

Public Document Pack



**Nottingham
City Council**

NOTTINGHAM CITY COUNCIL

AREA COMMITTEE EAST (A.C.E) DALES, ST ANN'S & MAPPERLEY

Date: Tuesday, 12 June 2018

Time: 6.00 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 Strategy and Resources

Governance Officer: Kate Morris, Governance Officer **Direct Dial:** 0115 8764353

- 1 APPOINTMENT OF CHAIR**
- 2 APPOINTMENT OF VICE CHAIR**
- 3 APOLOGIES**
- 4 DECLARATIONS OF INTERESTS**
- 5 MINUTES** 3 - 12
To confirm the minutes of the meeting held on 13 February 2018
- 6 AREA 6 COMMUNITY REPRESENTATIVES** 13 - 22
Report of Director of Community Protection
- 7 ISSUES AND GOOD NEWS STORIES** Verbal Report
Verbal update from community representatives
- 8 AREA POLICING UPDATE** Verbal Report
Inspector James Walker
- 9 PROPOSED PUBLIC SPACES PROTECTION ORDER (PSPO):** 23 - 40
NOTTINGHAM CITY COUNCIL RESTRICTION OF PUBLIC RIGHT OF WAY (DANE COURT, DANE CLOSE, ST ANNS) PUBLIC SPACES PROTECTION ORDER
Report of the Director of Community Protection

- | | | |
|-----------|---|-----------|
| 10 | PROPOSAL FOR SCHEME OF ADDITIONAL LICENSING FOR HOUSES IN MULTIPLE OCCUPATION
Report of the Deputy Chief Executive / Corporate Director for Development and Growth and the Corporate Director for Commercial and Operations | 41 - 100 |
| 11 | NOTTINGHAM CITY HOMES UPDATE
Report of the Chief Executive of Nottingham City Homes | 101 - 114 |
| 12 | AREA 6 WARD PERFORMANCE REPORTS Q1
Report of the Director of Community Protection | 115 - 138 |
| 13 | AREA 6 WARD COUNCILLOR BUDGET
Report of the Director of Community Protection | 139 - 144 |
| 14 | AREA 6 AREA CAPITAL FUND - 2018/19 PROGRAMME
Report of the Director of Community Protection | 145 - 152 |
| 15 | FUTURE MEETING DATES
To consider meeting on the following Tuesdays at 6pm:

11 September 2018
11 December 2018
12 March 2018 | |

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

AREA COMMITTEE EAST (A.C.E) DALES, ST ANN'S & MAPPERLEY

MINUTES of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 13 February 2018 from 6.00 pm - 7.45 pm

Membership

Present

Councillor Gul Nawaz Khan (Chair)
 Councillor Neghat Khan (Vice Chair)
 Councillor Leslie Ayoola
 Councillor Jon Collins
 Councillor Rosemary Healy
 Councillor Sue Johnson
 Councillor Dave Liversidge
 Councillor David Mellen

Absent

Councillor Chris Tansley

Community Representatives (✓ indicates present at the meeting)

- | | |
|--------------------------|--|
| Ethel Anderson | - Chase Community Lunch Club |
| Brian Blackburn | - ACNA Centre |
| Andrew Campbell | - African Caribbean and Asian Forum |
| Dee Dire | - St Ann's Allotments |
| Greg Feltham | - Sneinton Tenants and Residents Association (STARA) |
| ✓ Peter Goode | - St Andrew's Church |
| ✓ Peter Henson | - Mapperley Road Neighbourhood Watch |
| ✓ Alan Hose | - Muslim Community Organisation Nottingham |
| Jonathan Kavanagh | - Friends of Colwick Woods |
| Deborah Main | - STANNRA |
| ✓ Noel Martin | - Prettier Whittier |
| Caroline Pickering-Smith | - Friends of Coppice Park |
| Debbie Webster | - St Ann's Debt Advice |
| ✓ Peter Wright | - Sneinton Tenants Outreach Programme (STOP) |

Colleagues, partners and others in attendance:

- | | |
|------------------|--|
| Richard Brown | - Friends of Colwick Woods |
| Eddie Curry | - Head of Parks, Open Spaces and Investment Funding |
| Fi Cusick | - Neighbourhood Development Officer |
| James Dymond | - Parks Development Manager |
| Emma Feeley | - Renewal Trust |
| Michelle Graley | - Neighbourhood Development Officer |
| Donna Lawton | - Nottinghamshire Police |
| Shamila Majid | - Community Engagement Officer |
| Kate Morris | - Governance Officer |
| Will Morritt | - Regional Housing Manager South - Nottingham City Homes |
| Alan Pearson | - Chief Inspector, Nottinghamshire Police |
| Mark Sunderland | - South Neighbourhood Operations Manager |
| Cherry Underwood | - Renewal Trust |

Luke Walters - Nottingham City Homes
Kylie Walton - Renewal Trust

Residents:

T.C Astill - Morley Court
Judith Knowles - Keswick Court
John Hiley - Byron Court
Zizi Laverelashvili - Byron Court

42 APOLOGIES FOR ABSENCE

Councillor Toby Neal – Portfolio Holder for Community and Customer Services

Ethel Anderson - Chase Community Lunch Club
Yasser Farook - Muslim Community Organisation Nottingham
Greg Feltham - Sneinton Tenants and Residents Association (STARA)
Greg Foister - Neighbourhood Development Officer

43 DECLARATIONS OF INTERESTS

None.

44 MINUTES

The minutes of the meeting held on 14 November 2018 were agreed as a true record and signed by the Chair.

45 ISSUES AND GOOD NEWS STORIES

Community Representatives took the opportunity to update the committee on their group's activities since the last meeting:

- (a) Sneinton Tenants Outreach Programme is running a cycling awareness course, they have set up a walking group which will be first meeting on 20th April and are hosting events through the ParkLives funding;
- (b) Friends of Colwick Woods are holding another star gazing event which takes advantage of the reduced light levels. The project to complete the disabled access route is now complete;

RESOLVED to thank the Community Representatives for their attendance and to note their update to the Committee.

46 AREA POLICING UPDATE

Inspector Donna Lawton provided a verbal update to the Committee on Policing within the area. She highlighted the following points:

- (a) There is still an issue with vehicle crime in the area. It is important that residents do not leave valuables on display in their vehicles and ensure that

they are secured. It is especially important that all power tools are removed from vans overnight. A capture vehicle has been used 7 times in the last 6 weeks but as yet to attract the attention of criminals;

- (b) Violence has increased across the area, which is reflective of violent crime across the City. There has however been a reduction in weapons confiscations. Targeted work continues around knife crime;
- (c) Drugs related offences have reduced and Operation Yearling will be running again in the upcoming months. The invitation to members of the public still stands to accompany Police during the operation and see how they work;
- (d) Sneinton now has 4 special constables who are attached to the Sneinton beat team. They were recently involved in an operation to tackle speeding which will be replicated across the area;

Following questions and comments from the Committee further information was highlighted:

- (e) There are a number of different ways that the Police provide support and help to citizens who have given evidence, reported a crime, given statements etc. It is possible to meet with witnesses and victims at local centres, or attend their homes out of uniform to avoid unwanted attention.

RESOLVED to thank Inspector Lawton and Chief Inspector Pearson for their attendance and to note the content of their report.

47 WARD ANTISOCIAL BEHAVIOUR AND DESIGNING OUT CRIME

Apologies were received from Councillor Toby Neal and so this item was withdrawn.

Councillor Neal had previously indicated that he will contact Councillors directly to inform them of what he had been intending to present at the meeting.

48 AREA BASED GRANT UPDATE

Cherry Underwood, Chief Executive of the Renewal Trust gave a presentation updating the Committee on the work involving the Area Based Grant. She highlighted the following points:

- (a) Partners within Area 6 have remained static for the last 3 years which has provided consistency for people accessing the activities and services provided;
- (b) There are three areas of focus:
 - Employment and Skills
 - Now one provider within each ward
 - Facilitated over 400 Jobs clubs, provided over 800 1:1 support session, helped 90 people into paid employment and 37 people to access training.
 - Community Cohesion

- Hosted community events
 - Provided meeting venues for 56 community groups
 - Special event days such as bonfire night and Halloween
 - Signposting to specific services
 - Created 30,000 volunteer hours
 - Children and Young People
 - During term time provided 5 sessions per week to up to 320 unique young people.
 - Provided 79 holiday sessions over the main school holidays with over 3700 attendances at the sessions
 - Over 700 hours of outreach work provided
 - 27 “hotspots” visited
 - Identified 9 previously unknown young people for targeted work
- (c) The focus going into the future will be better monitoring, looking at the quality and stability of the employment people are finding etc;
- (d) Funding has been secured for 2018/19, however it is likely that there will be reduction in funding streams;

Following questions and comments from the Committee the following information was given:

- (e) The block grant funding for maintenance of community centres currently sits within the area based grant. Consideration is being given to returning the funding to the community centre teams
- (f) Key to ensuring continuity of work is working more cohesively with other existing provision. Consortium funding may be an additional option to consider;

RESOLVED to thank Cherry Underwood for her attendance and to note the content of her presentation.

49 NOTTINGHAM TOGETHER PRESENTATION

Shamila Majid, Community Engagement Officer, gave a presentation on Nottingham Together. She highlighted the following points:

- (a) Nottingham Together is a City Council project funded by central government and is about social integration and working to bring different communities together;
- (b) The project works with nearly 100 different groups across the city;
- (c) Future plans include developing community champions, supporting and encouraging Community events and cultural festivals and developing a programme of “drop in” sessions, training and other resources that groups can use;

RESOLVED to thank Shamila Majid for her attendance and to note the content of her presentation.

50 NOTTINGHAM CITY HOMES UPDATE

Will Morritt, City Housing Manager, introduced the report updating the Committee on Nottingham City Homes activity within the area. He highlighted the following points:

- (a) The programme of planned high-rise safety improvements continues to progress. There will be engagement events with the residents of high rise properties taking place prior to work starting on new sprinkler systems;
- (b) NCH has been listed for a number of awards, including the continued work around tenant involvement and also for Landlord of the year;
- (c) NCH continues to work with a number of different agencies including Nottingham Credit Union, housing associations, housing benefits and children's services around universal credit to reduce the number of families facing eviction;

Following questions and comments from the Committee and residents present the following information was highlighted:

- (d) Owner occupier residents of the blocks of flats known as the "Courts" are still very concerned about the total charges for works relating to various schemes and improvements and the payment options currently being discussed;
- (e) There will be consultation events with affected residents in the near future where details of the payback options will be discussed along with payment caps and optional works;

RESOLVED to:

- (1) **Note the update and performance information in Appendices 1 and 2 as distributed with the original agenda;**
- (2) **Note the allocation of funds for 2017/18 as below;**

Ward	Actual Budget (including carry over from 2016/17)	Schemes Approved	Remaining Budget
Dales	£111,649.46	£0	£111,649.46
Mapperley	£56,822.32	£4,939.00	£56,822.32
St Ann's	£130,876.44	£37,753.85	£94,728.84

and

- (3) **Approved the Area Capital programme funding request set out I below and distributed as a second supplement agenda and circulated in paper format at the Committee meeting:**

Address	Request	Reason	Cost
Wells Road	Contribution	Other funding streams	£44,000.00

<p>Community Centre Mapperley Road</p>	<p>towards the rebuild of the community centre.</p>	<p>have been obtained to contribute toward this project as it is deemed beneficial to the existing community and the new community that has recently moved in to the area in light of the new build development that NCH has delivered.</p>	<p><i>(Please note that this funding is being committed subject to the Portfolio Holder signing off the request. If approval from the Portfolio holder is not received, NCH will look to de commit the funding at the next area committee).</i></p>
<p>Kingston Court – Dales</p>	<p>Install access control to the Communal Lounge door and Laundry.</p>	<p>Members of the public have been gaining access to the block and abusing the facilities, leaving residents potentially vulnerable.</p>	<p>£3,538.82</p>

51 PARKS AND OPEN SPACES AREA INVESTMENT PLANS

Eddie Curry, Head of Parks, Open Spaces & Investment Funding introduced the report on the Parks and Open Spaces Investment Plans. Along with James Dymond, Parks & Open Spaces Development Manager they highlighted the following points:

- (a) The investment plan allows Nottingham City Council to demonstrate an ongoing need for investment in Nottingham City's parks and open spaces to developers and other sources of funding;
- (b) The plans have been drawn up in consultation with Ward Councillors and will allow for quick identification of schemes when funding becomes available;
- (c) The plan will be annually updated to reflect the changing need for investment;

Following discussion and comments from the Committee the following points were made:

- (d) The schemes in the plan are not listed in any order of priority. This can be added to the plans on an area by area basis;
- (e) Alterations and amendments to the plan can be made and suggested and fed back to the Parks and Open spaces team

RESOLVED to:

- (1) Endorse the investment plan to guide the future development of the City's parks and open spaces;**
- (2) To endorse the use of section 106 open space contribution totalling £8,109.98 linked to planning permission reference 13/01946/PFUL3 towards the café development works at Colwick Country Park**
- (3) To endorse the use of £27,268.26 from the section 106 open space contribution totalling £32,268.28 linked to planning permission reference 07/01185/PFUL3 towards the café development works at Colwick Country Park; and**
- (4) To endorse the use of £5,000 from the section 106 open space contribution totalling £32,268.26 linked to planning permission reference 07/01185/PFUL3 towards play area improvement at Marmion Park.**

52 NOTTINGHAM OPEN SPACES FORUM (NOSF)

Cherry Underwood, Trustee, Nottingham Open Spaces Forum (NOSF) gave a presentation introducing the Committee to the work being done by the Forum. She highlighted the following points:

- (a) NOSF has recently become a registered charity and acts as a forum to bring together groups and community initiatives dedicated to looking after the open spaces within Nottingham;
- (b) The forum acts as a support network for the small and medium sized groups and offers help identifying and applying for different funding streams;
- (c) Another function of the forum will be to help the smaller groups identify and gain insurance for community events which will encourage more events in the City's open spaces;

RESOLVED to note the content of the report on the Nottingham Open Spaces Forum and endorse the work of the NOSF.

53 AREA CAPITAL FUND - 2017/18 PROGRAMME

Michelle Graley, Neighbourhood Development Officer, presented the report on the Area Capital Fund 2017/18 programme asking councillors to approve the new schemes as detailed in the non-shaded rows of the appendix published with the agenda. In addition to these schemes she asked Councillors to consider an additional scheme as detailed in an amended appendix circulated at the meeting and appended to these minutes.

RESOLVED to:

- (1) Approve the new schemes prioritised by the Ward Councillors since the last Area Committee Meeting as detailed below:

Dales Public Realm Schemes:

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Details
Racecourse Road /Candle Meadow	road safety	Prioritised 15 January 2018	£11,000	Double yellow lines on Racecourse Road and Candle Meadow - lead service: Traffic & Safety
Lancaster Road	Tree works	Prioritised 15 January 2018	£5,000	Tree works on Lancaster Road - lead service: Parks & Open Spaces
Highcliff Road	study	Prioritised 15 January 2018	£5,000	Feasibility study into parking options on Highcliff Road - lead service: Traffic & Safety

Dales Withdrawn Schemes:

Location	Type	Reason	Amount	Details
Dales Ward improvement	area improvement	changing priorities - reallocation of funds	£2,264	Ongoing area improvement across the ward

Mapperley LTP Schemes:

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Details
Lucknow Drive	area improvement	Prioritised 17 January 2018	£6,800	Additional contribution to area improvement works on Lucknow Drive traffic island - lead service: Parks & Open Spaces

St Ann's LTP Schemes:

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Details
St Matthias Road	road safety	Prioritised 10 January 2017	£1,800	Installation of bollards to prevent vehicles from travelling along the footway to avoid the existing traffic calming features - lead

				service: Traffic & Safety
Courtenay Gardens	road safety	Prioritised 10 January 2017	£5,600	Junction protection scheme on Courtenay Gardens - lead service: Traffic & Safety

St Ann's Public Realm Schemes:

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Details
Flewitt Gardens area Cluster	Parking	Prioritised 7 February 2018	£5,000	Further contribution to previously approved scheme – lead service: Traffic & Safety.

(2) To note the monies available to the Dales, Mapperley and St Ann's Wards for 2017/18 as detailed below:

Dales: £0.00
Mapperley: £18,802.00
St Ann's: £30,270.00

54 WARD REPORTS

Fi Cusick and Michelle Graley, Neighbourhood Development Officers, presented updated from their wards and from Dales ward on behalf of Greg Foister. They focused on the current priorities and issues affecting each ward and details of forthcoming activities within the wards.

RESOLVED to note the information within the report and to thank Fi Cusick, Michelle Graley and Greg Foister for the update

55 WARD COUNCILLOR BUDGET

Fi Cusik, Neighbourhood Development Officer presented an update on the Councillor Ward Budget and spends within each ward.

RESOLVED to note the actions agreed by the Director of Community Protection in respect of projects and schemes within the Dales, Mapperley & St Ann's Wards detailed below:

Dales Ward	Sneinton Festival 2017	(1,190)
	Lichfield in Bloom	(200)
	St Anns And Sneinton Football Team	(250)
	Sneinton Tenants and Residents Association	(250)
	Sneinton Town FC Trophies	(250)

	Sneinton Play Centre	(300)
	Let's Shine and Give a Smile	(100)
	Kick into Success	(300)
	Summer activity for older people	(300)
	UPKO 2017	(250)
	Nottingham Music Hub	(250)
	Dales Ward Support Costs	(100)
	Dales Xmas 2017 Event	(750)
	Friends of Colwick Woods Christmas 2017	(250)
	Nottingham Urdu School	(400)
	Dako Flying Angels Gymnastics Display Team	(500)
	Dales Community Litter Pick	(150)
	Consultation Meetings	(500)
	Dales Mobile Cameras 2016	(500)
Mapperley Ward	Party on the Park 2017	1,000
	Brickyard Summer Blast 2017	250
	Nottingham Music Hub	150
	Coppice Park Firework Display	3,077
St Ann's Ward	St Anns Foodbank	(2000)
	Children's Christmas Party	(600.00)
	Furze Gardens Elderly Group	(800.00)
	St Anns Foodbank	(1000)

A.C.E. (Area Committee East – Dales, Mapperley, St. Ann’s)
12th June 2018

Title of paper:	Area Committee Community Representatives 2018/19	
Director(s)/ Corporate Director(s):	Andrew Errington Director of Community Protection	Wards affected: Dales, Mapperley & St Ann’s
Report author(s) and contact details:	<p>Greg Foister Neighbourhood Development Officer – Dales Ward 0115 8839807 greg.foister@nottinghamcity.gov.uk</p> <p>Fi Cusick Neighbourhood Development Officer – Mapperley Ward 0115 8839728 fi.cusick@nottinghamcity.gov.uk</p> <p>Michelle Graley Neighbourhood Development Officer – St Ann’s Ward 0115 8839808 michelle.graley@nottinghamcity.gov.uk</p>	
Other colleagues who have provided input:		
Date of consultation with Portfolio Holder(s) (if relevant)	N/A	
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 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 type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):		
<p>The report invites the Area Committee to note the formal appoint of Community Representatives from the Dales, Mapperley & St Ann’s Wards onto the Area 6 Committee as required by the Terms of References for the Role of Area Committee Community Representatives.</p> <p>Local organisations are invited annually to nominate a representative to the Area Committee. The role of the community representative and the procedure for accepting nominations is outlined in Appendix 1.</p>		
Recommendation(s):		
1	To note the formal appointment of Community Representatives from the Dales, Mapperley & St Ann’s Wards as highlighted in Appendix 2, to the Area Committee for the municipal year 2018/2019.	

- 1.1 The Council's constitution requires Area Committees to formally confirm Community Representatives at the start of the municipal year and encourage citizens living in the ward to become involved in democratic decision making process alongside Councillors.

2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Each year the Area Committee invites nominations from relevant groups and organisations and appoints representatives from the wards. Nominations are attracted from groups that are active in the area, but there is also the need to ensure that the Committee reflects the views of all sectors of its community.
- 2.2 The role of the Community Representatives on an Area Committee has been designed to bring citizens living in the area in question into the democratic decision making process alongside Councillors.
- 2.3 The revised Terms of Reference for the Role of Area Committee Community Representatives include guidance on the selection and the role of the Community Representative and is designed to help achieve reflective representation of the ward.
- 2.4 The Council's constitution requires Area Committees to confirm community representatives at the start of each municipal year, normally a meeting in May and the Neighbourhood Development Officers have been liaising with local community groups in advance of this meeting.
- 2.5 Nomination forms were sent out along with the Terms and References for the Role of Area Committee Representative to groups and organisations on the basis that it provides a geographical representation of the ward.
- 2.6 Completed nomination forms and expression of interest for Community Representatives onto the Area 6 Committee for the municipal year 2017/18 were received from groups and community organisations and these are listed in Appendix 2.

3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None

4. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

- 4.1 That the Area Committee set aside a small budget for the payment of travel and care costs for Community Representatives

5. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

- 5.1 None

6. EQUALITY IMPACT ASSESSMENT

- 6.1 Has the equality impact been assessed?

Not needed (report does not contain proposals or financial decisions) X

No Page 14 X

Yes – Equality Impact Assessment attached



Due regard should be given to the equality implications identified in the EIA.

7. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

7.1 None

8. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

8.1 None

This page is intentionally left blank

Appendix 1

The Role of Community Representatives

- You will be encouraged to act as an ambassador for the Area Committee to help to raise the profile of the work done by the Area Committee.
- You should attend all Area Committee meetings, events, training etc wherever possible.
- If you cannot attend the meetings try to find someone who will cover for you.
- You should represent the views of residents and of your group or community who live and work in the area.
- All business representatives should have business premises within the area.
- You will be encouraged and entitled to speak on all items discussed at Area Committee meetings.
- Events and training will be held for you to give you the confidence and knowledge to be actively involved within the Area Committee. We will ask you what training and events you would like.
- You will be invited to put forward items for discussion at the Area Committee meetings. You will need to do this at least 3 weeks before the date of the meeting.
- You will be encouraged to tell us when things are not running well.
- You will find it much easier to fulfil your role if you have read the reports before the meeting and, if possible, had a chance to discuss the report with your community group. Everyone will benefit from this as it allows the community representatives to play a much more active role and makes for a more effective and informed contribution to discussions and debate.
- Most importantly, any relevant information should be passed back to your community group to any local friends, neighbours or colleagues. None of the information made available during the meetings are secret or confidential.
- One of the biggest challenges for the Area Committee is to keep people informed. Your agreement to pass on information, display and distribute any publicity material in community venues and promote involvement in the work of the Area Committee and to take an active role in local community consultations is appreciated.

SOUTH LOCALITY - COMMUNITY INVOLVEMENT IN AREA COMMITTEES: THE CRITERIA AND PROCESS FOR SELECTION

INTRODUCTION

- Encouraging greater participation in service delivery and decision making was one of the main reasons for establishing Area Committees in 1995.
- The new terms of reference give Area Committees more responsibilities which in turn will have an impact on the involvement of local representatives.

THE CRITERIA FOR SELECTION

- Community or Voluntary organisations that wish to be represented on Area Committees will be properly constituted (i.e. have a constitution/terms of reference, have regular meetings, and operate an Equal Opportunities Policy)
- All community group representatives (except those representing citywide organisations), should live in the area and seek to represent the views of their group(s) or community organisation and not individual viewpoints.
- Community Group representatives will have established networks/systems for passing information to the Area Committee from groups that they represent, citizens that they aim to serve within their area and likewise feedback information from the Area Committee.
- Representatives will be selected each civic year (normally in May), Only one nomination per group will be accepted by the Area Committee at any given time. Any person from the group can attend Area Committee meetings although only the nominated community representative will be allowed to speak. If the community representative is unable to attend a meeting, the group can nominate an individual to speak on behalf of the community representative for the group.
- Any member of the public may have the right to attend Area Committee meetings as an observer.

POWERS OF COMMUNITY GROUP REPRESENTATIVES

- Community Group Representatives are entitled to speak on all items discussed at Area Committee meetings and can 'influence' the decisions (but cannot vote on any matter) being made by the area committee.
- Community Group representatives will be entitled to claim expenses for travelling and care costs related to attending Area Committee meetings.
- Community Group representatives will be able to submit items for inclusion on the Area Committee agenda at least three weeks before the meeting or in advance of the meeting with the agreement of the Chair.
- Community Group representatives will be entitled to attend specific events and training across the city in order to carry out their role and responsibilities in relation to Area Committee/Working.

- Community Group Representatives can make formal presentations at Area Committee meetings on community projects/initiatives with the prior agreement of the Chair.

POWERS OF COUNCILLORS IN RELATION TO COMMUNITY INVOLVEMENT IN AREA COMMITTEES

- Only Councillors can vote on all matters in respect of the Area Committee
- If a representative fails to attend committee meetings consistently without good reason, the Area Committee may approach their organisation for a replacement.
- If a representative is deemed to persistently not abide by the corporate policies of Nottingham City Council, (e.g. Health & Safety, Equality and Diversity), he/she will be required to resign their position as local community group representative on the Area Committee
- Councillors may choose to invite representatives from other organisations outside their geographical area in order to widen participation from under-represented groups.
- Councillors will allocate a small 'rolling budget' for reimbursement of Community Group Representative's expenses.
- If Community Representatives find it beneficial and have made a request, Councillors will provide community group representatives with an opportunity to meet together with the Locality Team prior to each Area Committee meeting, to discuss the agenda or other items of concern.

THE PROCESS

- Each year Councillors must determine the number of Community Representatives that they wish to represent the community. This may be based on a set number of places per ward or according to specific interests and issues in the area. Representation should take account of the population make-up of the area. Where under-representation exists, city wide groups may be approached for representation.
- Once per year (normally in March) the Locality Team will send out nomination forms by post, (together with an Area Committee information pack), to all community organisations in the area, inviting them to nominate a representative from their organisation to be involved in Area Committee meetings
- Locality Managers will assess completed nomination forms to ensure that the selection criteria are met and will produce a report for Area Committee detailing nominations received.
- Councillors will decide which of the nominations should be selected for community group representation at Area Committee meetings, taking into account the population make-up of the area or specific issues/interests in the area.
- Those community group organisations selected will be notified in writing of the offer by the Locality team. Details of future dates of committee meetings will be sent out at the same time.
- A review will take place each civic year (by Councillors – advised by officers) to determine what groups are the most appropriate to be represented on the area committee

- Where nominations are not accepted, a letter explaining why will be signed by the Chair and sent to the organisation, together with details of other options for involvement in area working.
- Where groups are dissatisfied with the decision, they have the right to appeal to the Area Committee within four months.
- Councillors will then enlist the assistance of other Councillors of the city (Area Chairs Panel), to review the decision and any decision made thereafter, will be final.

