

**SUMMONS TO COUNCIL**

date Thursday, 24 November 2022 venue County Hall, West Bridgford,  
**commencing at 10:30** Nottingham

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as under.



Chief Executive

- |    |  |         |
|----|--|---------|
| 1  | Minutes of the meeting 22 September 2022                               | 7 - 30  |
|    | Minutes of the Extraordinary meeting held on 4 November 2022           | 31 - 34 |
| 2  | Apologies for Absence  |         |
| 3  | Declarations of Interests by Members and Officers:- (see note below)   |         |
|    | (a) Disclosable Pecuniary Interests                                    |         |
|    | (b) Private Interests (pecuniary and non-pecuniary)                    |         |
| 4  | Chairman's Business  |         |
|    | a) Presentation of Awards/Certificates (if any)                        |         |
| 5  | Constituency Issues (see note 4)                                       |         |
| 6a | Presentation of Petitions (if any) (see note 5 below)                  |         |
| 6b | Responses to Petitions Presented to the Chairman of the County Council | 35 - 38 |

<b>7</b>	Eastwood By-Election Result and Members of Groups	39 - 44
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<b>11</b>	Nottinghamshire Youth Justice Strategy 2022-23 Update	115 - 146
<b>12</b>	Executive Report - Key Issues and Activities	147 - 152
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	a) Questions to Nottinghamshire and City of Nottingham Fire Authority	
	b) Questions to the Leader, Cabinet Members and Committee Chairmen	
<b>14</b>	NOTICE OF MOTIONS	

#### Motion One

As the local Minerals Planning Authority, Nottinghamshire County Council is responsible for determining planning applications relating to onshore oil and gas development, including shale gas extraction using hydraulic fracturing, more widely known as 'fracking'.

Nottinghamshire County Council notes the Conservative party's manifesto commitment in 2019 to ban fracking and the UK on September 22nd, 2022 - formally lifted its moratorium on hydraulic fracturing or fracking.

On 26th October, we had yet another u-turn from this Government on fracking - the Government policy on fracking is up and down like a modern high-volume hydraulic fracturing drill. It is therefore imperative that this Council has a policy against fracking.

This Council further notes that if the government decided to change its mind yet again, Nottinghamshire could see the first licenses to drill for shale gas issued since 2019, this includes the Misson Springs site, in Bassetlaw and Tinker Lane, near Barnby Moor and Blyth.

This Council believes that fracking would destroy the environment, not only locally through vehicle traffic at drilling sites and water contamination but also globally through the CO2 emissions from its combustion, and also from the direct escape of methane. This Council further believes that fracking would not solve the energy security or price issues Nottinghamshire and the UK currently face.

This Council recognises the climate emergency declared in May 2021, further our commitment to delivering actions to tackle climate change and ensure Nottinghamshire has a greener future. Fracking flies in the face of this.

This Council opposes fracking in Nottinghamshire, or fracking outside county boundaries, which could affect residents within our County and call upon the Government to clearly lay out its policy on fracking and commit to a long-term moratorium on shale gas in the UK.

This Council therefore commits to not allow any fracking activities, including survey work, on Council owned or controlled land and property.

**Councillor Jason Zadrozny    Councillor Daniel Williamson**

## **Motion Two**

Nottinghamshire County Council recognises that Care Experienced People face significant barriers that impact them throughout their lives. We therefore resolve that:

1. When making any decisions in relation to our policies or formulating our Council Plan, we will recognise that Care Experienced People are a vulnerable group who can face discrimination;
2. We will put the needs of vulnerable people at the heart of decision-making through co-production and collaboration;
3. We will proactively seek out and listen to the voices of Care Experienced People when developing new policies;

4. Our Corporate Parenting Panel will oversee the delivery of this commitment, using its links with the Looked After Children & Care Leavers Partnership Board.

**Councillor Tracey Taylor    Councillor Sinead Anderson**

Motion Three

This Council acknowledges that families in Nottinghamshire have experienced devastating loss and bereavement in recent years.

It is clear at present that more can be done to support all bereaved Nottinghamshire families.

To adopt the Charter for Families Bereaved through Public Tragedy would reaffirm this Council's commitment to providing services that meet the needs of Nottinghamshire residents before, during and after such an incident.

The Charter can be found on page 32 of the House of Commons report authored by The Right Reverend James Jones KBE, published on 1st November 2017.

This Council therefore agrees to adopt the Charter for Families Bereaved through Public Tragedy.

**Councillor Michelle Welsh    Councillor Anne Callaghan BEM**

**NOTES:-**

**(A)    For Councillors**

- (1) Members will be informed of the date and time of their Group meeting for Council by their Group Researcher.
- (2) Lunch will usually be taken at approximately 12.30pm.
- (3)
  - (a) Persons making a declaration of interest should have regard to the Code of Conduct and the Procedure Rules for Meetings of the Full Council. Those declaring must indicate whether their interest is a disclosable pecuniary interest or a private interest and the reasons for the declaration.
  - (b) Any member or officer who declares a disclosable pecuniary interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted. Members or officers requiring clarification on whether to make a declaration of interest are

invited to contact the Monitoring Officer or Democratic Services prior to the meeting.

- (c) Declarations of interest will be recorded and included in the minutes of this meeting and it is therefore important that clear details are given by members and others in turn, to enable Democratic Services to record accurate information.
- (4) At any Full Council meeting except the budget meeting and an extraordinary meeting Members are given an opportunity to speak for up to three minutes on any issue which specifically relates to their division and is relevant to the services provided by the County Council. These speeches must relate specifically to the area the Member represents and should not be of a general nature. They are constituency speeches and therefore must relate to constituency issues only. This is an opportunity simply to air these issues in a Council meeting. It will not give rise to a debate on the issues or a question or answer session. There is a maximum time limit of 15 minutes for this item.
- (5) At any Full Council meeting except the budget meeting and an extraordinary meeting Members may present a petition to the Chairman of the County Council on any matter affecting the residents of their division, and in relation to which the County Council has powers or duties. The Member presenting the petition can introduce and speak about the petition for up to one minute. Members are reminded that there is a time limit of 15 minutes for the presentation of petitions, after which any petitions not yet presented will be received en bloc by the Chairman.
- (6) In relation to questions to the Nottinghamshire and City of Nottingham Fire Authority and questions to the Leader, Cabinet Members and Committee Chairmen; after receiving an answer to their question, the Councillor asking the original question may ask one supplementary question on the same matter. There will be no additional supplementary questions.
- (7) Members' attention is drawn to the questions put to the Leader of the Council and the Cabinet Member for Children and Young People, the Cabinet Member for Communities, the Cabinet Member for Economic Development and Asset Management, the Cabinet Member for Personnel, and the Cabinet Member for Transport and Environment, under paragraphs 46, 49, 50 and 57 of the Procedure Rules, and the answers to which are included at the back of the Council book.
- (8) Members are reminded that these papers may be recycled. Appropriate containers are located in the respective secretariats.
- (9) Commonly used points of order
  - 26 – Constituency issues must be about issues which specifically relate to the Member's division and is relevant to the services provided by the County Council

55 – Only 1 supplementary question per question is allowed from the Councillor who asked the original question and supplementary questions must be on the same matter

65 – The Mover or Seconder has spoken for more than 10 minutes when moving the motion

68 – The Member has spoken for more than 5 minutes

70 – The Member is not speaking to the subject under discussion

71 – The Member has already spoken on the motion

90 – Points of Order and Personal Explanations

99 – Disorderly conduct

(10) Time limit of speeches

Motions

68 – no longer than 5 minutes (subject to any exceptions set out in the Constitution)

Constituency Issues

26 – up to 3 minutes per speech allowed

29 – up to 15 minutes for this item allowed

Petitions

33 – up to one minute per petition allowed

37 – up to 15 minutes for this item allowed

Questions

49 – up to 60 minutes for this item allowed

**(B) For Members of the Public**

- (1) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:

Customer Services Centre 0300 500 80 80.

- (2) The papers enclosed with this agenda are available in large print if required. Copies can be requested by contacting the Customer Services Centre on 0300 500 80 80. Certain documents (for example appendices and plans to reports) may not be available electronically. Hard copies can be requested from the above contact.
- (3) This agenda and its associated reports are available to view online via an online calendar – <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>



Meeting COUNTY COUNCIL

Date Thursday, 22 September 2022 (10.30 am – 3.40 pm)

**Membership**

**COUNCILLORS**

Roger Jackson (Chairman)

John Ogle (Vice-Chairman)

Reg Adair  
Mike Adams  
Pauline Allan  
Sinead Anderson  
Callum Bailey  
Matt Barney  
Chris Barnfather  
Ben Bradley MP  
Richard Butler  
Anne Callaghan BEM  
André Camilleri  
Scott Carlton  
Steve Carr - apologies  
John Clarke MBE  
Neil Clarke MBE  
Robert Corden  
John Cottee  
Jim Creamer  
Debbie Darby  
Sam Deakin  
Dr John Doddy  
Bethan Eddy  
Boyd Elliott  
Sybil Fielding  
Kate Foale  
Stephen Garner - apologies  
Glynn Gilfoyle  
Keith Girling - apologies  
Penny Gowland  
Errol Henry JP  
Paul Henshaw  
Tom Hollis - apologies

Mike Introna  
Richard Jackson  
Eric Kerry  
Bruce Laughton  
Johnno Lee  
David Martin  
John 'Maggie' McGrath  
Andy Meakin  
Nigel Moxon  
Philip Owen  
Michael Payne  
Sheila Place  
Mike Pringle  
Francis Purdue-Horan  
Mike Quigley MBE  
Mrs Sue Saddington  
Dave Shaw  
Helen-Ann Smith - apologies  
Sam Smith  
Tom Smith  
Tracey Taylor  
Nigel Turner  
Roger Upton  
Lee Waters  
Michelle Welsh  
Gordon Wheeler  
Jonathan Wheeler  
Daniel Williamson  
Elizabeth Williamson - apologies  
John Wilmott  
Jason Zadrozny

## **HONORARY ALDERMEN**

Mrs Kay Cutts MBE

## **OFFICERS IN ATTENDANCE**

Adrian Smith	(Chief Executive)
Marjorie Toward	(Chief Executives)
Sara Allmond	(Chief Executives)
Peter Barker	(Chief Executives)
Carl Bilbey	(Chief Executives)
Isobel Fleming	(Chief Executives)
Michael Higginson	(Chief Executives)
Phil Rostance	(Chief Executives)
Nigel Stevenson	(Chief Executives)
Jonathan Gribbin	(Adult Social Care and Public Health)
Colin Pettigrew	(Children and Families)
Derek Higton	(Place)
Matthew Neal	(Place)

## **OPENING PRAYER**

Upon the Council, convening, prayers were led by the Chairman's Chaplain.

## **MINUTE SILENCE**

A minute silence was held in memory of her Majesty Queen Elizabeth II and County Councillor Eddie Cubley

## **1. MINUTES**

### **RESOLVED: 2022/032**

That the minutes of the previous meeting held on 7 July 2022 be agreed as a true record and signed by the Chairman.

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from:-

- Councillor Steve Carr (other)
- Councillor Steve Garner (other)
- Councillor Keith Girling (other)
- Councillor Tom Hollis (other)
- Councillor Mike Pringle (medical/illness)
- Councillor Helen-Ann Smith (medical/illness)
- Councillor Elizabeth Williamson (other)



Councillor John Clarke MBE and Councillor Boyd Elliott submitted apologies that they would arrive late to the meeting.

### **3. DECLARATIONS OF INTEREST**

Adrian Smith declared a pecuniary interest in item 4 – confirmation of the appointment to the position of Chief Executive and left the Chamber during the consider of the item.

### **4. CONFIRMATION OF THE APPOINTMENT TO THE POSITION OF CHIEF EXECUTIVE**

Having declared a pecuniary interest in this item, Adrian Smith left the Chamber.

Councillor Ben Bradley MP introduced the report and moved a motion in terms of resolution 2022/033 below.

The motion was seconded by Councillor Bruce Laughton.

Following a debate, the Chairman put the motion to the meeting and after a show of hands the Chairman declared it was carried and it was:-

#### **RESOLVED: 2022/033**

To approve the appointment of Adrian Smith to the post of County Council's Chief Executive and Head of Paid Service with immediate effect.

Adrian Smith returned to the Chamber.

### **5. CHAIRMAN'S BUSINESS**

#### **PRESENTATION OF AWARDS**

None

#### **Her Majesty Queen Elizabeth II**

The Chairman spoke in memory of her Majesty Queen Elizabeth II and informed the Chamber that a cross-party working group would be established to consider how the Council could commemorate the life and service of Queen Elizabeth II.

Councillors Ben Bradley MP, Kate Foale, Jason Zadrozny, Neil Clarke MBE, Matt Barney, Mike Quigley MBE, Sam Smith, Bruce Laughton, John Lee, John Wilmott, Samantha Deakin and Ann Callaghan BEM also spoke in memory of her Majesty Queen Elizabeth II

### **County Councillor Eddie Cubley**

The Chairman spoke in memory of County Councillor Vaughan Hopewell who had passed away unexpectedly at home.

Councillors Ben Bradley MP, John Ogle, Jason Zadrozny, Kate Foale, Richard Jackson, Michael Payne, Sue Saddington and Eric Kerry also spoken in memory of Councillor Eddie Cubley.

During consideration of this item Councillor Jason Zadrozny left the Chamber at 11.30am

### **CHAIRMAN'S BUSINESS SINCE THE LAST MEETING**

The Chairman updated members on the business he and the Vice-Chairman had carried out since the last meeting, including attending a number of events including a number of events relating to the death of her Majesty Queen Elizabeth, and the Proclamation of his Majesty King Charles III. He also attended a number of civic services, the Indian Independence Day, the Ukrainian Independence Day and the Jamaican Independence Day events. The Chairman also raised the Nottinghamshire flag at Newark Castle on Nottinghamshire Day; celebrated Merchant Navy Day at a number of districts and at County Hall and attended the tour of Britain on its Nottinghamshire leg of the race.

### **6. CONSTITUENCY ISSUES**

The following Members spoke for up to three minutes on issues which specifically related to their division and were relevant to the services provided by the County Council.

Councillor John Wilmott regarding environmental responsibilities of Nottinghamshire County Council in Hucknall North

Councillor David Martin regarding bus services in Selston Parish

Councillor Dave Shaw left the Chamber at the start of this item at 11.43am.

### **7a. PRESENTATION OF PETITIONS**

The following petitions were presented to the Chairman as indicated below: -

- (1) Councillor John Ogle, request for a footpath from East Markham to Tuxford
- (2) Councillor Philip Owen, request for one-way street and residents parking scheme on Victoria Street, Kimberley

- (3) Councillor Dr John Doddy, regarding the withdrawal of the No21 bus service
- (4) Councillor Roger Jackson, regarding illegal and dangerous incidents occurring in Hoveringham.

**RESOLVED: 2022/033**

That the petitions be referred to the appropriate Cabinet Member for consideration in accordance with the Procedure Rules, with a report being brought back to Council in due course.

Councillor Sheila Place left the Chamber at the start of this item, at 11.58am.

**7b. RESPONSE TO PETITION PRESENTED TO THE CHAIRMAN OF THE COUNTY COUNCIL**

**RESOLVED: 2022/034**

That the contents and actions taken as set out in the report be noted.

