will:

- (a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to children and young people to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny.
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme
- (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity
- (d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's group of companies, in order to fulfil its role in holding those decision makers to account. Where relevant this role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee.

- (e) receive petitions relating in accordance with the Council's Petitions Scheme
- (f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

The Children and Young People Scrutiny Committee has no decision making powers but has the power to:

- (a) require members of the Council's Executive, and certain other local decision makers, to: provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role
- (b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions
- (c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

Further detail on the rules and procedures relating to Overview and Scrutiny can be found in Article 11 - Overview and Scrutiny.

Membership and Chairing

The Children and Young People Scrutiny Committee has 8 members.

Members of the Executive are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of this Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of a company in the Council's Group of companies that relates to matters within the Committee's remit.

The Children and Young People Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted member of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

When the Committee plans to consider a matter that relates to an education function which is the responsibility of the Executive, the statutory education co-optees* must be invited to be full and equal members of the Committee with voting rights for that specific item.

*Church of England Diocese representative (if the local authority maintains one or more Church of England schools)/ Roman Catholic Diocese representative (if the local authority maintains one or more Roman Catholic schools)/ Parent Governors representatives (if the local authority maintains one or more schools).

Substitutes

Substitute members are permitted for this Committee.

Quorum

The standard quorum for Council committees applies to this Committee.

Frequency of Meetings

The Committee will usually meet six times per year.

Duration

There is no limit on the lifespan of the Children and Young People Scrutiny Committee.

Communities and Environment Scrutiny Committee

Terms of Reference

Description

The Communities and Environment Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters affecting local communities and the environment including community protection, environmental health, community safety, sport, culture, tourism, waste and cleansing, energy and the environment. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Communities and Environment Scrutiny Committee is to carry out the following roles for matters relating to communities and the environment:

- (a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (d) explore any matters affecting Nottingham and/ or its citizens
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
- (f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.

Objectives

The Communities and Environment Scrutiny Committee will:

- (a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to communities and the environment to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny.
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme
- (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity
- (d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's

group of companies, in order to fulfil its role in holding those decision makers to account. Where relevant this role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee.

- (e) receive petitions in accordance with the Council's Petitions Scheme
- (f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

The Communities and Environment Scrutiny Committee has no decision making powers but has the power to:

- (a) require members of the Council's Executive, and certain other local decision makers, to: provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role
- (b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions
- (c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

The Committee is required to consider Crime and Disorder matters at least once every Municipal Year.

Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-in Procedure, can be found in Article 11 – Overview and Scrutiny.

Membership and Chairing

The Communities and Environment Scrutiny Committee has 8 members.

Members of the Executive are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of the Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of a company in the Council's Group of companies that relates to matters within the Committee's remit.

The Communities and Environment Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted members of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Communities and Environment Scrutiny Committee will usually meet six times per year.

Duration

There is no limit on the lifespan of the Communities and Environment Scrutiny Committee.

Corporate Scrutiny Committee

Terms of Reference

Description

The Corporate Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters relating to the Council's finances and resources such as IT, customer services, commercial strategy, procurement and financial management; and corporate and cross-cutting matters that affect each directorate such as development of and delivery of the Strategic Council Plan, budget, transformation and improvement. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Corporate Scrutiny Committee is to:

- (a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (d) explore any matters affecting Nottingham and/ or its citizens
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
- (f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.

Objectives

The Corporate Scrutiny Committee will:

- (a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to finance and resources to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny.
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme
- (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity
- (d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's

group of companies, in order to fulfil its role in holding those decision makers to account. This role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee.

- (e) receive petitions in accordance with the Council's Petitions Scheme
- (f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

The Corporate Scrutiny Committee has no decision making powers but has the power to:

- (a) require members of the Council's Executive, and certain other local decision makers, to: provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role
- (b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions
- (c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-in Procedure, can be found in Article 11 – Overview and Scrutiny.

Membership and Chairing

The Corporate Scrutiny Committee has 8 members, including the chairs of the other overview and scrutiny committees.

Members of the Executive are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of the Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of any of the Council's Group of companies.

The Corporate Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted members of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Corporate Scrutiny Committee will usually meet six times per year.

Duration

There is no limit on the lifespan of the Corporate Scrutiny Committee.

Greater Nottingham Light Rapid Transit Advisory Committee Terms of Reference

Description

The Greater Nottingham Light Rapid Transit Advisory Committee (the Committee) is a statutory body established under the powers of The Nottingham Express Transit System Order 2009. It is a Non-Executive Committee, and there is no requirement for it to be politically balanced. The Committee is accountable to Council.

Purpose

To provide advice to Nottingham City Council on the operation of the Nottingham Express Transit (NET) system.

Objectives

The Greater Nottingham Light Rapid Transit Advisory Committee will:

- (a) be consulted by and advise the Council on the operation of the NET system
- (b) consider representations made to the Committee by members of the public in relation to the NET system
- (c) make representations or recommendations to the Council in relation to the operation of the NET system.

Membership and Chairing

The Committee has 10 Councillor members - five Nottingham City Councillors and five Nottinghamshire County Councillors. Its membership shall also include one person appointed by each of the following groups representing users of the NET system:

- East Midlands Chamber of Commerce
- Nottingham City Disability Involvement Group
- Nottingham Federation of Small Businesses
- Nottingham Trent University
- Nottinghamshire Better Transport
- RideWise
- Travel Watch East Midlands

Members from the groups representing users of the NET system are appointed for a three-year term. The Committee may, with the agreement of the full Council, add additional groups representing users of the NET system to its membership, to support the effective delivery of its objectives.

The Chair and Vice Chair will be councillor members and will be appointed by the Committee on an annual basis at its first meeting of the municipal year.

It is expected that most decisions will be agreed by consensus but, where this is not possible, only those members who are councillors of Nottingham City Council and Nottinghamshire County Council may vote. Voting on all issues will be by show of hands. The Chair shall have a second (or casting) vote, in the event that a vote is tied.

Committee members who are not an elected councillor are known as 'co-opted' members, and must abide by the requirements of the Council's Co-opted Members Code of Conduct.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee. They must be councillor members and must include at least one councillor from each Council.

Frequency of Meetings

The Committee will usually meet two times per year.

Duration

There is no limit on the lifespan of the Greater Nottingham Light Rapid Transit Advisory Committee.

Health and Adult Social Care Scrutiny Committee

Terms of Reference

Description

The Health and Adult Social Care Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 in relation to matters relating to adult social care and health, and the NHS Act 2006, as amended by the Health and Social Care Act 2012 and the Local Authority (Public Health, Health and Wellbeing Board and Health Scrutiny) Regulations 2013. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision-makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Health and Adult Social Care Scrutiny Committee is to:

- (a) hold local decision-makers, including the Council's Executive for matters relating to adult social care and public health and commissioners and providers of local health services, to account for their decisions, actions, performance and management of risk;
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on adult social care and/or the health of Nottingham citizens;
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on adult social care and/or the health of Nottingham citizens;
- (d) explore any matters relating to adult social care and/or health affecting Nottingham and/or its citizens;
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive and commissioners and providers of local health services;
- (f) exercise the Council's statutory role in scrutinising health services for Nottingham City, in accordance with the NHS Act 2006 (as amended) and associated regulations and guidance;
- (g) be part of the accountability of the whole health system and engage with commissioners and providers of health services and other relevant partners, such as the Care Quality Commission and Healthwatch; and
- (h) review decisions made but not yet implemented by the Council's Executive, in accordance with the Call-In Procedure.

Objectives

The Health and Adult Social Care Scrutiny Committee will:

- (a) develop and manage its work programme to ensure all statutory and other roles and responsibilities are fulfilled in relation to matters relating to adult social care and health to the required standard, and which covers review and development of key issues, policies and strategies relevant to Nottingham and its residents,

- and which adds value through the examination of those issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny;
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme;
 - (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity;
 - (d) regularly review decisions, actions and performance of the Council’s Executive and other relevant local decision makers, including the commissioners and providers of NHS and public health funded services and the Council’s group of companies;
 - (e) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor;
 - (f) engage with and respond to formal and informal consultations from commissioners and providers of local health services;
 - (g) hold the Health and Wellbeing Board to account for its work to improve the health and wellbeing of the population of Nottingham City and to reduce health inequalities; and
 - (h) respond to referrals from, and make referrals to, Healthwatch Nottingham and Nottinghamshire as appropriate.

The Health and Adult Social Care Scrutiny Committee has no decision-making powers, but has power to:

- (a) review any matter relating to the planning, provision and operation of health services in the area;
- (b) require members of the Council’s Executive, and representatives of commissioners and providers of NHS and public health funded services, to provide information to the Committee, to attend meetings and to answer questions posed by the Committee;
- (c) invite other persons to attend meetings of the Committee to provide information and/or answer questions;
- (d) make recommendations and provide reports to relevant decision makers, including the Council’s Executive and commissioners of NHS and public health funded services, on matters within their remits. The Council’s Executive and commissioners of NHS and public health funded services have a duty to respond in writing to such recommendations;
- (e) be consulted by commissioners of NHS and public health funded services when there are proposals for substantial developments or variations to services, and to make comment on those proposals; and
- (f) request that the Secretary of State uses their powers to ‘call in’ proposals for health service reconfiguration if there are significant concerns about the proposals that cannot be resolved locally, and be formally consulted (alongside the local Healthwatch group) by the Secretary of State on how their powers of ‘call in’ might be implemented in relation to a given proposal if the Secretary of State is minded to use these powers.

Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-In Procedure, can be found in Article 11 – Overview and Scrutiny.

Membership and Chairing

The Health and Adult Social Care Scrutiny Committee has 8 members.