Appendix 2

Dales

<u>Organisation</u>	<u>Name</u>
Prettier Whittier	Noel Martin
Bakersfield And Neighbourhood Community Association (BANCA)	Dr Irfan Malik
Muslim Community Organisation (Nottingham) (MCO)	Yasser Farook (sub Riasat Ali)

Mapperley

<u>Organisation</u>	<u>Name</u>
Afro Caribbean Nation Artistic Centre (ACNC)	Delroy Brown

St Anns

<u>Organisation</u>	<u>Name</u>
Sneinton Tenants Outreach Programme (STOP)	Pete Wright
African Caribbean and Asian Forum (ACAF)	Andrew Campbell

This page is intentionally left blank

Area Committee East (A.C.E) Dales, St Ann's & Mapperley meeting
12th June 2018

Title of paper:	Proposed Public Spaces Protection Order (PSPO): Nottingham City Council Restriction of Public Right of Way (Dane Court, Dane Close, St Anns) Public Spaces Protection Order	
Director(s)/ Corporate Director(s):	Andrew Errington Director, Community Protection	Wards affected: St Anns
Report author(s) and contact details:	Abu Belim, Principal Enforcement Officer, Community Protection South Email Address: abu.belim@nottinghamshire.pnn.police.uk Telephone: 101 Ext: 3110025 or Mobile: 07903 203034	
Other colleagues who have provided input:	Tamazin Wilson, Solicitor, Legal Services, Nottingham City Council Email Address: tamazin.wilson@nottinghamcity.gov.uk Telephone: 0115 8764411 Michelle Pullen – Commercial Business Partner, Community Protection Email address: michelle.pullen@nottinghamcity.gov.uk Telephone: 101 Ext. 318 2685 John Lee - Rights of Way Officer, Nottingham City Council Email address: john.lee@nottinghamcity.gov.uk Telephone: 0115 8765246	
Date of consultation with Portfolio Holder(s) (if relevant)	Not applicable	
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 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 type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):		
Concerns have historically been raised regarding anti-social behaviour caused by youths congregating on Dane Court which previously has had a detrimental effect on the quality of life of local residents.		
In order to deal with the behaviour identified it is proposed that a Public Spaces Protection Order (“PSPO”) is made pursuant to the Anti-social Behaviour, Crime and Policing Act 2014 (“the 2014 Act”) to retain the permanent barrier located at the southern of the Dane Court footpath. This prevents access to the Dane Court footpath from the southern end for members of the public. If made, the PSPO would provide a new enforcement tool for officers to help tackle the problems identified.		

Recommendation(s):	
1	Area Committee note the evidence gathered and the results of the consultation on the proposal to introduce a PSPO as indicated in the draft attached at Appendix 1 for the area shown with a solid red line on the plan (the proposed PSPO) attached.
2	That, being satisfied that the test in section 59 of the 2014 Act is met, having considered the likely effect of making the proposed PSPO and the availability of an alternative route, and having regard to the rights of freedom of expression and freedom of assembly, Area Committee authorise the Director of Legal and Democratic Services and or the Head of Legal Services to make a PSPO in the form indicated in the proposed PSPO attached at Appendix 1 over the land shown with a solid red line on the plan attached to the proposed PSPO to last for a period of three years from the date that it comes into force.
3.	In the event that a decision is made to make the PSPO under recommendation (2) above, the Area Committee authorise the Director of Community Protection to carry out the necessary publication and arrange for appropriate signage to be erected in accordance with the legislative requirements.

1. REASONS FOR RECOMMENDATIONS

- 1.1 The Anti-social Behaviour, Crime and Policing Act 2014 (“the 2014 Act”) gives Nottingham City Council (“the Council”) the power to introduce a Public Spaces Protection Order (“PSPO”) which can be applied to any land to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.
- 1.2 The Director of Community Protection authorised the formal consultation on the potential introduction of a PSPO in the form of the proposed Order attached as Appendix 1 (“the proposed PSPO”) in respect of the land shown with a solid red line on the plan attached to the proposed PSPO. The proposed PSPO restricts access to the footpath to the south of Dane Court, off Dane Close, St Ann’s, Nottingham where it joins the footpath from Abbotsford Drive which runs in a south-easterly direction towards Alison Walk and authorises the permanent barrier which is in this location. The formal consultation has now taken place and the recommendations, if approved will authorise the making of the proposed PSPO, and other steps required.
- 1.3 Breach of a requirement or restriction contained in a PSPO is an offence. The penalty for committing an offence contained in a PSPO is a maximum fine of level 3 on the standard scale (currently £1,000) although the opportunity to pay a fixed penalty may be offered instead. The amount for the fixed penalty notice can be fixed locally to a maximum of £100.
- 1.4 The fixed penalty amount for any offences committed contrary to the proposed PSPO has been set at £70, with a reduction to £35 if paid within ten days by a delegated decision of the Director of Community Protection dated 24 August 2017.
- 1.5 Under section 59 of the 2014 Act, the proposed PSPO should only be made where the Council is satisfied that on reasonable grounds:
- a) Activities in a public place have had a detrimental effect on the quality of life of those in the locality, or it is likely that activities will be carried on in the locality and they will have that effect, AND

b) The effect/likely effect, of the activities is/or is likely to be persistent/continuing in nature, is likely to be such as to make the activities unreasonable, and justifies the restriction imposed.

1.6 The Council's Rights of Way officer has confirmed that the Restricted Area is an unrecorded public right of way. Section 64(1) of the 2014 Act places additional requirements upon a local authority that is considering making a PSPO to restrict the public's right of way over a highway. In particular, the local authority may not make a PSPO without first considering:-

(a) the likely effect of making the order on the occupiers of premises adjoining or adjacent to the highway;

(b) the likely effect of making the order on other persons in the locality;

(c) in a case where the highway constitutes a through route, the availability of a reasonably convenient alternative route

It also requires occupiers of premises adjacent to or adjoining the highway, and any other persons in the locality who are likely to be affected by the proposed PSPO, to be consulted.

1.7 Under section 72 of the 2014 Act the Council must have particular regard to the Right of freedom of expression and freedom of assembly set out in Articles 10 and 11 of the Human Rights Convention.

1.8 Section 64(7) of the 2014 Act allows the Council to authorise the installation, operation and maintenance of a barrier or barriers to enforce the restrictions contained in a PSPO. It is also proposed that the responsibility for maintenance of the permanent barrier will remain with the Nottingham City Homes, who currently maintain the barrier.

2. BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

2.1 Residents have reported historical problems at Dane Court, which describe the anti-social behaviour of individuals causing a nuisance, annoyance and disturbance to other residents of Dane Court and Dane Close. The anti-social behaviour was concentrated in and around the Dane Court footpath which is believed to have previously had a detrimental effect on the quality of life of local residents. Residents complained about individuals riding mini motors /scooters at high speeds in this location, and groups gathering causing disturbances. A number of youths were reported to have been seen congregating on the Dane Court footpath causing disturbances to the local residents by shouting and swearing at each other, playing football on of the lawn on Dane Court and fighting amongst themselves. On numerous occasions residents alleged that the youths congregating on Dane Court have engaged in drug dealing, and at the time this was reported to the local Police team in St Anns. Since the barrier was installed the evidence shows that the problems reported significantly reduced. Currently there are no issues regarding anti-social behaviour occurring in and around Dane Court and Dane Close. However, should the barrier be removed there is reason to believe that the problems reported may return, and therefore the test for a PSPO appears to have been met.

2.2 If approved the proposed PSPO would authorise the retainment of the permanent

barrier that is located at the southern end of the Dane Court footpath.

- 2.3 The Council must be satisfied that the proposed PSPO meets the test contained in section 59 of the 2014 Act detailed at paragraph 1.5 above, consider the likely effect of making the proposed PSPO and the availability of an alternative route, and they must have particular regard to the rights of freedom of expression and freedom of assembly set out in Articles 10 and 11 of the Human Rights Convention.
- 2.4 Under section 72 of the 2014 Act the Council must have particular regard to the rights of freedom of expression and freedom of assembly set out in Articles 10 and 11 of the Human Rights Convention.
- 2.5 The Council has consulted with:
- The Chief of Police and the local policing body, for the police area that includes the restricted area
 - Police and Crime Commissioner
 - The Council Senior Community Protection Officer for the area
 - The Council's Rights of Way Officer
 - A consultation letter was hand delivered to all the properties on Dane Court and neighbouring properties on Dane Close, Abbotsford Drive, Trueman Close, Abbotsford Drive and Alison Walk
 - The Council published a copy of the proposed PSPO on its website
 - Neighbourhood Development Team.
- 2.6 The consultation commenced on 19th March 2018 and ended on 23rd April 2018.
- 2.7 The consultation included details of the effect of the PSPO (i.e. to restrict the public's right of way over the footpath on Dane Court) and details of the alternative routes in the event that a PSPO is made.
- 2.8 The legislation also requires that consultation is carried out with the owners or occupiers of land within the Restricted Area. The land and properties within the locality of Dane Court and the restricted Area are either owned or managed by Nottingham City Council and Nottingham City Homes of the adjoining properties who are being directly affected by the ongoing anti-social behaviour and other reported incidents. The land directly to the south of the restricted Area comprises an adopted footpath.
- 2.9 In addition, if the proposed PSPO is made, signs will be placed and attached to the Permanent barrier (fence) being the Restricted Area to advise of the prohibitions contained in the Order, and that breach of the Order is a criminal offence. It is proposed that these signs will be paid for by Community Protection. The signs may act as a deterrent.
- 2.10 It is proposed that, should the proposed PSPO be made, Community Protection Officers will be authorised to issue fixed penalty notices for breach of the Order. Police officers and Police Community Support Officers will also be able to issue fixed penalty notices for breach of the proposed PSPO. If the proposed PSPO is made training will be offered to officers authorised to enforce the Order.
- 2.11 If made, it is proposed that the above PSPO will last for three years, after which it

may be reviewed to see if the restrictions are still required.

3. **OUTCOMES OF THE CONSULTATION**

3.1 There were no objections received from residents and members of the public.

3.2 Two responses were received from partners and they are as follows:

i.) **“I have read the proposal and in my view is a lawful, proportionate and legitimate response to the issues that are highlighted.”**

Chief Insp Alan PEARSON, City South / City North, St Anns Police Station

ii.) **“On behalf of the Commissioner I can say that we support this PSPO order as the Commissioner has an objective to reduce crime and disorder and the documentation suggest that this will help reduce ASB in the area and improve the quality of life for local residents affected.”**

Phil Gilbert, HEAD OF STRATEGY AND ASSURANCE, Nottinghamshire Office of the Police and Crime Commissioner

3.3 It is considered that the restrictions being sought are proportionate, necessary and reasonable.

3.4 In relation to Section 64 (1) (a) above properties on streets in close proximity to Dane Court have been consulted. In relation to Section 64(1) (c) a reasonably convenient alternative route is available and is set out in the plan at Appendix 1.

4 **OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

4.1 One option would be to remove the permanent barrier. However, there is a risk that incidents of anti-social may occur and this would have a detrimental effect on the lives of the residents of Dane Court and people living in close proximity to this location.

5 **FINANCE COLLEAGUE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)**

5.1 This proposal has no financial implications apart from the cost of providing signage. This has been estimated to be no more than £200 and will be paid from existing budgets from within Community Protection.

Michelle Pullen – Commercial Business Partner May 9th 2018.

6 **LEGAL AND PROCUREMENT COLLEAGUE COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)**

6.1 The making of Public Spaces Protection Orders ('PSPOs') under the Anti-social Behaviour, Crime and Disorder Act 2014 ('the 2014 Act') relating to local matters fall within the remit of Area Committee.

- 6.2 As identified in the report, PSPOs should only be made where the Council is satisfied on reasonable grounds that the legal test in section 59 of the 2014 Act is met in relation to the land that it is proposed that the PSPO will apply to. The Council can only make prohibitions or requirements that are reasonable to impose in order to prevent or reduce the detrimental effect identified.
- 6.3 When deciding whether to make a PSPO the Council must have particular regard to the rights of expression and freedom of assembly set out in Articles 10 and 11 of the Convention of Human Rights (as provided by section 72(1) of the 2014 Act).
- 6.4 The proposed PSPO will restrict public rights of way over land identified as being a right of way. As stated in paragraph 2.1 of the report the right of way is restricted by an existing barrier. It is not clear who installed this barrier, when, or under what authority. The proposed PSPO, if Committee are satisfied that the test for the making of a PSPO is met, would provide authorisation for the barrier. As identified in the report, under section 64 of the 2014 Act there are additional considerations and steps required where it is proposed that a right of way be restricted by a PSPO. The impact of the restrictions in the proposed PSPO have been considered, and the availability of a reasonably convenient alternative route. However, as the existing barrier has been there for some time, the evidence is historical. Under section 64 of the 2014 Act there are some rights of way which cannot be restricted due to their strategic value. The right of way the subject of the proposed PSPO does not fall within a type that cannot be restricted.
- 6.5 As identified in the report, the Council has undertaken a consultation exercise regarding the proposed PSPO which appears to be in compliance with the requirements of the 2014 Act and relevant Statutory Guidance.
- 6.6 The making of a PSPO can be challenged in the High Court in accordance with section 66 of the 2014 Act.
- 6.7 It is proposed that, if made, the PSPO will last for a period of three years. Under section 60(1) of the 2014 Act this is the maximum period that a PSPO can have effect for. However, under section 60(2) of the 2014 Act there is provision for the PSPO to be extended for a further period of up to three years. There is no restriction on the number of times that a PSPO can be extended.

Tamazin Wilson, Solicitor 10 May 2018.

7 STRATEGIC ASSETS & PROPERTY COLLEAGUE COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

7.1 None needed at present.

8 EQUALITY IMPACT ASSESSMENT

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

Yes

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

8.2 The introduction of the Public Spaces Protection Order will not adversely affect any particular group of citizens. Under the Council's Fair and Just Nottingham Equity Scheme, the proposed Public Spaces Protection Order complies with the underlying principles of the scheme and promotes fair and individual enforcement based on the Order. The introduction of the PSPO may adversely impact on those who are disabled through limited mobility as they would be required to travel a longer distance via one of the alternative routes.

9 **LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

9.1 None.

10 **PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

10.1 Anti-Social Behaviour, Crime and Policing Act 2014

10.2 Home Office Guidance 'Anti-social Behaviour, Crime and Policing Act 2014: Reform of anti-social behaviour powers. Statutory guidance for frontline professional dated July 2014 and was updated in December 2017.

10.3 Anti-social Behaviour, Crime and Policing Act 2014 (Publication of Public Spaces Protection Orders) Regulations 2014

This page is intentionally left blank

APPENDIX 1

**NOTTINGHAM CITY COUNCIL RESTRICTION OF PUBLIC RIGHT OF WAY
(DANE COURT, DANE CLOSE, ST ANNS) PUBLIC SPACES PROTECTION
ORDER 2018**

**(ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014, CHAPTER 2
SECTION 59 – 75)**

1. Nottingham City Council in exercise of its powers under sections 59 – 75 of the 2014 Act and being satisfied that the conditions set out in section 59(2) and (3) and 64(1) and (2) of the 2014 Act have been met, namely:
 - (a) that the behaviour of individuals such as riding mini motors /scooters at high speeds, youths congregating causing disturbances by shouting and swearing at each other, playing football, fighting amongst themselves and other Anti-social Behaviour has had
 - (i) a detrimental effect on the quality of life of those in the locality of the Restricted Area, and
 - (ii) is likely to continue to an unreasonable extent, rendering the prohibitions imposed by this Order justifiable, and
 - (b) having considered the likely effect of making this Order on the occupiers of premises adjoining or adjacent to the Restricted Area and where the Restricted Area constitutes a through route having considered the availability of a reasonably convenient alternative route

HEREBY MAKES the following Order

2. In this Order:-

Anti-social Behaviour	as defined in section 2(1)(a) and (b) of the Act 2014
the Authority	Nottingham City Council
Authorised Officer of the Authority	Means an employee of the Authority who is authorised in writing by the Authority for the purposes of Article 6 of this Order
Authorised Officer of Nottingham City Homes	Means an employee of Nottingham City Homes who is authorised in writing by Nottingham City Homes for the purposes of Article 6 of this Order
Electronic Communications Works	as defined in Schedule 3 of the Communications Act 2003
Highway	has the meaning given by section 328 of the Highways Act 1980
Nottingham City Homes	Nottingham City Homes is an “arms-length” company, who are the managing agents for the Authority
Plan	means the plan attached to this Order
Restricted Area	means the land described in Schedule 1 to this Order shown by the red line on the Plan
the 2014 Act	means the Anti-social Behaviour, Crime and Policing Act 2014

3. This Order comes into force on [*insert date*] and remains in effect for a period of three years from that date.
4. Save as provided in Article 6 below, no person shall proceed on foot, pedal cycle, horse or in a vehicle or cause any animal to proceed in or across the Restricted Area during the times specified in Schedule 2 to this Order, and for the avoidance of doubt prohibits access from the footpath at the southern end of Dane Court, off Dane Close, St Anns, Nottingham to and from the footpath running from Abbotsford Drive to Alison Walk, St Anns, Nottingham.
5. The barrier installed by Nottingham City Homes at the point marked '(A) SK 57628 40637' on the Plan is authorised by this Order for the purpose of enforcing the restrictions provided for in this Order and the contact details of the persons who are respectively responsible for maintaining and operating the barrier are given at Schedules 3 and 4 to this Order.
6. Nothing in Article 4 shall apply to the following:
 - (a) the personnel of the Ambulance/National Health Services, Fire and Rescue Services or Police proceeding in the Restricted Area;
 - (b) occupiers of premises and the invitees and licensees of occupiers of premises adjoining or adjacent to the Restricted Area who require access to or egress from such premises;
 - (c) where the Restricted Area is the only or principal means of access to premises used for business or recreational purposes, periods when the said premises are used for such purposes;
 - (d) persons carrying out any of the following operations if the vehicle being used in relation to such operations cannot be conveniently used for such purpose in any other Highway:
 - (i) building, industrial or demolition;
 - (ii) the inspection, maintenance, improvement or repair of the Restricted Area;
 - (iii) persons carrying out any works for the laying, erection, alteration or repair of any sewer, main, pipe or apparatus in, on, under or adjacent to the Restricted Area in connection with the supply of gas, water, electricity or Electronic Communications Works
 - (d) the service for the collection of refuse or other items from premises adjacent to or adjoining the Restricted Area;
 - (e) persons entering the Restricted Area with the express permission or on the direction of an Authorised Officer of the Authority and or an Authorised Officer of Nottingham City Homes.
7. The alternative routes which are available for use by pedestrians during the hours of operation of this Order are described in Schedule 5 to this Order and shown by the bold black broken lines on the Plan.

SCHEDULE 5

ALTERNATIVE ROUTE

During the hours of operation of this Order the alternative routes available are:

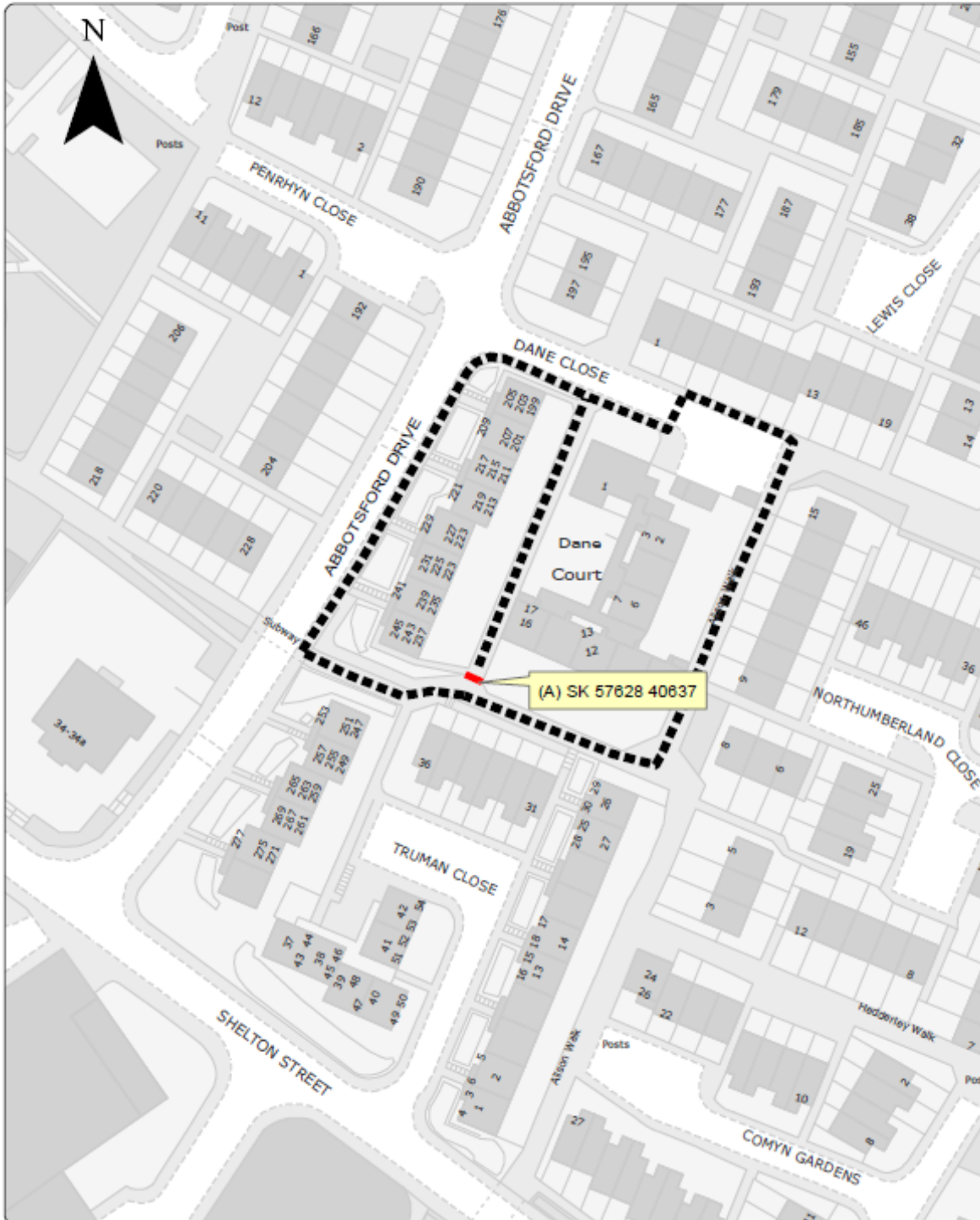
Alternative Route 1: commencing on the footpath adjacent to property numbers 16/17 Dane Court and north of the Restricted Area (marked (A) on the Order Plan) continue along the footpath and then turn right onto Dane Close and at the end of Dane Close turn right onto Alison Walk and continue along Alison Walk for a distance of 70 metres to the junction of footpaths then turn right onto the footpath heading towards Abbotsford Drive to reach the south of the Restricted Area (marked (A) on the order plan). Total length of Alternative Route 1 is 220 metres.

Alternative Route 2: at the junction of the footpath and Dane Close, turn left onto Dane Close towards Abbotsford Drive then turn left and continue along Abbotsford Drive for 70 metres to the footpath adjacent to property number 237 Abbotsford Drive then east along the footpath to reach the south of the Restricted Area (marked (A) on the Order Plan). Total length of Alternative Route 1 is 185 metres.



NOTTINGHAM CITY COUNCIL RESTRICTION OF PUBLIC RIGHT OF WAY (DANE COURT, DANE CLOSE, ST ANNS) PUBLIC SPACES PROTECTION ORDER 2018

(ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014, Chapter 2, SECTION 59 – 75)

NOTTINGHAM CITY COUNCIL (DANE COURT, DANE CLOSE ST ANN'S) PUBLIC SPACES PROTECTION ORDER 2018



Legend

-  (A) Restricted Area
-  Alternative Routes



1:1,000

© Crown copyright and database right 2018. Ordnance Survey Licence number 100018017.

This page is intentionally left blank

G

Title of EIA: Proposed Public Spaces Protection Orders (PSPO's): Footpath On Dane Court, Dane Close, St Anns, Nottingham

Name of Author: Abu Belim

Department: Commercial and Operations

Service Area: Community Protection

Author (assigned to Covalent): Abu Belim

Director: Andrew Errington

Strategic Budget EIA Y/N (please underline)

Brief description of proposal / policy / service being assessed:

Bring into existence a Public Spaces Protection Order under the Anti-social Behaviour, Crime and Policing Act 2014 ("the 2014 Act") to retain / keep in place a permanent barrier that is located at the southern end of the footpath on Dane Court, Dane Close, St Anns, Nottingham.

Information used to analyse the effects on equality:

Consultation on proposed order, Measurements of distance for alternative routes,

Page 37	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.	<input type="checkbox"/>	<input type="checkbox"/>	The permanent barrier (fence) at the southern end of the Dane Court footpath has been in place for approximately 17 years. Residents of Dane Court are all over the age of 60 and access their properties from Dane Close. This community is very diverse and includes people from protected groups including older residents. However, there is no Data available regarding the exact numbers of older people, disabled people and people with restricted mobility. There are 2 alternative routes for people. Alternative route 1: The additional distance that people will have to travel is up to approximately 220 metres. Alternative route 2: The additional distance that people will have to travel is up to approximately 185 metres. This may adversely impact on people who are disabled or people who have	As part of the public consultation on the proposed Order a map showing alternative routes was displayed on the Council's website. A letter advising residents of the consultation was delivered to all the properties within Dane Court, and neighbouring properties, Truman Close and Alison Walk. The letter included a map of the area showing the Dane Court footpath that has a permanent barrier (fence) subject to the closure. The letter contained a link to the Council's website which had a map showing the alternative routes. The alternative routes are along pavements which have street lights and no steep gradients or other disability access implications. The public consultation commenced on 19 th March 2018 and ended on 23rd April 2018.
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.	<input type="checkbox"/>	X		
Pregnancy/ Maternity	<input type="checkbox"/>	X		
People of different faiths/ beliefs and those with none.	<input type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input type="checkbox"/>	<input type="checkbox"/>		
Older	<input type="checkbox"/>	X		
Younger	<input type="checkbox"/>	X		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input type="checkbox"/>	<input type="checkbox"/>		

<p>Please underline the group(s) /issue more adversely affected or which benefits.</p>			<p>limited mobility.</p> <p>The proposal to keep the permanent barrier (fence) at the southern end of the Dane Court footpath will address previous long standing issues of anti-social behaviour by persons unknown and was done as all other means to deal with the issue had not been possible or lacked evidence.</p> <p>This will benefit the elderly residents of Dane Court as limited access will continue to prevent issues of anti-social behaviour.</p>	<p>There are no known complaints from residents of having to take the alternative routes.</p> <p>A closure Order is not a permanent measure. If made, it is proposed that the PSPO will last for three years, after which it may be reviewed to see if the restrictions are still required. If the proposed PSPO is no longer required at this time, any barriers or gates installed under the authority of the proposed PSPO will need to be removed.</p>
---	--	--	---	--

Outcome(s) of equality impact assessment:

•No major change needed •Adjust the policy/proposal •Adverse impact but continue X

•Stop and remove the policy/proposal

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

Complaints made through Have Your Say and to the Ward Members.