**8. RECOGNITION OF MEMBERS AND OFFICERS OF GROUPS**

Councillor Chris Barnfather introduced the report and moved a motion in terms of resolution 2022/035 below.

The motion was seconded by Councillor Bruce Laughton.

The Chairman put the motion to the meeting and after a show of hands the Chairman declared it was carried and it was:-

**RESOLVED: 2022/035**

- 1) That the membership of the political Groups be recognised.
- 2) That the Officers of the Groups be noted.

**9. MEMBERSHIP OF COMMITTEES**

Councillor Chris Barnfather introduced the report and moved a motion in terms of resolution 2022/036 below.

The motion was seconded by Councillor Bruce Laughton.

The Chairman put the motion to the meeting and after a show of hands the Chairman declared it was carried and it was:-

**RESOLVED: 2022/036**

That the revised allocation of committee seats set out in Appendix A of the report be approved.

Councillor Dave Shaw returned to the Chamber at the start of this item, at 11.57am.

**10. EXECUTIVE REPORT – KEY ISSUES AND ACTIVITIES**

**RESOLVED: 2022/037**

That the contents of the report be noted.

**11a. QUESTIONS TO NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY**

None

Councillor Jason Zadrozny returned to the Chamber at 12.09pm.

**11b. QUESTIONS TO COMMITTEE CHAIRMAN**

Twenty questions had been received as follows: -

- 1) from Councillor Jonathan Wheeler concerning update on works following the fire at County Hall (Councillor Ben Bradley MP replied)
- 2) from Councillor Jim Creamer concerning community wealth funding (Councillor Richard Jackson replied)
- 3) from Councillor Tom Smith regarding No141 bus service (Councillor Neil Clarke MBE replied)
- 4) from Councillor Helen-Ann Smith about barriers to bus use (Councillor Ben Neil Clarke MBE to reply) – Councillor Smith had submitted her apologies to the meeting, therefore her question would receive a written answer.
- 5) from Councillor Penny Gowland about fixed £2 bus fares (Councillor Neil Clarke MBE replied)
- 6) from Councillor Dave Shaw regarding costs relating to Council buildings at Toy Wighay Farm (Councillor Ben Bradley MP replied on behalf of Councillor Keith Girling)
- 7) from Councillor John Lee about blue badge application process (Councillor Gordon Wheeler replied)

- 8) from Councillor David Martin concerning adult social care funding (Councillor Matt Barney replied)
- 9) from Councillor Mike Pringle about spending of Household Support Fund (Councillor John Cottee to reply) – Councillor Pringle had submitted his apologies to the meeting, therefore his question would receive a written answer.
- 10) from Councillor Francis Purdue-Horan concerning budgeting for capital projects (Councillor Richard Jackson replied)
- 11) from Councillor Jonathan Wheeler concerning Lady Bay Bridge (Councillor Neil Clarke MBE replied)

The full responses to the questions above are set out in set out in Appendix A to these minutes.

The time limit of 60 minutes allowed for questions was reached before the following questions were asked. A written response to the questions would be provided to the Councillors who asked the questions within 15 working days of the meeting and be included in the papers for the next Full Council meeting.

- 12) from Councillor Kate Foale concerning model for finance Local Government services (Councillor Bed Bradley MP to reply)
- 13) from Councillor John 'Maggie' McGrath regarding funding for Health Bureau's community transport service (Councillor John Cottee to reply)
- 14) from Councillor Penny Gowland regarding 'school streets' policy (Councillor Neil Clarke MBE to reply)
- 15) from Councillor Jason Zadrozny regarding Arts Council funding (Councillor Ben Bradley MP to reply)
- 16) from Councillor Penny Gowland concerning Climate Change team (Councillor Neil Clarke MBE to reply)
- 17) from Councillor Anne Callaghan about communal and green open spaces (Councillor Keith Girling to reply)
- 18) from Councillor Debbie Darby about school clothing allowances policy (Councillor Tracey Taylor to reply)
- 19) from Councillor Errol Henry regarding Black History Month (Councillor Ben Bradley MP to reply)
- 20) from Councillor Jason Zadrozny regarding Communications and Marketing team (Councillor Gordon Wheeler to reply)

During consideration of this item the Council adjourned from 12.30pm to 1.32pm for lunch.

The following Members left the Chamber for more than 10 minutes during consideration of this item:-

- Councillor Samantha Deakin left the Chamber at 12.11pm and returned at 1.32pm.
- Councillor Sheila Place returned to the Chamber at 1.32pm.
- Councillor Jason Zadrozny did not return to the Chamber after lunch until 1.45pm.
- Councillor Daniel Williamson did not return to the Chamber after lunch until 1.48pm.
- Councillor Samantha Deakin did not return to the Chamber after lunch until 1.57pm
- Councillor David Martin left the Chamber at 2.11pm during consideration of this item and returned later in the agenda.
- Councillor Nigel Turner gave his apologies (other) and did not return to the meeting after lunch.
- Councillor Pauline Allan gave her apologies (medical/illness) and did not return to the meeting after lunch.

Having previously submitted his apologies, Councillor John Clarke MBE arrived at the meeting at 1.32pm after lunch.

Having previously submitted his apologies, Councillor Boyd Elliott arrived at the meeting at 1.49pm during consideration of this item.

## **12. NOTICE OF MOTIONS**

A motion as set out below was moved by Councillor Paul Henshaw and seconded by Councillor Kate Foale:-

“Research undertaken by the Child Poverty Action Group, published on 1<sup>st</sup> August 2022, has indicated that 16.7 million people in England will be living in fuel poverty by January 2023, a figure drastically higher than the 3.65 million people reported to be in fuel poverty in 2019/20.

The research also suggests as many as 57.1% of East Midlands households are expected to be living in fuel poverty by January 2023.

A significant proportion of those people will expect to pay 30% or more of their total net-income on heating their homes.

The Government will consider what measures they will undertake to address the cost-of-living crisis and rising energy prices, however, this Council can and should have a contingency plan currently in place to help the people in Nottinghamshire this winter.

Across the country, many Local Authorities have publicly acknowledged this and have plans to implement policies, such as the establishment of communal ‘Warm Rooms’, where residents in need can access free, heated spaces.

The Labour Group believe that waiting until November for the Overview Committee to start a project of considering what assistance this Council may be able, willing or required to provide over the coming winter months will simply be too late.

We therefore ask this Council to:

1. Provide a report detailing the potential actions this Council can take to mitigate the impact of the energy price and cost of living crises specifically over the coming winter months (From October onward) by no later than the next Cabinet meeting on 13 October 2022, for approval.
2. Support the Implementation of a 'Warm Rooms' scheme across Nottinghamshire, similar to existing schemes proposed by other Local Authorities elsewhere, at the earliest opportunity."

Following a debate, the motion was put to the meeting and after a show of hands the Chairman declared it was lost.

The requisite number of Members requested a recorded vote and it was ascertained that the following 23 members voted '**For**' the altered motion:-

Anne Callaghan	John 'Maggie' McGrath
John Clarke MBE	Andy Meakin
Jim Creamer	Michael Payne
Debbie Darby	Sheila Place
Samantha Deakin	Francis Purdue-Horan
Sybil Fielding	Dave Shaw
Kate Foale	Lee Waters
Glynn Gilfoyle	Michelle Welsh
Penny Gowland	Daniel Williamson
Errol Henry JP	John Wilmott
Paul Henshaw	Jason Zadrozny
David Martin	

The following 32 members voted '**Against**' the altered motion:

Reg Adair	Dr John Doddy
Mike Adams	Bethan Eddy
Sinead Anderson	Boyd Elliott
Callum Bailey	Mike Introna
Matt Barney	Richard Jackson
Chris Barnfather	Roger Jackson
Ben Bradley MP	Eric Kerry
Richard Butler	Bruce Laughton
André Camilleri	Johno Lee
Scott Carlton	Nigel Moxon
Neil Clarke MBE	John Ogle
Robert Corden	Philip Owen
John Cottee	Mike Quigley MBE

Mrs Sue Saddington  
Tom Smith  
Tracey Taylor

Roger Upton  
Gordon Wheeler  
Jonathan Wheeler

No members '**Abstained**' from the vote.

The Chairman declared the motion was lost.

During consideration of this item, Councillor Sam Smith left the Chamber at 2.32pm and did not return.

The following Members left the Chamber for more than 10 minutes during consideration of this item:-

Councillor David Martin returned to the Chamber at 2.51pm

Councillor Samantha Deakin left the Chamber at 3.14pm and returned at 3.28pm

The Chairman declared the meeting closed at 3.40 pm.

**CHAIRMAN**



## **APPENDIX A**

### **COUNTY COUNCIL MEETING HELD ON 22 SEPTEMBER 2022 QUESTIONS TO COMMITTEE CHAIRMEN**

#### **Question to the Leader of the Council from Councillor Jonathan Wheeler**

On Thursday 28<sup>th</sup> July Members and staff were evacuated from the County Hall building following a fire on the first-floor members corridor. Could the Leader please give an update on the works that have been carried out, any costs that the authority may have incurred and if the disruption caused by the fire has had any impact on the delivery of our services?

#### **Response from the Leader of the Council, Councillor Ben Bradley MP**

I've been through some of this in my Executive report as I've said, I won't go through all of that again, but just to reiterate a huge thank you to fire marshals, Emergency Planning Team, Emergency Services who all did a truly sterling job safely escorting staff out and away from the building, arranging taxis and shuttles for many people who had left their belongings in County Hall, communicating and co-ordinating the safe collection of those belongings, which was a task, and re-locating staff members into temporary accommodation.

In terms of the works to the building following the fire, properties and emergency planning teams in partnership with Arc implemented a programme of works to decontaminate, to reinstate parts of the building as soon as possible. That consisted of four phases.

Phases 1, 2 and 3 were focused primarily on the decontamination works to allow the safe reinstatement of the offices, although the fire itself was contained to the Members corridor, smoke went through voids and around various parts of the building.

The basement area and print facility area of County Hall was the first to be handed over and reoccupied on 16 August, just two weeks after the fire, which I think was a really impressive piece of work.

One week later, the rest of Phase 1 was handed over on 25 August, all floors of the south wing of the building overlooking the car park including the Chamber and Assembly Rooms.

Phase 2 on 2 September included the ground floor entrance and reception, and members will note that we're now fully able to access the building in that way.

And Phase 3 on 16 September, all remaining areas of County Hall with the exception of the Members Corridor.

For those three phases, an average of 70 people have been on-site, seven days a week, including bank holidays to ensure that we've been able to get back in this building as quickly as possible. That's 30,000 staff hours have gone into doing that, so again, a huge thank you.

The full re-occupation (excluding the members area on the first floor) was originally programmed to be complete in twelve weeks and in fact has been done in under eight, down to the hard work of a huge number of people: Matt Neal, Neil Gamble, Chris Molyneux, Steve and Jeff Crowder, John Nilan and his Health & Safety team, Suzanne Smith, Paul Martin and his IT Team, the team from Arc: Dale Reeve, Dave Smith, Richard Mills, Mark Murphy and many of our own officers, not least our former Chief Executive, Marje, Lucy Peel, Derek Higton who assisted our staff with the recovery of personal belongings and getting things in place to make all of that happen, and our new Chief Executive who kept a steady hand on the tiller throughout.

In terms of service delivery, the evacuation caused minimal disruption after that initial 24 hours. Staff and decision-making officers were able to re-locate into surrounding vacant buildings like Trent Bridge House. Whilst that was a positive in being able to tackle this incident, it does show how important the piece of work Councillor Girling and Scrutiny are currently undertaking around the Council's property portfolio is, to ensure we are using our assets in the best possible way.

We are still processing and assessing the full costs incurred to date, but I can advise that the Council is fully insured, and the vast majority of costs therefore that we've incurred will be recoverable through our insurance, not by the taxpayer. The only cost to the Council is in respect of that officer time, as I have described.

#### **Question to the Cabinet Member for Finance from Councillor Jim Creamer**

How will community wealth building be considered as part of this Council's plan for delivering a sustainable procurement policy?

#### **Response from the Cabinet Member for Finance, Councillor Richard Jackson**

The Centre for Local Economic Strategies defines 'community wealth building' as, and I'll quote: "a new people-centred approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people".

The CLES indicates that 'community wealth building' is based on five key principles:

- Plural ownership of the economy
- Making financial power work for local places
- Fair employment and just labour markets
- Progressive procurement of goods and services; and
- Socially productive use of land and property

If you look on Wikipedia, Chairman, which is most people's go-to, it (community wealth building) derives from a model called the Cleveland Model, which no surprise was developed in Cleveland in the US, and that has now developed and turned into the "Preston Model" from Preston in Lancashire.

'It is a form of municipal socialism which utilises anchor institutions, living wage expansion, community banking, public pension investment, worker ownership and municipal enterprise tied to a procurement strategy at the municipal level.'

Don't ask me what all that means!

So, Chairman, I think it's fair to say that we can see where Councillor Creamer's question is coming from, and Jim's never made any secret of his socialist instincts.

I'm guessing at this point, Chairman, that having been knee-deep in words like 'progressive' and 'municipal socialism', Councillor Creamer and others would not necessarily be anticipating me to be overly positive in responding to this question.

However, we do seek to be constructive, and I am happy to comment on aspects of the progressive procurement of goods and services where the sustainable procurement policy that we are establishing does offer some common ground.

When it comes how money is spent and services are commissioned locally, some feel that cost is often the dominant determining factor in who gets the contracts. I am pleased to say that for many years, we have always ensured that quality has played a more important part in determination than cost. It is important that environmental credentials and social value are higher on the list of considerations, and that brings me to the proposed policy that we wanted to discuss at the cancelled Cabinet meeting on 15<sup>th</sup> September.

The Council's commitment to social, economic and environmental wellbeing is reflected in the Nottinghamshire Plan. To help us achieve our aims, we are determined to gain additional community benefit from the £600 million-worth of spending each year (by this Council) on buying goods and services. The new Sustainable Procurement Policy, when it is presented to a future Cabinet meeting, will build on this Council's current Procurement Strategy and has been subject to wide consultation with stakeholders including representatives from service directorates, councillors, the voluntary and community sector and the local Chambers of Commerce.

It will reinforce best practice that we are already achieving, delivering significant local spend and working with our local partners to support young people into apprenticeships. We will continue to work in partnership with our suppliers and the wider supply chain to consider whole life-cycle, environmental, social and economic impact on our communities from the goods and services that we procure.

So, Chairman, as is the case I hope for all of us who serve the public, the positive outcomes that we are seeking to achieve for our residents and our local economy are often not all that different, even if we have, sometimes, contrasting ideas about the way that we get there.

**Question to the Cabinet Member for Transport and Environment from Councillor Tom Smith**

On behalf of Blidworth and Rainworth residents, can I ask the Cabinet Member for Transport and Environment to pass on to his officers our thanks for their successful efforts in saving the 141 bus service?

Would he agree that the preservation of this service is welcome news for all current and potential bus users on the 141 route, demonstrating Nottinghamshire County Council's ongoing commitment to supporting local bus services despite significant financial pressures facing this and many other local authorities?