Members of the Executive and members of the Health and Wellbeing Board are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of this Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a chair of the Board of a company in the Council's Group of companies that relates to matters within the Committee's remit.

The Health and Adult Social Care Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted member of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

A representative of Healthwatch Nottingham and Nottinghamshire is invited to attend formal meetings of the Committee to provide evidence and insight on matters under the Committee's consideration.

Substitutes

Substitute members are permitted for this Committee.

Quorum

The standard quorum for Council Committees applies to this Committee.

Frequency of Meetings

The Committee usually meets once a month, with the exception of August.

Duration

There is no limit on the lifespan of the Health and Adult Social Care Scrutiny Committee.

Health and Wellbeing Board

Terms of Reference

Description

The Nottingham City Health and Wellbeing Board ('the Board') is established under the Health and Social Care Act 2012 (as amended by the Health and Care Act 2022), which requires upper-tier and unitary local authorities to establish a Health and Wellbeing Board to share leadership on the strategic approach to improving the health and wellbeing of local communities, and sets out a number of statutory functions.

The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 set out the governance arrangements for the Board, which is established and treated as a 'section 102 committee' of the Council. However, the Regulations modify certain provisions of the Local Government Act 1972 relating to committees, including dis-applying the political proportionality requirements and enabling Council officers and other non-elected representatives of partner organisations to be voting or non-voting members.

The Board is a non-executive committee, but it exercises certain executive functions.

Purpose

The purpose of the Board is to bring together key local leaders to improve the health and wellbeing of the population of Nottingham and reduce health inequalities through:

- (a) developing a shared understanding of the health and wellbeing needs of its communities from pre-birth to end of life, including the health inequalities within and between communities;
- (b) providing system leadership to secure collaboration to meet these needs more effectively;
- (c) having strategic influence over commissioning decisions across health, public health and social care, encouraging integration where appropriate;
- (d) recognising the impact of the wider determinants of health on health and wellbeing; and
- (e) involving patient and service user representatives, and councillors, in commissioning decisions.

Objectives

The Board will:

- (a) publish and refresh the Joint Strategic Needs Assessments (including the Pharmaceutical Needs Assessment), to provide an evidence base for future policy and commissioning decisions;
- (b) produce a Joint Health and Wellbeing Strategy, to identify priorities and provide a strategic framework for future commissioning;
- (c) consider local commissioning plans, to ensure that they are in line with the Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy, and specifically to consider the NHS Nottingham and Nottinghamshire Integrated Care Board's commissioning plans, to ensure that they are in line with the Joint Health and Wellbeing Strategy, and to provide an opinion for publication;

- (d) liaise with NHS England and NHS Improvement as necessary on the Integrated Care Board's annual assessment;
- (e) encourage integrated working between health and social care commissioners including, where appropriate, supporting the development of arrangements for pooled budgets, joint commissioning and integrated delivery under Section 75 of the National Health Service Act 2006;
- (f) oversee the Better Care Fund;
- (g) encourage close working between health and social care commissioners and the Board itself;
- (h) encourage close working between health and social care commissioners and those responsible for the commissioning and delivery of services related to the wider determinants of health;
- (i) establish one or more sub-committees to carry out any functions delegated to it by the Board;
- (j) delegate any of its functions to an officer;
- (k) establish one or more time-limited task and finish groups to carry out work on behalf of the Board; and
- (l) carry out any other functions delegated to it by the Council under Section 196(2) of the Health and Social Care Act 2012.

All business of the Board shall be conducted in public, in accordance with Section 100A of the Local Government Act 1972 (as amended). When the Board considers exempt information, or when confidential information is provided to Board members in their capacity as members of the Board, all Board members must agree to respect the confidentiality of the information received and to not disclose it to third parties, unless required to do so by law or where there is a clear and overriding public interest in doing so.

The Board is subject to the same requirements of openness and transparency as other Council committees and, in the interests of public accountability and transparency, is subject to the statutory overview and scrutiny functions of the Council. All Board partner organisations must agree to provide information to, attend meetings of, and answer questions from the relevant Council overview and scrutiny committee about the planning, provision and operation of services within their area, as required by the committee to carry out its statutory scrutiny functions. However, partners will not be required to give:

- confidential information that relates to and identifies an individual, unless the information is disclosed in a form ensuring that individuals' identities cannot be ascertained, or an individual consents to disclosure;
- any information the disclosure of which is prohibited by or under any enactment;
- or
- any information the disclosure of which would breach commercial confidentiality.

Membership and Chairing

Voting Members (12)

- Nottingham City Council's Portfolio Holder with a remit covering Health
- Nottingham City Council's Portfolio Holder with a remit covering Children's Services
- two further Nottingham City Councillors

- two representatives of the NHS Nottingham and Nottinghamshire Integrated Care Board
- two representatives of the Nottingham City Place-Based Partnership
- Nottingham City Council's Corporate Director for People
- Nottingham City Council's Director for Adult Health and Social Care
- Nottingham City Council's Director for Public Health
- one representative of the Healthwatch Nottingham and Nottinghamshire Board

Non-Voting Members (10)

- one representative of the Nottingham University Hospitals NHS Trust
- one representative of the Nottinghamshire Healthcare NHS Foundation Trust
- one representative of the Nottingham CityCare Partnership
- one representative of Nottinghamshire Police
- one representative of the Department for Work and Pensions
- one representative of the Nottingham Universities
- one representative of the Nottinghamshire Fire and Rescue Service
- up to two individuals representing the interests of the Third Sector
- Nottingham City Council Chief Executive
- Nottingham City Council Director of Housing

The Board may, with agreement of the full Council, add additional voting or non-voting members to support effective delivery of its responsibilities.

The Chair of the Board will be the Nottingham City Council Portfolio Holder with a remit covering Health. The Vice Chair of the Board is appointed by the Board and shall be one of the representatives of either the Integrated Care Board or the Place-Based Partnership.

It is expected that most decisions will be agreed by consensus, but where this is not the case, only those members listed as voting members may vote. Voting on all issues will be by show of hands. At the Council, the statutory roles of Director of Children's Services and Director of Adult Social Services are held by the same Corporate Director. Therefore, the Director of Adult Social Services vote shall be exercised by the Council's Director of Adult Health and Social Care. The Chair shall have a second (or casting) vote, in the event that a vote is tied.

All members of the Board are accountable to the organisation or sector that appointed them. Each member has a responsibility to communicate the Board's business through their respective organisation or sector's own communication mechanisms. If a member of the Board misses three consecutive meetings without giving apologies, their continued membership of the Board will be reviewed with the organisation or sector that they represent.

Members of the Board who are not an elected councillor are known as 'co-opted' members, and must abide by the requirements of the Council's Co-opted Members Code of Conduct. There is a requirement upon the Council to hold an up-to-date record of the Disclosable Pecuniary Interests of elected councillors and co-opted members, and their spouses or civil partners, on a Register of Interests, and for them to declare any relevant Disclosable Pecuniary Interests or Other Interests at

meetings. In addition, Board members may also be bound by a code of conduct or professional standards of the organisation or sector that they represent.

Substitutes

Each Board member may nominate a substitute who may attend a Board meeting in their place. Substitutes must be from the same organisation or sector as the Board member and be of sufficient seniority to be empowered by the relevant organisation or sector to represent its views to the Board, so that they may be in a position to contribute to decision-making and to commit resources to the Board's business.

Quorum

The quorum for Board meetings is three voting members, which must include at least one councillor from the Council and at least one representative of the Integrated Care Board or the Place-Based Partnership.

Frequency of Meetings

The Board will usually meet four times per municipal year. The Chair of the Board, in consultation with the Vice Chair, may convene special meetings of the Board, as required.

Duration

There is no limit on the lifespan of the Board.

Housing and City Development Scrutiny Committee

Terms of Reference

Description

The Housing and City Development Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters relating to housing and city development including economic development, employment and skills, business growth and inward investment, property and asset management, housing, transport, traffic and parking. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Housing and City Development Scrutiny Committee is to:

- (a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (d) explore any matters affecting Nottingham and/ or its citizens
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
- (f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.
- (g) Regarding housing, contribute towards providing assurance and oversight of the Council's statutory responsibilities in the context of regulatory compliance and tenant satisfaction.

Objectives

The Housing and City Development Scrutiny Committee will:

- (a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to housing and city development to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny.
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme

- (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity
- (d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's group of companies, in order to fulfil its role in holding those decision makers to account. Where relevant this role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee.
- (e) receive petitions in accordance with the Council's Petitions Scheme
- (f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

The Housing and City Development Scrutiny Committee has no decision making powers but has the power to:

- (a) require members of the Council's Executive, and certain other local decision makers, to: provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role
- (b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions
- (c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-in Procedure, can be found in Article 11 – Overview and Scrutiny.

Membership and Chairing

The Housing and City Development Scrutiny Committee has 8 members.

Members of the Executive are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of the Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of a company in the Council's Group of companies that relates to matters within the Committee's remit.

The Housing and City Development Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted members of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Housing and City Development Scrutiny Committee will usually meet six times per year.

Duration

There is no limit on the lifespan of the Housing and City Development Scrutiny Committee.

Independent Panel

Terms of Reference

Description

The Independent Panel (the Panel) is a Non-Executive Committee of Council, and is accountable to Council. It is not politically balanced as it is comprised of independent members. It is appointed under section 28(7) of the Localism Act 2011.

Purpose

The purpose of the Independent Panel is to:

- (a) consider proposals for dismissal of the Chief Executive, Section 151 Officer or Monitoring Officer
- (b) offer advice, views or recommendations to Council on the proposal to dismiss.

Membership and Chairing

The Independent Panel comprises two independent persons.