Approved by (manager signature):
 The assessment must be approved by the manager responsible for the service/proposal. Include a contact tel & email to allow citizen/stakeholder feedback on proposals.
 Steve Stott, Anti-social Behaviour Manager, tel: 101 extn 3111350
 e mail: stephen.stott6852@nottinghamshire.pnn.police.uk

Date sent to equality team for publishing:
10th May 2018.

Send document or link to:
 equalityanddiversityteam@nottinghamcity.gov.uk

Before you send your EIA to the Equality and Community Relations Team for scrutiny, have you:

1. Read the guidance and good practice EIA's
<http://www.nottinghamcity.gov.uk/article/25573/Equality-Impact-Assessment>
2. Clearly summarised your proposal/ policy/ service to be assessed.
3. Hyperlinked to the appropriate documents.
4. Written in clear user friendly language, free from all jargon (spelling out acronyms).
5. Included appropriate data.
6. Consulted the relevant groups or citizens or stated clearly when this is going to happen.

7. Clearly cross referenced your impacts with SMART actions.

This page is intentionally left blank

Area Committee East (A.C.E) Dales, St Ann's & Mapperley meeting
12th June 2018

Title of paper:	Proposal for a Scheme of Additional Licensing for Houses in Multiple Occupation	
Director(s)/ Corporate Director(s):	David Bishop, Deputy Chief Executive and Corporate Director for Development and Growth Andy Vaughan, Corporate Director for Commercial and Operations	Wards affected: Arboretum, Berridge, Bridge Dales, Dunkirk and Lenton, Mapperley, Radford and Park, Sherwood, St Anns , Wollaton East and Lenton Abbey
Report author(s) and contact details:	Ceri Davies, Housing Strategy Specialist, Development and Growth ceri.davies@nottinghamcity.gov.uk , Tel: 0115 8763530	
Other colleagues who have provided input:	Julie Liversidge, Principal Environmental Health Officer, Commercial and Operations julie.liversidge@nottighamcity.gov.uk Tel: 0115 8761474	
Date of consultation with Portfolio Holder(s) (if relevant)	Already consulted via Executive Board 17 April 2018	
Relevant Council Plan Key Theme:		
Strategic Regeneration and Development		<input type="checkbox"/>
Schools		<input type="checkbox"/>
Planning and Housing		X
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		<input type="checkbox"/>
Leisure and Culture		<input type="checkbox"/>
Resources and Neighbourhood Regeneration		<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):		
<p>This report is to inform the Area Committee East of the proposal to introduce an Additional Licensing scheme for Houses in Multiple Occupation (HMOs). Executive Board have approved the proposed designation in principle and a public consultation will take place on these proposals between May and July 2018, of which consultation with Area Committees forms a part.</p> <p>The Council believes that the proposed scheme of additional licensing will provide the following benefits:</p> <ul style="list-style-type: none"> • A reduction in the number of complaints and problems of the types identified in the evidence collected; • Protection of the health, safety and welfare of tenants through improved management of the HMO; • Reduced negative impacts from HMOs that will benefit the whole community; • Improved management and, in the longer term, improved conditions of privately rented accommodation will provide quality and choice for residents; • Licensing will require absentee or unprofessional landlords to employ a professional property management approach to actively manage their properties and ensure suitable arrangements are in place to deal with any problems that arise; • Good private landlords would also benefit from not having to compete with poor 		

landlords as the Council is looking to promote licensed and accredited landlords and the quality accommodation they offer.

- As with mandatory licensing, additional licensing will bring a number of properties to the Council's attention that would otherwise have gone undetected.
- The new, tiered fee structure will encourage compliance and good landlords whilst ensuring those landlords who are less compliant and require the most resources, rightly and fairly, pay more.

The report outlines the need for an Additional Licensing Scheme, demonstrating the existence of problems within the proposed designation and how the proposed scheme could help alleviate them. It shows the successes achieved and progress made by the current scheme of Additional Licensing (due to end in December 2018), but that there remains a requirement for such a scheme if progress is to continue and improvements maintained, as part of a robust approach to improving management and conditions in the private rented sector.

Recommendation(s):

1	To note the contents of the report; and
2	To offer its views on the proposal for a scheme of additional licensing of houses in multiple occupation (HMOs);
3	Ask partners to actively contribute to the consultation process.

1 REASONS FOR RECOMMENDATIONS

- 1.1 The proposed designation has been arrived at because evidence gathered in accordance with the Department for Communities and Local Government (DCLG) guidance suggests that relevant statutory tests have been met and that Additional Licensing in the designated area would be an appropriate tool to resolve problems.
- 1.2 Ward councillors have been consulted on the proposed scheme and designation.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Nottingham is committed to delivering housing offer that provides quality housing for all, across tenures, in new and existing housing and in all affordability ranges. A key part of achieving this is to ensure improved and consistent safety and management standards in the private rented sector, which continues to accommodate a large number of Nottingham residents from different communities and of different needs and means. The Council believes that Additional Licensing needs to be part of a long-term strategy for improving property and management standards across the private rented sector.
- 2.2 To comply with the Housing Act 2004 and the CLG guidance, both of which require that a *significant proportion* of the HMOs of the proposed description in the area are being managed sufficiently ineffectively, the following methodology was used. The proposed designated area is based around census output areas containing at least 10 or more HMOs that would be covered under the current definition of additional licensing, where 20% or more of those properties have received a complaint or service request (dates) concerning:

- Waste and refuse (fly tipping, refuse accumulation, bins on streets)
- Noise
- Housing disrepair, conditions and detriment to amenity
- Overcrowding, fire safety, HMO licensing

The same test was used to evidence the 2014-2018 designation, which was found fit for purpose at Judicial Review.

The proposed designation also accounts for areas with a high number of complaints against HMOs, where progress in effective management is felt to depend on Additional Licensing, or where councillors or stakeholders have raised concern.

The designation is shown in the maps within the consultation document at Appendix 1.

2.3 Review of current scheme:

- ✓ Issued 2,458 licences in total to date (April 2018)
- ✓ Improved the conditions of HMOs with the issue of specific conditions and inspections
- ✓ Helped take rogue landlords out of the market and move properties into responsible ownership and management.
- ✓ Reduced ASB in areas that have had a combination of licensing, police and community protection enforcement work.

However

- × The majority of HMOs were below standard at first inspection
- × The majority of HMOs required further conditions to be added to their licence
- × The scheme is still receiving around 30 applications a month in year 5
- × 265 licences have been refused or revoked
- × Landlords of 9 HMOs have been prosecuted and 3 have received Civil Penalty Final Notices

The Council believes that to continue to make improvements in the HMO sector as well as maintain those already achieved, that a further scheme of Additional Licensing is required in Nottingham and that this, along with Mandatory and Selective Schemes will provide a consistent and robust approach to improving the private rented sector overall.

2.4 Proposed scheme in the Area Committee East, Dales, Mapperley and St Ann's Ward

- **The proposed designation includes 433 properties in Area Committee East, with coverage of the area as shown in the maps within the consultation document, Appendix One**
- **The parts of Area Committee East in the existing scheme are also included in the proposed designation;**

- **Includes a new area in the proposed designation in the St Ann's ward to the north of St Ann's Well Road bounded by Ransom Road, Hungerhill Road and Westminster Close**

2.5 The Council is currently consulting on the proposed scheme. Details of the proposal, the evidence to support it and the consultation can be found in the attached report "A Better Quality Private Rented Sector for Nottingham: Proposal for a scheme of Additional Licensing" (Appendix 1).

2.6 The report seeks to demonstrate the outcomes the Council believes will be achieved by the introduction of this scheme and why making an Additional Licensing designation will significantly assist the Council to achieve its objectives and bring benefits to not only tenants but to the wider community. The proposed scheme aligns with the Council's vision that every neighbourhood is safe, clean and a great place to live.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 To not propose a further scheme of additional licensing: rejected because there is evidence that there is a need for a further scheme. Five years has not been a sufficient period of time to fully deal with the problems that are being seen in HMOs. Furthermore, to not continue with additional licensing would undermine the Council's efforts to improve property and management conditions in the PRS, thus enabling all citizens to access a good quality home.

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

4.1 None – the financial implications of the scheme are contained within the Executive Board Report dated 17th April 2018

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

5.1 None the legal and procurement comments are contained within the Executive Board Report dated 17th April 2018

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

6.1 None - the strategic asset and property comments are contained within the Executive Board Report dated 17th April 2018

7 EQUALITY IMPACT ASSESSMENT

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

Yes

X

The EIA is as per the Executive Board Report dated 17th April 2018

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

8.1 None

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 Executive Board Report dated 17th April 2018 Proposal for a Scheme of Selective Licensing for Privately Rented Houses.

9.2 A Better Quality Private Rented Sector for Nottingham: Proposal for a scheme of Additional Licensing, May 2018

This page is intentionally left blank

A Better Quality Private Rented Sector for Nottingham: Proposal for an Additional Licensing Designation

Information report for consultation

The consultation concerning this proposal will run from

1st May 2018 to 10th July 2018

1. Summary

This consultation is designed to inform citizens and stakeholders about the Council's proposal to introduce an additional licensing designation (the Designation) and scheme of licensing (the Scheme) for privately rented Houses in Multiple Occupation (HMOs) in the City. These are proposed to run for five years from the end of the current designation on 31st December 2018 until 31st December 2023. The full background to the decision to pursue a Designation is given in the report that was considered by the Council's Executive Board on April 17th 2018.

The Executive Board Report dated April 17th 2018, (which can be found on the Council's website¹ summarises the information which councillors considered at that meeting, namely:

- Why the Council believes the Designation and Scheme is necessary
- The ways in which the scheme will fit with the Council's overall approach to housing
- How the scheme will help the Council achieve its objectives
- The evidence to show that the Designation is needed (using the conditions laid down by the legislation)
- How the Designation and Scheme will operate, and how much it will cost
- The outcomes sought from the Designation and Scheme

Additional licensing is a regulatory tool provided by the Housing Act 2004. Section 56 of the Act allows local housing authorities to designate areas, or the whole area, within their district, as subject to additional licensing in respect of some or all of the HMOs in its area that are not already subject to mandatory licensing.

Nottingham City Council is proposing to implement the Additional Licensing Designation shown in Appendix 1 that covers the areas shown there and, at on a larger scale, at in Appendix 2.

Under the proposed Designation, most privately rented HMOs not already covered under the mandatory scheme, will require a licence. Landlords who own

1

<http://committee.nottinghamcity.gov.uk/documents/s71103/18.04.06%20Additional%20Licensing%20Consultation%20Final%20for%20Upload.pdf>

more than one property within the designated area will need to apply for a licence for each of the HMOs they rent out.

2. What is Additional Licensing?

The Housing Act 2004 currently requires local housing authorities to license houses in multiple occupation (HMOs) if they are over 3 storeys and accommodate more than five people who form two or more households. This is called **mandatory licensing**.

The Act also gives authorities the power to introduce licensing schemes for other **HMOs** if certain conditions are met. This is called **additional licensing**, and the Council has operated a scheme of additional licensing since January 2014. This consultation relates to the Council's proposals to make a further Designation to commence once the existing designation and scheme end.

From October 2018, the definition of HMOs covered by Mandatory Licensing is changing, with the storeys element removed. This will mean that some properties that currently of the type covered Additional Licensing will move scheme.

The other discretionary form of licensing permitted by the Act is called **selective licensing**. This enables authorities to license all other privately rented houses. The Council has recently successfully applied to the Secretary of State for confirmation of a Selective Licensing Designation and that scheme will start in August 2018.

3. Why does the Council think licensing is necessary?

There are approximately 6,270 HMOs; 2,147 covered by the current Mandatory Licensing Scheme, 2,200 licensed under the current Additional Licensing scheme and 1,923 that are located outside of the current Additional Licensing scheme or are suspected of requiring a licence but do not have one.

The Council acknowledges that there are some excellent landlords operating in the City who provide very good quality homes and treat their tenants and the communities where they own properties with respect and professionalism. At the same time concern remains for the poor conditions in the private rented sector and that persist in HMOs in particular and believe that regulation is required alongside other initiatives to bring deliver the improvement required.

Nottingham introduced a 5 year Additional Licensing Designation for HMOs in 2013, which is due end in December 2018. The current scheme of Additional Licencing has succeeded in improving standards and management of HMOs, but this work is far from done and issues of poor condition, poor management and a lack of engagement with licensing persist.

The current Additional Licensing scheme has:

- ✓ Processed 2,458 licences in total to date (April 2018)
- ✓ Improved the conditions of HMOs with the issue of specific conditions and inspections

- ✓ Helped take rogue landlords out of the market and move properties into responsible ownership and management.
- ✓ Reduced ASB in areas that have had a combination of licensing, police and community protection enforcement work.

However

- × The majority of HMOs were below standard at first inspection
- × The majority of HMOs required further conditions to be added to their licence
- × The scheme is still receiving around 30 applications a month in year 5
- × 265 licences have been refused or revoked
- × Landlords of 9 HMOs have been prosecuted and 3 have received Civil Penalty Final Notices

The Council believes that to continue to make improvements in the HMO sector as well as maintain those already achieved, that a further Additional Licensing Designation is required in Nottingham and that this, along with Mandatory and Selective Schemes will provide a consistent and robust approach to improving the private rented sector overall. Having reviewed the effect of the current designation and assessed the evidence available to it the Council is satisfied that despite some improvements all the statutory tests are still being met to enable the proposed Designation to be confirmed and brought into effect.

4. How does additional licensing fit with the Council's overall approach to Housing in Nottingham?

Nottingham is committed to delivering housing offer that provides quality housing for all, across tenures, in new and existing housing and in all affordability ranges. A key part of achieving this is to ensure improved and consistent safety and management standards in the private rented sector, which continues to accommodate a large number of Nottingham residents from different communities and of different needs and means.

The 'Council Plan' states that it wants all Nottingham citizens to be able to access a good quality home – that regardless of whether you own, are buying or renting your home that it should be safe, warm, and meet modern standards - and sets out its key objectives for achieving this. The Council believes that Additional Licensing needs to be part of a long term strategy for improving property and management standards across the private rented sector alongside schemes, initiatives and partnerships such as:

- Mandatory and Selective Licensing Schemes
- The Nottingham Standard
- Safer Housing, ASB and Enviro-Crime Teams
- Community Protection and Police Partnership
- Nottingham Private Rented Accommodation Scheme
- Rogue Landlord Programmes
- Nottingham Together

5. How will the scheme help the Council achieve its objectives?

The Council believes that Additional Licensing will support the achievement of and housing and neighbourhood aims and align with wider plans and strategies.

The scheme fits with Nottingham's wider plans and strategies:

- **The Housing Strategy**
Entitled "Quality Housing for All" the Council is about to consult on its new housing strategy for 2018-21, there is an overall objective that all Nottingham's citizens should be able to access a good quality home irrespective of its tenure and recognises the role of Licensing in this.
- **Homelessness**
Decent and affordable accommodation is key to addressing and preventing homelessness, which has increased considerably in the past 2 years. To meet its relief duties within the Homelessness Reduction Act the Council will be looking to the Private Rented Sector as a source of accommodation. Shared accommodation is particularly for younger, single people. Tackling poor property conditions and poor tenancy management can help people stay in their homes and reduce homelessness. Housing Aid will work closely with the Housing Licensing and Compliance and Safer Housing Teams in a new "Housing Hub".
- **Empty Homes**
Additional Licensing will enable HMOs that come back into use to ensure decent, well-managed accommodation.
- **Anti-social behaviour**
The Council works to reduce anti-social behaviour (ASB) across the City. Additional Licensing is key tool to help ensure landlords manage their properties and tenants in an appropriate in a way that help reduce and reduce ASB. Licensing also helps Community Protection to identify problematic properties.

Additional Licensing will significantly assist in achieving improved property conditions and standards as well as reducing ASB. Also, the administrative practicalities of the scheme (e.g. having access to landlord details) allows for improved communication and problems to be solved more quickly.

6. What evidence is there to support the proposal?

The data and methodology used to arrive at the proposed Designation is as follows and the Council is satisfied that it complies with the CLG guidance.

To comply with the Housing Act 2004 and the CLG guidance, both of which require that a *significant proportion* of the HMOs of the proposed description in the area are being managed sufficiently ineffectively, the following methodology was used.

The proposed designated area is based around census output areas containing at least 10 or more HMOs that would be covered under the current definition of additional licensing, where 20% or more of those properties have received a complaint or service request (dates) concerning:

- Waste and refuse (fly tipping, refuse accumulation, bins on streets)
- Noise
- Housing disrepair, conditions and detriment to amenity
- Overcrowding, fire safety, HMO licensing

This is the same test as was used for the 2014-18 designation, which was upheld at Judicial Review.

The proposed Designation also covers areas with a high number of complaints against HMO address, where progress in effective management is felt to depend on Additional Licensing, or where councillors or stakeholders have raised concern.

The resulting area has been further defined so that it clear and coherent, using natural and physical boundaries that are familiar or understandable for people.

The proposed Designation covers the same area as the 2014-2018 designation plus some additional areas of Sherwood, St Ann's, New Basford and the City Centre that have met the statistical test. These "new" areas contain approximately 150 HMOs of the type licensable under Additional Licensing

7. How the scheme will operate, and how much it will cost?

It is proposed that the Additional Licensing Designation will last for 5 years from 1st January 2019 to 31st December 2023. The draft Designation is contained in Appendix 1 and a larger scale plan of the designated Area is shown in Appendix 2. The exemptions within the Designation are the same as for the 2014-18 designation but with an additional exemption for certain older converted blocks of flats which fall within s257 of the Act which are now likely to fall under one of the other licensing schemes.

Under the Designation landlords of HMOs of the type licensable will be required to apply online for a licence for every property they rent out and that if all necessary information is received with the application and there are no immediately obvious reasons to refuse the application that it will be granted.

There will be compliance checks carried out once a licence has been granted in order to ensure that the properties that have been licensed fulfil all of the conditions of the licence. The proposed licence conditions are available as part of the Executive Board Report dated 17th April 2018²

Fees will be reviewed annually and are also referred to in the Executive Board Report.

2

<http://committee.nottinghamcity.gov.uk/documents/s71103/18.04.06%20Additional%20Licensing%20Consultation%20Final%20for%20Upload.pdf>

Summary of the licensing process:

- Online application to be received with **all** necessary information
- Assess if the landlord is fit and proper, **if so**
- Issue the licence with the standard conditions and any necessary specific conditions tailored to the application. The licence conditions are the key to achieving improvements in property conditions and management that will be the major driver to achieve the scheme outcomes **or**
- Refuse licences or reduce the licence period if there are concerns about the proposed licence holder and / or manager not being fit and proper, or property conditions and management
- Encourage and require landlords to adhere to the property conditions
- Carry out compliance checks and hazards safety assessment
- Advise and support landlords and tenants
- Take enforcement action as appropriate
- Work with partners and stakeholders to add value and benefit

Summary of fees and charges:

The licence application fee for HMOs under the proposed Additional Licensing Scheme is set out as follows and is based on 1,500 properties being licensable, with 75% applying and 25% requiring locating and potentially enforcement action by the Council.

The fee will now be applied in two parts; A & B: Part A is payable upon application and covers the cost of processing and determination and Part B becomes payable upon the issue of the licence and covers the cost of compliance, enforcement and other activities associated with the ongoing licensing scheme as per the Local Government Association Guidance. If no licence is issued the Part B fee will not become payable.

Licences will be issued for **up to 5 years**. Nottingham City Council may issue licences for less than 5 years where there are, for example, concerns about the management and use of the property.

Licences issued under the current scheme will remain in force until the date specified on the licence, only after which will another licence be required.

Table 1: Fees and Charges

The Council sets the fee for HMO licence applications taking into account all of their costs in administering and carrying out the licensing functions. The Council uses the nationally recognised Local Government Association (LGA) model in determining this fee and the (LGA) Open For Business guidance. If a decision is made to confirm the proposed Designation the fee will be determined at that time in the light of any changes to the proposals that may have arisen out of consultation.

The standard fee equates to £5.27 per week per property. For a 4 bedroom/4 person HMO being let at £100 per person per week, it would be 1.3% of rental income.

Tier or Charge	Fee
Standard fee - Non accredited landlords with 100% compliance history	Part A payment £860 Part B payment £510 Total £1370
Less compliant fee – non accredited landlord with a history of non-compliance	Part A payment £860 Part B payment £860 Total £1720
Accredited fee – Landlords accredited with Nottingham Standard (DASH or UNIPOL)	Part A payment £860 Part B payment £140 Total £1000
Additional bedrooms (9+)	£100 per 5 bedrooms
Finder's fee – where the Council has to do extra work to ensure an licence application is made	£150
Part 1 Housing Act 2004 – Charges for enforcement work administered as a local land charge on the property	£350
Extra correspondence to obtain or provide information or documents	£50
Application to vary a licence e.g. manger, contact address or number of occupants.	No charge

Fees may vary, for example depending on how many applications are received and processed, and licences issued. Any changes to the fee are unlikely to be more than 20% of proposed in this document. It should be noted that the licence fee can only be used for the administration of the Scheme. The Council cannot earn income from a licensing scheme.

8. What outcomes are sought?

In the Council's view, the following benefits are expected should the proposal proceed:

- A reduction in the number of complaints and problems of the types identified.
- Protection of the health, safety and welfare of tenants through improved management of the HMO;
- Reduced negative impacts from HMOs that will benefit the whole community;
- Improved management and, in the longer term, improved conditions of privately rented accommodation will provide quality and choice for residents;
- Licensing will require absentee or unprofessional landlords to employ a professional property management approach to actively manage their properties and ensure suitable arrangements are in place to deal with any problems that arise;

- Good private landlords would also benefit from not having to compete with poor landlords as the Council is looking to promote licensed and accredited landlords and the quality accommodation they offer.
- As with mandatory licensing, additional licensing will bring a number of properties to the Council's attention that would otherwise have gone undetected.
- The new, tiered fee structure will encourage compliance and good landlords whilst ensuring those landlords who are less compliant and require the most resources, rightly and fairly, pay more.

9. How can you have your say on this consultation?

You can do this by completing a simple online questionnaire at:

www.nottinghamcity.gov.uk/additionalhmo

Alternatively, you can contact us in any of the following ways to request a printed copy of the questionnaire. You won't need a stamp to reply

Email: hmo@nottinghamcity.gov.uk

Telephone: 0115 8763400.

At the end of the consultation the Council has three options:

- To do nothing and leave the situation as it is and not implement the proposed Designation on the expiry of the current one;
- Amend the proposal after consideration of the consultation responses before seeking Executive Board confirmation; or
- If the proposal remains unchanged by the consultation, proceed to seek Executive Board confirmation of the Designation.

Appendix 1:

Nottingham City Council

Designation of an Area for Additional Licensing of Houses in Multiple Occupation 2018

Nottingham City Council in exercise of their powers under section 56 of the Housing Act 2004 (“the Act”) hereby designates for additional licensing of Houses in Multiple Occupation (“HMOs”) the area described in paragraph 4.

CITATION, COMMENCEMENT AND DURATION

1. This designation may be cited as the Nottingham City Council Designation for an Area for Additional Licensing of Houses in Multiple Occupation 2018.
2. This designation is made on [date] 2018 and shall come into force on 1 January 2019
3. This designation shall cease to have effect on 31 December 2023 or earlier if the Council revokes the scheme under section 60 of the Act.

