

Public Document Pack



**Nottingham
City Council**

You are hereby summoned to attend a meeting of **City Council** on Monday 18 May 2020 at 2pm to transact the following business.

Meeting to be held remotely via Zoom – councillors and colleagues attending the meeting will be provided with access details.

The meeting will be livestreamed on the Council's YouTube Channel at <https://youtube.com/user/NottCityCouncil>

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11 Appointment Of Chief Executive Report of the Chair of the Appointments and Conditions of Service Committee	53 - 68
12 Committee Membership Changes To note that: a) Councillor AJ Matsiko has replaced Councillor Azad Choudhry as a member of the Overview and Scrutiny Committee b) Councillor Maria Joannou has replaced Councillor Azad Choudhry as a member of the Planning Committee	

- c) Councillor Azad Choudhry has resigned as a member of the Children and Young People Scrutiny Committee
- d) Councillor Maria Joannou has resigned as a member of the Regulatory and Appeals Committee
- e) Councillor AJ Matsiko has resigned as a member of the Health Scrutiny Committee
- f) Councillor Mohammed Saghir has resigned as a member of the Trusts and Charities Committee

13 Future Meeting Dates

To agree to meet on the following Mondays at 2pm if there is sufficient business to be transacted:

- 13 July 2020
- 14 September 2020
- 9 November 2020
- 11 January 2021
- 8 March 2021

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 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.



Dated
Corporate Director for Strategy and Resources
To: All Councillors of Nottingham City Council

Public Document Pack Agenda Item 5

Minutes of the meeting of the City COUNCIL

held at the Council House, Old Market Square

on 9 March 2020 from 2.00pm to 6.02pm

Attendances:

✓ Councillor Rosemary Healy (Lord Mayor)	
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✓ Councillor Hassan Ahmed	✓ Councillor Chantal Lee
✓ Councillor Leslie Ayoola	✓ Councillor Dave Liversidge
✓ Councillor Cheryl Barnard	✓ Councillor Sally Longford
✓ Councillor Steve Battlemuch	✓ Councillor Carole McCulloch
✓ Councillor Merlita Bryan	✓ Councillor AJ Matsiko
✓ Councillor Eunice Campbell-Clark	✓ Councillor David Mellen
✓ Councillor Graham Chapman	✓ Councillor Sajid Mohammed
✓ Councillor Azad Choudhry	✓ Councillor Salma Mumtaz
✓ Councillor Kevin Clarke	✓ Councillor Toby Neal
✓ Councillor Audrey Dinnall	✓ Councillor Lauren O`Grady
✓ Councillor Michael Edwards	✓ Councillor Anne Peach
✓ Councillor Samuel Gardiner	✓ Councillor Georgia Power
✓ Councillor Jay Hayes	✓ Councillor Shuguftah Quddoos
✓ Councillor Nicola Heaton	✓ Councillor Ethan Radford
✓ Councillor Patience Uloma Ifediora	✓ Councillor Nick Raine
✓ Councillor Phil Jackson	✓ Councillor Angharad Roberts
✓ Councillor Maria Joannou	✓ Councillor Andrew Rule
✓ Councillor Sue Johnson	✓ Councillor Mohammed Saghir
✓ Councillor Kirsty Jones	✓ Councillor Wendy Smith
✓ Councillor Gul Nawaz Khan	✓ Councillor Roger Steel
✓ Councillor Neghat Khan	✓ Councillor Dave Trimble
✓ Councillor Zafran Nawaz Khan	✓ Councillor Maria Watson
✓ Councillor Angela Kandola	✓ Councillor Sam Webster
✓ Councillor Jawaid Khalil	✓ Councillor Adele Williams
✓ Councillor Pavlos Kotsonis	✓ Councillor Linda Woodings
✓ Councillor Jane Lakey	✓ Councillor Cate Woodward
✓ Councillor Rebecca Langton	✓ Councillor Audra Wynter

✓ Indicates present at meeting

73 Apologies for absence

Councillor Azad Choudhry (personal)
Councillor Sam Gardiner (unwell)
Councillor Sue Johnson (personal)
Councillor Nicola Heaton (work)
Councillor Phil Jackson (unwell)
Councillor Angela Kandola (personal)

Councillor Carole McCulloch (unwell)
Councillor Sajid Mohammed (personal)
Councillor Georgia Power (personal)
Councillor Cate Woodward (unwell)

74 Declarations of Interests

None

75 Questions from citizens

Clifton Bridge

JC asked the following question of the Portfolio Holder for Adult Care and Local Transport:

Can the Portfolio Holder declare what action they have taken in relation to the recent closure of parts of the A52 Clifton Bridge, what contact they have had with Highways England regarding the repair of said bridge and can they provide an estimate of the damage that is likely to be done to the City of Nottingham's GDP as a result of the closure. Finally does the Portfolio Holder see the merits now of a third bridge for vehicles between Clifton and Trent Bridge?

Councillor Adele Williams replied as follows:

Thank you Lord Mayor.

So I want to start by thanking our officers and the questioner for their question. It's obviously a very important issue and I'd like to thank our officers and partners for their willingness to work countless extra hours, using all of their expertise on an incredibly difficult situation that's affecting lots of our citizens.

Every day that the bridge isn't fully open is costing our citizens, our families, public services and businesses in our City time and money. When Highways England put in the unannounced southbound closure of the A52 at Clifton Bridge on 6 February 2020, we began putting in a range of measures to mitigate the impact on Nottingham and our citizens. It's the busiest section of the road in our City, carrying 80,000 vehicles each day two-way, and in the first week after the closure 15,000 extra southbound vehicles were going over the two remaining crossings – Trent Bridge and Lady Bay Bridge. So obviously that's going to place enormous pressure on our road infrastructure and we've been using all the tools at our disposal to deal with that and make things better for Nottingham.

So we have our colleagues in the Traffic Room Network Management in Loxley House, who have been monitoring the situation visually and making adjustments to signal timings across the City to keep traffic flowing as much as possible. We worked with Nottinghamshire Police on the ground to keep traffic flowing in the early stages, particularly around trams and buses, and introduced some selective closure points that were really effective in discouraging 'rat-running' and also in freeing up public transport so that it remained a good choice for people to take. A key point of our strategy was, as always, encouraging people to use public transport when they can,

including Park and Ride for journeys when possible. I think the closure of Clifton Bridge really showed our strategy on public transport coming into its own. We had a 21% increase in tram journeys during that period, and I hope that those people will have found that a really positive experience and that people will realise it is economical, convenient and a better way to travel, as well as being sustainable.

In the early stages, to deal with the immediate situation as it was, we suspended all but emergency roadworks in the City, but given the fact that we now know Highways England work will continue to the end of the year, before the bridge is fully fixed, that's not sustainable going forward. So we are allowing work on roads on a case by case basis.

In addition, we have also put together a request to Highways England for a comprehensive package of measures that will enable us to encourage additional use of sustainable transport and further ease congestion around the City caused by these roadworks. This package of measures comes to around £1million. Within that there are temporary Park and Ride options, extra signs we can use including smart motorway boards on the M1 and major approach routes advising people of better routes to take through the City and also, importantly, public transport options that they can take in the City as they approach. We also are asking them to support special offers to encourage people to use public transport, additional travel planning (we already do lots of travel planning with employers around special events, but we would like to put in more support around that), also funding for an ongoing Police presence to keep our junctions free across the City, as well as putting in some additional yellow box markings to free up particular junctions.

The questioner also asked about contact made with Highways England and how we were working with them. So at an officer level, that's been facilitated through the Corporate Director for Development and Growth. We've had weekly engagement meetings with them and used that to hold Highways England to account and to work collaboratively to mitigate the impact of the works on the City. I've written to Jim O'Sullivan, Chief Executive of Highways England, and to the Secretary of State for Transport around this matter, and included in that our request for them to support our ask for funding to mitigate and to support a modal shift in terms of people's transport behaviour, getting them onto public transport and also to help sustain that. We are also working on a monitoring framework with Highways England. We'd like to agree that with them as that will allow us to assure citizens in Nottingham that Highways England are pouring every possible resource into fixing the bridge day and night. So we want to know what the maximum capacity of workers is that can be working directly on the bridge and we would like to see to what extent they are using every possible resource 24 hours per day. A senior representative from Highways England has also been asked to attend the Overview and Scrutiny Committee on 8 April 2020 to answer questions around the issue.

We were also asked about the estimated damage to the productivity – GDP if you like – of Nottingham. It is too early really to say what the impact will be, however, the potential impact is being looked at very seriously. In recognition of the very large impact that it will make on the movement of goods, services and people around the City that is costing people on a daily basis, we've been working hard to minimise the impact. Key amongst these measures has been promoting public transport, cycling

and walking. These measures are all central to the package that I've mentioned that we've put to Highways England, and I hope that you'll join us in supporting that.

As citizens and Councillors for Nottingham, we're really ambitious for our City. We've got an ambitious pledge of 15,000 new jobs for Nottingham, and development is one of the key springboards of that pledge. There are very exciting plans to develop the City that you can see in cranes and buildings going up across Nottingham, with £2billion of investment in Southside, and whilst the short term impact of the recent closures has been very difficult for Nottingham, we can promise Nottingham that every day we are working to hold Highways England to account, whilst also planning for sustainable transport that will help us to meet our challenging, but absolutely necessary, climate pledges, and importantly, to get our citizens to work economically, quickly and sustainably.

Now we were asked about a road crossing, and I'm picking that up in the answer to another question. However, on the additional road crossing, the County Council has looked into this issue and it would be outside the City, so it would need their support to make that happen. I'll pick up some of the issues raised by the question again in a later question, I'll try not to repeat myself, but where I will repeat myself is to say thank you so much on behalf of everyone in the City and all of us here I'm sure to the officers and partners who have worked so hard to keep our City moving in very difficult circumstances.

Coronavirus

JC asked the following question of the Portfolio Holder for Energy, Environment and Democratic Services:

Will the Portfolio Holder please elaborate upon what steps the City Council is taking to prevent the spread of Coronavirus, and are they aware of any instances of Coronavirus in the City thus far?

Councillor Sally Longford replied as follows:

Thank you Lord Mayor, and thank you to the citizen for the very topical question.

We are observing an increasing number of Covid-19 cases in the UK and in the next few months large numbers of the population will almost certainly be affected. So far, the City has seen two cases: a person who had recently visited South Korea and a close relative. The County has, this week, reported three cases of residents who had all recently returned from Italy. The Government's Reasonable Worst Case Scenarios suggests up to 80% of the population will contract the virus, with the peak of infection being 2-3 months after sustained human to human transmission, resulting in up to 20% staff absences in the peak weeks. Most cases will be mild, with roughly up to 4% of infected people requiring hospital care and an estimated 1% mortality rate.

The City Council's response to the Covid-19 virus is guided by a number of relevant national, regional, local and Council Emergency Plans and I would like to reassure citizens that we are well placed to respond to the issues arising from this virus. We

are working with the NHS, Public Health England, and the Local Resilience Forum for national and regional updates and advice. Locally, we have been liaising with both universities, Nottingham College and the community in Nottingham to monitor the situation in the City.

The Council is heavily engaged in cross organisational county-wide preparations through the Local Resilience Forum on a daily basis. Internally, each Department has nominated a senior member of staff to be the Coronavirus Department Lead and who will attend regular meetings. The Leader and I are receiving regular briefings which we will share with our colleagues and much preparation work will be needed to respond to the effects of the virus, and much of that preparation has already started or has taken place.

Citizens can find out more from the regular messages on both the Council's website and the internet, with specific links to Public Health England advice. Guidance from the Government has been circulated to all customer-facing staff to help them assist with enquiries from the public. If they are concerned about their own symptoms, citizens are asked to call the NHS 111 line for advice.

