

Executive Board – 21 February 2023

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| Subject: | Medium Term Financial Plan 2023/24 to 2026/27 |
| Corporate Director(s)/Director(s): | Ross Brown, Corporate Director for Finance and Resources & S151 Officer |
| Portfolio Holder(s): | Councillor Adele Williams, Deputy Leader and Portfolio Holder for Finance |
| Report author and contact details: | Debbie Middleton, Interim Director of Finance & Deputy S151 Officer Debbie.middleton@nottinghamcity.gov.uk Jo Worster, Team Leader – Strategic Finance joanne.worster@nottinghamcity.gov.uk |
| Other colleagues who have provided input: | Colleagues within Strategic Finance |
| Subject to call-in: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No In part exempt from call in, see summary of issues and recommendation 8 for details | |
| Key Decision: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Criteria for Key Decision: (a) <input checked="" type="checkbox"/> Expenditure <input checked="" type="checkbox"/> Income <input type="checkbox"/> Savings of £750,000 or more taking account of the overall impact of the decision and/or (b) Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Type of expenditure: <input checked="" type="checkbox"/> Revenue <input checked="" type="checkbox"/> Capital If Capital, provide the date considered by Capital Board Date: 23 January 2023 | |
| Total value of the decision: £513.0 million | |
| Wards affected: All | |
| Date of consultation with Portfolio Holder(s): | |
| Relevant Council Plan Key Outcome: <div style="display: flex; justify-content: space-between;"> <div> Clean and Connected Communities Keeping Nottingham Working Carbon Neutral by 2028 Safer Nottingham Child-Friendly Nottingham Healthy and Inclusive Keeping Nottingham Moving Improve the City Centre Better Housing Financial Stability Serving People Well </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </div> </div> | |
| Summary of issues (including benefits to citizens/service users): <p>Executive Board in December 2022 approved a progress report on the Council's Medium-Term Financial Plan (MTFP) for the 4-year period 2023/24 to 2026/27 building on the Council's Together for Nottingham Plan. The Council has undertaken a 5 week public consultation process on its budget proposals and the results have informed the final proposed MTFP.</p> <p>It is a legal requirement to set a balanced General Fund Budget for 2023/24 by 11 March 2023. In addition, it is a Best Value requirement to demonstrate the financial sustainability of the Council through setting a balanced 4-year MTFP.</p> <p>The Council's priority is to manage overall expenditure within its approved budget. The Council like all local authorities, is operating in an extremely volatile and challenging financial environment due to adverse global events outside its control. This has resulted in inflation</p> | |

reaching over 10% during the course of the 2022/23 financial year which was unforeseen at the point the 2022/23 budget was set by Council in March 2022 and is driving an overspend of **c£13.6million** in the 2022/23 financial year.

The General Fund Budget is balanced in 2023/24 and the MTFP is further projected to be balanced over its 4 year period to 2026/27. This has been achieved through a combination of income growth and savings in transformation, directorate operational budgets and corporate budgets and taking account of Government funding announced through the Provisional Local Government Finance Settlement (the Settlement). The MTFP shows how financial growth items, savings and income proposals will be addressed and delivered as part of a medium-term sustainable approach.

The s151 Officer is required by law to report to Council members on his assessment of the robustness of budget estimates and the adequacy of financial reserves in presenting the MTFP for consideration and approval.

In the event of an overspend position at final outturn in March 2023, the s151 Officer recommends that this is funded from the Council's Financial Resilience Reserve (FRR). In turn, the FRR is required to be maintained at an adequate level to enable new financial challenges to be managed without impacting adversely upon the delivery of planned budgeted services in the forthcoming financial year 2023/24. The s151 Officer will reassess the position on the FRR when the Final Outturn is determined for 2022/23 in the late Spring.

The MTFP, Reserves policy and s151 statement on the Robustness of the budget and Adequacy of Reserves annexes detail the s151 Officer's strategy to replenish the FRR through the temporary repurposing of **£20 million** of earmarked revenue reserves that will be repayable at the earliest opportunity within the four year period of the MTFP.

This strategy aligns with good financial practice and reflects a prudent approach to rebuild the Council's financial resilience over the period of the MTFP within a challenging environment. Combined with the total value of new savings and income plans of **£52.7 million** over the period of the MTFP, this does, however present a significant challenge to the organisation. Members and officers alike will need to be unwavering in exercising robust financial management discipline and committed to the timely delivery of approved savings in order for the MTFP to remain in financial balance and the Council to operate within its financial means.

The investment of **£10.4 million** in transformation initiatives to deliver **£58.3 million** of gross revenue savings over the period of the MTFP is critical to putting the Council on a more robust and sustainable financial footing. This will provide the foundation for further business and financial planning to take place during the 2023/24 financial year which will feed into future budget rounds in order that the Council takes a proactive and planned approach to delivering best value and financially sustainable services to its communities over the longer term.

Savings delivery is critical to keeping the MTFP on track and therefore there will be strengthened management, control and monitoring of delivery over the course of 2023/24 using a newly established savings tracker. The tracker will use colour coding to indicate if plans are on or off track to deliver the profiled savings. It will particularly highlight plans that are in danger of going off track in order that prompt management intervention can be exercised to recover the position. Quarterly reporting of the delivery of approved saving and management actions to secure cashable savings will be incorporated into budget monitoring reports and will cover all categories of saving. Deviations from original plans will be reported and where agreed savings cannot be delivered as intended, then alternative plans will be required to be put forward and will be subject to the approval of the Executive Board.

This report sets out the Council's revenue and capital budget proposals for the General Fund, Housing Revenue Account (HRA), Schools Budget for 2023/24 within the context of a medium

term outlook. In addition, this report includes the Council's policies on Financial Reserves and Fees & Charges.

The report comprises 10 annexes as follows:

- **Annex 1** – Quarter 3 2022/23 forecast financial outturn;
- **Annex 2** – Revenue Medium Term Financial Plan 2023/24 to 2026/27;
- **Annex 3** – Financial Reserves Policy;
- **Annex 4** – Fees and Charges Policy;
- **Annex 5** – Transformation Programme;
- **Annex 6** – Budget Consultation feedback 2023/24;
- **Annex 7** – Capital Programme 2023/24 to 2026/27;
- **Annex 8** – HRA revenue and capital budget 2023/24;
- **Annex 9** – Schools Budget 2023/24;
- **Annex 10** – s151 Statement on Robustness of the budget and adequacy of reserves, required under The Local Government Act 2003 (Pt II);

This report should be considered in conjunction with its Annexes and the Treasury Management Strategy 2023/24 and Capital and Investment Strategy 2023/24 report which is contained elsewhere within this Executive Board's agenda.

The Chair of Overview and Scrutiny Committee has approved the HRA rent setting element of this report as detailed in recommendation 8 to be exempt from call in. This is due to the timing of Executive Board and the Housing Act 1985 which requires tenants to receive 28 days' notice of any proposed rent increase.

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

No

Recommendation(s):

1 Quarter 3 2022/23 Forecast Outturn (Annex 1)

- a) To note the Quarter 3 2022/23 General Fund forecast adverse variance of **£13.6 million**;
- b) To note the General Fund Directorate service variances and explanations as set out in Annex 1;
- c) To note that any final over spend in 2022/23 will be funded as a first call upon the Financial Resilience Reserve;
- d) To note the planned net use of reserves of **£7.1 million**;
- e) To approve the creation of a budget rebasing reserve to support continued due diligence in relation to the Council's Financial Improvement Plan;
- f) To approve budget virements of **£50.2 million** mainly reflecting the senior management restructure.

2 Revenue Medium Term Financial Plan 2023/24 to 2026/27 (Annex 2)

- a) To recommend to City Council the approval of the proposed General Fund revenue budget for 2023/24 with a net budget requirement of **£261.8 million**;
- b) To endorse proposals to set a Council Tax level (Band D) of **£2,052.89**.
- c) To approve the s151 Officer's recommendation to temporarily repurpose **£20.0 million** of

earmarked reserves in 2023/24 in order to establish an adequate balance on the Financial Resilience Reserve. These are to be repaid at the earliest opportunity within the period of the MTFP and by no later than 31 March 2027. The MTFP assumptions are set out in **Table 2a and 2b**. Details of the reserves to be temporarily repurposed are detailed in **Table 24 of Annex 2**.

3 Financial Reserves Policy (Annex 3)

- a) To approve and formally adopt the Council's policy on Financial Reserves.
- b) To note that the policy will be subject to an annual review at budget setting and will be updated to reflect changes in risk and/or external standards that the Council needs to adhere to or changes in the Council's approach
- c) To note that the annual reserves policy in future will form part of the MTFP report to Executive Board which will then be subject to Full Council approval in March annually
- d) To note the balances on reserves as at 31 January 2023 of:
 - General Fund balance **£13.6 million**
 - Earmarked reserves **£183.3 million**
 - HRA general revenue reserves **£45.5 million**
 - HRA Major Repairs Reserve (MRR) **£38.8 million**

4 Fees & Charges (Annex 4)

- a) To approve and formally adopt the Council's policy on Fees & Charges
- b) To note the schedule of fees and charges arising from the application of the approved policy for 2023/24

5 Transformation Programme (Annex 5)

- a) To approve the strategies being applied to the transformation programmes
- b) To note the planned expenditure of **£10.4m** on transformation initiatives over the period 2023/24+ is to be funded via application of capital receipts under the Council's Flexible use of Capital Receipts Policy. As set out **Annex 5 Table 2**.
- c) To note the associated delivery of transformation savings for all funding streams totalling **£59.8million (£58.3 million revenue only)** over the same period. As set out in **Annex 5 Table 1**.
- d) To note that costs associated with feasibility activity for future transformation savings will be funded from revenue resources.
- e) To note that proposals are subject to consultation where appropriate.
- f) To note that as these strategies are adopted, the outcomes and impacts will form part of further consultation and appropriate approval.

6 Budget Consultation (Annex 6)

- a) To note the outcomes of the public budget consultation, written submissions from Overview and Scrutiny committees.
- b) To approve the Council's recommended response to the consultation as set out in

Annex 6.

7 Capital Programme 2023/24 to 2026/27 (Annex 7)

- a) To recommend to City Council the approval of the proposed 2023/24 – 2026/27 Capital Programme totalling **£392.2m** for the General Fund (detailed in table 5) and **£210.5m** for the HRA (detailed in **table 7**).
- b) To approve the temporary decommissioning of capital schemes totalling **£22.8 million** as set out in **Annex 7 Appendix C** due to insufficient availability of capital receipts to meet the planned expenditure.
- c) To seek approval from the City Council to delegate authority to the Executive Board to approve the re-inclusion of the total of **£22.8 million** of decommissioned schemes as set out in **Annex 7 Appendix C**, subject to the s151 Officer being satisfied that sufficient capital receipts have been realised to fund the expenditure on those schemes.
- d) To approve that the first call upon any new capital receipts secured by the Council will be applied to meeting the **£22.8 million** of temporary decommissioned schemes detailed in **Annex 7 Appendix C**.

8 HRA budget 2023/24 (Annex 8) Exempt from call in

- a) To approve the:
 - i. Proposed rent increase of **7%** for 2023/24;
 - ii. Continuation of the tenant incentive scheme in 2023/24 of up to **£0.5 million** per annum;
 - iii. Establishment of a hardship support fund of **£0.5 million**, initially for one year and to be reviewed annually thereafter.
 - iv. Proposed base level of increase in general service charges of **7%**, while continuing to work towards full cost recovery.
 - v. Proposed increase to garage rents of **7%**.
- b) To recommend to City Council approval of the proposed HRA budget for 2023/24 as set out in **Annex 8**.

9 Schools Budget (Annex 9)

- a) To approve the in-year budget transfers and payments associated with the DSG Schools Budget 2023/24, provisionally set at **£344.9 million**, as detailed in Annex 9.
- b) To delegate authority to the Corporate Director for Finance and Resources and S151 Officer in consultation with the Portfolio Holder for Finance & Resources, the Portfolio Holder for Children, Young People and Schools and the Corporate Director (People).to approve any final budget adjustments in relation to the Schools Budget.