Invitations for membership of the Panel will be issued in accordance with the following priority order:

- i. an independent person who has been appointed by Nottingham City Council and is a local government elector within Nottingham City
- ii. any other Independent Person appointed by the Council
- iii. an independent person who has been appointed by another council.

Substitutes

Substitute members are not permitted for the Panel.

Quorum

The quorum for the Panel is 2.

Frequency of Meetings

The Independent Panel will meet as and when required.

Duration

There is no limit on the lifespan of the Independent Panel.

Investigating and Disciplinary Committee

Terms of Reference

Description

The Investigating and Disciplinary Committee (the Committee) is a politically balanced Non-Executive Committee of Council, and is accountable to Council.

Purpose

The purpose of the Investigating and Disciplinary Committee is to:

- (a) consider allegations against the Chief Executive, Section 151 Officer or Monitoring Officer (Statutory Officers) which may ultimately lead to his/ her dismissal, in accordance with the procedures agreed by Council
- (b) determine whether an allegation made against a Statutory Officer requires further investigation or other appropriate action
- (c) give informal, unrecorded oral warnings in appropriate cases where no further formal action is required
- (d) appoint an Independent Investigator, agree the terms of remuneration, provide the investigator with their terms of reference and working methods
- (e) take decisions on the suspension of the Chief Executive, Section 151 Officer or Monitoring Officer while investigations are undertaken (suspensions to be reviewed after two months in conjunction with the Independent Investigator)
- (f) consider the recommendations of the Independent Investigator
- (g) determine whether action(s) short of dismissal should be imposed
- (h) where dismissal is recommended, to refer matters to the Independent Panel for consideration, and
- (i) recommend dismissal to Full Council following the completion of the Executive Objections Procedure.

Membership and Chairing

The Investigating and Disciplinary Committee has 5 members, one of whom must be an Executive member.

Members of this Committee cannot also be members of the Appeals Committee.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee, but one member must be an Executive member.

Frequency of Meetings

The Investigating and Disciplinary Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Investigating and Disciplinary Committee.

Licensing Committee

Terms of Reference

Description

The Licensing Committee (the Committee) is a Non-Executive Committee of Council, and is not required to be politically balanced. The Committee is established to carry out the Licensing Authority functions of the Council. The Committee is accountable to Council.

Purpose

The purpose of the Committee is to undertake those functions of the Licensing Authority allocated to it by legislation including the Licensing Act 2003, the Gambling Act 2005 (including the power to prescribe fees under section 212), late night levy requirements under Chapter 2 Part 2 of the Police Reform and Social Responsibility Act 2011 and any Regulations or Orders made under those Acts.

Objectives

The Committee will be responsible for the Council's Licensing Authority Functions as required by law and will have a consultative role in the formulation of Policy where functions are reserved to Council. It also on occasion will carry out film classification functions where licensing premises wish to show films which are not classified by the British Board of Film Classification.

Sub-Committees

The Licensing Committee establishes Licensing Panels to discharge some of its functions.

Membership and Chairing

The Licensing Committee has between 10 and 15 members.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Licensing Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Licensing Committee.

Licensing Panels

Terms of Reference

Description

Licensing Panels are sub-committees established by the Licensing Committee, and are not required to be politically balanced. They are accountable to the Licensing Committee.

Purpose

The purpose of Licensing Panels is to hear and determine contested applications and notifications, and to hear applications for licence reviews under the Licensing Act 2003 and Gambling Act 2005.

Objectives

In relation to the Licensing Act 2003, Licensing Panels will hold hearings to determine various contested application, notices and reviews including the following:

- (a) applications for a personal licence with unspent convictions or an immigration penalty in all cases where an objection of immigration objection notice is served
- (b) review of a personal licence where the holder has been convicted of a relevant offence, foreign offence, or been required to pay an immigration penalty
- (c) applications for a premises licence/club premises certificate where a representation has been made
- (d) applications for a provisional statement where a representation has been made
- (e) applications to vary a premises licence/club premises certificate (other than an application for a Minor Variation) where a representation has been made
- (f) applications to vary a designated premises supervisor where a Police representation has been made
- (g) applications for the transfer of a premises licence where a Police representation has been made
- (h) applications for interim authority where a Police representation has been made
- (i) all cases for applications to review a premises licence/club premises certificate (including summary reviews)
- (j) all cases on a decision to object where the Local Authority is a consultee and not the relevant authority considering the application
- (k) all cases in determination of a representation to a temporary event notice.

In relation to the Gambling Act 2005, Licensing Panels will determine:

- (l) applications for a premises licence, including applications for reinstatement under S195 of the Gambling Act where:
 - a representation is made and not withdrawn (S154 (4)(a)), and/or
 - where the Licensing Authority considers that a condition should be added to the licence under S169 (1)(a) or a default condition should be excluded under S169 (1)(b)
- (m) applications to vary a premises licence where:
 - a representation is made and not withdrawn (S154 (4)(b)), and/or
 - where the Licensing Authority considers that a condition should be added to the licence under S169 (1)(a) or a default condition should be excluded under S169 (1)(b)

- (n) applications for the transfer of a premises licence where a representation is made and not withdrawn (S154 (4)(c))
- (o) applications for a provisional statement where:
 - a representation is made and not withdrawn (S154 (4)(d)), and/or
 - where the Licensing Authority considers that a condition should be added to the licence under S169 (1)(a) or a default condition should be excluded under S169 (1)(b)
- (p) all cases for reviews of a premises licence
- (q) all cases for temporary use notices (including notices modified under section 223) where:
 - an objection notice has been received
 - a counter notice may be required
- (r) applications for club gaming/club machine permits, renewals and variations (including those leading to cancellation of a permit) under Schedule 12 paragraph 15 where:
 - an objection is made and not withdrawn (Schedule 12 paragraph 28(2))
 - refusal of a permit is proposed on the grounds listed in Schedule 12 paragraph 6(1)(a)-(d), or paragraph 10(3) as applicable
- (s) cancellation of club gaming/club machine permits under Schedule 12 paragraph 21 where a permit holder requests a hearing under paragraph 21(2) or makes representations
- (t) cancellation an variation of licensed premises gaming machine permits under Schedule 13 paragraph 16 where the permit holder requests a hearing under paragraph 16(2) or makes representations
- (u) grant permits in respect of premises with amusement machines
- (v) register societies wishing to promote lotteries.

Membership and Chairing

Licensing Panels have 3 members derived from the membership of the Licensing Committee.

They are chaired by the Chair or Vice-Chair of the Licensing Committee.

Substitutes

Substitute members are not permitted for Licensing Panels.

Quorum

By law a Licensing Panel must consist of 3 members.

Frequency of Meetings

Licensing Panels meet as and when required.

Duration

There is no limit on the lifespan of the Licensing Panels.

Planning Committee

Terms of Reference

Description

The Planning Committee (the Committee) is a politically balanced Non-Executive Committee of Council, which discharges all non-executive functions of the Council as a Local Planning Authority and Highway Authority. The Committee is accountable to Council.

Purpose

The purpose of the Planning Committee is to discharge all Non-Executive functions of the Council as a Local Planning and Highway Authority, except for matters reserved to, or solely within the remit of full Council or Executive Board. Some functions are delegated to officers.

Objectives

The Planning Committee will:

- (a) exercise the Council's functions in respect of town and country planning and development control set out in Part A of Schedule 1 of the Functions Regulations and the powers relating to the protection of hedgerows and preservation of trees in Part I
- (b) exercise the functions of the Council relating to the regulation of the use of highways, street works and rights of way as set out in Parts B and I of Schedule 1 of the Functions Regulations (including all powers of enforcement)
- (c) be consulted, and provide comments to Executive Board, on draft Local Development Documents
- (d) exercise the Council's functions in relation to the registration of town and village greens and common land set out in Parts B and I of Schedule 1 of the Functions Regulations
- (e) determine all applications where the decisions would:
 - (i) result in the granting of planning permission that would be a significant departure from the adopted Development Plan; or
 - (ii) result in the approval of an application for a similar scheme, on the same site, that has been previously refused by the Committee; or
 - (iii) directly conflict with the recommendation of any external statutory consultee unless those concerns will be overcome by condition or planning obligation
- (f) determine any application which gives rise to complex or sensitive issues, such as:
 - an application that has generated significant public interest that is contrary to the officer recommendation
 - a major application on a prominent site, where there are important land-use, design or heritage considerations
 - an application for the conversion of family housing to a house in multiple occupation (HMO) in an area where there is already a high concentration of HMOs, and where the recommendation would conflict with adopted planning policies

- an application in relation to which a Nottingham City Councillor has submitted a written request (giving valid planning reasons), within the statutory consultation period, for the application to be determined by Committee
- where an application has been submitted by a Nottingham City Councillor or on behalf of a Nottingham City Councillor
- an application that is recommended for approval, but where any planning obligations are proposed to be waived, or are substantially less than typically required by adopted planning policies.

Membership and Chairing

The Planning Committee has 16 members.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Ward Councillor Speaking Rights

Subject to prior arrangement with the Chair of the Committee, Ward Councillors may address the Committee on Planning Applications which are within their ward and being considered by the Committee. Ward Councillors will not however be permitted to take part in any debate or vote on that application.

Where the Ward Councillor concerned is a member of the Planning Committee, they shall withdraw from the meeting room immediately after speaking and prior to any debate on the application. The Councillor will not take part in any consideration of that application at either that or any other meeting of the Planning Committee.

Ward councillors can address the committee for no more than 5 minutes per Ward Councillor. Subject to the approval of the Chair more than one Ward Councillor may address the Committee on the same application.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The usual frequency of meetings will be once a month.