AREA TO WHICH THE DESIGNATION APPLIES

4. This designation shall apply to the areas delineated and shaded red on the map at Annex A.

APPLICATION OF THE DESIGNATION

5. This designation applies to all HMOs within the area described in paragraph 4 unless -
 - (a) the building is of a description specified in Annex B (Buildings that are not HMOs for the purpose of the Act - other than Part 1)
 - (b) the HMO is subject to an Interim or Final Management Order under Part 4 of the Act
 - (c) the HMO is subject to a temporary exemption under section 62 of the Act;
 - (d) the HMO is required to be licensed under section 55 (2) (a) of the Act (mandatory licensing) , or
 - (e) the HMO is of a type which complies with an Approved Code of Practice under the The Housing (Codes of Management Practice) (Student Accommodation) (England) Order 2010 (or any Order subsequently amending or replacing the same) and which are administered by ANUK
 - (f) HMOs as defined by Section 257 of the Act (certain converted blocks of flats)

EFFECT OF THE DESIGNATION

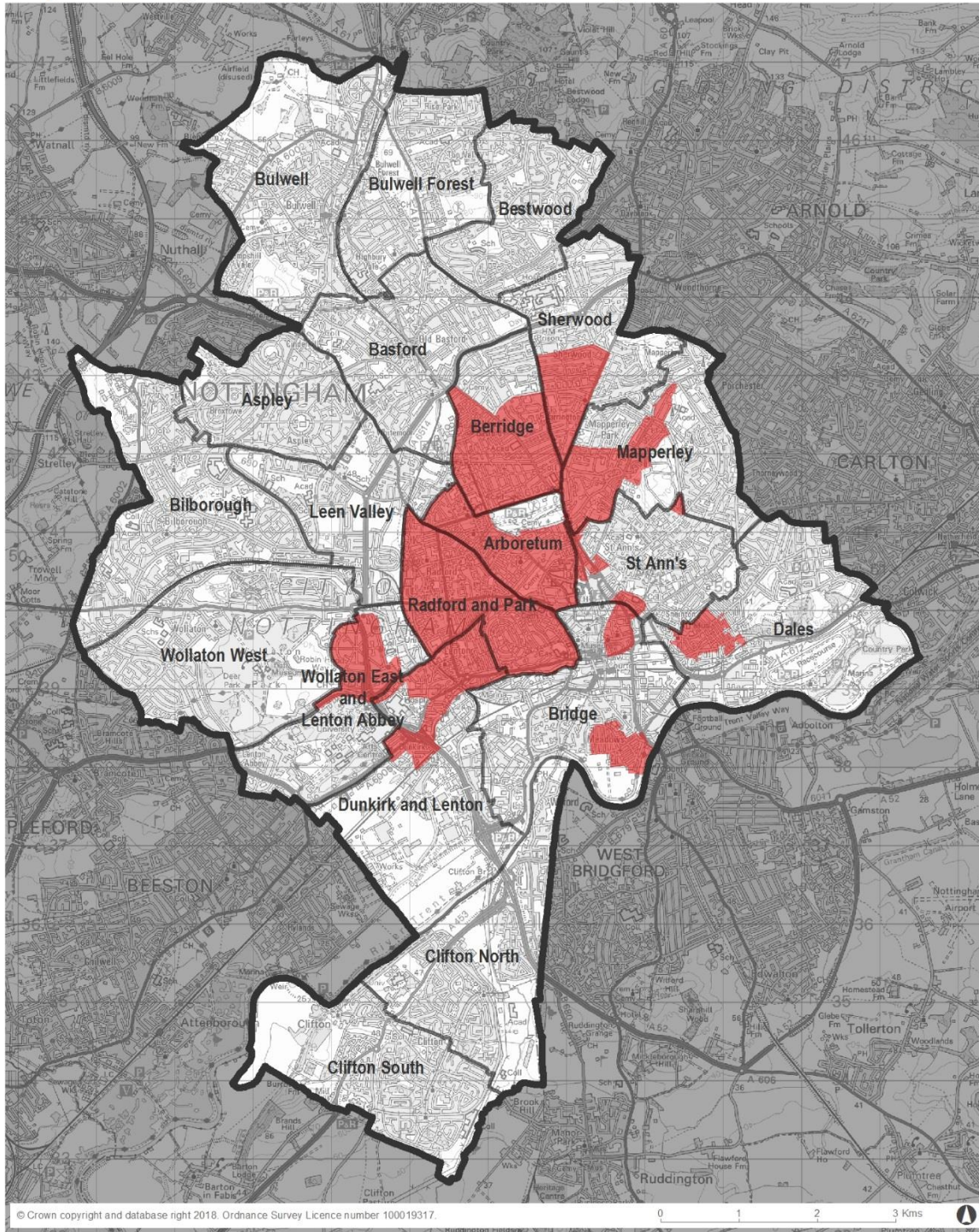
6. Subject to sub paragraphs 5(a) to (e) every HMO of the description specified in that paragraph in the area specified in paragraph 4 shall be required to be licensed under section 61 of the Act.
7. Nottingham City Council will comply with the notification requirements contained in section 59 of the Act and shall maintain a register of all houses registered under this designation, as required under section 232 of the Act.

This Deed is given under the Common }
Seal of NOTTINGHAM CITY COUNCIL:

Authorised Signatory

Date:

Proposed Designation for Additional HMO Licensing 2019-2023



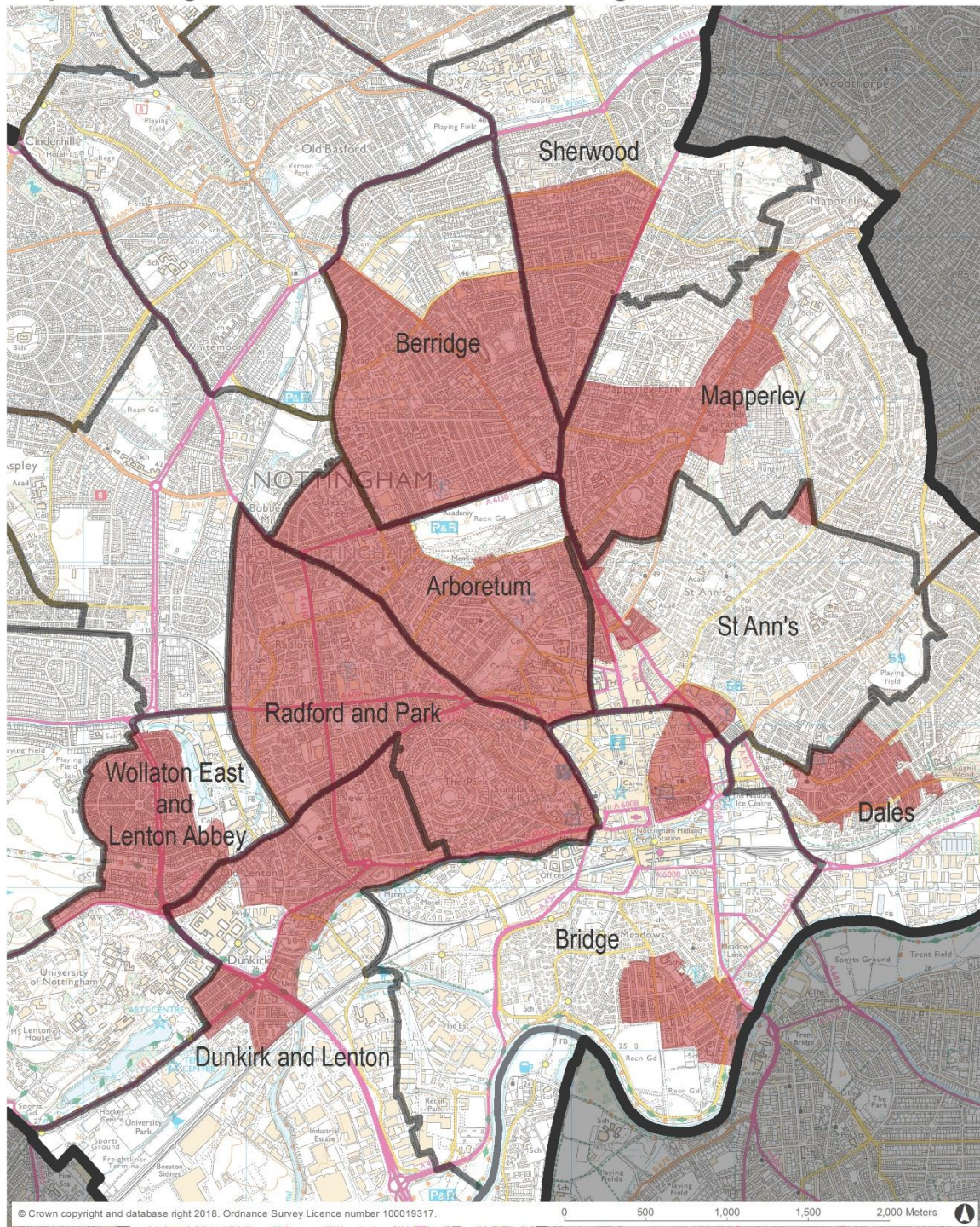
© Crown copyright and database right 2018. Ordnance Survey Licence number 100019317.

- Proposed Designation for Additional HMO Licensing 2019-2023
- Nottingham City boundary
- Nottingham City Ward boundaries



Appendix 2

Proposed Designation for Additional HMO Licensing 2019-2023



Proposed Designation for Additional HMO Licensing 2019-2023



Nottingham City boundary



Nottingham City Ward boundaries



Nottingham
City Council

EXECUTIVE BOARD – 17 April 2018

Subject:	Proposed Designation for a scheme of Additional Licensing for Houses in Multiple Occupation
Corporate Director(s)/Director(s):	David Bishop, Deputy Chief Executive and Corporate Director for Development and Growth Andy Vaughan, Corporate Director, Commercial and Operations
Portfolio Holder(s):	Cllr Jane Urquhart, Portfolio Holder for Planning, Housing and Heritage Cllr Toby Neal, Portfolio Holder for Community Protection
Report author and contact details:	Ceri Davies, Housing Strategy Specialist (Housing Strategy) tel 8763530, ceri.davies@nottinghamcity.gov.uk
Subject to call-in:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Key Decision:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Criteria for Key Decision:	
(a)	<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
and/or	
(b)	Significant impact on communities living or working in two or more wards in the City <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of expenditure:	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital
Total value of the decision:	£2,900,000 (gross), £62,000 (net expenditure) over five years
Wards affected:	Arboretum, Berridge, Bridge, Dales, Dunkirk and Lenton, Mapperley, Radford & Park, Sherwood, St Ann's, Wollaton East and Lenton Abbey
Date of consultation with Portfolio Holder(s):	15th January and 22nd February 2018
Relevant Council Plan Key Theme:	
Strategic Regeneration and Development	-
Schools	-
Planning and Housing	x
Community Services	x
Energy, Sustainability and Customer	x
Jobs, Growth and Transport	-
Adults, Health and Community Sector	x
Children, Early Intervention and Early Years	x
Leisure and Culture	-
Resources and Neighbourhood Regeneration	x
Summary of issues (including benefits to citizens/service users):	
<p>This report informs Executive Board of the data collection and analysis work that has been completed to inform a decision to be made on a proposed Designation for a new scheme of Additional Licensing for houses in multiple occupation (HMOs), the current scheme being due to end in December 2018. Should the proposed Designation be approved by the Board a public consultation will take place.</p> <p>Continued use of the Additional Licensing powers will provide the following benefits:</p> <ul style="list-style-type: none"> • An opportunity to continue to influence higher standards of HMO accommodation and to ensure effective management through more extensive control; and • Lead to higher levels of citizen satisfaction with Private Rented Sector accommodation within the City. <p>The report outlines the outcomes of evidence gathering surrounding the continuing need for Additional Licensing within the City and presents a proposed Designation for consideration.</p>	

Note: Additional Licensing is a separate consideration to, and this report is separate from that regarding, Selective Licensing.

Exempt information: None

Recommendation(s):

1. The Board confirms that at this stage they propose to pursue a scheme of Additional Licensing as outlined in the report.
2. That the draft Designation contained in Appendix One be approved for consultation in accordance with the Department for Communities and Local Government (DCLG) guidance document *Approval steps for Additional and Selective Licensing Designations in England*.
3. The Board agrees that the outcome(s) of the consultation are reported to Executive Board to consider whether the Designation should be approved

1 REASONS FOR RECOMMENDATIONS

- 1.1 The evidence collected suggests that a scheme of Additional Licensing is needed in the Designation shown, and the conditions for implementing a scheme have been met.
- 1.2 The legislation requires that there must be a public consultation of at least ten weeks before a local housing authority can approve a designation.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Additional Licensing of houses in multiple occupation (HMOs) is a power available to local housing authorities within the provisions of the Housing Act 2004. This is a discretionary form of licensing that can be used in addition to the Mandatory Licensing of HMOs within the Act, which states that HMOs which have three storeys or more occupants comprising 2 or more households that are sharing amenities must be licenced. Additional Licensing can be used to license HMOs of any number of storeys with less than 5 occupants comprising 2 or more households that are sharing amenities.
- 2.2 From 1st October 2018 the definition of HMOs that are covered by Mandatory Licensing will change, with the storey element removed. This will mean that some HMOs that are currently or would potentially be licensed under Additional Licensing will move to Mandatory Licensing; the majority of HMOs in Nottingham will still be licensable under the proposed Additional Licensing scheme.

2.3 Additional Licensing in Nottingham to date

- 2.3.1** Nottingham is in its final year of the five-year Additional Licensing scheme that is due to end on December 31st 2018. The delivery of the scheme has been effective in its operation and it has had a positive impact in addressing issues associated with HMOs. The nature of the scheme means that measuring performance is complex and its full impact will not be able to be measured until its conclusion. Combined with Mandatory Licensing and Nottingham's scheme of Selective Licensing, Additional Licensing remains a key tactic in effort to improve the quality of the Private Rented Sector.
- 2.3.2** A review of the existing scheme (January 2014 to May 2017) demonstrates some measurable success and effectiveness. However, it shows that even as the scheme is in its final stages, a lack of engagement with the scheme and non-compliance from landlords persists and that further compliance and enforcement action is required to achieve the scheme outcomes.
- 2.3.3** Between January 2014 and March 2018, 2,665 applications were received and 2,458 processed in total, including secondary issuing after change of ownership, refusals and those subsequently revoked. The scheme however, continues to process c.30 applications a month, which is believed to be more than can be accounted for by new ownerships and movements into Additional Licensing from Mandatory Licensing or single occupancy.
- 2.3.4** At 4th April 2018 there were 2,276 active, additionally licensed HMOs and 212 applications being processed.
- 2.3.5** The review does show Additional Licensing has supported property improvement and the management of HMOs, however it has also demonstrated there is still considerable progress to be made across this sector. Between January 2014 and May 2017 less than half of HMOs inspected were compliant at first inspection and two-thirds required further conditions adding to the standard licence conditions. Additional Licensing has enabled properties to become compliant and have their amenities and facilities improved, however a lack of compliance is still indicated.
- 2.3.6** Two-thirds of properties that were not compliant at first inspection, showed improvement at subsequent inspections. This was achieved through positive intervention(s), engagement and strict inspection regimes. Such improvements have come at a cost to the resourcing of the scheme overall however, with multiple visits and inspections placing large demands on officer time and resource, slowing down the process of administering and issuing licences to other landlords.
- 2.3.7** Failure to comply has resulted in positive action being taken and in some cases the outright refusal to issue licenses to landlords, with some being declared not fit and proper to manage a HMO and hold a licence. As a result, some of these landlords have removed properties from the market or enabled the transfer into the ownership or management of new responsible and compliant landlords, thus taking rogue landlords out of the market completely. Where appropriate, new civil penalty powers have also been used to tackle non-compliance.

2.3.8 In the year to date, there has been a decrease in the amount of ASB (particularly noise related) complaints and reports relating to HMOs that have extra licence conditions enforced and where these conditions have complimented other enforcement activity. Such conditions help ensure landlords of previously problematic HMO properties manage and tackle ASB more effectively.

2.3.9 The ability to access and regularly inspect properties is a vital tool that the scheme provides. It encourages a proactive and responsible management culture among compliant landlords, including increased professionalism for some smaller or non-portfolio landlords. The scheme has also benefitted the City by improving communication and engagement with tenants, helping them understand the property and management standards they should expect and promoting responsible behaviour by them when occupying homes in the Private Rented Sector. It has also been invaluable in identifying safeguarding concerns, as well as in preventing, intervening and detecting more serious, organised and major crimes such exploitation and modern slavery.

2.3.10 Maintaining Additional Licensing alongside the other two licensing schemes will enable a consistent, consolidated and robust approach to raising standards across the Private Rented Sector. It will help prevent landlords from changing the occupancy levels or location of their portfolio in order to avoid compliance with other licensing schemes.

2.3.11 The final phase of the current scheme will focus on compliance, enforcement and delivery of the scheme outcomes before its close on 31st December 2018. With Mandatory Licensing established and Selective Licensing to launch on 1st August 2018, the outcomes of this scheme of Additional Licensing as well as the continuation of a refreshed scheme, play a pivotal role in protecting our citizens.

2.4 The evidence for a new scheme

2.4.1 Officers have carried out an evidence collecting and analysis exercise to see where a further scheme is required once the original has ended, and the types of HMO that should be included.

2.4.2 The CLG guidance document “approval Steps for additional and Selective Licensing designations in England” states before making a designation for licensing of a particular type of HMO or for a particular area, a local authority must:

- Consider that a significant proportion of the HMOS of that description in the area are being managed sufficiently ineffectively as to give rise, or be likely to give rise to one or more particular problems for those occupying the HMOs or members of the public.
- Have regard to any information regarding the extent to which any codes of practice approved under section 233 have been complied with by persons managing HMOs in the area in question.
- Consider whether there are any other courses of action available to them (of whatever nature) that might provide an effective methods of dealing with the problem(s) in question.
- Consider whether making the designation will significantly assist them to deal with the problem(s) (whether or not they take another course of actions as well).
- Consult persons likely to be affected by the designation.
- Ensure that the exercise of power is consistent with their overall housing strategy; and

- Seek to adopt a coordination approach in connection with dealing with homelessness, empty property and anti-social behaviour affecting the Private Rented Sector as regards to combining licensing with other action stake by them or others.

2.4.3 An evidence base has been collected to inform the proposed Designation using records relating to HMO addresses and complaints held on the Environmental Health “CIVICA” database.

2.4.4 In order to comply with the Housing Act 2014 and DCLG guidance that require that a significant proportion of HMOs of the proposed description in the area are being managed sufficiently ineffectively, the area covered by the proposed designation has been arrived at using the same statistical test and broadly the same overall methodology. The designation is based on:

- a. Census output areas (COAs) containing 10 or more HMOs that would be licensable under an Additional Licensing where 20% of these HMOs have received one or more complaint or service request recorded in CIVICA or Community Protection Warnings or Notices between January 2014 and December 2017 concerning:
 - Waste and refuse (fly tipping, refuse accumulation, bins on streets)
 - Noise
 - Housing disrepair, conditions and detriment to amenity
 - Overcrowding, fire safety, HMO licensing
(the methodology used for the 2014-18 designation)
- b. COAs where statistics indicate the level of complaints or service requests against HMOs of the type licensable means HMOs creating significant issue for the area overall.
- c. Input from ward councillors and stakeholders in areas where progress in effective management is considered contingent on the continuation of Additional Licensing.
- d. The review of the 2014-18 scheme and the need for Additional Licensing to sustain the progress already made. Whilst a decrease in the number of COAs from the 2014-18 designated area now meeting the above test (due to a reduction in complaints) has occurred, if licensing was removed from these COAs, it would result in a designation that lacked coherence and, given the concentration of HMOs in those COAs, a real likelihood that problems would return in the absence of a combination of licensing and enforcement. For these reasons these COAs have been retained within the proposed Designation.

2.4.5 The proposed Designation, if based solely on COAs and complaints data would create an abstract boundary that would not necessarily fit with public perception and potentially make the scheme’s operation confusing. It has therefore been further defined to include natural or physical boundaries that provide a more coherent or legible area.

2.4.6 Officers are satisfied that the area of the Designation contains a significant proportion of the type of properties that cause or are likely to cause the

problems set out in the DCLG guidance due to sufficiently ineffective management. Whilst the current scheme has helped to achieve significant progress in improving property conditions and the management of HMOs, there is recognition at central government level that licensing may have to be a long-term strategy and will not provide instant solutions. The evidence suggests that problems persist and that the statutory tests are met to merit a further Designation to take effect on the expiry of the current one.

2.4.7 A map proposed Designation is shown at Annex A of Appendix One. Coverage comprises the 2014-2018 designation plus areas of Sherwood, St Ann's, New Basford and the City Centre that have met the statistical test. These "new" areas contain c.150 HMO of the type licensable under Additional Licensing

2.5 Classes of HMO to be excluded from the Designation

2.5.1 When making a Designation the Authority may choose to exempt certain classes of HMO in addition to those that are exempt by law. As indicated above the Authority must have regard to any information regarding the extent to which any Codes of Practice approved under section 233 have been complied with by persons managing HMOs. In Nottingham, there are a number of premises that do comply with these codes, namely purpose built or purpose converted student accommodation administered by Accreditation Network UK (ANUK). These properties were exempted from the 2014-2018 scheme and as there is continued compliance with these codes it is proposed that these properties also be exempted from any new designation and scheme.

2.5.2 The existing Designation currently applies to HMOs as defined by s.257 of the Act (certain older conversions to flats). Under the current Additional Licensing Scheme, the Authority has found s.257 HMOs complex and problematic to regulate within the terms of the legislation. The person required to licence the s.257 HMO is usually the person responsible for the entire building (i.e. freeholder), however they will not necessarily have control over the flats that are being rented out in a way that is compatible with Additional Licensing's operation. It is proposed therefore, that s.257 HMOs be exempt from the 2019-23 Designation. This will not however mean that these properties go unregulated; with the changes to Mandatory Licensing and the introduction of Selective Licensing these properties (or private rented flats within) are likely to be licensable under one or other of those schemes.

2.6 Other Courses of Action

2.6.1 Before implementing a scheme of Additional Licensing the Council must consider whether there are any other courses of action available to it (of whatever nature) that might provide an effective method of dealing with the problem or problems in question. Over the past decade the Council has operated a range of schemes and initiatives aimed at improving property conditions in the private rented sector, the management of HMOs, and the promotion of a more positive presence of HMO in the wider housing market and community. These were considered when the current Additional Licensing scheme was proposed. Some of these have continued, and there have been new initiatives introduced. These include:

- The “Nottingham Standard”, combining the UNIPOL and DASH accreditation schemes under one accreditation mark, and significantly increasing the numbers of properties covered by accreditation
- Specialist teams to deal with ASB and environmental crime
- Community Protection Service, with NCC and Nottinghamshire Police working together to proactively and reactively tackle ASB at a local or community level
- A wide range of partnerships developed by Community Protection across the statutory and voluntary sector to address some of the issues raised by HMOs and the wider private rented sector
- Three successful Rogue Landlord programmes, utilising grant secured from Government
- “Nottingham Together” – the programme of activity (including housing) within the City’s migrant communities to build greater community cohesion, funded via the Government’s Controlling Migration fund.
- Landlord engagement via regular meetings with the key landlord groups and participation in their events
- Use of the internet and social media to promote the work of the Council in the Private Rented Sector, raise awareness of tenants’ rights and responsibilities and provide ways for tenants to make complaints via the “Nottingham Renters” site
- The “Nouse” Strategic Housing Network, promoting positive practice in the Private Rented Sector and providing housing market news and information for landlords and tenants.
- The Nottingham Private Rented Accommodation Scheme (NPRAS) to encourage landlords to work with NCC’s Housing Aid in providing accommodation for homeless households and enable the Council to discharge its duties via the Private Rented Sector
- The continued employment of a Student Strategy Manager post at NCC to lead a more coordinated, partnership approach to student issues across the City, including housing.
- The continued response by Safer Housing Teams in Environmental Health to complaints about housing conditions with the appropriate enforcement ranging from asking to prohibitions, prosecutions and financial penalties.

2.6.2 These initiatives have proven successful in both raising standards and levels of engagement and awareness within the Private Rented Sector, particularly when linked to the current scheme of Additional Licensing. Despite these schemes and initiatives, problems still exist in the proposed Designation:

2.6.3 Enforcement powers are also available under the Act and Regulations. Community Protection’s Houses in Multiple Occupation (HMO) team respond reactively to health and safety concerns about poor accommodation in the private rented sector.

2.6.4 Whilst powers such as Emergency Prohibition Orders (EPOs) already exist within the Housing Act 2004 to deal with situations that are an imminent danger to the health and safety of the occupants, Additional Licensing requires landlords to be proactive in managing the risks in their properties and ensure improved management. Therefore, Additional Licensing potentially reduces the requirement to use powers such as EPOs.

2.6.5 In some cases, landlords have undertaken works at very short notice to deal with serious hazards rather than face formal enforcement action but only because of the reactive intervention of colleagues in the HMO Team. However, in order to address

the problems that persist within HMOs in the City, the continued use of Additional Licensing is required.

2.7 Fit with the Council's Strategic Approach

2.7.1 As stated above, the Council is further required to ensure that the exercise of power is consistent with their overall housing strategy; and to seek to adopt a coordinated approach in connection with dealing with homelessness, empty property and anti-social behaviour affecting the private rented sector. To take each of these in turn:

- **The Housing Strategy**

The Council is about to consult on a new housing strategy which will span the years 2018-21. The document, entitled "Quality Housing for All" has an overall objective that all Nottingham's citizens should be able to access a good quality home irrespective of its tenure. In terms of the Private Rented Sector this will primarily be delivered through the implementation of a scheme of Selective Licensing covering the majority of the City's Private Rented Sector, and by building the case for a further scheme of Additional Licensing for HMOs on the expiry of the current scheme.

- **Homelessness**

The use and availability of decent and affordable accommodation is key to addressing and preventing homelessness, which has increased considerably in the past 2 years. In order to meet its relief duties within the Homelessness Reduction Act the Council will be looking increasingly to the Private Rented Sector as a source of accommodation. Shared accommodation is particularly important in meeting the housing needs of younger, single people who are only able to claim the single room rate of local housing allowance. Tackling poor property or living conditions as well as poor tenancy management can make accommodation more sustainable and prevent homelessness presentations. In recognition of the growing importance of the Private Rented Sector in homelessness prevention and relief there will be increased levels of joint working between Housing Aid officers dealing with homelessness and the Housing Licensing and Compliance and Safer Housing Teams in the form of a new "Housing Hub".

- **Empty Homes**

Additional Licensing will enable HMOs that come back into use to ensure decent, well-managed accommodation.

- **Anti-social behaviour**

The Council works to reduce anti-social behaviour (ASB) across the City. Additional Licensing is an additional tool that can be utilised to ensure landlords manage their properties and tenants in an appropriate manner. Where required colleagues in Community Protection would be able to identify and provide evidence of licence holders that are failing to comply with the HMO licence conditions.

The making of the Designation is felt to be consistent with these strategies and to form part of a co-ordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour affecting the Private Rented Sector.

A scheme of Additional Licensing will significantly assist in achieving improved property conditions and standards as well as reducing ASB, as it allows for properties not meeting minimum requirement to be excluded from the market if they do not comply, therefore protecting tenants and the wider community from their negative impact. Further, the administrative practicalities of the scheme (e.g. having access to landlord details) allows better and more timely communication and issue resolution, maintaining progress and improvements over the longer term.

2.8 Operational Matters

- 2.8.1** The Designation can operate for a maximum of 5 years and there is a statutory duty to review the Designation from time to time. It is proposed that this Designation run for a 5 year period in order that it provide maximum benefit.
- 2.8.2** It is proposed that the licence conditions at Appendix Two be applied in the new scheme. The consultation will include information on the licence conditions and indicative fees, though both may be subject to change.
- 2.8.3** The departmental operation of the various Private Rented Sector licensing regimes is the subject of ongoing reviews and some changes are proposed to the way that applications for Additional Licensing are administered and the fees that are charged. Operational issues are generally dealt with under delegated powers.