10 Robustness of the Medium-Term Financial Plan (Annex 10)

- a) To note the report of the Council's Section 151 Officer in respect of the robustness of the estimates within the budget and the adequacy of reserves.

1. Reasons for recommendations

- 1.1 This report seeks approval of the proposed 2023/24 – 2026/27 MTFP and specific approval of HRA budget proposals with a recommendation of approval of the proposed MTFP by the City Council on 6 March 2023.
- 1.2 This MTFP covers a 4 year period to meet its objective of agreeing a longer term financial planning framework within which value for money decisions relating to services can be taken.
- 1.3 The report sets out the assumptions and plans for revenue and capital elements of the MTFP as well as proposals to reduce costs that will contribute towards the delivery of a provisionally balanced budget for all 4 years.
- 1.4 The Transformation Programme will be the Council's key strategy for achieving long term service improvement and financial sustainability and is critical to delivering a balanced Medium Term Financial Plan. It will be funded primarily under the Council's Flexible use of Capital Receipts policy.
- 1.5 Proposals that include workforce reductions will be subject to internal consultation with Trade Unions and affected colleagues. Details of such proposals may, therefore, be amended during the consultation period and may impact on the way in which identified proposals will be delivered.

Background (including outcomes of consultation)

2. Annex 1 - Quarter 3 2022/23 Forecast Outturn

- 2.1 The 2022/23 net General Fund budget approved by Council was **£227.6 million**. The Quarter 3 forecast is showing a forecast outturn for 2022/23 of **£241.2 million**, which is an **£13.6 million (6%)** adverse variance to budget. This is an adverse movement of **£2.2 million** compared to the Quarter 2 forecast of **£11.4 million** overspend which was reported to December 2022 Executive Board. Work continues within the Finance Improvement Plan to improve the robustness of financial reporting and forecasting across all departments.
- 2.2 In response to the projected overspend the previous S151 Officer introduced a series of spending controls for the remainder of 2022/23 in order to mitigate and reduce the projected overspend.
- 2.3 The 2022/23 budget was set prior to the current period of unexpected high inflation and this is driving overspending on energy costs, index linked contracts as well as pay inflation for our own workforce. The adverse variance on pay inflation for Council staff of **£7.2 million** and utilities of **£4.9 million**. The economic environment in which all local authorities are operating continues to be challenging.
- 2.4 The movement between the Quarter 2 2022/23 and Quarter 3 forecast is due mainly to adverse movements in:
 - Children's Services (**£0.8 million**),
 - Growth and City Development (**£1.9 million**)
 - Finance and Resources (**£3.4 million**).

2.5 It is proposed that the first call upon the Financial Resilience Reserve will be to meet any overspend at final outturn (section 3).

2.6 Further detail in relation to the forecast outturn is set out in Annex 1.

3. **Annex 2 – Revenue Medium Term Financial Plan (MTFP) 2023/24 to 2026/27**

3.1 The MTFP is a financial interpretation of the Council's plans which are integrated to achieve a golden thread:

- The Council Plan – focus upon outcomes
- The Together for Nottingham plan – focus upon improvement
- Service Planning – which is robust and deliverable within available resources
- Financial Plans – a sustainable medium term financial strategy and plan
- Performance Plans – strong evidence based performance framework to drive good decision making

3.2 The core financial objectives upon which the Council's MTFP is constructed are:

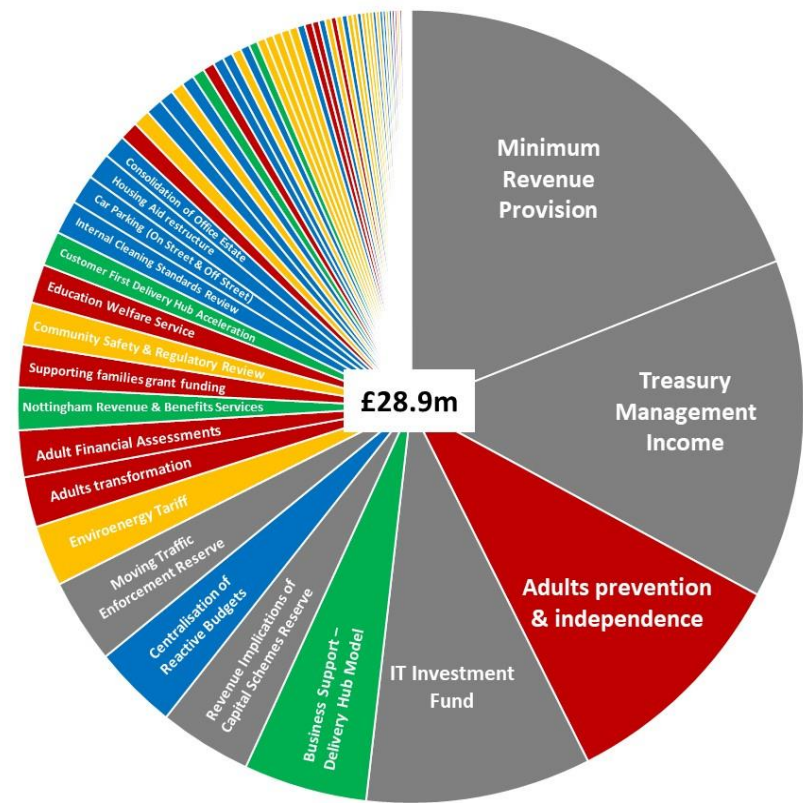
- To ensure the Council's medium and long term financial health and viability is built on solid foundations;
- To maintain an adequate level of reserves commensurate with the risks that it faces;
- To set a balanced and sustainable budget over the medium term (4 years);
- To agree the financial parameters within which service and budget planning should take place;
- To ensure that resources are directed towards the highest priorities and away from lesser ones representing value for money and are affordable;
- To ensure that the Council monitors and manages its financial resources effectively to ensure that spending commitments do not exceed resources within each spending area and the Council as a whole.

3.3 The MTFP is predicated on the best information available at the time of preparing the plan and upon assumptions the details of which are set out in **Annex 2** of the report. Any financial impact from actual changes compared to these assumptions during 2023/24 will be reported to Executive Board as part of the quarterly budget monitoring reports.

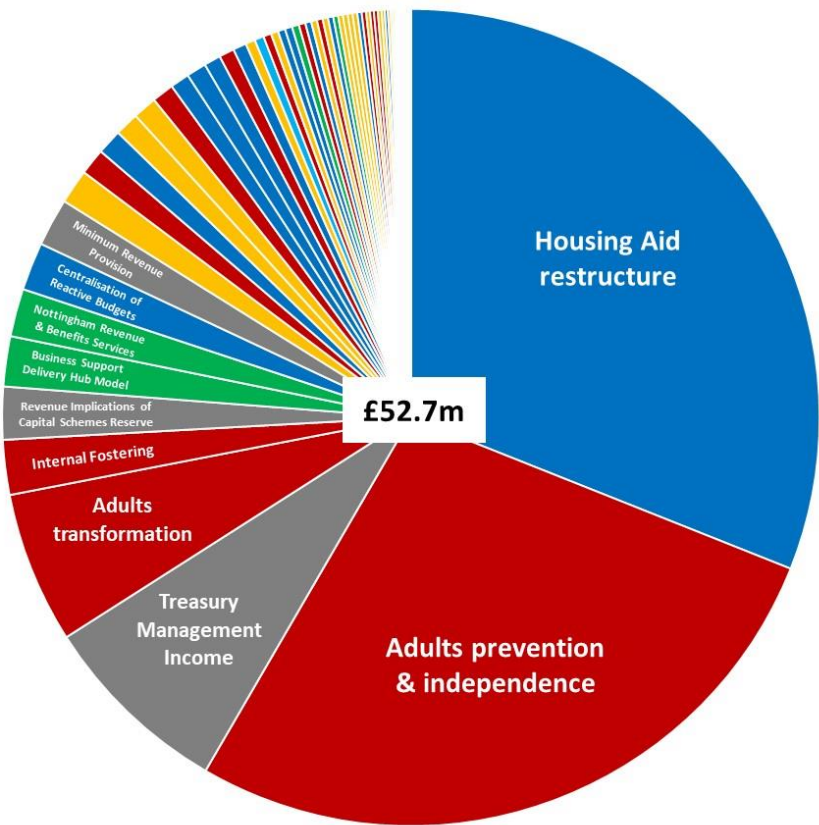
3.4 The General Fund Budget has been balanced over the 4 year period of the MTFP 2023/24 to 2026/27. The development of the MTFP has identified a range of financial pressures including inflation on pay, energy and contracts, together with increased service demand across statutory services like adults and children's social care and homelessness. These have been balanced by identifying deliverable expenditure reductions and income growth. The graphics below show the new proposals by their relative proportion in 2023/24 and over the period of the MTFP.

- | | | |
|--|--|---|
| ■ People | ■ Communities, Environment & Resident Services | ■ Growth & City Development |
| ■ Finance & Resources | ■ Chief Executive | ■ Corporate |

2023/24 new saving and income proposals



Cumulative 4-year new saving and income proposals



- 3.5 The MTFP comprises a range of budget proposals for income generation and cost savings including Corporate and Directorate proposal together with Transformational initiatives that are programmed to deliver significant cost efficiency and/or demand reduction whilst delivering improved outcomes for citizens, thereby improving value for money.

Table 1 below summarise all income & saving proposals contained within the MTFP by planned incidence i.e. on-going or one-off/time-limited.

| Table 1: Summary of all income & saving proposals | | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------|
| Type of proposal | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Cumulative £m |
| On-going | (24.141) | (7.710) | (8.530) | (12.363) | (52.745) |
| One-off / time-limited | (4.776) | 4.226 | 0.050 | 0.500 | 0.000 |
| New proposals | (28.918) | (3.483) | (8.480) | (11.863) | (52.745) |
| On-going | (10.643) | (9.772) | (3.936) | (0.809) | (25.159) |
| One-off / time-limited | 2.646 | 2.796 | 0.000 | 0.000 | 5.442 |
| Previous decisions | (7.997) | (6.976) | (3.936) | (0.809) | (19.717) |
| Total | (36.915) | (10.459) | (12.416) | (12.672) | (72.462) |

- 3.6 **Table 5** in this covering report details the new income and savings proposals assumed within the MTFP.
- 3.7 The successful delivery of Transformation savings is critical to the delivery of the MTFP and maintaining financial balance over the period and strengthening financial resilience. Investment in the delivery of transformational activity has been funded primarily by the application of Flexible Use of Capital receipts in accordance with government regulations. Expenditure on service improvement has been funded by revenue resources. Total investment of **£10.4 million** is planned over the period to deliver revenue savings of **£59.2 million**.
- 3.8 The Council's financial resilience has been weakened by the application of **£32.3 million** of reserves to meet the costs associated with the failure of Robin Hood Energy and **£40.7 million** of repayment paid/ due to be paid to the HRA by the General Fund following the CIPFA review. The s151 Officers assessment of the adequacy of revenue reserves has identified a requirement to supplement the Financial Resilience Reserve by **£20.0 million** in order to meet the forecast overspend in 2022/23, together with funding for improvement and the establishment of a minimum **£10 million** uncommitted balance to deal with unforeseen financial risks and to fund further improvement within the Together for Nottingham Plan during 2023/24.
- 3.9 This sum is to be funded through borrowing from earmarked revenue reserves and repaid at the earliest opportunity within the MTFP period. This is a prudent approach but one which presents a significant challenge to the organisation over the coming MTFP period. An unwavering focus upon delivery of agreed savings is essential and will involve difficult decisions for the Council. Inevitably, the annual budget cycle for 2024/25 and future years will present further challenges and financial pressures which will require new plans and proposal for further efficiencies over and above those set out in this 2023/24 MTFP.