Duration

There is no limit on the lifespan of the Planning Committee.

Regulatory and Appeals Committee

Terms of Reference

Description

The Regulatory and Appeals Committee is a politically balanced Non-Executive Committee of Council, and discharges various Council functions contained in Schedule 1 of the Functions Regulations, the Nottinghamshire County Council Act 1985, and the Nottingham City Council Acts 2003 and 2013. The Committee is accountable to Council.

Purpose

The purpose of the Regulatory and Appeals Committee is primarily to deal with applications for local licences and registrations, (excluding matters which are statutorily the responsibility of the Licensing Committee and other functions which are within the remit of the Planning Committee), to determine plans and strategy relating the Committees licensing and registration functions (unless specifically catered for elsewhere), to administer the Council's non-executive functions in relation to Health and Safety at Work and Smoke-free premises, and to hear appeals.

Objectives

The Regulatory and Appeals Committee will administer the Council's functions in relation to:

- (a) applications for local licences and registrations of various kinds including:
 - (i) those licensing and registration functions contained in Part B of Schedule 1 of the Functions Regulations (except for those which are within the remit of the Planning Committee);
 - (ii) functions relating to health and safety at work which are contained in Part C of Schedule 1 of the Functions Regulations
 - (iii) the Nottinghamshire County Council Act 1985;
 - (iv) regulation, under the Nottingham City Council Act 2003, of occasional sales and dealers in second-hand goods
- (b) to deal with all powers relating to smoke free premises listed in Part FA of Schedule 1 of the Functions Regulations
- (c) to provide individual case panels selected by the Corporate Director with responsibility for Finance and Resources and the Chief Finance Officer 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
- (d) to exercise all powers and duties conferred on Nottingham City Council by the Nottingham City Council Act 2013

- (e) unless specifically catered for elsewhere, the adoption or approval of any plan or strategy relating to the Licensing and Regulatory functions listed in Part B of Schedule 1 of the Functions Regulations 2000
- (f) imposing any conditions, limitation or other restriction on any approval, consent, licence, permission or registration granted in the exercise of any of the above functions and determining any other terms to which any such approval, consent, licence, permission or registration is subject
- (g) determining whether, and in what manner, to enforce:
 - (a) any contravention or failure to comply with an approval, consent, licence, permission or registration granted as mentioned above; or
 - (b) any failure to comply with a condition, limitation or term to which any such approval, consent, licence, permission or registration is subject.
- (h) amending, modifying or varying any such approval, consent, licence, permissions or registration as is mentioned above, or any conditions, limitation or term to which it is subject
- (i) revoking any such approval, consent, licence, permission or registration
- (j) determining:
 - (a) whether a charge should be made for any approval, consent, licence, permit or registration as is mentioned above; and
 - (b) where a charge is made for any such approval, consent, licence, permit or registration, the amount of the charge
- (k) the power to enforce byelaws.

Membership and Chairing

The Regulatory and Appeals Committee has 14 members.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Regulatory and Appeals Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Regulatory and Appeals Committee.

Standards and Governance Committee

Terms of Reference

Description

The Standards and Governance Committee is a politically balanced, Non-Executive, ordinary committee of Council. It is accountable to Council and is responsible for promoting high standards of conduct amongst councillors and co-opted members and high standards of governance across the Council. It will report to Council when necessary, particularly when recommending non-Executive amendments to the Constitution.

Purpose

The purpose of the Committee is to:

- (a) ensure the Council's governance arrangements, in particular its Constitution and Governance Framework documents, are fit for purpose and support the council in effective, well-informed and accountable decision making
- (b) make recommendations to Council on non-executive amendments to the Constitution
- (c) promote high standards of conduct amongst Councillors and co-opted members through maintaining an appropriate Code of Conduct and complaints management process
- a) monitor the effectiveness of governance and standards arrangements through regular monitoring reports.

Objectives

The Standards and Governance Committee will:

- (a) oversee proposed and actual changes to the Council's policies and procedures pertaining to standards of conduct and governance, including making recommendations to Council on non-executive amendments to the Constitution, including the Councillor and Co-opted Member Code of Conduct
- (b) receive regular monitoring reports on standards of conduct and constitutional arrangements including the following:
- (c) Complaints received about Councillors and co-opted members under the Code of Conduct, the Confidential Reporting Code and any other matters relating to conduct and propriety
- (d) Exemptions from standard decision-making processes including call-in and Executive notices
- (e) Making recommendations to Council and/ or the Leader if the Committee considers constitutional or procedural changes are required based upon the monitoring information provided.
- (f) agree the local arrangements for the investigation of allegations that the Code of Conduct has been breached, and arrangements under which decisions on allegations can be made
- (g) advise on training and advice arrangements for Councillors and co-opted members on matters relating to the Council's Code of Conduct, and related probity issues
- (h) consider reports and recommendations from the External Auditor relevant to the Code of Conduct and related probity issues

- (i) hear cases under the Council's procedure for dealing with complaints about Councillors' and co-opted members' conduct
- (j) grant dispensations to Councillors and co-opted members in relation to the Code of Conduct, as permitted by legislation
- (k) review the operation of the Council's Confidential Reporting Code and make recommendations for any changes to it
- (l) respond to consultation exercises carried out by government and other agencies on issues related to the work of the Committee
- (m) consider any other matters referred to it by the Monitoring Officer
- (n) grant and supervise exemptions from political restriction.

Membership and Chairing

The Standards and Governance Committee has 8 Councillor members.

In addition to the 8 Councillor members, one Independent Person will be appointed by Full Council to support the Committee with Standards matters. The Independent Person will not be a member of the committee but has a standing invitation to attend and speak at committee meetings, including during exempt discussions.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Committee will meet at least once every six months.

Duration

There is no limit on the lifespan of the Standards and Governance Committee.

Standards Hearings Sub-Committee

Terms of Reference

Description

The Standards Hearings Sub-Committee (the Sub-Committee) is a non-executive politically balanced sub-committee of the Standards and Governance Committee. It is accountable to the Standards and Governance Committee.

Purpose

The purpose of the Standards Hearings Sub-Committee is to:

- (a) hear cases in accordance with the Council's procedure for dealing with complaints about Councillors' and co-opted members' conduct;
- (b) decide whether to uphold complaints made against Councillors and Co-opted Members having first considered the views of the Council's Appointed Independent Person
- (c) to determine what action to take based upon the outcome of the hearing.

Hearings

If a single case is heard over more than one meeting, the same Sub-Committee members must be present at all meetings. If exceptional circumstances mean this is not possible the Monitoring Officer will decide how to proceed.

Membership and Chairing

The Standards Hearings Sub-Committee has 5 members, who must be members of the Standards Committee.

Substitutes

Substitute members are permitted for the Sub-Committee.

Quorum

The standard quorum for Council committees applies to the Sub-Committee.

Frequency of Meetings

The Standards Hearings Sub-Committee will meet as and when required.

Duration

There is no limit on the lifespan of the Standards Hearings Sub-Committee.

Trusts and Charities Committee

Terms of Reference

Description

The Trusts and Charities Committee (the Committee) is a politically balanced Non-Executive Committee of Council. The Committee is accountable to Council as the sole Trustee of the Trusts and Charities it serves.

The Committee must act all times in the best interests of the Council in its capacity as sole Trustee in delivering its core objectives.

Purpose

The Committee is responsible for carrying out the Council's administrative powers and duties in relation to the Trusts and Charities for which the Council is the sole Trustee. The three main Trusts are:

- (a) the **Bridge Estate** Trust (Charity No. 220716), which provides for the maintenance and repair of Trent Bridge; providing a new bridge as may be necessary or desirable and applying the residue of its income to the Council as it think best for the improvement of the City of Nottingham;
- (b) the **Harvey Hadden Stadium** Trust (Charity No. 522271), which provides for the provision of public sport and recreation for the people of Nottingham forever;
- (c) the **Highfields Leisure Park** Trust (Charity No.1006603), which provides public recreation and pleasure grounds for the people of Nottingham forever.

The Committee also oversees several other small charities.

Objectives and Obligations

The Trusts and Charities Committee must act at all times in the best interests of the Council in its capacity as sole trustee in furthering the objectives of the Trusts. Decisions and actions will be taken in line with the Committee's agreed Scheme of Delegation (Governance Framework Document H – Trust and Charities Scheme of delegation) and with Articles 17 – Financial Regulations and Article 18 – Contract Procedure Rules.

The Committee will:

- (a) exercise the administrative powers of the "Council as Trustee" in accordance with the relevant governing documents of each trust and Charity Commission Scheme(s)
- (b) upon receipt from officers, administer and approve annual reports and accounts;
- (c) approve Charity Commission returns and all other regulatory documents;
- (d) respond to enquiries from Auditors or Independent Examiners as required;
- (e) inquire of and respond to the Charity Commission and any other regulatory bodies as required;
- (f) manage the Trusts and Charities that fall within the remit of the Committee and be authorised to take all necessary administrative decisions, with assistance

from the Corporate Director for Finance and Resources, Director for Legal and Governance and/or Director for Economic Property and Development and/or other relevant colleagues, as appropriate;

- (g) take any other action deemed appropriate or necessary to ensure the proper management and administration of all Trusts and Charities.

Urgent Decisions

Wherever possible, and not formally delegated elsewhere, the functions of the Committee will be discharged by the Committee. However, the Corporate Director of Growth and City Development (or in his/her absence his/her nominated deputy) has the authority to discharge any function of the Committee which he/she considers is urgent and cannot be delayed until the next meeting of the Committee. These decisions can only be taken after, wherever possible, consultation with the Chair or Vice-Chair and with the main minority party spokesperson has taken place. These decisions must be recorded in accordance with current corporate requirements and open to public inspection unless the decision falls within the rules relating to exempt and confidential information as set out in Article 13 – Access to Information Procedure Rules.