**Response from the Cabinet Member for Transport and Environment, Councillor Neil Clarke MBE**

I am indeed happy to indeed pass on the thanks of Councillor Smith's division residents to our officers for their excellent work in securing the future of the 141 bus service.

Stagecoach have taken over this bus route following an extensive procurement tendering exercise run by Nottinghamshire County Council to find a new operator. That search was begun by our officers in July, the moment that TrentBarton, at short notice, announced that it would be withdrawing its provision.

The new Stagecoach 141 bus service commenced on Monday 5 September, following the same route from Sutton to Nottingham via Mansfield and Hucknall at the same times. The previous TrentBarton service ran until Saturday 3 September, so there was a seamless transfer resulting in no loss of service for passengers.

We made it clear to residents from the outset that we would work around the clock to secure a new company to run the bus, and we delivered on our word. We know how important this service is for local communities and businesses in north and central Nottinghamshire, helping people to shop, work and meet friends and loved ones.

The agreement between Nottinghamshire County Council and Stagecoach will initially last for twelve months, with an option to extend for a further year after this period. I'm sure this news will be welcomed by current bus users along the entire 141 route, but I also hope it inspires many more people to use the service, which will help us to keep it running in years to come. I hope we can encourage people to get out of their cars and use the buses, Mr Chairman.

I heard quite a lot about a petition to save the 141 service, although the petition has never been presented to me or indeed to this Council, so it remains something of a mystery to me. It didn't change the intentions of TrentBarton, and it played absolutely no part in the decision-making process. Maybe that petition got lost in a hot-tub and is still drying out, Mr Chairman.

The 141 service was saved as a direct result of the work of this council's officers and the commitment of this administration. We initially instigated meetings with TrentBarton which I chaired and where senior officers were present, but more

significantly, we conducted the successful negotiations with Stagecoach whereby they agreed to become the new operator of the service.

Councillor Smith is correct about this Council's ongoing commitment to supporting bus services throughout Nottinghamshire despite the very significant financial pressures we face.

There are over 200 bus routes in this County, and under normal circumstances before the pandemic there were around 28 million passenger trips per year. Sadly but inevitably, passenger numbers collapsed during the Covid lockdown and are taking time to fully recover, which does put more of these bus routes at risk.

The County Council currently plays a vital role in keeping these routes running by providing financial support for services that cannot be sustained by private bus companies on commercial income alone. We support as a County Council, 80 bus routes, spending £4.1 million a year to do so, but we are facing significant financial pressures of our own, and the money we spend ultimately comes from taxpayers.

This administration remains absolutely committed to ensuring every community in Nottinghamshire is served by public transport, but we are pursuing new ways of achieving this. We are accessing new national funding streams and developing innovative approaches at a local level to protect and increase bus travel options.

For example, further funding for bus services will be provided from a new instalment of the Government's Bus Recovery Grant, announced in August, of which we await further details. This grant is available to help routes struggling to recover to pre-Covid passenger levels, supplemented by existing council-held transport funding.

Working in partnership with local bus operators, and with the help of this Government funding, we will provide financial support to 19 key bus services across Nottinghamshire that would otherwise be at risk. These are listed on the Council's website and include the 141 bus service.

Nottinghamshire County Council has developed an ambitious Bus Service Improvement Plan to encourage bus use, and through this we hope to secure further central government funding to invest in bus services and infrastructure. One of the key objectives of the Improvement Plan is to deploy innovation and new technology in the provision of rural services.

For example, earlier this year, Nottingham and Nottinghamshire was confirmed as one of the areas that would receive a share of a new £200 million central government funding pot for zero-emission buses. This money is purchasing a total of 943 buses across the country and is helping recipient councils to invest more in electric charging points or hydrogen refuelling infrastructure.

Just three weeks ago on 30 August, the County Council began trials of its own new 'Nottsbus On Demand' bus service, giving residents a more flexible way of travelling by bus. 'Nottsbus On Demand' is being piloted in the villages around Retford, Ollerton and Newark, and an evening service is also being launched in Mansfield.

The new services replace the current 136, 190, 195, 200, 330, 332, 333, 334, and 335 bus routes, as we seek to ensure people still have bus services when they need them, whilst ensuring value for money.

Unlike traditional services where buses follow a set route and can sometimes pick up very few passengers, 'Nottsbus On Demand' doesn't have a fixed route or timetable. Instead, the buses can travel anywhere between bus stops and designated points within their operating zones. Passengers will be able to choose when they would like to travel, by booking their journey through an easy-to-use 'App' or over the telephone.

In areas that are currently serviced by a two-hourly bus service, such as Wellow, Egmonton and Caunton, residents will be able to enjoy more frequent bus travel. Also, because our buses will not follow a fixed route, they will provide a new transport option in those areas that are not currently served by our bus network.

As I've said, we're in the pilot stage, but we hope that this new service will offer residents a reliable, affordable, greener way to travel. By giving passengers the choice over when they want to travel, we are able to offer them greater flexibility with their travel plans.

So, Chairman, it's fair to say that this Council is at the forefront of efforts to protect and improve bus services and promote more bus usage, but we are looking to do this in a new, innovative and more efficient way. We must encourage and promote bus use as much as we possibly can Chairman, and let's save the environment and get people out of cars.

Hitherto, when bus routes and services have become commercially unviable, we have worked reactively, seeking in effect to prop up those services using public money. Now we intend to be more proactive, offering a different type of provision better matched to the individual needs of potential passengers, especially in outlying rural areas. This will provide improved public transport options for the public and better value to them as taxpayers.

**Question to the Cabinet Member for Transport and Environment from Councillor Penny Gowland**

How long can people expect to benefit from the Council's recent announcement of fixed £2 bus fares?

**Response from the Cabinet Member for Transport and Environment, Councillor Neil Clarke MBE**

Just to be clear, it was the Government, rather than this Council, that recently made an announcement regarding £2 fixed bus fares, but of course it is relevant to all local authorities with an interest in bus service management and delivery.

I'll therefore quote from the official Government website:



'Millions of bus users across England will save money through a new £2 cap on single bus journeys from January to March 2023, backed by up to £60 million to ensure affordable transport across the country.

The move announced by the Transport Secretary on 3 September will help passengers with travel costs for work, education, shopping and medical treatments over the winter months while they are facing pressures from the rising cost of living.

Bus fares vary across different parts of the country and between bus operators and can reach almost £6 for a single journey in rural areas. The new cap means passengers in those areas could save more than £60 a month if they took 4 single trips a week.

The average single fare for a 3-mile journey is estimated at over £2.80, meaning that the new fare will save passengers almost 30% of the price every time they travel.

The funding to keep fares down follows the government's announcement of £130 million last month to protect vital bus routes and services across the country, which those on lower incomes in particular rely on...'

'...ensuring the public can access affordable bus fares will encourage more people to choose buses for local journeys, which helps to reduce carbon emissions as the country moves towards Net Zero targets. The scheme is estimated to take at least 2 million car journeys off the roads, cutting congestion and pollution for everyone.'

You may remember I mentioned that in the previous answer, or would you like me to repeat that previous answer, Mr Chairman? No?

'Introducing the fare cap by January enables the government to work with operators and local authorities to implement a scheme that most effectively delivers real savings for passengers. Operators representing around 90% of the bus market have expressed support for the scheme and we hope that all bus operators will participate. The fare cap builds on lots of offers around the country in areas with high bus demand, which include daily, weekly and monthly ticket options and promotional offers. Single fares which are already lower than £2 will not be affected by the cap.

The Government will continue to work closely with bus operators and local authorities and consider future support to help passengers continue accessing reliable and affordable bus services after March.'

Chairman, the final details of the operation of the scheme are yet to be announced, but our understanding is that the scheme will operate from 1 January 2023 to 31 March 2023.

**Question to the Cabinet Member for Economic Development and Asset Management from Councillor Dave Shaw**

Could you provide an update on costings that relate to the new council offices at Top Wighay Farm, Linby? Is Nottinghamshire County Council on track to complete work on time and within the original budget?

**Response from the Leader of the Council, Councillor Ben Bradley MP on behalf of the Cabinet Member for Economic Development and Asset Management, Councillor Keith Girling**

As the Chairman said, Councillor Girling is flogging himself half to death currently in Belgium – rather him than me, but for a good cause – so I'll answer the question on his behalf.

The proposed development at Top Wighay as I think we've discussed many times achieved planning consent in July. That was a key milestone in terms of the new building's delivery. It enables our partner Arc to take the project through the latest detailed design stage.

The next stage of the process is to issue a 'Latest Estimated Cost' report for approval by Councillor Girling in his role as Cabinet Member for Economic Development and Asset Management. The project is currently on track and currently in line with all the original budget approvals.

Of course, we can all see the potential into the future in the current economic climate for challenges, but as it stands, everything is on track.

Obviously, this project represents a huge investment in Hucknall, where it's likely to create jobs and help to fund new infrastructure for the town. We are committed to ensuring that we are delivering services from appropriate, modern buildings, reducing our footprint from seventeen buildings down to nine so far, which is saving a significant amount of money and also improving Hucknall residents' access to the County Council, to our services, and it's far greener too, reducing our carbon footprint.

As Councillor Shaw will know, we deliver our core services from our revenue budget, that's the day-to-day bank account that ensures we can fund children's services, social care, provide the help and support that our residents expect. That budget also funds things like the maintenance and running costs of our buildings and it's always very tight. We have some significant care priorities in particular in that budget so it makes absolute sense to spend a little bit of capital – a one-off investment – to help reduce our annual running costs for buildings. I'm sure Councillor Shaw will agree we would much rather be spending that money on supporting and helping people rather than heating or fixing old buildings that we don't need.

We're going to debate a motion later on, on the rising costs of energy to heat people's homes. I for one would much rather spend money on supporting residents in that way, than heating big, half-empty, inefficient office buildings.

I say this, Mr Chairman, because the Ashfield Independents have consistently referred to this project as something that is happening at great cost to taxpayers, when I think most of us, and I'm sure they if they were being honest about it, all know in fact it represents a very significant saving over the medium-to-long-term that will help us to continue to deliver high quality services for people across the whole County and make sure that this Council continues to be managed and run sustainably to the benefit of local residents.



### **Question to the Cabinet Member for Personnel from Councillor John Lee**

As the County Councillor for Balderton division, and personally being a disabled man with a Blue Badge, I recently applied for a replacement badge and was pleasantly surprised how quickly I received it, having previously been in meetings where some opposition members criticised the length of time these badges take to process.

Does the Cabinet Member for Personnel think my experience was typical of our response times, and could he explain the most common causes for delays in processing so that, as members, we can advise applicants how to maximise their chance of the fastest response?

### **Response from the Cabinet Member for Personnel, Councillor Gordon Wheeler**

When Nottinghamshire County Council receives a Blue Badge application, we generally allow five days for assessment and approval, which includes Department for Work & Pensions checks for applicants who are in receipt of benefits.

Once an application is approved, ten working days are assumed for printing and fulfilment, which is completed through a third-party supplier.

In practice the turnaround is often very much quicker, Mr Chairman, and from your question Councillor Lee I assume you may have been a case in point. That said, no two applications are identical, and some do take longer for a variety of reasons. For example:

- Residents do not always provide all the information required or sufficient details about their mobility issues and health conditions, so sadly we have to make further checks;
  - In some cases, relevant payments are not always included so our team has to resolve this with the applicant;
  - Some applications, as you can imagine, are quite complex and need professional oversight, which again takes additional time;
- and
- Some applications may need a full mobility assessment with an Occupational Therapist.

In all these cases there could be a longer delay, and the standard set by the Department of Transport is 12 weeks, but it is very rare that applications take this long.

Postal applications take longer than online applications, but the number of postal applications is reducing year on year. In fact, Mr Chairman, over 64% of applications are now received online, and that really helps with the turnaround times.

There are two additional factors that have recently been affecting our response times:

- One, as we said earlier on today and you're all very well aware of this, the fire at County Hall, it caused system issues which we have been working very hard to resolve and continue to do so;
- The other - the recent industrial action affecting the Royal Mail, which obviously impacts on the receipt of postal applications and the delivery of Blue Badges.

Fortunately, both these factors are temporary, and 'normal' service should soon be restored.

I'd like to take this opportunity, Mr Chairman, with your indulgence, to thank our Customer Service team for the marvellous job they do.

**Question to the Cabinet Member for Adult Social Care and Public Health from Councillor David Martin**

In July, you told the media that new Government reforms into the cost of adult social care are expected to leave Nottinghamshire County Council with a budget black hole of almost £33 million every year. Do you believe Government reforms are achievable without direct Government intervention?

**Response from the Cabinet Member for Adult Social Care and Public Health, Councillor Matt Barney**

Thank you very much, Councillor Martin, for your question, and I'm really keen to not bore the Chamber this afternoon, because at Full Council on 7 July, I delivered an extensive answer to the question presented from Councillor Paul Henshaw, which I was also pleased to answer, where I explained that Nottinghamshire County Council must implement eight pieces of reform to the way it provides social care services over the next couple of years.

A week later, and this is why I say I could get quite boring, on 14 July, I presented a paper to Cabinet setting out that programme of Adult Social Care reform, and explaining how Nottinghamshire County Council intended to respond. The report described the potential requirements, costs, and risks to the Council associated with the implementation of these reforms.

My answer to Councillor Henshaw's question is published in the minutes of today's Council book, while the Cabinet report is available to read in detail online. I don't therefore intend to repeat all of that information over again.

Now, Councillor Martin you are indeed correct that I was also quoted in some media outlets, and I'm starting to get used to the fact that the media pick up on stuff that I say, I can't think why, but I could comment that, Councillor Martin, if you were paying close attention to the previous answers that I've given in full on this, then there would perhaps not be need for you to be asking this question again today, but I only say that in jest, I'm teasing of course, I'm delighted to answer again.

On 7 July, I stated that the Leader of this Council, in his capacity as an MP, had spoken in Parliament and made strong representations to ministers regarding the financial challenge of implementing these social care reforms, and our Corporate Director through ADASS (Association of Directors of Adult Social Services) has used these channels to make the same points consecutively to Government.

We also here in the Council need to be as innovative as possible in seeking to meet these costs through internal transformation.

At the Health and Wellbeing Board earlier this month it was agreed that - pending the receipt of Government implementation funding - £862,000 of reserves aligned to Protecting Social Care could be used to establish new posts and extend existing posts through to March 2023 to progress Social Care Reform.

We are also working with other local authorities, again through ADASS, to reduce duplication and achieve economies of scale wherever we can to release the money needed to meet these challenges.

However, as I stated, and as I believe I have already very clearly answered in my answer on 7 July, we do need to ensure that local authorities with primary responsibility for adult social care delivery receive a realistic amount of new funding to deliver these reforms, especially considering the proactive and effective role we play in reducing the cost burdens falling on our NHS.

I commented that the focus of funding discussions in the past has often centred on the health and NHS side of delivery rather than the excellent and often proactive preventative work done by local authorities such as ours. I said it follows, therefore, that with a large amount of Health & Social Care Funding Levy money now becoming available, we need to ensure that the authorities delivering the 'Social Care' element receive a fairer share than perhaps we have in the past.