In line with pandemic planning, a series of policies will be activated if and as necessary. These include the management of sickness absence, working from home and redeployment of colleagues. Risk assessments are being carried out appropriately and our facilities cleansing teams have increased cleaning of hand tactile surfaces, and colleagues have been encouraged to maintain good desk hygiene. If the virus causes significant staff absences, Business Continuity Plans will be implemented in order to maintain the smooth running of essential services. The Council will seek to prioritise the most critical services, but this may result in reduced services elsewhere within the Council. We will inform our citizens of any changes to services if and when it becomes necessary.

One of the aims of the Government's Coronavirus Action Plan is to ensure health and social care services will work together to support early discharge from hospital, and to look after people in their own home. Work is ongoing in this important area.

The City Council has prepared well to address the issues arising from Covid-19 and has its structures and policies in place to respond as the outbreak grows. However, good hygiene remains the best prevention, and the key message to all of us is to wash our hands regularly and thoroughly.

76 Petitions from Councillors on behalf of citizens

None

77 To confirm the Minutes of the last meeting of Council held on 13 January 2020

The minutes of the meeting of Council held on 13 January 2020 were confirmed as an accurate record and signed by the Chair.

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

Ian Curryer, Chief Executive, reported the following:

Light Night

This year's Light Night was held on 7 and 8 February in partnership with Nottingham Business Improvement District and funding from the Arts Council England. Visitors to the City enjoyed a wide range of commissions including large scale projections on the Council House and an augmented reality trail involving businesses in the City.

International Women's Day

In celebration of International Women's Day on 8 March the Council hosted a range of activities and events. A new plaque on the Council House exterior was unveiled, celebrating notable Nottingham women of the past one hundred years including the first women elected to Nottingham City Council, Helena Dowson and Caroline Harper in 1920, the first Black and Minority Ethnic woman councillor, Eunice Campbell-Clark in 1989 and the first woman MP in Nottingham City, Lilian Greenwood MP in 2010.

Nottingham women also gathered at the Council House for a variety of activities, panels, and talks. Visitors had the chance to learn about a wide range of services on offer for women as well as sharing their opinions and ideas on key issues affecting women in Nottingham today.

Dr Stewart Adams Bridge

A new cycling and pedestrian bridge connecting Boots' Beeston Headquarters with University Boulevard has been opened. The bridge is named after ibuprofen inventor Dr Stewart Adams.

Councillor David Mellen, Leader of the Council, reported the following:

Departure of the Chief Executive

Ian Curryer, Chief Executive, will be leaving the Council at the end of April after many years' service at the Authority in a range of different roles.

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

None

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

Clifton Bridge

Councillor Maria Watson asked the following question of the Portfolio Holder for Adult Care and Local Transport:

I am sure it is no surprise that we begin our Councillor questions with the ongoing issue of the damage and subsequent lane closures of Clifton Bridge. While the situation is far from resolved, and the estimated timeframe of the end of the year is troubling for all Nottingham residents, may I start by thanking those who are working night and day, especially considering the recent winds and rain, to get the roads open as quickly as possible.

The issues with the A52 have exposed the very real shortcomings of Nottingham's road networks, with TomTom's Traffic Index Scale at one point identifying Nottingham as the world's most congested city. During rush hour, a 30 minute journey can take up to three hours, schools have been forced to cancel after-school activities and the economic effect on businesses and the City has been significant. It is evident that in the event of closure or major disruption to any of the City's three traffic bridges, the remaining two cannot cope with the growing level of traffic that Nottingham generates. It is especially concerning considering the upcoming housing development of 3,000 homes, currently to be built just south of Clifton, in the Fairham Pastures Development, which will no doubt greatly increase the amount of traffic flowing over Clifton Bridge.

The level of traffic that this City deals with is only going to increase over time so being proactive and making necessary changes now will benefit the whole City going forward. While we recognise that it is too late for it to have an impact on the current situation, does the Portfolio Holder not agree with us that a fourth bridge across the Trent is, at the very least, a sensible approach to preventing this situation happening again in the future?

Councillor Adele Williams replied as follows:

Thank you Councillor Watson for your question. As I've mentioned already, and I will try not to repeat myself, the closure has caused a lot of disruption and we've all experienced that ourselves, certainly those that live in the City, and it did contribute to TomTom reporting Nottingham as the most congested city. We also, in those early days, experienced high winds and snow that added to that disruption and there were also a number of accidents on the M1 that added to our woes.

On the issue of a fourth Trent road crossing, as I mentioned earlier, a number of studies have been carried out by the County Council and the conclusion of these was that any road crossing should sit outside the city boundary, over towards Radcliffe-on-Trent. That would help to avoid an increase in additional general traffic in the city centre. Our favoured approach though has been towards encouraging use of sustainable forms of transport, like public transport, walking and cycling, instead of providing additional road capacity for cars. This has been given an added emphasis since we have declared a climate emergency, and we all know we must look for ways to reduce our carbon emissions from transport. We are looking at the feasibility as well of a river crossing to complement our mass transit corridors.

I think it is important to reflect on the fact that we haven't chosen to stick our heads in the sand and pretend that there isn't a climate emergency. We've chosen instead to be able to look our kids in the eye and say we've been proactive, and we can be grateful to our predecessors in the Council who have been proactive in doing things like making sure we still have a city bus company, making sure that we have

protected bus lanes, and prioritising public transport. There is a national air-quality emergency as well that we have to be mindful of, costing years of healthy lifespan to people in Britain.

We've made great strides in Nottingham, with measures like our biogas buses, our electric buses and our cleaner taxis. We've been able to offer our citizens, again through the foresight of our predecessors, really good alternatives to the car in our comprehensive bus and tram network. We have protected that, we have sustained it and we've put another commitment in our Council Plan to protect, for the next 4 years, everyone's access to a regular local bus service. That's been really key to holding down congestion in the City. So, I'm glad that we've been bold on issues like the Workplace Parking Levy, and been able to invest in our public transport, expand it and make it a good and attractive choice. Sometimes it's a bit difficult to nudge people out of their cars, but our predecessors have enabled us to do that by being bold on public transport.

In terms of the air quality emergency: when I was a kid, there was one kid in my class with asthma, things are very different now, and we have an increasing knowledge of the effects of air pollution on kids, on the wider population, even on developing babies in the womb. So I would not put my backing behind any measures that would increase traffic into the city centre, but would instead want for us to continue the tradition of expanding our public transport and park and ride networks so that more people can make sustainable transport choices that work for them, work for their family, get them to work cheaply and conveniently, and in a way that doesn't add additional damage to the climate.

So, thank you for your question and I think there may be 1 or 2 more on the A52.

Clifton Bridge

Councillor Kevin Clarke asked the following question of the Portfolio Holder for Adult Care and Local Transport:

The Clifton Bridge lane closures have hit at possibly the worst time for the City. While of course it could not have been predicted, the fact that the problems have occurred during all the current work and development happening across the City has no doubt exacerbated the traffic problems we're currently experiencing. We recognise that there is no 'one size fits all' policy about solving the problems caused by the Clifton Bridge lane closures, and while we are sure Highways England are currently examining any and all solutions to the City's current levels of congestion, will the Portfolio Holder consider the option of opening bus lanes to all traffic, either permanently or at least during peak hours? Following successful trials in both Liverpool and Coventry, both cities have greatly reduced the number of bus lanes within the City, with both councils citing their efforts to reduce both congestion and emissions. Nottingham needs to make every effort to ease the current problems facing the workers and residents of the City, and we believe that this is worth examining.

Councillor Adele Williams replied as follows:

Thank you for your question.

As I mentioned earlier, I'm really proud of our bus lane network and the way in which our predecessors were bold in freeing-up the lanes for public transport and cycling. We've historically invested in public transport here, both in terms of the quality and number of buses and bus services, but also in terms of bus infrastructure - bus lanes and real-time information that keeps Nottingham moving and makes bus travel a convenient choice. This has played a major part in the fact that we are able to sustain bus travel numbers in Nottingham, in ways that other cities struggle to, despite that fact that we also have tram patronage going up at the same time.

Taking out bus lanes, at peak or for the whole time however you do it, will slow bus journey times. So what you will then do is get all of those people that are on the bus thinking 'this is really inconvenient, I'm going to get in my car instead'. We know that every bus can take up to 75 cars off the road, every tram can take 200 cars off the road. You mentioned Liverpool. The example from Liverpool was actually that bus journey times increased by 15-20%. Obviously it goes without saying that that makes bus travel a lot less attractive. An unreliable bus service is not good competition for the car. More cars, more congestion. So what Liverpool did was they reflected on that and actually put their bus lanes back in, and are adding some more. So I think it's an interesting example, but I absolutely would not support taking out bus lanes in our City. Lots of our citizens travel into the city centre by car a lot less than other cities, and I've stated some of the reasons for that in the investments and choices we've made, and I would want to sustain that.

In the question you mention congestion and emissions and, actually, both of those would rise as a result of taking out bus lanes, so it's absolutely not something that we would support. We are committed to maintaining our bus lane infrastructure and keeping our public transport moving because we know that is better for the people on the bus, better for the people on the tram, but also better for those people who really do have to make a journey by car, because people who can make a transport choice to get onto the bus or tram will be doing that, taking more cars off the road. So, I'm absolutely convinced that, whichever way you look at it, removing bus lanes would be a very bad idea.

Emergency Services

Councillor Kirsty Jones asked the following question of the Leader of the Council:

Following the discovery and controlled detonation of a suspicious package in Manvers Street on the 24th February, will the Leader of the Council join me in a message of thanks to our Police, to the Army's Bomb Disposal Unit, and to all our emergency services? The rapid response of these brave men and women, who rarely consider the danger to themselves before putting their lives on the line to protect us all, should be a source of pride and of reassurance to the people of Nottingham, and I for one certainly feel safer knowing that we have them to rely on.

Councillor David Mellen replied as follows:

Thank you Lord Mayor, and can I thank Councillor Jones for her question. The incident referred to in the question took place outside one of the Council's, well Nottingham City Homes' high-rise properties at Manvers Court, which is managed by Nottingham City Homes as I've said. I will, of course, join Councillor Jones in thanking all of our emergency services who continue to serve the people of Nottingham with great distinction and dedication. Nottingham City Council CCTV monitored the situation as it occurred and was in regular communication with Nottingham City Homes staff, keeping residents informed and as safe as possible. Thankfully the situation was dealt with efficiently, with CCTV operators supporting vital services to its conclusion.

Broadmarsh Shopping Centre Development

Councillor Kevin Clarke asked the following question of the Leader of the Council:

As I'm sure like most Councillors here today, we at the Independents feel a great deal of excitement and anticipation about all of the development currently happening within the City Centre, with specific mention of those currently happening at the Broadmarsh Shopping Centre. However, amid this excitement, it is of great concern to us to see the much publicised financial woes that are affecting Broadmarsh's owners Intu. Last week's 'Emergency Cash Call', the reported debts and the plummeting share prices are, at the very least, a worry about the company's long-term financial future. Can the Leader of the Council give us the necessary assurances that the Broadmarsh development, and indeed the Victoria Centre, will continue to operate and have a secure role in this City's future?

Councillor David Mellen replied as follows:

Thank you Lord Mayor, and can I thank Councillor Clarke for his question. I'm glad that the Independent Councillors are as excited as Councillors on this side of the Chamber about the developments happening in the city centre over the next couple of years.

The New College Hub, the renovated Castle, the Broadmarsh development, including a new car park, bus station and library, as well as the shopping and leisure space spanning a new green, pedestrian area on Collin Street are going to make a tremendous difference to the city centre. The Council will get the benefit of the foresight of Labour Councillors in the past, who made the preparations for these developments.