3.10 The s151 Officer has a legal duty to report to Council on the robustness of estimates and adequacy of reserves and this is contained at **Annex 10**. The s151 Officer's assessment is that the Council's financial resilience is limited in the context of its operating environment and in consideration of the range of financial risks that may manifest over the course of the MTFP. It is necessary to maintain and rebuild this resilience over the period. As part of this assessment the s151 Officer has concluded that the temporary repurposing of **£20.0 million** from earmarked reserves is required in 2023/24 in order to establish an adequate balance on the Financial Resilience Reserve (FRR) to be able to respond and manage unforeseen financial challenges and deliver further improvement in line with the Together for Nottingham Plan. These reserves are to be repaid at the earliest opportunity within the period of the 2023/24+ MTFP.

3.11 The s151 officer recommendation is that these funds are required for the following reasons as shown in **Table 2a**:

| Table 2a: £20 million borrowing and repayment of earmarked reserves | | |
|---|--|---------------|
| Estimate of requirement | Narrative | £m |
| Over commitments on the Finance Resilience Reserve (FRR) arising in 2022/23. | The FRR is held for to manage any risks that can't be managed within existing departmental budgets. The Qtr3 2022/23 assessment of this reserve and possible future calls concluded that the reserve is very likely to be overcommitted. | 4.505 |
| Improvement expenditure within Transformation Programme | Some activity included within the Transformation Programme is not eligible to be funded from Flexible Use of Capital Receipts and therefore requires funding from revenue resources | 1.970 |
| Replenishment of FRR to cover unforeseen pressures in 2023/24 to provide financial resilience | The forecast overspend together with existing risks will exhaust the FRR as of the 1 April 2023/24 and therefore in order to ensure adequacy of reserves requires a significant balance to be held on this reserve | 13.525 |
| Total | | 20.000 |

3.12 These borrowed reserves are projected to be paid back using surpluses within the MTFP by 2025/26. The remaining MTFP surpluses in 2025/26 and onwards are available for future growth and/or further contributions to the FRR as set out in **Table 2b** below.

| Table 2b: MTFP surplus and repayment of reserves (cumulative presentation) | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|
| Budget Item | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m |
| Net Budget | 32.856 | 37.179 | 40.125 | 45.071 |
| Funding | (34.183) | (52.120) | (57.914) | (63.830) |
| Available MTFP surplus (cumulative) | (1.326) | (14.942) | (17.789) | (18.759) |
| Repayment to borrowed reserves | 1.326 | 14.942 | 3.732 | |
| Available for future growth / contribution to the FRR | | | 14.058 | 18.759 |
| Balanced MTFP | 0.000 | 0.000 | 0.000 | 0.000 |

3.13 The position will be reviewed by the s151 Officer when the Final 2022/23 Outturn is determined.

MTFP key headlines

3.14 This MTFP shows a provisionally balanced General Fund position in all years from 2023/24 to 2026/27. Below are the key headlines and assumptions for the MTFP:

- A starting budget gap as reported in the December 2022 MTFP of **£32.2 million** for 2023/24 rising to **£44.0 million** in 2026/27, driven largely by pay and non-pay inflation and demand pressures;
- Final 2023/24 Settlement Funding Assumptions of **£130.1 million**. This provides a one year settlement, details of when the more fundamental review of local government funding will take place are unknown, but not expected to take place until after the next General Election;
- **£20 million** borrowed from earmarked reserves to supplement the FRR, to be repaid at the earliest opportunity and no later than 31 March 2027;
- Within the current MTFP these borrowed reserves are projected to be paid back using surpluses by 2025/26;
- The remaining MTFP surpluses in 2025/26 and onwards are then available for future growth and/or further contributions to the financial resilience reserve, subject to consideration of new pressures, priorities and funding that will arise in the 2024/25 and 2025/26 budget development cycle
- Including the assumption on borrowing and repayment of earmarked reserves; the MTFP is balanced in all 4 years;
- Proposed increase in basic council tax from April 2023 of **2.99%** and an additional increase of **2.00%** Adult Social Care Precept to fund the pressures in Adult Social Care as permitted by Government for 2023/24. This results in a total proposed increase in Council Tax of **4.99%** for 2023/24;
- Nottingham has a particularly low Council Tax base with **62.5%** of properties in Band A and **17.5%** in Band B, this total of **80.0%** in Band A and B for Nottingham is significantly higher than the national Band A and B percentage of **43.5%**. This means that a great proportion of our residents pay at Band A and B than comparable councils and a higher rate of Council Tax is needed to derive the same yield compared with other Councils. **Table 3** below shows the number of dwellings on the valuation list as at 12 September 2022. The value of the increases in Council Tax being proposed are detailed in the Council Tax section of this report;

| Table 3: Number and percentage of dwellings by Council Tax Band as at September 2022 | | | | | | | | | |
|--|--------|--------|--------|-------|-------|-------|------|------|----------------|
| Council Tax Band | A | B | C | D | E | F | G | H | Total |
| Total number of dwellings on the valuation list | 90,237 | 25,320 | 16,743 | 7,544 | 2,571 | 1,103 | 742 | 115 | 114,375 |
| % in each Band | 62.5% | 17.5% | 11.6% | 5.2% | 1.8% | 0.8% | 0.5% | 0.1% | 100% |

- **Table 4** below details the assumed 2023/24 Council Tax and the annual increases by individual banding of dwellings, showing a Band D charge of **£2,052.89**;

| Table 4: Proposed 2023/24 Council Tax by Band | | | | | | | | | |
|---|-------------------------|----------------------|-----------------------|--------------------|------------------------|-------------------------------|--------------------|---------------|------------------|
| Tax Band | Proportion of dwellings | City Council 22/23 £ | Total | | | | Per week (rounded) | | |
| | | | 2.99% Core Increase £ | 2.0% ASC Precept £ | 4.99% Total Increase £ | Proposed City Council 23/24 £ | Core Increase £ | ASC Precept £ | Total Increase £ |
| A | 62.5% | 1,303.55 | 38.97 | 26.07 | 65.04 | 1,368.59 | 0.75 | 0.50 | 1.25 |
| B | 17.5% | 1,520.80 | 45.47 | 30.42 | 75.89 | 1,596.69 | 0.87 | 0.58 | 1.46 |
| C | 11.6% | 1,738.06 | 51.97 | 34.76 | 86.73 | 1,824.79 | 1.00 | 0.67 | 1.66 |
| D | 5.2% | 1,955.32 | 58.46 | 39.11 | 97.57 | 2,052.89 | 1.12 | 0.75 | 1.87 |
| E | 1.8% | 2,389.84 | 71.45 | 47.80 | 119.25 | 2,509.09 | 1.37 | 0.92 | 2.29 |
| F | 0.8% | 2,824.35 | 84.45 | 56.49 | 140.94 | 2,965.29 | 1.62 | 1.08 | 2.70 |
| G | 0.5% | 3,258.87 | 97.43 | 65.18 | 162.61 | 3,421.48 | 1.87 | 1.25 | 3.12 |
| H | 0.1% | 3,910.64 | 116.92 | 78.22 | 195.14 | 4,105.78 | 2.24 | 1.50 | 3.74 |

- Council Tax Support takes the form of council tax discount. The tax base report as approved by January Executive Board estimated the Council Tax Support to be granted in 2023/24 is the equivalent of 19,671 discounts distributed across the eight council tax bands based on the current proportion of such discounts in each band. This equates to an assumed value of 2023/24 of **£27.8million** in 2023/24;
- The MTFP for 2024/25 assumes the maximum increase as announced in the Chancellor's Autumn Statement of a **4.99%** increase comprising the same mix of funding as 2023/24. The assumed Council Tax increase for 2025/26 and 2026/27 is a core **1.99%** per annum with no assumed increase in relation to the Adult Social Care Precept for these years;
- Growth items of **£49.8 million** in 2023/24 rising to a **£95.8 million** in 2026/27, arising primarily from pressures in pay inflation, inflationary and demand pressures in housing, homelessness, adults and children's social care, inflationary pressures upon energy costs and other pressures resulting from re-basing budgets within Finance & Resources Directorate;
- An assumed pay inflation of **4.00%** per annum for 2023/24 and 2024/25, **3.00%** for 2025/26 and **2.00%** for 2026/27;
- In response to the recruitment and retention challenges within the Council a revised pay structure is being proposed, a separate report is being presented to the 20 December Executive Board. The additional cost of this proposal is **£4.5 million** in 2023/24 with a cumulative cost of **£5.3 million** over the 4-year period;
- New savings and income generating proposals of **£28.9 million** for 2023/24 rising to **£52.7 million** in 2026/27 as set out in **Table 5** below;

| Table 5: New Income and Saving Proposals by Category (annual adjustments) | | | | | |
|---|-----------------|----------------|----------------|-----------------|-----------------|
| Category | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Cumulative £m |
| Income generation | (2.795) | (0.026) | (0.040) | (0.050) | (2.911) |
| Directorate savings | (3.078) | (0.369) | (0.200) | 0.500 | (3.147) |
| Transformation proposals | (8.770) | (11.264) | (8.240) | (12.313) | (40.587) |
| Corporate proposals | (14.275) | 8.175 | | | (6.100) |
| Total | (28.918) | (3.483) | (8.480) | (11.863) | (52.745) |

3.15 The draft budget reflects the culmination of the extensive work of councillors, colleagues and other stakeholders which has been scrutinised extensively throughout the process to fulfil a legal obligation. This has enabled the

2023/24 budget to be balanced to fund provision of a wide range of services; many of them statutory.

- 3.16 The **Equality Impact Assessment** is detailed in **Appendix A** and provides an overview of equality issues associated with the Council's budget. It summarises the potential equality impacts and the steps taken to minimise impact on protected groups during the development of the plan.

4. **Annex 3 – Financial Reserves Policy**

- 4.1 The Financial Reserves policy at **Annex 3** provides an overview of the Council's Reserves and set out the principles governing their use. The Policy was last approved by July 2022 Executive Board and will be reviewed and updated annually as part of the annual budget setting cycle going forward.

- 4.2 The summary forecast of reserves and the General Fund balance is set out in **Table 6** below.

| Table 6: MTFP Reserves Forecast | | | | | |
|--|---|---|---|---|---|
| Reserves | Balance 31 March 2023 £m | Balance 31 March 2024 £m | Balance 31 March 2025 £m | Balance 31 March 2026 £m | Balance 31 March 2027 £m |
| Controllable Ringfenced Reserves | (21.279) | (20.733) | (22.247) | (22.247) | (22.247) |
| Controllable Non-Ringfenced Reserves | (20.854) | (24.702) | (28.390) | (28.390) | (28.390) |
| Ringfenced Technical Reserves | (56.795) | (60.596) | (61.556) | (61.556) | (61.556) |
| Schools Balances | (24.453) | (24.453) | (24.453) | (24.453) | (24.453) |
| Sub-Total GF Earmarked Reserves | (123.381) | (130.484) | (136.646) | (136.646) | (136.646) |
| General Fund Working Balance | (13.643) | (14.643) | (15.643) | (16.643) | (17.643) |
| Total General Fund | (137.024) | (145.127) | (152.289) | (153.289) | (154.289) |

| | | | | | |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|
| HRA Controllable Non-Ringfenced Reserves | (0.598) | (0.598) | (0.598) | (0.598) | (0.598) |
| HRA Ringfenced Technical Reserves | (37.476) | (29.955) | (29.212) | (33.866) | (41.709) |
| HRA Working Balance | (54.994) | (48.076) | (42.670) | (42.340) | (42.340) |
| Total HRA | (93.068) | (78.629) | (72.480) | (76.804) | (84.647) |

| | | | | | |
|-----------------------|------------------|------------------|------------------|------------------|------------------|
| Total Reserves | (230.092) | (223.756) | (224.769) | (230.093) | (238.936) |
|-----------------------|------------------|------------------|------------------|------------------|------------------|

- 4.3 **Table 7** shows the assumed general fund opening balance for each year of the current MTFP and the percentage of net budget. The percentage of net budget ranges from **5.6%** to **6.1%** across the period of the MTFP.

| Table 7: MTFP General fund assumption and % of net budget | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m |
| 1 April general fund balance assumption | 14.643 | 15.643 | 16.643 | 17.643 |
| Net budget | 261.832 | 279.770 | 285.564 | 291.479 |
| General fund % of net budget | 5.6% | 5.6% | 5.8% | 6.1% |

- 4.4 The Council's S151 Officer recommends that the Council should work towards increasing this percentage to **7.5%** in future MTFPs to reflect the heightened financial risk that the Council is facing. This would equate to a general fund balance of **£19.6m** in 2023/24 and **£21.9m** in 2026/27. The opportunity to further increase the General Fund balance to the recommended level will be considered at final outturn.

