



NOTTINGHAM CITY COUNCIL
EXECUTIVE BOARD

Date: Tuesday, 23 February 2016

Time: 2.00 pm

Place: Ground Floor Committee Room - Loxley House, Station Street, Nottingham,
NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Corporate Director for Resilience

Governance Officer: Kim Pocock **Direct Dial:** 0115 8764313

AGENDA

Pages

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|----------|---|----------|
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| 3 | MINUTES
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| 4 | COMMUNITY PROVISION IN THE DALES - KEY DECISION
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| 6 | TREASURY MANAGEMENT 2016/17 STRATEGY
Report of Portfolio Holder for Resources and Neighbourhood Regeneration | 61 - 100 |
| 7 | EXCLUSION OF THE PUBLIC
To consider excluding the public from the meeting during consideration of the remaining item(s) in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the | |

circumstances, the public interest in maintaining the exemption outweighs in the public interest in disclosing the information

8 COMMUNITY PROVISION IN THE DALES - KEY DECISION - EXEMPT APPENDICES

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ALL ITEMS LISTED 'UNDER EXCLUSION OF THE PUBLIC' WILL BE HEARD IN PRIVATE FOR THE REASONS LISTED IN THE AGENDA PAPERS. THEY HAVE BEEN INCLUDED ON THE AGENDA AS NO REPRESENTATIONS AGAINST HEARING THE ITEMS IN PRIVATE WERE RECEIVED

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED 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 OFFICER SHOWN ABOVE IN ADVANCE.

NOTTINGHAM CITY COUNCIL

EXECUTIVE BOARD

MINUTES of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 19 January 2016 from 14.00 - 14.14

Membership

Present

Councillor Alan Clark
Councillor Jon Collins (Chair)
Councillor Nicola Heaton
Councillor David Mellen
Councillor Alex Norris
Councillor Dave Trimble
Councillor Jane Urquhart
Councillor Sam Webster

Absent

Councillor Graham Chapman (Vice Chair)
Councillor Nick McDonald

Colleagues, partners and others in attendance:

David Bishop	- Deputy Chief Executive/Corporate Director for Development and Growth
Ian Curryer	- Chief Executive
Alison Michalska	- Corporate Director for Children and Adults
Glen O'Connell	- Corporate Director for Resilience
Nathan Oswin	- Political Assistant to the Labour Group
Gail Scholes	- Director of Energy Services
Keri Usherwood	- Marketing and Communications Manager
Geoff Walker	- Director of Strategic Finance
James Welbourn	- Governance Officer

Call-in

Unless stated otherwise, all decisions are subject to call-in and cannot be implemented until **29 January**.

67 APOLOGIES FOR ABSENCE

Cllr Graham Chapman	-	other Council business
Cllr Nick McDonald	-	work commitments

68 DECLARATIONS OF INTERESTS

None.

69 MINUTES

The Board confirmed the minutes of the meeting held on 22 December 2015 as a correct record and they were signed by the Chair.

70 COUNCIL TAX - DETERMINATION OF THE 2016/17 TAX BASE - KEY DECISION

The Board considered the Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration's report on Council Tax and the determination of the 2016/17 tax base, including the process and calculations used in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012.

The Council Tax base is used in the calculation of the Council Tax which provides resources for delivery of the Council's vision, values and objectives. Council Tax revenue funds service delivery.

RESOLVED to:

- (1) approve a tax base of 62,091 for 2016/17;**
- (2) use a collection rate of 96.4% in the determination of the 2016/17 tax base.**

Reasons for decisions

To enable the Council to estimate future changes to the current tax base during 2016/17 and apply an appropriate anticipated collection rate for the period, which takes into account collection trends and the prevailing economic environment so that the tax base figure can be set and used by the City Council and the precepting authorities (ie Police and Fire Authorities) in their budget processes in February 2016 to determine the level of Council Tax for 2016/17.

Other options considered

None, as the Council is legally required to set a Council Tax base using objective calculations.

71 STRATEGIC ALLIANCE - ACTIVITY FUNDING - KEY DECISION

The Board considered the Portfolio Holder for Schools' report on Strategic Alliance-Activity Funding.

The 'strategic alliance' across the City of Nottingham is designed to provide clarity, focus and coherence, making the best use of resources available and engaging Teaching Schools, Multi-Academy Trusts, schools working in Trust arrangements and individual schools and academies to work together to improve overall education provision and outcomes for Children and Young people and reduce the gap in achievement between advantaged and disadvantaged pupils.

RESOLVED to:

- (1) approve the allocation of £0.600m from reserves in 2015/16 to develop a citywide strategic alliance and fund focussed educational improvement activities for 3 years, noting that Schools Forum agreed to match fund this activity (£0.600m) from the Statutory Schools Reserve (SSR) in April 2015, giving a total of £1.2m;**
- (2) approve spend of £1.2m over 3 years on Education Improvement Activity on schemes agreed by the Education Improvement Board (EIB) and the Portfolio Holder for Schools, noting that this spend will adhere to the appropriate procurement procedures.**

Reasons for decisions

To align £0.600m from reserves to match fund the contribution from Schools Forum to support collaborative activity carried out by the Strategic Alliance.

Other options considered

Not providing the match funding was rejected as there are no other funding options available to support this activity, which means it wouldn't be possible for it to take place.

72 2015/16 ALTERNATIVE PROVISION ARRANGEMENTS - KEY DECISION

The Board considered the Portfolio Holder for Schools' report on Alternative Provision Arrangements for 2015/16.

Due to the increased level of permanent exclusions across all Key Stages (KS), revised arrangements have been required for alternative provision for education for those pupils.

The following information was provided:

- Results and recommendations from the Alternative Provision review are in, and are being worked through with Council officers, head teachers, and through the Schools Forum;
- There have been higher than normal exclusion rates, leading to higher costs of Alternative Provision. The bulk of the exclusion numbers have come from a small number of schools.

RESOLVED to:

- (1) approve a £1.655m spend associated with alternative provision from the Dedicated Schools Grant (DSG) reserve within the SSR;**
- (2) delegate authority to the Portfolio Holder for Schools and the Corporate Director for Children and Adults to approve additional spend over and above this amount from the SSR should this be required.**

Reasons for decisions

The local authority has a statutory obligation to provide education for pupils that have been permanently excluded.

Due to the increased level of permanent exclusions across all KS, revised arrangements have been required to respond to circumstances that were not envisaged at the time of setting the 2015/16 Schools Budget and further funding is required to cover the costs.

Other options considered

No other options were considered as immediate action has been necessary in response to changing circumstances, but wide-ranging options are being considered for the longer-term.

73 SALE OF THE FORMER PADSTOW SCHOOL FIELD, RIDGEWAY, TOP VALLEY - KEY DECISION

The Board considered the Leader/Portfolio Holder for Strategic Regeneration and Development's report on the sale of the former Padstow School field, at Ridgeway, Top Valley Nottingham.

The site is included in the emerging Local Plan Part 2: Land and Planning Policies document and Property Services are in a position to take the site forward for sale, enabling development that will contribute towards the City's housing requirements.

RESOLVED to:

- (1) agree the principle of selling Nottingham City Council's freehold or long leasehold interest in this site, and delegate authority to the Deputy Chief Executive/Corporate Director for Development and Growth, in consultation with the Leader/Portfolio Holder for Strategic Regeneration and Development, to agree the method of sale and approve the sale terms for the site, including price;**
- (2) delegate authority to the Deputy Chief Executive/Corporate Director for Development and Growth, in consultation with the Leader/Portfolio Holder for Strategic Regeneration and Development, to approve any instructions and associated expenditure required prior to sale. Such expenditure may include, but is not limited to, the sourcing of site and ground investigations, appointment of experts or specialists in development and planning matters to obtain a planning consent prior to sale.**

Reasons for decisions

Nottingham's Playing Pitch Strategy (PPS) recognises this site as surplus to the sports and recreational needs of the city. Due to the nature of the site it provides potential as a development opportunity to contribute to the city's housing need whilst also enabling the Council to achieve a capital receipt.

Executive Board - 19.01.16

The site has been identified by Property as suitable for residential development and is a proposed residential allocation with in the emerging Local Plan Part 2: Land and Planning Policies document.

Property will explore all possible sale opportunities for the site before a decision is taken on a final method of sale.

One option would be for Property to market the site with outline planning permission in place and with relevant land surveys, assessments and reports having been undertaken and made available to prospective purchasers. Providing this level of detail will go towards ensuring that offers received are as informed as possible, minimising negotiations following the acceptance of an offer.

Other options considered

Not selling the site was rejected as it would be a missed opportunity for the City Council to contribute towards tackling the City's housing need by enabling development, and would mean foregoing the capital receipt to be achieved on sale.

74 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining item in accordance with section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

75 SALE OF THE FORMER PADSTOW SCHOOL FIELD, RIDGEWAY, TOP VALLEY - KEY DECISION - EXEMPT APPENDIX

The Board considered the exempt appendix to the Leader/Portfolio Holder for Strategic Regeneration and Development's report.

RESOLVED to note the information contained within the exempt appendix.

Reasons for decisions

As detailed in minute 73.

Other options considered

As detailed in minute 73.

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Subject:	Community Provision in the Dales		
Corporate Director(s)/ Director(s):	Andy Vaughan, Corporate Director for Commercial and Operations Hugh White, Director of Sport and Culture		
Portfolio Holder(s):	Cllr Alan Clark, Portfolio Holder for Energy and Sustainability		
Report author and contact details:	April Corey, Project Manager, Major Projects april.corey@nottinghamcity.gov.uk ; 0115 8765521 Robert Caswell, Programme Manager, Major Projects Robert.caswell@nottinghamcity.gov.uk ; 0115 8763408		
Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Subject to call-in	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Reasons: <input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision			<input type="checkbox"/> Revenue <input checked="" type="checkbox"/> Capital
Significant impact on communities living or working in two or more wards in the City			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total value of the decision: £1.065 million			
Wards affected: Dales	Date of consultation with Portfolio Holder(s): 13.10.15 Ward Councillors 22.10.15 Alan Clark 19.11.2015 NCC Leadership		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input type="checkbox"/>
Schools			<input type="checkbox"/>
Planning and Housing			<input type="checkbox"/>
Community Services			<input checked="" type="checkbox"/>
Energy, Sustainability and Customer			<input checked="" type="checkbox"/>
Jobs, Growth and Transport			<input type="checkbox"/>
Adults, Health and Community Sector			<input type="checkbox"/>
Children, Early Intervention and Early Years			<input type="checkbox"/>
Leisure and Culture			<input checked="" type="checkbox"/>
Resources and Neighbourhood Regeneration			<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
<p>The £1.065m investment is to create a Joint Service Centre (JSC) in the Dales Ward by extending and refurbishing the existing Sneinton Police Station to include a new modern Library and enhanced Customer Access facilities co-located with Neighbourhood Policing. The proposal facilitates the release of existing library buildings in Sneinton and Bakersfield.</p> <p>Nottingham City Council has a proven record of working with partners to develop JSCs across the City. As part of this programme the Council is looking to consolidate community provision within the Dales Ward in partnership with Nottinghamshire Police that supports a number of strategic objectives for both Nottinghamshire Police and the Council.</p> <p>The new JSC:</p> <ul style="list-style-type: none"> - Supports the Council's Citizen First and Customer Access ambitions by providing a single point of access for a wide range of Council Services improving citizen satisfaction including free phones/police phones, meeting and interview rooms - Supports the Council's commitment to maintain the network of community libraries providing modern library facilities with improved IT including free Wi-Fi and self-serve facilities to improve digital literacy - Secures a local Police presence in the Sneinton Dales neighbourhood - Facilitates the rationalisation and disposal of Council buildings that reduces the 			

- maintenance liability of the Council and better manages the public estate
- Provides an easy to access location which is on a main bus route and close to other community resources including a children centre, youth club, health centre and main shopping district
- Improves local employment opportunities during the construction phase

Exempt information:

Two appendices to the report (Appendix 1 Business Case and Appendix 3 Financial Background) are exempt from publication under paragraph 3 of Schedule 12A to the Local Government Act 1972 because they contain information relating to Nottingham City Council and, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. It is not in the public interest to disclose this information because it would commercially disadvantage Nottingham City Council by other contractors having prior knowledge of sensitive commercial and financial information.

Recommendation(s):

1 To approve the allocation of funding totalling £1.065m, as set out in the Business case at Exempt Appendix 1, for the redevelopment and extension of the existing Sneinton Police Station into a Joint Service Centre.

2 To approve the procurement of the redevelopment work through the EMPA framework as set out in the Business case at Exempt Appendix 1, and delegate authority to enter into contract to deliver the works, subject to the project being within the agreed budget figure, to the Director of Sport & Culture in consultation with the Corporate Director of Commercial and Operations and Corporate Director of Resilience.

3 To approve the allocation of funding, as set out in the Business case at Exempt Appendix 1, for internal project management resource and internal design services related to the project. The internal design team will also procure and manage external consultants for mechanical and electrical and lift design due to the absence of in-house resources.

4 To approve the allocation of funding for procurement of furniture, equipment, communications & marketing and services in support of the project and delegate authority to the Director of Sport & Culture, in consultation with the Corporate Director of Commercial & Operations to sign the relevant contracts following the tender processes.

5 To approve the decision that Sneinton Library and Bakersfield Library be declared surplus and the residual revenue be used to fund the proposed JSC following the relocation of the library services into Sneinton Police Station.

1 REASONS FOR RECOMMENDATIONS

1.1 The Dales JSC proposal facilitates the release of current library premises to improve customer satisfaction and value for money through the efficient and effective sharing and use of the public estate. The JSC will provide facilities that simplify the ways in which the customer accesses and uses Council services through the effective use of local and digital services and provide citizens with an enhanced, accessible library service and improved customer access facilities.

1.2 The Council's joint service centres and libraries have been identified as forming the network of Neighbourhood and Community hubs for accessing Council services. This proposal delivers the opportunity to provide additional service benefits for the citizens of the Dales Ward including potential longer library opening hours, modern

facilities (including free Wi-Fi) and the convenience of having several services and agencies located in one place.

- 1.3 The JSC principle of co-location supports the Council's Strategic Asset Management Programme and One Public Estate Initiative that includes the ambition to transform the operational property estate through investment and disinvestment in facilities.
- 1.4 The Council and Nottinghamshire Police share a commitment to safeguarding the presence of Neighbourhood Policing and Community Protection within the Dales Ward whilst providing citizens with a modern, accessible library service. This proposal supplements established arrangements currently in place which includes Community Protection Officers working side by side with police officers and PCSOs whilst offering value for money services.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The JSC Programme was initiated in 2002/3 and has overseen the delivery of four major multi-partnership District Centre Joint Service Centres within the City. More recently, the Council has adapted the JSC principle to focus upon Neighbourhood JSCs with a focus upon library provision and priority local services situated in Local Centres e.g. Strelley Road Neighbourhood JSC.
- 2.2 In 2013/4 the Council commenced a review of community provision in the Dales Ward which included library provision at Sneinton and Bakersfield that coincided with Nottinghamshire Police review of their operational estate. Discussions between the partners led to a proposal that the Sneinton Police station be reconfigured and extended to accommodate library services. The proposal includes an extension of the ground floor to accommodate the library and customer access services with the first floor accommodating Police and dock down facilities for Council employees with a separate secure entrance.
- 2.3 The proposal concerning the Sneinton Police site was referenced in the Council's Executive Board report on the 17th March 2015 that agreed the transfer of the property for a nominal sum to the Council as part of the wider Aurora II Programme. The report included the financial terms of Nottinghamshire Police occupation of the Dales JSC being subject to the Council's approval of the Business Case. Heads of Terms are currently being drafted but the principles are agreed between the partners.
- 2.4 Endorsed by Leadership in 2014, a public consultation was held during the period December 2014 – January 2015 in respect to the JSC. The consultation included a paper questionnaire which was distributed to 6,700 households in the Dales and copies made available at Sneinton and Bakersfield libraries. The questionnaire was available online and publicised using social media (Facebook and Twitter). In addition, Neighbourhood Development Officers circulated the questionnaire at a variety of community and neighbourhood meetings in the Dales area of the City and a number of local organisations were contacted about the proposal. The main findings of the proposal was that more than eight out of ten (83%) provided at least one 'positive' comment compared to less than one in ten (8%) who provided a 'negative' or 'neutral comment'.
- 2.5 In May 2015, a Delegated Decision 1996 (May 2015) was approved to engage Council in-house services, and external consultants where required, to provide

initial designs and costs for the reconfiguration and extension of the Sneinton Police Station.

- 2.6 Following the outcome of consultation detailed above, a Business Case has been produced. The Business Case supports the creation of the JSC by consolidating police provision to the first floor and extending and refurbishing the building to include a library service, shared welfare facilities and community space.
- 2.7 Condition reports commissioned identify the maintenance liability at Sneinton and Bakersfield libraries to be £0.078m over a five year period compared to maintenance liability at Sneinton Police Station which is £0.017 over a four year period.
- 2.8 There is an assumption that the new JSC will be subject to increased operating hours for the Library Service. This change is subject to a reconfigured operating model and Transformation Programme by Libraries which is in development.
- 2.9 As agreed in Delegated Decision 1196 in April 2015, initial design and cost work were carried out by the Council's in-house team. As set out in the recommendations, it is proposed that further architectural & structural design, quantity surveying and principal designer role will be commissioned by the in-house Council Design Services team. The Design Services team will also provide a support service to review and quality assure the design process through to completion of the project. Mechanical, electrical, structural and lift design will be commissioned externally by the Design Team due to the absence of in-house resources.
- 2.10 The proposed procurement route for the refurbishment and construction works will be commissioned by contractors from the Scape EMPA framework, namely GF Tomlinson, who provided the original feasibility work for the scheme. This will be delivered as a traditional contract under the Scape framework using the NEC contract on the basis that value for money is achieved when the costs and designs are reviewed following detailed design.
- 2.11 A high level programme is outlined below that will be managed by the Council's Major Projects Team:

Milestone	Date
Executive Board Report Approved	February 2016
Public Engagement & Consultation	Commence February /March 2016
Detailed Design & Submission of Planning Permission	Spring 2016
Value for Money Assessment	Summer/Autumn 2016
Relocation of Police services from Building	Summer/Autumn 2016
Start on site - Construction	Autumn 2016
IT & Furniture Fit Out	Spring 2017
Handover to Operations	Late Spring 2017

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Four options were considered and options analysed in the business case for the project (full business case attached).
- 3.2 The preferred option within the business case identifies a capital cost of £1.065m. These capital costs will be subject to further market testing, scrutiny and value for money assessment in the next stages of detailed design.

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

4.1 Capital

In October Full Council approved (subject to Business Case) a project cost of £1.000m to refurbish Sneinton Police Station and create a Joint Service Centre. The project was agreed to be funded from the capital investment reserve. In addition, an allocation from the Dales area capital of £0.030m increased the provision to a total cost of £1.030m.

Costs for this scheme are now estimated at £1.065m resulting in a capital shortfall of £0.035m.

In order to manage this shortfall it is anticipated that the detailed design phase may be able to reduce the costs to remain within the original funding envelope. However, if this cannot be achieved without compromising the project there is a residual allocation for £0.100m 'Improvements to Libraries and Customer Access Points' which could potentially be used to fund the shortfall if necessary.

Utilising this funding (if needed) would result in additional funds needing to be identified for any future Joint Service Centre projects.

5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND INCLUDING LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

- 5.1 The proposals set out in the report involve expenditure on a building that the Council does not yet own. On that basis no works should commence on the building until such time as the Council has acquired it. In this regard the Heads of Terms referred to in paragraph 2.3 above should be concluded as quickly as possible so that the transaction may progress. Looking forwards the occupation by the Police of part of the building will need to be regularised in formal legal documentation which it is presumed will involve a lease to them. Property Services will need to be fully engaged in settling the terms of this arrangement.
- 5.2 The recommendations set out within the report pose no significant procurement concerns. The Scape/EMPA Intermediate Framework Agreement provide a compliant route to undertake the works. Any procurement activity that falls outside of the framework agreement will need to be procured in line with Public Contract Regulations.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE)

- 6.1 The principal Heads of Terms have been agreed, save for one minor item, between Police and the City Council, for firstly the transfer of the freehold of the property to the City Council; and secondly an Agreement for Lease and Lease of space on the upper floor and rear parking, to be occupied by Police (and Community Protection). It is anticipated that the Heads of Terms should be fully agreed by the end of January 2016.