The Council remains in regular dialogue with senior representatives from Intu in relation to its well documented wider corporate issues, which reflect the turbulent retail market in the UK. The message from Intu representatives is 'it is business as usual' for the Broadmarsh project. Intu have advised the Council that they continue to investigate other options to resolve their corporate issues and are working to resolve these in the coming months. The Council is, and will, continue to consider any implications in relation to Intu's current position and prepare appropriate Council responses, including action plans for a variety of possible future scenarios. Intu have given the Council reassurances that they remain committed to continue to deliver

their contractual commitment to delivering exciting regeneration work at Intu Broadmarsh.

Broadmarsh Shopping Centre Development

Councillor Andrew Rule asked the following question of the Leader of the Council:

The Leader of the Council may be aware that since the local elections last year the INTU share price has collapsed by nearly 90% (as of 5 March 2020) and they have recently cancelled an attempt to raise an additional £1 billion from shareholders. Can the Leader of the Council reassure the Chamber that this won't have an adverse bearing on the redevelopment of Broadmarsh Centre being completed on time?

Councillor David Mellen replied as follows:

Thank you Councillor Rule and I'll refer you to the answer I've just given to Councillor Clarke, which was a very similar question. It's about being vigilant, it's about regular communication and making plans for future scenarios, whatever they may be.

Highways Flooding

Councillor Andrew Rule asked the following question of the Portfolio Holder for Adult Care and Local Transport:

The recent storms have highlighted flooding issues that resulted in a build-up of deep standing water that covered both the highway and the tram tracks in Clifton, most notably in Clifton, opposite the former St Francis Church at the junction of Farnborough Road and Brooksby Lane. A significant contributory factor to this was a build of sand, discharged by the tram to assist with traction, which blocked drainage holes in between the tracks, which resulted in standing water accumulating. Colleagues advise that the operator should clear inbetween the tracks regularly but that it fails to do this. Could the Portfolio Holder apply pressure to ensure the operator undertakes this activity regularly not only in Clifton, but across the entirety of the tram network to prevent this happening again?

Councillor Adele Williams replied as follows:

Thank you Councillor Rule, and thank you for your question. First of all, just a reminder that I'm always happy to hear from you if you want to raise any of this directly by email. But, I will fill you in as I'm sure colleagues will be interested in the answer anyway.

There was an investigation carried out by the Highways Maintenance Team and they identified that some pipe way from a footway gully was not properly connected to the surface water chamber, and it's this that caused the flooding at this location. These drains are the responsibility of the Highway Authority and a work order has been raised to undertake remedial works. The tram operator carries out regular 4-weekly inspections of all sections of track work and if any issues are identified, such

as blocked track drains or the accumulation of sand, action is taken to unblock the drains or to sweep the tramway.

Companies Governance Executive Sub Committee

Councillor Andrew Rule asked the following question of the Leader of the Council:

Given that the Council's external auditor has placed considerable emphasis on improving governance of council owned companies which has now led to the creation of the Companies Governance Committee; would the Leader agree, that in order to maximise the Committee's chances of both seriously improving the governance of council owned companies and the transparency of the Committee its self, the Council's auditor should be asked to attend the Committee to offer their expertise and guidance in helping the Committee achieve its objective?

Councillor David Mellen replied as follows:

Thank you Lord Mayor and can I thank Councillor Rule for his question. I want to reassure Councillor Rule that the Council is absolutely committed to the good governance of Council owned companies, which is why in December last year I established the Companies Governance Executive Sub-Committee. It is through this transparent body that the Council will oversee the strategic objectives across the Council's group of companies, recognising that there is no one size fits all approach to good company governance and that our engagement with each of our companies will need to be tailored to fit the individual circumstances of that company, whilst encouraging our companies to learn from each other and support each other as Nottingham companies. Notwithstanding that, it is appropriate that the Council's external auditor is in a close contact with us as we oversee our strategic objectives and he can come to whichever public meetings he wishes to, but his role is not to advise or to guide, but to hold us to account, which is very different. Thank you.

Council Owned Companies

Councillor Andrew Rule asked the following question of the Leader of the Council:

Could the Leader of the Council detail the professional skills held by those councillors in the respective fields of those council owned companies, on whose boards they sit?

Councillor David Mellen replied as follows:

Thank you Lord Mayor and can I thank Councillor Rule for his question. Councillors sit on Council owned companies to provide democratic accountability on behalf of the residents we serve. We believe in the importance of municipal ownership, not just because we believe it is more efficient, providing better services at lower costs, but because we believe in democracy and giving a voice to the residents who send us here every four years.

In May 2019, we set out a clear and ambitious vision for the people of Nottingham, with a clear mandate that members will ensure that our Council owned companies are focused on delivering on those local priorities, whether that is Nottingham City

Transport delivering a cheap peak travel offer for people who have concessionary bus passes or Increasing the frequency of weekend night bus services from hourly to half hourly at peak times; Nottingham City Homes helping to build or buy 1,000 council or social homes for rent; Blueprint helping to continue to transform the land around the River Trent into a neighbourhood of choice with sustainable new homes; or our pledge to support local businesses by providing a 364 day per year commercial waste company; and I could go on. Within those Council owned companies, as with the Council itself, elected members rightly rely on the guidance and expertise of staff who not only support the good governance of boards but also support decision making along the way.

Lord Mayor, I am proud of the diverse range of backgrounds and skills councillors bring in performing their duties. We have councillors here who have set up their own businesses or charities, some that have worked in the public sector, councillors that work in the private sector and councillors that work for trade unions. We have councillors who have accessed learning at different points in their life, using their life experience to supplement their learning along the way. We have councillors who have professional qualifications in a number of fields. Lord Mayor, as a group we have never reflected the City better than we do today, both in terms of gender and ethnicity, with all our councillors living in the City, using Council services alongside our residents. I'm confident that we serve and safeguard the interests of our communities and our companies.

Clifton Bridge

Councillor Michael Edwards asked the following question of the Portfolio Holder for Adult Care and Local Transport:

Does the Portfolio Holder for Adults and Local Transport think Highways England should be providing funding to the Council for short-term measures that will mitigate traffic disruption as a result of their maintenance work on Clifton Bridge?

Councillor Adele Williams replied as follows:

Thank you Councillor Edwards for your question. I think some of you are hoping for a one-word answer.

Yes I do, but I'm hoping for short-term measures but also with long-term gain. The City Council is currently working with Highways England, as I've said, to agree a package of measures and, hopefully, for them to fund those. The package, as I mentioned earlier, includes things like seven-day staffing of our Traffic Control Centre, the yellow-box markings, installation of variable message signing, and also support for police work to keep our junctions moving. We're also seeking to fund a tailored communications plan that builds on the work we are already doing to up that so we can provide further information on diversionary routes and so on to a broader range of citizens. The City Council is also looking for funding for measures to support public transport and encourage people onto public transport, such as the offered cycle support package, Robin Hood 'taster offers', and so on. It's hoped that by offering those high-quality alternatives to the car, as we already do but by building on that, we'll encourage a modal shift on a longer-term basis, not just during the

closure of Clifton Bridge but ongoing, so that the sustainable choice embeds in people's behaviour.

I'll just finish, as this is my last question on Clifton Bridge you'll be delighted to hear, by reflecting on why it is that we've got public transport so high in our Manifesto and in our Council Plan. We've got a number of pledges around local transport, pledges around campaigning to get young people the same discount as students in the city, concessionary travel offers, increased night buses, and also a pledge to protect from cuts access to our comprehensive and regular bus and tram service. It's so high in profile in our Manifesto and our Council Plan because we recognise the absolute importance of it to the lives and futures of our citizens: for people's ability to access work and leisure opportunities in their City; just really being part of the City, getting involved in things such as volunteering which we know is really good for people; it's good for their well-being; and it's good for their economic prospects. So, I just want to take a moment to reflect on how important public transport is to the fortunes of those that need it, and also to the fortunes of, as I've said, people that need to use their cars, so they find that they are able to get to where they need to get to much faster if lots of us are able to make the choice to get on to public transport.

So, thank you for the question and I hope that everyone will join with me in support for the package and get behind our request to Highways England and to the Minister that they fully fund the package in recognition of the disruption that the A52 Highways England work has caused to the City, and the recognition that the way to resolve that is to get the Bridge fixed as quickly as possible, but also to facilitate the things that keep Nottingham moving, and that is measures like the bus lanes, like the yellow boxes, and like our fantastic public transport system.

Thank you.

Rough Sleeping

Councillor Jay Hayes asked the following question of the Portfolio Holder for Housing, Planning and Heritage:

Now we are in the coldest part of the year, could the Portfolio Holder for Housing, Planning and Heritage give an update on the rough sleeping figures for Nottingham?

Councillor Linda Woodings replied as follows:

Thank you Lord Mayor and thank you Councillor Hayes for your question. Each year, Nottingham City Council, along with all other local authorities, must submit a figure to the Ministry of Housing, Communities and Local Government (MHCLG) of how many rough-sleepers there are on a particular night in November - last year it was the night of 7 November. So, our November 2019 figure was 30, and that was a decrease of 12% on the 2018 figure. That's in contrast to a national decrease of 9%, so an improvement on the national situation.

Nottingham also does a count of rough-sleepers on a monthly basis, and the last count was conducted on 14 February 2020 by the Street Outreach Team, Housing Aid and staff from Emmanuel House. In February, they identified just 24 people

sleeping rough, 16 fewer than in January 2020, and 13 fewer than the same period of time in 2019. Encouragingly, there were no young rough-sleepers discovered in the February count, that's people under the age of 25. However, 15% of those found were female, and that is still a matter of concern for us.

So colleagues, although this is the lowest number of people found sleeping outside for 3 years, the figure is even more extraordinary considering the number of different individuals found sleeping outside over the previous year, which is higher than ever before. Last year, between 1 January and 31 December, 751 different people were found rough-sleeping and this was an increase from the number of individuals we encountered during 2018, which was 635 people.

So, this achievement is because of the extra range of different services we've been able to provide, because now we have more options and more flexibility to address the many barriers that can stop people from coming in from the cold.

Of course, this reduction in numbers has to be set against the background of the number of people that were found rough-sleeping in Nottingham in 2010, which was just 3, because back then we had the 'Supporting People' fund, and we and all other councils used to receive substantial sums of money every year. In Nottingham it was £27million every year to help vulnerable citizens stay in their homes, and that was cut because of the Tory Government's savage austerity programme, meaning that we, and the rest of the country are now seeing higher numbers of people sleeping rough every year.

Colleagues, I'd also say that the snapshot is a fairly crude measure of the scale of rough-sleeping across the country. There are a number of factors that affect the count on any particular night, the weather is one of the major factors, and we've had quite a mild winter. So, despite the Government reporting the 9% reduction in numbers in the spot-check, quite rightly homeless charities have highlighted that Freedom of Information Act requests to local authorities show numbers almost 5 times higher than the November 2019 count. So, the November count was just under 5,000 across the country. In fact, local authorities cite 25,000+ people sleeping outside last year.

The Government has recently pledged a further £236million to tackle rough-sleeping, but this is money we have to bid for i.e. compete with other local authorities for. Luckily in Nottingham that is something we are particularly good at because I'm pleased to announce that we've been successful once again in renewing our Rough-Sleeping Initiative Fund. On 28 January 2020 we were told that we had been awarded the full amount of Rough-Sleeping Initiative Funding for the financial year 2020/21. That is nearly £1.4million which will enable us to continue all of our current interventions for another year, including all of the new measures introduced as part of the Cold Weather Fund. Finally, I'm pleased to announce that on Tuesday 24 March 2020 we are hosting the MHCLG at a rough-sleeping event here in Nottingham, which will look at further ways we can work together with our partners to end rough-sleeping.