Now maybe I was being a little too subtle in my previous answers as I've been over before, Chairman, but I thought what I was saying was clear. If reform proceeds along the lines set out to date, money will need to follow to implement the reform, and given that the major source of new money coming onstream is the Health & Social Care Levy, we are lobbying Government to listen, we're lobbying Government to act, we're lobbying Government to respond, to 'directly intervene' - call it what you will - but we want to ensure that a sufficient portion of that funding comes here to Nottinghamshire County Council.

I'm sorry that this answer was as long and repetitive of the answers I've given before.

**Question to the Cabinet Member for Finance, from Councillor Francis Purdue-Horan**

Do you believe that the Council are being realistic when budgeting for capital projects?

## **Response from the Cabinet Member for Finance, Councillor Richard Jackson**

As I think Members should appreciate, setting budgets for capital schemes has always been a challenge for local authorities due to the size of the task, the timing of delivery, and the changing value of materials.

As Councillor Purdue-Horan is aware, this has been a particular challenge for some projects since 2020, when we began to be impacted by the effects of the pandemic, the effects of which included worldwide shortages of building materials and resulted in increasing prices for those materials. This should not come as a surprise to anyone, especially members of the former Finance Committee where we spent some time discussing these challenges over recent years, and I recall the meeting in November of last year when we discussed a joint report by the then Director of Place & Communities and the Section 151 Officer regarding resource shortages and contract inflation.

That report specifically referenced material and staffing shortages due to Covid, due to Brexit, which were driving abnormal rates of inflation across the construction sector, exacerbated by substantially increased energy and fuel costs. The report set out how Arc and Via were both impacted by these, and how they were trying to manage our capital schemes within a very tough operating environment.

The impacts of inflation are of course more stark now than when we discussed this back in November last year, due to the impact of the Russian invasion of Ukraine.

Consequently, when capital schemes are first agreed into the capital programme, we all recognise that this is based on assumptions of inflation which are particularly difficult to predict for larger building and highways schemes that stretch over a number of years. When we sat here in this Council Chamber a year ago, we would not have expected the Russian invasion of Ukraine, and the level of inflation the world is now trying to deal with.

Some find it difficult to comprehend, Mr Chairman, the size and complexity of some of the schemes in our capital programme and try to relate it to buying a car or building an extension. This is disingenuous. Officers here and within Arc and Via do the best they can to set out realistic budgets for schemes with the knowledge they have at the time, and they should be supported in doing so.

## **Question to the Cabinet Member for Transport and Environment, from Councillor Jonathan Wheeler**

Will the Cabinet Member for Transport & Environment join me in welcoming the speed with which Lady Bay Bridge was repaired and fully re-opened after a lorry struck the brick parapet on 4<sup>th</sup> July?

This prompt response was of great benefit to residents in the West Bridgford area including my division, who not only use the bridge on a regular basis but were also affected by the traffic issues inevitably caused by temporary diversions while the repairs were taking place.

## **Response from the Cabinet Member for Transport and Environment, Councillor Neil Clarke MBE**

I will indeed join with Councillor Wheeler, I was very proud of the efforts and fast response of everybody involved in the repair and re-opening of Lady Bay Bridge in West Bridgford.

Just after 8.50am on Monday 4 July, Police received reports of a lorry leaving the carriageway over the Lady Bay Bridge brick parapet and crashing down onto the road below. I'm sure many of us saw the photographs in the media of the lorry lying on its side beneath the bridge.

The first and most important thing, Mr Chairman, is to say that the driver of the vehicle is out of hospital and recovering well. We contacted the business concerned on Tuesday to receive an update, and it was welcome news. I'm sure we would all want to join in sending the driver our best wishes for the future.

The incident was attended by a number of emergency vehicles and the bridge was closed in both directions with significant disruption to traffic during the rush hour.

Nottinghamshire County Council, working in partnership with Via East Midlands and also Nottingham City Council, immediately began work assessing the damage with a view to repairing and re-opening the bridge as soon as possible.

A complex clean-up operation was followed by the installation of temporary concrete barriers to allow the bridge to reopen in one direction on 11 July, after which structural scaffolding was put in place to rebuild the brick parapet.

Given the local heritage of the bridge, repair materials were sourced which matched the existing style. The parapet itself has been rebuilt to replicate the previous design and wherever possible we re-used original materials.

The final stage of work was the installation of the new safety barrier on the bridge, and after a final inspection, motorists were able to begin travelling in both directions again, from midday on Saturday 20 August.

I would like to thank motorists and nearby residents for their patience while we were working to make the bridge safe. They had been delayed quite a lot, Mr Chairman and this meant now that they weren't delayed. Maybe they could spend more time in their hot tubs, Mr Chairman. I am pleased that we were able to do this well ahead of the original 12 week schedule we had in place.

As Councillor Wheeler has pointed out, this fast completion was good news for drivers, residents and businesses in West Bridgford, but also the wider County and City area and road network. It was especially pleasing that we were able to get traffic flowing in both directions before the Notts County versus Chesterfield football match and the Trent Rockets versus London Spirit cricket match on 20 August.

This incident, and our response to it, demonstrates the value of Nottinghamshire County Council having a wholly-owned highways service provider, Via East Midlands, who are able to react immediately and effectively in such situations.

Of course, this is what local authorities like Nottinghamshire County Council are expected to do in these situations, but we should not take these efforts for granted. I would like to take this opportunity, Mr Chairman, to thank Via, and all our officers and our other partners involved in the accident response and the subsequent fast repair of Lady Bridge. They did an outstanding job.

Meeting EXTRAORDINARY COUNTY COUNCIL

Date Friday 4 November 2022 (10.00 am – 11.41am)

**Membership**

**COUNCILLORS**

Roger Jackson (Chairman)

John Ogle (Vice-Chairman)

Reg Adair - Apologies  
Mike Adams  
Pauline Allan  
Sinead Anderson  
Callum Bailey  
Matt Barney  
Chris Barnfather  
Ben Bradley MP  
Richard Butler  
Anne Callaghan BEM  
André Camilleri  
Scott Carlton  
Steve Carr - Apologies  
John Clarke MBE  
Neil Clarke MBE  
Robert Corden  
John Cottee  
Jim Creamer  
Debbie Darby - Apologies  
Sam Deakin  
Dr John Doddy  
Bethan Eddy  
Boyd Elliott - Apologies  
Sybil Fielding - Apologies  
Kate Foale  
Stephen Garner  
Glynn Gilfoyle - Apologies  
Keith Girling  
Penny Gowland  
Errol Henry JP  
Paul Henshaw  
Tom Hollis

Mike Introna  
Richard Jackson  
Eric Kerry  
Bruce Laughton  
Johnno Lee  
David Martin  
John 'Maggie' McGrath  
Andy Meakin  
Nigel Moxon  
Kane Oliver  
Philip Owen - Apologies  
Michael Payne - Apologies  
Sheila Place  
Mike Pringle  
Francis Purdue-Horan  
Mike Quigley MBE  
Mrs Sue Saddington  
Dave Shaw  
Helen-Ann Smith  
Sam Smith  
Tom Smith  
Tracey Taylor  
Nigel Turner  
Roger Upton  
Lee Waters  
Michelle Welsh  
Gordon Wheeler  
Jonathan Wheeler  
Daniel Williamson  
Elizabeth Williamson  
John Wilmott  
Jason Zadrozny

## **OFFICERS IN ATTENDANCE**

Adrian Smith	(Chief Executive)
Marjorie Toward	(Chief Executives)
Sara Ashton	(Chief Executives)
Carl Bilbey	(Chief Executives)
Keith Ford	(Chief Executives)
Phil Rostance	(Chief Executives)
Phil Smith	(Chief Executives)
Nigel Stevenson	(Chief Executives)
Jonathan Gribbin	(Adult Social Care and Public Health)
Colin Pettigrew	(Children and Families)
Derek Higon	(Place)

## **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from:-

- Councillor Reg Adair (other reasons)
- Councillor Steve Carr (other reasons)
- Councillor Debbie Darby (medical / illness)
- Councillor Boyd Elliott (medical / illness)
- Councillor Sybil Fielding (medical / illness)
- Councillor Glynn Gilfoyle (other reasons)
- Councillor Philip Owen (other)
- Councillor Michael Payne (other)

Councillor John 'Maggie' McGrath submitted apologies that he would arrive late to the meeting.

## **2. DECLARATIONS OF INTEREST**

None

## **3. DEVOLUTION DEAL – DRAFT PROPOSAL FOR AN EAST MIDLANDS COMBINED COUNTY AUTHORITY**

Councillor Ben Bradley MP introduced the report and moved a motion in terms of resolution 2022/038 below.

The motion was seconded by Councillor Bruce Laughton.

Following a debate, the Chairman put the motion to the meeting and after a show of hands the Chairman declared it was carried and it was:-



## **RESOLVED: 2022/038**

- 1) That the draft Proposal, attached at Appendix 1 to the report, to create an East Midlands Combined County Authority (EMCCA) for the areas of Derbyshire County, Derby City, Nottinghamshire County and Nottingham City be approved.
- 2) That formal consultation upon the draft Proposal be undertaken with the residents and other stakeholders of Nottinghamshire and the wider EMCCA area, in partnership with Derby City Council, Derbyshire County Council and Nottingham City Council.
- 3) That the approach to the consultation as set out in Appendix 2 to the report be agreed
- 4) That authority be delegated to the Chief Executive to approve any typographical or technical amendments to the draft Proposal which the Chief Executives of the other three Councils also agree on, on behalf of Nottinghamshire County Council prior to the commencement of consultation. This delegation is to be exercised in consultation with the Leader of the Council and is conditional upon such amendments being agreed by all four upper tier Council Leaders.

The following Members were absent from the Chamber for more than 10 minutes during consideration of this item:-

Councillor Tom Hollis  
Councillor John Maggie McGrath  
Councillor Daniel Williamson

The Chairman declared the meeting closed at 11.41 am.

**CHAIRMAN**



## **REPORT OF THE CABINET MEMBER FOR TRANSPORT AND ENVIRONMENT RESPONSES TO PETITIONS PRESENTED TO THE CHAIRMAN OF THE COUNTY COUNCIL**

### **Purpose of the Report**

1. The purpose of this report is inform Council of the decisions made by the Cabinet Member for Transport and Environment concerning issues raised in petitions presented to the County Council at its 7 July 2022 meeting.

### **Information**

#### **A. Request for a crossing on Musters Road, Langar (Ref:2022/1)**

2. A 157-signature electronic petition was presented to the 7 July 2022 meeting of the County Council by Councillor Neil Clarke requesting the installation of a signalised pedestrian crossing on Musters Road at the junction with Barnstone Road and Main Road.
3. The County Council receives far more requests for pedestrian crossings (such as puffin or zebra crossings) than it is able to fund. So that the available funding helps the greatest number of people requests for crossings are therefore prioritised based on the number of people crossing, the volume of traffic (and other relevant factors such as accident history at the proposed location). For road safety reasons formal crossings are also currently only installed where they are used by pedestrians throughout the day.
4. A pedestrian and traffic survey will therefore be undertaken to determine whether a crossing at this location could be considered as a priority for future funding. If it is confirmed that a crossing should be prioritised, a study will be carried out to determine the feasibility and estimated cost of installing one. At locations where formal crossings aren't provided, alternative measures are considered to help overcome issues raised. The Council will therefore also carry out an assessment of the site to determine if there are alternative options to a formal crossing that could be considered for inclusion in a future years' highways programme.
5. It was agreed that the lead petitioner be informed accordingly.

#### **B. Request for a zebra crossing on Landmere Lane, Edwalton (Ref:2022/2)**

6. A 372-signature petition was presented to the 7 July 2022 meeting of the County Council by Councillor Jonathan Wheeler requesting a zebra crossing be installed on Landmere Lane, Edwalton, in the vicinity of the recently developed retail area, to assist residents in crossing the road to access the local facilities.

7. The County Council receives far more requests for pedestrian crossings (such as puffin or zebra crossings) than it is able to fund. So that the available funding helps the greatest number of people requests for crossings are therefore prioritised based on the number of people crossing, the volume of traffic (and other relevant factors such as accident history at the proposed location). For road safety reasons formal crossings are also currently only installed where they are used by pedestrians throughout the day.
8. Surveys have indicated that there is sufficient pedestrian activity throughout the day to undertake further investigations into whether it is feasible to deliver a formal pedestrian crossing at this location, and if the location should be prioritised for future funding. At locations where formal crossings aren't provided, alternative measures are also considered to help overcome issues raised. The Council will therefore also carry out an assessment of the site to determine if there are alternative options to a formal crossing that could be considered.
9. It was agreed that the lead petitioner be informed accordingly.

### **Other Options Considered**

10. The options currently being considered are as set out within this report.

### **Reason/s for Recommendation/s**

11. The recommendations detailed within this report have been developed to help ensure delivery of the County Council's 'Nottinghamshire Plan 2021-31' priorities, national priorities, and local transport goals and objectives. Recommendations are based on their ability to deliver strategic objectives (including transport objectives), evidence of need (including technical analysis), feasibility, and value for money assessments.

### **Statutory and Policy Implications**

12. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

13. There are no specific financial implications arising directly from the report.

### **Consultation**

14. Each of the proposed schemes detailed in this report and the attached appendices is still subject to the necessary consultation, statutory undertakings and other issues arising from feasibility studies, detailed scheme investigation, and design; and value for money considerations. This will involve consultation and/or pro-active information provision on most schemes and the level of the public engagement will be determined/dependent on the improvements being considered. For most individual schemes statutory or non-statutory consultation will be undertaken with affected households and businesses only (i.e., households or businesses adjacent to a proposed scheme).

15. Formal consultation will be undertaken on all schemes that require statutory consultation. These include any schemes that require a formal Traffic Regulation Order and include the introduction of (or changes to) parking restrictions, environmental weight limits, changes to mandatory speed limits, and changes that ban traffic movements (e.g., the introduction of a one-way system). Whilst not legally required the County Council also undertakes formal consultation on bus stop clearways.
16. Non-statutory consultation, or information provision (i.e., informing people that works will take place) will also be undertaken with households and businesses immediately adjacent to schemes that fall wholly within the highway boundary such as maintenance schemes, new crossing facilities, or new footways and cycleways.

## **Statutory and Policy Implications**

17. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATIONS**

It is recommended that the contents of the report be noted.

**Councillor Neil Clarke MBE**  
**Cabinet Member for Transport and Environment**

**For any enquiries about this report please contact:**

Derek Higton, Service Director Communities and Place  
derek.higton@nottsc.gov.uk

## **Background Papers and Published Documents**

- Responses to Petitions Presented to the Chairman of the County Council – Delegated Decision (Reference 103) by Cabinet Member for Transport and Environment (published)

## **Electoral Division(s) and Member(s) Affected**

- Bingham West – Councillor Neil Clarke
- West Bridgford South – Councillor Jonathan Wheeler



**REPORT OF THE CHIEF EXECUTIVE****EASTWOOD BY-ELECTION RESULT AND RECOGNITION OF MEMBERS OF GROUPS****Purpose of the Report**

1. To report on the outcome of the by-election held in the Eastwood Division on 3 November 2022 and report the details of the revised membership of the political groups of the Council.