7 SOCIAL VALUE CONSIDERATIONS

- 7.1 The creation of the JSC will provide benefits directly to local citizens particularly in respect to the accessibility of library and information services. The project provides an opportunity for greater social inclusion through bringing library services into a Joint Service Centre with shared community use of meeting rooms. Improved access to reading and learning facilities and services including IT and free Wi-Fi will promote life-long learning and digital inclusion, whilst local employment opportunities will be made available during the construction phase.
- 7.2 The retention of a Police Service in the Dales serves as a visible symbol to the neighbourhood, aims to help to reduce the fear of crime and should act as a deterrent to crime and anti-social behaviour in the vicinity.

8 HR IMPLICATIONS

- 8.1 The proposed closure of Sneinton Library and Bakersfield Library will affect any colleagues in post at these sites. Collective consultation with trade union colleagues and individual consultation with affected colleagues may be required with regard to any potential impact on colleagues' posts. Attempts to find suitable alternative employment at the new site or within the wider workforce will need to be explored for any affected colleagues. Collective consultation of up to 45 days may be required. In addition the Council's Project People Policy, which provides redeployment opportunities, provides 3 months' time to search for suitable alternative posts where a proposal affects a colleague's employment and results in their existing post being made redundant.
- 8.2 Consideration will need to be given to colleagues directly affected by the closure, such as the Library staff and colleagues who are employed at these sites in support services, such as those colleagues in Cleaning Services. At this stage it is unclear what contractual arrangements will be put in place for cleaning and general facilities management. However, the following considerations should be made;
- If the proposed model is for the cleaning of the new facility to be undertaken by the Police, then this may lead to a TUPE of colleagues employed by Nottingham City Council's Cleaning Services at the existing sites.
 - If the proposed model is for a third party provider to undertake the cleaning of the new facility, then employees of both Nottingham City

Council and the Police may be in scope for a TUPE to the new provider.

It should be noted that case law indicates that colleagues at all sites would potentially be eligible to TUPE and that TUPE would not be restricted to colleagues who are based at the site that will be refurbished.

9 REGARD TO THE NHS CONSTITUTION

9.1 There are no implications to the NHS constitution.

10 EQUALITY IMPACT ASSESSMENT (EIA)

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

No

An EIA is not required because:
(Please explain why an EIA is not necessary)

Yes

Attached as Appendix 2, and due regard will be given to any implications identified in it.

11 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)

None.

12 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

12.1 Dales Neighbourhood Joint Service Centre Proposal - Public Consultation Data Report.

12.2 Delegated Decision 1996 'Community Provision in the Dales' April 2015

13 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

13.1 Tina Adams
Capital and Taxation Manager
Tina.adams@nottinghamcity.gov.uk
Tel 0115 8763658

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Title of EIA/ DDM: Community Provision in the Dales
Department: Communities
Service Area: Major Programmes
Author (assigned to Covalent):

Name of Author: Sue Foster
Director: Hugh White
Strategic Budget EIA N

Brief description of proposal / policy / service being assessed:

Approval to support the development of a feasibility study to provide a joint service centre, library and retain police presence in the Dales at the existing Sneinton Police Station on Sneinton Dale. If the scheme goes ahead, Sneinton and Bakersfield libraries will be relocated to the new joint service centre.

Information used to analyse the effects on equality:

This project will affect the Dales ward, which is ranked 8th most deprived ward in the City. Consultation with staff and Citizens was held during the period 27 November 2014 to 16 January 2015, the outcome of which will be used to inform the progress of the scheme, its design and cost plan. The results of the Public Consultation can be found at the following location:
<http://www.nottinghamcity.gov.uk/consultation>

83% of respondents provided a positive comment to the proposal: Locating the Police and community was a good thing; it is a centralised location helping to reduce running costs; easily accessible with modern IT facilities.

	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
People from different ethnic groups.	X	<input type="checkbox"/>	This project will affect citizens who currently access library and information services; This project will affect the Dales ward, which is ranked 8 th most deprived ward in the City. The relocation of the Sneinton and Bakersfield libraries into the Sneinton Police Station will provide a fully accessible modern library service with free wi-fi and improved IT facilities that will impact positively on all users of the libraries. It will	Staff, service users and citizens will be encouraged to raise any concerns. Time will be set aside in team meetings and briefings to allow equality issues to be raised by staff and citizens to ensure that nobody is disadvantaged or discriminated against. Citizen involvement will be maximised through inclusion during the detailed design, construction and the operations phases. Citizen involvement will be embedded
Men	<input type="checkbox"/>	<input type="checkbox"/>		
Women	<input type="checkbox"/>	<input type="checkbox"/>		
Trans	<input type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	X	<input type="checkbox"/>		
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>		
People of different faiths/ beliefs and those with none.	X	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>		
Older	X	<input type="checkbox"/>		
Younger	X	<input type="checkbox"/>		

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	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
<p>Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).</p> <p><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<p>also accommodate an 'Ask Here' desk which will provide advice and information on Council services and improve customer service. Retaining a Police presence in the neighbourhood will help prevent crime increasing.</p> <p>The Dales has a higher percentage of children under the age of 16 and child poverty is double the average for the UK (45% compared to 22%). Children will benefit from improved library and IT provision in the area. <u>Key findings from 2011 Census:</u> Sneinton has a higher percentage of people in households where the main language spoken is not English (12.4%) compared to the average for Nottingham (7.8%) and England (4.4%). Having a more accessible library in a central location in the Dales should help to increase library usage and improve literacy. Sneinton also has a higher than average percentage of long-term unemployed and adults who have never worked (14.4%). This compares to 8.6% for Nottingham and 5.6% for England. Having a new Joint Service Centre with an 'Ask Here' desk will improve customer access to all Council Services including employment and training opportunities.</p> <p>The outcome of the analysis has identified that the proposals could</p>	<p>through the lifecycle of the project through citizen feedback and the creation of a Friends Group. The Friends Group will need to encourage members from BME groupings and work with schools and youth groups to get a better representation in the area.</p> <p>The Council will ensure existing library buildings are sold to pay for the scheme and not left empty thereby reducing anti-social behaviour and preventing a decline of the area.</p>

	Could particularly benefit X	May adversely impact X	How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
Page 19			<p>particularly benefit the following groups:-</p> <ul style="list-style-type: none"> • Older or younger people – the JSC will be located in an area of high footfall and will be easily accessed on foot or by a regular bus service. It is likely that other partners will utilise the facility for meetings and events. • The library/Ask Here desk would provide a useful link between young people and a range of specific services such as further education, volunteering and housing advice. • The proposal helps to eliminate discrimination and disadvantage in service provision. 	

Outcome(s) of equality impact assessment:

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

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

Review in 12 months

Approved by (manager signature):

Hugh White

Hugh.White@nottinghamcity.gov.uk

Date sent to equality team for publishing:

24 February 2015

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Subject:	School Admission Arrangements 2017/2018 for community schools		
Corporate Director(s)/ Director(s):	Alison Michalska, Corporate Director for Children and Adults		
Portfolio Holder(s):	Councillor Sam Webster, Portfolio Holder for Schools		
Report author and contact details:	Nick Lee, Head of Access and Learning 0115 8764618 nicholas.lee@nottinghamcity.gov.uk		
Key Decision	X Yes <input type="checkbox"/> No	Subject to call-in	X Yes <input type="checkbox"/> No
Reasons: <input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision			<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
Significant impact on communities living or working in two or more wards in the City			X Yes <input type="checkbox"/> No
Total value of the decision:			
Wards affected:	Date of consultation with Portfolio Holder(s):		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input type="checkbox"/>
Schools			X
Planning and Housing			<input type="checkbox"/>
Community Services			<input type="checkbox"/>
Energy, Sustainability and Customer			<input type="checkbox"/>
Jobs, Growth and Transport			<input type="checkbox"/>
Adults, Health and Community Sector			<input type="checkbox"/>
Children, Early Intervention and Early Years			X
Leisure and Culture			<input type="checkbox"/>
Resources and Neighbourhood Regeneration			<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
<p>To consider and approve the Local Authority's proposed admission arrangements for the 2017/2018 school year for community schools, which are unchanged from those approved for the 2016/17 school year, to ensure fair access to school places and to give priority to local children.</p> <p>The proposed admission arrangements are set out in Appendix 1. The proposed oversubscription criteria are attached as Appendix 2. Admission numbers for community schools are attached as Appendix 3. Maps showing catchment areas for city community schools are set out in Appendix 4. A copy of the timetable for the 2017/18 admission year is set out in Appendix 5 and the City Council's Fair Access Protocol is set out in Appendix 6 (updated January 2016).</p>			
Exempt information:			
None			
Recommendation(s):			
<p>1 To approve the Local Authority's proposed admission arrangements for the 2017/2018 school year for community schools, which are unchanged from those approved for the 2016/17 school year.</p>			

1 REASONS FOR RECOMMENDATIONS

- 1.1 For the reasons set out in paragraphs 2.1 to 2.5 it is proposed that no changes be made to the admission arrangements determined for 2016/17 so that they remain in place for the 2017/18 school year. These arrangements are set out in Appendix 1.
- 1.2 The impact of increasing the period of time the waiting list is kept open for primary schools is that it has increased the potential for parents/carers to be able to secure a place for their child at a local school.
- 1.3 Maintaining the Local Authority's 2016/17 admission arrangements will enable the Local Authority to monitor the operation of the changes that were made to the 2015/16 and 2016/17 arrangements, along with the arrangements of all admission authorities, including those of newly formed academies, in order to make any changes for subsequent years on an informed basis.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 During the period 2 December 2013 to 31 January 2014 the Local Authority consulted on its proposed arrangements for admission to schools in the 2015/16 school year which included amendments to those which were determined for the 2013/14 school year. These amendments were as set out in paragraphs 2.2 to 2.4 below.
- 2.2 The removal of criterion 5 from the infant/primary schools admission criteria (i.e. pupils attending the nursery of the school). This was because the Office of the Schools Adjudicator had found in a number of cases referred to them that admission arrangements which included a nursery criterion did not comply with the School Admissions Code.
- 2.3 An increase in the period of time the waiting list is kept open for primary schools for year groups Reception to Year 5, from 40 school days from the date of refusal to all-year round. This means the waiting list is kept open from the date of refusal until the last day of the summer half term and parents/carers will be contacted on a half-termly basis to ask if they wish their child's name to remain on the waiting list.
- 2.4 The amendment of catchment areas to incorporate all currently undesignated areas of the city.
- 2.5 During the period 3 November 2014 and 2 January 2015 the Local Authority consulted on its proposed arrangements for admission to schools in the 2016/17 school year which included only minor amendments to the 2015/16 admission arrangements. These minor amendments were the amendment of the definition of previously Looked After Children to give highest priority to all children adopted from care and the inclusion of details of the process for requesting admission out of the normal age group. Both of these amendments were to comply with the revised School Admissions Code published in December 2014.
- 2.6 As the Local Authority is proposing that the admission arrangements determined for the 2016/17 school year be maintained for the 2017/18 school year with no change, the Local Authority was not required to consult publicly on its proposed admission arrangements. However, since the Local Authority is the Admission Authority for community schools, it was required to consult the governing body of each school about its proposal to keep the same admission number for that school.

The consultation with governing bodies of community schools took place during the period 1 October 2015 and 27 November 2015. No responses to the consultation were received.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 No other options than continuing with the 2016/17 admission arrangements for the 2017/18 school year were considered. This is because the main change made to the previous arrangements, i.e. increasing the period of time the waiting list is kept open for primary schools has increased the potential for parents/carers to be able to secure a place for their child at a local school; and the other changes were to comply with the School Admissions Code. Therefore, maintaining the Local Authority's 2016/17 admission arrangements for a further year will enable the Local Authority to monitor the operation of these changes, along with the arrangements of all admission authorities in Nottingham City, including those of newly formed academies, in order to make any changes for subsequent years on an informed basis.

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

- 4.1 There are no cost implications as a result of keeping the admission arrangements for 2017/18 the same as those for 2016/17.
- 4.2 The funding for the Admissions service is funded from the Dedicated Schools Grant. This budget allocation was approved by Schools Forum and the City Council's Executive Board as part of the 2015/16 budget setting process.

5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND INCLUDING LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

5.1 Legal Implications

Consultation

Section 88C(1) of the School Standards and Framework Act 1998 ("SSFA"), states that the admission authority for a maintained school in England must, before the beginning of each school year, determine in accordance with this section of the SSFA the admission arrangements which are to apply for that year. Section 88C(2) of the SSFA requires the admission authority to carry out such consultation beforehand about the proposed arrangements as may be prescribed.

The relevant regulations under section 88C(2) of the SSFA are the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 (as amended) ("the Admission Arrangements Regulations").

Regulations 14 and 15 deserve special attention here. They state the following:-

Matters about which consultation is not required

14

(1) Subject to paragraph (2) an admission authority are not required to consult about a proposal to increase or keep the same admission number in any consultation on admission arrangements under section 88C(2) for the school year 2013–2014 or any subsequent years.

(2) Where the admission authority for a community or voluntary controlled school are the local authority they must consult the governing body of the school if they propose to increase or keep the same admission number.

Circumstances where consultation on admission arrangements is not required

15

(1) This regulation prescribes for the purposes of section 88C(2) the circumstances in which an admission authority are not required to consult on their proposed admission arrangements.

(2) Subject to paragraphs (3) and (4) an admission authority are not required to consult on their proposed admission arrangements for the school year 2013–2014 and any subsequent admission year where they consulted on their proposed admission arrangements in accordance with section 88C(2) in any of the six preceding determination years, and the proposed arrangements are the same as those determined following the last such consultation.

(3) The proposed arrangements are treated as the same for the purpose of paragraph (2) if the only change made to the proposed admission arrangements is one or more of the following changes—

(a) an increase to the admission number in accordance with regulation 14, or

(b) a change made to comply with any mandatory requirement in the School Admissions Code or these Regulations.

(4) A consultation required under regulation 14(2) is not to be regarded as a consultation for the purpose of calculating whether an admission authority have consulted in any of the six preceding determination years in paragraph (2).

It is noted that this report refers to the following points:-

- A recommendation that the Executive Board approves that Nottingham City Council's admission arrangements determined for the 2016/17 school year, which were approved by Nottingham City Council's Executive Board on 17 March 2015, be maintained for the 2017/18 school year with no change.
- Non-statutory guidance published by the Department for Education ("DfE") in May 2014 stated that the DfE had adopted a wider interpretation of the then School Admissions Code (2012) in respect of previously Looked After Children. As a consequence of this the DfE expected admission authorities to give highest priority to all children adopted from care and not just those adopted from care under the Adoption and Children Act 2002 as set out in the then statutory School Admissions Code (2012).
- On 19 December 2014, the Secretary of State via the DfE issued a new School Admissions Code. This new School Admissions Code states at

paragraph 1.7 that “...the highest priority **must** be given, unless otherwise provided in this Code, to looked after children and all previously looked after children. Previously looked after children are children who were looked after, but ceased to be so because they were adopted [i.e. children who were adopted under the Adoption Act 1976 and children who were adopted under the Adoption and Children Act 2002] (or became subject to a child arrangements order or special guardianship order). Further references to previously looked after children in this Code means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after...”

- In addition, the new School Admissions Code states at paragraph 2.17: “Admission authorities **must** make clear in their admission arrangements the process for requesting admission out of the normal age group.”
- Therefore, Nottingham City Council (“NCC”) proposed only to amend the admission arrangements determined for the 2015/2016 school year to take account of the above two changes in the new School Admissions Code – otherwise NCC’s proposed admission arrangements for the 2016/2017 school year would remain as before. NCC had consulted on the admission arrangements for the 2015/2016 school year from 2 December 2013 to 31 January 2014. Following that consultation, on 20 March 2014 NCC’s Executive Board had determined to implement those admission arrangements.
- From 3 November 2014 to 2 January 2015, NCC conducted consultation on the proposed admission arrangements for the 2016/2017 school year with only one response received from Nottinghamshire County Council, which was largely in the nature of a request for clarification.
- On 17 March 2015, NCC’s Executive Board approved the admission arrangements for the 2016/2017 school year.

In view of the above, NCC’s legal requirement to consult on its proposed admission arrangements for the 2016/2017 school year was technically limited. As the admission authority for the community schools it maintains, NCC was only required under regulation 14 of the Admission Arrangements Regulations to consult the governing bodies of those community schools on any proposal to increase or keep the same admission numbers. Beyond that, as NCC had consulted on its admission arrangements in accordance with section 88(C)(2) of the SSFA in the preceding six determination years and the proposed admission arrangements for the 2016/2017 school year were unchanged with the exception of changes to comply with any mandatory requirement in the School Admissions Code, by virtue of regulation 15 of the Admission Arrangements Regulations NCC was not required to consult on them.

The fact NCC did consult on its proposed admission arrangements for the 2016/2017 school year did no harm, however, and was undoubtedly beneficial in informing interested parties of NCC’s intentions. NCC would also appear to have complied with the Admission Arrangements Regulations in terms of who to consult (regulation 12), the matters to which any consultation must relate (regulation 13) and the manner of consultation (regulation 16).

Therefore, since NCC now proposes to maintain the admission arrangements for the 2016/2017 school year for the 2017/2018 school year, NCC is not

required to consult under the Admission Arrangements Regulations, other than as the admission authority of community schools NCC must consult with the governing bodies of each of those schools about the consequent proposal to keep their admission numbers as they are. As this report states, NCC undertook this consultation from 1 October 2015 to 27 November 2015, with no responses received.

Regulation 17 of the Admission Arrangements Regulations states the following:-

- (2) For the school year 2017-2018 and every subsequent school year, every admission authority must –
 - (a) carry out any consultation required by section 88C [of the SSFA] and these Regulations between 1st October and 31st January in the determination year;
 - (b) allow consultees at least six weeks to respond; and
 - (c) determine their admission arrangements on or before 28th February in the determination year.

Given NCC is not required to consult on the proposed admission arrangements for the school year 2017-2018, only regulation 17(2)(c) of the Admission Arrangements Regulations is relevant, which requires NCC to determine its admission arrangements on or before 28th February in the determination year. Regulation 2 of the Admission Arrangements Regulations states:-

“determination year”, in relation to the proposed admission arrangements for a school, means the school year beginning two years before the school year to which the arrangements relate;

Therefore, in relation to the proposed admission arrangements for the 2017-2018 school year, the determination year is the school year 2015-2016, so NCC must determine its admission arrangements for the 2017-2018 school year on or before 28 February 2016.

The proposed admission arrangements

The proposed admission arrangements generally accord with education law and guidance.

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5.2 Union comments were sought but no responses were received.

5.3 Admission arrangements are set to enable all school age children to access a suitable school place at the appropriate time, as far as possible according to their parents' preference, so that they are not vulnerable to crime and disorder.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE)

6.1 Not applicable.

7 SOCIAL VALUE CONSIDERATIONS

7.1 Not applicable.

8 REGARD TO THE NHS CONSTITUTION

8.1 Not applicable.

9 EQUALITY IMPACT ASSESSMENT (EIA)

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

No X

An EIA is not required because the proposed admission arrangements are unchanged from those approved for the 2016/17 school year.

10 HR COMMENTS

10.1 There are no people/staffing implications as a result of keeping the admission arrangements for 2017/18 the same as those for 2016/17.

11 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)

None.

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

11.1 School Admissions Codes 2012 and 2014.

11.2 The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.

11.3 Report to Executive Board 17 March 2015 setting out the proposed school admission arrangements for the 2016/17 school year.

11.4 Department for Education guidance on school admission of children adopted from local authority care published in May 2014.