5. **Annex 4 – Fees & Charges**

- 5.1 The Council has undertaken an organisation wide review to develop a consistent approach to the levying of fees and charges across the organisation that will be reviewed and updated as part of the annual budget cycle going forward for 2024/25 and future years. **Annex 4** provides an overview of the scope, approach, learning and key outcomes from the review. The review has recognised a range of different factors in setting a price including legislative requirements and constraints, the full cost of delivering services, benchmarking with other organisations and the impact upon other policy objectives.
- 5.2 **Annex 4 Section B** details the proposed Fees and Charges policy developed as part of the review, which applies sector wide good practice on the levying of fees and charges into Nottingham's context.
- 5.3 **Annex 4 Appendix A** is a booklet of proposed Fees and Charges for the services that were in scope of the review

6. **Annex 5 – Transformation Programme**

- 6.1 The transformation programme has been developed to ensure the council has financial sustainability and can deliver services within the resources available.
- 6.2 The key principles on which the Council's transformation is based on are:
- Designing services *with* residents and communities
 - Building on individual, family and community strengths
 - Understanding people in the round rather than through a particular service's view
 - Joining up council interactions in order to streamline them and provide more holistic support
 - Reducing the variation in how the council does things, rationalising systems and standardising, simplifying, digitising and automating processes wherever appropriate
 - Supporting diversity at every level to promote understanding of communities and creative design of services
 - Deploying staff flexibly, to enable a focus on priorities and pace of change
 - Being smaller and more streamlined

Table 8 below details over the period of the MTFP investment of **£10.4 million** and total gross savings of **£59.8m** for all funding sources (this includes **£58.3m** for revenue only).

| Table 8: Transformation investment and savings over the MTFP period | | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Total £m |
| Investment from capital receipts | 6.649 | 1.973 | | | 8.622 |
| Investment from revenue resources | 1.030 | 0.275 | 0.502 | | 1.807 |
| Total investment | 7.679 | 2.248 | 0.502 | 0.000 | 10.429 |
| | | | | | |
| Total revenue gross savings | (15.670) | (18.321) | (11.210) | (13.122) | (58.324) |

7. Annex 6 - Budget Consultation

- 7.1 A 5 week public consultation on the 2023/24+ MTFP proposals opened on 20 December and concluded on 25 January 2023 with consultation taking place via on-line survey and a range of targeted and general engagement events in person and on line. Staff consultation closes on 15 February 2023. Following this consultation period, the recommendations are set in detail on how to proceed in light of the consultation and are set out in Annex 6.
- 7.2 Consultation received the views of just over **450** people, below is a summary of the responses received:
- **371** responses came through the online survey. Of these, 21 were responses from organisations and 350 were from individual citizens.
 - **81** people attended the various engagement sessions
 - In addition, but not counted for this purpose, **304** staff attended internal engagement events
- 7.3 The online on-line survey invited respondents to tell us their views on the **50** budget proposals that were deemed to be subject to public consultation. The **5** proposals with the most comments were:
- Council Tax
 - Short-term mothballing of two floors of Loxley House
 - Car Parking (On Street and Off Street)
 - Implement existing policy on Waste Collection
 - Voluntary, Community Sector & Cultural Grants
- 7.4 Following consultation the recommendation is to proceed as planned with savings and income assumptions presented in the December Executive Board MTFP report, noting the points and comments raised throughout the consultation process.

8. Annex 7 – Capital Programme 2023/24 to 2026/27

- 8.1 The summary proposed General Fund capital programme totalling **£392.2m** (excluding Temporarily Decommissioned Schemes) for the period **2023/24 to 2026/27** is set out in **Table 9** below. Further detail is included in **Annex 7**.

| Table 9: General Fund Capital Programme 2023/24 to 2026/27 | | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| Directorate | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Total £m |
| General Fund | | | | | |
| Adult Social Care | 3.035 | 3.235 | 3.385 | 3.385 | 13.040 |
| Childrens Services | 0.078 | | | | 0.078 |
| Education | 1.547 | | | | 1.547 |
| Finance & Resources | 1.503 | 0.770 | 0.570 | 0.570 | 3.413 |
| Growth & City Development | 21.472 | 6.775 | 0.150 | 0.329 | 28.726 |
| Resident Services | 18.641 | 3.453 | 2.425 | 1.975 | 26.494 |
| Transport Programme | 115.950 | 25.505 | 1.171 | | 142.626 |
| Capitalised Transformation | 6.649 | 1.973 | | | 8.622 |
| Planned Schemes | 61.356 | 88.616 | 8.860 | 8.860 | 167.692 |
| Total Programme | 230.231 | 130.327 | 16.561 | 15.119 | 392.238 |
| Funding | | | | | |
| Prudential Borrowing | (7.119) | | | | (7.119) |
| Grants & Contributions | (195.223) | (122.878) | (13.594) | (12.574) | (344.269) |
| Revenue Resources | (7.349) | (2.850) | (1.574) | (1.313) | (13.086) |
| Capital Receipts | (20.540) | (4.599) | (1.393) | (1.232) | (27.764) |
| Total Funding | (230.231) | (130.327) | (16.561) | (15.119) | (392.238) |

- 8.2 The Council operates a strict approach to considering and prioritising schemes for inclusion in the capital programme set against available resources including a technical review process. This process has identified a number of projects that are supported and necessary to achieving the Council's priorities and objectives in the medium term, but lack sufficient available capital receipts to fund the planned expenditure, after prioritising the use of Flexible Capital Receipts to fund investment in Transformation and whilst observing the Council's Voluntary Debt Reduction strategy. These projects are proposed to be placed on a 'Temporarily Decommissioned' list and are set out in **Table 10** below.

| Table 10: Register of Temporarily Decommissioned Schemes (funded by capital receipts) | | | | | |
|--|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| Scheme | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Total £m |
| Crematorium | 1.775 | 3.430 | | | 5.205 |
| District Heating (Pipes & Heat Station Works) | | 3.613 | 2.535 | 1.000 | 7.148 |
| Elms Site demolition prior to disposal | 0.430 | | | | 0.430 |
| Ash Die Back | | 0.575 | 0.575 | 0.600 | 1.750 |
| Greens Mill H&S Works | 0.467 | | | | 0.467 |
| Colwick Country Park: Access Bridge & Car Park Works | 0.225 | | | | 0.225 |
| Fleet Replacement | | 2.214 | 2.214 | 2.214 | 6.642 |
| Area Capital | | 0.120 | 0.390 | 0.390 | 0.900 |
| Total | 2.897 | 9.952 | 5.714 | 4.204 | 22.767 |

- 8.3 The projects will be temporarily decommissioned whilst work is undertaken to review and rationalise the Council's asset base in order to realise a further substantial pipeline of capital receipts that will be available to fund these projects, and subsequently meet other priorities including future transformation expenditure, debt reduction and further capital investment.

- 8.4 A risk assessment of the implications of temporarily decommissioning these projects is included in Annex 7, Appendix C. This will determine the prioritisation of the order in which projects are to be re-incepted to the capital programme.
- 8.5 It is proposed that approval be sought from City Council to delegate authority to the Executive Board to re-incept each project at the earliest opportunity subject to the s151 Officer being satisfied that sufficient capital receipts have been secured.
- 8.6 The proposed summary HRA capital programme of **£269.2m** is summarised in **Table 11** below.

| Table 11: HRA Capital Programme and Resources 2023/24 to 2026/27 | | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|---------------------|
| Programme Section | 2023/24 £m | 2024/25 £m | 2025/26 £m | 2026/27 £m | Total £m |
| Existing programme - Existing Stock | | | | | |
| Safe | 4.024 | 2.558 | 2.007 | 1.425 | 10.014 |
| Secure, Warm & Modern | 18.874 | 20.932 | 23.374 | 23.333 | 86.513 |
| Energy Efficiency & Tackling Fuel Poverty | 13.001 | 4.836 | | | 17.837 |
| Modernising Housing for Older People | 1.327 | 0.788 | | | 2.115 |
| Decent Neighbourhoods | 4.665 | 4.657 | 4.651 | 4.158 | 18.131 |
| Existing Stock Investment | 3.538 | 2.800 | 2.900 | 2.900 | 12.138 |
| Other Schemes | 2.650 | 2.135 | 2.135 | 2.135 | 9.055 |
| Building A Better Nottingham (New Stock) | 22.722 | 6.643 | 0.361 | | 29.726 |
| Planned Schemes - Existing Stock | 0.320 | 0.200 | 0.200 | 0.200 | 0.920 |
| Planned Schemes - New Stock | 12.530 | 10.010 | 1.550 | - | 24.090 |
| Total Programme | 83.651 | 55.559 | 37.178 | 34.151 | 210.539 |
| Funding | | | | | |
| Prudential Borrowing | (11.567) | (3.903) | (0.217) | | (15.687) |
| Grants & Contributions | (4.044) | (0.083) | | | (4.127) |
| Major Repairs Reserve | (42.522) | (38.433) | (35.032) | (33.916) | (149.903) |
| Revenue Resources | (7.518) | (6.006) | (0.930) | | (14.454) |
| Capital Receipts – HRA | (3.899) | (0.473) | (0.235) | (0.235) | (4.842) |
| RTB (1-4-1) replacement capital receipts | (14.101) | (6.661) | (0.764) | | (21.526) |
| Total Funding | (83.651) | (55.559) | (37.178) | (34.151) | (210.539) |

9. Annex 8 - HRA revenue budget

- 9.1 The report sets out the proposed HRA 2023/24 revenue budget, together with figures for the HRA MTFP for the years 2023/24 to 2027/28 and an updated HRA Capital Programme for the same period. Key points to note are:
- the recommendation, in line with DLUHC guidance, of a below inflation rent increase of **7%** for 2023/24, further supported by the establishment of a hardship support fund to assist those facing financial difficulty;
 - Continuation of the tenant incentive scheme in 2023/24 of up to **£0.5million** per annum;
 - Establishment of a hardship support fund of **£0.5million**, initially for one year and to be reviewed annually thereafter.
 - Proposed base level of increase in general service charges of **7%**, while continuing to work towards full cost recovery.
 - An increase of **£36.1 million**, from **£9.4 million** to a total of **£45.5 million**, in the opening HRA working balance, following the implementation of the recommendations of the CIPFA and Penn reviews.

9.2 An overall HRA of:

- A forecast 2022/23 outturn surplus of **£5.2 million**;
- Total HRA expenditure budget for 2023/24 of **£124.8 million**;
- Closing working balance of **£48.1 million** in 2023/24

10. Annex 9 – Schools Budget 2023/24

10.1 The report at Annex 9 details the construction of Schools budgets funded by Dedicated Schools Grant (DSG) totalling **£344.8 million** for 2023/24 including material changes that have arisen since 2022/23 and the basis of its distribution to both educational settings and the Local Authority (LA) totalling **£344.9 million**. This budget has 4 elements - budgets delegated to individual schools, support to high needs pupils, provision for early years expenditure and support for central services. Indicative budgets and guidance will be issued to schools by 28 February 2023.