**Information and Advice**

2. I am able to report that at the by-election in the Eastwood Division held on 3 November 2022 Kane Oliver was elected County Councillor for that Division.
3. At the annual meeting of the Council in May 2022 Members noted the composition of the political Groups as required by The Local Government (Committees and Political Groups) Regulations made under the Local Government and Housing Act 1989, this was updated at the 22 September 2022 meeting.
4. There are currently three political Groups of the Council, which are:-
  - the Nottinghamshire County Council Conservative Group
  - the Nottinghamshire County Council Labour Group
  - the Independent Alliance Group
5. In addition to the three Groups detailed in this report, there is one non-aligned County Councillor (Councillor Stephen Garner) who is not part of any political Group of the Council.
6. Appropriate notice has been received to confirm that Councillor Kane Oliver is a member of the Independent Alliance Group on the Council. The memberships of the Groups are shown in the Appendix to this report. There has been no change to the Officers elected by the Groups reported at the meeting of the Council on 22 September 2022.
7. The overall political balance of the Council due to this election result and group membership, is now:-

	<u>Number</u>	<u>%</u>
Conservative Group	35	53.03
Labour Group	15	22.73
Independent Alliance Group	15	22.73
Councillor Stephen Garner (Independent)	1	1.52

8. There is a statutory requirement for seats on Committees and Sub-Committees to be allocated to the political groups in a way which reflects the overall balance of the Council. Details of these are dealt with elsewhere in the agenda.

### **Other Options Considered**

9. None

### **Reason for Recommendation**

10. To inform the Council on the outcome of the Eastwood by-election and for the Council to note the membership of political Groups on the Council.

### **Statutory and Policy Implications**

11. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION**

- 1) That the outcome of the by-election held in the Eastwood Division be noted.
- 2) That it be noted that Councillor Kane Oliver has joined the Independent Alliance Group of the Council.

**Adrian Smith**  
**Chief Executive**

**For any enquiries about this report please contact:**

Sara Allmond  
0115 9773794

### **Constitutional Comments**

12. Because this report is for noting only no Constitutional Comments are required

### **Financial Comments (SES 08/11/2022)**

13. There are no specific financial implications arising directly from this report.

### **Background Papers and Published Documents**



Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Recognition of Members and Officers of Groups report to Full Council – 12 May 2022 (published)
- Recognition of Members of Group report to Full Council – 22 September 2022 (published)

**Electoral Division(s) and Member(s) Affected**

- All



**MEMBERS AND OFFICERS OF GROUPS**

**(A) Nottinghamshire County Council Conservative Group**

**35 Members**

Reg Adair	Richard Jackson
Mike Adams	Roger Jackson
Sinead Anderson	Eric Kerry
Callum Bailey	Bruce Laughton
Matt Barney	John Lee
Chris Barnfather	Nigel Moxon
Ben Bradley MP	John Ogle
Richard Butler	Philip Owen
André Camilleri	Mike Quigley MBE
Scott Carlton	Mrs Sue Saddington
Neil Clarke MBE	Sam Smith
Robert Corden	Tom Smith
John Cottey	Tracey Taylor
Dr John Doddy	Nigel Turner
Bethan Eddy	Roger Upton
Boyd Elliott	Gordon Wheeler
Keith Girling	Jonathan Wheeler
Mike Introna	

**Officers**

<b>Leader:</b>	Ben Bradley MP
<b>Deputy Leader:</b>	Bruce Laughton
<b>Business Manager:</b>	Chris Barnfather

**(B) Nottinghamshire County Council Labour Group**

**15 Members**

Pauline Allan	Errol Henry JP
Anne Callaghan	Paul Henshaw
John Clarke MBE	Maggie McGrath
Jim Creamer	Michael Payne
Sybil Fielding	Sheila Place
Kate Foale	Mike Pringle
Glynn Gilfoyle	Michelle Welsh
Penny Gowland	

**Officers**

<b>Leader:</b>	Kate Foale
<b>Deputy Leader:</b>	Mike Pringle
<b>Business Manager:</b>	Errol Henry JP

### **(C) Independent Alliance**

#### **15 Members**

Steve Carr  
Debbie Darby  
Samantha Deakin  
Tom Hollis  
David Martin  
Andy Meakin  
Kane Oliver  
Francis Purdue-Horan

Dave Shaw  
Helen-Ann Smith  
Lee Waters  
Daniel Williamson  
Elizabeth Williamson  
John Wilmott  
Jason Zadrozny

#### **Officers**

<b>Leader:</b>	Jason Zadrozny
<b>Deputy Leader:</b>	Helen-Ann Smith
<b>Business Manager:</b>	Samantha Deakin

#### **(D) Other Members**

Councillor Stephen Garner (Independent)

**REPORT OF THE CHIEF EXECUTIVE****MEMBERSHIP OF COMMITTEES****Purpose of the Report**

1. To agree the revised allocation of committee seats following a recent change in political group membership, to ensure political proportionality, including increasing the number of seats on Overview Committee to 13 seats.
2. To make appointments to positions of Vice-Chairmen.
3. To note the change of title of the Cabinet Member for Children and Young People to Cabinet Member for Children and Families.

**Information**

4. The County Council is under a duty to review the allocation of committee seats to political Groups where there is a change to the membership of political Groups. As detailed in a previous report, Councillor Kane Oliver has joined the Independent Alliance Group and this has changed the overall political balance of the Council.
5. In determining the composition of Committees, account must be taken of the requirements of Section 15 of the Local Government and Housing Act 1989. This requires that seats on Committees and Sub-Committees are allocated to the political Groups of the Council in a way which reflects the overall balance on the Council. The advice of the Monitoring Officer is that to comply with legislative requirements the allocation of seats should be based on overall seat numbers rather than on individual committee numbers.
6. It has been determined that in order to be able to achieve the required political balance across all committees, the number of seats on Overview Committee will be increased from 11 to 13.
7. In order to comply with legislative requirements, changes are proposed to the allocation of committee seats as set out in Appendix A.
8. Appropriate checks have also been made regarding the members nominated by the Council to sit on the Nottinghamshire and City of Nottingham Fire Authority the allocation of seats will remain as currently.

9. The Council is asked to approve the appointment of Councillor Francis Purdue-Horan as Vice-Chairman of the Children and Young People's Select Committee. All other Committee Chairmen and Vice-Chairmen appointments remain the same.
10. The Leader of the Council has informed the Monitoring Officer that the Cabinet Member for Children and Young People will now be known as Cabinet Member for Children and Families. The Monitoring Officer will update the Constitution accordingly.

### **Other Options Considered**

11. It is possible to allocate the discretionary allocation of seats in a number of different permutations, but any allocation must still meet the principles set out in paragraph 3 above as far as is practical.

### **Reason/s for Recommendation/s**

12. To meet the Council's duty to review the allocation of seats to political groups on a change in political group membership, in order to ensure seat allocation is made in accordance with the principles of proportionality prescribed by law.

### **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

14. Committee Vice-Chairmen are entitled to claim Special Responsibility Allowances (SRAs), as agreed by Full Council in May 2022. A report Members' Allowances Scheme – Update report of the Independent Remuneration Panel is later on this agenda.

## **RECOMMENDATIONS**

- 1) That the Council confirm the revised allocation of committee seats as set out in Appendix A, including the increase in number of seats on Overview Committee from 11 to 13 seats.
- 2) To appoint Councillor Francis Purdue-Horan as the Vice-Chairman of the Children and Young People's Select Committee until the Annual Meeting in May 2023.
- 3) To note the change of name of the Cabinet Member for Children and Young People to the Cabinet Member for Children and Families.

**Adrian Smith**  
**Chief Executive**

**For any enquiries about this report please contact:**

Marjorie Toward, Service Director, Customers, Governance and Employees and Monitoring Officer

**Constitutional Comments (CEH 14/11/2022)**

15. The matters within the report fall within the remit of Full Council.

**Financial Comments (SES 15/11/2022)**

16. There are no specific financial implications arising from this report.

**Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Establishment of Committees report to Full Council – 12 May 2022 (published)
- Members' Allowances Scheme – Report of the Independent Remuneration Panel report to Full Council – 12 May 2022 (published)
- Membership of Committees report to Full Council – 22 September 2022 (published)

**Electoral Division(s) and Member(s) Affected**

- All





### Allocation of Committee Seats

Meeting	Number of County Cllrs	Conservatives	Labour	Independent Alliance	Councillor Garner	Other
Overview Committee	13	7	3	3		
Adult Social Care and Public Health Select Committee	11	6	3	2		
Children and Young People's Select Committee	11	6	3	2		4 Statutory co-optees:
Place Select Committee	11	6	2	3		
Health Scrutiny Committee	11	6	2	3		
Governance and Ethics Committee	11	6	2	3		
Governance and Ethics Sub-Committee	5	3	1	1		
Nottinghamshire Pension Fund Committee	11	6	2	2	1	10 non-voting co-optees
Planning & Rights of Way Committee	13	7	3	3		
Health and Wellbeing Board *	5	3	1	1		Plus other members**
Greater Nott'm Light Rapid Transit Advisory Committee ***	5	3	1	1		5 City Council Members
Joint Committee on Strategic Planning & Transport ***	4	2	1	1		4 City Council Members
Local Joint Resolutions Committee	6	3	2	1		
Senior Staffing Committee	5	3	1	1		
<b>TOTAL</b>	<b>122</b>	<b>67</b>	<b>27</b>	<b>27</b>	<b>1</b>	

\* In accordance with the decision of the Health and Wellbeing Board every other meeting will be a non-public workshop

\*\* Other members as follows: 7 District/Borough Councillors, 6 NHS PBP representatives, 1 Healthwatch, 1 NHS England, 1+ Integrated Care Board representative(s), the Police and Crime Commissioner, Corporate Director Adult Social Care and Health, Corporate Director Children and Families and Director of Public Health

\*\*\* A joint committee between Nottinghamshire County Council and Nottingham City Council



**REPORT OF THE CHIEF EXECUTIVE****MEMBERS' ALLOWANCES SCHEME – UPDATE REPORT OF THE  
INDEPENDENT REMUNERATION PANEL****Purpose of the Report**

1. To consider an update report of the Independent Remuneration Panel (IRP) on the Nottinghamshire Members' Allowances Scheme, arising from the Eastwood by election of 3 November 2022 and proposed changes relating to inflationary uprates.
2. To seek approval for an updated version of the Members' Allowances Scheme to incorporate changes arising from these issues.

**Information**

3. Under the Local Authorities (Members' Allowances) (England) Regulations 2003, before a council makes or revises a members' allowances scheme it is required to have regard to a report from an IRP.
4. At the Governance and Ethics Committee meeting of 6 January 2021, the Council reappointed Sir Rodney Brooke CBE DL as Chair of the IRP and Stephen Bray, Charles Daybell and Madi Sharma as the IRP members for the 2021-25 administration.

**Changes in Political Balance**

5. The IRP last met in April 2022, to mainly consider the implications of the Council's recent change in governance arrangements, with its recommendations agreed by Full Council on 12 May 2022. The existing Allowances Scheme is attached as Appendix A to the IRP's report.
6. At that time, the IRP considered the reduced gap in the number of Group Members between the Main Minority Group (Labour) and the smaller Minority Group (Independent Alliance). Recognising that there could be a point within the current administration when these two Groups could have an equal number of Members, the IRP sought to future-proof its recommendations.
7. The IRP's report focuses primarily on that issue and is **appended** to this report.

**Inflationary Uprate of Basic and Special Responsibility Allowances**

8. Also included within the report is the IRP's consideration of the recently announced national Local Government Pay Services Agreement 2022-23. The Council's current Members'

Allowances Scheme has, for a number of years, built in an automatic uprate for Members' allowances in line with the percentage salary increase applicable to staff. However, on this occasion the Agreement results in a uniform set amount award for all staff, rather than a percentage increase, which is not directly applicable to the wording of the Scheme.

9. A number of Councils are seeking a view from their IRPs on this matter and therefore the IRP here has considered the issue and made a recommendation, which is subject to any further clarification nationally.
10. Attached as appendices to the IRP's report are the existing scheme and an updated version highlighting the proposed changes.
11. A public notice has been published to inform constituents of the report and its availability for inspection, including via the Council's website. A further public notice will be published following Full Council's consideration of the report and approval of the Members' Allowances Scheme.

### **Other Options Considered**

12. The Council is not obliged to agree the recommendations of the Independent Remuneration Panel.

### **Reason for Recommendations**

13. To consider the recommendations of the IRP and agree a revised Member's Allowances Scheme for Nottinghamshire County Council in light of the recent change in the political balance at the Council following the Eastwood by-election of 3 November 2022 and the recently announced national Local Government Pay Services Agreement 2022-23.

### **Statutory and Policy Implications**

14. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

15. As the Council had previously agreed the IRP's recommendation that any changes arising from a change in the balance of the Opposition Groups should be contained within the same cost envelope of the allowances currently paid to Opposition members, there is no financial impact arising from those proposed changes.
16. The financial implications of the level of inflationary uprate proposed are detailed within the IRP's report.

## RECOMMENDATIONS

- 1) That the recommendations of the IRP be noted.
- 2) That the proposed revised Members' Allowances Scheme, included as Appendix B to the IRP report, be approved.

**Adrian Smith**  
**Chief Executive**

**For any enquiries about this report please contact:**

Keith Ford

Tel: 0115 9772590

Email: [keith.ford@nottsc.gov.uk](mailto:keith.ford@nottsc.gov.uk)

### **Constitutional Comments (CEH 14/11/2022)**

17. Full Council is the appropriate body to consider the content of the report.

### **Financial Comments (SES 15/11/2022)**

18. The financial implications are set out in paragraphs 15 & 16 of the report and are detailed in the attached appendix.

19. The costs of the redistribution of SRAs will be met within the existing budgetary provision.

20. The costs of the 4.04% increase in Members' Basic and Special Responsibility Allowances will be met by additional budgetary allocations.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Members' Allowances Scheme – Report of the Independent Remuneration Panel report to Full Council – 12 May 2022 (published)

### **Electoral Division(s) and Member(s) Affected**

All



## **INTRODUCTION**

1. This paper is the report of the Nottinghamshire County Council Independent Remuneration Panel (IRP) following an update review of the County Council's existing Councillors' Allowances Scheme) which was last reviewed in May 2022.

## **BACKGROUND**

2. The first Nottinghamshire allowances scheme was established following a report by an IRP in 2000. Subsequent reports from the IRPs between 2003 and 2022 have built on their predecessors' work.
3. The Panel last met in April 2022 following the Council's change in governance arrangements to a Cabinet system and its recommendations were agreed by Council on 12 May 2022. The report of the Panel is available online via the following link [Democratic Management System > Meetings \(nottinghamshire.gov.uk\)](https://www.nottinghamshire.gov.uk/ManagementSystem/Meetings). The resultant Members' Allowances Scheme is attached at **Appendix A**.
4. The Panel has been asked to consider the impact on the agreed Scheme of a recent change in political balance amongst the Council's Opposition groups, following the Eastwood by-election held on 3 November 2022.
5. As part of its considerations, the views of the Panel have also been sought about how best to apply the recently announced national Local Government Pay Services Agreement 2022-23 to Members' Basic and Special Responsibility Allowances.
6. In light of the relatively recent Panel findings in 2022, the Panel has not reconsidered the wider aspects of the Scheme, focussing solely on these two issues.
7. The membership of the IRP is:
  - a) Sir Rodney Brooke, CBE DL (Chair) who has long experience of Local Government as a Chief Executive. He has chaired independent remuneration panels for various authorities. He chaired and was a member of various public sector bodies.
  - b) Stephen Bray who is a former Corporate Director of Gedling Borough Council. He has first-hand experience of the work of an IRP and a detailed understanding of its role and function.