13 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

13.1 John Ludford- Thomas, Senior Solicitor, Housing/Employment/Education Team
Tom Stevens, Redesign Consultant, Service Improvement and Redesign
Julia Holmes, Finance Analyst, Children and Adults Departmental Finance Support

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Proposed Admissions Arrangements for 2017/18

- Parents/carers living in Nottingham City must apply for a school place online or on Nottingham City Council's common application form by 31 October 2016 for places in year 7 at secondary schools and places in year 10 at 14-19 academies, university technical colleges or studio schools; and by 15 January 2017 for places in reception year at infant or primary schools and year 3 at junior schools.
- Parents/carers may name up to 4 schools in order of preference for a place in year 7 at secondary schools or year 10 at 14-19 academies, university colleges or studio schools; up to 6 schools in order of preference for a place in reception year at infant or primary schools and up to 3 schools in order of preference for a place in year 3 at junior schools. Parents/carers are strongly encouraged to name the maximum number of preferences allowed to increase their chances of being offered a place at one of their named schools.
- Reference will be made to the parent/carer's ranked order of preference in order to determine the school for which a single offer of a place will be made.
- A letter will be sent to all parents/carers who applied by the closing date advising of the single offer of a place on 1 March 2017 for places in year 7 at secondary schools and year 10 at 14-19 academies, university technical colleges or studio schools; and on 18 April 2017 for places in reception year at infant or primary schools and year 3 at junior schools (the national offer dates are 1 March and 16 April respectively; 18 April 2017 is the next working day after the national offer date).
- Parents/carers should confirm to the Local Authority whether or not they wish to accept the place offered within 14 days of receipt of their offer letter. Failure to do so will result in the place being withdrawn and it may be offered to another pupil.
- If a place has been offered in error or on the basis of a fraudulent or intentionally misleading application the offer may be withdrawn and the place offered to a pupil with a higher priority to that place.
- Late applications received after the closing date for places in year 7 at secondary schools and year 10 at 14-19 academies, university technical colleges or studio schools will be considered after 1 March 2017; and late applications received after the closing date for places in reception year at infant or primary schools and year 3 at junior schools will be dealt with after 18 April 2017. Under exceptional circumstances the Local Authority may be willing to accept applications which are received late but by no later than 5 pm on 6 January 2017 for places in year 7 at secondary schools and year 10 at 14-19 academies, university technical colleges or studio schools; and 5 pm on 17 February 2017 for places in reception year at infant or primary schools and year 3 at junior schools.
- In accordance with the Council's co-ordinated scheme for infant, primary and junior school applications and secondary school applications where it is not possible to offer a place at any of the schools named by parents/carers, the Local Authority will make an offer of an alternative school place where this is possible (known as mandatory offers).
- Parents/carers living within the catchment area are not guaranteed a place. Parents/carers can check which is the catchment school for their home address by visiting the website (www.nottinghamcity.gov.uk/schooladmissions), emailing the School Admissions Team (schooladmissions@nottinghamcity.gov.uk) or by telephoning the Team (0115 841 5568).

- Attendance at a particular nursery does not guarantee admission to the main school for infant/ primary education. Parents/carers must make an application for admission to the main school as referred to in the first bullet point above.
- All applications for admission to community nursery schools must be made to the head teacher of the relevant nursery school.
- Applications for admission are considered against the planned admission number for the year group.
- Requests for in-year applications (i.e. transfers outside the time of normal transfer from one stage of education to another) are partially co-ordinated by the Local Authority. Parents/carers must apply to the Local Authority for a place at a city community school, and for a place at those schools/academies for whom the Local Authority co-ordinates in-year applications. For those schools/academies that the Local Authority does not co-ordinate in-year applications, parents/carers should contact that school/academy directly to find out how to apply for a place there. The Local Authority will strongly discourage parents/carers from transferring schools for their child where this is not as a result of a change of address. This is because if children change schools they are less likely to achieve educationally.
- The 2009 School Admissions Code required all local authorities to establish in-year fair access protocols to ensure that access to education is secured quickly for children who have no school place, and to ensure that all schools in an area admit their fair share of vulnerable and challenging children and young people. Nottingham City Council established a fair access protocol in October 2007, which was updated in September 2012.
- In accordance with the School Admissions Code, a waiting list will be maintained for the 2017 autumn term only for year 7 at Ellis Guilford School and Sports College. Thereafter, waiting lists for years 7 to 9 will be maintained at Ellis Guilford School and Sports College where it is oversubscribed for a period of 40 school days from the date of refusal of a place or until the last day of the 2018 summer half term, whichever is the sooner (no waiting list will be maintained for years 10 and 11).
- Waiting lists for reception year to year 5 will be maintained for community primary schools which are oversubscribed until the last day of the 2018 summer half term (no waiting list will be maintained for year 6).
- Children who's fifth birthday falls between 1 September 2017 and 31 August 2018 will be admitted to full-time school at the beginning of the 2017/18 school year regardless of the term start date.
- Some parents/carers may choose to defer the start of full-time education for their child until compulsory school age. If parents/carers wish to take up this option, they may arrange the details with the head teacher of the school. However, if their child's birthday falls between 1 April and 31 August, deferring admission until compulsory school age would result in the child being admitted into a different school year. In this case, the child could not be allocated a reception place at the school during the 2017/18 year and the parent would have to apply for a place during the 2018 summer term for admission into year 1 in September 2018. The Local Authority strongly recommends that parents/carers do not defer the start of their child's full-time education as children's learning chances are likely to be better if they start school with their peers at the beginning of the 2017/18 school year. Parents/carers can request that their child takes up a school place part-time until their child reaches compulsory school age.
- Parents/carers may request admission for their child outside their normal age group. In general, it is considered that children should be educated in their normal age group, with the curriculum differentiated as appropriate, and they should only be educated out of their normal

age group in very limited circumstances. The decision to allow a child to repeat a year or to admit a child into a cohort outside their chronological year group, in most cases lies with the school or educational setting. However, the following requests must be referred to the School Admissions Team at Children and Adults for consideration:

1. for children who are chronologically due to start Reception/Foundation 2, regardless of which school they are applying for;
2. for children on roll at community schools due to transfer from one phase of education to another (i.e. key stage 1 to key stage 2, key stage 2 to key stage 3 or key stage 3 to key stage 4);
3. for children on roll at an academy, Voluntary Aided or Trust school due to transfer from key stage 2 to key stage 3 (with the exception of pupils on roll at Nottingham Academy).

All requests should be forwarded or referred to the School Admissions Team at Children and Adults. Such requests will need to be made in writing and can be from the parent/carer of a child and/or the Head Teacher of the child's present school. The Local Authority will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned.

A copy of the Council's accelerated/delayed school admissions policy can be found at www.nottinghamcity.gov.uk/schooladmissions .

- Parents/carers are advised that they may be at risk of having to apply for a new school place if their child does not attend school for a period of 20 or more school days.

Admission criteria for Ellis Guilford School and Sports College: 2017/18

In the event of oversubscription within any of the criteria listed below, preference will be given to applicants who live closest to the school, as measured in a straight line (i.e. as the crow flies) from a point at the school campus to a point at the pupil's home, both identified by the Local Land and Property Gazetteer (by a computerised geographical information system). Where two or more pupils are equal in all respects, and it is therefore not possible to differentiate between them, a method of random allocation by drawing lots will be used to allocate places (supervised by someone independent of the School Admissions Team).

Pupils who have a Statement of Special Educational Need or an Education, Health and Care Plan, where Ellis Guilford School and Sports College is named in the child's statement or plan will be admitted. In this event, the number of places that remain available for allocation will be reduced.

1. Places will first be allocated to a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school. An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 as amended by section 12 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. Places will then be allocated to pupils who, at the closing date for applications, live within the catchment area*, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school.
3. Places will then be allocated to other pupils who, at the closing date for applications, live within the catchment area* and whose parents have requested a place at the school.
4. Places will then be allocated to pupils who live outside the catchment area, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school.
5. Places will then be allocated to other pupils who live outside the catchment area whose parents have requested a place at the school.

*This relates to those pupils living in the catchment area for Ellis Guilford School and Sports College set for the 2017/18 school year.

The above criteria (2-5) may be overridden and priority given to an applicant who can establish any of the following:

- pupils with special educational needs that can only be met at Ellis Guilford School and Sports College (e.g. where the school has specialist provision)**;

- children of travellers, pupils with exceptional medical, mobility, or social grounds that can only be met at Ellis Guilford School and Sports College **.

**Applications in these categories must be supported by a statement in writing from a doctor, social worker or other relevant professional. This is necessary because you will be asking the Authority to assess your child as having a stronger case than other children. Each case will be considered on its merits by Nottingham City Council.

Waiting lists will be maintained for the 2017 autumn term only for year 7 at the school. Thereafter, waiting lists for year 7 and for years 8 and 9 will be maintained for a period of 40 school days from the date of refusal of a place or until the last day of the summer half term, whichever is the sooner. Waiting lists will not be maintained for key stage 4 (years 10 and 11).

For admission purposes the Local Authority considers a sibling connection to relate to any of the following:

- a brother or sister who share the same parents;
- a half brother or sister, where two children share one common parent;
- a step brother or sister, where two children are related by a parent's marriage;
- adopted or fostered children, or children living in the same household under the terms of a child arrangements or special guardianship order.

Where applications are received in respect of twins, triplets or children of other multiple births, the authority will endeavour to offer places at Ellis Guilford School and Sports College, admitting above the planned admission number where necessary. If this is not possible, the parent/carer will be asked which child(ren) should take up the place(s). The parent/carer will still have a right of appeal against a refusal of a place.

Any parent/carer whose child is refused a school place for which they have applied has the right of appeal to an independent appeals panel***. (Full details will be provided at the time of refusal).

***(Except, the parent/carer of a child who has been permanently excluded from two schools and where at least one of those exclusions took place after 1 September 1997. This applies to a twice excluded pupil for a period of two years beginning with the date the last exclusion took place).

The Local Authority does not operate a “feeder” arrangement. Attendance at a particular primary or junior school is not taken into account when places at Ellis Guilford School and Sports College are allocated.

First admission to primary schools criteria: 2017/18

In the event of oversubscription within any of the criteria listed below, preference will be given to applicants who live closest to the school, as measured in a straight line (i.e. as the crow flies) from a point at the school campus to a point at the pupil's home, both identified by the Local Land and Property Gazetteer (by a computerised geographical information system). Where two or more pupils are equal in all respects, and it is therefore not possible to differentiate between them, a method of random allocation by drawing lots will be used to allocate places (supervised by someone independent of the School Admissions Team).

Pupils who have a Statement of Special Educational Need or an Education, Health and Care Plan, where that school is named in the child's statement or plan will be admitted. In this event, the number of places that remain available for allocation will be reduced.

1. Places will first be allocated to a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions in accordance with section 22(1) of the Children Act 1989 at the time of making an application to a school. An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989 as amended by section 12 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. Places will then be allocated to pupils who, at the closing date for applications, live within the catchment area*, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school, or Individual Needs Centre.
3. Places will then be allocated to other pupils who, at the closing date for applications, live within the catchment area* and whose parents have requested a place at the school.
4. Places will then be allocated to pupils who live outside the catchment area, whose parents have requested a place at the school and who, at the time of admission, will have a brother or sister attending the school or Individual Needs Centre.
5. Places will then be allocated to other pupils who live outside the catchment area whose parents have requested a place at the school.

*This relates to those pupils living in the catchment area for the school set for the 2017/18 school year.

The above criteria (2-5) may be overridden and priority given to an applicant who can establish any of the following:

- pupils with special educational needs that can only be met at a specific school (e.g. where the school has specialist provision)**;
- children of travellers, pupils with exceptional medical, mobility, or social grounds that can only be met at a specific school**.

**Applications in these categories must be supported by a statement in writing from a doctor, social worker or other relevant professional. This is necessary because you will be asking the Authority to

assess your child as having a stronger case than other children. Each case will be considered on its merits by Nottingham City Council.

Waiting lists will be maintained until the last day of the summer half term for reception year to year 5 (i.e. May 2018). Waiting lists will not be maintained for year 6.

For admission purposes the Local Authority considers a sibling connection to relate to any of the following:

- a brother or sister who share the same parents;
- a half brother or sister, where two children share one common parent;
- a step brother or sister, where two children are related by a parent's marriage;
- adopted or fostered children, or children living in the same household under the terms of a child arrangements or special guardianship order.

Where applications are received in respect of twins, triplets or children of other multiple births, the authority will endeavour to offer places in the same school, admitting above the planned admission number where necessary. If this is not possible, the parent/carer will be asked which child(ren) should take up the place(s). The parent/carer will still have a right of appeal against a refusal of a place.

Any parent/carer whose child is refused a school place for which they have applied has the right of appeal to an independent appeals panel***. (Full details will be provided at the time of refusal).

***(Except, the parent/carer of a child who has been permanently excluded from two schools and where at least one of those exclusions took place after 1 September 1997. This applies to a twice excluded pupil for a period of two years beginning with the date the last exclusion took place).

Attendance at a particular nursery does not guarantee admission to the main school for primary education. All applications for admission to the main school must be made to the Local Authority and will be considered against the oversubscription criteria listed in 1-5 above.

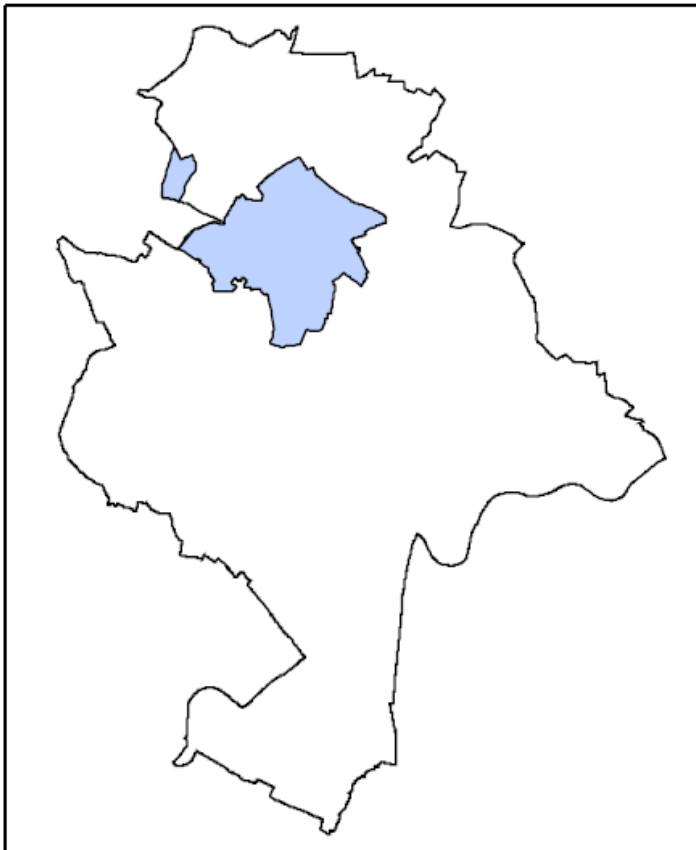
Name of Primary School	Proposed No.
Bentinck	30
Berridge	90
Burford	30
Cantrell	60
Carrington	30
Claremont	60
Crabtree Farm	60
Dovecote	60
Dunkirk	60
Fernwood	120
Forest Fields	90
Glade Hill	30
Greenfields	30
Haydn	60
Heathfield	100
Hempshill Hall	60
Henry Whipple	30
Melbury	30

Name of Primary School	Proposed No.
Mellers	60
Middleton	60
Rise Park	60
Robert Shaw	60
Robin Hood	60
Rufford	60
Scotholme	60
Seely	75
Snape Wood	30
Southglade	60
Southwold	30
Springfield	30
Stanstead	30
Walter Halls	60
Welbeck	45
Westglade	30
Whitegate	60
William Booth	30


Name of Secondary School	Proposed No
Ellis Guilford School and Sports College	270

Capacity assessments were undertaken by the Capital and Assets Team, Nottingham City Council using Department for Education guidance. Admission numbers are calculated by dividing the net capacity of the school by the number of year groups to be accommodated in the school.

Catchment area for Ellis Guilford School and Sports College



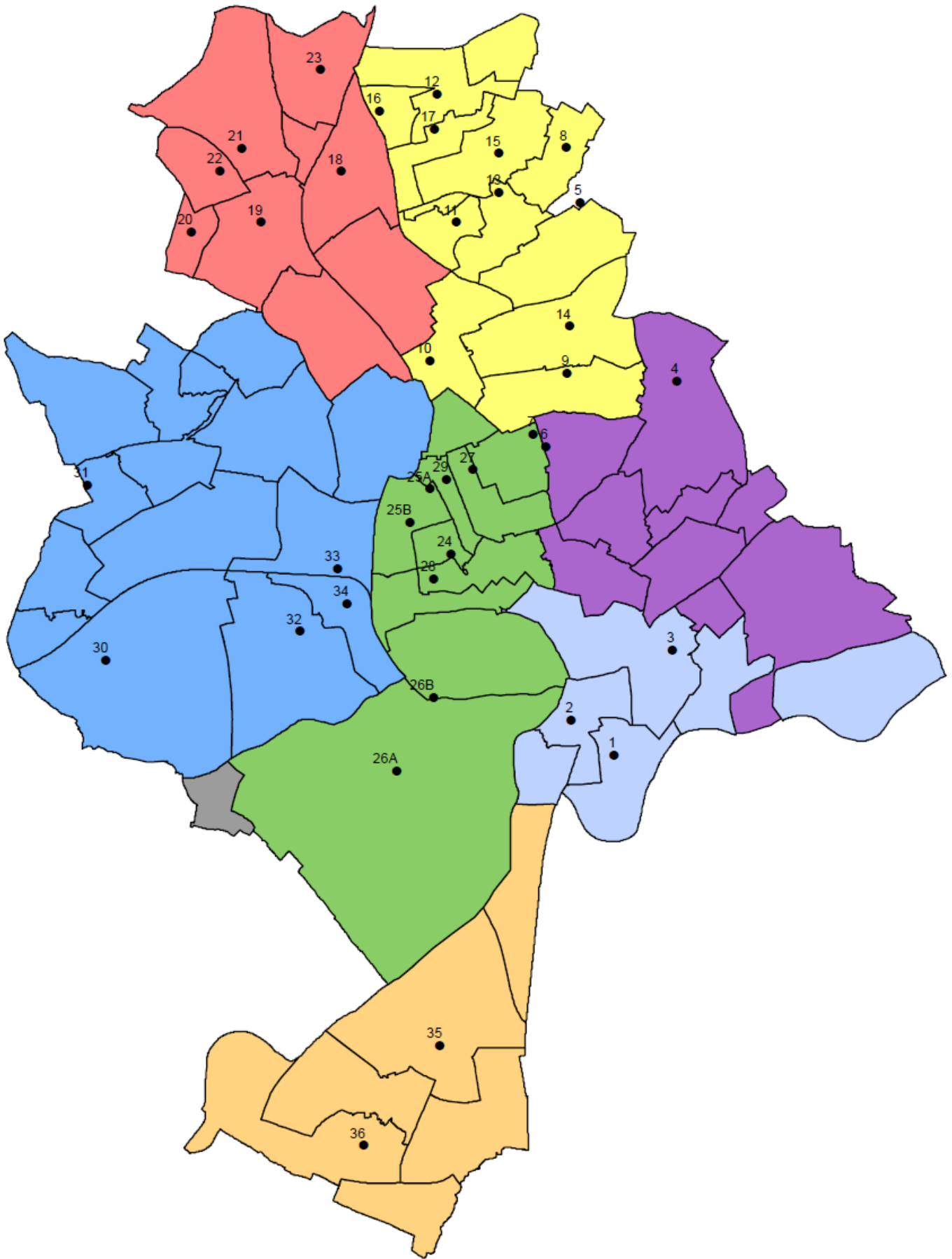
Key

 Ellis Guilford School and Sports College

There are other secondary schools in Nottingham responsible for making their own admission arrangements. These are:

The Bulwell Academy
Djanogly City Academy Nottingham
Fernwood School
Nottingham Academy
Bluecoat Beechdale Academy
Bluecoat Academy
Nottingham Emmanuel CofE (VA) School
Nottingham University Samworth Academy
The Trinity Catholic School
Nottingham Girls' Academy
Top Valley Academy
Farnborough Academy
Nottingham University Academy of Science & Technology
Nottingham Free School
The Oakwood Academy

Appendix 4B - Current Catchment Areas and School Locations



Key**Catchment areas for community primary schools****NG1****NG2**

- 1 Greenfields Community Primary & Nursery School
- 2 Welbeck Primary & Nursery School
- 3 William Booth Primary & Nursery School

NG3

- 4 Walter Hills Primary School (Nursery attached)

NG5

- 5 Burford Primary & Nursery School
- 6 Carrington Primary & Nursery School
- 7 Claremont Primary & Nursery School
- 8 Glade Hill Primary & Nursery School
- 9 Haydn Primary & Nursery School
- 10 Heathfield Primary & Nursery School
- 11 Henry Whipple Primary & Nursery School
- 12 Rise Park Primary & Nursery School
- 13 Robin Hood Primary & Nursery School
- 14 Seely Primary and Nursery School
- 15 Southglade Primary & Nursery School
- 16 Stanstead Primary & Nursery School
- 17 Westglade Primary & Nursery School

NG8

- 18 Cantrell Primary & Nursery School

- 19 Crabtree Farm Primary & Nursery School
- 20 Hemphill Hall Primary & Nursery School
- 21 Rufford Primary & Nursery School
- 22 Snape Wood Primary & Nursery School
- 23 Springfield Primary School (Nursery attached)