10.2 Where applicable the Local Authority's (LA's) Medium Term Financial Plan (MTFP) incorporates the impact from the Dedicated Schools Grant.

10.3 The key points relating to the Schools budgets are:

- Total grant funding for Nottingham is **£344.8 million** for 2023/24;
- This is an increase of **£22.8 million (7%)** from 2022/23 indicative budget of which:
 - **£13.9 million** funds pupil growth and premises;
 - **£0.5 million** reduction in the Central Schools Services Block;
 - **£8.3 million** in increased High Needs (HN) funding;
 - **£1.1 million** increase in Early Years due to reduction in pupil numbers.
- The High Needs block budget aligns to the Special Education Needs strategy;
- The figures are provisional and the grant will be amended throughout the year;
- Any unallocated balance will be transferred to the Statutory Schools Reserve

11. Annex 10 - Robust of the budget and adequacy of reserves, required under The Local Government Act 2003

11.1 Section 25 of The Local Government Act 2003 includes the following statutory duty in respect of the budget report to Council: “

‘the Chief Financial Officer (CFO) of the authority must report to it on the following matters: a) the robustness of the estimates made for the purpose of the calculations; and b) the adequacy of the proposed financial reserves.’

- 11.2 The Council is required to take this report into account when making its decision in relation to setting the annual budget and setting the council tax.
- 11.3 Section 26 of the Local Government Act 2002 places an onus on the CFO (The Corporate Director of Finance and Resources and s151 Officer) to ensure the Council has established a minimum level of reserves to be retained to cover any unforeseen demands that could not be reasonably defined within finalising the proposed budget.
- 11.4 The s151 Officer's statement is set out at Annex 10.

12. Other options considered in making recommendations

- 12.1 Throughout the budget process a range of different options have been considered including various levels of council tax, investment and cost reductions. This is a complex process with many iterations and possibilities too numerous and detailed to present as discrete options here. This report presents the overall set of current draft proposals which together seek to balance levels of investment, income, cost reductions and an appropriate level of council tax

13. Consideration of Risk

- 13.1 Risk comments are contained within the body of the report, details of specific risks are contained within the MTFP and robustness of the budget and adequacy of reserves annexes

14. Best Value Considerations, including consideration of Make or Buy where appropriate

- 14.1 Value for money is considered throughout the budget process in identifying budget savings and minimising growth items.

15. Finance colleague comments (including implications and value for money/VAT)

- 15.1 Finance comments are contained within the body of the report.
- 15.2 A detailed and comprehensive risk assessment has been undertaken in order to inform the Chief Finance Officer's assessment of the affordability of these budget plans and the consequent recommended levels of reserves and contingencies. This is summarised in the Robustness of the Budget and Adequacy of Reserves statement contained within this report

16. Legal colleague comments

- 16.1 As a matter of law the City Council is required to set a balanced budget for 2023/24 before 11 March 2023.
- 16.2 The Council also has a duty under the Equality Act 2010 to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between protected groups (such as disabled people or ethnic minority groups) when considering proposed new or changing policies, services or functions, including decisions on funding for services, and decisions on implementation of policies developed outside the Council.

16.3 Where consultation has been required, and consequently undertaken, in relation to savings proposals it is understood that due regard has been had to the responses received. Failure to comply with this obligation could lead to challenge by way of judicial review.

16.4 It is also noted that the report recommends the temporary repurposing of earmarked reserves. This is considered legally permissible but with a pre-requisite that the reserves must be repaid within the period of the MTFP.

Malcolm R. Townroe – Director of Legal and Governance – 10 February 2023

17. Other relevant comments

17.1 Not applicable

18. Crime and Disorder Implications (If Applicable)

18.1 Not applicable

19. Social value considerations (If Applicable)

19.1 Not applicable

20. Regard to the NHS Constitution (If Applicable)

20.1 Not applicable

21. Equality Impact Assessment (EIA)

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

Yes



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

22. Data Protection Impact Assessment (DPIA)

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

No



A DPIA is not required because there are no data protection implications

23. Carbon Impact Assessment (CIA)

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

No



A CIA is not required because the report does not contain proposals for new or changing policies, services or functions.

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

24.1 None

25. Published documents referred to in this report

25.1 Medium Term Financial Plan 2022/23 to 2025/26, 22 February 2022 Executive Board (item 107)

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=177&MId=9114>

25.2 Budget 2022/23, 7 March 2022 City Council (item 78)

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=155&MId=9183>

25.3 Medium Term Financial Plan 2023/24 to 2026/27, 20 December 2022 Executive Board (item 77)

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=177&MId=9490>

25.4 Review of Revenue and Capital Budgets – Quarter 2 2022/23, 20 December 2022 Executive Board (item 79)

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=177&MId=9490>

Equality Impact Assessment Form

Document Control

1. Control Details

| | |
|-------------------------------|---|
| | |
| Title: | 2023/24 Budget proposals Equality Impact Assessment |
| Author (assigned to Pentana): | Rebecca Dennis / Saema Mohammad |
| Director: | Richard Henderson |
| Department: | Finance and Resources |
| Service Area: | HR & EDI |
| Contact details: | Rebecca.dennis2@nottinghamcity.gov.uk |
| Strategic Budget EIA: Y/N | Yes |
| Exempt from publication Y/N | No |

2. Document Amendment Record

| Version | Author | Date | Approved |
|-------------------|---------------------------------|-----------------|-------------------|
| Rebecca Dennis | EDI Project Delivery Lead | 26 January 2023 | Rebecca Dennis |
| Beverley Giddings | HR Consultant | 26 January 2023 | Beverley Giddings |
| Joanne Worster | Team Leader – Strategic Finance | January 2023 | Joanne Worster |

3. Contributors/Reviewers

| Name | Position | Date |
|-------------------|--------------------------------------|-----------------|
| Rebecca Dennis | EDI Project Delivery Lead | 26 January 2023 |
| Beverley Giddings | HR Consultant | 26 January 2023 |
| Joanne Worster | Team Leader – Strategic Finance | January 2023 |
| Saema Mohammad | Equality, Diversity & Inclusion Lead | 27 January 2023 |

Assessment

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

2023/24 Budget Proposals

This document provides an overview of equality issues associated with the Council's 2023/24 Budget. It summarises the potential equality impacts and the steps taken to minimise impact on protected groups.

The Medium Term Financial Plan 2023/24 to 2026/27 report approved at December 2022 Executive Board contains details of savings proposals and the final list of saving proposals following public consultation are contained within Annex 2 of this report. These two reports form the basis of the budget and this assessment should be read in conjunction with those reports.

Public consultation commenced on 20 December and various meetings have been held as part of this process in addition to the consultation pages and survey on the Council's website. The Budget will be presented to Full Council on 6 March 2023 for approval.

Budget proposals cover all Directorates and span various services across the Council, an assessment as to the proposals that require an Equality Impact Assessment (EIA) has been carried out, initial screenings and where appropriate individual EIA's have been completed and these are available to view on Nottingham Insights ([Document library - Nottingham Insight](#)) or a copy can be provided upon request.

For many of the proposals the EIA will be an on-going process – particularly where there may be future decisions on what service models may look like, or more detailed proposals and that Executive Board will be required to review the information at that stage too, in order to demonstrate they have paid due regard at the time of any future decisions.

The Equality Duty 2010 is a continuing duty, therefore it will be necessary to monitor the effects of the decision after implementation.

The Council's equality objectives are to:

- ensure our workforce reflects the communities we serve;
- create economic growth for the benefit of all communities;
- provide inclusive and accessible services for our citizens; and

- lead the City in tackling discrimination and promoting equality

Detail of affected posts

The budget proposals submitted to Executive Board on 20 December 2022, contain a range of savings proposals to address the above budget challenges. The proposals with staffing impacts form the basis of the consultation process with Trade Unions and affected colleagues and detailed documentation in the form of an enabling document contains proposed changes to posts.

The proposal submitted to Executive Board contains the deletion of 119.40 full time equivalent posts from the Council's establishment. 116.40 full time equivalent posts are vacant posts, with the staffing impact being 3 full time equivalents.

2. Information used to analyse the effects on equality:

This assessment is based on a process of consultation and equality impact assessment (EIA) built into the Council's overall budget development process. This has included:

- Screening of all proposals to identify potential equality impact;
- EIA's for specific budget proposals where a potential equality impact has been identified;
- Ongoing discussions between Officers and Executive Councillors;
- Regular budget meetings for Councillors to approve, amend or reject budget proposals, taking into account their potential equality impact;
- Additional consideration of cumulative equality and wider community impact of the proposals

3. Impacts and Actions:

| | Could particularly benefit X | May adversely impact X |
|--|---------------------------------|---------------------------|
| People from different ethnic groups. | X | X |
| Men | <input type="checkbox"/> | X |
| Women | X | <input type="checkbox"/> |
| Trans | <input type="checkbox"/> | <input type="checkbox"/> |
| Disabled people or carers. | X | X |
| Pregnancy/ Maternity | <input type="checkbox"/> | <input type="checkbox"/> |
| People of different faiths/ beliefs and those with none. | <input type="checkbox"/> | X |
| Lesbian, gay or bisexual people. | X | X |
| Older | X | <input type="checkbox"/> |
| Younger | X | X |
| 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 (children in care) | X (Socio-economic status) |

| How different groups could be affected (Summary of impacts) | Details of actions to reduce negative or increase positive impact (or why action isn't possible) |
|--|---|
| <p>Provide details for impacts / benefits on people in different protected groups.</p> <p>Note: the level of detail should be proportionate to the potential impact of the proposal / policy / service. Continue on separate sheet if needed (click and type to delete this note)</p> | <p>1 Actions will need to be uploaded on Pentana. Continue on separate sheet if needed (click and type to delete this note)</p> |
| <p>Workforce Impact</p> <p>There are 3 full time equivalent posts affected by the proposals being put forward, with 116.40 full time equivalent vacant posts.</p> <p>The council has a legal obligation to consult with both the affected colleagues and recognised trade union representatives regarding these proposals.</p> <p>Colleagues have been provided with the opportunity to express interest in voluntary redundancy, as part of the Council's updated DCR Policy. The Council is seeking to avoid compulsory redundancies as part of the budget proposals and VR will be utilised to meet the savings put forward, wherever possible.</p> <p>All four colleagues at risk of redundancy are male.</p> | <p>Mitigating Impact on our Workforce</p> <ol style="list-style-type: none"> 1. Colleagues will be provided with relevant consultation documents, including the published budget proposals, so that they are fully informed of the proposals and their potential impact. This will take place after consultation begins on 20 December, and proposals have been shared with trade union colleagues. 2. Consultation meetings with trade union colleagues will be on-going. In addition to this, managers will undertake individual 1-1 consultations, offering up to three individual sessions. These ensure individuals and trade unions can contribute to the proposals, suggest alternatives, ask questions and discuss personal implications. Welfare support forms a part of these 1-1 meetings. 3. The voluntary redundancy scheme is voluntary and then based on cost. However, as there are 4 colleagues impacted, all applications would be considered as proposals have been put forward from various departments of the Council. This breakdown is not reflective of our |

workforce make up due to low numbers affected.

4. A range of support mechanisms are already in place for colleagues who have expressed interest in VR, with details on our dedicated intranet page. This page contains specific support and information for colleagues in the affected group of ages 55+, including advice and support around Pensions, planning for retirement and financial planning. There is also a range of support for those wishing to find new employment.

1. Passenger Transport - EDUC SAV 3

The Passenger Transport Service delivers:

a range of home to school/college travel assistance options to fulfil the Council's statutory duties in relation to children and young people 0-25
services to adults assessed as requiring support
transport for disabled children to respite provision
commissioned ad hoc services to children in care

The current Travel Training Service lacks sufficient capacity to provide training to the number of young people who would benefit from this approach, leaving children requiring vehicle provision for a greater proportion of their educational career, and delaying the development of the independence and life skills they require for moving into adulthood and employment. The current service has 1 full-time travel trainer with the capacity to train between 15-20 young people per year.