We've achieved a great deal this year, with all the challenges of unprecedented numbers of people found sleeping outside in our City and, in spite of this, we've worked with partners to bring the numbers down to just 24 people found in February,

but we still say that's 24 too many. Colleagues, this Labour Council will never be complacent, or accepting of people sleeping outside. There is still no need for anyone to do this in Nottingham, we have sufficient provision, and I check this is the case on a regular basis. However, we know that behind every person rough-sleeping is a sad history, a trauma, an addiction, a mental health issue. So although 24 is a good figure, I'm in no way complacent. I, along with this Labour Council, believe that one person sleeping outside in Nottingham is one too many and we urge the Government, if it's really serious about ending rough-sleeping, to adequately fund the building of social and supported housing and to restore the 'Supporting People Fund' to sufficient, pre-austerity, measures. Thank you.

Local Government Pay

Councillor Nick Raine asked the following question of the Leader of the Council:

Does the Leader agree that local government has suffered funding cuts of nearly 50% since 2010 which have decimated our services and eroded the pay of the workers who deliver them? Does he also agree that central government should now fully fund a decent pay rise and establish a minimum wage of at least £10 per hour for local government workers in 2020/21?

Councillor David Mellen replied as follows:

Thank you Lord Mayor and can I thank Councillor Raine for his question. Lord Mayor, later this afternoon, Councillor Webster will propose a budget of necessity for our City and its services, a budget in the backdrop of yet more Government austerity and yet more disproportionate funding to affluent counties in the south of England, at the expense of midland and northern cities. Since 2010, Government austerity has meant cuts to funding for services that we all rely on, including the police, NHS, schools and benefits. We face uncertain economic times and ordinary people in our City are struggling to meet increasing living costs, and local authorities like Nottingham, are struggling in the face of a national funding crisis as the Tory Government continues to pass on huge funding cuts, further squeezing vital local services. Lord Mayor, later this afternoon Councillors will hear more detail about our diminishing Government grant. Since 2010, this Council has made cumulative savings of more than £271m to deal not just with the cuts but also inflation and the effects of a changing demography. Since 2013/14, Nottingham's Revenue Support Grant has fallen from £126m to just £25m next year, that's a cut of 80%.

Now, as Leader of the Council, I'm extremely proud of our workers, our street cleaners, our social workers, youth centre staff, teaching staff, community protection staff, and right across the frontline, to the back office support at Loxley House, day after day, keeping Nottingham moving and serving the people of our City. Lord Mayor, they too live in Nottingham, they travel on our streets, use and rely on our essential public services. So, while council tax payers up and down the country are this year again being asked to pay more, it is our social workers, our community protection staff and our teaching staff who are too being asked to pay more. Like many other councils, the reduction of Government funding has meant that we have only been able to offer very little in terms of a pay rise. Since 2013/14, we have only been able to offer 1-2% annual uplifts in salaries and are still negotiating a pay award

with our unions for 2020/21. I acknowledge that this is far from what our staff deserve, so I would whole-heartedly agree that our Government should not only adequately fund local government across the country so that we can increase public sector pay across the board, but fully fund a decent pay rise, establishing a minimum wage of at least £10 per hour. I would dearly like to pay all our staff the minimum of £10 per hour, no one that works at this Council should be classed as 'poor', but as we have discussed many times in this Chamber over the last ten years, austerity has hit this Council hard. We don't have enough money to deliver services in the way we think we should and we don't have enough money to award our staff the pay rise they deserve.

Lord Mayor, I absolutely agree that this much needed pay rise for our staff, many of whom deliver vital front line services, should come from Central Government. It absolutely cannot come from existing budgets: if it could we would have done this already. When the Prime Minister talks about levelling up, we all need him to bear in mind that levelling up is not just about investing in infrastructure and connectivity in the Midlands and the North, but also about ensuring that the country's workforce has the opportunity to get a job with decent pay whether or not they work in private or public sector. Whilst the Government makes a lot of noise about not raising income tax, VAT or national insurance, they neglect to inform us that in their mind the growing gap in public finance should be met at a local level. It's at a local level where many of our essential services that keep us safe and well are delivered from. We cannot simply decide not to deliver social care, not to collect the rubbish, not to house our homeless and look after our most vulnerable citizens and children. All the Government has achieved is just to move the point of taxation to a local level rather than central, once again hitting the more deprived regions hardest. Lord Mayor, the dedicated and committed local authority workforce need and deserve more pay and this absolutely needs to come from Central Government. As Labour politicians, we will hold the Government to account for not doing so.

Covid-19 Virus

Councillor Jane Lakey asked the following question of the Portfolio Holder for Energy, Environment and Democratic Services:

Could the Portfolio Holder for Energy, Environment and Democratic Services explain Nottingham City's plan for handling the Covid-19 virus?

Councillor Sally Longford replied as follows:

Thank you Lord Mayor and thank you Councillor Lakey for your question. As I explained in my response to the earlier public question, there are an increasing number of cases of Covid-19. In the UK, 273 cases have been reported, and communities across Europe and the world are becoming increasingly seriously affected. Although in the UK the situation is not so serious yet, in the next few months large numbers of the population will probably be affected.

On Friday (6 March) it was announced that the first Nottingham resident had tested positive for Covid-19 infection, having recently returned from South Korea. A second case has since been confirmed of a family member. Other close contacts have been given health advice about symptoms and emergency contact details. No further

details of these cases will be given due to the need to protect patient confidentiality. We wish these citizens a speedy recovery. Nottinghamshire County Council has also confirmed 3 cases of residents that have recently returned from Italy. These small number of cases are being carefully managed by the health services in order to slow the spread of the infection and ensure the best possible care for the citizens affected. It is very likely that we will see a large increase in infection in the next few weeks, and it is our duty as a Council to do all we can to protect our citizens from the worst impact of the virus.

We know that most cases will be mild, with an estimated 1% mortality rate, and some people feel this is not a serious situation, likening it to a normal flu outbreak. However, it is important to remember that there is no immunity to this virus and, whereas many vulnerable and elderly citizens have been vaccinated against flu, that is not the case with Covid-19. Evidence suggests that the most serious outcomes fall disproportionately on the elderly and citizens with existing health conditions. It is our duty to ensure we have the best possible plans in place to support those vulnerable citizens and to enable our front-line staff to continue to provide services as needed.

As I explained in my previous response, the Government's Reasonable Worst Case Scenario suggests up to 80% of the population will contract the virus, with the peak of infection being 2-3 months after sustained human to human transmission. This would have a serious impact on the City as a whole, resulting in high levels of staff absence in all businesses and services across the City and it is vital that organisations are preparing as best they can. I hope employers will act responsibly and enable their staff to take time off with pay if they fear they have been infected, in order to reduce the threat of infection to our vulnerable citizens. We know, for example, that up to 20% of staff may be absent from work in the peak weeks of the epidemic. The City Council's response to the Covid-19 virus is guided by a number of relevant national, regional and local emergency plans. We already have our own thorough emergency plans in place for a variety of possible events, one of which is a flu pandemic, and this has helped the Council to immediately understand the actions needed and swing into action.

Our Public Health Team, led by the Director for Public Health, is working with the NHS, Public Health England and the Local Resilience Forum. Since the virus first emerged in Wuhan they have been liaising with both universities, Nottingham College and members of the community in Nottingham to monitor the situation in the City. The Emergency Planning Team is engaging with the Local Resilience Forum and, if needed, they will play their part in whatever county-wide response is needed. Internally, each Department has nominated a senior lead to attend regular meetings, co-chaired by the Corporate Director for Strategy and Resources and the Director of Public Health. Guidance from the Government has been circulated to all customer-facing staff to help them assist with enquiries from the public. Colleagues have been made aware of specific guidance for educational settings, employers and businesses, social or community care and residential settings, staff in the transport sector, and of the decontamination in non-health care settings. We await updates from Government and Public Health England on a range of other measures.

In line with pandemic planning, a series of HR policies will be activated as necessary. These include the management of sickness absence, working from home, and redeployment of colleagues. Managers have also been directed to health and safety

advice to ensure risk assessments are carried out appropriately to protect colleagues and service users. As I said, Facilities Management have increased cleansing of hand tactile surfaces. If the virus causes significant staff absences, Business Continuity Plans will be implemented in order to maintain the smooth running of essential services, and I have recently asked Portfolio Holders to discuss with their officers how these plans will work, and to ensure their plans are reviewed and exercised. The Council will seek to prioritise the most critical services, but this may result in reduced services elsewhere in the Council. I will inform colleagues and citizens of any changes to services as soon as they are known. Work is ongoing to ensure health and social care services work effectively together.

I am afraid there will inevitably be unplanned pressure on the City Council's budgets as a result of increased costs, and potential loss of income arising from our response to this health emergency. We hope Central Government will reimburse the Council for this additional cost in a timely fashion. Let's face it, we are already struggling after 10 years of austerity and we can well do without this.

I would like to reassure Members that the Council is as well prepared as it is possible to be in the circumstances. Behind the scenes, officers are working hard to ensure we will have resources available to continue to provide our essential services to our citizens.

We Councillors, if approached by citizens, should encourage good hygiene, washing hands regularly and thoroughly, avoiding touching your face with unwashed hands, and using a tissue and throwing it away after use. If in doubt about their symptoms, citizens should call 111 or visit the NHS website to find out more, they should not visit a GP or the hospital if they believe they may be infected.

I am sure the next few months could be very challenging, but the message must be that the Council is prepared and will not let its citizens down.

81 Decisions taken under Urgency Procedures

The Leader of the Council, presented the report detailing decisions taken under procedures that include exemption from the Overview and Scrutiny Call In Procedure Rules and Special Urgency Access to Information Rules.

Resolved to note

(1) the urgent decisions (exempt from call in)

Decision Reference Number	Date of Decision	Subject	Value of Decision	Reason for Urgency
3792	17 February 2020	Financing Arrangements	Exempt	To enable a wholly owned company to take advantage of favourable market opportunities

(2) the Key Decisions taken under Special Urgency Procedure

Decision Reference Number	Date of Decision	Subject	Value of Decision	Reason for Special Urgency
3792	17 February 2020	Financing Arrangements	Exempt	To enable a wholly owned company to take advantage of favourable market opportunities
Executive Board Minute Reference: 85	18 February 2020	Medium Term Financial Plan	£111,431,000	The Medium Term Financial Plan required approval by Full Council in order to set the Council Tax for 2020/21. It is a legal requirement that the level of Council Tax is set by 11 March 2020

82 Nottingham Business Improvement District (Bid) Renewal

The Portfolio Holder for Finance, Growth and the City Centre presented the report outlining the key stages involved in the renewal of the Nottingham Business Improvement District (BID) and seeking approval to delegate authority to receive and consider BID renewal proposals; to authorise entering into an Operating Agreement with the BID Company and nominating the Portfolio Holder to hold the proxy vote on behalf of the Council.

Resolved to:

- (1) authorise the Corporate Director of Development and Growth, in consultation with the Portfolio Holder for Finance, Growth and the City Centre, to:**
 - i. receive the renewal proposals from Nottingham BID Company on behalf of the City Council;**
 - ii. consider the renewal proposals ensuring that they do not conflict with Council policy;**
 - iii. approve the Nottingham BID Business Plan; and**
 - iv. enter into an Operating Agreement under which the Council will collect the levies due on behalf of the Nottingham BID**
- (2) nominate the Portfolio Holder for Finance, Growth and the City Centre to hold the proxy vote on behalf of the Council as an eligible levy payer in the BID ballot.**

83 Treasury Management Strategy 2020/21 and Capital and Investment Strategy 2020/21

The Portfolio Holder for Finance, Growth and the City Centre presented a report seeking approval for a series of strategies relating to treasury management and capital investment in 2020/21.