NG7

- 24 Bentinck Primary & Nursery School
- 25A Bemidge Primary School (Infant Site)
- 25B Bemidge Primary School (Junior Site)
- 26A Dunkirk Primary & Nursery School (Highfields Campus)
- 26B Dunkirk Primary & Nursery School (Abbey Campus)
- 27 Forest Fields Primary & Nursery School
- 28 Mellers Primary & Nursery School
- 29 Scotholme Primary & Nursery School

NG8

- 30 Femwood Primary School
- 31 Melbury Primary School
- 32 Middleton Primary & Nursery School
- 33 Robert Shaw Primary School
- 34 Southwold Primary School & Early Years Centre

NG11

- 35 Dovecote Primary & Nursery School
- 36 Whitegate Primary & Nursery School

There are other primary schools in Nottingham responsible for making their own admission arrangements. These are:

Ambleside Primary School

Blessed Robert Widmerpool Catholic Voluntary Academy

Blue Bell Hill Primary & Nursery School

Brocklewood Primary School

Bulwell St Mary's Primary & Nursery School

Djanogly Northgate Academy

Djanogly Strelley Academy

Edale Rise Primary & Nursery School

Edna G Olds Academy

Firbeck Academy

Glapton Primary & Nursery School

Glenbrook Primary

Highbank Primary & Nursery School

Hogarth Primary & Nursery School

Huntingdon Academy

Jubilee L.E.A.D Academy

Nottingham Academy

Old Basford School

Our Lady & St Edward's Catholic Voluntary Academy

Our Lady of Perpetual Succour Catholic Voluntary Academy

Portland Spencer Academy

Radford Primary Academy

Riverside Primary School & Early Years Unit

Rosslyn Park Primary

Sneinton St Stephen's CE Primary & Nursery School

South Wilford Endowed CE Primary School

Southwark Primary School

St Ann's Well Academy

St Augustine's Catholic Voluntary Academy

St Margaret Clitherow Catholic Voluntary Academy

St Mary's Catholic Voluntary Academy

St Patrick's RC Primary & Nursery School

St Teresa's Catholic Voluntary Academy

Sycamore Academy

The Milford Academy

Warren Primary Academy

Whitemoor Academy (Primary & Nursery)

Windmill LEAD Academy

Details of these schools/academies' proposed admission arrangements for 2017/18 should be on their own website. A copy may also be available at www.nottinghamcity.gov.uk/schooladmissions after 1 October 2015

DRAFT TIMETABLE FOR CO-ORDINATED ADMISSIONS PROCESS 2017/18

2017/18 ADMISSION ROUND	Distribution of information from Local Authority to schools	Distributions of information by schools to parents/carers	Closing date	Decisions issued to parents/carers by:
Transfers from junior/primary to secondary school	By Wednesday 7 th September 2016	On Friday 9 th September 2016	Monday 31 st October 2016 (<i>national closing date</i>)	On Wednesday 1 st March 2017 (<i>national offer date</i>)
First admission to infant/primary school and transfers from infant to junior school	By Wednesday 23 rd November 2016	On Friday 18 th November 2016 Local Authority to distribute for children not attending a nursery attached to a city infant or primary school	Sunday 15 th January 2017 (<i>national closing date</i>)	Tuesday 18 th April 2017 (<i>i.e next working day after national offer date of 16th April 2017</i>)
Transfers from secondary school to year 10 at 14- 19 academies, colleges or studio schools	N/A	On Friday 9 th September 2016	Monday 31 st October 2016 (<i>national closing date</i>)	On Wednesday 1 st March 2017 (<i>national offer date</i>)

Fair Access Protocol for Secondary Schools – January 2016

1. Background

- 1.1. Fair Access Protocols have been successfully operating in Nottingham City since 2005 and include all primary and secondary mainstream schools and academies.
- 1.2. The School Admission Code (December 2014) requires each local authority (LA) to have a Fair Access Protocol in operation in which has been agreed with the majority of schools in the area to ensure that - outside the normal admissions round - unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. In agreeing a protocol, no school - including those with available places - is asked to take a disproportionate number of children who have been excluded from other schools, or who have challenging behaviour (School Admissions Code, 3.9).
- 1.3. The Fair Access Protocol exists to ensure that access to education is secured quickly for children who have no school place, but for whom a place at a mainstream school/Academy or alternative provision is appropriate, and to ensure that all schools/Academies in an area admit their fair share of children with challenging behaviour. Paragraph 3.10 of the school admissions code states that, “The operation of Fair Access Protocols is outside the arrangements of co-ordination and is triggered when a parent of an eligible child has not secured a school place under in-year admission procedures”. However, our protocol seeks to intervene as quickly as possible and identify children applying through the in-year process to determine a placement quickly and ensure equitable distribution, therefore, pupils meeting the Fair Access triggers will not go through the normal admissions process first.
- 1.4. The Protocol ensures local authorities, schools and Academies to work together as mutual stakeholders to improve behaviour and tackle persistent absence. All admission authorities **must** participate in the Fair Access Protocol in order to ensure that unplaced children are allocated a school place quickly. This includes admitting children above the published admission number where the year group is already full or priority over waiting list or admission appeals for the school/academy. Although, the School Admissions Code stipulates that, “There is no duty for local authorities or admission authorities to comply with parental preference when allocating places through the Fair Access Protocol” (School Admissions Code, 3.11).
- 1.5. The School Admissions Code can be viewed in full at:
<https://www.gov.uk/government/publications/school-admissions-code--2>
- 1.6. Children with an Education, Health and Care Plan will not be considered through the Fair Access Protocol but through the Special Education Needs Team processes.

2. Key Principles

Balancing between a quick placement and the right placement

- 2.1. There must be a balance between finding a place quickly, when the place might be in an undersubscribed school/academy or one facing challenging circumstances, and finding a school/academy place that is appropriate for the child. The principle of considering the individual circumstances of the pupil, in terms of what is best for them, whether they are ready for mainstream schooling and, if so, which mainstream school/academy will be best able to meet their needs should guide the operation of Fair Access Protocol.

Equitable distribution

- 2.2. The School Admissions Code states local authorities must ensure that no school/Academy, including undersubscribed schools/Academies, is asked to admit a disproportionate number of children who have been excluded from other schools/Academies or who have challenging behaviour (School Admissions Code 2014, paragraph 3.9).
- 2.3. Equitable distribution does not imply equal number of cases to each school. There may be circumstances where schools will have to admit more pupils according to need. However, the panel will take into account relevant contextual information¹ when considering placement, such as:
- Numbers in context to other local schools
 - Context of numbers on roll
 - Number of exclusions and transfers into and out of the school
 - Location of pupils home address
 - Most appropriate school to meet a student's needs

Open, honest and relevant information sharing

- 2.4. It is expected that pupils on roll at a school or Academy within the City of Nottingham, considered at the Fair Access Panel (FAP), will have evidence of additional agency involvement, such as, support services, be open to the Team Around the Child (TAC) or have an active Common Assessment Framework Form (CAF). Information will be shared between schools, academies and other support services as required. It will be expected that information will be shared openly and honestly, whilst ensuring confidentiality.
- 2.5. If a pupil is not considered through the Fair Access Protocol, as a result of withheld or missing information, this will be challenged by the LA and the panel chair and raised at a subsequent panel meeting. If there are concerns, the LA and the chair will monitor any further applications made and may require more detailed evidence.

Working with other Admission Authorities and other local authorities

- 2.6. Whilst each protocol covers only the schools/Academies in its local authority area, the home Local Authority should contact neighbouring authorities to help secure a place in that area under their protocol. The protocol is in effect a safety net for where normal admission procedures for in year admission have failed. If there are illegal practices, the LA and chair will take appropriate action to challenge and resolve these situations.
- 2.7. For the protocol to operate in accordance with the statutory requirement:

¹ This is not an exhaustive list of all factors that may be taken into consideration

- 2.8. Schools/Academies will continue to admit pupils whose parents apply for an available place, under normal admission arrangements.
- 2.9. Pupils identified as Panel cases under the Fair Access Protocol will be given priority for admission over others on a waiting list or awaiting an appeal. Managed Moves will be given priority for admission, if they meet the criteria outlined in this protocol.

3. Exceptions

- 3.1. The School Admissions Code states in paragraph 3.8:

“Admission authorities must not refuse to admit children in the normal admissions round on the basis of their poor behaviour elsewhere. Where a child has been permanently excluded from two or more schools there is no need for an admission authority to comply with parental preference for a period of two years from the last exclusion.”

- 3.2. However, the School Admissions Code continues in paragraph 3.12:

“Where a governing body does not wish to admit a child with challenging behaviour outside the normal admissions round, even though places are available, it must refer the case to the local authority for action under the Fair Access Protocol. This will normally only be appropriate where a school has a particularly high proportion of children with challenging behaviour or previously excluded children. The use of this provision will depend on local circumstances and must be described in the local authority’s Fair Access Protocol. This provision will not apply to a looked after child, a previously looked after child or a child with a statement of special educational needs naming the school in question, as these children must be admitted.”

- 3.3. All schools and academies (required by their funding agreements) are to comply with the Admissions Code and the law relating to admissions, including full participation with the locally agreed Fair Access Protocol and to admit pupils who are hard to place.
- 3.4. The Fair Access Panel will consider any valid concerns about admission (e.g. a previous serious breakdown in the relationship between the school/Academy and the family or serious historical issues with other children at the preferred school/Academy). Consideration will also be given to the individual situation, and contextual data for each school or Academy, including, the number of pupils admitted through the panel and being supported by the school or academy.
- 3.5. If a school or academy refuses to comply with the Fair Access Panel decision, they must state their reasons in writing to the chair of the panel within 5 school days from the date of the panel decision. The chair will then determine a written view, based on evidence and contextual panel data and after consulting with the school/academy and the Local Authority for their views. The chair's final written view will confirm the panel decision and it is expected that all schools and academies will support the view and accept the decision of the panel. If a school/academies admission authority refuses to accept the decision of the Fair Access Panel and chair, the Local Authority will seek to enforce a direction or

apply to the Education Funding Agency to direct admission on behalf of the Secretary of State, if required.

4. Criteria Fair Access Panel

- 4.1. A pupil placed under this Protocol is not necessarily a “challenging” pupil. Any child in this category is however potentially a vulnerable child as long as an appropriate educational placement has not been secured.
- 4.2. The School Admissions Code 2014 states 7 minimum categories² to include in a Fair Access Protocol. These categories identify a child as potentially “Hard to Place or vulnerable”. These are not meant to be exhaustive but provide an example of pupils who must be considered under the protocol. It is proposed that the City protocol monitors these pupils, but will have specific focus on the following criteria:
- 4.3. Fair Access Panel – Triggers
 - a) Children in Care.
 - b) Children attending Learning Centres who have been permanently excluded and who need to be reintegrated back into mainstream education. (See Reintegration Protocol below)
 - c) Children seeking an alternative to permanent exclusion with a history of intensive multi-agency support (Team around the child or CAF) and where alternative placements have been unsuccessful.
 - d) Children who have been out of mainstream education for longer than one school term (at point of initial application) or Children with a history of serious attendance problems (serious attendance problems would be below 50% attendance within a 12 month period)
 - e) Children fleeing domestic violence, where a school move is unavoidable
 - f) Children returning from the criminal justice system
 - g) Vulnerable groups which have been identified under exceptional circumstances by a government mandate, to ensure education provision is established as a matter of urgency. These cases would fall outside of any current admission processes i.e. WASP, in-year admissions etc.
- 4.4. Children who meet the Managed Move Protocol criteria (attached), as determined by the Inclusion Strategy Co-ordinator, will be considered under the wider Fair Access Protocol, and therefore will have similar priority over other in-year applications, waiting lists and appeals as outlined in The Schools Admissions Code 2014. Children who only meet the Managed Move criteria will not be considered as a Fair Access Panel case, and therefore will be recorded separately to cases taken through the Fair Access Panel.

²School Admissions Code 2014 – 7 Minimum Fair Access Criteria

- a) children from the criminal justice system or Pupil Referral Units who need to be reintegrated into mainstream education;
- b) children who have been out of education for two months or more;
- c) children of Gypsies, Roma, Travellers, refugees and asylum seekers;
- d) children who are homeless;
- e) children with unsupportive family backgrounds for whom a place has not been sought;
- f) children who are carers; and
- g) children with special educational needs, disabilities or medical conditions (but without a statement or Education, Health and Care Plan).

- 4.5. All other Fair Access categories will be considered through the in-year admissions process including Without a School Place (WASP) processes as required unless they meet the criteria for Fair Access Panel above.
- 4.6. Children in Care³, will be given the highest priority for admission and will be brokered prior to a panel meeting. The chair and the LA will establish in consultation with Social Care, the Virtual School and other agencies the preferred preferences for their education. The views of the schools preferenced and any potential prejudice as a result of the placement will always be considered. However, in most circumstances children in care will be offered and admitted, in agreement with school or Academy, regardless of the time of year or if the year group is oversubscribed if the offer is considered in their best interests. Once an offer has been made, the Social Worker will normally, but not always arrange a multi-agency meeting to bring together all the professionals that have been working with the child to support their transition into their new educational provision.
- 4.7. The LA will determine if a pupil meets the panel criteria. The in-year application form includes a request for additional information and reasons for seeking a transfer to enable consideration through Fair Access. All pupils who meet the criteria will be considered at a Fair Access Panel meeting. Background information will be collated by the LA to support any application to the panel and the pupil's subsequent admission. All schools and academies will ensure background information is shared without delay. If the pupil does not meet the above criteria, the application will be processed through the in-year admissions procedures, including year 10 and 11 pupils.

5. FAP Panel Membership

- 5.1. Membership of the panel is split between Core Membership, School Membership and Support Membership. Core members of the Fair Access Panel will attend each meeting. It is expected that at each meeting senior representatives from every school will also be in attendance, including appropriate support service representatives.
- 5.2. The collective panel membership will use their expertise and knowledge to secure a decision for each individual pupil that is best for them. Final decisions will rest with Core Panel Members. The Panel will need to balance between the pupil's needs and what school/Academy or provision can best meet their needs, whilst ensuring that the pupil is supported and that no school/Academy is asked to admit a disproportionate amount of pupils through the protocol.
- 5.3. All schools and Academies will provide educational expertise and knowledge as well as represent an overall educational perspective for the City. All schools and academies will be provided with case information 48 hours before a panel meeting, through secure File Transfer.
- 5.4. There will also be 3 representatives from Support Services across Children and Families that constitute the Support Membership of the panel. These

³ A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

representatives will attend on a rotational basis (See Appendix 1 attached). They will be expected to represent their Service Area and provide relevant information about any involvement and support that can be offered. Case information will be provided to support services 5 working days before a panel meeting in order to provide a report at the panel meeting.

5.5. All Panel members are responsible for arranging for an informed colleague to attend in their place should they be unable to attend. All professionals must come fully prepared with information pertaining to the individual cases to be discussed. School/Academy representatives must have the power to make decisions regarding admissions on behalf of their school/Academy.

5.6. The core membership of the Fair Access Panel will be:

Core Panel Membership	
Fair Access Panel Chair	
Inclusion Officer	
Complex Case Co-ordinator	
Fair Access Co-ordinator	
Inclusion and Disability Service Representative	
School Panel Membership	
Bluecoat Academy	Designated Senior staff from every school/Academy that has the authority to make decision on behalf of the school/academy admission authority.
Bulwell Academy	
Denewood and Unity Learning Centre	
Djanogly City Academy	
Ellis Guilford School	
Emmanuel School	
Farnborough Academy	
Fernwood School	
Bluecoat Beechdale Academy	
Nottingham Academy	
Nottingham Girls Academy	
Nottingham University Samworth Academy	
Oakwood Academy	
Trinity Catholic School	
Top Valley Academy	
Nottingham Free School	
Nottingham University Academy Science and Technology	
Support Panel Membership	
Inclusive Education Service	Local Authority Education and Social Care Representation (Up to 4 representatives)
Special Educational Needs	
Behaviour Support Team	
Educational Psychology Service	
Child & Adolescent Mental Health Service	
Youth Offending Team	
Education Welfare	
Priority Families	
Children's Social Care	
Family Intervention Project	
Safeguarding	

6. Fair Access Panel Meetings

- 6.1. The Panel will meet at least each month with the exception of August each academic year. However, if there are limited cases to be considered a meeting may be cancelled and cases brokered outside of panel. The meetings will be scheduled for the entire academic year.
- 6.2. Key contextual information will be provided by all schools and Academies 1 week prior to the panel meeting. This will be collated by the LA and further analysis provided at the meeting regarding equitable distribution. Detailed statistics about Fair Access will be provided on a termly basis and shared with schools and Academies. In addition an annual report will be sent to the schools adjudicator.
- 6.3. All applications for Fair Access will be considered at the next available panel, however, Children in care and children who have recently experienced a traumatic family or domestic event or for whom there are clear medical grounds to support placement in a particular secondary school or Academy, will be considered prior to panel. Such cases will be discussed in detail between the LA, Fair Access Panel Chair and the Headteacher/Principal in order to agree placements as soon as possible and the decision will be ratified at the next available panel.
- 6.4. The LA has secured £190,000 through the Schools Forum to support the Secondary Fair Access protocol and provide needs led support funding to reduce barriers to admission. This funding is secured to support Fair Access pupils' integration back into education through, translation costs, assessments, purchasing support services and providing alternative provision for pupils who are not ready for mainstream schooling. Education for pupils who have been permanently excluded will be provided by the appropriate Learning Centre (see section below), and any costs recovered through agreed processes.

7. Post-Panel Expectations

- 7.1. Pupils considered at the Fair Access Panel and allocated a school/academy will receive a letter confirming the decision within 48hrs from the LA.
- 7.2. In order to meet the 10 days admission standard, it is expected that school representatives will inform their admissions teams about the allocation of pupils for their school from the panel in order to avoid any delays to the process. The Fair Access Panel Chair will inform, in writing, the Headteacher/principal of all schools/Academies and other stakeholders of the panel's decision within 48 hours of the panel meeting. The school or academy must admit the pupil within 10 working days of being informed. If the Panel agree that a multi-agency meeting take place before admission, schools/Academies will have 15 working days in which to admit the pupil.

8. Funding Method

- 8.1. There are currently three tiers for funding available through Secondary Fair Access:

TIER 1	No funding allocated Students placed whose needs are met by mainstream school/Academy
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TIER 2	<p>Assessment and access funding</p> <p>Funding allocated to provide an assessment of needs to inform panel placement decisions (in particular where there are significant gaps in educational provision, students who speak English as an additional language (EAL) or those who have an incomplete SEND profile. Access funding provides for one off payments in extraordinary circumstances to remove barriers to admission and access to schools.</p>
TIER 3	<p>Support funding for alternative provision</p> <p>Subsidised funding agreed for an alternative provision to be managed by the allocated school.</p> <p>Students in year 11 placed on roll prior to the funding census (Oct) will receive 50% of the cost of alternative provision.</p> <p>Students in year 11 placed on roll following the funding census (Oct) will receive full cost recovery of alternative provision costs (up to £13000 cap)</p> <p>Students in all other year groups who require AP upon initial assessment will be able to access part funding up to a maximum of 5 terms (subject to a £13000 cap)</p> <p>The funding amount and length of support will be agreed by panel members at the meeting.</p>

8.2. Any funding agreed through panel for the support of pupils will be reported back to panel. If the placement is withdrawn, any remaining funding will return to the Fair Access budget.

9. Monitoring and Strategic Overview

9.1. Reports, data and monitoring information will be provided at meetings, after each term and annually to all schools, academies and stakeholders. This information will also be used to report to the Schools Adjudicator and local Schools Forum in order to comply with performance and accountability responsibilities.

9.2. The Fair Access protocol and strategy is the responsibility of the LA, however, this will supported by a termly consultation group of head teachers/principles from City schools/academies and local authority officers, which will review the performance of the panel, discuss strategic issues and make recommendations to improve services and drive change.

10. Learning Centre Reintegration

10.1. Pupils attending the City's Learning Centres, who have demonstrated readiness for reintegration will be managed through this protocol. Our Learning Centres work hard to identify pupils needs, address behaviour, attitudes and academic underperformance to try and raise achievement and reintegrate permanently excluded pupils back into mainstream education. Reintegration into another mainstream school/Academy is the right option for the majority of pupils in year 7, 8, 9.

10.2. Pupils will not usually be considered for reintegration into a mainstream school/Academy until their behavioural, social or emotional needs have been addressed and they are ready to return to a mainstream setting. The Executive Headteacher will identify and support pupils who are ready to reintegrate back into mainstream education from Denewood Learning Centre (DLC) or Unity Learning Centre (ULC). This will be supported by background information and

evidence about the pupil and their progress whilst at the learning centre. This information will be monitored and reviewed by the head teacher of the learning centre, the LA and the panel chair before consideration at panel.