This proposal supports the expansion of the travel training

1. Passenger Transport - EDUC SAV 3

Potential positive impact for disabled people/carers and younger people.

These young people will undergo a thorough skills assessment and training programme and be issued a bus/tram pass at the end of their programme in place of the transport they are currently offered which is predominantly a seat on a shared minibus or taxi.

The review of vehicle size and delivery method will be implemented following individual review of pupils special transport needs. Smaller vehicles will remain available for those young people who are assessed as requiring them.

Case by case monitoring and evaluation is undertaken post training for all young people who have undertaken travel training including parent and young person voice and views.

All transport options are reviewed on a regular basis and at least

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| <p>service with funding secured through Schools' Forum (High Needs funding) to appoint an additional 3 travel trainers to provide the capacity to deliver training to all young people identified as having the potential to travel independently given the correct support.</p> | <p>annually. Customer feedback and evaluation will be used to monitor EDI and service quality. Should equality impacts be identified, the EIA will be updated to identify appropriate mitigations</p> |
| <p>2. Closure of Shopmobility</p> <p>Shopmobility service supports users that can operate a mobility scooter independently and safely. The Council manages the stock and maintenance of the equipment, which is mostly mobility scooters and some wheelchairs, and loans it out to registered members free of charge for several hours. A test and training session is required prior to membership of the scheme and only those who can demonstrate that they can safely and independently operate a scooter are able to join the scheme.</p> <p>The service is located in the White Car Park of the Victoria Shopping Centre, with the building and nearby disabled parking spaces being provided to the Council from the shopping centre management. It currently operates three days a week (Tuesday, Wednesday and Thursday), between the hours of 10:00 and 14:45. One staff member is employed on a casual basis as the permanent post is currently vacant. They are located on site from around 09:30 until 15:00. Proposal is to close the Shopmobility Service.</p> <p>There are associated costs to heat, clean and maintain the building and to charge up, service, repair and replace the stock of mobility equipment, as well as staffing costs.</p> | <p>2. Closure of Shopmobility</p> <p>Potential negative impact for disabled people/carers and older people.</p> <p>Members that do not have their own scooters will be advised that if they are in receipt of the higher mobility component of the Disability Living Allowance, enhanced rate of the Personal Independence Payment, War Pensioner's Mobility Supplement or the Armed Forces Independence Payment, the Motability Scheme may allow for the benefit to be put towards the cost of leasing or buying a personal scooter.</p> <p>If a personal scooter is available to members, then they may also benefit from being able to use Nottingham's highly accessible public transport system. The tram is highly accessible for wheelchair and mobility scooter users in particular with the amount of space available, ease of access and it accepts all types and sizes of mobility equipment. Nottingham bus operators have some of the newest fleets in the country, with modern designs providing more space and easier boarding access for passengers. Permit schemes have been developed around the country to enable mobility scooter users to use public buses and Nottingham's major bus companies are signed up to this scheme. Unlike the tram, not all scooters are suitable for bus travel — they need to be Class 2 and no more than 60cm wide and 100cm long. There are however a number of park and ride sites around Nottingham, seven are</p> |

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| <p>Further to this, the Shopmobility demise is owned by Victoria Shopping Centre and has historically been provided to the council with no chargeable rent or other servicing costs. However, taking account of the challenging economic climate, the shopping centre management have sought to introduce rent and service charges as part of a new leasing arrangement that they are looking to formalise by March 2023. The operational costs of this service could double as a result.</p> | <p>tram P&R and two are bus P&R, so if the tram isn't located near to where a citizen resides, they have the potential option of driving to the nearest tram P&R site to use the tram in and out of the city. By using public transport, users may also have more choice of destination and may choose to use more local facilities and amenities instead of or in addition to accessing the city centre.</p> |
| <p>3. Service Redesign of Economic Development</p> <p>Currently Economic Development consists of a small strategic function, but with the majority of capacity focused on the management of a number of externally funded projects across business growth, employment and skills activity. Over the next 12-18 months the funding for a number of these projects falls away, with significantly reduced opportunities for future funding. In addition, with the establishment of a new mayoral combined authority, additional strategic capacity will be required to ensure that Nottingham's priorities are effectively positioned for future funding opportunities. It is therefore proposed to undertake a service redesign process, which repositions the service to focus on the development of strategy, but reduces the management of directly delivered projects.</p> <p>This will mean the reduction of capacity to develop and deliver projects which engage with local business, capture business intelligence, and support businesses within the city and the city centre. It will also reduce the level of employer engagement that can be undertaken to secure job vacancies and support to</p> | <p>3. Service Redesign of Economic Development</p> <p>This project reduces the current NCC staffing and is likely to impact all people with protected characteristics who may be from disadvantaged groups along side all groups. Also, the delivery is currently targeted at disadvantaged groups in the city, so with less central funding, there is less potential to deliver the ideal service</p> <p>Any remaining roles will be advertised to all, and normal council policies will apply in relation to those with protected characteristics. Shared Prosperity Funding projects will be targeted to support protected characteristic groups and those most disadvantaged in Nottingham, but the funding is less, so there will be less provision</p> <p>Monitoring of staff EDI will continue using standard HR reporting mechanisms, monitoring of applicants EDI, and monitoring of projects that continue to be delivered will be monitored.</p> |

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| <p>employers and residents to help those who are unemployed into work.</p> <p>Existing projects will be managed to the end of funding contracts in 2023, however this will substantially reduce the financial and performance oversight.</p> | |
| <p>4. Internal Fostering Development</p> <p>Investment in our in-house fostering service: To increase support capacity by developing a fostering support team, who will be able to support carers in understanding and responding to complex needs of children in care. This support service will support carers in developing confidence and skills in providing care to children who have experienced harm and trauma and as such who require skilled therapeutic parenting to prevent an escalation of need. To develop a new fostering payments scheme which will result in an increase of fostering allowances in certain circumstances including a clear package of financial support when providing care to children who have the most complex needs.</p> | <p>4. Internal Fostering Development</p> <p>The proposal will positively affect children in care and Nottingham City Council foster carers. Anyone over the age of 21 years can apply to be a foster carer, assessment of suitability is made against statutory national minimum standards. The regulations regarding suitability of foster carers are set nationally and are closely monitored via a regulatory framework due to the requirement to provide care to vulnerable children in care.</p> |
| <p>5. Adults Complex Redesign</p> <p>New opportunities have been identified for preventative work to take place with the aim of promoting independence and reducing or delaying the need for formal care and support. This will expand on the work which has been ongoing since the introduction of the Adult Social Care strategy- Better Lives; Better Outcomes in 2018.</p> | <p>5. Adults Complex Redesign</p> <p>These proposals themselves will ensure greater equality for the people who are supported - older and disabled adults by helping them to live more independently.</p> <p>There are a number of benefits associated with these proposals through improved outcomes for the people we support, communities and staff.</p> |

In order for us to deliver the best possible outcomes for people in Nottingham, we need to consistently apply the principles set out in the Better Lives, Better Outcomes Strategy and strengths-based approaches across the whole citizen journey. The current emphasis of transformation has been more focused around how we support those residents who are already known and being supported by us, rather than emphasising the universal support or considering the use of technology and adaptations in a preventative way to prevent, reduce and delay the progression to formal care. Therefore, there is an opportunity to look at this support.

Community interventions: Working with and empowering community and voluntary sector organisations to support and grow a diverse range of community activity and interventions that promote wellbeing and independence

Developing strengths-based practice: Develop our wider workforce to have strengths-based conversations at the earliest opportunity to support more people in maintaining independence for longer, preventing and delaying the need for longer term care

Assistive technology: Provision of increased, effective and creative use of assistive technology to maximise independence of citizens

Occupational therapy and adaptations: Improve access to occupational therapy assessment and provision of equipment and adaptations that enhance and promote independence

Mental health reablement: Provide short term mental health interventions to maximise independence and reduce or delay the need for longer term social care services

People are supported to live as independently as possible
People have more ability to define what they want to achieve and have greater choice and control over what happens to them and how their outcomes are delivered
Greater community resilience
Stronger partnership working across the system

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| <p>6. Fees and charges review - Cemetery and Cremation Services</p> <p>Nottingham City Council provides crematorium and burial services from 3 active cemeteries and 1 crematorium. The service is also responsible for maintaining 17 closed cemeteries located within the City.</p> <p>The service provides Burials and Cremations for both our residents and for people from out of the City. The 3 active cemeteries are located at Wilford Hill Cemetery in Rushcliffe , Bulwell Cemetery in Bulwell and Highwood Cemetery in Broxtowe. The service delivers 543 burials and over 1600 cremations per year. The proposed fee increases have been benchmarked against the current in year 2022/23 fees at our Neighbouring and core / large cities.</p> <p>The proposed fee increase will affect the follow service charges:-</p> <p>Increase in cremation fees: 3%</p> <p>Increase in direct cremation: (20%)</p> <p>Increase in cemetery fees: 5% in area and 7% out of area</p> <p>Increase in space surcharge: 5%</p> | <p>6. Fees and charges review - Cemetery and Cremation Services</p> <p>No action is required as those that cannot afford to pay the fees can make a claim to the DWP or utilise the Nottingham Funeral package – currently available via Cooperative Funeralcare, the service will promote this information to all citizens. The Nottingham Funeral is advertised on the city Web site.</p> <p>No action is required as those that cannot afford to pay the fees can make a claim to the DWP or utilise the Nottingham Funeral package – currently available via Cooperative Funeralcare, the service will promote this information to all citizens. The Nottingham Funeral is advertised on the city Web site.</p> <p>In addition, the service has a new reduced fee direct cremation option of which is a direct cremation where there is no attendance at the Crematorium by the family and no service. This new fee is highly competitive and as such does offer another alternative affordable option. These types of funerals are becoming more popular, with popularity increased in recent years Fees and charges will be will be advertised on the councils web pages</p> <p>The fee increase have all been fully benchmarked and whilst they represent an increase In costs of a burial or cremation the services remains competitive with other neighbouring authorities. The Service has also worked hard to develop other low costs options those being the direct cremation or Nottingham funeral package. The new fees will be advertised on the councils website. Further update of the EIA will be</p> |

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| | carried out if any further changes are made during the year. |
| <p>7. Library Transformation</p> <p>This assessment is for recommendations in relation to Nottingham City Council Library Service Transformation as follows: The recommendations are a result of a comprehensive review of library provision and need across the city and set out a long-term strategic plan that aligned with the need in the city and, also included a budget savings requirement of £233k from the library It recognised based on national and local trends over the last 10 years and accelerated by the pandemic that library usage and the ways people access services is changing. Therefore, this review was not just a cost saving exercise but a longer-term modernisation programme for the service. The recommendation are as follows:</p> <ul style="list-style-type: none"> • Approve the transformation principles for future delivery of the library service as set out in the Appendix 1. “The Next Chapter Nottingham City Council Library Service Transformation, Phase 2 Findings Report, Part 2, REVISED Recommendations December 2022” • Retain Aspley Library as a publicly accessible library but redesign the space to enable the building to become a stock distribution hub and base for outreach services • Reduce opening hours across the network in order to achieve the saving required without the need to close a library | <p>7. Library Transformation</p> <p>IT and Digital Provision There will be a continuation and growth of the digital and online services offered by the Library Service including access to e-learning resources and e-books as well online events and activities Access to PCs and free Wi-Fi, will be available across the remaining library network.</p> <p>Continuation of specialist outreach services There will be a continuation of specialist services responding to the most vulnerable and isolated adults and young people and families including the continuation of Bookstart and Home Library Service operating out of the repurposed Aspley Library.</p> <p>Alternative Library Provision Revised opening hours, which have been designed to minimise impact, reflect peak and off peak use and changing behaviours, will be clearly published at all the libraries and on Library website. Due to the current size of the network, and good city public transport links there are number of alternative libraries within 20 minutes walk or a short bus journey away, if their local library is not open at the times they require. The re-opening of Nottingham Central and Sherwood Libraries will provide wider opportunities and access for library users.</p> <p>Events and Activities Events and activities currently taking place at any affected opening hour times libraries will be reassigned/rescheduled to alternative to times or to nearest library within the remaining network in consultation with the users of those events at specific libraries</p> |