Resolved to:

- (1) approve the 2020/21 Treasury Management Strategy, including the Strategy for Debt Repayment and the Investment Strategy, as detailed in Appendix 1 to the report;**
- (2) approve the Prudential Indicators and Limits from 2020/21 to 2022/23, as detailed in Section 5.1 of Appendix 1 to the report;**
- (3) adopt the current Treasury Management Policy Statement, as detailed in Section 5.3 of Appendix 1 to the report; and**
- (4) approve the 2020/21 Capital and Investment Strategy, as detailed in Appendix 2 to the report.**

84 Budget 2020/21

The Portfolio Holder for Finance, Growth and the City Centre presented a report setting out proposals for the 2020/21 budget.

Councillor Andrew Rule proposed an amendment to the budget as follows:

“subject to the following:

Section 1	Net 2020/21 £
Proceeds from the sale of shares in wholly owned companies	-3,000,000
Ring-fence resources for the following areas:	+3,000,000
• Children’s Services – Early Years Intervention:	
○ Additional support for Supporting Families Programme (expansion of Government’s Troubled Families Programme)	
○ Funding programme expansion for voluntary and Community sector	
○ Additional back office support for social workers	
Income from Solar Panel Investment Scheme	-37,500
Reinvested in Energy Improvement Initiatives	+37,500
Fleet sponsorship of Council vehicles	-70,000
Lamp post commercial advertising	-127,900

Reduction in the number of Special Responsibility Positions	-86,190
Voluntary Garden Waste – offer citizens a two month extension service to the current garden waste collection scheme for £8.50	-224,548
Reduction in payments to Trade Unions	-49,710
Abandon Arrow Communication and cancellation of Neighbourhood Newsletters	-129,000
Bulky waste – citizens offered two free collections per annum, charges of £15 apply for further collections to fund council tax reductions for all citizens	-66,942
Release uncommitted Area Capital reserves (one off)	-1,046,000
Total Net Financial Impact	-1,800,290

Section 2

It is recommended that reviews of the following area be undertaken:

- Review of impact on the City Council in the event the Tram Operator fails
- Review of alternative financing methods to Work Place Parking Levy
- Audit of availability payments made to operate accurately reflect operational performance
- Urgent review of waste disposal strategy post 2030
- Review of parking and traffic enforcement exemptions – NHS City Care staff, Council employed carers, first responders and on duty emergency personnel
- Assessment of inefficiencies arising from internal charging within City Council
- Urgent review of parking charges on economy of city centre
- Review of voluntary and third sector access to youth centres to improve utilisation
- Review of membership of Companies Governance Committee
- Review of commercialisation opportunities within Tree Services
- Area Capital allocation formula
- Develop a strategy for increasing the mix of affordable homes as a means of increasing the City Council’s Council Tax Base
- Identify and pursue commercialisation opportunities with other local authorities”

In recommendation 2.1 (2) add after “the capital programme to 2024/25”

“subject to the following:

That a new scheme is added for Solar Panel Investment Scheme (£1.500m in 2020/21 to be funded from borrowing)”

It is recommended that a review of the existing capital programme be undertaken to:

- Reprioritise resources to create additional funds to improve pavements. Councillors who use Area Capital Fund to improve pavements on main thoroughfares could seek match funding from this fund.
- Reprioritise to fund repairs to roads across the City.”

And amend the following recommendations as indicated:

- In recommendation 2.1(3) substitute £121,807,454 for £120,007,164
- In recommendation 2.1(3)(a) substitute £978,080,189 for £977,008,663
- In recommendation 2.1(3)(b) substitute £856,272,735 for £857,001,499
- In recommendation 2.1(3)(c) substitute £121,807,454 for £120,007,164
- In recommendation 2.1(4) substitute £1,808.31 for £1,781.58

And amend the following sections as indicated:

- In section 5.2 substitute £121,807,454 for £120,007,164 and £1,808.31 for £1,781.58
- In section 5.3 and 5.6 substitute the following basic amounts of council tax for the ones shown in the report:

Band	Basic Amount of Council Tax
A	£1,187.72
B	£1,385.67
C	£1,583.63
D	£1,781.58
E	£2,177.49
F	£2,573.39
G	£2,969.30
H	£3,563.16

- In section 5.6 substitute the following aggregate council taxes for those shown in the report:

Band	Aggregate
A	£1,394.84
B	£1,627.31
C	£1,859.79
D	£2,092.26
E	£2,557.21
F	£3,022.15
G	£3,487.10
H	£4,184.52

The meeting was adjourned at 4:35pm to allow time for councillors to consider the proposed amendment. The meeting resumed at 4:55pm.

Councillors voted on the proposed amendment.

Resolved to reject the proposed amendment.

Councillors voted on the recommendations in the budget report as follows:

	For	Against	Abstain
Councillor Hassan Ahmed	✓		
Councillor Leslie Ayoola	✓		
Councillor Cheryl Barnard	✓		
Councillor Steve Battlemuch	✓		
Councillor Merlita Bryan	✓		
Councillor Eunice Campbell-Clark	✓		
Councillor Graham Chapman	✓		
Councillor Azad Choudhry			
Councillor Kevin Clarke		✓	
Councillor Audrey Dinnall	✓		
Councillor Michael Edwards	✓		
Councillor Sam Gardiner			
Councillor Jay Hayes	✓		
Councillor Rosemary Healy	✓		
Councillor Nicola Heaton			
Councillor Patience Ifediora	✓		
Councillor Phil Jackson			
Councillor Maria Joannou	✓		
Councillor Sue Johnson			
Councillor Kirsty Jones		✓	
Councillor Angela Kandola			
Councillor Jawaid Khalil	✓		
Councillor Gul Nawaz Khan	✓		
Councillor Neghat Nawaz Khan	✓		
Councillor Zafran Nawaz Khan	✓		
Councillor Pavlos Kotsonis	✓		
Councillor Jane Lakey	✓		
Councillor Rebecca Langton	✓		
Councillor Chantal Lee	✓		
Councillor Dave Liversidge	✓		
Councillor Sally Longford	✓		
Councillor AJ Matsiko	✓		
Councillor Carole McCulloch			
Councillor David Mellen	✓		
Councillor Sajid Mohammed			
Councillor Salma Mumtaz	✓		
Councillor Toby Neal			
Councillor Lauren O'Grady	✓		
Councillor Anne Peach	✓		
Councillor Georgia Power			
Councillor Shuguftah Quddoos	✓		
Councillor Ethan Radford	✓		
Councillor Nick Raine	✓		
Councillor Angharad Roberts	✓		

Councillor Andrew Rule		✓	
Councillor Mohammed Saghir	✓		
Councillor Wendy Smith	✓		
Councillor Roger Steel		✓	
Councillor Dave Trimble	✓		
Councillor Maria Watson		✓	
Councillor Sam Webster	✓		
Councillor Adele Williams	✓		
Councillor Linda Woodings	✓		
Councillor Cate Woodward			
Councillor Audra Wynter	✓		

Resolved to:

(1) approve the revenue budget for 2020/21, including

- i. the recommendations of the Strategic Director of Finance/ Chief Finance Officer in respect of the robustness of the estimates made for the purpose of the budget calculations and the adequacy of reserves;**
- ii. the delegation of authority to the Strategic Director of Finance/ Chief Finance Officer in consultation with the Portfolio Holder for Finance, Growth and the City Centre to finalise the Medium Term Finance Plan for publication;**
- iii. the delegation of authority to the Corporate Leadership Team to implement savings after undertaking the appropriate consultation;**
- iv. the retention of the Council Tax Support Scheme, currently in operation, for the financial year 2020/21**

(2) approve the capital programme to 2024/25;

(3) approve a council tax requirement of £121,807,454 including the calculations required by Sections 30 to 36 of the Local Government Finance Act 1992 (“the Act”), as set out below

- i. £978,080,189 being the aggregate of the expenditure, allowances, reserves and amounts which the Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act;**
- ii. £856,272,735 being the aggregate of the income and amounts which the Council estimates for the items set out in Section 31A(3) (a) to (d) of the Act;**
- iii. £121,807,454 being the amount by which the aggregate at (3i) exceeds the aggregate at (3ii), calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year;**

(4) approve a City Council Band D basic amount of council tax for 2020/21 of £1,808.31 being the amount at (3iii) divided by the amount at (9), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year (as set out in Section 5 of the report)

- (5) approve the setting of the amounts of council tax for 2020/21 at the levels described in Section 5.6 of the report)**
- (6) approve the making of the Members' Allowances Scheme for 2020/21 in the terms of the previously adopted and amended Scheme, save for adjustments to mirror nationally determined rates for pay awards and travel and subsistence (as applicable to officers) and for carers allowances**
- (7) note a Nottinghamshire and City of Nottingham Fire and Rescue precept at Band D for 2020/21 of £81.36**
- (8) note a Nottinghamshire Police and Crime Commissioner precept at Band D for 2020/21 of £229.32**
- (9) note that in January 2020, the City Council calculated the amount of 67,360 as its council tax base for the year 2020/21 in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012**

85 Amendments to the Constitution

The Chair of the Standards Committee presented the joint report proposing a number of amendments to non-executive aspects of the Constitution which were recommended by either the Standards Committee or the Audit Committee.

Resolved to:

- (1) adopt a revised Contract Procedure Rules, as detailed in Appendix A to the report, and to amend the Constitution accordingly;**
- (2) amend the Councillors' and Co-opted Members' Code of Conduct, as detailed in Appendix B to the report, and to amend the Constitution accordingly;**
- (3) amend the Constitution to reflect the Health and Wellbeing Board's decision to add the Portfolio Holder with a remit covering adult social care as a voting member of the Health and Wellbeing Board Commissioning Sub Committee; and**
- (4) note the establishment of the Companies Governance Executive Sub Committee and that this executive amendment will be reflected in the next published version of the Constitution.**

86 Pay Policy Statement 2020-21

The Chair of the Appointments and Conditions of Service Committee presented a report seeking approval for the Council's Pay Policy Statement for 2020/21.

Resolved to:

- (1) approve and endorse the Council's Pay Policy Statement for 2020 to 2021; and**
- (2) note that the Statement may need to be amended in-year for any necessary changes the Council may wish to adopt. Any such changes will be presented to Full Council for approval.**

87 Membership change

The following committee membership changes were noted:

- (1) Councillor Angharad Roberts had been appointed to replace Councillor Sue Johnson as a member of the Overview and Scrutiny Committee;
- (2) Councillor Toby Neal had been appointed to replace Councillor Cheryl Barnard as a member of the Planning Committee; and
- (3) Councillor Azad Choudhry had resigned as a member of the Trusts and Charities Committee.

88 Dates of future meetings

Resolved to:

- (1) hold the Annual General Meeting on Monday 18 May 2020 at 2pm at the Council House; and**
- (2) note the proposal to meet at 2pm on the following Mondays:**
 - **13 July 2020**
 - **14 September 2020**
 - **9 November 2020**
 - **11 January 2021**
 - **8 March 2021**

The Meeting concluded at 6.02 pm

Questions from Councillors Requiring a Written Response

WQ1

WRITTEN QUESTION ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR ENERGY, ENVIRONMENT AND DEMOCRATIC SERVICES AT THE MEETING OF THE CITY COUNCIL HELD ON 9 MARCH 2020

The Portfolio Holder recently announced the trialling of wireless electrical vehicle charging points in the City. Can she confirm that the electromagnetic field generated by these points does not have an adverse impact on personal medical equipment, such as Pacemakers for example, and if so can she give an indication of what steps the Council will take to mitigate this?