- 10.3. Pupils who live in the City boundary who have been permanently excluded will normally be placed on the roll of either Denewood or Unity Learning Centre. Permanently excluded pupils who move into the City, who are not ready for mainstream education will attend a Learning Centre until they are ready to be reintegrated back to mainstream education.
- 10.4. Fair Access Protocols must not require a school/Academy to automatically take another child with challenging behaviour in the place of a child excluded from the school. Although, all secondary schools and Academies will support to allocate at least 1 reintegration pupil, however, further reintegration pupils will be allocated through the panel based on equability, context and the needs of the pupil. Consideration will also be given to the number of permanent exclusions issued by the school/Academy.
- 10.5. Reintegration placements will be supported by staff from the Admissions and Reintegration Team (ART) at Denewood. A reintegration package will last between 6 to 10 weeks, from the date of the package starting and the circumstances of the pupil. The length of the package will be agreed between the learning centre and the allocated school. The reintegration package must start within the 10 days of the panel decision, unless an exception is agreed at the panel meeting. A meeting should be set up without delay to facilitate the start date, set appropriate targets and plan their reintegration package. There must be regular reviews and communication between all parties involved, which should be communicated in writing, ideally by email to named contacts.
- 10.6. A standard 6 week reintegration package would include:
- Week 1** – Full time support with a member of staff from Denewood (DLC)
 - Week 2** – Full time support with a member of staff from Denewood (DLC)
 - Week 3** – Support in ‘hot spot’ lessons
 - Week 4** – Support in ‘hot spot’ lessons – if still required
 - Week 5** – Drop in sessions at various points through the week
 - Week 6** – No support in school (only for the final review)
- This package will be subject to individually agreed changes according to pupil and school need.
- 10.7. It is anticipated that pupils will be successfully reintegrated through the support of school staff and the learning centre. Review meetings will take place regularly through the reintegration process to acknowledge success, review support and raise concerns. If the review meetings are positive, their success will be confirmed at the final review meeting and the pupil will officially go on roll the school day after the package ends. However, as an additional measure to ensure success, Denewood will continue to monitor the pupil for 4 weeks after the pupil is on roll in order to facilitate support, or consider a return to Denewood, if appropriate and agreed by all parties.

- 10.8. If there are concerns about a pupil on a reintegration package, the school should initially communicate with the pupils named keyworker at Denewood Learning Centre to try and resolve the concerns. If a reintegration may be failing, then this cannot be terminated until an urgent review meeting is held with all relevant parties to determine if the allocation should be withdrawn, at which point arrangements would be made for their return to the learning centre.
- 10.9. Reintegration placements will be recorded and funded through the panel and will be able to access additional support, like other pupils considered at FAP, as agreed at panel meetings.

11. Other Key Documents:

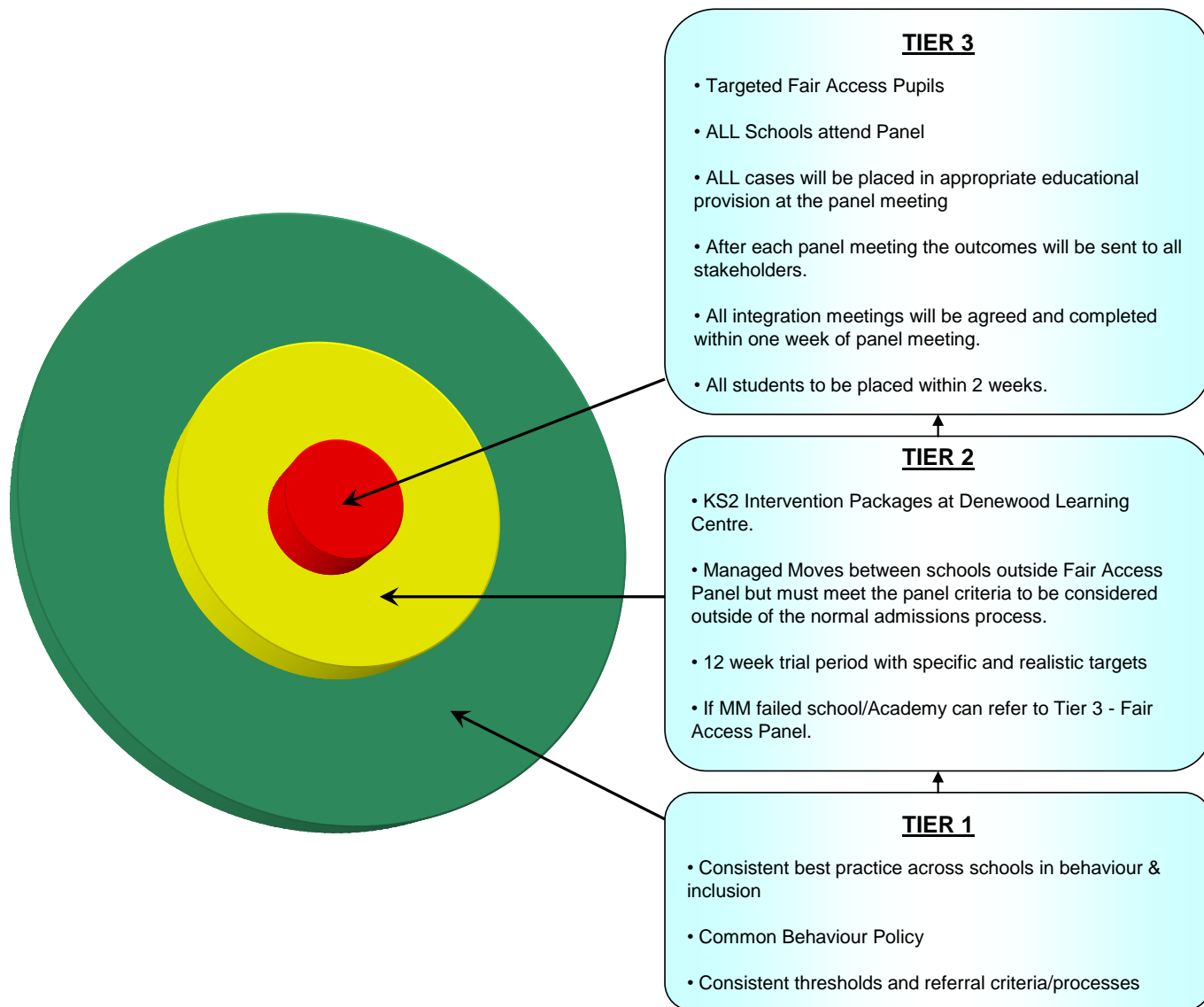
- 11.1. NCSEP Managed Move Protocol v2.1
11.2. Going to School in Nottingham – Information about admissions
11.3. Schools Admissions Code – December 2014

Fair Access Protocol

Primary Key Stage 1 & 2

Updated: September 2013

Overview of Support Leading to the Fair Access Protocol



Fair Access Protocol

1. Background

- 1.1. The School Admission Code which came into force on 1 February 2012 and requires there to be a Fair Access Protocol in operation in every Local Authority which has been agreed with the majority of schools in the area to ensure that - outside the normal admissions round - unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. In agreeing a protocol, no school - including those with available places - is asked to take a disproportionate number of children who have been excluded from other schools, or who have challenging behaviour (School Admissions Code, 3.9).

This is issued under Sections 84 and 85 of the School Standards and Framework Act 1998.

The School Admissions Code can be viewed in full at

<http://media.education.gov.uk/assets/files/pdf/s/school%20admissions%20code%201%20february%202012.pdf>

- 1.2. The Fair Access Protocol (FAP) exists to ensure that access to education is secured quickly for children who have no school place, but for whom a place at a mainstream school/Academy or alternative provision is appropriate, and to ensure that all schools/Academies in an area admit their fair share of children with challenging behaviour. The operation of Fair Access Protocols is outside the arrangements of co-ordination
- 1.3. The Protocol encourages local authorities, schools and Academies to work together in partnership to improve behaviour and tackle persistent absence. There is no duty for local authorities or admissions authorities to comply with parental preference when allocating places through this protocol.
- 1.4. **All** Admissions Authorities **must** participate in the agreed Fair Access protocol (School Admissions Code 2012, paragraph 3.11) in order to ensure that unplaced children, especially the most vulnerable, are offered a place at a suitable school/Academy as soon as possible. This includes admitting children above the published admission number where the year group is already full. Nottingham City Council, Church of England and Catholic Diocesans, Academy Sponsors and Governing Bodies and their associated schools and Academies agree to comply with this protocol.
- 1.5. Children with statements of special educational need are **not** covered by this protocol as their needs are considered through a separate procedure.

2. Key Principles

- 2.1. There must be a balance between finding a place quickly, when the place might be in an undersubscribed school/Academy or one facing challenging circumstances, and finding a school/Academy place that is appropriate for the child. The principle of considering the individual circumstances of the pupil, in terms of what is best for them, whether they are ready for mainstream schooling and, if so, which mainstream school/Academy will be best able to meet their needs **should** guide the operation of Fair Access Protocol.
- 2.2. The School Admissions Code states local authorities **must** ensure that no school/Academy, including undersubscribed schools/Academies, is asked to admit a disproportionate number of children who have been excluded from other schools/Academies or who have challenging behaviour (School Admissions Code 2012, paragraph 3.9).

- 2.3. It is expected that pupils on roll at a school or Academy within the City of Nottingham, considered at the Reintegration and Placement Panel (RAP), under the Fair Access Protocol (FAP) will have a Common Assessment Framework Form (CAF) and be open to the Team Around the Child (TAC) process.
- 2.4. Whilst each protocol covers only the schools/Academies in its local authority area, the home Local Authority should contact neighbouring authorities to help secure a place in that area under the protocol. The protocol is in effect a safety net for where normal admission procedures for in year admission have failed.
- 2.5. For the protocol to operate in accordance with the statutory requirement:
 - 2.5.1. Schools/Academies will continue to admit pupils whose parents apply for an available place, under normal admission arrangements.
 - 2.5.2. Pupils identified as Panel cases under the Fair Access Protocol will be given priority for admission over others on a waiting list or awaiting an appeal. Managed Moves will not be given priority for admission, unless they meet the criteria outlined in section 4.2 below.

3. Exceptions

- 3.1. The School Admissions Code states in paragraph 3.8:

*“Admission authorities **must not** refuse to admit children in the normal admissions round on the basis of their poor behaviour elsewhere. Where a child has been permanently excluded from two or more schools there is no need for an admission authority to comply with parental preference for a period of two years from the last exclusion.”*

- 3.2. However, the School Admissions Code continues in paragraph 3.12:

*“Where a governing body does not wish to admit a child with challenging behaviour outside the normal admissions round, even though places are available, it **must** refer the case to the local authority for action under the Fair Access Protocol. This will normally only be appropriate where a school has a particularly high proportion of children with challenging behaviour or previously excluded children. The use of this provision will depend on local circumstances and **must** be described in the local authority’s Fair Access Protocol. This provision will not apply to a looked after child, a previously looked after child or a child with a statement of special educational needs naming the school in question, as these children **must be admitted.**”*

- 3.3. All schools and Academies will be expected to participate fully with the Fair Access Protocol and to admit pupils who are hard to place. The Local Authority and, if necessary, a Primary Reintegration and Placement Panel (P-RAP) will consider any valid concerns about admission (e.g. a previous serious breakdown in the relationship between the school/Academy and the family or serious historical issues with other children at the preferred school/Academy). Consideration will also be given to the individual situation, and contextual data for each school or Academy, including, the number of pupils admitted through the protocol and being supported by the school or Academy.
- 3.4. If a school or academy refuses to comply with the decision of the Local Authority or the P-RAP Panel, they must state their reasons in writing to the Inclusion Officer within 5 school days from the date of the decision. The Inclusion Officer will then determine a written view after consulting with the school/Academy and other agencies. All schools and academies will support the view

and decisions through the protocol. Additionally, the Local Authority or Secretary of State can enforce the protocol decision by using any powers of direction, if required.

4. Criteria for Priority Pupils

- 4.1. A pupil placed under this Protocol is not necessarily a “challenging” pupil. Any child in this category is however potentially a vulnerable child as long as an appropriate educational placement has not been secured.
- 4.2. The School Admissions Code 2012 states 7 minimum categories⁴ to include in a Fair Access Protocol. These categories identify a child as potentially “Hard to Place or vulnerable”. These are not meant to be exhaustive but provide an example of pupils who **must** be considered under the protocol. It is proposed that the City protocol monitors these pupils, but will have specific focus on the following criteria:

Priority Pupils - Triggers

1. Children in Public Care.
 2. Children attending Learning Centres who have been permanently excluded and who need to be reintegrated back into mainstream education. (See Section 7 below)
 3. Children seeking an alternative to permanent exclusion with a history of intensive multi-agency support (CAF) and where alternative placements have been unsuccessful e.g. managed move.
 4. Children who have been out of education for longer than one school term and/or have a history of serious attendance problems (below 50% attendance within a 12 month period)
 5. Children fleeing domestic violence
 6. Children returning from the criminal justice system
 7. Children whose parents have been unable to find them a school place because of a shortage of places:
 - after moving into the area
 - without a school place
 8. Children from unsupportive families where a place has not been sought.
- 4.3. Looked After Children⁵, will be given the highest priority for admission. The Inclusion Officer will establish in consultation with Social Care, the Virtual School and other agencies the preferred preferences for their education. The views of the schools preferenced and any potential prejudice as a result of the placement will always be considered. However, in most circumstances a Looked After Child will be offered, in agreement with school or Academy, even if the year group is oversubscribed if the offer is considered in their best interests. Once an offer has been made, the Lead professional will normally, but not always arrange a multi-agency meeting to bring together all the professionals that have been working with the child to support their transition into their new educational provision.

⁴School Admissions Code 2012 – 7 Minimum Fair Access Criteria

- a) children from the criminal justice system or Pupil Referral Units who need to be reintegrated into mainstream education;
- b) children who have been out of education for two months or more;
- c) children of Gypsies, Roma, Travellers, refugees and asylum seekers;
- d) children who are homeless;
- e) children with unsupportive family backgrounds for whom a place has not been sought;
- f) children who are carers; and
- g) children with special educational needs, disabilities or medical conditions (but without a statement).

⁵ A ‘looked after child’ is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

- 4.4. The Inclusion Officer will determine if a pupil meets the Priority Pupils criteria (4.2). All pupils who meet the criteria will be considered as 'Priority Pupils' and background information (including a CAF or other relevant documentation) will be collated by Nottingham City Council. This information will be used to support any application to school and the pupil's subsequent admission. All schools and Academies participating in the protocol will ensure background information is shared without delay. If the pupil does not meet the above criteria, the application will be processed through the normal admissions procedures, however, if a place is not secured pupils may then be considered under point 7 above.
- 4.5. Pupils, who meet the above criteria, will be managed by the Inclusion Officer and consideration of a school place for Priority Pupils will be based on the school in their local area/catchment and the individual circumstances of the case. These cases will be brokered by the Local Authority with schools and admission authorities. However, if a resolution cannot be established a Primary Reintegration and Placement Panel will review the case and issue a decision. The decisions of the Primary Fair Access Protocol, for all schools, will be reported termly to Education Improvement Partnerships. In addition an annual report will be sent to the schools adjudicator.
- 4.6. Pupils who are considered through the normal admission round but are unable to secure a school placement may first be offered a mandatory offer through the School Admissions Team. However, if this cannot be arranged they will be considered as a Priority Pupil.
- 4.7. The 1998 School Standards and Framework Act determined that by September 2001, no infant child should be in a class above 30. The School Admissions Code states in paragraph 2.15 that:

2.15 Infant class size – Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) **must not** contain more than 30 pupils with a single school teacher. Additional children may be admitted under limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:

- children admitted outside the normal admissions round with statements of special educational needs specifying a school;
- looked after children and previously looked after children admitted outside the normal admissions round⁶;
- children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;
- children admitted after an independent appeals panel upholds an appeal;
- children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;
- children of UK service personnel admitted outside the normal admissions round;
- children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil;
- children with special educational needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school.

⁶ The School Admissions (Infant Class Sizes) (England) Regulations 2012. Previously looked after children are not excepted pupils for the purpose of these regulations until school year 2013/14.

Consideration will be given to the legal limit of class sizes in Key Stage 1. However, it may be necessary to admit pupils as exceptions through the Fair Access Protocol. If pupils do not meet one of the excepted pupil criteria, as stated in point 4.7 above, Priority Pupils will be given precedence for admission over others on a waiting list or awaiting an appeal.

4.8. Pupils transferring between City Schools and Academies in year 6 will be strongly discouraged.

5. Primary RAP Panel Meetings

5.1. If an admission can not be brokered directly with schools or Academies the Local Authority will arrange a Primary Reintegration and Placement Panel Meeting as outlined in section 4.5 above. There will generally be three panels (North, Central and South, although, these may adapt according to circumstance) which will be held by exception for pupils living in their catchment areas. The collective panel membership will use their expertise and knowledge to secure a decision for each individual pupil that is best for them. The Panel will need to balance between the pupil's needs and what school can best meet their needs, whilst ensuring that both are supported and that no school is asked to admit a disproportionate amount of pupils through the protocol, including consideration of Infant Class Sizes. All schools and Academies will support the decision of the panel.

5.2. Panel membership will consist of both school/Academy and support services representatives. All Panel members are responsible for arranging for an informed colleague to attend in their place should they be unable to attend. All professionals must come fully prepared with information pertaining to the individual cases to be discussed.

5.3. Schools and Academies will be represented by 3 head teachers from a maintained, Academy and Voluntary Aided Schools. School or Academy representatives will provide educational expertise and knowledge as well as represent an overall educational perspective for the City. Head Teacher representatives will be selected to represent the area schools. If pupils to be considered at the panel live near neighbouring panel borders, panel members may be selected from both panel areas to give an accurate representation of schools and local knowledge to secure appropriate education.

5.4. There will also be representatives from Support Services across Children and Families. They will be expected to represent their Service Area and provide relevant information about any involvement and support that can be offered.

5.5. The panel members will be provided with case information 5 working days before a panel meeting. Schools being considered for allocation will already have considered the case and expressed concerns in writing. However, they may inform their representative at least 2 working days prior to the meeting of any additional school information to be considered at the panel.