2.8.4 Fees

It is proposed that the fees be amended to reflect a more targeted approach. It is proposed that in addition to the existing “standard” and “accredited” fees a new category of “less compliant fee” be introduced to make less compliant landlords pay the highest fee, reflecting the additional work/compliance activity associated with such licences. Fees for accredited landlords will remain lower than the standard fee reflecting both the lower level of work associated with such applications and acting as an incentive for applicants to become accredited. The proposed fee structure is detailed in sections 4.2 to 4.5. The increase in fee reflects the fact the fee has remained the same since introduction of the existing scheme but costs have risen. It also covers in full those operating costs that are recoverable through the fee.

The fee has been based on the issue of 1,500 licences; for increased certainty in financial forecasting this figure equates to existing licenced properties minus properties predicted to migrate to mandatory or selective schemes.

2.8.5 Applications

It is proposed that all licensing applications will become online only, the presumption being that a licence will be issued unless a valid reason for refusal is known at the time of the application. Inspections will be carried out on a risk based assessment with landlords that attract the “less compliant” fee having their properties inspected either before a licence is granted, or during the term of it.

2.8.6 Conditions

The conditions have been reviewed and updated in line with the introduction of Selective Licensing in Nottingham (August 2018). Updated conditions can be found at Appendix Two (numbers 21, 34, 39, 40, 42 and 46-48)

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1** To not propose a further scheme of Additional Licensing: rejected because there is evidence that there is a need for a further scheme. Five years has not been a sufficient period of time to fully deal with the problems that are being seen in HMOs. Furthermore, to not continue with Additional Licensing would undermine the Council's efforts to improve property and management conditions in the Private Rented Sector, thus enabling all citizens to access a good quality home.

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

- 4.1** The estimated value of this scheme over the 5-year period is £2.9m
- 4.2** The standard fee for a licence will cost £1,370 per property.
- 4.3** The higher fee for less compliant landlords will cost £1,720 per property
- 4.4** There is a reduced fee for those properties in an accredited scheme. This fee is set at £1,000
- 4.5** Based on research and evidence gathering, it is estimated that there are c. 1,500 private rented properties that potentially fall within the Additional Licensing criteria
- 4.6** This is a self-funded scheme. There will be no gain or loss in association with this scheme. It must remain cost neutral; therefore, there will be no negative impact to the MTFP
- 4.7** The fee has been calculated by using an updated Local Government Association (LGA) toolkit to ensure value for money, but also to ensure that all allowable costs are recovered. Based on running the scheme alongside the Mandatory licensing scheme, the fee was based on costs for 4,000 licences (Mandatory is estimated to receive 2,500 applications) the teams will work together and be costed proportionally across the two schemes. For the sake of this report, the costs for running the Additional scheme have been calculated based on the processing of 1,500 licences.
- 4.8** The assumed costs included are:
- a.** Staffing costs to run the scheme, these have been included at productive hours only as per the guidance and relevant staff grades for each piece of work.
 - b.** Processing costs of each licence, application, checking etc. – this has been calculated using percentages for time taken.
 - c.** Enforcement costs (as per recent change to legislation).
 - d.** Management fees
 - e.** Exit costs.
 - f.** Overhead costs to include accommodation, IT, HR, Finance & Legal support.
 - g.** The most recent inflation factors
- 4.9** Table 1 below is a breakdown of costs. The costs are a guide and need to be flexible throughout the 5 year period based on demand and the risks highlighted in point 4.10 of this report

Table 1: Estimated Operating Costs of scheme		£'000
Personnel Costs		2,178
Operating Costs		
	Premises	162
	Transport	10
	Supplies & Services	63
	IT Support	94
	Other overheads inc EHO, Legal, Finance, HR , Bus Analyst support functions	234
Operating Costs		563
Publicity and exit fees		97
Non-recoverable costs - see Table 2 **		62
Total Costs		2,900

** These costs are not part of the fee

In the event that the amount of licences received varies from the estimated 1,500 properties, the income will invariably change. Costs would remain in line to reflect this. In the event that the licence numbers exceed the 1,500 additional resources would be factored in and budgeted for accordingly. Likewise, if income falls below, the operating model would be reduced to reflect this. The scheme will remain self-sufficient.

4.10 Risks

- a. There are risks to this scheme, which could have an impact on the financial business model.
- b. An example of some of the risks that could impact on the schemes financial viability and would require a resources review to mitigate are:
 - i. Level of applications vary.
 - ii. Landlords may gain accreditation in order to secure a lower fee. Accredited landlords could receive a reduction of £370. Significant changes to accreditation numbers will affect costs and income.
 - iii. If operational activity identifies unexpected qualities of property (better or worse) which would mean staffing balance or costs are different to those that are anticipated.
 - iv. If there is any legislative, guidance changes and/or case law rulings
 - v. Any other changes to service delivery which is impacted by issues for example, IT, accreditation providers, staffing, accommodation etc., it may be necessary to amend the business model
 - vi. Two part fee and new fee structure
- c. The valuation and sensitivity of risks above currently cannot be quantified however; these will be developed as the scheme progresses. During this time, the following needs to be in place to ensure the early warning of risks and the ability to undertake corrective action mitigating any financial impact to the organisation:
 - i. Robust performance monitoring frameworks for both operational and financial targets.
 - ii. Staffing flexibility set up to be able to align to activity levels.

- iii. The business model includes full staffing exit costs (as referred to above).

4.11 The scheme is set for a five-year period. Each year, a balanced net zero budget will be set based on projected activity. Monthly budget monitoring will ensure the budget stays on track. Periodically where necessary, the budget may be re-aligned in year to reflect changes in activity.

4.12 There is also the inevitability that applications will not be made uniformly over the five years of the scheme. This will apply to some costs also, in particular with staffing. As with previous similar schemes, it is likely that a larger proportion of income will come in in the early years. Therefore, there will be no impact on borrowing from the authority. Because this scheme needs to be self-financing with no gain or loss to be aligned to the Local Authority, the peaks and troughs in both income and expenditure has to be managed.

4.13 This will be done by applying the relevant accounting treatment – Receipts in Advance. This form of accounting treatment has been confirmed by CIPFA. This will ensure there is no impact on the MTFP and the scheme remains viable for the whole term

4.14 The Additional Licencing scheme also includes non-recoverable costs, which over the five years are estimated at £62,000. These are set out in **Table 2** below and are reflected in table 1:

Table 2: Estimated Non-recoverable costs	
Costs	£'000
Housing rating Inspection	33
Prosecutions of licence conditions through the courts	20
Tribunal costs including Legal	9
TOTAL	62

The Non Recoverable costs of £0.062m are covered through the budgets already held within other departments of the council, therefore already within the MTFP, so are not included within the fee.

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

5.1 In order for the Board to ultimately approve a scheme of Additional Licensing Councillors must be satisfied of the matters outlined in paragraph 2.13 of the report. In particular section 56(2) of the Housing Act 2004 states:

“The authority must consider that a significant proportion of the HMOs of the relevant description in the area are being managed sufficiently ineffectively as to give rise, or to be likely to give rise, to one or more particular problems either for those occupying the HMOs or for members of the public.”

5.2 The making of the initial Designation was unsuccessfully challenged by way of Judicial Review. Whilst this Designation would also be open to challenge a similar but slightly modified approach has been taken to assessing the

evidence and considering the relevant guidance and tests as before to try and ensure that any new Designation would also withstand any challenge. Given that this report is at an early stage of the process and seeks authority to consult on the proposals the risk of such a challenge at this stage is low.

- 5.3 Councillors should satisfy themselves that the tests outlined in paragraph 2.13 of the report are met and that they are satisfied with the evidential basis of the Corporate Directors' recommendations before proceeding to consultation. Were any changes to be proposed to the area to be designated they would need to be evidence based in order to withstand any potential challenges

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

- 6.1 This report raises no particular issues or concerns from a Strategic Asset and Property perspective.

7 **SOCIAL VALUE CONSIDERATIONS**

- 7.1 The use of Additional Licensing is consistent with the Council's overall strategic approach to housing and its approach to a number of key priorities for the City. Additional Licensing, by tackling the problems that are evidenced in the proposal, will help to achieve a number of positive outcomes in terms of regeneration, health and wellbeing, and community safety, which are all major priorities for the city. This will help to deliver improved outcomes for citizens.

8 **REGARD TO THE NHS CONSTITUTION**

- 8.1 The NHS Constitution has as one of its guiding principles that the NHS will work across organisational boundaries. It says: "The NHS is committed to working jointly with other local authority services, other public sector organisations and a wide range of private and voluntary sector organisations to provide and deliver improvements in health and wellbeing". The Council's approach to housing also follows this principle, seeking to work with a range of other services to improve citizens' lives, not least their health and wellbeing. One of the key benefits the Council believes that Additional Licensing will bring is improved housing conditions; the positive impact that better housing can make on health and wellbeing has been demonstrated both nationally and locally.
- 8.2 The City's Health and Wellbeing Strategy has "Healthy Environment" as one of its four main priorities. Within this there is the priority action "Housing will maximise the benefit and minimise the risk to health of Nottingham's citizens". The proposal for Additional Licensing fits very clearly with this action

9 **EQUALITY IMPACT ASSESSMENT (EIA)**

- 9.1 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 Three, and due regard will be given to any implications identified in it.

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

10.1 None.

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

11.1 None.

Appendix One:

Nottingham City Council

Designation of an Area for Additional Licensing of Houses in Multiple Occupation 2018

Nottingham City Council in exercise of their powers under section 56 of the Housing Act 2004 (“the Act”) hereby designates for additional licensing of Houses in Multiple Occupation (“HMOs”) the area described in paragraph 4.

CITATION, COMMENCEMENT AND DURATION

1. This designation may be cited as the Nottingham City Council Designation for an Area for Additional Licensing of Houses in Multiple Occupation 2018.
2. This designation is made on [date] 2018 and shall come into force on 1 January 2019
3. This designation shall cease to have effect on 31 December 2023 or earlier if the Council revokes the scheme under section 60 of the Act.

AREA TO WHICH THE DESIGNATION APPLIES

4. This designation shall apply to the areas delineated and shaded red on the map at Annex A.

APPLICATION OF THE DESIGNATION

5. This designation applies to all HMOs within the area described in paragraph 4 unless -
 - (a) the building is of a description specified in Annex B (Buildings that are not HMOs for the purpose of the Act - other than Part 1)
 - (b) the HMO is subject to an Interim or Final Management Order under Part 4 of the Act
 - (c) the HMO is subject to a temporary exemption under section 62 of the Act;
 - (d) the HMO is required to be licensed under section 55 (2) (a) of the Act (mandatory licensing) , or
 - (e) the HMO is of a type which complies with an Approved Code of Practice under the The Housing (Codes of Management Practice) (Student Accommodation) (England) Order 2010 (or any Order subsequently amending or replacing the same) and which are administered by ANUK
 - (f) HMOs as defined by Section 257 of the Act (certain converted blocks of flats)

EFFECT OF THE DESIGNATION

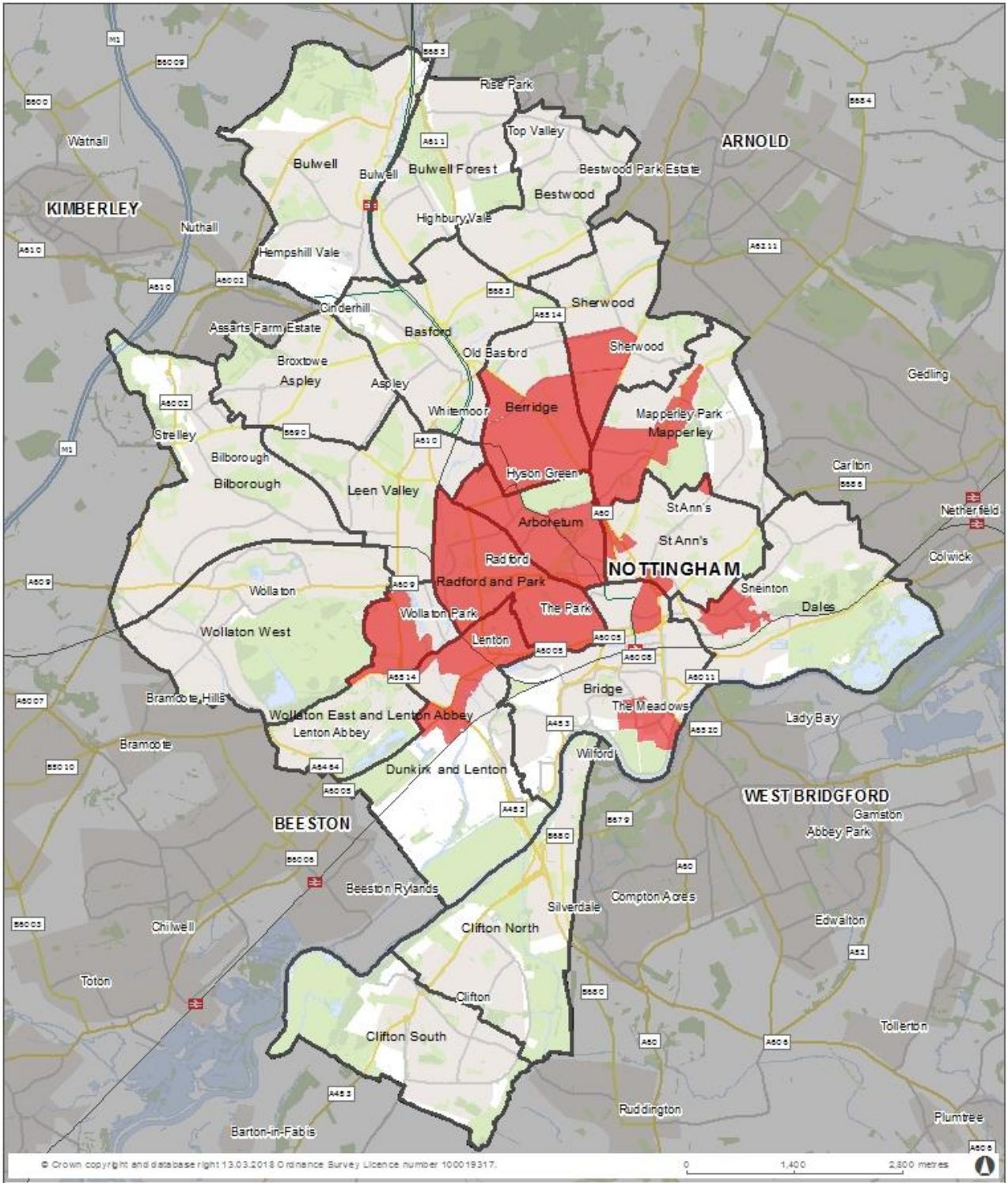
6. Subject to sub paragraphs 5(a) to (e) every HMO of the description specified in that paragraph in the area specified in paragraph 4 shall be required to be licensed under section 61 of the Act.
7. Nottingham City Council will comply with the notification requirements contained in section 59 of the Act and shall maintain a register of all houses registered under this designation, as required under section 232 of the Act.

This Deed is given under the }
Common Seal of NOTTINGHAM
CITY COUNCIL:

Authorised Signatory

Date:

Proposed Designation for Additional HMO Licensing 2019-2023



Key

- 2019 -23 Proposed Designation
- Wards
- City Boundary



Appendix Two:

Proposed Licensing Conditions for Houses in Multiple Occupation

A. Gas, Electrical and Fire Safety

Gas Safety

1. Where gas is supplied to the property the licence holder shall ensure that all gas installations and appliances are in a safe condition at all times and that an annual gas safety check is carried out by a Gas Safe registered engineer on each gas appliance/flue in the house. The licence holder shall provide a copy of the gas safety certificate to all tenants/occupiers at the beginning of their tenancy and keep a written record that it has been provided.
2. The licence holder shall produce the gas safety certificate issued in respect of the house within the previous 12 months for inspection by the Council within 7 days of any demand given by the Council to do so. Details of Gas Safe engineers can be found at www.gassaferegister.co.uk

Safety of Electrical Appliances

3. The licence holder shall ensure that all electrical appliances made available in the house by them are kept in a safe condition and proper working order at all times.
4. The licence holder shall ensure that all electrical appliances made available in the house by them are inspected in accordance with current edition of INDG236 or HSG107 as appropriate, published by The Health and Safety Executive.
5. The licence holder shall ensure that as soon as any electrical appliance is identified as being unsafe, it is removed from the house immediately and properly disposed of.
6. The licence holder shall ensure that a record of visual inspections and tests is maintained. The licence holder shall submit to the Council on demand the records of visual inspections and tests within 7 days of the Council's demand.
7. Within 7 days of the Council's demand the licence holder shall supply a declaration as to the safety of electrical appliances made available by them at the property together with a copy of the inspections record carried out within the previous 6 months.

Safety of Electrical Installations

8. The licence holder shall ensure that the electrical installation in the house is kept safe and in proper working order at all times. The licence holder shall ensure that a **satisfactory** Electrical Installation Condition Report (EICR) or Electrical Installation Certificate (EIC) is produced at intervals of no more than 5 years or more frequently if indicated on the previous report. The licence holder shall on the demand of the Council supply the most recent fixed wire inspection and test certificate in the format recommended in Appendix 6 of BS 7671(or any British Standards which subsequently replaces this), within 7 days of the Council's demand. "This report must be issued by a registered competent person **see Appendix Two A for general guidance.**

Furniture and Furnishings (Fire Safety)

9. The licence holder shall ensure that the furniture made available by them at the house is safe and is kept in a safe condition at all times. Any furniture, which is made available by the licence holder, that is not in a safe condition should be removed from the property and properly disposed of.
10. The licence holder shall on the demand of the Council supply a declaration as to the safety of the furniture made available by him at the house within 7 days of the Council's demand.

Smoke Alarms / Fire Detection Systems

11. The licence holder shall ensure that at all times a suitable fire detection system, designed in accordance with the current BS 5839 (or any British Standards which subsequently replaces this), is installed in the property. For the purposes of this paragraph, a suitable fire detection system includes the following grades: D, C, B or A, as described in the current BS 5839 (or any British Standards which subsequently replaces this).

The number and position of the detectors and alarms must comply with the recommendations of the current BS 5839 (or any British Standards which subsequently replaces this) but as a minimum there must be a smoke alarm installed on each storey of the house on which there is a room used wholly or partly as living accommodation. For the purposes of this paragraph, a bathroom or lavatory is to be treated as a room used as living accommodation. Smoke alarms shall be cleaned periodically in accordance with supplier's instructions.

12. The licence holder shall supply a declaration as to the condition and position of any smoke alarms/detectors in the property within 7 days of the Council's demand.
13. The licence holder shall ensure that the fire alarm system in the house is maintained in proper working order and is tested, inspected and serviced in accordance with the current BS 5839-1: (for Grade A systems) or the current BS 5839-6 (for all other grades of system), or any British Standards which subsequently replace these.

Grade A System

14. The system shall be inspected and serviced at periods not exceeding six months in accordance with the recommendations of BS 5839 (or any British Standards which subsequently replaces this). Throughout the period of the licence and where relevant, inspection and servicing certificates in the format recommended by the current BS 5839 (Annex G 6) shall be submitted to the Council within 7 days of its demand. This report must be issued by a registered competent person **see appendix 1 for general guidance.**

Emergency Escape Lighting

15. The licence holder shall ensure that any emergency escape lighting in the house is well maintained in proper working order and inspected, tested and serviced in accordance with BS 5266. Throughout the period of the licence, periodic and test certificates in the format recommended by BS 5266-1:2011 (or any British Standard which subsequently replaces this) shall be submitted

to the Council within 7 days of the demand.” This report must be issued by a registered competent person **see Appendix Two A for general guidance.**

Carbon Monoxide Alarms

16. The licence holder shall ensure that if there are any natural gas or liquid petroleum gas (LPG) appliances or solid fuel burning combustion appliances, carbon monoxide alarms are installed in the property. Any carbon monoxide alarms must be manufactured in accordance with EN 50291 or have the British Standard kitemark. Any such alarm must be kept in proper working order.
17. Alarms must be located in each room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance. For the purposes of this paragraph, a bathroom, lavatory, hall or landing are all treated as being a room used as living accommodation.
18. The licence holder shall on the demand of the Council supply a declaration as to the condition and position of any carbon monoxide alarms in the property within 7 days of the Council’s demand.

B. Property Management

19. The licence holder must ensure all reasonable and practical steps are taken to respond to repair and maintenance issues at their property and that any works to deal with repairs are undertaken within a reasonable period of time after they are notified, and within the timescales notified to occupiers under condition 26.
20. The licence holder must ensure that:
 - The property is kept in a good state of repair and free from significant hazards that could affect the health and safety of tenants, occupiers and visitors to the property (part 1 of the Housing Act 2004)
 - The exterior of the property is maintained in a reasonable decorative order, and in a good state of repair.
 - The exterior of the property and boundary walls, fences and gates etc. are kept free from graffiti.
 - Gardens, yards and other external areas within the boundary of the property are kept in a clean and tidy condition and free from rodent infestations.
21. The licence holder shall make sure adequate security arrangements are in place and take reasonable steps to achieve property security by complying with the requirements of paragraphs below:
 - So far as reasonably possible, any emergency works necessary to protect the security of the property are undertaken within 24 hours of notification e.g. damage to windows/entrance points to the property.
 - The security provisions for the access to the property (locks, latches, thumb turns, deadbolts and entry systems etc.) are maintained in good working order at all times.

- Where window locks are fitted, window keys are provided to the occupant(s) of the property.
- Where a burglar alarm is fitted to the house, which the occupant(s) is (are) made aware of the code, how the alarm is operated and the circumstances under which the code for the alarm can be changed.
- Where previous occupiers have not surrendered keys, arranging for a lock change to be undertaken, prior to new occupiers moving in.
- Where alley gates are installed to the side or rear of the licensed property, taking responsibility for holding a key and making satisfactory arrangements for the occupiers' access and egress .
- The main escape route (usually the front door) must be fitted with a thumb turn mortice lock, or equivalent, to five-lever security level. The lock must comply with fire safety requirements in that it shall be openable from the inside without the use of a key.
- Where it has been identified by the Police or Council, that additional security is necessary that those works are carried out within a reasonable time.

Property inspections

22. The licence holder must ensure that the tenant's right to quiet enjoyment of the property is respected. The licence holder must ensure that the tenant receives at least 24 hours written notice of intention to enter the property specifying the reason entry is required. The only exception is when it would not be reasonable to give such notice and access is urgent, e.g. in an emergency.
23. The licence holder shall ensure that inspections of the property are carried out at least every six (6) months to identify any problems relating to the condition and management of the property. The records of such inspections shall be kept for the duration of this licence. As a minimum requirement the records must contain a log of who carried out the inspection, the date and the time of inspection and any issues found and action(s) taken. Copies of these must be provided within 7 days of the Council's demand.

Dealing with rubbish

24. The licence holder shall display in a conspicuous position within the HMO, written information indicating:
- which day refuse collections will take place;
 - what type of bins to use for household and recycling waste;
 - details of the Council's bulky waste collection service;
 - details of the Council's missed bin collection service;
 - the occupiers responsibility to put bins out no earlier than 4pm on the day before collection and to return bins within the boundary of the property by 8am the day after the collection.
25. Extra rubbish that cannot fit in the bins will be collected and disposed of within a period of 7 days by arrangement by the licence holder; and that such

rubbish, where possible, is to be stored at the rear of the property and within the boundary of the property until collection/disposal.

26. Where waste is not placed out for collection, and the collection has been missed, the waste will be collected and disposed of within a period of 7 days by arrangement by the licence holder.
27. The licence holder shall ensure there is a continued provision of an adequate, sufficient and suitable bins, having regard to the size and number of households at the property, and in accordance with the Council's local waste disposal arrangements.
28. The licence holder shall ensure that all bins are in good working order with closable lids.
29. Where bins are not moved back within the boundary of the property by 8am the day after collection, it shall be the licence holders responsibility to do so.
30. The licence holder shall ensure that suitable and adequate provision for refuse storage and collection is provided at the house. This shall include a closable bin(s) of suitable capacity as specified by the Council.

C. Tenancy management

31. At the beginning of a new tenancy, the licence holder must provide the occupier(s) with written information, including contact details, explaining how they can make a complaint about the property and the arrangements in place to deal with emergency and other repairs. The contact and telephone number details should be applicable for contact between 9am – 5pm Monday to Friday, and should also include an out of hours contact number for use in emergencies. Any change in contact and/or telephone number details should be provided to occupiers within 24 hours of the changes being made. Copies of the written information provided to tenants must be provided within 7 days of the Council's demand.
32. Where an occupier makes a complaint the licence holder shall indicate to the occupier(s) how they intend to respond to the complaint including a timescales for the steps they intend to take.
33. The licence holder shall respond to any complaint within a reasonable timescale. Copies of all correspondence relating to complaints shall be retained during the term of this licence and shall be provided to the Council within 7 days of the Council's demand.
34. The licence holder must provide the tenant with an information pack containing the following details:
 - A true copy of the licence to which these conditions apply.
 - A notice with the name, address, day time and emergency contact number of the licence holder or managing agent.
 - Where appropriate, true copies of the current gas, electrical safety and energy performance certificates.
 - The information required by conditions 24, 26 and 30.

35. The licence holder shall supply to the occupiers of the house a written statement of the terms on which they occupy it (e.g. a tenancy agreement or licence). This statement shall be provided within 7 days of the occupancy beginning and the licence holder shall supply a copy of the written statement within 7 days of the Council's demand. * The written statement shall be clear about tenants responsibility for not causing anti-social behaviour and that breach of the requirement may lead to eviction.
36. The agreements are not to unfairly discharge the responsibility for anything that should reasonably be considered to be the responsibility of the Landlord/ Licence holder or manager under the Management of Houses in Multiple Occupation Regulations.
37. The licence holder shall comply with all relevant landlord and tenant law and shall ensure that all legal processes are followed when requiring occupiers to leave.
38. The licence holder shall demand references for new occupiers before entering into any occupancy agreement with them or allowing them to occupy the premises. Copies of these references shall be kept for the duration of this licence and made available to the Council within 7 days of the Council's demand.*
39. The licence holder shall ensure there is suitable and sufficient buildings insurance in place for the duration of this licence. This should cover the costs of re-housing occupiers in the event of the need arising.
40. Before a new tenancy is issued the licence holder / agent should carry out an inventory and document it with photographs (where appropriate). Both the licence holder and the tenant shall date and sign the inventory and each retain a copy.
41. Where a deposit is taken the licence holder must provide the tenant with the relevant information about the deposit scheme to which it relates and any other information required under section 213 of the Housing Act 2004. This information must be provided to the Council within 7 days of the Council's demand.