- c) Charles Daybell who is a former Chief Executive at Braintree District Council. He previously chaired Nottinghamshire County Council's Standards Committee.
- d) Madi Sharma who is a proprietor of a Nottinghamshire business. She is also a member of several independent remuneration panels.

The Panel was assisted in its considerations by Marjorie Toward, Monitoring Officer and Keith Ford, Team Manager, Democratic Services. However, the recommendations in this report are those of the IRP alone.

## **ISSUES CONSIDERED**

### **A) Special Responsibility Allowances for Opposition Leadership Roles**

8. In their considerations in April 2022, the Panel was mindful that the gap in Councillor numbers between the Main Opposition Group and the Minority Opposition Group had reduced further since May 2021 for various reasons. The Panel was keen to future-proof, as far as possible, its recommendations should further changes occur during the current administration.
9. This was how the Panel's report captured the specific issue in relation to Special Responsibility Allowances paid for the Group Leader, Deputy Group Leader and Group Business Manager roles:
  - *The Panel recognised that the gap in Member numbers between the Council's two minority groups had reduced further since the Panel made its recommendations in 2021.*
  - *The Panel remained supportive of the principle it established in 2017 and 2021 that:*
    - *Where there is always the possibility of a change of control, as in Nottinghamshire, the main Opposition Group has a particular responsibility in ensuring that it is in position to be the controlling group if circumstances change following an election. Members of the Main Opposition Group in their representations to the Panel confirmed that this is the approach it continues to take'.*
  - *The Panel considered different possible means of addressing the current gap in allowances but was mindful that an argument to change the current approach had not been put forward by those Councillors interviewed.*
  - *Further to the information gained in 2021, the Panel considered the fact that the Leader, in establishing his Cabinet, has chosen to give a specific portfolio to the Ruling Group's Business Manager. The Panel*



*recommends that the existing level of allowances for all other senior leadership roles within the Ruling Group, Main Minority Group and smaller Minority Group should remain unchanged, with the new Cabinet Member – Business Management role considered as part of the generic Cabinet Member roles.*

- *The Panel gave due consideration to the fact that the smaller Minority Group had changed its membership and name since the Panel last met. The Panel was aware that Members of the Group were from different political backgrounds but was satisfied that the Group still met the Local Government Act definition of a political group. It also had five or more Members thereby enabling it to qualify for SRAs as detailed in the Council's Constitution. Having heard from Members how the Group worked in practice, the Panel was also satisfied that the role of Group Business Manager continued to warrant an SRA, even though the Group did not enforce a group whip approach when voting.*
  - *In light of the reduction in the gap between the minority groups, the Panel proposes a slight amendment to the formula established in 2021 to allocate Opposition Spokesperson positions.*
  - *In terms of future-proofing its recommendations, the Panel considered Appendix 3, paragraph 21 of the Council's updated Constitution which states:*
    - *In the event of there being no Main Opposition as there are two groups of equal size, the Independent Remuneration Panel may be called as appropriate to consider how any roles and special responsibility allowances will be equitably allocated.*
  - *This point is applicable to the wider allocation of roles and special responsibility allowances, including any relating to committee Chairmen and Vice-Chairmen roles. The Panel endorses this and underlines that the existing cost envelope should be retained wherever possible.*
  - *In relation to senior leadership roles specifically within each group, the Panel recommends that the basic starting principle, subject to the specific circumstances in question, is that the amount of allowances currently paid for senior leadership roles in the Main Minority group and any other Minority Group/s that have increased its Member number to an equal amount should be totalled and distributed equally between those groups.*
10. This was the resultant recommendation, which was subsequently agreed by Full Council:

***That, subject to the specific circumstances in question, the amount of allowances currently paid for senior leadership roles in the Main Minority group and any smaller Minority Group/s that subsequently increase its number of Members to an equal***

***amount, should be totalled and distributed equally between those groups with no increase in the overall cost envelope.***

11. The impact of applying the 'basic starting principle' referenced above is outlined in the following table:

<b><u>Current Role Title</u></b>	<b><u>Current Amount Payable*</u></b>	<b><u>Current % of Leader's Allowance</u></b>	<b><u>Proposed Role Title</u></b>	<b><u>Revised Amount Payable *</u></b>	<b><u>Revised % of Leader's Allowance</u></b>
Leader of Main Minority Group	£23,645.95	66%	Leader of Opposition Group	£17,734.46	49.5%
Leader of Smaller Minority Group	£11,822.97	33%	Leader of Opposition Group	£17,734.46	49.5%
Deputy Leader of Main Minority Group	£8,598.53	24%	Deputy Leader of Opposition Group	£6,448.89	18%
Deputy Leader of Smaller Minority Group	£4,299.26	12%	Deputy Leader of Opposition Group	£6,448.89	18%
Group Business Manager of Main Minority Group	£8,598.53	24%	Group Business Manager of Opposition Group	£6,448.89	18%
Group Business Manager of Smaller Minority Group	£4,299.26	12%	Group Business Manager of Opposition Group	£6,448.89	18%
<b>TOTALS:</b>	<b>£61,264.50</b>	<b>171%</b>		<b>£61,264.48</b>	<b>171%</b>

- Not incorporating inflationary uprate

12. For the sake of clarity, it is suggested that the existing opposition Group descriptors be amended, for those circumstances where there is an equal number of Members and no longer a 'main' and 'smaller' opposition groups, to describe them as simply Opposition Groups. Should a further change in numbers occur or a smaller separate Group be established at any point during the current administration then the terminology should be reviewed at that point.

### **Recommendations 1-2**

- 1) That the amount of Special Responsibility Allowances paid for the Leadership roles within the Council's two Opposition Groups be revised in line with the table above.**
- 2) That the descriptors of the Opposition Groups be amended for such circumstances as currently, whereby an equal number of Members are in such Groups, to refer to those Groups as simply Opposition Groups.**

## **B) Minority Spokespersons Roles**

13. The Panel in April 2022 recommended amending the formula used to allocate Opposition Spokespersons roles to reflect the change in numbers within the Smaller Minority Group and the new governance arrangements.
14. This was how the Panel's report addressed that issue:
  - *The importance of the Main Minority opposition spokesperson roles was recognised by previous IRPs. These roles have expanded with the more collegiate approach of joint working between the political groups taken in recent years resulting in greater input from such opposition Members, an approach which it is planned will continue in the new arrangements.*
  - *In 2017, the Panel agreed that an SRA be made available for the role of Main Minority Group spokesmen on committees at a rate of 22% of the Leader's SRA and that the allocation of these roles be the responsibility of the Main Minority Group.*
  - *In 2021, with reference to the discussions and recommendations made about reducing the gap between the SRAs for the leadership roles of the two Minority Groups, the Panel recommended that it would also be appropriate for the smaller Minority Group to receive positions to be paid at half of the level paid to the Main Minority Group for these roles (therefore half of 22%, i.e. 11% of the Leader's SRA).*
  - *In order to set a limit on the number of such positions, the Panel in 2021 recommended a formula whereby the Main Minority Group and smaller Minority Group would qualify for Opposition Spokesperson roles equating to 50% and 20% respectively of those Committees which qualify for a Chairman's SRA (rounded down to the nearest spokesperson role).*
  - *As part of the discussions around the new arrangements, the Ruling Group has agreed to offer two scrutiny Vice-Chairman positions (including Overview Committee) to the Main Minority Group and two such positions to the smaller Minority Group also. The Main Minority Group will also retain the Vice-Chairman role for Planning and Rights of Way Committee.*
  - *There are now nine Committees (including the four scrutiny committees) which attract a Chairman's SRA. If the number of committees for which a Vice-Chairman position has already been given to the relevant group are removed from the calculation for each Group, then under the current formula, the Main Opposition Group would qualify for three Opposition Spokesperson roles and the smaller Minority Opposition Group would qualify for one Opposition Spokesperson role (rounded down).*

- *In recognition of the increased number of Members which the smaller Minority Group has accrued since the Panel last met in 2021 the Panel recommends that the formula's percentage figure for the smaller Minority Group be increased from 20% to 30%. This would result in a further Opposition Spokesperson role being allocated to the smaller Minority Group, giving the Group two scrutiny Vice-Chairman positions and two Opposition Spokesperson positions.*
- *Should the numbers of Members of the existing smaller Minority Group reduce at some point during the current administration then the Panel feels that they should be consulted further at that point to potentially review this formula.*

The Panel feels that the 50% rate should be applied to both Opposition Groups and notes that in doing so, the Independent Alliance will be entitled to a further Opposition Spokesperson role (on the basis that there are 9 relevant Committees, minus the 2 for which the Group has a Vice-Chair position, rounded down to the nearest number of roles, which equals 3).

15. Whilst not making this point specifically around the role of Opposition Spokespersons within the Panel's report of May 2022, the Panel feel it is appropriate for the upgraded and additional roles to also be kept within the same cost envelope as currently, based on the 'basic starting principle' applied to the Opposition Leadership roles.
16. The following table outlines the proposed amounts working on that basis:

<u>Current Role Title</u>	<u>Current Number of roles</u>	<u>Current Amount Payable*</u>	<u>Current % of Leader's Allowance</u>	<u>Proposed Role Title</u>	<u>Revised Number of roles</u>	<u>Revised Amount Payable*</u>	<u>Revised % of Leader's Allowance</u>
Main Minority Group Spokesperson	3	£7881.98	22%	Opposition Group Spokesperson	3	£5,254.65	14.66%
Smaller Minority Group Spokesperson	2	£3940.99	11%	Opposition Group Spokesperson	3	£5,254.65	14.66%
<b>TOTALS:</b>	<b>5</b>	<b>£31,527.92</b>	<b>88%</b>		<b>6</b>	<b>£31,527.90</b>	<b>88%</b>

- Not incorporating inflationary uprate

### **Recommendations 3-4**

- 3) That the number of Opposition Spokesperson roles be increased to 6 at this point in the administration, in line with the previously agreed formula.
- 4) That the amount of Special Responsibility Allowances paid for the Opposition Spokesperson roles within the Council's two Opposition Groups be revised in line with the table above.

**C) Responding to any further changes in political balance**

17. The Panel considered the potential for further changes in political balance for the remaining period of the Council's current administration.
18. The Panel felt that if the composition of the Opposition Groups were to change further ahead of the next County Council elections in 2025 so that there was again a distinction in numbers of Members between the Opposition Groups, then, subject to the specific circumstances in question, the basic starting principle should be to revert to the Scheme agreed in May 2022.
19. The terminology used to describe the various Groups should also be revisited as appropriate.
20. The views of the Panel should be sought prior to any such further changes.

**Recommendation 5**

- 5) That if the composition of the Opposition Groups changes further in the current administration, so that there is again a distinction in numbers of Members between the Opposition Groups, then, subject to the specific circumstances in question and seeking the views of the Panel, the basic starting principle should be to revert to the Scheme agreed in May 2022.**

**D) Inflationary Uprate**

21. In previous years, the Panel has agreed to continue the approach whereby Members' allowances are automatically uprated in line with the headline pay rise for staff. A number of other Councils take a similar approach.
22. The situation this year has been somewhat complicated by the fact that the national Local Government Pay Services Agreement 2022-23 has resulted in a flat rate set amount of £1925 being awarded to all officers on NJC pay grades rather than the usual percentage increase. This approach means that everyone on the NJC pay spine would receive a minimum 4.04% pay increase.
23. That figure has also been used to inform the agreed increase level for staff allowances of 4.04%. Although this figure relates primarily to staff allowances rather than Members' Allowances, the Panel was assured by the fact that the calculation of this figure was directly linked to the £1925 flat rate.
24. As such, the Panel felt that this was a suitable figure to apply in terms of the inflationary uprate on this occasion, backdated to 1 April 2022.

25. The Panel feels that this is an appropriate and affordable level of increase, recognising the ongoing increases in the cost of living. The Panel also understands that other IRPs are considering taking a similar approach.
26. The Panel agreed that, as is the usual practice, the same level of uprate should also be applied to the allowances paid to Statutory Co-optees, Co-opted Members and Independent Persons. This would result in an increase in the annual amount paid for each such person from £639 to £665.

### **Recommendation 6**

**6) That Members' Basic and Special Responsibility Allowances and the allowance paid to Statutory Co-optees, Co-opted Members and Independent Persons be increased by 4.04%, backdated to 1 April 2022, in line with the 'allowances' increase agreed in the Local Government Pay Services Agreement 2022-23.**

#### **Budget**

27. As mentioned previously, the Panel is firmly of the view that any changes to the Special Responsibility Allowances for Opposition Members arising from the recent changes in political balance should be contained within the existing cost envelope for those Groups.
28. The total amount of SRAs claimable in 2022-23 at the current levels is £712,244.55. The total amount of SRAs claimable will increase from 48 to 49, with the addition of a further Opposition Spokesperson role but by keeping SRAs in the same cost envelope as described above, the total amount will not be changed by the revisions.
29. If applying the 4.04% allowances uprate referenced in the national Local Government Pay Services Agreement 2022-23 to the Members' Allowances Scheme, the overall total amount of Special Responsibility allowances claimable will be £741,018. The Basic Allowance amount will increase by £617.22 to £15,894.98 per Member.
30. The other elements of the Scheme agreed in May 2022 should continue unaltered.
31. As on this occasion, the views of the Panel should be sought where circumstances require.

Sir Rodney Brooke  
CBE, DL

Stephen Bray

Charles Daybell

Madi Sharma



## **IRP REPORT - APPENDIX A - CURRENT MEMBERS' ALLOWANCES SCHEME**

### **COUNCILLORS' ALLOWANCES SCHEME**

1. This scheme, which may be cited as the **Nottinghamshire County Council Members' Allowances Scheme**, was approved **TO BE CONFIRMED** by Nottinghamshire County Council on 12 May 2022, in exercise of the powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations").
2. This Scheme replaces all previous Members' Allowances Schemes.
3. The Allowances mentioned in this scheme shall:  
be implemented with effect from 13 May 2022  
be uprated in line with the headline pay award for Local Authority staff.
4. Any other amendments to the scheme will be determined solely by the County Council (following receipt of recommendations from the Independent Remuneration Panel unless the amendments are broadly within the spirit and overall cost envelope of the existing scheme).
5. In this scheme:
  - "councillor" means a Member of Nottinghamshire County Council who is a councillor;
  - "Independent Person" means a person appointed by the Council to provide their views regarding complaints under the Code of Conduct for Councillors and Co-opted Members;
  - "statutory Co-optee" means a person (other than a councillor) who is statutorily appointed to membership of a Council committee (other than the Health and Wellbeing Board) or an independent member of the Nottinghamshire Police and Crime Panel;
  - "year" means the 12 months ending with 31 March.

### **PART A – ALLOWANCES FOR COUNCILLORS**

#### **BASIC ALLOWANCE**

6. Subject to paragraphs 12, 13 and 18, for each year a Basic Allowance of £15,277.76 shall be paid to each councillor.

#### **SPECIAL RESPONSIBILITY ALLOWANCES**

7. Subject to paragraphs 12, 13 and 18, for each year a Special Responsibility Allowance shall be paid to those councillors who have been appointed or recognised by the Council or have been notified to the Chief Executive by their

Group as holding the special responsibilities in relation to the authority that are specified in Schedule 1 to this scheme.