5.6. The core membership of the Primary RAP Panel will be (please see next page):

Core Members
Inclusion Officer (Chair) Support Services Representative(s) Denewood Learning Centre Representative Educational Welfare Officer Head Teacher Representatives (See table below)

Schools & Academies		
NORTH Panel	CENTRAL Panel	SOUTH Panel
1x City School 1x Academy 1x VA School	1x City School 1x Academy 1x VA School	1x City School 1x Academy 1x VA School
<ul style="list-style-type: none"> - AMBLESIDE PRIMARY - BULWELL ST. MARY'S CE VA PRIMARY - BURFORD PRIMARY - CANTRELL PRIMARY - CARRINGTON PRIMARY - CRABTREE FARM PRIMARY - GLADE HILL PRIMARY - HAYDN PRIMARY - HEATHFIELD PRIMARY - HEMPSHILL HALL PRIMARY - HENRY WHIPPLE PRIMARY - OLD BASFORD SCHOOL - OUR LADY OF PERPETUAL SUCCOUR C.V. ACADEMY - RISE PARK PRIMARY - ROBIN HOOD PRIMARY - ROSSLYN PARK PRIMARY - RUFFORD PRIMARY - SEELY PRIMARY - SNAPE WOOD PRIMARY - SOUTHGLADE PRIMARY - SOUTHWARK ACADEMY - SPRINGFIELD PRIMARY - ST. MARGARET CLITHEROW - STANSTEAD PRIMARY - WARREN PRIMARY ACADEMY - WESTGLADE PRIMARY - WHITEMOOR ACADEMY 	<ul style="list-style-type: none"> - BENTINCK PRIMARY - BERRIDGE PRIMARY - BROCKLEWOOD PRIMARY - CLAREMONT PRIMARY - DJANOGLY NORTHGATE ACADEMY - DUNKIRK PRIMARY - EDNA G OLDS ACADEMY - FERNWOOD PRIMARY - FIRBECK ACADEMY - FOREST FIELDS PRIMARY - GLENBROOK PRIMARY - JUBILEE L.E.A.D. ACADEMY - MELBURY PRIMARY - MELLERS PRIMARY - MIDDLETON PRIMARY - PORTLAND SPENCER ACADEMY - RADFORD PRIMARY ACADEMY - ROBERT SHAW PRIMARY - SCOTHOLME PRIMARY - DJANOGLY STRELLEY ACADEMY - SOUTHWOLD PRIMARY - ST TERESA'S C.V. ACADEMY - ST. MARY'S C.V. ACADEMY 	<ul style="list-style-type: none"> - BLESSED ROBERT C.V. ACADEMY - BLUE BELL HILL ACADEMY - DOVECOTE PRIMARY - EDALE RISE PRIMARY - GLAPTON ACADEMY - GREENFIELDS PRIMARY - HIGHBANK PRIMARY - HOGARTH PRIMARY - HUNTINGDON ACADEMY - THE MILFORD ACADEMY - NOTTINGHAM ACADEMY (PRIMARY) - OUR LADY & ST EDWARD'S C.V. ACADEMY - RIVERSIDE PRIMARY - SNEINTON ST. STEPHEN'S V.A. - SOUTH WILFORD ENDOWED CE AIDED - ST PATRICKS V.A. PRIMARY - ST. ANN'S WELL ACADEMY - ST. AUGUSTINES C.V. ACADEMY - SYCAMORE ACADEMY - WALTER HALLS PRIMARY - WELBECK PRIMAY - WHITEGATE PRIMARY - WILLIAM BOOTH PRIMARY - WINDMILL L.E.A.D ACADEMY

6. RAP Panel Meetings

- 6.1. Panel meetings will be held as required. It is hoped that all but extremely exceptional cases can be brokered and placed through the main protocol. However, if there are serious concerns about an admission a Panel will be arranged to consider these cases.
- 6.2. Key contextual information will be provided by all schools and academies necessary prior to the panel meeting. This will be collated by the Admissions and Exclusion Team. Additionally, RAP statistics will be provided on a termly basis and shared with schools.
- 6.3. The Inclusion Officer will inform the Headteacher or Principal of the allocated school within 24 hours in writing of the Panel meeting. The school or academy must admit the pupil within 10 working days of being informed. If the Panel agree that a multi-agency meeting take place before admission, schools will have 15 working days in which to admit the pupil.
- 6.4. Funding is secured through the Schools Forum for the administration of the Primary Fair Access Protocol. This figure is currently £80,000. This funding is secured to support Fair

Access pupils' integration back into education through, translation costs, assessments, purchasing support services and other inclusion strategies. Pupils are to be allocated funding relevant to their need. Education for pupils who have been permanently excluded will be provided by the appropriate Learning Centre (see section 7 below), and any costs recovered through agreed processes.

7. Learning Centre Reintegration

- 7.1. Within the City we are supported by two Learning Centres rated by Ofsted as 'Good' which support intervention within the City and educate permanently excluded pupils. Our Learning Centres work hard to identify pupils needs, address behaviour, attitudes and academic underperformance to try and raise achievement and reintegrate permanently excluded pupils back into mainstream education. Reintegration into another mainstream school/Academy is the right option for the majority of pupils.
- 7.2. Pupils will not usually be considered for reintegration into a mainstream school/Academy until their behavioural, social or emotional needs have been addressed and they are ready to return to a mainstream setting. The Executive Headteacher will identify and support pupils who are ready to reintegrate back into mainstream education from Denewood Learning Centre or Unity Learning Centre. This will be supported by background information about the pupil and their progress whilst at the learning centre. Permanently excluded pupils ready for reintegration, attending an alternative PRU/Learning Centre will be considered through the panel and a recommendation sought from the Headteacher regarding their readiness for reintegration.
- 7.3. Pupils who live in the City boundary who have been permanently excluded will normally be placed on the roll of either Denewood or Unity Learning Centre. Permanently excluded pupils who move into the City, who are not ready for mainstream education will attend a Learning Centre until they are ready to be reintegrated back to mainstream education.
- 7.4. All schools and Academies will take at least 1 reintegration pupil as required. Further reintegration pupils will be allocated through the panel and consideration will be given to the number of permanent exclusions issued by the school/Academy. Fair Access Protocols **must not** require a school/Academy to automatically take another child with challenging behaviour in the place of a child excluded from the school.
- 7.5. Reintegration placements should follow similar timelines to other panel pupils' admission. However, it is expected that the Denewood Learning Centre will continue to provide reintegration support for a specified period of time for any excluded pupils who are being reintegrated back into a mainstream school/Academy to ensure a smooth transition. Reintegration placements will be recorded and funded through the panel.

8. Other Key Documents

- 8.1. Other key documents are:
 - Going to School in Nottingham – Information about admissions
 - Schools Admissions Code – February 2012
 - Intervention Protocol – Denewood Learning Centre

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EXECUTIVE BOARD - 23 FEBRUARY 2016

Subject:	TREASURY MANAGEMENT 2016/17 STRATEGY		
Corporate Director(s)/ Director(s):	Glen O'Connell, Corporate Director for Resilience		
Portfolio Holder(s):	Councillor Graham Chapman, Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration		
Report author and contact details:	Geoff Walker, Director of Strategic Finance 0115 8764157 geoff.walker@nottinghamcity.gov.uk		
Key Decision	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Subject to call-in
			<input type="checkbox"/> Yes
			<input checked="" type="checkbox"/> No
Reasons:	<input type="checkbox"/> Expenditure	<input type="checkbox"/> Income	<input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision
			<input type="checkbox"/> Revenue
			<input type="checkbox"/> Capital
Significant impact on communities living or working in two or more wards in the City			<input type="checkbox"/> Yes
			<input checked="" type="checkbox"/> No
Total value of the decision: Nil			
Wards affected: All	Date of consultation with Portfolio Holder(s):		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input checked="" type="checkbox"/>
Schools			<input checked="" type="checkbox"/>
Planning and Housing			<input checked="" type="checkbox"/>
Community Services			<input checked="" type="checkbox"/>
Energy, Sustainability and Customer			<input checked="" type="checkbox"/>
Jobs, Growth and Transport			<input checked="" type="checkbox"/>
Adults, Health and Community Sector			<input checked="" type="checkbox"/>
Children, Early Intervention and Early Years			<input checked="" type="checkbox"/>
Leisure and Culture			<input checked="" type="checkbox"/>
Resources and Neighbourhood Regeneration			<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
This report sets out the Treasury Management and Investment strategies for 2016/17 including the debt repayment strategy and the associated Prudential Indicators shown within appendices to the strategy report.			
Exempt information:			
None			
Recommendation(s):			
<p>1 To endorse and recommend for approval by the City Council at its meeting on 7 March 2016 the overall Treasury Management Strategy for 2016/17 (Appendix 1), and, in particular:</p> <p>a. the strategy for debt repayment (Minimum Revenue Provision) in 2016/17 (Appendix 4);</p> <p>b. the Investment Strategy for 2016/17 (within Appendix 1);</p> <p>c. the prudential indicators and limits for 2015/16 to 2018/19 (Appendix 3);</p> <p>d. adopt the current Treasury Management Policy Statement (Appendix 5).</p>			

1 REASONS FOR RECOMMENDATIONS

- 1.1 Approval of a Treasury Management Strategy is a legal requirement, to comply with:
- Financial Regulations and the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management by submitting a policy and strategy statement for the ensuing financial year;
 - guidance issued by the Secretary of State under section 15(1) (a) of the Local Government Act 2003 in approving, at Council, an Annual Investment Strategy before 1 April;
 - guidance issued by the Secretary of State under the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 which requires the preparation of an annual statement of the Council's policy on making a Minimum Revenue Provision (MRP) for the repayment of debt.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Treasury management is a term used to describe the management of an organisation's borrowing, investments and other financial instruments, their associated risks and the pursuit of optimum performance or return consistent with those risks.
- 2.2 The treasury management function is governed by provisions set out under Part 1 of the Local Government Act 2003, whereby the Council must have regard to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice. The Council formally adopts the current requirements of these codes as part of its Treasury Management Policy Statement.
- 2.3 External advisors are retained to provide additional input on treasury management matters. The service provided includes economic and interest rate forecasting, advice on strategy, portfolio structure, debt restructuring, investment policy, creditworthiness, credit ratings and other counterparty criteria and technical assistance on other related matters, as required.
- 2.4 The Treasury Management and Investment Strategies will be considered by Audit Committee on 26 February 2016, as part of the scrutiny process required by the CIPFA Code of Practice.
- 2.5 Treasury Management and Investment Strategy 2016/17
- 2.5.1 The Treasury Management Strategy sets the strategic context, within the Council's planning cycle, for how treasury management activity will take place. The various aspects of the Strategy (i.e. treasury, investment and debt) are set out at Appendix 1. The objectives of the strategy are:
- to achieve the lowest net interest rate costs on the Council's external debt, whilst recognising the risk management implications;

- to protect the Medium Term Financial Plan (MTFP) from the unbudgeted financial impact of fluctuations in interest rates and to prevent the need for excessive borrowing in future years when rates may be unfavourable;
- to maintain the security and liquidity of external investments, and within those parameters, to seek to maximise the return on such investments;
- to manage the Council's cash flows such that sufficient cash is available to meet creditor and other requirements and to minimise the cash balance held in the Council's current bank account each day without incurring bank overdraft charges.

2.5.2 Department for Communities and Local Government (DCLG) guidance on local authority investments also requires an annual investment strategy to be in place before the financial year in which it applies. This is incorporated within the Treasury Management Strategy and sets out how investments will be managed to protect the Council's financial position and the value of funds invested, whilst ensuring that the returns obtained are appropriate, given the stated attitude to risk. The DCLG guidance reiterates security and liquidity as the primary objectives of a prudent investment policy. These are principles embraced by the Council.

2.6 Debt Repayment Strategy (Appendix 4)

2.6.1 Minimum Revenue Provision (MRP) arises because there is statutory requirement for local authorities to set aside some of their revenue resources as provision for reducing the underlying need to borrow (Capital Financing Requirement - CFR), i.e. the borrowing taken out in order to finance capital expenditure.

Since 1 April 2007, MRP requirements have been relaxed significantly and the set aside is no longer a prescribed amount. There is freedom for authorities to consider an annual profiling of MRP which best fits the prudent management of their own financial circumstances, providing they meet the basic test of "prudence" which is to repay debt over the life of the benefit or the period implied by the associated grant.

It is proposed that the methodology for calculating MRP on capital expenditure financed from borrowing prior to April 2007 is changed from the 'Regulatory Method' to a fixed, straight line method (equal instalment) over a period of up to 50 years commencing in 2016/17. Whilst it is acknowledged that this method is not specifically recommended in the Guidance for pre April 2007 debt, it is considered prudent by the Section 151 Officer.

The proposal to change the MRP policy was included in the public consultation on the council's budget proposals in January 2016 and no significant issues were raised to suggest there was not support for this proposal.

2.7 Prudential Indicators (Appendix 3)

2.7.1 The Prudential Code, issued by CIPFA and adopted formally by the Council, requires a series of Prudential Indicators (PIs) to be set and approved for the forthcoming and following two financial years. These financial indicators are

derived from proposed treasury management activity and provide insight into the financial impact of such activities.

2.7.2 Appendix 3 within the Treasury Management Strategy (Appendix 1) sets out the indicators for 2015/16 to 2018/19 that are expected to be generated by the proposed strategies. Explanatory notes for each PI are also provided.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 The approval of a Treasury Management Strategy is a legal requirement. The CLG Guidance and the CIPFA Code do not prescribe any particular treasury management strategy for local authorities to adopt. The Chief Financial Officer, having consulted the portfolio holder, believes that the proposed strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications can be found in Appendix 7.

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

4.1 Net treasury management expenditure comprises interest charges, interest receipts and a revenue provision for debt repayment. A proportion of the Council's debt relates to capital expenditure on council housing and from 1 April 2012 separate arrangements have been established for the HRA. The remaining costs are included within the treasury management section of the General Fund budget, although there remain a number of recharges between the General Fund and the HRA. Table 1 summarises the estimate for 2016/17:

TABLE 1: TREASURY MANAGEMENT - REVENUE BUDGET POSITION	
DESCRIPTION	BUDGET 2016/17 £m
External interest	28.033
Less: HRA interest	(12.351)
Debt repayment provision	31.545
General Fund expenditure	47.227
Investment interest	(0.463)
Prudential borrowing recharge	(1.557)
NET GENERAL FUND POSITION	45.207

4.2 The Treasury Management forecast outturn for 2015/16 is reflected within the Corporate Budget report elsewhere on this agenda.

4.3 The budget for 2016/17 is based on the financial implications of the various proposed strategies, as detailed in Appendix 1. The estimate of £45.207m is included within the Medium Term Financial Plan (MTFP).

4.4 The councils MTFP reflects the capital schemes within the approved capital program. The council has a number of schemes in development which will

significantly increase this programme to reflect the potential investment in the City Centre.

5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND INCLUDING LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)

- 5.1 Risk management plays a fundamental role in treasury activities, due to the value and nature of transactions involved. The management of specific treasury management risks is set out in the Manual of Treasury Management Practices and Procedures and a risk register is maintained for the treasury function.
- 5.2 The key strategic risk relating to treasury management is SR17 'Failure to protect the Council's investments'. The current rating for this risk is 4.86 (Likelihood = unlikely, Impact = moderate). Full details of the Risk Management Action Plan are provided in Appendix 6.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE)

- 6.1 Not applicable

7 SOCIAL VALUE CONSIDERATIONS

- 7.1 Not applicable

8 REGARD TO THE NHS CONSTITUTION

- 8.1 Not applicable

9 EQUALITY IMPACT ASSESSMENT (EIA)

- 9.1 An EIA is not needed as the report does not contain proposals for new or changing policies, services, or functions.

10 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)

- 10.1 PWLB records, working papers.

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

- 11.1 None

12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

- 12.1 Glyn Daykin, Finance Analyst Treasury Management, Tel: 0115 8763724, E-mail: glyn.daykin@nottinghamcity.gov.uk

NOTTINGHAM CITY COUNCIL

TREASURY MANAGEMENT STRATEGY 2016/17

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Executive Board 23 February 2016
Audit Committee 26 February 2016
City Council 7 March 2016

Introduction

In March 2012 the Council adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2011 Edition* (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year.

In addition, the Department for Communities and Local Government (CLG) issued revised *Guidance on Local Authority Investments* in March 2010 that requires the Council to approve an investment strategy before the start of each financial year.

This report fulfils the Council's legal obligation under the *Local Government Act 2003* to have regard to both the CIPFA Code and the CLG Guidance.

The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Council's treasury management strategy.

External Context

Economic background: Domestic demand has grown robustly, supported by sustained real income growth and a gradual decline in private sector savings. Low oil and commodity prices were a notable feature of 2015, and contributed to annual CPI inflation falling to 0.1% in November. Wages are growing at 2.4% a year, and the unemployment rate has dropped to 5.2%. Mortgage approvals have risen to over 70,000 a month and annual house price growth is around 4.5%. These factors have boosted consumer confidence, helping to underpin retail spending and hence GDP growth, which was 2.1% a year in the third quarter of 2015. Although speeches by the Bank of England's Monetary Policy Committee (MPC) members sent signals that some were willing to countenance higher interest rates, the MPC held policy rates at 0.5% for the 82nd consecutive month at its meeting in December 2015. Quantitative easing (QE) has been maintained at £375bn since July 2012.

The outcome of the UK general election, which was largely fought over the parties' approach to dealing with the deficit in the public finances, saw some big shifts in the political landscape and put the key issue of the UK's relationship with the EU at the heart of future politics. Uncertainty over the outcome of the forthcoming referendum could put downward pressure on UK GDP growth and interest rates.

China's growth has slowed and its economy is performing below expectations, reducing global demand for commodities and contributing to emerging market weakness. Financial markets have reacted extremely negatively on concerns that the Chinese slowdown will present a significant drag on global growth. US domestic growth has accelerated but the globally sensitive sectors of the US economy have slowed. Strong US labour market data and other economic indicators suggested recent global turbulence has not knocked the American recovery off course, although activity has weakened a little. The Federal Reserve raised policy rates at its meeting in December as expected, but

accompanying statements suggested that the tightening cycle will be gradual and very much data dependent. In contrast, the European Central Bank finally embarked on QE in 2015 to counter the perils of deflation and undertook further monetary easing late in the year.

Credit outlook: The varying fortunes of different parts of the global economy are reflected in market indicators of credit risk. UK Banks operating in the Far East and parts of mainland Europe have seen their perceived risk increase, while those with a more domestic focus continue to show improvement. The sale of most of the government's stake in Lloyds and the first sale of its shares in RBS have generally been seen as credit positive.

Bail-in legislation, which ensures that large investors including local authorities will rescue failing banks instead of taxpayers in the future, has now been fully implemented in the UK, USA and Germany. The rest of the European Union will follow suit in January 2016, while Australia and Switzerland are well advanced with their own plans. Meanwhile, changes to the UK Financial Services Compensation Scheme and similar European schemes in July 2015 mean that most private sector investors are now partially or fully exempt from contributing to a bail-in. The credit risk associated with making unsecured bank deposits has therefore increased relative to the risk of other investment options available to the Authority; returns from cash deposits however remain stubbornly low.

Interest rate forecast: The Authority's treasury advisor Arlingclose projects the first 0.25% increase in UK Bank Rate in the third quarter of 2016, rising by 0.5% a year thereafter, finally settling at or below 2% several years' time. Persistently low inflation, subdued global growth and potential concerns over the UK's position in Europe mean that the risks to this forecast are weighted towards the downside.

A shallow upward path for medium term gilt yields is forecast, as continuing concerns about the Eurozone, emerging markets and other geo-political events weigh on risk appetite, while inflation expectations remain subdued. Arlingclose projects the 10 year gilt yield to rise from its current 1.8% level by around 0.3% a year. The uncertainties surrounding both the timing of UK and US interest rate rises, and the fallout from slower Chinese growth are likely to prompt short-term volatility in gilt yields.

A more detailed economic and interest rate forecast provided by the Arlingclose is attached at Appendix 2.

For the purpose of setting the budget, it has been assumed that new investments will be made at an average rate of 0.80%, and that new long-term loans will be borrowed at an average rate of 3.50%.

Local Context

The Council currently has £698.6m of borrowing and £110.0m of investments. This is set out in further detail at Appendix 9. Forecast changes in these sums and the estimated future borrowing requirement are shown in the balance sheet analysis in table 1 below.

Table 1: Balance Sheet Summary and Forecast

	31.3.15 Actual £m	31.3.16 Estimate £m	31.3.17 Estimate £m	31.3.18 Estimate £m	31.3.19 Estimate £m
General Fund CFR	679.4	938.2	1036.8	1087.5	1051.1
HRA CFR	281.3	280.8	284.2	284.8	292.0
Total CFR	960.7	1219.0	1321.0	1372.3	1343.1
Less: Other debt liabilities *	-103.5	-236.3	-226.0	-216.2	-208.7
Borrowing CFR	857.2	982.7	1095.0	1156.1	1134.4
Less: External borrowing **	688.9	673.8	658.3	642.4	608.0
Internal borrowing	168.3	308.9	436.7	513.7	526.4
Less: Usable reserves	-250.9	-251.4	-212.5	-204.2	-201.6
Less: Working capital	-133.5	-133.5	-133.5	-133.5	-133.5
Investments or (New borrowing)	216.1	76.0	-90.7	-176.0	-191.3

* finance leases and PFI liabilities that form part of the Council's debt

** shows only loans to which the Council is committed and excludes optional refinancing

The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. The Council's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing, subject to holding a minimum investment balance of £30m.

The Council has an increasing CFR due to the capital programme, and a reducing amount of investments and will therefore be required to borrow up to £191.3m over the forecast period.

The 2014/15 investments include £100m raised from the Public Works Loan Board (PWLB) in 2012/13 to finance a required capital contribution for the Nottingham Express Transit (NET) Phase 2 scheme. This borrowing was raised in advance of need, to take advantage of low interest rates and the cash was expended in August 2015.

CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Council's total debt should be lower than its highest forecast CFR over the next three years. Table 1 shows that the Council expects to comply with this recommendation during 2016/17.

Borrowing Strategy

The Council currently holds £698.6m of loans (excluding £238.9m PFI debt), an increase of £9.7m on the previous year, as part of its strategy for funding previous years' capital programmes. The balance sheet forecast in table 1 shows that the Council expects to borrow up to £90.7m in 2016/17. The Council may also commit to borrow additional sums at fixed rates to pre-fund future years' requirements, to reduce its level of internal borrowing or for additional capital schemes that are not yet in the capital program approval providing this does not exceed the authorised limit for borrowing of £1,081 million.

Objectives: The Council's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.

Strategy: Given the significant cuts to public expenditure and in particular to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. Borrowing decisions are also influenced not only by the absolute level of borrowing rates but also the relationship between short and long-term interest rates in order to achieve best value for money for the Council.