Response from Councillor Sally Longford:

Wireless taxi charging on ranks has not been undertaken anywhere in the UK, and this project is a feasibility study undertaken by a consortium of public and private sector organisations, to test its effectiveness and what the key issues are that need to be addressed before products come to market/are adopted more widespread. Health and safety is the most important element of the feasibility study. The first phase of the project is a planning and preparation phase, which will include a pilot installation in a Council depot location (likely to be Eastcroft). During this phase the full safety case will be built and evaluated and will include assessment of electromagnetic interference (EMI), level of possible EMI leakage to ensure human exposure is below the limits published in guidelines for a variety of human body parts. The project will use hardware which adheres to national and international standards and recommendations on electric and magnetic field limits including those related to medical devices such as pacemakers. Installation on the highway will only take place in the second phase once any health and safety concerns have been fully addressed.

WQ2

WRITTEN QUESTION ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR HOUSING, PLANNING AND HERITAGE AT THE MEETING OF THE CITY COUNCIL HELD ON 9 MARCH 2020

The Portfolio Holder will be aware of the considerable opposition from local residents to the development known as 'Clifton West' which borders Hawksley Gardens in Clifton. Can she confirm that there are no plans in the next four years to develop land to the east of the existing development that would encroach into the Conservation Area and Ancient Woodland surrounding Clifton Village and rely upon Holgate, in Clifton Village for access?

Response from Councillor Linda Woodings:

There are no plans to develop beyond the site as identified in the Local Plan and the subject of the existing planning permission. Land directly to the north, between the site and Clifton Village, falls within the Clifton Village Conservation Area. The recently adopted Part 2 of the Nottingham City Local Plan (Land and Planning Policies document) also includes this area within the designated Open Space Network which is subject to Policy EN1 of the Local Plan. The Ancient Woodland is subject to Policy EN7 of the Local Plan, and is also within the designated Green Belt.

WQ3

WRITTEN QUESTION ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR ENERGY, ENVIRONMENT AND DEMOCRATIC SERVICES AT THE MEETING OF THE CITY COUNCIL HELD ON 9 MARCH 2020

Following the introduction of the ULEV Lane on Daleside Road can the Portfolio Holder confirm how its effectiveness has been measured in terms of improvements to air quality and congestion time and when and what time any such studies have been carried out?

Response from Councillor Sally Longford:

The Colwick Park and Ride bus stops have been relocated from the racecourse car park to Daleside Road itself resulting in a saving of approximately 3 minutes each way in both directions. By locating the bus stops on Daleside Road itself, this has enabled Nottingham City Transport (NCT) services to stop there for a longer time period throughout the day, resulting in an improved service for park and ride customers. Previously the City Council subsidised 4 buses per hour on the park and ride service but the Daleside Road improvements have enabled these to be withdrawn and so contribute to the overall budget savings. Finally, one of the objectives of the scheme is to provide transport links to help regenerate the Daleside Road area and a number of businesses, houses and retail units have already been built and many more are under construction.

The City Council is currently carrying out a detailed evaluation of the impact of the Daleside Road ULEV Lane and indeed the other interventions that comprise the Daleside Road Improvement Scheme (DRIS) including improvements to pedestrian and cycling facilities. This evaluation uses data such as bus patronage, average journey times, journey time reliability, and traffic flow including that of ULEVs and cyclists to determine to what extent the scheme has met its objectives. Improvements to air quality and the reduction of carbon emissions will be modelled using changes in traffic flow and observed changes to travel behaviour. To support this analysis a suite of user and resident questionnaire surveys are programmed which will ask how the public perceive the scheme and how it has influenced their travel behaviour. These surveys will be targeted at cyclists, bus users, ULEV drivers and local residents.

Once the data collection and analysis exercise has been completed an evaluation report will be prepared which will provide conclusions concerning the impact of the

scheme and to what extent it has met its objectives. It is anticipated that this would be available by the end of 2020.

It is difficult to draw any early conclusions without the benefit of the after data. However monitoring of the ULEV lane suggests that it is being used by 796 different pure electric and hybrid vehicles (excluding buses) since July 2019 and a weekly survey in January 2020 suggested approximately 80 electric and hybrid vehicles used it on a daily basis in each direction.

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Questions from Councillors

Questions from Councillors Requiring a Written Response

WQ1

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR ANDREW RULE OF THE LEADER OF THE COUNCIL AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

The Leader of the Council will be aware that literature has recently been circulated encouraging public gatherings to take place at the Forest Recreation Ground and Wollaton Park to protest against lockdown measures in place to prevent the spread of Coronavirus. Will the Leader of the Council take the opportunity to unequivocally advise residents not to take part in such gatherings and outline what measures the Council will employ to ensure such gatherings do not take place on Council owned land?

WQ2

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR ENERGY, ENVIRONMENT AND DEMOCRATIC SERVICES AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

The Portfolio Holder will be aware that garden waste collection will restart from 26 May 2020 following its earlier suspension. As Monday 25 May is a Bank Holiday this means that for those areas of the City with a Monday collection, including large parts of Clifton, Wilford and Silverdale, the first collection will not in fact take place until 8 June. She will appreciate that for a number of residents, particularly the elderly, who have no other means of disposing of garden waste this means another three weeks of waste build up. Will she therefore give consideration to residents being able to utilise the bulky waste service as a means of disposing of garden waste in the interim until 8 June?

WQ3

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR ADULT CARE AND LOCAL TRANSPORT AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

The Portfolio Holder will be aware that the Council has a number of contracts with taxi operators across the City, including those based in the Clifton area, to assist in the transportation of vulnerable children and adults to day care centres and schools. In line with national guidance these firms have retained drivers and staff who chaperoned vulnerable service users to and from their destination. Can the Portfolio Holder therefore confirm that the Council will follow Government procurement guidance ("Supplier relief due to Covid-19" – PPN 02/20) issued in March and honour payments due to these firms up to June (in line with the guidance) to avoid the risk of job losses?

WQ4

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR ANDREW RULE OF THE PORTFOLIO HOLDER FOR FINANCE, GROWTH AND THE CITY CENTRE AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

I'm sure the Portfolio Holder will join me in commending the efforts of those colleagues who have been involved in the processing of business grants and who have now processed over 62% (as at 10 May) of applications received by the Council. However, can he urgently look into the processes involved in physically paying out grants to businesses once an application has been approved, as I am aware of a number of businesses who, despite being approved for a grant payment a number of weeks ago, are still waiting to receive the funding itself?

WQ5

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR MARIA WATSON OF THE LEADER OF THE COUNCIL AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

As of the time of writing this question (14 May) and despite Government advice to be that it is now possible to do so, construction work on the Broadmarsh Shopping Centre development has yet to restart. While we understand that Intu's public statements have indicated construction will only recommence when it is safe to do so, and that with the current Covid-19 situation these concerns are absolutely legitimate, there is obviously also speculation that the delays have as much to do with Intu's very public financial issues as they do with social distancing. Can the Leader of the Council provide us any updated information they have received from Intu regarding the future of the Broadmarsh development and reassure us that it remains, understandable delays notwithstanding, on track for completion?

WQ6

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR KIRSTY JONES OF THE PORTFOLIO HOLDER FOR ADULT CARE AND LOCAL TRANSPORT AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Could the Portfolio Holder provide us with an update about the progression of repair works to the A52, and how the current crisis has impacted the expected timeframe?

WQ7

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR KEVIN CLARKE OF THE PORTFOLIO HOLDER FOR FINANCE, GROWTH AND THE CITY CENTRE AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Considering that there were already some public concerns regarding the state of our high streets before the Covid-19 situation arose, which will only be compounded by the long term effects of the crisis, could the Portfolio Holder provide us with any strategies currently being discussed by the leadership group to encourage revitalisation of the high street once retail and hospitality businesses are allowed to reopen?

WQ8

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR KEVIN CLARKE OF THE LEADER OF THE COUNCIL AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

While we of course understand the crucial need for social distancing at this time, we were disappointed that no members of the Opposition were invited to take part in the recent wreath-laying at Nottingham War Memorial Gardens, on VE day. As a former serving soldier and holder of the General Service Medal for active service myself, it is well recognised throughout the forces that these events should not be politicised and a cross-party invitation should have been put in place. Can the Leader of the Council explain to us why, despite four members of the Labour Group being in attendance, no Opposition Members were invited? Can the Leader reassure us that for future such events, members of the Opposition will be included?

WQ9

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR ANGHARAD ROBERTS OF THE PORTFOLIO HOLDER FOR FINANCE, GROWTH AND THE CITY CENTRE AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Can the Portfolio Holder for Finance, Growth and the City Centre tell me how Nottingham City Council has financially supported residents and businesses during the Coronavirus lock down?

WQ10

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR AUDRA WYNTER OF THE PORTFOLIO HOLDER FOR FINANCE, GROWTH AND THE CITY CENTRE AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Can the Portfolio Holder for Finance, Growth and the City Centre tell us whether the Government has stuck to the promise made to fund additional costs incurred due to

WQ11

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR LESLIE AYOOLA OF THE PORTFOLIO HOLDER FOR COMMUNITIES AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Does the Portfolio Holder for Communities share the same concerns I do about the damning reports and data showing that COVID-19 disproportionately impacts on Black, Asian and Minority Ethnic (BAME) communities and is she concerned that not enough has been done by Government to protect them? What further steps does she think the Council needs to take along with its partners, such as conducting its own research and carrying out equality impact assessments?

WQ12

WRITTEN QUESTION TO BE ASKED BY COUNCILLOR TOBY NEAL OF THE PORTFOLIO HOLDER FOR HEALTH, HR AND EQUALITIES AT THE MEETING OF THE CITY COUNCIL TO BE HELD ON 18 MAY 2020

Can the Portfolio Holder for Health, HR and Equalities please tell me what steps the Council has taken to protect its Black, Asian and Minority Ethnic (BAME) staff from COVID-19, given the disproportionate impact COVID-19 is having on BAME communities?

City Council – 18 May 2020

Report of the Leader of the Council

Decisions Taken Under Urgency Procedures

1 Summary

- 1.1 As required by the Council's Constitution, this report informs Council of urgent decisions that it is required to note which have been taken under provisions within the Overview and Scrutiny Procedure Rules, Access to Information Procedure Rules and Scheme of Delegation.

2 Recommendations

- 2.1 To note the urgent decisions taken as detailed in the appendices.

3 Reasons for recommendations

- 3.1 To ensure compliance with the procedures detailed in the Council's Constitution.

4 Other options considered in making recommendations

- 4.1 None.

5 Background (including outcomes of consultation)

- 5.1 Call in and Urgency (Overview and Scrutiny) Procedure Rules

Councillors will be aware that the call in procedure does not apply where the decision taken is urgent. A decision is urgent if any delay likely to be caused by the call in process would seriously prejudice the Council's or the public's interests. Part 4 of the Constitution requires that where a decision is taken under the urgency procedure that decision needs to be reported to the next available meeting of Council, together with the reasons for urgency. The urgency procedure requires that the Chair of the Overview and Scrutiny Committee must agree that the decision proposed is reasonable in the circumstances and that it should be treated as a matter of urgency. In the absence of the Chair, one of the Vice Chairs' consent is required. Details of the decisions made where the call in procedure has not applied due to urgency are set out in Appendix 1.

- 5.2 Special Urgency – Access to Information Rules

The Local Authorities Executive Arrangements (Access to Information) (England) Regulations 2012 introduced a requirement for 28 clear days public notice to be given of all proposed key decisions. Where it is not possible to give the full 28 days' notice, but there is time to give at least 5 clear days notice, the General Exception procedure applies (see Access to Information Rules, Part 4 of the Constitution). Where 5 clear

days notice is also not possible, the above Regulations provide for a Special Urgency Procedure.