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| | <p>Staff Consultation Formal consultation will take place with all staff impacted by the proposals within first 3 months of decision and ahead of any operational implementation. This will follow the established method of consultation and the Council's and any statutory HR policies. Options for staff may include opportunities for staff impacted to transfer to other libraries</p> <p>Support will be made available to enable staff to manage any change in including formal and informal meeting with managers, referral to NCC health and well-being support mechanisms in place e.g. PAM Assist and access to any relevant training requirements In respect of a decision to change to opening hours, where proposed changes to working hours will affect more than 20 employees, collective consultation will take place through the relevant trade unions. Where relevant new contracts to be issued to affected employees.</p> |
| <p>8. Reduce Service Level in Tasking & Intelligence within community protection</p> <p>Partnership intelligence support - sharing vital information & intelligence with partners including Nottinghamshire Police, ASB Team, Nottingham City Homes, Selective Licensing to tackle a range of issues within the framework of national, regional and local policy.</p> <p>Utilising information and intelligence to support plans, assessments and tasking for Community Protection and wider Crime & Drugs partnership stakeholders</p> <p>Build & maintain partnership relationships across a range of stakeholders to ensure intelligence channels remain open and partners are not working in silo.</p> <p>The roles provide tactical advice in response to operational issues and support to Gold or Silver command as part of a</p> | <p>8. Reduce Service Level in Tasking & Intelligence within community protection</p> <p>Potential negative impact for groups in relation to BAME, LGBT, Disability, faith/belief</p> <p>Hate Crime Network to review its action plan to incorporate mitigation to the risk affecting Hate Crime reporting and victim support</p> <p>Work closely with the resettlement team and other networks within the Communities Service</p> <p>Put in place a robust prioritisation process, to ensure that the areas of highest priority for Nottingham City Council and the Crime & Drugs Partnership as a whole are agreed. In addition, any work relating to a statutory duty will be prioritised.</p> <p>To be incorporated into the wider Crime and Drug Partnership Action plan working alongside other partners.</p> |

joint structure with Nottinghamshire Police
The roles ensure information is held & deployed in a secure manner consistent with relevant legislation
Delivery and administration of the Partnership Tasking process, including information collation and research to identify threat & risk - This is a monthly meeting which forms a sub-group of the Crime & Drugs Partnership, and provides an escalation for neighbourhood meetings where issues cannot be solved locally. It brings together senior colleagues from multiple partners including Community Protection, Police, housing Fire Service, Prevent and Resident Development team. Repeat ASB cases are identified by the intelligence team and researched for context. These are presented to partners, along with areas of risk or which need additional attention to de-escalate. An example of this being ASB in the Top Valley area, and Student ASB.
The roles are responsible for the administration of ECINs database, which is a partnership system used for the management of Partnership Tasking cases, ensuring an audit trail of decisions made and action taken.
Collation of community tensions for monthly Tensions Monitoring document - This document is created from intelligence fed into the Community Protection Intel inbox by frontline staff, and highlights particular areas of risk in the city which may escalate into additional issues. The document is circulated to key partners including Nottinghamshire Police to enable allocation of resources and proactive community work to diffuse tensions.
Attendance and input into partnership meetings to share vital intelligence around Vulnerability & Exploitation Hate Crime etc which protects vulnerable citizens and enable

Work with the Hate Crime Network to review action plan to mitigate change
Regular monitoring of hate crime to be continued via the Hate Crime network to measure impact of hate crime reporting.

To be measured as part of the Crime and Drugs Partnership performance framework.
Work with partners to ensure additional grants/bid are applied for.

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| <p>criminal proceedings against suspects. Support with bid writing to bring funding into the partnership in the areas of community safety and Prevent, as well as resettlement. In the past 12 months the team has written successful bids totalling over £950,000 to bring resources focused on tackling Violence Against Women & Girls, Neighbourhood Crime and Anti-Social behaviour. Contributions to the annual Crime & Drugs Partnership Strategic Assessment, which is a statutory requirement Contributions to the Domestic Abuse Safe Accommodation Needs Assessment statutory duty Future contributions to statutory duties around Serious Violence and Anti-Social Behaviour which may require similar needs assessments on an annual basis Research and writing of briefing notes, reports and presentations on key topics and emerging themes for the Director of Community Protection, Heads of Service and Portfolio Holder as required Research and report writing support to the Slavery & Exploitation Team in their regular evaluation report to the Office of the Police and Crime Commissioner.</p> | |
| <p>9. Commercial Waste % price review increases each year</p> <p>Nottingham City Council provides and operates a successful Commercial Waste service for businesses to dispose of their commercial waste as our statutory role as waste collection and disposal authority.</p> <p>A review and price increase along with additional growth within Commercial Waste service will support this proposal to cover the service inflation cost for 2023/24, including:</p> | <p>9. Commercial Waste % price review increases each year</p> <p>Overall there are no significant differential, positive or negative, equality impacts from this proposal to residents. Businesses have the choice and right to “shop around” to find the best rates for the disposal of their waste needs and because of this they may not choose to use the service offered by the Nottingham City Council, who will provide one month’s notice before any price increase to all businesses. Commercial waste collection and disposal charges cannot be included in the business rating system for this reason.</p> |

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| <p>Nottingham Commercial waste contract (including brokers and internal)</p> <p>Derby Commercial waste contract (including brokers and internal)</p> <p>Hauling contracts</p> <p>Skips</p> <p>Trade bag collections</p> <p>Confidential Waste</p> <p>Waste disposal</p> <p>Hire of waste receptacles / bins</p> <p>DoC (Duty of Care Certificate)</p> | <p>It has been determined that the new pricing policy for Commercial Waste Collections will ensure a minimum of full cost recovery across the services as aligned to Section 45 of the Environmental Protection Act sets out the duty for Councils to arrange for collection of commercial waste if requested</p> |
| <p>10. Ward Budgets reduction 15%</p> <p>Reduction of ward budgets by 15% (21k). Ward budgets are used to support community projects/interventions. Community groups apply for funding from the Ward budget funds which Elected members support and officers approve.</p> | <p>10. Ward Budgets reduction 15%</p> <p>A reduction in ward funding will affect all communities within the city. Specific measures will be implemented to ensure that all funds are allocated using a robust/consistent allocation process. Exploring ways to engage with underrepresented groups to raise awareness of ward budgets and the opportunity they present. They will use partnership forums to share the ward budget process with groups that have not utilised the application process before</p> |
| <p>11. VCS Grant Reductions</p> <p>17% will be taken from across the VCS grant providers (ABG, COI and Specialist)</p> <p>The commitment to continuing Financial Vulnerability at its current levels (as it is a key priority). 23/24 used to co-produce a refreshed VCS grant programme; ensures key needs of citizens are met; demonstrates best value; investigate greater possibilities of match funding. Goal is to ensure development of a more sustainable and thriving</p> | <p>11. VCS Grant Reductions</p> <p>No specific groups to have potential impact</p> <p>The detailed consultation will commence once the decision is agreed on the total amount of funding available to cover the two previous grant allocation processes of Area Based Grant and Communities of Identity Grant. New processes and proposals will be built in line with national best practice and the feedback of groups involved. Will result in specific EIA's been developed .</p> <p>Consultation with all affected stakeholders will be take place Jan -Feb</p> |

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| <p>VCS with a particular focus on a more formal link to early intervention and prevention services.</p> | <p>as part of the corporate budget process to enable a sensitive re-design of the funding that mitigates the impact of these cuts as much as possible on groups with protected characteristics.</p> <p>Actions to mitigate the impact of these cuts include efforts to secure alternative national grant funding and working with the Integrated Care Partnership and Employment and Skills teams to leverage relevant resources, which will reduce inequalities in both communities of geography and identity. The Community Partnerships service and Grants lead officer will work with affected organisations to implement the changes and to assess local need and other support options with Neighbourhood Development Officers and Area Partnerships.</p> |
| <p>12. Reduce the subsidy to Community Centres (15%)</p> <p>Reduce the subsidy to Community Centres (£812,000) by 15% over a two-year period- via moving to full repairs and lease arrangements and/or closures of buildings. This is a non-statutory service. To Include protecting the block grant £51,000 to support groups to transition to new arrangements</p> | <p>12. Reduce the subsidy to Community Centres (15%)</p> <p>provision will be mapped out to ensure decision's recommended by the communities team also consider the wider impact another service areas such as children centres youth centres</p> <p>As buildings become vacant or we transition to new ways of operating the communities team now have developed a procedure. This will engage all groups that have registered an interest in community centres to submit an application which will be scored by officers and cllrs to the most appropriate future use of that community centre can be understood</p> <p>As the community team reach out to groups who may be interested in running community centres directly. We will also look at the opportunity to coordinate their activities to attempt to ensure the remaining building still provide for all communities within the city with a specific aim to</p> |

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| | protect groups and individuals with protected characteristics within the required budget constraints. |
| <p>13. Sycamore Centre -grant reduction</p> <p>Lease for the building (Sycamore Centre) agreed to be terminated so grant for this function ceased.</p> | <p>13. Sycamore Centre -grant reduction</p> <p>The impact of relocating the refugee forum will be monitored in Multi Agency Forums (MAF) chaired by the resettlement team. The organisations leading on social/sports activities are in negotiations with the Renewal trust (main tenant) for relocation options</p> <p>this proposal has been developed in co production with the service providers at the site. They will provide their activities at alternative locations which will minimise impact on service users. However, Further review of the EIA will be considered once the new locations have been conformed</p> <p>services will continue at alternative locations the impact on service users is limited</p> |
| <p>14. Fees and Charges Review – Car Parking (On Street and Off Street) 2022/23</p> <p>The City Council reviews its parking services regularly to ensure that they continue to encourage turnover of vehicles and complement other city and transport strategies. Key to these reviews is the need to be flexible in use of parking provision through duration and price. As part of this process, it is proposed to move forward with changes to the City Council’s parking tariffs.</p> <p>Parking Services has focussed on managing the highway needs</p> | <p>14. Fees and Charges Review – Car Parking (On Street and Off Street) 2022/23</p> <p>Equality information will continue to be captured as part of parking surveys to try and quantify the different user group’s usage of the parking service.</p> <p>Customer surveys at different locations at seasonal times of the year to get a fair representation of customer groups feedback, further discussions and consultation with disability groups and Nottingham BID (Business Improvement District).</p> |

with flexible, high quality customer products, which meet the on-going market demands for parking within the City Centre. Parking services is performing well following the pandemic but is now reaching maximum occupancy at certain times and in certain locations where the demand exceeds supply. It is therefore appropriate that the City Council reviews the current tariffs to manage this demand and remain fit for purpose.

It is therefore proposed to increase the standard tariffs at the following locations:

Off-Street Locations

Broad Marsh Multi-storey Car Park
Trinity Square Multi-storey Car Park
Lace Market Multi-storey Car Park
Curzon Street Car Park
Nottm Castle Car Park
Sneinton Car Park

On-Street Locations

Mapperley Road 19008
Meadows 19003
Meadows Restrictions 19009
Redcliffe Road 19007
St Anns 19006
Arkwright Walk 19014
QMC Area 19013
Woodside Road 19012
Basford 19001 & 9001
Bilborough 19004 & 9004
Sherwood 19002

Blue Badge holders will still be entitled to park free of charge in parking bays, subject to the conditions of the Blue Badge Scheme.