A report on any urgent decisions taken in accordance with this procedure, together with a summary of the consultations and the reasons for urgency, will be submitted to the next meeting of the Committee.

Membership and Chairing

The Trusts and Charities Committee has 9 members.

Councillors are appointed as members of the Committee to manage its business but are not individually Trustees.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. If the Chair changes in year, the Committee will appoint a Chair for the remainder of the Municipal Year at its next available meeting.

Substitutes

Substitute members are permitted for this Committee.

Quorum

The standard quorum for Council committees applies to this Committee.

Frequency of Meetings

The Trusts and Charities Committee usually meets four times per year.

Duration

There is no limit on the lifespan of the Trusts and Charities Committee.

Joint Committee on Mineral and Waste Planning

Terms of Reference

Role

The Joint Committee on Mineral and Waste Planning is a politically balanced committee whose role is to provide a forum at which members of Nottinghamshire County Council and Nottingham City Council can discuss together matters related to the preparation, content and review of mineral and waste planning policy across Nottinghamshire and Nottingham. The Joint Committee's role is advisory, and all decisions related to Local Plans remain the responsibility of each Council for formal decision. The Joint Committee will however help ensure that the present "duty to co-operate" and any successor requirement in respect of alignment of Local Plans is achieved.

Responsibilities

The Joint Committee will be responsible for providing advice to both Councils' respective Executives on all mineral and waste matters, including advice in relation to the following:

- (a) The preparation of the Nottinghamshire and Nottingham Joint Waste Local Plan including associated evidence such as the Waste Needs Assessment.
- (b) The monitoring of sales of aggregate and preparation of the Local Aggregate Assessment to consider trends and future demand for aggregates (sand, gravel, and crushed rock) in Nottinghamshire and Nottingham.
- (c) The Nottinghamshire Minerals Local Plan in respect of matters which have impact on the City Council area and Statements of Common Ground in respect of the Minerals Local Plan.
- (d) The Nottingham City Local Plan, insofar as it relates to minerals matters which have an impact on the County Council area and Statements of Common Ground in respect of the Local Plan.
- (e) Authority Monitoring Reports in respect of mineral and waste matters.
- (f) The timetable for mineral and waste plans to be contained in each Council's Local Development Schemes.

To assist the Joint Committee in carrying out the responsibilities above, it shall be entitled to receive information and to comment where it deems appropriate on other relevant matters including:

- (a) Planning applications related to mineral and waste development, subject to the statutory timetable.
- (b) Major development proposals which may affect mineral and waste matters in Nottingham and Nottinghamshire.
- (c) Government legislation, regulations, guidance and initiatives affecting mineral and waste matters.

Area of Responsibility

The Joint Committee will be responsible for advising on mineral and waste planning matters across the whole of Nottinghamshire and Nottingham, although in respect of

site-specific matters to be included in the Nottinghamshire Minerals Local Plan this will be restricted to cross boundary matters affecting both authorities.

Relationship to Parent Authorities

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 matters that are the subject of a report to any of the parent Executive bodies, the recommendation of the Joint Committee will be included in the report.

Membership

The Joint Committee has eight members – four from Nottingham City Council and four from Nottinghamshire County Council. One of the four must be the Cabinet member or Portfolio Holder responsible for planning. The membership of the Committee as a whole must be politically balanced.

The Chair and Vice Chair may invite people to attend meetings of the Committee in an advisory capacity as they deem necessary to assist the Joint Committee in carrying out the responsibilities outlined above. Such individuals will not be members of the Committee or have voting rights.

Substitutes

Substitute members are permitted for this Committee.

Chair and Vice Chair

The Chair and Vice Chair will be from different Councils and alternate between each Council every two years. The appointment of Chair and Vice Chair will be made by each respective Council.

Frequency of Meetings

The Joint Committee will meet as and when required according to the timetable of mineral and waste planning policy work and the need for advice as determined by the Chair and Vice Chair.

Organisation and Conduct of Meetings

The operation of the Committee will follow the Standing Orders of the Council which holds the Chair, or such Standing Orders which may be approved by the parent Councils. Meetings will be open to members of the public to attend and observe.

Officer Support

The secretariat of the Joint Committee will be the Council holding the position of Chair and alternate between the two Councils every two years. The costs of operating the Joint Committee will be met by the Council providing the secretariat services. The work of the Joint Committee will be serviced by a Joint Officer Steering Group which will assist the Chair and Vice Chair in setting agendas and briefing them prior to meetings. They will also be responsible for communicating the views of the Joint Committee.

Disagreement Between the two Authorities

Where the members of the Joint Committee cannot arrive at a view on a particular issue which enjoys the support of the majority of members, that issue should be referred back to the relevant executive bodies of the two Councils.

Participation in the Joint Committee will not deter either Council from expressing a dissenting opinion on any specific issue. The right to make representations at any consultation stage in the development plan making process or at a Local Plan hearing will not in any way be curtailed by membership of the Joint Committee.

Review

The role and operation of the Joint Committee will be kept under review, with a complete review of its responsibilities and workings to be carried out no later than two years from the adoption of this protocol and terms of reference.

Police and Crime Panel

Terms of Reference

The terms of reference of the Panel are as follows:

1. to review and submit a report or recommendation on the draft police and crime plan, or draft variation, given to the Panel by the Police and Crime Commissioner;
2. to review the annual report and put questions regarding the report to the Police and Crime Commissioner at a public meeting, and submit a report or recommendation as necessary;
3. to hold a confirmation hearing and review, submit a report, and recommendation as necessary in respect of proposed senior appointments made by the Police and Crime Commissioner (Chief Constable, Chief Executive, Chief Finance Officer and Deputy Police and Crime Commissioner);
4. to review and submit a report and recommendation as necessary on the proposed precept;
5. to review or scrutinise decisions made or other action taken by the Police and Crime Commissioner in connection with the discharge of the Commissioner's functions;
6. to submit reports or recommendations to the Police and Crime Commissioner with respect to the discharge of the Commissioner's functions;
7. to support the effective exercise of the functions of the Police and Crime Commissioner;
8. to fulfil functions in relation to complaints in accordance with the Panel's responsibilities under the Police Reform and Social Responsibility Act 2011 (the Act);
9. to appoint an Acting Police and Crime Commissioner if necessary;
10. to suspend the Police and Crime Commissioner if it appears to the Panel that the Commissioner has been charged with a relevant offence;
11. to exercise any other functions delegated to police and crime panels under the Police Reform and Social Responsibility Act 2011 as required.

Operating Arrangements

12. The Panel is a joint committee of the county, city, borough and district councils in Nottinghamshire;

13. Nottinghamshire County Council will be the Host Authority in establishing and maintaining the Panel and will arrange the administrative, secretarial and professional support necessary to enable the Panel to fulfil its functions;
14. the Panel will be comprised of 10 Councillors and a minimum of two co-opted independent members. Councillor membership can be increased by co-opting additional members with the unanimous agreement of the Panel, and any proposal for an increase in membership would be subject to the approval of the Secretary of State;
15. all Members of the Panel may vote in proceedings;
16. the local authorities will co-operate to provide the Panel with additional officer support for research, training and development, or where particular expertise would be of assistance;
17. the local authorities will co-operate to ensure that the role of the Panel is promoted internally and externally and that members and officers involved in the work of the Panel are given support and guidance in relation to the Panel's functions;
18. the Panel must have regard to the Policing Protocol issued by the Home Secretary in carrying out its functions.

Financial Arrangements

19. The funding provided by the Home Office to support the work of the Panel will be received by the County Council as Host Authority. The Panel will seek to operate within the limit of the Home Office funding;
20. the Home Office funding includes a specified sum per member per annum to cover their expenses. Each local authority will be allocated the appropriate sum and will pay the expenses of its own representatives;
21. each authority has discretion to pay its representatives an allowance including any special responsibility allowance if they are appointed Chairman or Vice Chairman.

Membership – Appointed Members

22. Appointment of elected members to the Panel will be made by each local authority at its annual meeting or as soon as possible afterwards, in accordance with its procedures. Appointments will be made with a view to ensuring that the “balanced appointment objective” is met so far as is reasonably practicable, i.e. to:
 - a. represent all parts of the police area;
 - b. represent the political make-up of the relevant authorities and the Police Force area overall;
 - c. have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively;

23. the Panel's membership will be one Councillor appointed by each authority plus one additional Councillor appointed by Nottingham City Council;
24. it is for each council to decide whether to appoint executive or non-executive members (if applicable), however where there is an executive mayor they must be nominated as an authority's representative (although they are not under a duty to accept the nomination);
25. the Panel will review at its annual meeting whether or not the balanced appointment objective is being met and if it concludes that it is not, the Panel will determine what action is needed to meet the objective.

Membership – Co-opted Members

26. The Panel will co-opt two independent members in accordance with the eligibility criteria set out in the Act;
27. the Panel will invite nominations and will make arrangements for appointment;
28. independent members will be appointed for a term of 2 years. There will be no restriction on the overall time period that an independent member can serve on the Panel.

Conduct of Panel Members

29. Members appointed by authorities will be subject to their own authority's code of conduct. Independent co-optees will be subject to the Host Local Authority's code of conduct.

Vacancies

30. Each council will fill vacancies for elected members in accordance with the arrangements in its constitution. Vacancies for independent members will be filled in accordance with the selection process agreed by the Panel.

Resignation of Members

31. Members of the Panel who wish to resign should do so in writing to their appointing council (as applicable) who will in turn notify the Host Local Authority as soon as possible.