5.3 An urgent key decision may only be taken under the Special Urgency Procedure if the decision taker has obtained agreement that the decision is urgent and cannot reasonably be deferred. Agreement must be obtained from (i) the Chair of the Overview and Scrutiny Committee, or (ii) if there is no such person, or if the Chair of the Overview and Scrutiny Committee is unable to act, the Lord Mayor (as Chair of Council), or (iii) where there is no Chair of the Overview and Scrutiny Committee or Lord Mayor, or they are unable to act, the Sheriff (as Vice Chair of Council). Once agreement has been sought and as soon as is reasonably practicable, the decision maker must publish a notice at the Council's offices and on the Council's website to state that the decision is urgent and cannot reasonably be deferred.

5.4 In addition, the procedure requires that the Leader of the Council submits (at least quarterly) reports to Council containing details of each executive decision taken during the period since the last report where the making of the decision was agreed as a case of special urgency. Details of key decisions taken under the Special Urgency Procedure are set out in Appendix 2.

5.5 Urgent Non-Executive Officer Decisions

Delegation 24 in the Council's Scheme of Delegation enables the Chief Executive to take a decision necessary before the next meeting of the appropriate committee after consultation with the Chair or Vice Chair and main minority party spokesperson of that committee. The exercise of the delegation must be reported to the next meeting of the relevant committee. Details of relevant urgent non-executive officer decisions are set out in Appendix 3.

6 Finance colleague comments (including implications and value for money)

6.1 None

7 Legal and procurement colleague comments (including risk management issues, and legal, crime and disorder act and procurement implications)

7.1 None

8 Equality Impact Assessment (EIA)

8.1 An EIA is not required as the report does not relate to new or changing services or policies. Equality Impact Assessments were published alongside each decision referred to in the report, as required.

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 Nottingham City Council Constitution

10.2 The delegated decisions and committee reports detailed in the appendices to the report, as published on the City Council's website.

Councillor David Mellen
Leader of the Council

Appendix 1 - Decisions Exempt from Call-In

Decision Reference Number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Urgency
3837	19 March 2020	Investment Acquisition – Project Shirley	Exempt	Leader of Council	Chair of Overview and Scrutiny Committee	To enable the necessary documentation to be signed and sealed and sale completed within required timescales.
3842	28 March 2020	Acceptance of grant funding from Highways England	£2.69million	Leader of the Council	Chair of Overview and Scrutiny Committee	Highways England required the funding agreement to be signed by 31 March 2020.
3845	30 March 2020	Authorisation under Business Closure Regulations 2020	Nil	Portfolio Holder for Regeneration, Safety and Communications	Chair of Overview and Scrutiny Committee	To enable enforcement action to be taken as soon as possible to protect public health.
3846	30 March 2020	Acceptance of grant funding from the Department for Transport	£18,020,502	Leader of the Council	Chair of Overview and Scrutiny Committee	Although the Department for Transport (DfT) confirmed that the Council's bid to the Transforming Cities Fund was successful as part of the 2019/20 budget, the letter formalising the grant allocation was received on 20 March 2020. The DfT proposed to pay the first instalment of the grant on 31 March 2020.
3847	30 March 2020	Additional costs associated with social care provision during the current coronavirus outbreak	Exempt	Leader of the Council	Chair of Overview and Scrutiny Committee	To enable services to respond urgently to the coronavirus situation.

3848	6 April 2020	Financing Arrangements	Exempt	Portfolio Holder for Finance, Growth and the City Centre	Vice Chair of Overview and Scrutiny Committee	Delay would have jeopardised the ongoing viability of a wholly owned company
3855	15 April 2020	Financing Arrangements	Exempt	Leader of the Council	Vice Chair of Overview and Scrutiny Committee	Delay would have jeopardised the ongoing viability of a wholly owned company

Appendix 2 - Key Decisions taken under the Special Urgency Procedure

Decision reference number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Special Urgency
Page 44	30 March 2020	Acceptance of grant funding from the Department for Transport	£18,020,502	Leader of the Council	Chair of Overview and Scrutiny Committee	Although the Department for Transport (DfT) confirmed that the Council's bid to the Transforming Cities Fund was successful as part of the 2019/20 budget, the letter formalising the grant allocation was received on 20 March 2020. The DfT proposed to pay the first instalment of the grant on 31 March 2020 so there was insufficient time to give more notice of the decision to accept the funding.
3847	30 March 2020	Additional costs associated with social care provision during the current coronavirus outbreak	Exempt	Leader of the Council	Chair of Overview and Scrutiny Committee	To enable services to respond urgently to the coronavirus situation.
3855	15 April 2020	Financing Arrangements	Exempt	Leader of the Council	Vice Chair of Overview and Scrutiny Committee	Delay would have jeopardised the ongoing viability of a wholly owned company

Appendix 3 – Urgent Non Executive Officer Decision that would have otherwise been taken by Council

Decision reference number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultees	Reason for Urgency
1	7 April 2020	Amendment to call in arrangements	Nil	Chief Executive	Chair of Council Leader of Nottingham Independents Chair of Overview and Scrutiny Committee	To avoid any delay in implementing decisions taken by officers to respond to the current outbreak of Coronavirus

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City Council – 18 May 2020

Report of the Leader of the Council

Parental Leave Policy for Councillors

1 Summary

- 1.1 This Policy sets out Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances, subject to convening an Independent Remuneration Panel (IRP) later this year.
- 1.2 The objective of the Policy is to ensure that insofar as possible, elected members are able to take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken.
- 1.3 There is at present no legal right to parental leave of any kind for people in elected public office and this applies to MPs as well as councillors. The policies within this document can therefore only currently be implemented on a voluntary basis and the suggested changes to part 7 of Nottingham City Council's Constitution will require the Council to convene an IRP to formally consider the changes.

2 Recommendations

- 2.1 To note the contents of the Parental Leave Policy for Councillors.
- 2.2 To note the Council's intention to convene an Independent Remuneration Panel to consider the proposed changes to the Members' Allowances, as detailed in Part 7 of Nottingham City Council's Constitution.

3 Reasons for recommendations

- 3.1 Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority councillors. It will also assist with retaining experienced councillors, particularly women, and making public office more accessible to individuals who might otherwise feel excluded from it.

4 Other options considered in making recommendations

- 4.1 Not to bring forward the Council's intention to adopt a parental leave policy. However, it is reasonable that adequate arrangements are in place making public office more accessible, and therefore this option was rejected.

5 Background (including outcomes of consultation)

- 5.1 The Policy has been endorsed by the Council's Executive, the Leader of the Council and political groups on the Council have been consulted.

6 Finance colleague comments (including implications and value for money)

6.1 The recommendation in this report is to note its content and will be subject to holding an Independent Remuneration Panel to consider the implications on the Members' Allowances Scheme. There are no financial implications to this report.

7 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

7.1 The recommendation in this report is to note its content, subject to the Council holding an Independent Remuneration Panel and therefore there are no other implications at this stage. Any changes to the Members' Allowances Scheme, as detailed in part 7 of the Constitution, will require convening an IRP and further consideration at Council.

8 Equality Impact Assessment (EIA)

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

No



An EIA is not required at this point and the recommendation is to note the Council's intention to bring forward a future decision. An EIA will form part of that decision. It is appropriate to note that the Policy will provide improved provision for new parents and contribute towards increasing the diversity of experience, age and background of local authority councillors.

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 Nottingham City Council's Constitution

**Councillor David Mellen
Leader of the Council**

Parental Leave Policy for Councillors

Introduction

This Policy sets out Members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances. The objective of the policy is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth or adoption, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio holders and others in receipt of Special Responsibility Allowances (SRA) during any period of parental leave taken.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority councillors. It will also assist with retaining experienced councillors – particularly women – and making public office more accessible to individuals who might otherwise feel excluded from it.

There is at present no legal right to parental leave of any kind for people in elected public office. This applies to MPs as well as councillors, and has been the subject of lengthy debate. These policies can therefore only currently be implemented on a voluntary basis and Councils are encouraged to implement them. Discussions are ongoing about changing the law to enable compulsory provision, but until then these policies constitute best practice which councils are advised to adopt.

1. Leave Periods

1.1 Members giving birth are entitled to up to 6 months maternity leave from the due date, with the option to extend up to 52 weeks by agreement if required.

1.2 In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial 6 months.

1.3 In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken by agreement, and such exceptional leave shall not be deducted from the total 52 week entitlement.

1.4 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

1.5 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

1.6 Where both parents are Members leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be made in

cases of prematurity.

1.7 A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 52 weeks by agreement if required.

1.8 Any Member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month period unless the Council's Chief Executive agrees to an extended leave of absence prior to the expiration of that six month period.

1.9 Any Member intending to take maternity, paternity, shared parental or adoption leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.

1.10 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

2. Basic Allowance

2.1 All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity or adoption leave.

3. Special Responsibility Allowances

3.1 Members entitled to a Special Responsibility Allowance shall continue to receive 90% of their average weekly allowance in the case of maternity, paternity, shared parental or adoption leave for the first 6 weeks, then half the SRA for the three months after that and then an amount commensurate to statutory maternity pay for three months after that.

3.2 The duties of the member entitled to a Special Responsibility Allowance on leave shall be shared amongst relevant councillors such as other Portfolio Holders, an Executive Assistant or the Vice Chair of a committee.

3.3 The member taking leave shall retain their position and shall not be required to stand at the Annual General Meeting until the Annual General Meeting following the end of their leave.

4. Resigning from Office and Elections

4.1 If a Member decides not to return at the end of their maternity, paternity, shared parental or adoption leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.

4.2 If a local election is held during the Member's maternity, paternity, shared parental or adoption leave and they are not re-elected, or decide not to stand for re-

election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

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City Council - 18 May 2020

Report of the Chair of the Appointments and Conditions of Service Committee

Appointments to Chief Executive

1 Summary

- 1.1 This report advises on the outcome of the selection process undertaken by members of the Appointments and Conditions of Service Committee (ACOS) to appoint an interim Chief Executive/Head of Paid Service on 30 March 2020, the subsequent decision initially to appoint Katherine Kerswell as interim Chief Executive/Head of Paid Service taken by the then Chief Executive/Head of Paid Service as an urgent non-executive officer decision and recommends that the Council approves the appointment of Katherine Kerswell as interim Chief Executive/Head of Paid Service.
- 1.2 This report advises on the outcome of the selection process undertaken by ACOS to appoint a substantive Chief Executive/Head of Paid Service on 13 May 2020, and recommends that the Council approves the appointment of Melbourne Junior Barrett as substantive Chief Executive/Head of Paid Service.
- 1.3 This report recommends the Council approves that the interim Chief Executive, Katherine Kerswell, is appointed to Proper Officer for Electoral Registration and Returning Officer, in line with the responsibilities contained within the job description.
- 1.4 This report recommends the Council approves that the substantive Chief Executive, Melbourne Junior Barrett, is appointed to Proper Officer for Electoral Registration and Returning Officer, in line with the responsibilities contained within the job description.

2 Recommendations

- 2.1 It is recommended that the City Council approves the appointment in post of Katherine Kerswell as interim Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by the then Chief Executive.
- 2.2 It is recommended that the City Council approves the appointment in post of Melbourne Junior Barrett as substantive Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by ACOS, so that the offer of appointment can be made to him.

3 Reasons for recommendations

- 3.1 There is a constitutional and legal requirement for Full Council to approve the appointment of the Head of Paid Service.