8. Subject to paragraphs 12, 13 and 18, the amount of each such allowance shall be the amount specified against that special responsibility in Schedule 1.
9. No councillor may receive more than one Special Responsibility Allowance. In the event that a councillor holds more than one position for which a Special Responsibility Allowance is payable then they shall receive whichever of the applicable Allowances which they selects.

## **ATTENDANCE ALLOWANCE**

10. No attendance allowance shall be payable under this scheme, either for Council duties per se, or in respect of appointments to outside bodies.

## **RENUNCIATION**

11. A councillor may by notice in writing given to the Chief Executive elect to forego any part of their entitlement to an allowance under this scheme.

## **PART-YEAR ENTITLEMENTS**

12. In accordance with the requirements of the Regulations, pro-rata payments of Basic Allowance or Special Responsibility Allowances shall be payable to eligible councillors in any of the following circumstances:
  - a. if an amendment to this scheme changes the amount to which a councillor is entitled by way of a Basic Allowance or a Special Responsibility Allowance;
  - b. where the term of office of a councillor or their appointment to a role eligible for Special Responsibility Allowance begins or ends otherwise than at the beginning or end of a year.

## **LONG-TERM SICKNESS**

13. Nothing in this section overrides the provisions of the Local Government Act 1972 relating to vacation of office by failure to attend meetings throughout a period of six months.
14. In the event of long-term sickness absence full Special Responsibility Allowance shall be payable to eligible councillors, reducing to 50% after six months and ceasing after 12 months. The Council's Governance and Ethics Committee may vary this in exceptional circumstances.
15. If a councillor is appointed to deputise for a councillor on long-term sickness the Governance and Ethics Committee may create a deputising allowance payable after the first three months.



## **MATERNITY / SHARED PARENTAL LEAVE AND ADOPTION LEAVE**

16. In the event of absence for maternity/shared parental leave or adoption full Special Responsibility Allowance shall be payable to eligible councillors for a period of up to six months.

## **PAYMENT**

17. Payment of Basic and Special Responsibility Allowances shall be made in equal instalments. The frequency of those instalments shall be monthly.

## **TRAVEL AND SUBSISTENCE ALLOWANCES**

18. Travel and in some circumstances subsistence allowances may be claimed by councillors. The arrangements for these allowances are included in Part D of this scheme.

## **DEPENDANTS' CARERS' ALLOWANCES**

19. Councillors may claim up to £7.50 per hour per child for child care and up to £19.80 per hour per dependant (subject to the provision of receipts) (to be uprated further by the Monitoring Officer, in consultation with the Chairman of Governance and Ethics Committee, where evidenced this is appropriate) for other dependants in respect of expenses for the care of their children or other dependants when attending meetings of the Council, its subordinate bodies or other approved duty as described in Schedule 2 to this scheme.
20. Only one payment of Dependants' Carers' Allowance may be claimed in respect of the household of each councillor.
21. Payments, which will not be payable to a member of the claimant's own household, will be made only when supported by a receipt.
22. In circumstances of particular difficulty the Monitoring Officer, in consultation with the Chairman of Governance and Ethics Committee, is authorised to increase the allowance payable.

## **PART B – ALLOWANCES FOR STATUTORY CO-OPTEEES, OTHER CO-OPTED MEMBERS AND INDEPENDENT PERSONS**

23. That all statutory Co-optees, other Co-opted Members and Independent Persons be entitled to receive an allowance of £639.

### **Attendance Allowance**

24. No attendance allowance shall be payable under this scheme, either for Council duties per se, or in respect of appointments to outside bodies.

## **Renunciation**

25. A Statutory Co-optee, other Co-opted Member or Independent Person may by notice in writing given to the Chief Executive elect to forego any part of their entitlement to an allowance under this scheme.

## **Part-Year Entitlements**

26. Pro-rata payments of the above allowance shall be paid in any of the following circumstances:
- a. if an amendment to this scheme changes the amount applicable;
  - b. where the term of office begins or ends otherwise than at the beginning or end of a year.

## **Payment**

27. Payment of the above allowance shall be made in equal instalments. The frequency of those instalments shall be monthly in arrears.

## **Travel and Subsistence Allowances**

28. Travel and in some circumstances subsistence allowances may be claimed. The arrangements for those allowances are included in Part D of this Scheme and a description of the duties for which they may be claimed is shown at Schedule 2 to this scheme.

## **PART C – ALLOWANCES FOR EDUCATION APPEAL PANEL MEMBERS**

29. For the purposes of the payment of financial loss allowance under Section 173(4) of the Local Government Act 1972, Members of Education Appeal Panels are to be treated as Members of the authority.
30. Subject to providing sufficient documentary evidence identifying actual financial loss, allowances up to a maximum of £229.00 per day may be claimed by Panel Members for attendance at Panel meetings.
31. Travel allowances may be claimed by Panel Members. The arrangements for those allowances are included at Part D of this scheme. Lunch will be provided by the Council at no charge for Panel meetings.
32. Panel Members may routinely claim £30 each financial year towards the costs of printing hearing paperwork (receipts are not required). Where the volume of hearings and printing by individual Panel Members results in additional costs then the Team Manager, Democratic Services may authorise one further payment of £30 in any financial year.

## PART D – TRAVELLING AND SUBSISTENCE

33. The provisions contained in this part are aligned with the terms and conditions for County Council employees and any future changes to employee terms and conditions will also be reflected by changes to this part.

### TRAVELLING ALLOWANCE

34. This part is in accordance with Sections 174-175 and Regulations made under the Local Government Act 1972. It applies to Councillors, Statutory Co-optees, Members of Education Appeals Panels, Independent Persons and other Co-opted Members.
35. Travelling allowances may be claimed in respect of each occasion on which one of the persons described above carries out a duty as described in Schedule 2 to this Scheme.
36. All travel arrangements must be in accordance with the County Council's TRAVEL AND ACCOMMODATION POLICY, which is appended to this scheme.
37. If a claimant uses their own motor car or one belonging to a member of their family, or otherwise provided for their use and subject to the claimant having the appropriate insurance, the rate for travel, which is the same as for officers using their own vehicles on a casual basis, shall be as follows:

<b>up to 10,000 miles</b>	<b>over 10,000 miles</b>	
45.0p	25.0p	
Motor Cycles		24.0p
Cycles		20.0p
Public Transport Rate		22.6p

38. The distance claimed for mileage should be the shortest most reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.
39. If a claimant travels by taxi, the claim must not exceed:
- in cases of urgency or where no public transport is reasonably available, the amount of the actual fare and any reasonable gratuity actually paid;
  - in any other case, the amount of the fare for travel by appropriate public transport.
  - Any claims by Members for travel costs where the Council has provided shared transport will only be payable in exceptional circumstance and subject to the agreement of the Team Manager (Democratic Services).

## SUBSISTENCE ALLOWANCES

40. This part is in accordance with Sections 174-175 and Regulations made under the Local Government Act 1972. It applies to Councillors, Statutory Co-optees, other Co-opted Members and Independent Persons.
41. Subsistence allowances may be claimed only in exceptional circumstances such as overnight stays on occasions on which a person described above carries out a duty as specified in Schedule 2 to this scheme.
42. When carrying out approved duties within the UK and subsistence is payable due to exceptional circumstances, the amounts shown below may be claimed.
- |   |          |
|---|----------|
| a. Breakfast – where leave home before 7.00 am                                | - £4.48  |
| b. Lunch – where away from base for whole of lunch period (12.00 and 2.00 pm) | - £6.17  |
| c. Tea – if work continues after 6.30 pm                                      | - £2.43  |
| d. Evening meal – if work continues after 8.30 pm                             | - £7.64  |
| e. Tea and evening meal allowances are not normally payable on same day.      |          |
| f. Out of pocket expenses – single night                                      | - £3.63  |
| – weekly rate   | - £14.55 |
43. Councillors, Statutory and other Co-optees and Independent Persons may aggregate daily subsistence allowances.
44. Where a Councillor, Statutory and other Co-optee or Independent Person attends a UK conference or other event which involves an overnight stay, hotel accommodation will be booked and paid for by Travel and Transport Services in accordance with the TRAVEL AND ACCOMMODATION POLICY. In exceptional circumstances where this has not been possible, the County Council will reimburse reasonable expenses, provided they are supported by receipts and subject to a maximum overnight expenditure on accommodation of £115.00 (including VAT).
45. Where a claimant attends a conference or other event which is held outside the UK, they may claim the amounts shown in the Council's TRAVEL AND ACCOMMODATION POLICY.

## SCHEDULE 1

### SPECIAL RESPONSIBILITY ALLOWANCES

Band	% of Leader's SRA	Amount of Allowance (pa)	Current role
1	100	£35,827.19	<ul style="list-style-type: none"> <li>• Leader of the Council</li> </ul>
2	70	£25,079.03	<ul style="list-style-type: none"> <li>• Deputy Leader of the Council</li> </ul>
3	66	£23,645.95	<ul style="list-style-type: none"> <li>• Leader of the main Minority Group</li> <li>• Cabinet Members</li> </ul>
4	60%	£21,496.31	<ul style="list-style-type: none"> <li>• Chairmen of Main Committees (as defined by the Independent Remuneration Panel)</li> </ul>
5	50	£17,913.60	<ul style="list-style-type: none"> <li>• Chairman of County Council*</li> </ul>
6	45	£16,122.24	<ul style="list-style-type: none"> <li>• Chairmen of scrutiny Select Committees</li> </ul>
7	33	£11,822.97	<ul style="list-style-type: none"> <li>• Leader of smaller Minority Groups on the Council (provided the group has 5 or more Members)</li> <li>• Deputy Cabinet Members</li> </ul>
8	30	£10,748.16	<ul style="list-style-type: none"> <li>• Vice-Chairmen of Main Committees (as defined by the Independent Remuneration Panel)</li> </ul>
9	24	£8,598.53	<ul style="list-style-type: none"> <li>• Vice-Chairman of the County Council*</li> <li>• Deputy Leader of the main Minority Group</li> <li>• Business Manager of the main Minority Group</li> </ul>
10	23	£8,240.25	<ul style="list-style-type: none"> <li>• Vice-Chairmen of scrutiny Select Committees</li> </ul>
11	22	£7,881.98	<ul style="list-style-type: none"> <li>• Main Minority Group Spokesmen on Committees**</li> </ul>
12	12	£4,299.26	<ul style="list-style-type: none"> <li>• Chairman of the Nottinghamshire Police and Crime Panel (where that person is a County Councillor or an Independent Co-opted Member)</li> <li>• Deputy Leader of smaller Minority Groups on the Council (provided the group has 5 or more Members)</li> <li>• Business Manager of smaller Minority Groups on the Council (provided the group has 5 or more Members)</li> </ul>
13	11	£3,940.99	<ul style="list-style-type: none"> <li>• Minority Group Opposition Spokespersons***</li> </ul>

## Note

- \* These SRAs include an element for clothing. Sections 3(5) and 5(4) (as appropriate) of Part 1 of the Local Government Act 1972, enables the County Council to make a reasonable payment to the Chairman and Vice-Chairman to enable them to meet the expenses of their office.
- \*\* The number of main Minority Group Spokespersons must not exceed more than 50% of the number of committees for which a Chairman's SRA is payable, not including any Committees for which the Group has already been offered a Vice-Chairman position (this figure will be rounded down to the nearest Spokesperson role – e.g. 13 Committees = 6 Spokespersons). The main Minority Group will decide which committees it wishes to appoint these roles for.
- \*\*\* The number of smaller Minority Group Spokespersons must not exceed more than 30% of the number of committees for which a Chairman's SRA is payable, not including any Committees for which the Group has already been offered a Vice-Chairman position (this figure will be rounded down to the nearest Spokesperson role – e.g. 13 Committees = 2 Spokespersons). The Minority Group will decide which committees it wishes to appoint these roles for.

N.B. Subject to the specific circumstances in question, the amount of allowances currently paid for senior leadership roles in the Main Minority group and any smaller Minority Group/s that subsequently increase its number of Members to an equal amount, should be totalled and distributed equally between those groups with no increase in the overall cost envelope.

## **SCHEDULE 2**

### **APPROVED DUTIES (TRAVELLING AND SUBSISTENCE ALLOWANCES)**

#### **FOR COUNCILLORS**

##### **Approved Duties (Travelling and Subsistence Allowances) for Councillors**

Travel Expenses will be paid to Members when they are undertaking their duties as a County Councillor.

Duties covered include:-

1. Attendance at Council meetings or Joint Committees and attendance at Council offices or establishments.
2. Attendance at conference, seminars or other training or learning events, in connection with the functions of the County Council and related to your role as an elected representative, where no fee is payable. (N.B. Travel Claim Form must clearly state the title of the event).
3. Anywhere within the County area, in connection with the functions of the County Council and related to your role as an elected representative (N.B. Travel Claim Form must clearly state the purpose of the visit).
4. Attendance at any meeting or events of Outside Bodies or organisation to which you have been appointed by the Council unless a fee or allowance is paid by that body to you to cover such expenses. If such a body has its own travel scheme, claims should be made to that body.
5. Meetings of Political Groups are not covered unless they have been arranged solely for the purpose of discussing County Council business or are requested by the Chief Executive to discuss a particular issue.
6. Travel outside of the County Council administrative boundaries is also claimable where it can be evidenced that this is essential for County Council related business or conference, seminar or training or learning event where no fee is payable.
7. Travel expenses may be payable for events not covered above but this will be with approval of the Monitoring Officer in consultation with the Chair of the Governance and Ethics Committee.

#### **FOR STATUTORY CO-OPTEDS, OTHER CO-OPTED MEMEBERS AND INDEPENDENT PERSONS**

Travel expenses will be paid to Statutory Co-optees, other Co-opted Members and Independent Persons when they are:-

1. Attending any meeting of the Council at which they are a properly appointed member.

2. Attending an event in connection with their role.
3. In the case of Independent Co-opted Members of the Nottinghamshire Police and Crime Panel, such costs will be recoupable through the Home Office grant received by the County Council as host authority to the Panel.

## **MEMBERS OF EDUCATION APPEALS**

May claim travel allowance in respect of meetings and training events in connection with their role as Panel Members.

## **FOREIGN TRAVEL**

No member, Co-optee or Independent Person can travel abroad on County Council business without prior approval in accordance with the Travel and Accommodation Policy.

## **SUBSISTENCE**

Subsistence is only claimable in exceptional circumstances and will only be paid on receipt of actual expenses incurred and detail of meals provided. This will only apply to stays of under 72 hours. Subsistence will not be paid for any stay in excess of this without prior approval of the Monitoring Officer in consultation with the Chair of Governance and Ethics Committee.



## **APPENDIX**

### **ADMINISTRATIVE MATTERS**

#### **SUBMISSION OF CLAIMS**

1. Claims are processed through Democratic Services and paid through the payroll system.
2. The following deductions will be applied to late claims:
  - a. 6-12 months' delay – 10% reduction
  - b. more than 12 months' delay – 20% reduction
  - c. more than 2 years' delay – referral to Governance & Ethics Committee for consideration.