Removal of Appointed Members

32. Each local authority will have the right to change its appointed member at any time but must give notice to the Host Local Authority and ensure that replacement does not affect the political balance requirement.

Removal of Independent Members

33. An independent member may only be removed from office if an appointed member has given notice to the Host Local Authority at least 10 working days prior to a meeting of the Panel, of their intention to propose a motion that an independent member's co-option be terminated. At the subsequent meeting, termination will only be confirmed if at least two-thirds of the persons who are members of the Panel at the time when the decision is made vote in favour of termination.

Amendments to Panel Arrangements

34. Changes to the Panel Arrangements can only be made with the unanimous approval of all the local authorities in the Nottinghamshire Force area. The only exception to this requirement is that the Panel can decide to increase the number of co-opted members, subject to Secretary of State approval. Any councillor co-options also require the agreement of all the members of the Panel.

Promotion of the Panel

35. The Panel Arrangements will be promoted by:
- a. the establishment and maintenance by the Host Local Authority of a webpage;
 - b. all the local authorities including information about the Panel on their websites;
 - c. appropriate support and guidance will be provided to members and officers of the local authorities in relation to the functions of the Panel.

Nottingham and Nottinghamshire Integrated Care Partnership

Terms of Reference

<p>1. Description/ status</p>	<p>The Nottingham and Nottinghamshire Integrated Care Partnership (“the ICP”) is a joint committee of NHS Nottingham and Nottinghamshire Integrated Care Board, Nottingham City Council and Nottinghamshire County Council (“the Statutory Organisations”), established in accordance with Section 116ZA of the Local Government and Public Involvement in Health Act 2007 (as amended by the Health and Care Act 2022).</p> <p>The ICP will act as the ‘guiding mind’ of the Nottingham and Nottinghamshire Integrated Care System (ICS) and is authorised to operate within these terms of reference, which set out its purpose, membership, authority and reporting arrangements.</p> <p>The ICP will not duplicate the work of the Nottingham City and Nottinghamshire County Health and Wellbeing Boards, which will continue in their statutory roles to improve the health and wellbeing of their local populations and reduce health inequalities, through joint local health and wellbeing strategies.</p> <p>ICP members will champion and act as ambassadors of effective partnership working for local population benefit.</p>
<p>2. Purpose</p>	<p>a) The primary purpose of the ICP is to produce an Integrated Care Strategy and Outcomes Framework for Nottingham and Nottinghamshire, setting out how the assessed health and social care needs identified by the Nottingham and Nottinghamshire Joint Strategic Needs Assessments (JSNAs) are to be met by the Statutory Organisations or NHS England, in line with their respective commissioning responsibilities.</p> <p>b) In preparing the Integrated Care Strategy, the ICP will:</p> <ul style="list-style-type: none"> i) Involve Nottingham and Nottinghamshire Healthwatch and the people who live and work in Nottingham and Nottinghamshire. ii) Consider the extent to which health and social care needs could be met more effectively through arrangements for pooled budgets, joint

	<p>commissioning and integrated delivery under section 75 of the NHS Act 2006 (as amended).</p> <ul style="list-style-type: none"> iii) Have regard to the mandate published by the Secretary of State for Health and Social Care under section 13A of the NHS Act 2006 (as amended). iv) Have regard to any further guidance issued by the Secretary of State for Health and Social Care. <ul style="list-style-type: none"> c) The ICP may also include within the Integrated Care Strategy its views on how arrangements for the provision of health-related services in its area could be more closely integrated with arrangements for the provision of health services and social care services in the area. d) To support the development of the Integrated Care Strategy, the ICP will engage with a wider assembly of partners, at least once a year, comprising people who rely on care and support, unpaid carers, the full range of social care and NHS providers, the voluntary and community sector, local professional committees (e.g. optical and pharmaceutical committees), the Office of the Police and Crime Commissioner, etc. e) The ICP will review the impact of the Integrated Care Strategy, focusing on improving outcomes in population health and healthcare, tackling inequalities in outcomes, experience and access, enhancing productivity and value for money and supporting broader social and economic development. f) The ICP will also receive reports on insights gained from service users and citizens. g) The ICP will consider the extent to which the Integrated Care Strategy needs to be revised on receipt of an updated JSNA.
<p>3. Principles</p>	<p>The following principles will be used to guide the work of the ICP:</p> <ul style="list-style-type: none"> a) Focus on improving outcomes for people, including improved health and wellbeing, supporting people to live more independent lives, and reduced inequalities.

	<ul style="list-style-type: none"> b) Support the triple aim (better health and wellbeing for everyone, better care for all and efficient use of the collective resource). c) Enable consistent standards and policy across the ICS (strategically sound) whilst allowing for different models of delivery in accordance with diverse populations served (locally sensitive). d) Ensure all delivery mechanisms (e.g. primary care networks, place-based partnerships and provider collaboratives at scale) are equally respected and supported, in line with the principle of subsidiarity. e) Champion co-production and inclusiveness throughout the ICS. f) Put at the forefront the experience and expertise of professional, clinical, political and community leaders, and promote strong clinical and professional system leadership. g) Create a learning system, fostering a culture of innovation, bravery, ambition and willingness to learn from mistakes. h) Optimise the role of health and care as anchor organisations within the local community. i) Utilise existing networks, groups, and governance structures, including staff forums and insights gained from place and neighbourhood engagement. j) Come together under a distributed leadership model and commit to work together equally. k) Accountable to one another and the public including through transparency and building trust.
<p>4. Membership</p>	<p>The membership of the ICP will be comprised as follows:</p> <p><u><i>Nottingham City Council:</i></u></p> <ul style="list-style-type: none"> a) Elected Member Representative who is the Chair of the Health and Wellbeing Board b) Corporate Director for People Services c) Director of Public Health for Nottingham d) Partner member nominated by Nottingham City Council e) Partner member nominated by Nottingham City Council

	<p><u>Nottinghamshire County Council:</u></p> <p>f) Elected Member Representative who is the Chair of the Health and Wellbeing Board</p> <p>g) Corporate Director, Adult Social Care and Health</p> <p>h) Director of Public Health for Nottinghamshire</p> <p>i) Partner member nominated by Nottinghamshire County Council</p> <p>j) Partner member nominated by Nottinghamshire County Council</p> <p><u>NHS Nottingham and Nottinghamshire Integrated Care Board:</u></p> <p>k) Chair of the Integrated Care Board</p> <p>l) Chief Executive</p> <p>m) Director of Integration</p> <p>n) Medical Director</p> <p>o) Representative of the Nottingham and Nottinghamshire Provider Collaborative at Scale</p> <p><u>Other:</u></p> <p>p) Representative of Healthwatch Nottingham and Nottinghamshire</p> <p>q) Chair of the Nottingham and Nottinghamshire Voluntary, Community and Social Enterprise Alliance</p> <p>r) Representative of the Bassetlaw Place-based Partnership</p> <p>s) Representative of the Nottingham City Place-based Partnership</p> <p>t) Representative of the Mid-Nottinghamshire Place-based Partnership</p> <p>u) Representative of the South Nottinghamshire Place-based Partnership</p>
<p>5. Chair and vice-chair arrangements</p>	<p>The ICP will be Chaired by the Chair of NHS Nottingham and Nottinghamshire Integrated Care Board.</p> <p>The Chairs of the Nottingham City and Nottinghamshire County Health and Wellbeing Boards will act as joint Vice-Chairs of the ICP.</p>
<p>6. Substitutes</p>	<p>Members are permitted to nominate a suitable substitute to attend a meeting of the ICP on their behalf should they be unable to attend themselves.</p>

	<p>Members are responsible for fully briefing any nominated substitutes.</p> <p>Substitutes need to be confirmed in writing to the Chair of the ICP ahead of the meeting.</p>
7. Quorum	<p>The quorum will be at least one member from each of the Statutory Organisations.</p> <p>Nominated substitutes will count towards the quorum.</p> <p>Members will not count towards the quorum if attending remotely.</p> <p>If any member of the ICP has been disqualified from participating in the discussion and/or decision-making for an item on the agenda, by reason of a declaration of a conflict of interest, then that individual shall no longer count towards the quorum.</p> <p>If the quorum has not been reached, then the meeting may only proceed on an informal basis and no decisions may be taken.</p>
8. Decision-making arrangements	<p>It is expected that at the ICP's meetings decisions will be reached by consensus and a vote will not be required. Any decisions taken will be record in the minutes of the meeting.</p> <p>If consensus can not be reached and if timeframes allow, then the item will be re-scheduled for discussion at the next meeting of the ICP. Otherwise, decisions will be taken by simple majority.</p>
9. Conflicts of interest	<p>A register of the declared interests of ICP members will be maintained and published.</p> <p>In advance of any meeting of the ICP, consideration will be given as to whether conflicts of interest are likely to arise in relation to any agenda item and how they should be managed.</p> <p>At the beginning of each meeting of the ICP members will be required to declare any interests that relate specifically to a particular issue under consideration. If the existence of an interest becomes apparent during a meeting, then this must be declared at the point at which it arises. Any such declarations will be formally recorded in the minutes for the meeting.</p> <p>The chair of the ICP will determine how any declared interests should be managed.</p>