Nottingham has an award-winning, sustainable and affordable public transport network which is a good alternative to any financially vulnerable citizens.

Older citizens are entitled to a free bus pass and therefore there is a viable alternative to parking in Nottingham city centre for this demographic.

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| <p>15. Cultural Grants Reduction</p> <p>For the financial year 2023/24 a reduction to the City's Cultural Partners Grant Fund of 15% equating to £34,756 is being proposed. This reduction will be to all granted organisations across the portfolio these being: Nottingham Contemporary; Nottingham Playhouse, Nottingham UNESCO City of Literature; City Arts; and New Art Exchange</p> | <p>15. Cultural Grants Reduction</p> <p>Potential negative impact on people from different ethnic groups Initial discussions have been initiated with the organisations, with a more formal communication, to confirm the reduction, to take place from January 2023</p> <p>Twice yearly review of Service Level Agreements and contracted delivery outputs with all City based arts organisations to take place to ensure grants/funding provided reflects appropriate expectation for delivery.</p> <p>Ongoing support and information will be provided to all organisations that are funded by Nottingham City Council. This includes strategic and network support in order to maintain a good understanding of national trends and funding streams that maybe available.</p> <p>The City Council will also continue to work in patnership with the organisations to promote and support diverse cultural activity across the City through its involvement and influence on the Strategic Cultural Partnership and Unesco City of Literature Board</p> <p>The City Council will continue to work in patnership with the organisations to promote and support diverse cultural activity across the City through its involvement and influence on the Strategic Cultural Partnership and Unesco City of Literature Board</p> |
| <p>16. Annual Commercial Café Pricing Review</p> <p>Nottingham Catering operates four commercial cafes within council buildings and parks which are open to both staff and members of the public. Catering prices in these</p> | <p>16. Annual Commercial Café Pricing Review</p> <p>There is a potential impact on people on low incomes with any form of price increase, however there is personal choice to purchase and so this mitigates the necessary increases to maintain viability of the</p> |

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| <p>facilities have not been increased since 2019 due to the impact of COVID19 and the closure of some facilities, however with the significant increased in inflation and the cost of food, plus the increases in pay for the public sector employees the service must increase its prices accordingly. Individual product pricing will increase between 5-7% across all drinks, food, snacks and confectionary in line with the relative price of the products themselves.</p> <p>It is proposed that these prices come into effect as of 1st April 2023 with notices placed both inside and externally at each café to inform customers of the price increases by 1st March 2023.</p> | <p>services themselves.</p> <p>The café's will publish the proposed price increases at least 4 weeks in advance at each location to notify customers and enable them to make informed choices about their purchasing.</p> |
| <p>17. Reduced annual contribution to the Greens Windmill Trust, a company limited by guarantee</p> <p>This will see a reduction of the City Council's overall contribution towards the support of the site by £5,000 annually. The site is run via an SLA with Greens Windmill Trust.</p> <p>.</p> | <p>17. Reduced annual contribution to the Greens Windmill Trust, a company limited by guarantee</p> <p>There are no equality impacts with this proposal as this is related to renegotiation of SLA between Nottingham City Council and Greens Windmill Trust required for their management and operation of the site from the 1st April 2023 onwards.</p> <p>Ongoing support will continue to be provided by Nottingham City Council to support Greenmill Trust in securing alternative funding streams from external sources e.g. ACE and HLF and promoting their income generating events and activities</p> |
| <p>18. Pricing review across fees and charges for sport and leisure</p> <p>The subject of this Equality Impact Assessment is the annual</p> | <p>18. Pricing review across fees and charges for sport and leisure</p> <p>The fees and charges has been carefully considered and apply across the board and have been designed not to adversely affect any particular</p> |

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| <p>review of fees and charges to the public, for sport and leisure activity at our leisure centres which will take place in 2023. The fees and charges have been carefully considered and apply across the board and have been designed not to adversely affect any particular group.</p> | <p>group</p> <p>Users and members will be given at least 1 month's advanced notice of the price change. This will be advertised in the centres and in writing to members in our newsletters.</p> <p>Concessions remain in place for a range of user claiming benefits details are found here: https://www.activenottingham.com/concessions/</p> |
| <p>19. Parks, Green and Open Spaces Review</p> <p>The closure of the Woodthorpe Park Pitch and Putt and two Bowling greens at Lenton Recreations Ground. These facilities have in recent years significantly reduced in use or have totally ceased to operate, it is proposed to transfer the sites into grass areas (known as amenity cut grass, rather than fine turf / sports turf).</p> <p>This change of purpose of the sites will reduce the maintenance requirements and revert these areas back to amenity cut grass standards. The reduction in number of cuts required will result in a lesser resource requirement going forward.</p> <p>The spaces will be repurposed into new facilities or left as green open spaces. There will be no loss of green spaces as a result of the closure of the facilities</p> | <p>19. Parks, Green and Open Spaces Review</p> <p>Potential negative impact on men Other golf pay and play and bowling green facilities are widely available at other locations within the city.</p> <p>Alternative service providers will be explored to see if an operator can take over the maintenance and management of the Pitch and Putt.</p> <p>Consultation with park users will also be carried out to confirm any changes of use for the spaces. Notification about the closures will be posted on the councils web sites. Consultation re alternative uses for the sites will start in February / March 2023</p> <p>Consultation with any staff who are affected will be carried in line with the councils HR and redundancy procedures . Staff involved will be offered support and training to access alternative employments opportunities and have access to PAM assist</p> |
| <p>20. Curriculum Services</p> <p>The Outdoor Learning Service Manager role has been vacant since April 2022 and has been covered by a job share on an</p> | <p>20. Curriculum Services</p> <p>The cessation of the Education Visits Advice Service has had no impact on citizens in Nottingham because the service is now delivered by an</p> |

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| <p>interim basis. The role previously managed multiple teams including the Education Visits Advice Service, Adventure, PSHE and Swimming.</p> <p>Since the role became vacant, the Education Visits Advice Service ceased with immediate effect and the PSHE function has moved to another team. The Adventure and Swimming services will continue to be delivered, but with a different management structure which means this post will no longer be required.</p> | <p>external organisation directly to schools. The other three services will continue to be delivered, so this will also mean no impact will be felt.</p> |
| <p>21. Aligning social care charges with receipt of income</p> <p>Automatic annual review of Adult Financial Assessments to increase income in line with income and expenditure</p> <p>External Care Provision (Commissioned Care Packages + Contracts) Charging self funders for support planning and brokerage and review</p> <p>The proposal is to provide an annual uplift review of TCIs to apply the prevailing rates of income and expenditure, this will reduce and remove current inequities that are present in existing processes.</p> <p>We also propose to introduce charging for self-funders for assessments and review, a one off charge of £300 per assessment or review.</p> | <p>21.Aligning social care charges with receipt of income</p> <p>Changes to communication while undertaking assessments to ensure that service users are fully aware that additional income will result in a revision to the TCI from the point it is received. This will involve officers explaining the changes to citizens and will be highlighted in any documents given to citizens.</p> <p>Validating of backdated payments will be an issue as Searchlight (DWP) does not provide this data.</p> <p>Backdated of charges that show the adjustments on the invoice will lead to confusion and delay leading to increased debt.</p> <p>Resource and opportunity cost to be considered as this will impact the team on diverting resources from other activities such as focusing on current debt and assessments</p> |

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| <p>22. Restructure of Regeneration Team</p> <p>Despite the title of this item, the proposal does not involve any fundamental changes to the structure of the Regeneration Team but rather the deletion of 6 posts (4.3 FTE posts due to part time nature of some of these posts).</p> <p>All of the posts have been vacant for more than a year except one. The post that was vacated most recently was a part time role vacated due to retirement in January 2022. The retirement coincided with the end of some project work which allowed the work from this role to be absorbed into the wider team.</p> | <p>22. Restructure of Regeneration Team</p> <p>Post is vacant & no work streams are being stopped due to the deletion of this post and it will not impact on the work of other staff</p> |
| <p>23. Removal of a vacant Data Analyst post.</p> <p>Deletion of a vacant data analysts post that supported analysis across social care.</p> <p>The post is currently vacant and has been for some time due to budget pressures.</p> | <p>23. Removal of a vacant Data Analyst post.</p> <p>There is no negative impact on the profile in terms of deleting this post as it will not affect the workforce makeup further. The previous post holder is still within the service in a higher-grade role.</p> <p>There is no detrimental impact on the community linked to this proposal. The reduction in capacity has been managed through prioritisation. The proposed deletion does not impact on front line service delivery or the community</p> |
| <p>24. Review and Restructure of Traffic & Safety service area</p> <p>The proposed restructure is expected to have a positive effect for existing members of staff with the initial development / recruitment opportunities being ring-fenced to those officers within the service area. In addition to providing a more fit for purpose operating model, once the initial internal recruitment / development exercise is completed,</p> | <p>24. Review and Restructure of Traffic & Safety service area</p> <p>Could particularly benefit people from different ethnic groups, women, disabled people and LGBT</p> |

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| <p>the proposal is expected to provide an opportunity to recruit a more diverse permanent workforce when the remaining vacant posts are put out for external advert.</p> | |
| <p>25. Corporate Landlord Model - Internal Cleaning Standards Review</p> <p>Nottingham City Council, Facilities Management to introduce 25% staff hours reduction of internal cleaning staff to reflect building under occupancy trends.</p> <p>The Executive Board on 20 December approved a report detailing progress in developing the Medium Term Financial Plan (MTFP) and this report included new budget saving proposals covering 2023/24 to 2026/27 period which are now being consulted on we will have more cleaning resource then required and will not be deliver a balanced budget.</p> <p>This report recommends that Nottingham City Council introduce the reduction over a 12-month period within the 2022/23 financial year.</p> | <p>25. Corporate Landlord Model - Internal Cleaning Standards Review</p> <p>The proposal will not affect cleaning colleagues nor the standards of cleanliness of the portfolio as current vacancies will be used to support this proposal.</p> |
| <p>26. Redesign of Community Assets</p> <p>This will be a 3 year programme that will see innovative new way by which staff efficiencies, technology and use of public buildings can be better integrated to delivery community benefit. This will see the redesign of leisure and integration of leisure and community assets to develop a service that embeds the delivery of public health, well-being and learning improvement outcomes</p> | <p>26. Redesign of Community Assets</p> <p>Implications on number of staff impacted is yet to be determined.</p> <p>Consultation with Staff will take place on detailed proposal as they are developed for specific libraries and leisure centres and once a finalised operational changes to sites has been reached.</p> <p>Consultation with staff will follow established method of consultation and the Council's and any statutory Human Resources Policies. In relation</p> |

to redeployment and any voluntary & compulsory redundancies

The equality Impact Assessment will be updated with appropriate revision from the consultation and any impacts to existing members of staff

Improved Health and Well-being across all groups through integrated and co-ordinated activity

Detailed consultation will take place within communities when and where specific changes are to be made to enable comments and needs identified to be considered. Specifically, work will take place with identified groups using Leisure Centre and libraries to define their needs to ensure that provision can be programmed and is likely to include:
Advanced notice to users immediately following decision with a clear timetable for changes

Information on their continuation of the flexible fitness Direct Debit scheme and its use and availability at

Provision for clubs groups and activities for libraries and the scheduling of these

Opportunities of joint or shared activities to support learning, physical development and well-being

Safe, accessible space with opportunity for joint activity promoting health and well-being accessible to all community groups and residents who share protected characteristics

4. Have you considered the impact of any change on the Citizen's experience? Work through the flowchart attached.



EIA fLowchart
Green.docx

5. Outcome(s) of equality impact assessment:

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

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

EIA's where there is a community impact, services should identify their own monitoring mechanisms appropriate to the particular proposal.

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

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| 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. | Date sent for scrutiny: Send document or Link to: equalityanddiversityteam@nottinghamcity.gov.uk |
| SRO Approval: Richard Henderson | Date of final approval: Saema Mohammad, 27.1.2023 |

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.