There are short term cost benefits in using internal resources or to borrow short-term loans for some of the council's overall borrowing requirement.

By doing so, the Council is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of short-term/internal borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose will assist the Council with this 'cost of carry' and breakeven analysis. Its output may determine the amount that the Council borrows at long-term fixed rates in 2016/17 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

The Council may arrange forward starting loans during 2016/17, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

In addition, the Council may borrow short-term loans (normally for up to one month) to cover unexpected cash flow shortages.

Sources: The approved sources of long-term and short-term borrowing are:

- Public Works Loan Board (PWLB) and its successor body
- any institution approved for investments (see below)

- any other bank or building society authorised to operate in the UK
- UK public and private sector pension funds (except Nottinghamshire County Council Pension Fund)
- capital market bond investors
- UK Municipal Bonds Agency plc and other special purpose companies created to enable local authority bond issues

In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:

- operating and finance leases
- hire purchase
- Private Finance Initiative
- sale and leaseback

The Council has previously raised the majority of its long-term borrowing from the PWLB but it continues to investigate other sources of finance, such as the European Investment Bank (EIB), local authority loans and bank loans, that may be available at more favourable rates. The Council may also look to do a formal funding selection exercise via Arlingclose that will seek proposals from a wide range of banks and organisations that are interested in lending to local authorities.

European Investment Bank (EIB): The EIB is the world's largest multilateral development bank. The Bank is a not for profit institution and has a relatively low cost of funding which now represents an attractive funding source for authorities with a sufficiently large capital programme. The product range allows a more sophisticated approach to risk management incorporating forward starting loans, sculpted repayment profiles and a mix of fixed and floating rate debt can be utilised to complement the existing debt portfolio.

LGA Bond Agency: UK Municipal Bonds Agency plc was established in 2014 by the Local Government Association as an alternative to the PWLB. It plans to issue bonds on the capital markets and lend the proceeds to local authorities. This will be a more complicated source of finance than the PWLB for two reasons: borrowing authorities may be required to provide bond investors with a joint and several guarantee over the very small risk that other local authority borrowers default on their loans; and there will be a lead time of several months between committing to borrow and knowing the interest rate payable. Any decision to borrow from the Agency will therefore be the subject of a separate report.

LOBOs: The Council holds £49m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate as set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. £34m of these LOBOS have options during 2016/17, and although the Council understands that lenders are unlikely to exercise their options in the current low interest rate environment, there remains an element of refinancing risk. The Council will take the option to repay LOBO loans at no cost if it has the opportunity to do so.

Short-term and Variable Rate loans: These loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the limit on the net exposure to variable interest rates in the treasury management indicators below.

Debt Rescheduling: The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk.

Forward Starting Loans: In order to minimise the risk of the uncertainty of future interest rates, we will consider the use of 'Forward Starting loans' to fix the rate of interest for a specific loan where the cash will be taken at a set future date. These will be considered where it clearly demonstrates a reduction in the overall financial risk the council is exposed to commensurate to the financial impact of the deal.

Investment Strategy

The Council holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. In the past 12 months, the Council's investment balance has ranged between £91m and £258m, but investment balances are expected to continue to reduce towards a minimum balance of £30m in the forthcoming year as surplus cash will continue to be used to meet borrowing requirements.

Objectives: Both the CIPFA Code and the CLG Guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk receiving unsuitably low investment income.

Strategy: Given the increasing risk and continued low returns from short-term unsecured bank investments, the Council aims to avoid credit risk by further reducing the balances invested and then to diversify into more secure asset classes during 2016/17. Around 60% of the Council's surplus cash is currently invested in short-term unsecured bank deposits, certificates of deposit and money market funds. This further diversification will therefore represent a continuation of the new strategy adopted in 2015/16.

Approved Counterparties: The Council may invest its surplus funds with any of the counterparty types in table 2 below, subject to the cash limits (per counterparty) and the time limits shown.

Table 2: Approved Investment Counterparties and Limits

Credit Rating	Banks Unsecured	Banks Secured	Government	Registered Providers
UK Govt	n/a	n/a	£ Unlimited 50 years	n/a
AAA	£10m 5 years	£15m 20 years	£15m 50 years	£10m 20 years
AA+	£10m 5 years	£15m 10 years	£15m 25 years	£10m 10 years
AA	£10m 4 years	£15m 5 years	£15m 15 years	£10m 10 years
AA-	£10m 3 years	£15m 4 years	£15m 10 years	£10m 10 years
A+	£10m 2 years	£15m 3 years	£15m 5 years	£10m 5 years
A	£10m 13 months	£15m 2 years	£15m 5 years	£10m 5 years
A-	£10m 6 months	£15m 13 months	£15m 5 years	£10m 5 years
None	n/a	n/a	£15m 25 years	n/a
Pooled funds	£10m per fund			

This table must be read in conjunction with the notes below:-

Lloyds Bank: The Council's own bank, will be subject to the limits in table 2 for investment balances, but also accommodate necessary short-term cash management balances for periods of up to 4 days with no maximum sum.

Credit Rating: Investment decisions are made by reference to the lowest published long-term credit rating from Fitch, Moody's or Standard & Poor's. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used.

Banks Unsecured: Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail.

Banks Secured: Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the highest of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

Government: Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is an insignificant risk of insolvency. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

Registered Providers: Loans and bonds issued by, guaranteed by or secured on the assets of Registered Providers of Social Housing, formerly known as Housing Associations. These bodies are tightly regulated by the Homes and Communities Agency and, as providers of public services, they retain a high likelihood of receiving government support if needed.

Pooled Funds: Shares in diversified investment vehicles consisting of the any of the above investment types, plus corporate bonds, commercial paper, equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short-term Money Market Funds that offer same-day liquidity and very low or no volatility will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.

Bond, equity and property funds offer enhanced returns over the longer term, but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

Risk Assessment and Credit Ratings: Credit ratings are obtained and monitored by the Council's treasury advisers, who will notify changes in ratings as they occur. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:

- no new investments will be made,
- any existing investments that can be recalled or sold at no cost will be, and full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.

Other Information on the Security of Investments: The Council understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests,

including credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may meet the credit rating criteria.

When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008 and 2011, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Council’s cash balances, then the surplus will be deposited with the UK Government, via the Debt Management Office or invested in government treasury bills for example, or with other local authorities. This will cause a reduction in the level of investment income earned, but will protect the principal sum invested.

Specified Investments: The CLG Guidance defines specified investments as those:

- denominated in pound sterling,
- due to be repaid within 12 months of arrangement,
- not defined as capital expenditure by legislation, and
- invested with one of:
 - the UK Government,
 - a UK local authority, parish council or community council, or
 - a body or investment scheme of “high credit quality”.

The Council defines “high credit quality” organisations and securities as those having a credit rating of A- or higher that are domiciled in the UK or a foreign country with a sovereign rating of AA+ or higher. For money market funds and other pooled funds “high credit quality” is defined as those having a credit rating of A- or higher.

Non-specified Investments: Any investment not meeting the definition of a specified investment is classed as non-specified. The Council does not intend to make any investments denominated in foreign currencies, nor any that are defined as capital expenditure by legislation, such as company shares. Non-specified investments will therefore be limited to long-term investments, i.e. those that are due to mature 12 months or longer from the date of arrangement, and investments with bodies and schemes not meeting the definition on high credit quality. Limits on non-specified investments are shown in table 3 below.

Table 3: Non-Specified Investment Limits

	Cash limit
Total long-term investments	£50m
Total investments without credit ratings or rated below A-	£10m

Total investments (except pooled funds) with institutions domiciled in foreign countries rated below AA+	£10m
Total non-specified investments	£50m

Investment Limits: The Council's revenue reserves available to cover investment losses are forecast to be c.£161 million on 31st March 2016. In order that no more than 10% of available reserves will be put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £15 million. A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

Table 4: Investment Limits

	Cash limit
Any single organisation, except the UK Central Government	£15m each
UK Central Government	unlimited
Any group of organisations under the same ownership	£15m per group
Any group of pooled funds under the same management	£30m per manager
Negotiable instruments held in a broker's nominee account	£75m per broker
Foreign countries	£20m per country
Registered Providers	£30m in total
Unsecured investments with Building Societies	£30m in total
Money Market Funds	£75m in total

Other Items

There are a number of additional items that the Council is obliged by CIPFA or CLG to include in its Treasury Management Strategy.

Liquidity Management: The Council uses purpose-built cash flow forecasting software to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis, with receipts underestimated and payments over-estimated to minimise the risk of the Council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Council's medium term financial plan and cash flow forecast.

Policy on Use of Financial Derivatives: Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk (e.g. LOBO loans and callable deposits). The general power of competence in Section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.

Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria. The current value of any amount due from a derivative counterparty will count against the counterparty credit limit and the relevant foreign country limit.

Policy on Apportioning Interest to the HRA: On 1st April 2012, the Council notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other. Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account. Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (adjusted for HRA balance sheet resources available for investment) will result in a notional cash balance which may be positive or negative. This balance will be measured and interest transferred between the General Fund and HRA at the average 3 month UK Government Treasury Bill interest rate to reflect a credit risk free return.

Investment Training: The needs of the Council's treasury management staff for training in investment management are assessed as part of the staff appraisal process, and additionally when the responsibilities of individual members of staff change.

Staff regularly attend training courses, seminars and conferences provided by Arlingclose and CIPFA. Relevant staff are also encouraged to study professional qualifications from CIPFA, the Association of Corporate Treasurers and other appropriate organisations.

Investment Advisers: The Council has appointed Arlingclose Limited as treasury management advisers and receives specific advice on investment, debt and capital finance issues. The current contract is due to expire in March 2017 and so during 2016/17 the council will seek to go through a re-tender exercise for future services.

Investment of Money Borrowed in Advance of Need: The Council may, from time to time, borrow in advance of need, where this is expected to provide the best long term value for money. Since amounts borrowed will be invested until spent, the Council is aware that it will be exposed to the risk of loss of the borrowed sums, and the risk that investment and borrowing interest rates may change in the intervening period. Consideration will be given to the use of forward starting loans as an alternative where appropriate. These risks will be managed as part of the Council's overall management of its treasury risks. The total amount borrowed will not exceed the authorised borrowing limit of £1,081 million. The maximum period between borrowing and expenditure is expected to be two years, although the Council is not required to link particular loans with particular items of expenditure.

Management of Risk: Risk management plays a fundamental role in treasury activities, due to the value and nature of transactions involved. Appendix 6 details the specific risks identified in respect of treasury management within the Council and the adopted Risk Management Action Plan. This Plan is reviewed at regular intervals at meetings of the Treasury Management Panel.

Arlingclose Economic & Interest Rate Forecast December 2015

Underlying assumptions: Underlying assumptions:

- The global economy is facing a period of slower growth, as China reorients slowly towards domestic demand. Lower demand for raw materials will depress growth in mainly developing countries where extraction is the primary industry and countries particularly reliant on exports will also face more challenging conditions.
- Countries with stronger domestic demand, such as the UK and US, will be able to weather a temporary global slowdown, helped by lower commodity prices. However, persistently slower growth will have economic repercussions for these countries.
- Additional US monetary policy tightening will be gradual and not pre-planned. The US economy will absorb the rise in interest rates without choking off growth.
- UK economic growth will slow further but remain within the long term trend range. Economic growth softened in Q3 2015 but remained reasonably robust at 2.3% year-on-year.
- Inflation is currently very low and will likely remain so over the next 12 months, on the back of low commodity prices and expectations that UK monetary policy will be tightened (strengthening sterling). The CPI rate will rise towards the end of 2016.
- Domestic demand is key for UK growth. Household spending has been and will remain the key driver of GDP growth through 2016. Consumption will continue to be supported by real wage and disposable income growth.
- On the back of strong consumption, business investment has strengthened, which should drive some productivity growth. However the outlook for business investment may be tempered by the looming EU referendum, increasing uncertainties surrounding global growth and recent financial market shocks.
- Annual average earnings growth was 2.4% (including bonuses) in the three months to October. With low inflation, real earnings and income growth continue to run at relatively strong levels and could feed directly into unit labour costs and households' disposable income. Improving productivity growth should support pay growth in the medium term and may alleviate the wage pressure on companies. The development of wage growth is one of the factors being closely monitored by the MPC.
- Longer term rates will be tempered by international uncertainties and weaker global inflation pressures.

Forecast:

- We have maintained our projection for the first rise in Bank Rate in Q3 2016. Risks remain weighted to the downside. We project a slow rise in Bank Rate. The appropriate level for Bank Rate will be lower than the previous norm and will be between 2 and 3%.

- We project medium term gilt yields on a shallow upward path in the medium term, with interest rate and inflation expectations remaining subdued.
- The uncertainties surrounding UK and US monetary policy, and global growth weakness, are likely to continue to prompt short term volatility in gilt yields.

	Dec-15	Mar-16	Jun-16	Sep-16	Dec-16	Mar-17	Jun-17	Sep-17	Dec-17	Mar-18	Jun-18	Sep-18	Dec-18
Official Bank Rate													
Upside risk		0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.50
Arlingclose Central Case	0.50	0.50	0.50	0.75	0.75	1.00	1.00	1.25	1.25	1.50	1.50	1.75	1.75
Downside risk				-0.25	-0.25	-0.50	-0.50	-0.75	-0.75	-1.00	-1.00	-1.25	-1.25
3-month LIBID rate													
Upside risk	0.20	0.30	0.30	0.30	0.35	0.35	0.35	0.35	0.40	0.40	0.40	0.40	0.40
Arlingclose Central Case	0.55	0.60	0.70	0.80	0.95	1.05	1.15	1.30	1.40	1.55	1.65	1.80	1.85
Downside risk		-0.20	-0.30	-0.45	-0.55	-0.65	-0.80	-0.90	-1.05	-1.10	-1.20	-1.20	-1.20
1-yr LIBID rate													
Upside risk	0.25	0.35	0.35	0.35	0.40	0.40	0.40	0.40	0.45	0.45	0.45	0.45	0.45
Arlingclose Central Case	1.10	1.20	1.35	1.45	1.55	1.70	1.80	1.95	2.00	2.10	2.15	2.15	2.15
Downside risk	-0.15	-0.25	-0.35	-0.50	-0.60	-0.70	-0.85	-0.95	-1.10	-1.15	-1.25	-1.25	-1.25
5-yr gilt yield													
Upside risk	0.40	0.50	0.50	0.50	0.55	0.55	0.55	0.55	0.60	0.60	0.60	0.60	0.60
Arlingclose Central Case	1.50	1.55	1.60	1.70	1.80	1.90	2.00	2.10	2.20	2.25	2.30	2.35	2.35
Downside risk	-0.35	-0.45	-0.55	-0.60	-0.70	-0.80	-0.90	-1.00	-1.10	-1.15	-1.20	-1.25	-1.25
10-yr gilt yield													
Upside risk	0.40	0.50	0.50	0.50	0.55	0.55	0.55	0.55	0.60	0.60	0.60	0.60	0.60
Arlingclose Central Case	2.00	2.05	2.10	2.20	2.30	2.40	2.50	2.60	2.65	2.70	2.75	2.80	2.80
Downside risk	-0.35	-0.45	-0.55	-0.60	-0.70	-0.80	-0.90	-1.00	-1.10	-1.15	-1.20	-1.25	-1.25
20-yr gilt yield													
Upside risk	0.40	0.50	0.50	0.50	0.55	0.55	0.55	0.55	0.60	0.60	0.60	0.60	0.60
Arlingclose Central Case	2.45	2.50	2.55	2.55	2.60	2.65	2.70	2.75	2.80	2.85	2.90	2.95	2.95
Downside risk	-0.30	-0.40	-0.50	-0.55	-0.65	-0.75	-0.85	-0.95	-1.05	-1.10	-1.15	-1.20	-1.20
50-yr gilt yield													
Upside risk	0.40	0.50	0.50	0.50	0.55	0.55	0.55	0.55	0.60	0.60	0.60	0.60	0.60
Arlingclose Central Case	2.45	2.50	2.55	2.60	2.65	2.70	2.75	2.80	2.85	2.90	2.95	3.00	3.00
Downside risk	-0.25	-0.35	-0.45	-0.50	-0.60	-0.70	-0.80	-0.90	-1.00	-1.05	-1.10	-1.15	-1.15

Appendix 3

PRUDENTIAL INDICATORS 2014/15 – 2018/19					
	2014/15 Act £m	2015/16 Est £m	2016/17 Est £m	2017/18 Est £m	2018/19 Est £m
1. PRUDENCE INDICATORS					
i) Capital Expenditure					
General Fund	123.5	249.9	194.7	134.7	37.0
HRA	60.0	54.6	74.2	50.2	40.2
	183.5	304.5	268.9	184.9	77.2
ii) CFR at 31 March					
General Fund	576.2	701.9	810.9	871.3	842.4
HRA	281.3	280.8	284.2	284.8	292.0
PFI-related debt	103.2	236.3	226.0	216.2	208.7
	960.7	1,219.0	1,321.1	1,372.3	1343.1
iii) External Debt at 31 March					
Borrowing	688.0	680.7	755.2	819.3	815.0
Other (PFI debt)	103.2	236.3	226.0	216.2	208.7
Gross debt	791.2	917.0	981.2	1035.5	1,023.7
2. AFFORDABILITY INDICATORS					
i) Ratio of financing costs to net revenue stream					
General Fund		14.62%	14.61%	18.91%	19.03%
HRA		11.90%	12.02%	12.23%	12.71%
ii) Impact of capital investment decisions			£s	£s	£s
Council Tax Band D (per annum)			16.38	47.65	40.01
HRA rent (per week)			0.05	0.23	0.19
iii) Authorised limit for external debt		£m	£m	£m	£m
iv) Operational Boundary for ext. debt		1,091.6	1,081.2	1,135.5	1,123.7
v) HRA limit on indebtedness		1,041.6	1,041.2	1,095.5	1,083.7
HRA CFR		280.8	284.2	284.8	292.0
HRA Debt Cap (CLG prescribed)		319.8	319.8	319.8	319.8
Difference - headroom		39.0	35.5	35.0	27.8
3. TREASURY MANAGEMENT INDICATORS					
i) Upper limit on variable interest rate exposure	-97.1	250.0	250.0	250.0	250.0
ii) Upper limit on fixed interest rate exposure	571.2	800.0	800.0	800.0	800.0
iii) Fixed Debt maturity structure					
- under 12 months	8%	0-25%	0-25%	0-25%	0-25%
- 12 months to 2 years	3%	0-25%	0-25%	0-25%	0-25%
- 2 to 5 years	10%	0-25%	0-25%	0-25%	0-25%
- 5 to 10 years	19%	0-50%	0-50%	0-50%	0-50%
- 10 to 25 years	35%	0-50%	0-50%	0-50%	0-50%
- 25 to 40 years	22%	0-25%	0-25%	0-25%	0-25%
- 40 years and above	3%	0-75%	0-75%	0-75%	0-75%
iv) Sums invested for >364 days					
- in-house limit	£10.0m	£50m	£50m	£20m	£20m
v) Adoption of the CIPFA Code of Practice for Treasury Management	YES				
vi) Credit risk	Provided in Appendix 1,				

NOTES TO THE SCHEDULE OF PRUDENTIAL INDICATORS

1) Prudence Indicators

- i) *'Estimate of total capital expenditure'* – a “reasonable” estimate of total capital expenditure to be incurred in the next 3 financial years, split between the General Fund and the HRA.
 - This estimate takes into account the current approved asset management and capital investment strategies.
- ii) *'Capital financing requirement' (CFR)* – this figure constitutes the aggregate amount of capital spending which has not yet been financed by capital receipts, capital grants or contributions from revenue, and represents the underlying need to borrow money long-term. An actual figure at 31 March each year is required, together with estimates for the next three financial years.
 - This approximates to the previous Credit Ceiling calculation and provides an indication of the total long-term debt requirement.
 - The figure includes an estimation of the total debt brought 'on-balance sheet' in respect of PFI schemes and finance leases.
- iii) *'External debt'* - the actual level of gross borrowing (plus other long-term liabilities, including the notional debt relating to on-balance sheet PFI schemes and leases) calculated from the balance sheet, with estimates for the next three financial years.