D. Tackling Anti-Social Behaviour

42. The licence holder shall ensure that all reasonable and practical steps are taken to prevent or reduce anti-social behaviour by the occupants and visitors to the house. In particular:-
 - The licence holder shall put in place written procedures indicating how complaints made to the licence holder will be dealt with, a copy of which shall be provided to the occupiers upon commencement of their occupation and to the Council within 7 days of the Council's demand.
 - Where complaints of ASB or criminality are made to the licence holder the licence holder shall investigate them and take action to resolve them. Copies of the complaint shall be kept together with notes arising during the course of the investigation and how

the matter was resolved and keep them for the duration of this licence. Where the licence holder has reason to believe that criminal activity is taking place at the property the licence holder must ensure that the appropriate authorities are informed.

- There may be instances where anti-social behaviour occurs more than once, but not continuously and possibly several months apart. In such circumstances the licence holder shall take all reasonable and practical steps to ensure it is effectively dealt with, up to and including eviction.

An ASB guide with good practice to be completed by a licence holder can be found on the Council's website at www.nottinghamcity.gov.uk/

E. Change of Details or Circumstances

Fit and Proper Person

43. The licence holder must inform the Council in writing if, since becoming the licence holder any of the events described within **Appendix Two B** have occurred in respect of either the licence holder and/or the manager of the house or any persons associated with them. Notification shall be made to the Council within 21 days of such occurrence.

Documents to be Displayed

44. The licence holder shall display in a conspicuous position in the common parts of the HMO, a copy of this licence to which these conditions apply; the name, address and phone number of the manager of the HMO and any notices related to the varying of this licence.

Notification

45. The licence holder must inform the Council within 21 days of any material change in circumstances including:

- change of their residential address or contact details; including when they no longer reside at the address on the licence, or where the licence holder is a business, if their business address has changed.
- If the manager is an agent, or employee of the licence holder, and this person or company ceases to be the manager or is no longer employed by the licence holder, and apply to vary the licence where a new manager is proposed, before the new manager begins managing the HMO.
- If the licence holder is a manager of the HMO, they shall inform the Council if they are no longer a manager of the property
- change of manager, management arrangements or ownership;
- any proposed changes to the structure, layout or amenity provision of the property that would affect the licence or licence conditions.

Any material change of details or circumstances may require a variation or revocation of this licence. **See Appendix Two A for general guidance.**

46. Licence holders who are accredited by a body approved by the Council shall ensure that accreditation status and/or membership of that body is maintained for the duration of this licence. If for any reason accreditation status/membership ceases the licence holder shall inform the Council in writing within 21 days and shall pay to the Council a sum representing the difference between the standard and accreditation fees for licences applicable at that time.

F. Licence Holder Training

47. Where the licence holder has not attended relevant training in the previous 3 years, they must as a minimum attend suitable training on the law and legal requirements relating to managing privately rented housing within 12 months of the date the licence is granted.

This requirement can be satisfied in one of the following ways:

- by attending a one-day training course arranged and delivered by the Council or our accreditation partner DASH Services and submitting a certificate to the Council following this training. Visit www.dashservices.org.uk or call 01332 641111 to arrange this;
- by completion of the accreditation training of the National Landlords Association (NLA), Residential Landlords Association (RLA), National Approved Letting Scheme (NALS) or East Midlands Property Owners (EMPO) and submitting the pass certificates to the Council for confirmation;
- by completion of other suitable training on the law and legal requirements relating to managing privately rented properties subject to approval by the Council in advance and subject to submitting a pass certificate or similar document to the Council for confirmation

G. Interpretation

48. Where reports, certificates, declarations or other documents are required to be produced or supplied to the Council, this shall mean sending by submitting them via the online portal.
49. Any reference to tenant or tenancy can also be interpreted to include occupancy by licence or other form of written agreement for the purposes of these conditions.

<p>Failure to comply with any licence conditions may result in legal proceedings including, civil penalty or prosecution through the courts and loss of the licence.</p>

Appendix Two A - Guidance information

These do not form part of the licence conditions, but you may still be under an obligation to comply with this legislation

Gas Safety

If gas is supplied to the house the licence holder shall ensure the Gas Safety (Installation and Use) Regulations 1998 (or any Regulations which subsequently replace these) are complied with.

Electrical Safety

The licence holder shall ensure that the Electrical Equipment (Safety) Regulations 1994 (or any Regulations which subsequently replace these) are complied with. Electrical checks shall be carried out by a competent person.

Smoke Alarms/Fire Detection Systems

Depending on the size, layout and occupancy of the property the licence holder may need to go over and above the legal minimum required in legislation to adequately protect the tenants from fire. When doing this the licence holder should have regard to the current Building Regulations; another useful guide is the LACORS Fire Safety Guide. The LACORS Fire Safety guidance is available at www.nottinghamCity.gov.uk/environmental-health-and-safer-housing/private-sector-housing/

Emergency Escape Lighting

The licence holder should have regard to the current Building Regulations covering emergency escape lighting. Another useful guide is the LACORS Fire Safety Guidance. This guidance is available at www.nottinghamCity.gov.uk/environmental-health-and-safer-housing/private-sector-housing/

Competent Person

A competent person is someone who has sufficient training and experience or knowledge and other qualities that allow them to assist you properly. The level of competence required will depend on the complexity of the situation and the particular help you need.

Where electrical works / certificates are required by competent persons the work shall be carried out by a suitably qualified electrical contractor who should be registered / member of an approved scheme such as NICEIC, ECA, NAPIT etc. or registered to undertake electrical works in accordance with Part P of the Building Regulations (unless exempt works). Electrical contractors that are on a relevant competent person scheme can be found at www.competentperson.co.uk

Details of competent Gas Safe engineers can be found at www.gassaferegister.co.uk

Furniture Safety

The licence holder shall ensure that the Furniture and Furnishings (Fire Safety) Regulations 1988 (or any Regulations which subsequently replace these) in respect of any upholstered furniture supplied by them, including chairs, sofas, beds, upholstered head boards, mattresses, cushions, seat pads, pillows and upholstered garden furniture etc. are complied with.

Safety and Security of Property

It is recommended that licence holders work towards improving the safety and security of their property by as a minimum complying with the Security and Standards of HMO and Rented Properties guide issued jointly by Nottinghamshire Police and Nottingham City Council, available at www.nottinghamCity.gov.uk/HMO.

Property Management

More information on dealing with waste can be found at www.nottinghamcity.gov.uk/bin-and-rubbish-collections/. Licence holders may find it useful to include this link in the documentation provided to occupiers under condition 24

Training

The training requirement in conditions 42 is a minimum requirement and depending on the level of responsibility and complexity of properties involved the licence holder should consider undertaking further relevant training in line with the extent of their liabilities.

Deposits

The licence holder shall ensure that any deposit taken as security for a tenancy is protected as appropriate by placing it in an approved tenancy deposit scheme. The tenant must be given the prescribed information about the scheme being used within 30 days of giving the deposit.

Variations to licence

Where the licence holder or a relevant person applies to vary a licence they should do so at the earliest opportunity. The original licence shall stay in force until the point that the variation is determined, as they can be granted or refused. See condition 40

Right to rent

Only people with permission or a right to be in the UK have a right to rent property. As a landlord, you have a responsibility to restrict illegal immigrants accessing the private rented sector. If you are found letting to someone who does not have the right to be in the UK, and you cannot show that you have made right to rent checks, then you could face a penalty of £3000. For more information visit www.gov.uk/check-tenant-right-to-rent-documents

Energy Performance Certificates (EPCs)

Licence holders shall ensure they comply with relevant legislation, ensuring tenants have sight of a current EPC for the property at the appropriate time. From 1st April 2018 domestic properties in England and Wales must have an EPC certificate with a minimum E rating for energy efficiency.

Redress scheme

Where the licence holder is also a letting agent or property manager they shall be a member of a relevant property redress scheme. More information is available at www.gov.uk/government/publications/lettings-agents-and-property-managers-redress-schemes

Changing Use and converting family housing to HMOs

Licence holders proposing to convert properties from single occupancy into HMOs should be aware that planning permission is required. More information is available at www.nottinghamCity.gov.uk/planning-and-building-control/planning-applications/do-i-need-planning-permission/

To Let boards

In Nottingham there are controls on to let boards in certain parts of the City. More information is available at www.nottinghamCity.gov.uk/planning-and-building-control/planning-applications/do-i-need-planning-permission/controls-on-to-let-ad-boards/

Electoral Registration

If you live in Nottingham City, access to certain services may be affected if you are not on the electoral register. It is a legal requirement to be on the electoral register. For more information please visit www.nottinghamcity.gov.uk/about-the-council/voting-elections/register-to-vote/

Appendix Two B (see condition 43)

Acted in contravention of any of the following:

- Commission of an offence involving: fraud, dishonesty, violence, drugs and sexual offences.
- Practised unlawful discrimination on grounds of sex, colour, race, ethnic or national origins or disability in connection with a business.
- Contravened any provision of housing or landlord and tenant law. By way of example this may include but is not limited to: proceedings being taken by a local authority a local authority has carrying out works in default premises being made subject to a management order under the Housing Act 2004 refusal of a HMO licence or breach conditions of a licence.
- Acted in contravention of any Approved Code of Practice
- or any Banning Order offences as listed below;

<i>Protection from Eviction Act 1977</i> (4)	<i>Section 1(2), (3) and (3A)</i>	<i>Unlawful eviction and harassment of occupier</i>
<i>Criminal Law Act 1977</i> (5)	<i>Section 6(1)</i>	<i>Violence for securing entry</i>
<i>Housing Act 2004</i> (6)	<i>Section 30(1)</i>	<i>Failing to comply with an improvement notice</i>
	<i>Section 32(1)</i>	<i>Failing to comply with a prohibition order</i>
	<i>Section 72(1), (2) and (3)</i>	<i>Offences in relation to licensing of Houses in Multiple Occupation</i>
	<i>Section 95(1) and (2)</i>	<i>Offences in relation to licensing of houses under Part 3</i>
	<i>Section 139(7)</i>	<i>Contravention of an overcrowding notice</i>
	<i>Section 234(3)</i>	<i>Failure to comply with management regulations in respect of Houses in Multiple Occupation</i>
	<i>Section 238(1)</i>	<i>False or misleading information</i>
<i>Regulatory Reform (Fire Safety) Order 2005</i> (7)	<i>Article 32(1) and (2)</i>	<i>Fire safety offences</i>
<i>Health and Safety at Work etc. Act 1974</i> (8)	<i>Section 33(1)(c) where a person contravenes any requirement specified in regulation 36 of the Gas Safety (Installation and Use) Regulations 1998</i> (9)	<i>Gas safety offences - duties on landlords</i>
<i>Immigration Act 2014</i> (10)	<i>Section 33A(1) and (10)</i>	<i>Residential tenancies – landlord offences</i>
	<i>Section 33B(2) and (4)</i>	<i>Residential tenancies – agent offences</i>
<i>Fraud Act 2006</i> (11)	<i>Section 1(1)</i>	<i>Fraud</i>
	<i>Section 6(1)</i>	<i>Possession etc. of articles for use in frauds</i>
	<i>Section 7(1)</i>	<i>Making or supplying articles for use in frauds</i>
	<i>Section 9(1)</i>	<i>Participating in fraudulent business carried on by sole trader etc.</i>

	Section 11(1)	Obtaining services dishonestly
	Section 12(2)	Liability of company officers for offences by company
<i>Criminal Justice Act 2003</i> (12)	Schedule 15	Specified violent and sexual offences
<i>Misuse of Drugs Act 1971</i> (13)	Section 8	Occupiers etc. of premises to be punishable for permitting certain activities to take place there
	Section 9	Prohibition of certain activities relating to opium
	Section 9A(1) and (3)	Prohibition of supply etc. of articles for administering or preparing controlled drugs
	Section 18(1), (2), (3) and (4)	Miscellaneous offences
	Section 19	Attempts etc. to commit offences
	Section 20	Assisting in or inducing commission outside United Kingdom of offence punishable under a corresponding law
	Section 21	Offences by corporations
<i>Proceeds of Crime Act 2002</i> (14)	Section 327	Concealing etc. criminal property
	Section 328	Arrangements
	Section 329	Acquisition, use and possession
<i>Protection from Harassment Act 1997</i> (15)	Section 2	Offence of harassment
	Section 2A	Offence of stalking
<i>Anti-social Behaviour, Crime and Policing Act 2014</i> (16)	Section 30	Breach of criminal behaviour order
	Section 48	Failure to comply with a community protection notice
<i>Criminal Damage Act 1971</i> (17)	Section 1(1)	Destroying or damaging property
	Section 2	Threats to destroy or damage property
	Section 3	Possessing anything with intent to destroy or damage property
<i>Theft Act 1968</i> (18)	Section 7	Theft
	Section 9	Burglary
	Section 21	Blackmail
	Section 22	Handling stolen goods

Appendix Three: Equality Impact Assessment Form

GREEN

Title of EIA/ DDM: Additional Licensing Consultation

Name of Author: Ceri Davies

Department: Development & Growth/Commercial & Operations **Director:** David Bishop and Andy Vaughan

Service Area: Housing Strategy/Environmental Health Safer Housing **Strategic Budget EIA** N

Author (assigned to Covalent):

Brief description of proposal / policy / service being assessed:

Additional licensing of houses in multiple occupation (HMOs) is a power available to local housing authorities within the provisions of the Housing Act 2004. Section 56 of the Act allows local housing authorities to designate areas, or the whole area, within their districts subject to additional licensing in respect of some or all the HMOs in it areas that are not already subject to Mandatory Licensing.

Under the proposed scheme, all HMOs in the designation, that are not subject to Mandatory Licensing or not s.257 HMOs will require a licence; and applications will need to be made to the Council by landlords. There is a fee for the licence, that is based on the costs of administration and operation of the scheme and licences can be refused or revoked if properties do not meet the management or condition standards required.

The Council is proposing to implement a scheme of additional licensing scheme in a designated area – see appendix 1.

Continued use of the Additional Licensing powers will provide the following benefits:

- An opportunity to continue to influence higher standards of HMO accommodation and to ensure effective management through more extensive control; and
- Lead to higher levels of citizen satisfaction with private rented sector accommodation within the City.

Nottingham has had a scheme of additional licensing in place since January 2014. The scheme has been a success, improving the condition of HMO properties and reducing associated Anti-Social Behaviour (ASB), however it is believed that 5 years is insufficient to bring about and sustain the long term improvements required. Therefore, an evidence gathering and analysis exercise was been undertaken to see if ad and where a new scheme is required and what the designation for the scheme should be.

It is possible that the consultation process itself (which will subsequent to the approval of this decision) will raise other issues in relation to equality and will be considered in a second EIA that will accompany the Executive Board report regarding the scheme's adoption/implementation.

References

1. Housing Act (2004) Section 56 - <https://www.legislation.gov.uk/ukpga/2004/34/part/2/crossheading/designation-of-additional-licensing>

Information used to analyse the effects on equality:

- Ethnicity monitoring via additional licensing applications.
- Building Research Establishment (BRE) - Integrated Dwelling Level Housing Stock Modelling and Database for Nottingham City Council
- Census 2011 and Household Projections
- Issues and indications arising from full consultation on the previous scheme of additional licensing (2013-18).

	<p>Could particularly benefit X</p>	<p>May adversely impact X</p>	<p>How different groups could be affected (Summary of impacts)</p>	<p>Details of actions to reduce negative or increase positive impact (or why action isn't possible)</p>
			<p>The most significant difference in impact will be between the two groups that Additional Licensing directly affects most – Tenants and Landlords; to a lesser though still significant extent it will also impact members of the broader communities that have a high number of HMOs and are covered by the designation.</p> <p>As groups, HMO tenants and HMO Landlords are diverse and consideration must be given to whether any potential benefit or adverse impact of the scheme relates to the Tenant/Landlord/Community Cohort or to a particular equality strand represented within them.</p> <p>The positive impact of the scheme - improved property conditions, safety, tenancy management, community relations and reduced ASB - can be continually improved via the monitoring and enforcement action against non-compliant landlords</p> <p>It is felt that overall the benefits of additional licensing outweigh the potential disadvantages; it is believed will have a positive impact on disadvantaged groups who are over-represented in HMO accommodation and wider communities that are covered in the designation</p> <p>Action: The consultation process will engage directly with groups representing landlords, tenants and therein their component communities and a range of communications and marketing works will be undertaken to ensure engagement with a broad range of stakeholders. Issues of communication and understanding in respect of learning from the existing scheme and for any new scheme will be factored into</p>	

			<p>the final scheme proposals. The consultation will take place from May 2018 for 11 weeks, with the report recommending the final scheme going to executive Board in September 2018.</p>
<p>People from different ethnic groups</p>		<p>X</p>	<p>The population of those living in the City's Private Rented Sector (PRS) comprises people from a range of different BME communities and mapping shows there are citizens from BME communities with higher levels of private rented sector property and HMOs. The tenant profile of HMOs is likely to be less diverse than that of the PRS overall, however we know that in certain areas of the City HMOs accommodated significant proportion of certain BME groups, particularly single, economic migrants such as those from Eastern European countries. Overcrowding can an issue in some areas and illegal conversions of properties particularly affect new and emerging communities, as does poor or improper tenancy management.</p> <p>Potential benefit: Additional Licensing would bring improved quality and safety of accommodation for BME tenants living in HMOs and assist in the identification and removal of landlords who cause negative impact to vulnerable BME or new communities via</p> <p>Action:</p> <ul style="list-style-type: none"> • Continue to collect ethnicity data from landlords applying to the scheme, with analysis every 2 years of any change in dynamic or BME communities entering or exiting this market. • Annually continue to monitor HMO rent and compare to other areas with and without licensing schemes. • Continue to make information and good practice on licensing available in accessible and easy read formats.

			<p>substandard or illegal accommodation.</p> <p>Potential adverse impact: (a)Landlords During consultation on the previous scheme of additional licensing it was put forward that the scheme would disproportionately and adversely impact the South Asian community. Many HMO landlords are of South Asian (Indian and Pakistani heritage) and residential property investment is a key strand of the named communities' financial interests, therefore any adverse financial impact of the scheme on landlords would be disproportionately felt.</p> <p>There is limited data available on landlord ethnicity, however that collected (105 volunteered responses via the licensing application process), 40% were White British/Irish, 47% were Asian and 13% were Black or Other Ethnicity. Of the Asian landlords, 62% were Asian Pakistani, meaning this particular ethnicity makes up 35% of the total respondents.</p> <p>It is acknowledged that this is a complex issue and that support will be required to ensure that different</p>	
--	--	--	---	--

communities understand what licensing means for them, what is expected of landlords and that they are able to comply with the requirements.

(b)Tenants

Concern has been raised that licensing will inevitably cause an increase in rents as a result of the increased landlord expenditure on the licence and the costs of complying with licensing conditions. Though the proposed designation covers areas of the city with higher proportions of BME households, there is no evidence to suggest that the overall HMO stock is disproportionately occupied by BME households. Based on the main groups-known to use HMO accommodation, it is likely that overall the concentration of BME households is less than in the PRS as a whole.

.
It is understood however, that the type of HMOs subject to additional licensing, do accommodate large proportions of some newer BME communities, namely EU citizens of Eastern European and African descent as well as single refugees and asylum seekers. Such households could be negatively impacted or displaced by an increase in rents, especially as they many not be

eligible. Similarly, landlords could limit themselves to “safer” options in terms of rental security reducing the availability of accommodation to these groups.

Overall, the additional cost to landlords is considered to be small as a proportion of rental income, especially across the term of the licence it should not equate to more than a few pounds per week. Although it is acknowledged that those with larger portfolios will need to pay for multiple licences. Further, a reduction in the fee is proposed for those landlords who are accredited under the Nottingham Standard or contributing schemes.

There is a risk however that the costs to landlords associated with Additional Licensing will be passed on to tenants, however there is no evidence to suggest that increases in HMO rents to date are driven exclusively by the introduction of the scheme . Increases in HMO rents were observed after the introduction of licensing however, they were also seen in cities – notably with similar student populations – that did not have a licensing scheme in place.

The risk of rent increases is therefore

			<p>one that council is aware of, but one which is based on speculation.</p> <p>The Council does not believe that standards of accommodation should be compromised in the interest of greater affordability or preservation of margins and believe that the standards required by licensing are ones that landlords should already be meeting.</p>	
<p>Disabled People or carers</p>		<p>X</p>	<p>It is acknowledged that this sector maybe home to a number of people with learning disabilities or mental health issues, particularly as it is known to cater to younger and/or single household in receipt of local housing allowance.</p> <p>Tenants with health issues are also much more likely to be affected by problems with damp and housing disrepair issues and may face problems with communication and getting repairs done quickly.</p> <p>Potential benefit: improvement in the property standards and tenancy management will have a positive impact on the health and security of tenants, something of particular benefit to those who may be vulnerable due to mental</p>	

			<p>health or learning needs.</p> <p>Potential adverse impact: Tenants in this equality strand could be affected by rent rises and other adjustments to the sector that might result from licensing changes</p>	
<p>People of different faiths/ beliefs and those with none.</p>		<p>X</p>	<p>Issues or links between particular BME groups and the impacts of additional licensing could also apply to this equality strand.</p> <p>Having identified that many landlords are from South Asian, or more specifically Pakistani, backgrounds, it should be noted that the Muslim community may not receive, for religious reasons, 'interest' from investments and therefore property is a preferred investment for many, hence this makes this community sensitive to any matters that could affect property prices or yields.</p> <p>As previously stated, the Council does not believe that standards of accommodation should be compromised in the interest of greater affordability or preservation of margins and believe that the standards required by licensing are ones that landlords</p>	

			<p>should already be meeting.</p>	
<p>Younger</p>		<p>X</p>	<p>It is recognised that the age profile of HMO tenants tends to be younger than the housing market or PRS as a whole, predominantly because two of the main groups using this type of accommodation are students and young people who are in receipt of Local Housing Allowance. LHA (housing benefit for PRS tenants) is capped at a “room rate” for single people under 35, meaning the amount they receive is intended to cover the rent in shared rather than single occupancy housing.</p> <p>Potential benefit: Improving the standard of accommodation therefore would benefit younger people and provide better value for money to the public purse.</p> <p>Potential adverse impact: Any rent increase because of licensing could have a particular impact on young people in receipt of local housing allowance. Their allowance is specifically based on shared accommodation or room rate however, their allowance could fall short of an increased rent, making them more vulnerable to eviction and homelessness</p>	<p>Action: Monitor homelessness presentations made by those existing shared accommodation in the additional licensing area, as well as rent levels as per the above.</p>

Outcome(s) of equality impact assessment:

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

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

If the proposal proceeds to a final decision by the Council to implement, a further review of this EIA will take place. It may be possible to use referral data to agencies such as Housing Aid, Notts Housing Advice etc to see what specific impacts the scheme is having if it is implemented.

Approved by (manager signature):

Graham de Max – Housing Strategy & Partnership Manager
Graham.Demax@nottinghamcity.gov.uk, 0115 8763538

Date sent to equality team for publishing:

03/04/2018



AREA 6 COMMITTEE
12.6.2018

Title of paper:	Nottingham City Homes Update and Approvals	
Director(s)/ Corporate Director(s):	Nick Murphy, Chief Executive of Nottingham City Homes	Wards affected: Dales, Mapperley and St Ann's
Report author(s) and contact details:	Luke Walters, Area Housing Manager, St Ann's Housing Office.	
Other colleagues who have provided input:	N/A	
Date of consultation with Portfolio Holder(s) (if relevant)	N/A	
Relevant Council Plan Strategic Priority:		
Cutting unemployment by a quarter		<input type="checkbox"/>
Cut crime and anti-social behaviour		<input checked="" type="checkbox"/>
Ensure more school leavers get a job, training or further education than any other City		<input type="checkbox"/>
Your neighbourhood as clean as the City Centre		<input checked="" type="checkbox"/>
Help keep your energy bills down		<input type="checkbox"/>
Good access to public transport		<input type="checkbox"/>
Nottingham has a good mix of housing		<input type="checkbox"/>
Nottingham is a good place to do business, invest and create jobs		<input type="checkbox"/>
Nottingham offers a wide range of leisure activities, parks and sporting events		<input type="checkbox"/>
Support early intervention activities		<input type="checkbox"/>
Deliver effective, value for money services to our citizens		<input checked="" type="checkbox"/>
Summary of issues (including benefits to customers/service users):		
<p>The report provides updates on key issues and themes which link back to local priorities and the strategic themes for Nottingham City Homes.</p> <p>The reports provide summary updates on the following key themes:</p> <ul style="list-style-type: none"> • Capital Programme and major work; • Area regeneration and environmental issues; • key messages from the Tenant and Leasehold Congress; • Area performance; • Good news stories and positive publicity. 		
Recommendation(s):		
1	To note and comment on the update and performance information in Appendices 1 and 2.	
2	To note the allocation of funds for 2018/19, detailed in Appendix 3.	
3	To approve the Area Capital Programme funding request set out in Appendix 3.	

1. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)

- 1.1 The Nottingham City Homes Update provides a descriptive and statistical picture of what is happening at an area level and invite community representatives to comment, debate, and challenge and identify how they can add value to improve their neighbourhoods.
- 1.2 The update also monitors progress in the wards and acts as a catalyst for debate about the key performance issues impacting upon the ward on a quarterly basis.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Nottingham City Homes previously reported on performance at local Area Panels that sat below the respective Area Committees. These panels were attended by local residents, local Councillors and partner agencies.
- 2.2 Nottingham City Homes has a goal to 'create homes and places where people want to live' and to give tenants and leaseholders an input in shaping what happens in their area. The Nottingham City Homes Update and Performance Report is one of a number of initiatives that increases the transparency and accountability of the Company's performance.
- 2.3 Following the decision for Nottingham City Homes reps to attend Area Committee, it was decided to provide the Nottingham City Homes Update Report to Area Committee. Appendices 1 and 2 provide the latest performance position for the committee to note and comment on.
- 2.4 Appendix 3 outlines the remaining capital budget for this area for noting and provides detail of the schemes that require approval by the Committee.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

None

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

Budgets are allocated on a yearly basis for each ward and there is an obligation on Nottingham City Homes to ensure that funds are allocated to projects within these budget requirements

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

None

6 EQUALITY IMPACT ASSESSMENT (only include if required by NCH)

- 6.1 Has the equality impact been assessed?