4 Other options considered in making recommendations

- 4.1 None

5 Background (including outcomes of consultation)

- 5.1 Following the resignation notice of Ian Martin Curryer in January 2020, the position of Chief Executive was advertised, culminating in the selection processes undertaken by ACOS.
- 5.2 On 30 March 2020, all members of ACOS were invited to an informal meeting to consider potential candidates for the role of Interim Chief Executive/Head of Paid Service, with the relevant skills, experience and attributes, applied within their previous portfolio of leadership roles, and verified and assessed suitability for the role. The outcome of this assessment was that it was recommended that Katherine Kerswell was appointed as Interim Chief Executive/Head of Paid Service. In accordance with the Officer Employment Procedure Rules, details of the proposed appointment were sent to the Executive and no objections were received. The then Chief Executive, Ian Martin Curryer, took the initial decision to appoint Katherine Kerswell as interim Chief Executive and Head of Paid Service as an urgent non-executive officer decision taken under Delegation 24 of the City Council's Scheme of Delegation.
- 5.3 At its meeting on 13 May 2020, ACOS interviewed five candidates for the post of Chief Executive/Head of Paid Service. This followed a comprehensive professional search for candidates, and a national advertising campaign, formal long listing and shortlisting processes conducted by ACOS, and a range of assessments to test the suitability for the role of the short listed candidates, over a two day assessment programme.
- 5.4 Following the interviews, it was decided to offer the post to Melbourne Junior Barrett subject to no material or well-founded objections being raised by members of the Executive Board, and the confirmation of Full Council. The Director of Human Resources & Customer arranged for notifications to members of the Executive Board of the proposed appointment and no objections were received.

6 Finance colleague comments (including implications and value for money)

- 6.1 The Medium Term Financial Plan (MTFP) and budget for 2020/21 includes £0.189m for the Chief Executive position. It is expected that costs incurred with regards to this post will be contained within this existing budget however full details of the 2020/21 impact will not be known until start date and specifics of the posts have been finalised. It is proposed that any adjustment needed to increase the pay budget in 2020/21 will be funded from the workforce issues reserve with permanent adjustments made via the corporate pay modelling process in subsequent years.
- 6.2 As previously reported at ACOS, the current Chief Executive interim arrangements has created a budget pressure of £0.041m due to recruitment costs and an April overlap regarding handover support. It is also proposed to fund this pressure from the workforce issues reserve in 2020/21. These costs are based on an end date of September. Any extension to this would incur additional costs with funding needed to be found.

Phil Gretton – Strategic Finance Business Partner - 15/05/2020

7 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

7.1 Legal Implications

- 7.1.1 It is advisable that any recruitment to the posts of interim Chief Executive/Head of Paid Service and substantive Chief Executive/Head of Paid Service should be made on merit in order to comply with section 7 of the Local Government & Housing Act 1989.

Jon Ludford-Thomas
Senior Solicitor
Legal Services

8 Equality Impact Assessment (EIA)

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

Yes



Please see the attached EIAs.

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 Nottingham City Council's Constitution
- 10.2 Urgent Non Executive Officer Decision 2 21 April 2020
- 10.3 Report to, and minutes of the meeting of the ACOS Committee held on 13 May 2020

Councillor Dave Liversidge
Chair of Appointments and Conditions of Service Committee

Councillor Hassan Ahmed
Vice Chair of Appointments and Conditions of Service Committee

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Equality Impact Assessment Form

screeintip-sectionA

1. Document Control

1. Control Details

Title:	Appointment to Interim Chief Executive Role
Author (assigned to Pentana):	Lynn Robinson, HR Business Lead
Director:	Richard Henderson, Director for HR & Customer
Department:	Strategy & Resources
Service Area:	HR & Customer
Contact details:	Email: richard.henderson@nottinghamcity.gov.uk
Strategic Budget EIA: Y/N	No
Exempt from publication Y/N	Yes

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2. Document Amendment Record

Version	Author	Date	Approved
1.2	Lynn Robinson, HR Business Lead	21 April 2020	

3. Contributors/Reviewers

Name	Position	Date
Richard Henderson	Director for HR & Customer	10 April 2020
Lynn Robinson	HR Business Lead	10 April 2020
	Interim Equality, Diversity & Inclusion Lead	29 April 2020

4. Glossary of Terms

Term	Description

[screentip-sectionB](#)

2. Assessment

1. Brief description of proposal / policy / service being assessed

The appointment process for an Interim Chief Executive for a fixed term period, until the day prior to the date in employment of the new substantive permanent Chief Executive.

[screentip-sectionC](#)

2. Information used to analyse the effects on equality:

A retained recruitment consultant has been engaged to undertake and 'search' and provide a subsequent recommendation report to the Council's Appointments and Conditions of Service Committee on potential candidates. The retained consultant was given a clear brief on the Council equalities agenda and priority aim to have a representative workforce. At a Senior Leadership Management Group Level, the representation is 15.85% BAME, 37.8% Female, 4.88% Disabled and 1.22% LGB. These groups are all currently under-represented at this level. The retained consultant was required to have a focus on these under-represented groups.

3. Impacts and Actions:

screentip-sectionD	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	x <input type="checkbox"/>	<input type="checkbox"/>
Men	x <input type="checkbox"/>	<input type="checkbox"/>
Women	x <input type="checkbox"/>	<input type="checkbox"/>
Trans	x <input type="checkbox"/>	<input type="checkbox"/>
Disabled people or carers.	x <input type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	x <input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	x <input type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	x <input type="checkbox"/>	<input type="checkbox"/>
Older	x <input type="checkbox"/>	<input type="checkbox"/>
Younger	x <input type="checkbox"/>	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults). <i>Please underline the group(s) /issue more adversely affected or which benefits.</i>	x <input type="checkbox"/>	<input type="checkbox"/>

<p>screentip-sectionE</p> <p>How different groups could be affected (Summary of impacts)</p>	<p>screentip-sectionF</p> <p>Details of actions to reduce negative or increase positive impact (or why action isn't possible)</p>
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It is critical that the Council builds capacity at its most senior level, particularly in the current circumstance of the national crisis due to COVID-19. It is of critical importance that capacity at this level is created to lead the Corporate Leadership Team and to enable continuity in decision-making, delivery of a response in terms of national guidance and emergency planning, and ensuring that there is a foundation for recovery, in addition to a clear focus on ensuring frontline social care delivery is provided.

This is in addition to the normal requirements of the role of Chief Executive.

It is felt that in terms of the categories listed above, this appointment would have a positive benefit across all groups, in that it provides for additional leadership capacity to support needs of these groups as appropriate.

1 Actions will need to be uploaded on Pentana.

There are no foreseen negative impacts at this time.

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4. Outcome(s) of equality impact assessment:

<input checked="" type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

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

This EIA will be reviewed after the appointed interim Chief Executive has been in post for three months, of the fixed term period, this will be on or around 15 July 2020.

6. Approved by (manager signature) and Date sent to equality team for publishing:

<p>Approving Manager: 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.</p>	<p>Date sent for scrutiny: Send document or Link to: equalityanddiversityteam@nottinghamcity.gov.uk</p>
<p>SRO Approval: Ian Curryer, Chief Executive </p>	<p>Date of final approval: 24.04.20</p>

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://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
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.

Equality Impact Assessment Form

[screentip-sectionA](#)

1. Document Control

1. Control Details

Title:	Appointment to Chief Executive Role
Author (assigned to Pentana):	Lynn Robinson, HR Business Lead
Director:	Richard Henderson, Director for HR & Customer
Department:	Strategy & Resources
Service Area:	HR & Customer
Contact details:	Email: richard.henderson@nottinghamcity.gov.uk
Strategic Budget EIA: Y/N	No
Exempt from publication Y/N	Yes

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2. Document Amendment Record

Version	Author	Date	Approved
1.1	Lynn Robinson, HR Business Lead	15 May 2020	15 May 2020

3. Contributors/Reviewers

Name	Position	Date
Richard Henderson	Director for HR & Customer	15 May 2020
Lynn Robinson	HR Business Lead	15 May 2020

4. Glossary of Terms

Term	Description

[screentip-sectionB](#)

2. Assessment

1. Brief description of proposal / policy / service being assessed

The appointment process to substantive post for Chief Executive, Nottingham City Council.

[screentip-sectionC](#)

2. Information used to analyse the effects on equality:

A retained recruitment consultant was engaged to undertake an extensive professional 'search' to support a national advertising campaign to attract a diverse range of applicants. A subsequent recommendation report was considered at both the formal longlisting and shortlisting meetings of the Council's Appointments and Conditions of Service Committee, on suitability, based on experience, skills, attributes of potential candidates. The retained consultant was given a clear brief on the Council Equality, Diversity and Inclusion objectives, and the priority to have a representative workforce. The retained consultant, used intelligence on potential candidates, in the market for a role of this level, nationally, and was asked to specifically target those from unrepresented groups in the search. The advert for the role was published nationally.

At a Senior Leadership Management Group Level, the representation is approximately 15% BAME, 37% Female, 4 % Disabled and ≤1% LGB. These groups are all currently under-represented at this level in the organisation. The design of the final two-day assessment programme, ensured diverse representation on all of the four assessment panels. The assessments were based on the job description and person specification, and were assessed by a diverse range of colleagues to ensure a balanced view and perspective on the criteria applied to measure outcomes. The preferred candidate for appointment was selected 'on merit'. Data on breakdown of applications, long list and short list candidates is available via the retained consultant.

3. Impacts and Actions:

<u>screentip-sectionD</u>	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	x <input type="checkbox"/>	<input type="checkbox"/>
Men	x <input type="checkbox"/>	<input type="checkbox"/>
Women	x <input type="checkbox"/>	<input type="checkbox"/>
Trans	x <input type="checkbox"/>	<input type="checkbox"/>
Disabled people or carers.	x <input type="checkbox"/>	<input type="checkbox"/>
Pregnancy/ Maternity	x <input type="checkbox"/>	<input type="checkbox"/>
People of different faiths/ beliefs and those with none.	x <input type="checkbox"/>	<input type="checkbox"/>
Lesbian, gay or bisexual people.	x <input type="checkbox"/>	<input type="checkbox"/>
Older	x <input type="checkbox"/>	<input type="checkbox"/>
Younger	x <input type="checkbox"/>	<input type="checkbox"/>
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	x <input type="checkbox"/>	<input type="checkbox"/>
<i>Please underline the group(s) /issue more</i>		

adversely affected or which benefits.

<p>How different groups could be affected (Summary of impacts)</p> <p style="text-align: right;"><u>screentip-sectionE</u></p>	<p>Details of actions to reduce negative or increase positive impact (or why action isn't possible)</p> <p style="text-align: right;"><u>screentip-sectionF</u></p>
<p>At this time, the appointment of a substantive new Chief Executive, is anticipated to have a positive impact on different protected groups, and on all citizens, communities/wards and the City as a whole.</p> <p>Any changes to policy as a result of the appointment, will require a separate EIA.</p> <p>Page 66</p>	<p>1 Actions will need to be uploaded on Pentana.</p> <p>There are no foreseen negative impacts at this time.</p>

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4. Outcome(s) of equality impact assessment:

x <input type="checkbox"/>	No major change needed	<input type="checkbox"/>	Adjust the policy/proposal
<input type="checkbox"/>	Adverse impact but continue	<input type="checkbox"/>	Stop and remove the policy/proposal

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

Page 7	<p>This EIA will be reviewed after the appointed Chief Executive has completed their induction period.</p>
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6. Approved by (manager signature) and Date sent to equality team for publishing:

<p>Approving Manager: 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.</p>	<p>Date sent for scrutiny: Send document or Link to: equalityanddiversityteam@nottinghamcity.gov.uk 15 May 2020</p>
<p>SRO Approval: Richard Henderson, Director for HR & Customer</p>	<p>Date of final approval: 15 May 2020</p>

A handwritten signature in black ink, appearing to read 'R. Hens', is written on a white rectangular background.

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://intranet.nottinghamcity.gov.uk/media/1924/simple-guide-to-eia.doc>
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.