	ICP members must ensure that they comply with their organisational/ professional codes of conduct at all times.
10. Meeting arrangements	<p>The ICP will meet at least twice per year.</p> <p>Extraordinary meetings may be called for a specific purpose at the discretion of the Chair in consultation with the Vice-Chairs.</p> <p>At least five clear working days' notice will be given when calling meetings.</p> <p>Meetings of the ICP shall be open to the public unless considering exempt information.</p> <p>The ICP is subject to the same requirements of openness and transparency as other meetings of the Statutory Organisations. As such, agendas and supporting papers, including ratified minutes of meetings, will be published.</p> <p>A protocol will be published separately for members of the public to set out arrangements for submitting questions to meetings of the ICP.</p>
11. Secretariat	<p>Secretariat support will be provided to the ICP by NHS Nottingham and Nottinghamshire Integrated Care Board.</p> <p>Agendas will be agreed by the Chair in consultation with the Vice-Chairs prior to each meeting.</p> <p>Any items to be placed on the agenda are to be sent to the secretary no later than nine clear calendar days in advance of the meeting. Items that miss the deadline for inclusion on the agenda may be added on receipt of permission from the Chair.</p> <p>Agendas and supporting papers will be circulated no later than five clear working days before each meeting.</p> <p>Minutes will be taken at all meetings and will be ratified by agreement of the ICP at the following meeting.</p>
12. Reporting arrangements	<p>The ICP must:</p> <ol style="list-style-type: none"> a) Publish its Integrated Care Strategy (and any revised strategies). b) Provide a copy of its Integrated Care Strategy (and any revised strategies) to the Statutory Organisations.
13. Review of terms of reference	<p>These terms of reference will be formally reviewed on an annual basis but may be amended at any time in order to adapt to any national guidance as and when issued.</p>

	Any proposed amendments to the terms of reference will be submitted to the Statutory Organisations for ratification.
14. Date approved	November 2023

Non-Executive Committees - First Meeting Dates 2024/25

Committee	Date and time of first meeting
Appeals Committee	As and when required
Appointments and Conditions of Service Committee	3 September 2024, 2pm
Audit Committee	28 June 2024, 9:30am
Children and Young People Scrutiny Committee	10 July 2024, 9:30am
Communities and Environment Scrutiny Committee	5 June 2024, 2pm
Corporate Scrutiny Committee	29 May 2024, 9:30am
Greater Nottingham Light Rapid Transit Advisory Committee	9 July 2024, 2pm
Health and Adult Social Care Scrutiny Committee	13 June 2024, 9:30am
Health and Wellbeing Board	29 May 2024, 1:30pm
Housing and City Development Scrutiny Committee	10 June 2024, 2pm
Independent Panel	As and when required
Investigating and Disciplinary Committee	As and when required
Licensing Committee	4 June, 9:30am
Planning Committee	19 June 2024, 2pm
Regulatory and Appeals Committee	As and when required
Standards and Governance Committee	To be scheduled
Trusts and Charities Committee	24 June 2024, 2pm
Joint Committee on Mineral and Waste Planning	To be scheduled
Police and Crime Panel	Administered by Nottinghamshire County Council
Nottingham and Nottinghamshire Integrated Care Partnership	Administered by Nottingham and Nottinghamshire Integrated Care Board

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City Council - 20 May 2024

Report of the Leader of the Council

Corporate Director/ Director:

Sajeeda Rose, Corporate Director for Growth and City Development

Report Author and Contact Details:

James Schrodel, Policy and Performance Manager

james.schrodel@nottinghamcity.gov.uk

Title: Establishment of the East Midlands Combined County Authority (EMCCA)

Does the report form part of the Budget or Policy Framework?

Yes No

Commissioner Consideration

Has this report been shared with the Commissioners' Office? Yes No

Any comments the Commissioners wish to provide are listed below.

Does this report contain any information that is exempt from publication?

No

Relevant Council Plan Key Outcome:

Green, Clean and Connected Communities	<input checked="" type="checkbox"/>
Keeping Nottingham Working	<input checked="" type="checkbox"/>
Carbon Neutral by 2028	<input checked="" type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Living Well in our Communities	<input type="checkbox"/>
Keeping Nottingham Moving	<input checked="" type="checkbox"/>
Improve the City Centre	<input checked="" type="checkbox"/>
Better Housing	<input checked="" type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>

1. Summary

- 1.1 The first election for the new figure of Mayor of the East Midlands took place on Thursday 2 May 2024 and Claire Ward was elected. She will chair the newly established East Midlands Combined County Authority (EMCCA) that encompasses Nottingham, Nottinghamshire, Derby and Derbyshire.
- 1.2 The establishment of the EMCCA and the creation of the role of Mayor for the East Midlands is of fundamental importance to the sub-region, Nottingham and for the delivery of the City Council's vision for the City. The historic creation of the new mayoral combined county authority for the East Midlands unlocks the benefits of the agreed East Midlands devolution deal including a range of new powers and strategic new funding opportunities.

2. Recommendations

- 2.1 That Council notes:

- 2.1.1 The EMCCA was formally established on 27 February 2024, with the first formal board meeting held on 20 March 2024. EMCCA brings with it additional investment funding to the area alongside devolved powers around transport, housing, skills, adult education, economic development and net-zero.
- 2.1.2 The EMCCA is a new body that Nottingham City Council will work in partnership with. Achieving success in Nottingham's strategic priorities will require effective working with EMCCA and the new Mayor. This relationship, of fundamental importance to the Council, will be a priority for the foreseeable future.
- 2.1.3 The first election for the new role of Mayor of the East Midlands took place on Thursday 2 May 2024.

3. Reasons for recommendations

- 3.1 Devolution is an opportunity to bring decisions closer to where they have an impact, and to get a fairer share for the area to help to close the gap in public investment in the East Midlands so we can see more economic growth and new and better jobs. This report acknowledges progress to date and flags the opportunities for Nottingham in the coming years.
- 3.2 Over 2016, previous attempts to establish a Combined Authority for the area failed as not all councils in the area were persuaded by the benefits. The Council engaged with the other Constituent Councils positively and worked across party political lines to develop a collective vision in the knowledge that regional funding and policy decisions will better benefit local residents and businesses.

4. Other options considered in making recommendations

- 4.1 Not to report to Full Council on progress. This was rejected as the establishment of the EMCCA and the election of the Mayor for the East Midlands is of strategic importance for Nottingham.

5. Consideration of Risk

- 5.1 Risks were considered by Full Council on 7 December 2023 when the Council formally consented to the establishment of the EMCCA. Although this report recommends no changes to policy, the 7 December report highlighted risks around appropriate regulations coming into force, the need for all Constituent Councils to consent to the establishment of EMCCA and the loss of funding and new powers for the area if the EMCCA was not to be established. These risks have now passed as the EMCCA has been established.
- 5.2 At section 8 the 7 December Full Council report sets out financial risks to the Constituent Councils and the mitigations in place, noting that "the vast majority of the costs for running EMCCA are to be met from grant funding and associated revenue or capacity funding. This is the experience of MCAs in other areas and is what is currently expected for the EMCCA. However, Full Council are requested to note the above theoretical funding risk." And "There are no planned additional contributions to be made to the EMCCA in 2024/25 (or future years) from the Constituent Councils. Where funding lines are transferred to the EMCCA this will be done on a 'no net costs' basis and confirmed each year as part of the Council's usual budget setting process".

6. **Best Value Considerations**

- 6.1 Best Value was considered by Full Council on 7 December 2023 when the Council formally consented to the establishment of the EMCCA. Working in partnership with the other Constituent Councils has meant that Nottingham City Council has adopted a “Doing It With Others” (DIWO) approach to devolution. Constituent Councils have committed to developing a Constitution and Assurance Framework that seeks the best value for taxpayers money.

7. **Background (including outcomes of consultation)**

- 7.1 Securing a devolution deal has been a long-standing ambition for leaders in the area, in order to address the lasting impact caused by decades of under-funding when compared to other areas, improve living standards and deliver better opportunities and outcomes for residents, businesses and communities. EMCCA brings with it additional investment funding of £4billion agreed as part of the deal to the area alongside devolved powers around transport, housing, skills, adult education, economic development and net-zero. Alongside this, the establishment of the EMCCA will bring the governance that currently sits at national level down to the CCA area, so that decision-making is much closer to communities and businesses.
- 7.2 The vision outlined in the deal, and subsequently published in the Proposal for creation of the EMCCA, is for the 2.2 million people who live and work in the area to enjoy better health, greater prosperity, and an increased sense of wellbeing, through the opportunities available to them within an inclusive and competitive CCA Area, at the heart of the country.
- 7.3 The four Constituent Councils agreed to formally consent to the establishment of the EMCCA in December 2023 following a statutory consultation which ran from November 2022 to January 2023. Overall, a total of 4,869 people took part in the consultation, which was open to residents, businesses, community and voluntary groups, as well as other organisations in the area.
- 7.4 EMCCA is a legal body with its own constitution. The election of the Mayor makes EMCCA part of the democratic landscape of the sub-region. As a Constituent Council of EMCCA, Nottingham City Council’s Leader and Deputy Leader sit on the Board. The first Board meeting took place in Chesterfield on 20 March 2024.
- 7.5 The establishment of the EMCCA and the first election to the role of Mayor of the East Midlands is the ‘start of the journey’ for Nottingham and the wider area. How constructively the Constituent Councils, including Nottingham City, work with the EMCCA and the Mayor will dictate a large part of the success of that organisation in its funding and policy priorities. Nottingham City Council has played a key role in the founding vision of the EMCCA and the City and Council stands to benefit from successful partnership working for many years to come.
- 7.6 The establishment of EMCCA as a new formal body is a significant milestone and change for the region. Nottingham City Council as a constituent member is represented in the formal governance and will need to ensure that it effectively engages and participates in the body to influence the organisation in terms of the needs of the City and its residents given significant funding and powers that it will hold.

8. **Commissioner comments**

8.1 The Commissioners note the content of the report and the importance of the Combined Authority to Nottingham City, and have no additional comments at this time.