No

7. **LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

None

8. **PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

None

This page is intentionally left blank



NCH update report

Time: 6:00pm

Date: Tuesday 12 June 2018

Presented by: Luke Walters

	Item	Executive Summary / Key Points	For information or decision
1	Capital Programme & major works	<p>Grander Designs Kingston Court has been deferred until after fire enhancement works have taken place so anticipating works will be planned towards the end of the 2018/19 financial year. Extra security on the doors has been requested which will form part of the works.</p> <p>Woodview Court This is planned for Grander Design works. Meetings will be arranged with tenants and residents prior to the works starting.</p> <p>Fire enhancement works Proposed work to install sprinklers in to Kingston Court. A fire safety event took place on 11 May 2018 to show tenants and residents the sprinkler system</p> <p>Lift replacement Victoria Centre passenger lift replacement – planning is going well. There was a meeting held on 26 April 2018 (11 residents are part of the group),</p>	Information

	<p>wider information event will be held in May with work due to start soon after. We will be undertaking proactive work on lifts not being replaced until later in the programme to ensure some reliability. INTU and fire service have had input into how the lifts will work.</p> <p>External wall insulation and heating improvement works Low rise - Morley, Haywood, Byron, Keswick (The Courts) Haywood will be the first block to receive improvement works, currently detailed surveys about resident energy use are taking place along with property surveys. Access into each of the flats is essential so we are working closely with the local housing office to achieve this. Keswick Court will be the second block to receive work. A void flat is being used as an office throughout the work and regular events held for residents to ensure queries and questions are answered promptly.</p> <p>2050 Properties on West Walk The pilot phase is now complete with the exception of tweaking the smartnet controller to provide all of the control mechanism's required as part of the contract. The only outstanding feature is the smartnet controller showing the split between heat and power consumption.</p> <p>District heating In areas where there is high no access to maintain the district heating system weeks of action will be planned – these will be organised every two months.</p>	
--	---	--

2	Area Regeneration and Environmental Issues	<p><u>Dales</u></p> <p>NCH Decent Neighbourhoods Team have been working with the Ward Cllrs, Housing colleagues and NCC neighbourhood management to agree key priorities for the ward and we are asking this area committee for the approval of environmental funding for major improvements works to Radbourne Road estate and this will see us deliver a resurfacing scheme to properties 1-35 during the first phase. This will provide these properties with frontages the occupants can utilise and keep tidy, rather than the current solution that does not encourage this. We are also upgrading the planters and carrying out further works to help tackle the fly tipping issues in this area.</p> <p>We are also working with NCC highways to develop a parking scheme on Lancaster Road as this has been identified as a local issue. We are asking this area committee for the approval of environmental funding towards this project.</p> <p><u>Mapperley</u></p> <p>The team are also currently scoping ideas for environmental works in the Mapperley Ward in conjunction with key stakeholders. Looking at boundary and external improvements to the West Walk area in line with the external wall insulation energy work that have been delivered in. These properties are on a heavy trafficked route into Nottingham so the decent Neighbourhood team are keen to support the project.</p> <p>The Decent Neighbourhoods team are working closely alongside Grand Designs in independent living schemes to liaise with residents regarding ground improvements once internal works are completed. They are also liaising with the new build team to ensure areas around NCH new build blend with the new developments. They are also reviewing ideas for drying areas within blocks and looking at alleyways that provide rear access –</p>	Information
---	--	--	-------------

		<p>these are future projects over the next three to five years.</p> <p><u>St Anns</u> Stonebridge Working with NCC we will be undertaking environmental improvements in the Stonebridge area in line with the new build developments that have recently been built. Treatments include wooden fencing, metal railings, gates to some properties on Beacon Hill, Flewitt and Limmen Gardens plus Pym Walk. Residents will be visited on an individual basis and proposed works discussed.</p> <p>We are exploring the options for new parking within the Sargent Gardens area and this is currently with NCC Highways for feasibility and costing. There are some technical issues in relation to drainage in this area, so we have to explore whether these make the project too costly to proceed. Further update to be presented to future area committees.</p> <p>Victoria Centre Roof Garden – We have encountered a delay with this project due to legality constraints regarding lifting of the materials to the garden location on the roof. These are currently being resolved with the relevant legal departments and we hope to have a start date for this project as soon as these legal issues have been resolved.</p> <p>The Decent Neighbourhoods Team is also working with the NCH Energy Team to consider options for the boundary and external improvements to the West Walk area of the ward. NCH are amidst delivering their 2050 homes programme to this area and new boundaries would increase the overall finish to this project.</p>	
3	Key messages from the Tenant and Leaseholder Involvement	<p>Tenant and Leaseholder Awards 2018 Our Tenant and Leaseholder Awards shine a light on the many unsung heroes who make our neighbourhoods great places to live. The winners of</p>	Information

	<p>our 2018 Awards have been announced – showcasing the tremendous work residents and groups do across the city.</p> <p>Elizabeth “Betty” Charlton, St Ann’s won the Street and Block Champion of the Year award and many others residents and groups in the area made the shortlist and were recognised.</p> <p>Best Garden Competition Nottingham’s Best Garden Competition has been held every year for more than 80 years</p> <p>The 2018 competition is now open for entries and the categories are:</p> <ul style="list-style-type: none">• Area categories• Best container display• Best community garden• Best edible garden• Best school garden <p>For more information on entering contact Tenant and Leaseholder Involvement Team on 0115 7469100, email involved@nottinghamcityhomes.org.uk</p> <p>Become a Street and Block Champion We have over 90 Street and Block Champions helping to make their neighbourhood a better place to live by being a champion for their street or block – but we want to have many more!</p> <p>Find out more by visiting the website or calling the Tenant and Leaseholder Involvement Team 0115 7469100</p> <p>http://www.nottinghamcityhomes.org.uk/get-involved/help-improve-your-</p>	
--	---	--

		neighbourhood/love-my-place/	
4	Tenant and Residents Associations updates	<p>St Ann's North Tenants and Residents Association (STANNRA) Monthly public meetings held second Monday every month 6.30pm at the Wells Road Community Centre.</p> <p>Sneinton Tenants Outreach Programme STOP TRA Bi monthly public meetings held at King Edwards Park Pavilion.</p> <p>The Sport England 'Doorstep Clubs' project is successful with good partnership work with Police, NCH, NCC.</p>	Information
5	Area Performance Figures	See Appendix 2	Information
6	Good news stories & positive publicity	<p>NCH Spring Clean NCH event on 27th April held at Sycamore Dinar with Blue Bell Hill Community Rangers and NCH volunteers was a big success with over 30 people attending and some ideas suggestions for the NCH Spring Clean Initiative.</p> <p>Tenant Academy The Tenant Academy prospectus for the period from March to June 2018 is still available: http://www.nottinghamcityhomes.org.uk/get-involved/tenant-academy/</p> <p>Upcoming courses include:</p> <ul style="list-style-type: none"> • Events Management, 10th May 9.30am – 4.30pm Loxley House • Food Safety Level 2 – 16th May, 9.30am – 4.30pm The Portland 	Information

		<p>Centre</p> <ul style="list-style-type: none">• Women in Construction taster workshop – women only – May to be confirmed• Money Management – 13th June, 10am – 3pm at Nottingham Community Housing Association Mansfield Road, NG1 3GY <p>UK Housing Awards The awards, run by the Chartered Institute of Housing and Inside Housing, are known as 'the Oscars of the housing world' and showcase the very best the sector has to offer.</p> <p>Nottingham City Homes took home awards for Innovation, in recognition of our pioneering approach to tackling energy inefficiency in older housing stock using Energiesprong techniques, and Excellence in Tenant Involvement, for the way in which we include tenants in decision making from Board level down.</p> <p>Nottingham City Homes also won the prestigious Landlord of the Year.</p>	
--	--	--	--

This page is intentionally left blank

APPENDIX 3

Area	Ward	Actual Budget (including carry over from 2017/18)	Schemes Approved	Schemes Committed	Schemes De Committed	Remaining Budget
6	Dales	£155,715.40	£0	£0	£0	£155,715.40
6	Mapperley	£74,401.82	£0	£0	£0	£74,401.82
6	St Ann's	£216,222.71	£0	£0	£0	£216,222.71

Address	Request	Reason	Nottingham City Homes Officer	Cost	Approval
Lancaster Road Sneinton	Contribution towards the wider parking scheme – NCH contribution based on % of NCH properties in this area	Parking is very limited and the road is extremelty narrow and therefore parking laybys need to be created to alleviate this issue.	Leanne Hoban	£12,000.00	Approval
Radbourne Road Sneinton	Re surface the frontages of properties 1-35 with a high quality tarmac finish.	The current frontages are untidy and not useable for tenants and we hope to create usable space through this project. Councillors to be consulted before action.	Leanne Hoban	£52,000.000	Approval

Radbourne Road Sneinton	Landscaping and planters to be installed	Alleviate fly tipping and neglect issues across this estate. Councillors to be consulted before action.	Leanne Hoban	£6,588.02	Approval
----------------------------	--	--	--------------	-----------	----------

Area Committee East (A.C.E) Dales, St Ann's & Mapperley meeting
12th June 2018

Title of paper:	Ward Performance Report Q1	
Director(s)/ Corporate Director(s):	Andrew Errington Director of Community Protection	Wards affected: St Anns, Dales and Mapperley
Report author(s) and contact details:	Fi Cusick Neighbourhood Development Officer – Mapperley Ward 0115 8839806 fi.cusick@nottinghamcity.gov.uk Michelle Graley Neighbourhood Development Officer – St Ann’s Ward 0115 8839808 michelle.graley@nottinghamcity.gov.uk Greg Foister Neighbourhood Development Officer – Dales Ward 0115 8839807 greg.foister@nottinghamcity.gov.uk	
Other colleagues who have provided input:		
Date of consultation with Portfolio Holder(s) (if relevant)	Councillor Graham Chapman 12 th November 2015	
Relevant Council Plan Key Theme:		
Strategic Regeneration and Development		X
Schools		
Planning and Housing		
Community Services		X
Energy, Sustainability and Customer		
Jobs, Growth and Transport		X
Adults, Health and Community Sector		X
Children, Early Intervention and Early Years		X
Leisure and Culture		X
Resources and Neighbourhood Regeneration		X
Summary of issues (including benefits to citizens/service users):		
This report focusses on current priorities and issues facing the three wards within Area 6 and gives details of forthcoming events and activities. It also highlights the latest issues now being addressed through regular Neighbourhood Action Team (NAT) meetings.		
Recommendation(s):		
1	To note the progress on Ward priorities and other supporting information including the issues being addressed by each Neighbourhood Action Team, and upcoming opportunities for citizens to engage (Appendix 1, 2 and 3)	

1 REASONS FOR RECOMMENDATIONS

- 1.1 Each Ward has agreed priorities which link to the City Council's current ambitions contained in the latest City Council Plan 2015 - 19. Actions for each priority are developed and led by appropriate service teams and partnerships. These priorities are updated for each Area Committee, taking into account discussions at NAT meetings and various groups and activities involving Councillors, residents, and local groups.
- 1.2 The events and activities detailed in the report take account of the work undertaken by Neighbourhood Development Officers (NDOs), with partner organisations, within the wards. It shows a range of activity in place across neighbourhoods to improve social cohesion and tackle priorities at a ward and area level.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Each Ward manages a set of priorities and key issues through regular meetings of the NAT. These meetings are led by Neighbourhood Development Officers (NDOs) and supported by core partners including: Nottingham City Homes (NCH), Neighbourhood Policing, Community Protection, Early Help, City Services/Waste Management, Fire and Rescue Services, Employment and Skills, and Health.
- 2.2 Ward Councillors are also invited to participate in these meetings.
- 2.3 Ward priorities are identified through a range of sources including: Citizens, Councillors, Partners, and Officers and current issues will be updated for each area committee.
- 2.4 Area Committee Chairs will be invited to review the latest Ward Reports to ensure that the format is accessible for Councillors and community representatives and that there is sufficient consistency across all areas.
- 2.5 The current individual Ward priorities, Key Issues, and Opportunities for Engagement for St Anns, Mapperley and the Dales are shown in Appendices 1, 2 and 3 respectively and will be updated for each Area Committee.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None

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

- 4.1 None

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

- 5.1 None

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

6.1 None

7 EQUALITY IMPACT ASSESSMENT

7.1 An EIA is not required as this is not a new or changing policy, service or function. Appendix 1, 2 and 3 highlights forthcoming opportunities for citizens to engage in events and activities in their neighbourhoods

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

8.1 None

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 None

This page is intentionally left blank

Appendix 1 Dales Ward Priorities

The Dales NAT are currently reviewing the priorities in this appendix to ensure that it is populated with the progress in the second column. Progress to date reflects current information available.

Safer Nottingham

Priority (NAT, Cllrs)	Progress since last area committee (February 2018)	Lead
Tackle drug taking and dealing particularly in parks and open spaces	Nat identified hot spots included in a local policing plan Greenway Park identified for phase two development	Police Beat Team and NAT
Reduce crime and Anti-social behaviour focusing on damage, violence and burglary	Respect Action Plan written and managed by the NAT	Police Beat Team
Reduce repeat reporting of domestic violence		Police Beat Team and NDO
Assist with the integration of emerging communities		NAT
Seek to protect vulnerable people in the Dales Ward		Police Beat Team
Raise the profile of the Beat Team and engage local residents in priority setting	Neighbourhood Beat team present at Ward Walks and local issues meetings.	Police Beat Team
Tackle the issue of speeding in Bakersfield and parking across the Ward	Neighbourhood Beat team actively involved in the WOAs targeting hotspots in the Area.	Parking Enforcement/ Cllrs/ NDO

Neighbourhood Nottingham

Priority (NAT, Cllrs)	Progress since last area committee (14/11/2017)	Lead
Tackle levels of fly tip, bins on street, dog fouling and dogs off the lead	NAT identified hotspots included in the work pattern of CP.	NDO, SCPO, NOM and NAT

	<p>NAT identified hotspots included in the WOA plans</p> <p>Monthly Residents litter pics hosted by the Cllrs</p> <p>Proactive use of the mobile CCTV in the Ward</p>	
Improve local parks (Greenway Park phase two)	ACF monies prioritised for phase two developments	NDO, Cllrs and NAT
Ensure the views of local residents assist in priority setting	<p>Cllrs lead local issues meetings in 6 areas of the Ward.</p> <p>Cllrs Consultation group hosted twice a year</p>	NDO, Cllrs and NAT
Support the work of the Community Associations and local resident groups	<p>Cllr prioritisation of local member budgets directed to supporting local activities.</p> <p>Collaborative work with STARA. Prettier Whittier and WIND etc.</p>	NDO, HPM
Promote and support the development of the new Dales Centre	ACF funds prioritised to address local parking and crossing issues near the Dales Centre	NDO, Cllrs
Tackle Parking and speeding issues	<p>NAT agreed hotspots targeted by enforcement teams and prioritised as part of the WOA</p> <p>ACF budget focused on tackling speeding in</p>	NAT, Cllrs

	Bakersfield inc Oakdale Raod and Greenwood Road	
--	--	--

Families Nottingham

Priority (NAT and Area Cluster)	Progress since last area committee (14/11/2017)	Lead
Meaningfully engage young people, children and families into community and supported services		Children and Families Team
Further priorities for 2017/18 – to be reviewed		CFT
Early Help cluster review		Cllrs and NDO

Health Nottingham

Priority (Area Committee Priority and Area Cluster)	Progress since last area committee (14/11/2017)	Lead
To review local health issues and needs via the cluster meetings and report to Area Committee.		NDO/Cllrs/Health
Reduce Cardio-Vascular Disease, diabetes and obesity and raise awareness of lifestyle risk factors		Health
increase physical activity including cycling and walking projects		Health
Signpost to free health activities e.g. slimming world and 'Go for it'		Health

Working Nottingham

Priority (Area Committee Priority and Area Cluster)	Progress since last area committee (14/11/2017)	Lead
To review local employment and skills issues and needs via the cluster meetings and report to Area Committee.		NDO/Cllrs/Emp and Skills
To work with Employment and Skills and the Lead body to establish an employment and skills partnership focused on current and future delivery in the Ward inc the writing of a employment and skills plan.	Employment and Skill Area 6 partnership meeting established and meeting regularly	Emp and Skills and Lead Body. Chaired by Area Committee Chair

Additional Area Committee Priorities

Priority (Area Committee Priority)	Progress since last area committee (14/11/2017)	Lead
Financial Resilience/Inclusion action to be agreed		TBC
Domestic Violence actions to be agreed		TBC

List of key current issues (taken from latest NAT Review)

- Parking and Traffic Management inc: Oakdale Road, Sneinton Dale, Academy Parking and enforcement, Edale Road/Hardstaff Road, Watson Ave Tesco's. Lancaster Road
- Place shaping inc; NCH funding for estate improvements on Radbourne Road
- Parks and open space inc: Greenway Park phase two, Linden Grove (Meadow Lane).
- Environmental Issues inc; The Banks phase two, Fly tipping, Dog Fouling, private alley ways, Bins on street, graffiti and drug hotspots (respect Action Plan now complete), trees
- Organise and Promote two weeks of action for Dales Ward (week commencing 18th June).
- Build and develop a monthly resident litter pic (the take place on the last Saturday of the month, starting at 11.15 at the Dales Centre).

Other issues inc: Engaging the emerging communities, General community Engagement via local issues meetings, ward walks and events.

Opportunities for citizens to engage - forthcoming dates of events and activities

Community Litter Pics; Last Saturday of the month, meeting at 11.15 at the Dales Centre.

Dales Week of Action 2018; Week commencing the 18th June.

Ward Walks meeting point TBC.

20th June 5pm, 11th July 5pm

Local Issues Meetings

27th June, 10am Carlton Folds, 10th July 6.30pm Greenway

Additional Meetings

21st June 6pm Cllr Consultation Group Dales Centre

Additional Events

Christmas and Eid, Eid Lights TBC, Christmas Lights TBC, Christmas Event TBC, Dales Week of Action TBC, Community Litter Pics last Saturday of the month 11.15 meeting at the Dales Centre.

This page is intentionally left blank

Appendix 2 Mapperley Ward Priorities

The Mapperley NAT are currently reviewing the priorities in this appendix to ensure that it can be populated with the progress in the second column. Progress to date reflects current information available.

Safer Nottingham

Priority (NAT, Cllrs)	Update	Lead
Reduce violent crime in Mapperley Ward	<ul style="list-style-type: none"> Reduce violent crime by early evidence gathering and arrest. Thorough investigations and support for victims using a partnership approach to crime prevention. 	Police
Reduce acquisitive crime in Mapperley Ward	<ul style="list-style-type: none"> Reduce burglary, robbery and theft and auto crime. Monitor crime trends for early indication of an issue. Crime prevention through partnership working and proactive policing. Target hardening has taken place in areas experiencing an increase in burglaries. Arrests have been made and the number of burglaries has decreased significantly. 	Police
Drug dealing/OCG	<ul style="list-style-type: none"> Targeting of the organised Crime Group that identifies itself as being based on the Brewsters Estate 	
Reduction in crime – reassurance to residents	<ul style="list-style-type: none"> Crime prevention information made available at Ward Forums and events. Also sent out regularly by email to all contacts. Councillor newsletter stories relating to crime reassurance to appear in issues where possible 	Cllrs/NDO/NAT
CCTV cameras – to better utilise cameras available to the Ward	<ul style="list-style-type: none"> 3G CCTV cameras have been moved around the Ward during the past 2 years. Whilst footage has been obtained it has proven to be incredibly difficult in identifying individuals and issuing FPN or taking to prosecution. Escalating costs of moving the camera and ongoing maintenance is a challenge and a decision was taken by Mapperley Councillors not to fund the purchase a second 3G camera. Camera recently moved to Brewsters Recycling Centre 	Cllrs/NDO/Woodlands

Neighbourhood Nottingham

Priority (NAT, Cllrs)	Update	Lead
<p>Tackle levels of fly-tipping, dog fouling and bins on streets</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 126</p>	<ul style="list-style-type: none"> • Dealt with on a daily basis. Specific campaigns have been run in the Ward (Clean Campaign, Clean for the Queen etc) with some success. • Dog Ops have been carried out by Community Protection and Blue Bell Hill Street was targeted for leafleting due to the volume of reports of dog fouling. • Free Bulky Waste collection flyers have been distributed throughout the Brewsters Estate. • Isolated fly-tips are cleared promptly with Community Protection investigation where possible. • Agnes Villas is showing a large increase in the number of fly-tips and a request for the 3G CCTV camera to be moved there his in the process of being made. • Mapperley Ward does not generally have an issue with Bins on Street so these are dealt with on a case by case basis • An extra leaf collection will be delivered for Mapperley Park residents on 19th November 2018 as part of the flood defences initiative. 	<p>NDO/NOM/Cllrs/Woodlands/NAT/NCH</p>
<p>Address residential parking issues</p>	<ul style="list-style-type: none"> • Parking Enforcement is carried out regularly at hotspot areas in the Ward and a report is brought to every NAT meeting. Hotspots are reviewed on a monthly basis. • Mapperley Road Parking Scheme phases 1 & 2 have been very successful in reducing commuter parking with phase 3 being planned for 2018 to combat any displacement parking from the first two schemes. This is currently delayed due to a Portfolio Holder review of resident parking schemes criterion. • Parking issues around Belvoir Street, Bennett Street and Woodborough Road have been investigated thoroughly but unfortunately supply of parking spaces is outweighed by the number of resident cars in 	<p>Cllrs/NDO/Traffic Management/NCH/Parking Services</p>

	<p>ownership. There are 10 overnight parking spaces at ALDI, upon application, but these are during closing hours only. There has not been any other identified solution to this issue.</p> <ul style="list-style-type: none"> • Dooland Drive parking issues have now been resolved. • Parking and traffic flow studies carried out in the Querneby Road, Blyth Street, Staple Street and Ransom Road areas have been carried out with several recommendations made to help resolve speeding and parking issues in those areas. A cost analysis is currently being carried out by Traffic Management. 	
Open land sites for remodelling	<ul style="list-style-type: none"> • Sites at Ransom Drive, Mickleborough Drive, The Wells Road, Woodborough Road have been identified for potential development/change of use. 	Cllrs/NCH/NDO
Improve Astley Park and City Heights Park	<ul style="list-style-type: none"> • Astley Park has undergone a refurbishment with new play equipment improving the offer to young children in the area. • City Heights Park will have its annual maintenance works/landscaping done between Nov 2017 and March 2018. The play park however will not undergo refurbishment any time soon due to lack of resident demand. 	Cllrs/NDO/City Services/Residents
Ensure the views of local residents assist in priority setting	<ul style="list-style-type: none"> • Local resident issues are logged through the Have Your Say portal on the NCC website. Alternatively, issues are reported directly to Councillors or Officers or are picked up whilst out on Ward Walks/site visits/TRA meetings/Ward Forums. Issues raised inform where resources are used in the Ward. • Local residents have been consulted through the NCH STAR survey 	NDO/Cllrs/NCH/NAT
Support the work of the Community	<ul style="list-style-type: none"> • Wells Community Association are being intensively 	NDO/NCH

Associations and local resident groups	<p>supported by NDO whilst a rebuild of the Wells Community Centre is progressing. Mapperley Community Association continues to run quite independently.</p> <ul style="list-style-type: none"> • Also supported by the NDO are; STANNRA as the community voice of The Wells Road area and Friends of Coppice Park to help them put on events. Mapperley Park Residents Association have been engaged in the planting at Lucknow Drive traffic island and with any other issues/projects that are flagged up. 	
<p>Rebuild Wells Community Centre</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 128</p>	<ul style="list-style-type: none"> • Work has gone into putting together the project brief, negotiations with contractor and finding the funding for this rebuild project. Go ahead to build on site given. • Meeting with contractor to look at designs within budget took place on 22nd December. • Funding shortfall on final costs for single storey development. • NCH are currently looking at an alternative two-storey build with living accommodation above. 	Cllrs/NDO/NCH/Vol Sector Sustainability/Strategic Property Development/Residents

Families Nottingham

Priority (NAT, Cllrs)	Update	Lead
Increase the number of family homes	<ul style="list-style-type: none"> • New builds have been very successful at the old Kingsthorpe site now Brodwell Grove and The Wells Road providing a large number of family homes. • Planning applications have been made for Woodborough Road, Ransom Drive and Morley Avenue which will provide further family houses. • NCH Asset Management Team are working to secure the purchase of emergency accommodation 	Cllrs/NDO/Planning/NCH
Promote a variety of family, youth and play activities	<ul style="list-style-type: none"> • Youth programme and support for young people on/around the Brewsters Estate including continuation of the Limitless Project and TalentMatch Support 	Early Help/NAT/Cllrs/NDO/MHT

Children and family engagement into community/supported services	<ul style="list-style-type: none"> Support to enable vulnerable young people gain accreditation for newly acquired skills via the Unit Award Scheme. Continue the delivery of parenting programmes with the delivery of the triple P programme from November 2017. Implement and embed the new EHS Volunteering strategy. Embed the PEEP Programme – focusing on the enabling parents to become educators and have a stronger role in their own child’s development and improve school readiness 	Early Help
Increase the number of community cohesion events in the Ward	<ul style="list-style-type: none"> So far in 2017, there have been 3 Wells Community Centre rebuild project events and Party on the Park whilst the annual firework display took place on Coppice Park on 6th November. There was a children’s Christmas party at Wells Community Centre on 9th December run by STANNRA. 	Cllrs/NDO

Health Nottingham

Priority (NAT, Cllrs)		Lead
To review local health issues and needs via the cluster meetings and report to Area Committee.	<ul style="list-style-type: none"> Local health issues and health services were discussed at the Cluster meeting in Loxley House in 2016 with a formal Area Committee report the same year. It was recognised that health has a massive remit and that resources were very limited with Public Health working on specific themes only. 	NDO/Cllrs/Health
Reduce levels of childhood obesity	<ul style="list-style-type: none"> Area 6 Committee priority agreed in 2016. 	Cllrs/Public Health
Survey residents regarding their health status	<ul style="list-style-type: none"> During 2016 and 2017 a Councillor online survey was commissioned to ask about obesity, lifestyles and health service in general. Whilst the responses were of some use, the survey was decommissioned due to lack of the number of responses in total. 	Cllrs/NDO
Decent Homes Standards	<ul style="list-style-type: none"> NCH and Health Homes Team have identified 16 	NCH/Decent Homes Team

	properties in Mapperley Park with regard to working with the landlords to bring them up to Decent Homes Standards.	
--	--	--

Working Nottingham

Priority (NAT, Cllrs)		Lead
<p>To review local employment and skills issues and needs via the cluster meetings and report to Area Committee.</p> <p>Page 130</p>	<ul style="list-style-type: none"> Local employment issues and service delivery were discussed at the Cluster meeting in Loxley House in 2016 with a formal Area Committee report the same year. There has subsequently been regular feedback to Area Committee by the NCC Employment and Skills Team along with input from community representatives. A separate piece of work carried out by The Renewal Trust has identified that Job Clubs are being duplicated by different service providers in the Ward and that Metropolitan Housing Trust will take over the delivery of the Job Club from The Renewal Trust at the Gedney Avenue Resource Centre. City College will continue to deliver the Job Club at the Free 4 All initiative at Wells Community Centre on a Wednesday morning (term-time). Metropolitan Housing Trust will deliver training and volunteer opportunities in partnership with local organisations Metropolitan Housing Trust are to develop a MHT residents committee on the Brewsters Estate NCH Tenant Academy offers a training programme for local residents 	NDO/Cllrs/Employment and Skills/Metropolitan Housing Trust/NCH
<p>To work with Employment and Skills and the Lead body to establish an employment and skills partnership focused on current and future delivery in the Ward inc the writing of an employment and skills plan.</p>	<ul style="list-style-type: none"> The Area 6 Employment & Skills Partnership was formed in 2016 and has regularly met to discuss current and future delivery of initiatives and job clubs in the area. 	Employment and Skills and Lead Body. Chaired by Area Committee Chair
<p>Survey residents regarding their</p>	<ul style="list-style-type: none"> During 2016 and 2017 a Councillor online survey was 	Cllrs/NDO

employment status (ongoing)	commissioned to ask about employment status and services engaged with. Whilst the responses were of some use the survey was decommissioned due to lack of responses.	
-----------------------------	--	--

Additional Area Committee Priorities

Priority (Area Committee Priority)		Lead
Financial Resilience/Inclusion actions to be agreed	<ul style="list-style-type: none"> A presentation was given at 14th November Area 6 Committee by Emma Bates, Area 6 Financial Resilience Partnership to update on the current situation in St Ann's and Sneinton 	TBC
Domestic Violence actions to be agreed	<ul style="list-style-type: none"> Yet to be agreed with the Area Chair. 	TBC

List of key current issues (taken from latest NAT Review)

- Page 131
- Querneby Road area; parking, speeding, road safety, traffic flow
 - Fly-tipping hotspots, including; Brewsters Recycling Centre, Fowler Street, Agnes Villas, Park View, St Ann's Gardens
 - Deployment of 3G CCTV camera through agreement with Mapperley NAT
 - Mapperley Road area parking scheme phase3: displacement parking – areas for traffic management studies identified and agreed
 - Rebuild Wells Community Centre – plans/cost being discussed at present

Opportunities for citizens to engage - forthcoming dates of events and activities

- 1st Tuesday of the month - STANNRA meeting – Wells Community Centre, The Wells Road – 6.30pm
- Good Neighbour/Free 4 All session – term-time Monday morning @ and Wednesday morning @ Gedney Avenue Resource Centre (term-time only)

WARD WALKS 2018

22 January, 21 February, 19 March, 25 April, 21 May, 27 June, 23 July, 22 August, 24 September, 24 October, 19 November

WARD FORUMS/PUBLIC MEETINGS 2018

To be arranged

This page is intentionally left blank

Appendix 3 St Ann's Ward Report

The St Anns NAT are currently reviewing the priorities in this appendix to ensure it can be populated with the progress in the second column. Progress to date reflects current updates.