2) Affordability Indicators

- i) *'Ratio of financing costs to net revenue stream'* – expresses the revenue costs of the Council's borrowing (interest payments and provision for repayment) as a percentage of the total sum to be raised from government grants, business rates, council and other taxes (General Fund) and rent income (HRA). From 1 April 2012, the General fund income figure includes revenue raised from the Workplace Parking Levy.
 - These indicators show the impact of borrowing on the revenue accounts and enable a comparison between years to be made. The increase in the General Fund ratio reflects the falling grant from government and the impact of existing and proposed capital expenditure.
- ii) *'Incremental impact of capital investment decisions'* – expresses the revenue consequences of future capital spending plans to be met from unsupported borrowing and not financed from existing budget provision, on both the level of council tax and weekly housing rents.
 - This is a key indicator, which provides a direct link between the capital programme and revenue budget and enables the revenue impact of additional unsupported capital investment to be understood.
- iii) *'Authorised limit for external debt'* – this represents the maximum amount that may be borrowed at any point during the year. An estimate for the next three financial years is required.

- This figure allows for the possibility that borrowing for capital purposes may be undertaken early in the year, with a further sum to reflect any temporary borrowing as a result of adverse cash flow. This represents a 'worst case' scenario.
- iv) *'Operating boundary for external debt'* – this indicator is a working limit and represents the highest level of borrowing is expected to be reached at any time during the year - It is recognised that this operational boundary may be breached in exceptional circumstances.
 - v) *'HRA limit on indebtedness'* – from 1 April 2012, a separate debt portfolio has been established for the HRA. The CLG have imposed a 'cap' on the maximum level of debt for individual authorities and the difference between this limit and the actual HRA CFR represents the headroom available for future new borrowing.

3) **Treasury Management Indicators**

- i) *'Upper limit on variable interest rate exposure'* - is set to control the Authority's exposure to interest rate risk. The upper limits on variable rate interest rate exposures, expressed as the amount of net principal borrowed for the next three financial years are required.
 - A high level of variable rate debt presents a risk from increases in interest rates. This figure represents the maximum permitted exposure to such debt.
- ii) *'Upper limit on fixed interest rate exposure'* - is set to control the Authority's exposure to interest rate risk. The upper limits on fixed interest rate exposures, expressed as the amount of net principal borrowed for the next three financial years are required.
 - Fixed rate borrowing provides certainty for future interest costs, regardless of movements in interest rates.
- iii) *'Upper and lower limits with respect to the maturity structure of the Council's borrowing'* – this shows the amount of fixed rate borrowing maturing in each period, expressed as a percentage of total fixed rate borrowing.
 - This indicator is designed to be a control over having large amounts of fixed rate debt falling to be replaced at the same time.
- iv) *'Total sums invested for periods of greater than 364 days'* – a limit on investments for periods longer than 1 year. A three-year estimate is required.
 - This indicator is designed to protect the liquidity of investments, ensuring that large proportions of the cash reserves are not invested for long periods.
- v) *'The adoption of the CIPFA Code of Practice for Treasury Management in the Public Services'*. This is not a numerical indicator, but a statement of good practice.

- The Council adopted the Code on 18 February 2002. Revised Codes, issued in 2009 and 2011, have subsequently been incorporated within the Council's strategy and procedures.
- vi) *Credit risk* – The Council monitors a range of factors to manage credit risk, detailed in its annual Treasury Management Strategy.

Annual Minimum Revenue Provision Statement 2016/17

Where the Council finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The Local Government Act 2003 requires the Council to have regard to the Department for Communities and Local Government's *Guidance on Minimum Revenue Provision* (the CLG Guidance) most recently issued in 2012.

The broad aim of the CLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

The CLG Guidance requires the Council to approve an Annual MRP Statement each year, and recommends a number of options for calculating a prudent amount of MRP. The following statement only incorporates options recommended in the Guidance as well as locally determined prudent methods.

- For capital expenditure incurred before 2007/08, and for supported capital expenditure incurred on or after that date, MRP policy will be to charge 2% of the balance at 31 March 2016 on a straight line basis so the whole debt is repaid after 50 years. Starting in 2016/17 this represents a prudent adaptation to Option 1 in the guidance.
- For unsupported capital expenditure incurred after 2007/08, MRP will be determined by charging the expenditure over the expected useful life of the relevant assets in equal instalments or as the principal repayment on an annuity, starting in the year after the asset becomes operational. MRP on purchases of freehold land will be charged over 50 years. MRP on expenditure not related to fixed assets but which has been capitalised by regulation or direction will be charged over 20 years. (*Option 3 in the guidance*)
- For assets acquired by finance leases or the Private Finance Initiative, MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.
- Where loans are made to other bodies for their capital expenditure, MRP will be charged in line with the principal repayment profile in the 3rd party agreement.
- No MRP will be charged in respect of assets held within the Housing Revenue Account.

- Voluntary MRP may be made at the discretion of the Director of Finance.
- Capital receipts maybe voluntarily set-aside to clear debt and replace with future prudential borrowing to temporarily reduce the MRP charge. This use of capital receipts will be at the discretion of the Director of Finance.

Capital expenditure incurred during 2016/17 will not be subject to a MRP charge until 2017/18.

NOTTINGHAM CITY COUNCIL TREASURY MANAGEMENT POLICY STATEMENT

The following treasury management policy statement was formally adopted by the City Council on 5 March 2012.

1. INTRODUCTION AND BACKGROUND

1.1 The Council adopts the key recommendations of CIPFA's Treasury Management in the Public Services: Code of Practice (the Code), as described in Section 5 of the Code.

1.2 Accordingly, the Council will create and maintain, as the cornerstones for effective treasury management:-

- A treasury management policy statement, stating the policies, objectives and approach to risk management of its treasury management activities
- Suitable treasury management practices (TMPs), setting out the manner in which the Council will seek to achieve those policies and objectives, and prescribing how it will manage and control those activities.

1.3 The Council (i.e. full Council) will receive reports on its treasury management policies, practices and activities including, as a minimum, an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close, in the form prescribed in its TMPs.

1.4 The Council delegates responsibility for the implementation and monitoring of its treasury management policies and practices to Executive Board and for the execution and administration of treasury management decisions to the Chief Financial Officer, who will act in accordance with the organisation's policy statement and TMPs and CIPFA's Standard of Professional Practice on Treasury Management.

1.5 The Council nominates Audit Committee to be responsible for ensuring effective scrutiny of the treasury management strategy and policies.

2. POLICIES AND OBJECTIVES OF TREASURY MANAGEMENT ACTIVITIES

2.1 The Council defines its treasury management activities as:

"The management of the Council's investments and cash flows, its banking, money market and capital market transactions; the effective control of the

risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

2.2 This Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation, and any financial instruments entered into to manage these risks.

2.3 This Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable performance measurement techniques, within the context of effective risk management.”

2.4 The Council’s borrowing will be affordable, sustainable and prudent and consideration will be given to the management of interest rate risk and refinancing risk. The source from which the borrowing is taken and the type of borrowing should allow the Council transparency and control over its debt.

2.5 The Council’s primary objective in relation to investments remains the security of capital. The liquidity or accessibility of the Council’s investments followed by the yield earned on investments remain important but are secondary considerations.

Risk Management Action Plan (RMAP)

Likelihood	
1	Remote
2	Unlikely
3	Possible
4	Likely
5	Almost Certain

Likelihood (L)	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	Impact (I)					

Impact	
1	Negligible
2	Minor
3	Moderate
4	Major
5	Catastrophic



Summary Business Risk: SRR17 – Failure to protect the Council’s investments			
Page 89	Owned by: DCEX/CD - Resources	Completed by: DCEX/CD – Resources and Treasury Management Panel	Completed: November 2015
			Next Review: February 2016
	Prevailing Summary risk Threat Level (Lxl)	4.86 (average) (2.00 x 2.43)	Target summary Risk Threat Level
			3.47 (average) (1.43 x 2.43)
	Summary risk mitigation effectiveness (Effective, yet to secure improvement, may not be enough)	Effective	
Risks under risk management:			
Risk Ref:	Description	Current Risk Rating Score (Lxl)	Target Risk Rating Score (Lxl)
1	Inappropriate investment strategy (TMP 1.1, 1.2, 1.3, 1.8, 3, 4 & 11)	1 x 4 = 4	1 x 3 = 3
2	Inappropriate borrowing strategy (TMP 1.2, 1.3, 1.5 & 1.8)	3 x 1 = 3	3 x 1 = 3
3	Revenue implications of capital program not accurately reflected in the MTFP (TMP 7)	3 x 3 = 9	1 x 3 = 3
4	MRP Policy is Inappropriate (TMP 7)	2 x 2 = 4	1 x 3 = 3
5	Poor cash management (TMP 1.2, 1. 8)	1 x 3 = 3	1 x 3 = 3
6	Colleague fraud (TMP 1.7 & 5)	2 x 2 = 4	1 x 2 = 2
7	Failure to comply with CIPFA Code of Practice and/or respond to changes in relevant legislation (TMP 1.6)	2 x 2 = 4	2 x 2 = 4

Current Management Action / Controls Acting on Risk? Delete as applicable: Some								
Risk Ref.	Current Management/actions in place	Adequacy of action/control to mitigate risk	Additional management action/ controls	Responsibility for additional action		Critical success factors of additional actions	Key Dates	
				CD	D/ HoS		Additional controls complete	Progress review frequency
1	<ul style="list-style-type: none"> Continued use of external advisors – Arlingclose contract renewed from April '13 to March '17 Use of counterparties list based on range of formal credit ratings and wider market intelligence and advice Limits set for amounts and time periods with individual institutions Counterparty limits amended as and when required and future investments suspended if deemed appropriate TM and investment strategy reviewed and amended as required 	EFFECTIVE	<ul style="list-style-type: none"> Maintain current arrangements Internal audit plan includes 16 scheduled audit days per annum. 	GO	GW	<ul style="list-style-type: none"> Monthly check by S151 officer of current investments. Latest Internal Audit report findings give “High assurance on controls” (March 15) Weekly meetings with portfolio holder TM Panel meets regularly to review the overall position. 	Ongoing	Ongoing
Page 90							Ongoing	As received
							Ongoing	Weekly
							Ongoing	Quarterly
							Ongoing	As required

Page 91	<ul style="list-style-type: none"> Quarterly review of the investment portfolio carried out at TM Panel meetings. Monitoring of wider economic environment provided by advisors, with amendments to the existing strategy, as required. Regular reviews of interest rate forecasts Up to date knowledge of existing and developing investment products through regular attendance at seminars and workshops CFO action under delegation (and in consultation with portfolio holder) to respond quickly to emerging issues. 					<ul style="list-style-type: none"> Implementation of amendments to the investment strategy when appropriate TM colleagues work with advisors and colleagues to keep abreast of wider economic conditions and respond accordingly. 	Ongoing	Quarterly
2	<ul style="list-style-type: none"> Identification and monitoring of annual borrowing 	EFFECTIVE	<ul style="list-style-type: none"> Capital programme review 	GO	GW	<ul style="list-style-type: none"> Sufficient resources identified to 	Ongoing	Quarterly

Page 92	requirement <ul style="list-style-type: none"> Monitoring of PWLB borrowing rates Use of alternative loan products as appropriate Regular review of arrangements and possibilities Review of capital programme, informing new capital strategy. Retention of strong external advisors Establishment and maintenance of a liability benchmark, to monitor Minimum Revenue Provision against debt and Capital Financing Requirement Opportunities for rescheduling identified and implemented 		completed <ul style="list-style-type: none"> Maintain existing arrangements Continued strong performance of external advisors 		TC	cover capital expenditure and cash flows <ul style="list-style-type: none"> Continued regular review by TM Panel. 	Ongoing	Quarterly
3	<ul style="list-style-type: none"> Treasury Costs in MTFP based on latest capital program and balance sheet forecasts Regular review of 	ONGOING	<ul style="list-style-type: none"> Continued support from external advisors 	GO	GW	<ul style="list-style-type: none"> Continued regular review by TM Panel 	At TM Panel meetings	Quarterly

	<p>capital program</p> <ul style="list-style-type: none"> • Monitor Interest rate forecasts • Retention of strong external advisors • Support Corporate Finance Team to develop systems to monitor and control investment strategy income streams required to repay debt 							
4 Page 93	<ul style="list-style-type: none"> • Benchmark other Local Authorities MRP policies • Attendance of Treasury/Finance workshops on MRP policy reviews • Fully review the current MRP policy in the light of prevailing and forecast circumstances • Incorporate new policy and financial implications into MTFP 	ONGOING		GO	GW	<ul style="list-style-type: none"> • Continued regular review by TM Panel. 	At TM Panel meetings	At least Quarterly
				GO	GW	<ul style="list-style-type: none"> • Changes to policy included in TM Strategy Report 	Annual TM strategy	Annual

5	<ul style="list-style-type: none"> • Use of cash forecasting models, with regular monitoring and updates undertaken • Track record is sound • Continuous adaptation of model in the light of prevailing and forecast circumstances • Require to incorporate the cash implications of the funding streams on investment strategy projects 	ONGOING	<ul style="list-style-type: none"> • Maintain existing arrangements 	GO	GW	<ul style="list-style-type: none"> • Continued regular review by TM Panel 	TM Panel meetings	Quarterly
Page 94	<ul style="list-style-type: none"> • System of delegation and approved processes • Separation of duties between treasury management dealing and accounting • Use of professional indemnity insurance • Governance checks in place – e.g.: review by s151 officer and TM Panel in place and satisfactory outcomes to date 	EFFECTIVE	<ul style="list-style-type: none"> • Periodic system tests • Maintain existing arrangements – to be changed if testing identifies any issues • Maintenance of an updated Treasury Management Manual of Procedures 	GO	GW	<ul style="list-style-type: none"> • Satisfactory outcome of internal audit review • Continuing satisfactory outcome of checks by s151 officer and system tests. • TM Panel review is robust 	<p>Internal audit reports</p> <p>Ongoing TM Panel meetings</p> <p>TM Panel meetings</p>	<p>Quarterly</p> <p>Ongoing</p> <p>Ongoing</p>

			and Practices					
7	<ul style="list-style-type: none"> • Formal adoption of Code in place since inception. • Updates are reflected in annual review of TM and Investment Strategies • Review of requirements to take place as early as possible • Training on accounting issues • Regular attendance at treasury management workshops and seminars • Provide councillor training to ensure adequate scrutiny of Treasury activities 	EFFECTIVE	<ul style="list-style-type: none"> • Existing arrangements to continue • LAAP bulletin updates to be identified through specific closedown action note 	GO	GW	<ul style="list-style-type: none"> • Continued application of current arrangements • Revisions are promptly and accurately reflected • Satisfactory internal audit review outcome • Robust appraisal by TM Panel 	<p>Ongoing</p> <p>Annual TM and investment strategy</p> <p>Audit report</p> <p>TM Panel meetings</p>	<p>Ongoing</p> <p>Annual</p> <p>Annual</p> <p>At least quarterly</p>

Appendix 7

Other Options Considered

The CLG Guidance and the CIPFA Code do not prescribe any particular treasury management strategy for local authorities to adopt. The Chief Financial Officer, having consulted the portfolio holder, believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses will be greater
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses will be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs will be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long term costs will be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs will be less certain

GLOSSARY OF TREASURY MANAGEMENT TECHNICAL TERMS	
TERM	DEFINITION
Bank Rate	The official interest rate set by the Bank of England's Monetary Policy Committee and what is generally termed at the "base rate".
Capital Expenditure	Expenditure on the acquisition, creation or enhancement of capital assets.
Capital Financing Requirement (CFR)	The Council's underlying need to borrow for capital purposes representing the cumulative capital expenditure of the local authority that has not been financed.
Certainty Rate (PWLB)	A 0.20% discount offered on new loans from PWLB in return for submission of information on future borrowing requirements.
Certificates of Deposit	Tradeable debt instrument issued by financial institution with fixed interest rate and maturity.
CNAV	See Money Market Funds
Credit Default Swaps	A financial instrument for swapping the risk of debt default; the buyer effectively pays an insurance premium against the risk of default.
Credit Rating	A formal opinion issued by a registered rating agency of a counterparty's (or a country's) future ability to meet its financial liabilities; these are opinions only and not guarantees.
Debt maturity	The date when an investment or loan is scheduled to be repaid.
Debt maturity profile	An analysis of the maturity dates of a range of loans/investments.
Diversification	The spreading of investments among different types of assets or between markets in order to reduce risk.
European Investment Bank (EIB)	A non-profit bank created by the European Union principally to make or guarantee loans to EU members for projects contributing to regional development within the Union. Funding is raised through the issuance of bonds, guaranteed by member states.
Funding For Lending Scheme	A Government/Bank of England scheme to provide banks with cheaper funding with the aim of increasing banks' overall net lending activity.
Government Gilts	Bonds issued by the UK Government. They take their name from 'gilt-edged': being issued by the UK government, they are deemed to be very secure as the investor expects to receive the full face value of the bond to be repaid on maturity.
Int. Financial Accounting Standards (IFRS)	Guidelines and rules set by the International Accounting Standards Board that companies and organisations follow when compiling financial statements.
Minimum Revenue Provision	An annual provision that the Council is statutorily required to set aside and charge to the Revenue Account for the repayment of debt associated with expenditure incurred on capital assets
Money Market Funds (MMF)	Pooled funds which invest in a range of short term assets providing high credit quality and high liquidity.
MMFs - CNAV	Constant Net Asset Value - a term used in relation to the value of a unit share in a pooled fund. The value of a share is always £1.
MMFs or Pooled Funds - VNAV	Variable Net Asset Value - a term used in relation to the value of a unit share in a pooled fund. A proportion of the assets may be valued at market value, rather than purchase price, reducing the value of the share on a temporary basis.
Negotiable Instruments	Term used for instruments such as Certificates of Deposits, Covered Bonds, Medium Term Notes and Corporate Bonds, where it is possible to realise the investment on the secondary market before maturity.
Non-Specified	Term used in the CLG guidance. It includes any investment for periods

Investments	greater than one year or those with bodies that do not have a high credit rating, use of which must be justified.
Pooled funds	Funds in which several investors collectively hold units or shares. The assets in the fund are held as part of a pool.
Premiums and Discounts	A penalty or payment arising from the premature repayment of debt. The calculation is dependant on the relative level of interest rates for the existing loan and current market rates.
Private Finance Initiative	A way of funding major capital investments, without immediate recourse to the public purse. Private consortia are contracted to design, build, and in some cases manage new projects. Contracts can typically last for 30 years, during which time the asset is leased by a public authority.
Prudential Code	Developed by CIPFA as a professional code of practice to support local authority capital investment planning within a clear, affordable, prudent and sustainable framework and in accordance with good professional practice.
Prudential Indicators	Indicators determined by the local authority to define its capital expenditure and asset management framework. They are designed to support and record local decision making in a manner that is publicly accountable; they are not intended to be comparative performance indicators.
PWLB	Public Works Loans Board. A statutory body operating within the United Kingdom Debt Management Office, an Executive Agency of HM Treasury. The PWLB's function is to lend money from the National Loans Fund to local authorities and other prescribed bodies, and to collect the repayments.
Quantitative Easing	The process used by the Bank of England to directly increase the quantity of money in the economy. The Bank buys assets from private sector institutions and credits the seller's bank account. The seller has more money in their bank account, while their bank holds a claim against the Bank of England (known as reserves). The end result is more money out in the wider economy.
Revenue Expenditure	Expenditure to meet the continuing cost of delivery of services including salaries and wages, the purchase of materials and capital financing charges.
Specified Investments	Term used in the CLG Guidance for Local Authority Investments. Investments that offer high security and high liquidity, in sterling and for no more than 1 year. UK government, local authorities and bodies that have a high credit rating.
Supranational Bonds	Debt issued by international organisations such as the World Bank, the Council of Europe and the European Investment Bank
Term Deposits	Deposits of cash with terms attached relating to maturity and rate of return (interest).
Treasury Bills	Government-issued short-term loan instrument
Treasury Management Code	CIPFA's Code of Practice for Treasury Management in the Public Services.
Unsupported Borrowing	Borrowing which is self-financed by the local authority. This is also sometimes referred to as Prudential Borrowing.

Appendix 9 – Existing Investment & Debt Portfolio Position

	At 31 December 2015 Actual Portfolio £m	Average Rate %
External Borrowing:		
PWLB – Fixed Rate	566.470	4.16
PWLB – Variable Rate	54.295	0.66
Local Authorities	27.100	0.42
LOBO Loans	49.000	4.35
Bonds/Stock	0.621	3.00
Other	1.164	0.50
Total External Borrowing	698.650	3.75
Other Long Term Liabilities:		
PFI	236.662	
Finance Leases	2.204	
Total Gross External Debt	937.516	
Investments:		
Short-term investments	100.034	0.58
Long-term investments	10.000	1.40
Pooled Funds	10.000	0.70
Total Investments	110.034	0.72
Net Debt	827.428	

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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