9. Finance colleague comments (including implications and value for money)

9.1 As previously reported to the City Council extraordinary meeting in December 2023, the vast majority of the costs for running EMCCA will be met from grant funding and associated revenue or capacity funding. There is no separate funding for the cost of combined authorities provided by Government, other than the provision of mayoral capacity funding (confirmed in 2024/25 but thereafter subject to spending reviews) and the ability to utilise supporting revenue funding alongside capital allocations for core operational costs.

9.2 The costs of running a mayoral election are to be met fully by the EMCCA. The cost of the inaugural mayoral election is provisionally estimated to be between £3-4m. Wherever possible, efficiencies will be delivered through sharing infrastructure with Police and Crime Commissioner elections happening on the same day. The operational costs of the mayoral election will not fall to the Constituent Councils, as it has been agreed with government that funding for set up the new combined county authority and the early release of investment funds in 2023/24 can be used for this purpose. Anticipated amendments to the Combined Authority (Mayoral Elections) Order 2017 make provision for expenditure properly incurred by a Combined County Authority Returning Officer in relation to the holding of a mayoral election to be paid by the Constituent Councils, should this be necessary, and subsequently recovered from the Combined County Authority when established.

9.3 For 2024/25 (and future years) there are no planned additional contributions to the EMCCA from the Constituent Councils. Where funding lines are agreed to be transferred to the EMCCA, these will be done on a 'no net costs' basis and will be confirmed each year as part of the Council's usual budget setting process.

9.4 In line with Local Authorities, EMCCA will be required to set a balanced budget annually which will be approved by the agreed governance process including representatives of the four Constituent Councils. Should EMCCA require further funding beyond the agreed budget levels, additional funding will be split as agreed between the four Constituent Councils and in the absence of agreement, in equal shares. Any budget impact on the Constituent Councils will need to be formally agreed by the respective councils as part of their annual budget process.

Shabana Kausar, Director of Finance, 30 April 2024

10. Legal colleague comments

10.1 The Levelling Up and Regeneration Act 2023, which received royal assent on 26 October 2023, established a new type of combined county authority. In accordance with the legislation the four Constituent Councils agreed to formally consent to the establishment of the EMCCA. This followed a statutory consultation which ran from November 2022 to January 2023. The Combined Authority was formally established by the East Midlands Combined County Authority Regulations 2024.

10.2 The first EMCCA Mayor was elected on 2 May 2024. EMCCA is a legal body with its own governance arrangements and constitution. The Levelling Up and Regeneration

Act 2023 sets out a governance framework for membership of combined county authorities (constituent, non-constituent, and associate members) and provides powers to the Secretary of State to make regulations setting out the constitutional arrangements of the EMCCA. As a Constituent Council of EMCCA, Nottingham City Council's Leader and Deputy Leader will sit on the Board.

Beth Brown, Director of Legal and Governance and Monitoring Officer, 30 April 2024

11. Other relevant comments

11.1 None

12. Crime and Disorder Implications (If Applicable)

12.1 Not applicable

13. Social value considerations (If Applicable)

13.1 Not applicable

14. Regard to the NHS Constitution (If Applicable)

14.1 Not applicable

15. Equality Impact Assessment (EIA)

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because no changes to Council policy are being proposed.

16. Data Protection Impact Assessment (DPIA)

16.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because no personal data is affected by this report.

17. Carbon Impact Assessment (CIA)

17.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because no changes to Council policy are being proposed.

18. List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

18.1 None

19. Published documents referred to in this report

19.1 [Devolution Deal – Consideration of Consultation Responses and Submission of the East Midlands Combined County Authority Proposal to Government](#)

19.2 [Consent to the East Midlands Combined County Authority Regulations 2023](#)

Leader of the Council

City Council – 20 May 2024

Report of the Leader of the Council

Corporate Director/ Director:

Director of Legal and Governance

Report Author and Contact Details:

Jane Garrard, Senior Governance Officer

jane.garrard@nottinghamcity.gov.uk

0115 8764315

Title: Decisions taken under Urgency Procedures

Does the report form part of the Budget or Policy Framework?

Yes No

Commissioner Consideration

Has this report been shared with the Commissioners' Office? Yes No

Any comments the Commissioners wish to provide are listed below.

Does this report contain any information that is exempt from publication?

No

Relevant Council Plan Key Outcome:

Green, Clean and Connected Communities	<input type="checkbox"/>
Keeping Nottingham Working	<input type="checkbox"/>
Carbon Neutral by 2028	<input type="checkbox"/>
Safer Nottingham	<input type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Living Well in our Communities	<input type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input type="checkbox"/>
Better Housing	<input type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>

1. Summary

- 1.1 The Council's Constitution requires that decisions taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13) are reported to Full Council.
- 1.2 This report informs Council of decisions that have been taken under these provisions since the last report to Council in March 2024. During that period there has been one decision taken under the urgency provisions within the Overview and Scrutiny Procedure Rules and no decisions taken under the special urgency provisions within the Access to Information Procedure Rules.

2. Recommendations

- 2.1 To note the decision taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) of the Constitution since the last report to Council, as set out in Appendix 1. Page 117

2.2 To note that no decisions have been taken under the special urgency provisions within the Access to Information Procedure Rules (Article 13) of the Constitution since the last report to Council.

3. Reasons for recommendations

3.1 The Council's Constitution requires that decisions taken under urgency provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13) are reported to the next available meeting of Council.

4. Other options considered in making recommendations

4.1 None. It is a Constitutional requirement that Council is informed of urgent decisions taken under provisions within the Overview and Scrutiny Procedure Rules (Article 11) and Access to Information Procedure Rules (Article 13).

5. Consideration of Risk

5.1 A consideration of risk related to taking decisions referred to in this report took place at the time the decisions were taken and informed the decision making process that followed.

6. Best Value Considerations

6.1 The decisions referred to in this report were made in accordance with procedures set out in the Council's Constitution that are designed to support the efficient and effective discharge of Executive functions. These arrangements are regularly reviewed and, where necessary, amendments made.

7. Background (including outcomes of consultation)

7.1 Decisions taken under the Call-in and Urgency provisions of the Overview and Scrutiny Procedure Rules

7.1.1 The call-in procedure set out in Article 11 of the Constitution does not apply where the decision taken is urgent. A decision is urgent if any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. A decision can only be taken under this urgency provision if the Chair of the Corporate Scrutiny Committee (or in the absence of the Chair, the Vice Chair; or in the absence of both, the Chief Executive) agrees that the proposed decision is reasonable in all circumstances and that the reasons for urgency are valid.

7.1.2 Since the last report to Council in March 2024, there has been one decision taken under these urgency provisions. A summary of this decision is set out in Appendix 1, and the decision is available on the Council's website.

7.2 Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules

7.2.1 Where it is impracticable to give at least five clear working days notice of the intention to take a Key Decision, that decision may only be made in accordance with the special urgency provisions set out in the Access to Information Procedure Rules

(Article 13 of the Constitution). These special urgency provisions require agreement from the Chair of the Corporate Scrutiny Committee (or in the absence of the Chair, the Lord Mayor as Chair of Council; or in the absence of both, the Sheriff as Vice Chair of Council) that the decision is urgent and cannot reasonably be deferred.

7.2.2 There have been no decisions taken under these urgency provisions since April 2023.

8. **Commissioner comments**

8.1 The Commissioners are content with the report.

9. **Finance colleague comments (including implications and value for money)**

9.1 Comments from Finance colleagues in relation to the decisions referred to in this report were published as part of each of those decisions.

10. **Legal colleague comments**

10.1 Comments from Legal colleagues in relation to the decisions referred to in this report were published as part of each of those decisions.

11. **Other relevant comments**

11.1 None

12. **Crime and Disorder Implications (If Applicable)**

12.1 Where applicable, details of the crime and disorder implications of the decisions referred to in this report were published as part of each of those decisions.

13. **Social value considerations (If Applicable)**

13.1 Where applicable, details of the social value considerations of the decisions referred to in this report were published as part of each of those decisions.

14. **Regard to the NHS Constitution (If Applicable)**

14.1 Where applicable, regard given to the NHS Constitution in decisions referred to in this report was published as part of each of those decisions.

15. **Equality Impact Assessment (EIA)**

15.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, EIAs were published alongside each decision referred to in this report.

16. **Data Protection Impact Assessment (DPIA)**

16.1 Has the data protection impact of the proposals in this report been assessed?

No



A DPIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, the data protection impact of the decisions referred to in this report was assessed and, where appropriate, details published as part of each of those decisions.

17. Carbon Impact Assessment (CIA)

17.1 Has the carbon impact of the proposals in this report been assessed?

No



A CIA is not required because this is a monitoring report, reporting on decisions that have already been taken. Where required, the carbon impact of the decisions referred to in this report was assessed and, where appropriate, details published as part of each of those decisions.

18. List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

18.1 None

19. Published documents referred to in this report

19.1 Article 11 Overview and Scrutiny Procedure Rules of the Council's Constitution

19.2 Article 13 Access to Information Procedure Rules of the Council's Constitution

19.3 The committee reports and minutes, and delegated decisions referred to in this report, as published on the Nottingham City Council website.

Leader of the Council

Appendix 1 - Decisions taken under the Call-in and Urgency provisions of the Overview and Scrutiny Procedure Rules

Decision Reference	Date of Decision	Subject	Decision Taker	Consultee on Urgency	Reason for Urgency
5106	14/03/24	Acceptance of grant funding from the Department for Transport	Leader of the Council	Chair of the Corporate Scrutiny Committee	The acceptance letter had to be returned by 15 March 2024 otherwise the funding would not be available.

Appendix 2 – Key Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules

There were no Key Decisions taken under the Special Urgency provisions of the Access to Information Procedure Rules during the period since the last report to Council in March 2024.