Neighbourhood Nottingham

Priority (NAT, Cllrs)	Progress since last area committee (13 th February 2018)	Lead
Tackle levels of fly tip, bins on street, dog fouling	<ul style="list-style-type: none"> Litter Bins-Cllrs, NDO & Neighbourhood Operations Manager. Review on street bins in the Ward, additions are funded from Ward Cllr Budget. Bins moved or removed if needed. Daykeyn St and Carlton Road need an additional street bin Regular monthly dog fouling patrols 	NDO, SCPO, NOM and NAT
Tackle Illegal and inconsiderate parking across the Ward, prioritising areas for a short and longer-term action.	<ul style="list-style-type: none"> Parking Enforcement patrols regular hotspot areas in the Ward and a report is submitted to every NAT meeting. Hotspots areas reviewed regularly on monthly basis. Previous Parking Scheme phases 1 & 2 have been very successful in reducing commuter parking with Flewitt Gardens and Abbotsford Drive schemes now in consultation. This phase is part of the works in the Ward to combat any displacement parking and progress with the planned St Anns Traffic Audit agreed in 2016. Latest reports from local residents regarding the parking issues around Broad oak Close are currently under investigation 	Cllrs / Traffic Enforcement/ Traffic Management
Improve local parks (King Edwards)	<ul style="list-style-type: none"> St Anns Cllrs have contributed £20K towards Phase 2 towards the continued development of the Skate Park Sycamore Park football goal areas are in the process of being refurbished 	NDO, Parks & Open Spaces, Cllrs and NAT
Ensure the views of local residents assist in priority setting through regular	<ul style="list-style-type: none"> Cllrs and NAT partners regularly attend Ward Walks Cllrs and NAT partners regularly attend Tea & Cake 	NDO, Cllrs and NAT

consultation i.e. Public Meetings Ward Walks etc.	Public Meetings	
Continue with the St Anns Offending Tree Improvement Plan and replant	<ul style="list-style-type: none"> Cllrs and Tree Service have now met and agreed arrangements to tackle the latest list of trees. St Anns is in the process of a replanting scheme (two trees planted for everyone taken out) on Green spaces in the area. This is part of the Council's Policy of the Urban Forest Strategy 2018 	NDO, HPM, Tree Services
Fly tipping update and Banks	<p>Both 3G CCTV cameras are sited and in progress. Hotspots areas identified and is a NAT priority; CCTV Camera bought using Cllr funds to support CP enforcement activity. Camera on a rolling programme of sites identified in the Ward</p> <p>St Anns NAT Team, Radio Control Room and local intel i.e. Public meetings, Cllrs and regular reporting.</p> <ul style="list-style-type: none"> Camden Close is currently the latest hotspot for large and regular fly tipping. <p>The NCH are carrying out the second stage of Bank design by delivering a transformation of Duncombe Close by re landscaping the bank in front of these properties, to create a better outlook for residents. This is a pilot that will be phased across St Anns in the future</p>	NCH, NOM, CPO, NDO, Cllrs

Page 134

Safer Nottingham

Priority (NAT, Cllrs & Area Cluster)	Progress since last area committee (13 th February 2018)	Lead
Tackle drug taking and dealing also (Respect Survey priority)	St Anns Academy Schools Preventative Education – Police Public Meetings and Cllr & Police Surgeries feed into and support the identification of Hotspots and regular patterns of offenders. Prevention Action by tackling known local dealers. Physically change Environmental spaces through PSPO, removal of under and overgrowth of bushes, CCTV and additional ASB & Police patrols to identified areas	Police Beat Team and NAT
Raise the profile of the Beat Team and	<ul style="list-style-type: none"> Cllrs and NAT partners regularly attend Ward Walks 	Police Beat Team

engage local residents in priority setting	<ul style="list-style-type: none"> Cllrs and NAT partners regularly attend Tea & Cake Public Meetings 	
Tackle the issue of street drinking in particular during the night time economy	High Vis Patrols and Intel Submissions to the Police & ASB car, as and when resources allow. Alcohol confiscations CPNW's → CPN's → FPN's Drunk & Disorderly (Section -5 Public Order Offence	CP/ Police

Families Nottingham

Priority (NAT and Area Cluster)	Progress since last area committee (13 th February 2018)	Lead
Engagement	Meaningful engagement of young people, children and families into community and supported services The children and Young Peoples partnership have developed a core offer in terms of Holiday provision. Partnerships have worked well together and have managed to increase the number of children and families attendance. Alternative provision for 'hard to reach' Young people and over 19's is currently being identified with partners.	NDO, Cllrs & Other Voluntary & Community Groups

Page 135

Working Nottingham

Priority (Area Committee Priority and Area Cluster)	Progress since last area committee (14 th November 2017)	Lead
To review local employment and skills issues and needs via the cluster meetings and report to Area Committee.	Completed	NDO/Cllrs/Employment & Skills
Continue to work with Employment, Skills, and the Lead body to implement the Area 6 Employment & Skills Action Plan.	<ul style="list-style-type: none"> The Employment and Skills Area 6 Partnership meet regularly and have a plan. 	Employment & Skills and Lead Body. Chaired by Area Committee Chair
Area 6 employment support for 29+	Going forward. Support will be divided among Area 6 providers: City College Nottingham to support St Ann's, Renewal Trust to support Sneinton and Metropolitan Housing	Nottingham Jobs

	to support Mapperley	
--	----------------------	--

Additional Area Committee Priorities

Priority (Area Committee Priority and Area Cluster)	Lead
Domestic Violence actions to be agreed	TBC

Key current issues

- Rushton Gardens, Marmion, Ransom Rd - There has been no further reports of ASB. However, concerns have been reported regarding groups of young people congregating in these areas
- ASB cases that include the use of drugs (mamba related) and noise nuisance Truman Close & Alison Walk.
- Reports of drug dealing has been reported around Victoria Centre and the Bluecoat St area.

Opportunities for citizens to engage – forthcoming dates of events and activities.

St Anns Family Film screening (Zootropolis)- St Anns Valley Centre Library - Saturday 24th March - we are ideally looking to fit 2 screenings in one day 11.30 and 2.30pm There will be crafts delivered by the Library Staff and the Film screening supplied by Equation and Reel screening- 80 Children and adults attended, it was a successful day!

St Anns around the World in a Day – The Chase Neighbourhood Centre (The Hut) – Saturday 5th May 2018 – 12- 4.00pm **(Cancelled)**

St Anns Pirates of the Caribbean Summer Party – Robin Hood Chase and The Hut – Saturday 25th August 2018- 12- 4.00pm

St Anns Week of Action - Various sites. Theme & Programme tbc – wk. / com Monday 22nd October 2018

St Anns Halloween Party - The Chase Neighbourhood Centre (The Hut) – Wednesday 31st October 2018 – 5-8.00pm

St Anns Christmas Lights Switch on – Monday 3rd December 2018 – 4-7.30pm The Chase Square and Various sites

St Anns Tea & Cake Public Meetings 2018	
Dane Court Independent Living Centre 1 Dane Court St Anns, Nottm NG3 1NP	Wednesday 11 th July 2018 3.30pm till 4.30pm
Curzon Court Independent Living Centre St Anns Nottm NG3 1NT	Wednesday 22 nd August 2018 – 3.30pm till 4.00pm
Furze Gardens Independent Living Centre Furze Gardens St	Wednesday 5 th September 2018– 3.30pm till 4.30pm

Anns Nottm NG3 4QT	
St Anns Library, St Anns Valley Centre, 2 Livingstone Rd St Anns Nottm NG3 3GG	Wednesday 24 th October 2018 – 3.30pm till 4.30pm
Wainwright House 214 St Ann's Well Rd, Nottingham NG3 3FR	Wednesday 14 th November 2018 – 3.30pm till 4.30pm

St Anns Councillor Ward Walk – 2018		
Rushton Gardens and surrounding area	Wednesday 4 th July 2018 11.30am till 12.00pm	Meet at 11.30am on corner of St Anns Well Road and Bullace Court
Wickens Walk and surrounding area	Wednesday 4 th July 2018 12.00pm till 1.00pm	Meet at 12.00pm on corner of Blue Bell Hill Road and Wickens Walk
Alison Walk and surrounding area	Wednesday 22 nd August 2018 – 11.30am till 1.00pm	Meet at 11.30am on corner of Alison Walk opposite Dane Close (Independent Living Centre)
Paxton Gardens and surrounding area	Wednesday 5 th September 2018– 11.30 till 1.00pm	Meet at 11.30am on corner of Stonebridge Road and Paxton Gardens
Courtney Gardens and surrounding area	Wednesday 24 th October 2018 – 11.30am till 1.00pm	Meet at 11.30am on corner of Courtenay Gardens & Westville Gardens
Linden St and surrounding area	Wednesday 14 th November 2018– 11.30am till 1.00pm	Meet at 11.30am on the corner of Linden Street & Hungerhill Road

This page is intentionally left blank

Area Committee East (A.C.E) Dales, St Ann's & Mapperley meeting
12th June 2018

Title of paper:	Ward Councillor Budget	
Director(s)/ Corporate Director(s):	Andrew Errington Director of Community Protection	Wards affected: Dales, Mapperley and St Ann's
Report author(s) and contact details:	<p>Greg Foister Neighbourhood Development Officer - Dales Ward Tel 0115 8839807 greg.foister@nottinghamcity.gov.uk</p> <p>Michelle Graley Neighbourhood Development Officer - St Ann's Ward Tel 0115 8839808 michelle.graley@nottinghamcity.gov.uk</p> <p>Fi Cusick Neighbourhood Development Officer - Mapperley Ward Tel 0115 8839806 fi.cusick@nottinghamcity.gov.uk</p>	
Other colleagues who have provided input:	<p>Kate Spencer Finance Assistant kate.spencer@nottinghamcity.gov.uk Tel 0115 876 2765</p>	
Date of consultation with Portfolio Holder(s) (if relevant)	N/A	
Relevant Council Plan Key Theme:		
Strategic Regeneration and Development		<input type="checkbox"/>
Schools		<input checked="" type="checkbox"/>
Planning and Housing		<input type="checkbox"/>
Community Services		<input checked="" type="checkbox"/>
Energy, Sustainability and Customer		<input type="checkbox"/>
Jobs, Growth and Transport		<input 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 advises this Area Committee of the use of delegated authority by the Director of Community Protection for those projects funded by Ward Councillor Budgets.		
Recommendation(s):		
1	That the Area Committee note the actions agreed by the Director of Community Protection in respect of projects and schemes within the Dales, Mapperley & St Ann's Wards, detailed in Appendix A.	

1 REASONS FOR RECOMMENDATIONS

- 1.1 Records detailing Ward Councillors spending decisions and consultation are shown in the attached Appendix. In accordance with the Constitution the Area Committee is required to note spending decisions taken by Ward Councillors. This report outlines the spending decisions since the last Area Committee during 2018/19.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 This action follows the arrangements established by the Executive Board to allow for spending approvals through individual Ward Councillor budget allocations.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Not to provide the funding outlined in Appendix A but the funding requested will provide additional services or benefit to residents of this area.

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

- 4.1 Ward Councillors have an individual allocation for 2018/19 of £5,000.
- 4.2 The full balance has not been allocated. Further projects will be reported to a subsequent committee.

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

- 5.1 These arrangements provide transparency and regulation to the spending of individual Ward Councillor allocation.
- 5.2 The funds allocated by Area Committee are used to address diverse needs from various sections of the community and reduce inequalities.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

- 6.1 None.

7 EQUALITY IMPACT ASSESSMENT

- 7.1 An EIA is not needed (report does not contain proposals. Individual Councillors make decisions about their allocations and many groups funded seek to reduce inequalities)

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

- 8.1 None

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 None

This page is intentionally left blank

Appendix A

Ward Councillor Budget Report - A.C.E. (Area Committee East – Dales, Mapperley, St. Ann's) - 12 June 2018

Please note that all Ward Councillors have been given an allocation of £5k each for the financial year 2018/19

Dales Ward Allocation	
2018/19	Total
Uncommitted Balance b/f 2017/18	2,406
Allocation 18/19	15,000
Total Allocation 18/19	17,406
Analysis	£'s
Unspent Balances b/fwd 17/18	13,582
Uncommitted Balances B/fwd 17/18	2,406
Balance as at 31/03/2018	15,988
Budget Allocated 18/19	15,000
Balance Available to Spend	30,988
Allocated Funds	13,582
Uncommitted Balance	17,406
Uncommitted from front page	17,406

Please note the uncommitted balance above does not include delegations that are being processed. Sneinton Festival £1500, Lichfield in bloom £250, Sneinton Football Team £700, Greensmill £1150, Growing Space £ 1200. Total £ 4800.

Mapperley Ward Allocation	
2018/19	Total
Uncommitted Balance b/f 2017/18	385
Allocation 18/19	15,000
Total Allocation 18/19	15,385
Analysis	£'s
Unspent Balances b/fwd 17/18	23,431
Uncommitted Balances B/fwd 17/18	385
Balance as at 31/03/2018	23,816
Budget Allocated 18/19	15,000
Balance Available to Spend	38,816
Allocated Funds	23,431
Uncommitted Balance	15,385

St Ann's Ward Allocation	
2018/19	Total
Committed Schemes	
Nottingham and Nottinghamshire Refugee Forum	(259.00)
<i>Freedom Arts *</i>	(300.00)
<i>COFFE Project *</i>	(200.00)
<i>Save the Earth Ltd *</i>	(1152.89)
Total uncommitted funds	1,911.89
Analysis	£'s
Uncommitted Balances B/fwd 17/18	19,914
Budget Allocated 18/19	15,000
Balance Available to Spend	34,914
Allocated Funds	1,911.89
Uncommitted Balance	33,002

*Please note these projects are currently in the process for payment **

Area Committee East (A.C.E) Dales, St Ann's & Mapperley meeting
12th June 2018

Title of paper:	Area Capital Fund 2018/19 Programme	
Director(s)/ Corporate Director(s):	Andrew Errington Director of Community Protection	Wards affected: Dales, Mapperley, St Ann's
Report author(s) and contact details:	<p>Fi Cusick Neighbourhood Development Officer – Mapperley Ward 0115 8839806 fi.cusick@nottinghamcity.gov.uk</p> <p>Michelle Graley Neighbourhood Development Officer – St Ann's Ward 0115 8839808 michelle.graley@nottinghamcity.gov.uk</p> <p>Greg Foister Neighbourhood Development Officer – Dales Ward 0115 8839807 greg.foister@nottinghamcity.gov.uk</p>	
Other colleagues who have provided input:	Nancy Hudson, Projects Officer, Highways Services Tel: 0115 8765633 nancy.hudson@nottinghamcity.gov.uk	
Date of consultation with Portfolio Holder(s) (if relevant)		
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 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		<input type="checkbox"/>
Leisure and Culture		<input type="checkbox"/>
Resources and Neighbourhood Regeneration		X
Summary of issues (including benefits to citizens/service users):		
This report provides Councillors with latest spend proposals under the Area Capital Fund including highways and footways.		
Recommendation(s):		
1	To approve new schemes prioritised by Ward Councillors since the last Area Committee meeting, as detailed in Appendix 1 (shown as non-shaded)	
2	To note the allocation of £50,000 by Delegated <u>D</u> ecision (ref: 3101) to the Lancaster Road Highway scheme.	

3	To note the monies available to Dales, Mapperley and St Ann's Wards for 2018/19 as outlined in appendix 1
----------	---

1 REASONS FOR RECOMMENDATIONS

- 1.1 The Nottingham LTP strategy 2011-2026 maintains a commitment to deliver local transport improvements across Nottingham's neighbourhoods and prioritises small scale transport improvements of importance to local communities.
- 1.2 As part of the budget process Nottingham City Council approved at the Executive Board meeting on 20 February 2018 an LTP capital allocation of £1.25 million citywide between 2018-19 was approved. At the same meeting a citywide allocation of General Fund Element (public realm) of £480,000 was agreed

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The Area Capital Programme was established to improve the environment of the neighbourhoods and to create a sense of place for residents in order to improve the quality of life of local people. Since it was established in 2006 to meet the then corporate priority of 'Transforming Neighbourhoods', the Area Capital Fund has included a total programme expenditure portfolio of £40 million. The improvements that have been carried out to date using the programme have included footpath construction and repairs, fences, visual enhancements to public realm, refurbishment of parks and improvements to public buildings.
- 2.2 Resources are allocated from the Nottingham City council general fund, the Local Transport Plan (LTP) and from the Housing Revenue Account. To achieve a joint approach to environmental improvements in neighbourhoods, a greater degree of flexibility has been established to prioritise and deliver improvements so that there is a synergy in local solutions for local issues across neighbourhoods.
- 2.3 The programme of works is a rolling programme. There have been instances where schemes are started, with strong community involvement and interest, only to be altered at a later stage due to changing circumstances such as economic conditions and changes in land values.
- 2.4 The Area Committee, particularly community representatives, are invited to comment specifically on those schemes identified in the proposals column and also to consider whether certain schemes can be linked to other programmes of work in order to generate best value and create a greater impact on the local area.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 None.

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

- 4.1 Bringing together the various strands which form part of the Area Capital Programme enables the City Council to respond efficiently in delivering on public realm improvements as identified by local people.

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

5.1 A risk register has been produced which is regularly monitored.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISION RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE) (AREA COMMITTEE REPORTS ONLY)

6.1 None.

7 EQUALITY IMPACT ASSESSMENT

7.1 Has the equality impact of the proposals in this report been assessed? No X

An EIA is not required because the report does not contain proposals or financial decisions

8 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

8.1 Highways Framework Agreement

9 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

9.1 Executive Board Report, 20 February 2018, as part of Item 6, Medium Term Financial Plan 2018/19--2021/22, under Annex 3, Capital Programme.

These details can be found here:

<http://committee.nottinghamcity.gov.uk/documents/b22452/Urgent%20Items%20-%20MTFP%20and%20Treasury%20Management%20Strategy%2020th-Feb-2018%2014.00%20Executive%20Board.pdf?T=9> on the following pages:

9.2 LTP (unchanged) – Local Transport Plan Programme Overview, Annex 3, Appendix C (p114 & 119)

General Fund (deduction of £270k from previous allocation of £750,000) – General Fund Capital Programme Quarter 3 Approvals, Annex 3, Appendix A (p106 of total)

9.3 Delegated Decision 3101 – Lancaster Road Highway Works

<http://committee.nottinghamcity.gov.uk/ieDecisionDetails.aspx?ID=4410>

This page is intentionally left blank

Dales Area Capital 2018 - 2019 Programme

Dales LTP schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details
Lancaster Road	area improvement	Approved by Delegated Decision Ref: 3101- March 2018	£50,000			Highway improvement works on Lancaster Road - lead service: Highway Maintenance
Sneinton Boulevard	Tree works	Prioritised 10/05/18	£5,000			Contribution to replacement of diseased trees in Sneinton area - lead service: Parks & Open Spaces

Total LTP schemes* £55,000

Dales Public Realm schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details
Candle Meadow	road safety	Prioritised 10/05/18	£1,029			Installation of pedestrian dropped access crossing points and removal of bollard - lead service: Highway Maintenance
Greenway Park	park improvement	Prioritised 01/03/18	£10,000			Continued improvements on Greenway Park - lead service: Parks & Open Spaces
Dales Ward railway bridges	area improvement	Prioritised 01/03/18	£7,500			Joint scheme with Network Rail to improve railway bridges in the ward - lead service: Network Management
Rossington Road	area improvement	Prioritised 21/02/18	£2,500			Restoration of collapsed wall behind properties on Rossington Road - lead service: Environmental Health
Greens Mill car park	area improvement	Prioritised 20/02/18	£1,520			Works to trees and damaged wall in Greens Mill car park - lead service: Parks & Open Spaces

Total Public Realm schemes** £22,549

Dales Withdrawn schemes

Location	Type	Reason	Amount	Details
<i>No decommitments to date</i>				

Total Decommited***	£0
2018 - 2019 LTP allocation	£67,100
LTP carried forward from 2017 - 2018	£0
2018 - 2019 Public Realm allocation	£25,792
Public Realm carried forward from 2017 - 2018	£0
Total Available 2018 - 2019 ACF	£92,892
*Less LTP schemes	- £55,000
**Less Public Realm schemes	- £22,549

***Decommitted funds		£0
Remaining available balance	+	£15,343
LTP element remaining		£12,100
Public Realm element remaining		£3,243

Mapperley Area Capital 2018 - 2019 Programme

Mapperley LTP schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details
Lucknow Drive	area improvement	Prioritised 09/05/18	£2,100			Additional contribution to area improvement works on Lucknow Drive traffic island - lead service: Highway Services

Total LTP schemes* £2,100

Mapperley Public Realm schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details
Wells Community Centre	rebuild	Prioritised 25/04/18	£28,224			Further contribution to rebuild of Wells Community Centre - lead service: Neighbourhood Management

Total Public Realm schemes** £28,224

Mapperley Withdrawn schemes

Location	Type	Reason	Amount	Details
<i>No decommitments to date</i>				

Total Decommited*** £0

2018 - 2019 LTP allocation £58,500

LTP carried forward from 2017 - 2018 £13,042

2018 - 2019 Public Realm allocation £22,464

Public Realm carried forward from 2017 - 2018 £5,760

Total Available 2018 - 2019 ACF **£99,766**

*Less LTP schemes - £2,100

**Less Public Realm schemes - £28,224

***Decommited funds + £0

Remaining available balance **£69,442**

LTP element remaining £69,442

Public Realm element remaining £0

St Anns Area Capital 2018 - 2019 Programme

St Anns LTP schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details
Marmion Road signs	road safety	Prioritised 6 April 2018	£2,900			Install 'no through road' and 'no HVG' signs at Marmion Road - lead service: Traffic & Safety

Total LTP schemes* £2,900

St Anns Public Realm schemes

Location	Type	Councillor Prioritised / Area Committee Approved	Estimate	Estimated start date	Completed	Details

Total Public Realm schemes** £0

St Anns Withdrawn schemes

Location	Type	Reason	Amount	Details
<i>No decommitments to date</i>				

Total Decommited*** £0

2018 - 2019 LTP allocation £93,200

LTP carried forward from 2017 - 2018 £1,800

2018 - 2019 Public Realm allocation £35,776

Public Realm carried forward from 2017 - 2018 £28,470

Total Available 2018 - 2019 ACF **£159,246**

*Less LTP schemes - £2,900

**Less Public Realm schemes - £0

***Decommited funds + £0

Remaining available balance **£156,346**

LTP element remaining £92,100

Public Realm element remaining £64,246