#### **INCOME TAX**

3. Tax will be deducted from payments of Basic Allowance and Special Responsibility Allowances. This will be at the standard rate of tax unless a Member makes arrangements with his Tax Inspector for a tax code to be allotted and notified to the County Council.
4. The County Council deals with:

HM Inspector of Taxes  
(Nottingham 1)  
Castle Meadow  
Castle Meadow Road  
Nottingham  
NG2 1AB
5. A return of tax deducted from allowances is made to the Inland Revenue at the end of each financial year and a P60 is provided to each councillor.
6. Arrangements have been made with the Inspector of Taxes (Nottingham 1) whereby Councillors on application can obtain, where appropriate, tax relief on their expenses of office. Further guidance is available from the Chief Finance Officer.

#### **SOCIAL SECURITY**

7. Contributions
  - a. National insurance contributions are payable on any payment of Basic Allowance and Special Responsibility Allowances provided the gross amount reaches a lower earnings limit in a certain period, unless a certificate of non-

liability is produced (supplied by the Contributions Agency). The Chief Finance Officer will advise on the detailed operation of the scheme.

8. Benefits

- a. The receipt of Basic and Special Responsibility Allowances affects benefits. Councillors should notify the Benefits Agency of amounts received.
- b. The contribution paid by Councillors counts toward the full range of contributory benefits.

## **TRAVEL AND ACCOMMODATION POLICY**

1. This policy (the Nottinghamshire County Council Travel Policy) covers the approval and booking arrangements for travel and accommodation required in connection with the Council's business. It does not apply to travel and accommodation required in connection with direct service delivery e.g. school, trips, service users' outings, where the relevant Departments will have their own procedures.
2. This policy replaces all previous policies, decisions and/or precedents relating to travel undertaken in connection with the business of the Council.
3. The power to amend this policy is reserved to the full Council.
4. The practices in this policy shall, as far as possible, reflect the contents of the County Council's Members' Allowances Scheme and the Terms and Conditions of Service for Employees (see paragraph 9 of the Financial Regulations and D7 and D10 of the Personnel Handbook).
5. In the event that a conflict arises between this Policy and the Members' Allowances Scheme the Monitoring Officer and the Chief Executive will mediate and determine the matter following consultation with the Leader.

## **GENERAL PRINCIPLES**

6. The policy is based on the following principles:
  - a. the proper conduct of business, and the overall efficiency of the Council;
  - b. transparency and accountability;
  - c. achieving Best Value in the use of the Council's resources, benefiting the community, the Council and councillors;
  - d. meeting the needs of those with disabilities and/or health problems.

## **APPROVAL PROCESSES**

7. Any travel covered within Schedule 2 of the Councillors' Allowances Scheme may be undertaken without prior approval.
8. All other travel must be approved in advance in accordance with the following:

Participant	Description	Approval required from
Councillors, Statutory and other co-opted members	(a) All travel within mainland UK not described in Schedule 2 of the Members' Allowances Scheme.	The relevant Committee for Committee related travel or Governance and Ethics Committee for all other issues.
	(b) Outside the UK	Governance and Ethics Committee
Officers	(a) Within the UK	Relevant chief or other officer in accordance with departmental procedures
	(b) Outside the UK	Relevant Corporate Director with a quarterly report to the relevant committee

9. The County Council recognises that, in cases of genuine urgency, it may not be possible to obtain formal approval from the relevant committee prior to the expected date of travel. In these cases, the Urgency Procedure (Part Five of the Constitution) should be used.

## **BOOKING ARRANGEMENTS**

10. With the exception of travel by private car in connection with the day to day business of the Council, all arrangements and/or bookings for travel and accommodation approved under this policy must be made by Transport and Travel Services in the Place Department.
11. Provisional bookings will not be made unless approval has been given in accordance with paragraph 7 of this policy.

## **METHOD OF TRAVEL**

12. At all times, the chosen method of travel must be the most cost-effective method, taking into account the value of time saved, anticipated subsistence and other expenses and any other relevant matters.

## **TRAVEL WITHIN THE UK (MAINLAND)**

13. Public transport should normally be used, unless the use of private/self-drive hire/civic cars is proved to be the most cost effective option, taking into account mileage charges, anticipated subsistence, other expenses and any other relevant consideration including but not limited to those at paragraph 14
14. The use of private cars to attend events out of the County area must be determined in relation to the following criteria:

- a. cost in comparison to other options;
  - b. availability of public transport;
  - c. business requirements;
  - d. disability or health considerations.
15. Other options which must be considered prior to approving the use of private cars are:
- a. car sharing;
  - b. use of hire cars/pool cars;
  - c. use of civic cars.
16. Any travel by train within mainland UK will usually be standard class fare unless travel by other classes of ticket is cheaper overall.
17. Any councillor or officer requesting first class rail travel must give reasons which shall be recorded in the register referred to the section below.
18. Councillors are encouraged to purchase appropriate railcards if eligible, in which case the Council will reimburse two-thirds of the cost. Councillors should advise Transport and Travel Services that they have a railcard at the time of booking, to ensure that a reduced price ticket is obtained.
19. Air travel within mainland UK will be permitted only where the cost/convenience brings benefits to the Council.

#### **TRAVEL TO NORTHERN IRELAND/REPUBLIC OF IRELAND/OUTSIDE THE UK**

20. Where available, and subject as follows, economy class should be used for all air, sea or land (i.e. rail) travel where this the most cost effective.
21. The County Council recognises that there will be occasions where it is not appropriate to use economy class i.e. where there are health or disability issues to be considered. In these cases, a higher class of travel may be permitted, wherever possible, subject to prior approval being by Governance and Ethics Committee.

#### **ACCOMMODATION**

22. Mid-range hotels of good standard with appropriate business facilities will be chosen within safe and reasonable access to where the business of the visit is to take place.
23. For conferences, the added value of all-inclusive packages will be evaluated against making separate hotel arrangements.

## **SUBSISTENCE AND OTHER EXPENSES**

### **WITHIN THE UK (INCLUDING NORTHERN IRELAND)**

24. All costs of the approved method of travel will be paid by the County Council.
25. Subsistence allowances may be claimed in exceptional circumstances. They will be the same for councillors, Statutory Co-optees, other co-opted Members and officers. Details of the amounts which may be claimed are in the Members' Allowances Scheme.
26. Claims should be made on the forms provided as follows:
  - a. officers – from their Department;
  - b. councillors and others covered by the Members' Allowances Scheme – from Democratic Services.
27. Receipts should be obtained for all expenditure incurred.

### **OUTSIDE THE UK**

28. Accommodation will be booked and paid for by Transport and Travel Services in the Place Department on behalf of the County Council.
29. Subsistence allowance may be claimed for actual reasonable expenses incurred on meals, beverages, transport within the foreign country, laundry, 'phone calls etc.
  - a. The current maximum amount for subsistence per 24 hours for countries within the European Union is £75.00 (plus £10 per day for unreceipted out of pocket expenses).
  - b. For travel to other destinations, Transport and Travel Services will calculate a maximum amount for subsistence per 24 hours. That amount will be notified to relevant committee when approval is sought for the travel to be undertaken.
30. The above rates assume that all meals (excluding breakfast) will have to be paid for from the subsistence allowance. If meals are provided as part of the visit and at no personal cost to the Council's representative(s) the daily allowance will be reduced by 20% for each meal provided.
31. Receipts must be obtained wherever practicable for all claimable expenditure. Where this is not possible, a written statement will be required from the person claiming allowances.

## **ADMINISTRATION OF THE POLICY**

32. All travel tickets and/or accommodation required under this policy must be booked through Transport and Travel Services in the Place Department.

33. Before any bookings are made, Transport and Travel Services will require written confirmation of approval. Where the cost is to be met by a Department, the appropriate budget code(s) for the expenditure will also be required.
34. Subject to normal formalities, Transport and Travel Services can arrange advances of cash, foreign currency and travellers' cheques. Any unspent cash/currency or travellers cheques must be returned to Transport and Travel Services within one month of return from the visit.
35. All claim forms, together with receipts and details of expenses incurred must be submitted within one month of return from the visit.
36. County Council credit cards must only be used for claimable expenses incurred in carrying out the County Council's business and all receipts/vouchers in respect of any expenditure met in this way must be passed to Financial Services within one month of return from the visit.
37. Where the Council's representative wishes, for personal reasons, to extend their stay at the destination to which they have travelled, this is permitted on the strict understanding that no additional cost falls to be met by the Council and that all expenses in connection with the extension of stay are reimbursed before the date of outward travel.
38. Where the Council's representative is accompanied by a partner, the Council must be reimbursed for all expenses to be incurred in respect of travel arrangements made by Transport and Travel Services in respect of the partner before the date of outward travel.

## **RECORD KEEPING**

39. Transport and Travel Services will maintain a public register of the following information in respect of each item or travel undertaken under this policy:
  - a. name of traveller/participant;
  - b. purpose of travel/visit;
  - c. dates of travel;
  - d. destination;
  - e. method/class/cost of travel and/or accommodation;
  - f. cost of insurance;
  - g. amount(s) of allowances paid;

- h. details of the date approval was given and the identity of the decision maker (including details of specific additional approvals from time given in respect of, for instance, travel by other than standard class);
  - i. the date on which the Council's representative(s) submitted a report on the outcome/value of the visit, where appropriate.
- 40. The register shall be available for public inspection and shall be published on the Council's website.
- 41. Annual reports shall be made which shall give:
  - a. details of the totality of travel undertaken under this policy;
  - b. information as to occasions upon which other than standard/economy class travel or its equivalent has been used.



## **IRP REPORT - APPENDIX B – PROPOSED UPDATED MEMBERS' ALLOWANCES SCHEME INCORPORATING RECOMMENDATIONS OF THE IRP**

### **COUNCILLORS' ALLOWANCES SCHEME**

1. This scheme, which may be cited as the **Nottinghamshire County Council Members' Allowances Scheme**, was approved **TO BE CONFIRMED** by Nottinghamshire County Council on ~~12 May~~ 24 November 2022, in exercise of the powers conferred by the Local Authorities (Members' Allowances) (England) Regulations 2003 ("the Regulations").
2. This Scheme replaces all previous Members' Allowances Schemes.
3. The Allowances mentioned in this scheme shall:  
be implemented with effect from ~~13 May~~ 25 November 2022  
be uprated in line with the headline pay award for Local Authority staff.
4. Any other amendments to the scheme will be determined solely by the County Council (following receipt of recommendations from the Independent Remuneration Panel unless the amendments are broadly within the spirit and overall cost envelope of the existing scheme).
5. In this scheme:
  - "councillor" means a Member of Nottinghamshire County Council who is a councillor;
  - "Independent Person" means a person appointed by the Council to provide their views regarding complaints under the Code of Conduct for Councillors and Co-opted Members;
  - "statutory Co-optee" means a person (other than a councillor) who is statutorily appointed to membership of a Council committee (other than the Health and Wellbeing Board) or an independent member of the Nottinghamshire Police and Crime Panel;
  - "year" means the 12 months ending with 31 March.

### **PART A – ALLOWANCES FOR COUNCILLORS**

#### **BASIC ALLOWANCE**

6. Subject to paragraphs 12, 13 and 18, for each year a Basic Allowance of ~~£15,277.76~~ £15,894.98 shall be paid to each councillor.

#### **SPECIAL RESPONSIBILITY ALLOWANCES**

7. Subject to paragraphs 12, 13 and 18, for each year a Special Responsibility Allowance shall be paid to those councillors who have been appointed or recognised by the Council or have been notified to the Chief Executive by their

Group as holding the special responsibilities in relation to the authority that are specified in Schedule 1 to this scheme.

8. Subject to paragraphs 12, 13 and 18, the amount of each such allowance shall be the amount specified against that special responsibility in Schedule 1.
9. No councillor may receive more than one Special Responsibility Allowance. In the event that a councillor holds more than one position for which a Special Responsibility Allowance is payable then they shall receive whichever of the applicable Allowances which they selects.

## **ATTENDANCE ALLOWANCE**

10. No attendance allowance shall be payable under this scheme, either for Council duties per se, or in respect of appointments to outside bodies.

## **RENUNCIATION**

11. A councillor may by notice in writing given to the Chief Executive elect to forego any part of their entitlement to an allowance under this scheme.

## **PART-YEAR ENTITLEMENTS**

12. In accordance with the requirements of the Regulations, pro-rata payments of Basic Allowance or Special Responsibility Allowances shall be payable to eligible councillors in any of the following circumstances:
  - a. if an amendment to this scheme changes the amount to which a councillor is entitled by way of a Basic Allowance or a Special Responsibility Allowance;
  - b. where the term of office of a councillor or their appointment to a role eligible for Special Responsibility Allowance begins or ends otherwise than at the beginning or end of a year.

## **LONG-TERM SICKNESS**

13. Nothing in this section overrides the provisions of the Local Government Act 1972 relating to vacation of office by failure to attend meetings throughout a period of six months.
14. In the event of long-term sickness absence full Special Responsibility Allowance shall be payable to eligible councillors, reducing to 50% after six months and ceasing after 12 months. The Council's Governance and Ethics Committee may vary this in exceptional circumstances.
15. If a councillor is appointed to deputise for a councillor on long-term sickness the Governance and Ethics Committee may create a deputising allowance payable after the first three months.

## **MATERNITY / SHARED PARENTAL LEAVE AND ADOPTION LEAVE**

16. In the event of absence for maternity/shared parental leave or adoption full Special Responsibility Allowance shall be payable to eligible councillors for a period of up to six months.

## **PAYMENT**

17. Payment of Basic and Special Responsibility Allowances shall be made in equal instalments. The frequency of those instalments shall be monthly.

## **TRAVEL AND SUBSISTENCE ALLOWANCES**

18. Travel and in some circumstances subsistence allowances may be claimed by councillors. The arrangements for these allowances are included in Part D of this scheme.

## **DEPENDANTS' CARERS' ALLOWANCES**

19. Councillors may claim up to £7.50 per hour per child for child care and up to £19.80 per hour per dependant (subject to the provision of receipts) (to be updated further by the Monitoring Officer, in consultation with the Chairman of Governance and Ethics Committee, where evidenced this is appropriate) for other dependants in respect of expenses for the care of their children or other dependants when attending meetings of the Council, its subordinate bodies or other approved duty as described in Schedule 2 to this scheme.
20. Only one payment of Dependants' Carers' Allowance may be claimed in respect of the household of each councillor.
21. Payments, which will not be payable to a member of the claimant's own household, will be made only when supported by a receipt.
22. In circumstances of particular difficulty the Monitoring Officer, in consultation with the Chairman of Governance and Ethics Committee, is authorised to increase the allowance payable.

## **PART B – ALLOWANCES FOR STATUTORY CO-OPTEEES, OTHER CO-OPTED MEMBERS AND INDEPENDENT PERSONS**

23. That all statutory Co-optees, other Co-opted Members and Independent Persons be entitled to receive an allowance of ~~£639~~ £665.

### **Attendance Allowance**

24. No attendance allowance shall be payable under this scheme, either for Council duties per se, or in respect of appointments to outside bodies.

## **Renunciation**

25. A Statutory Co-optee, other Co-opted Member or Independent Person may by notice in writing given to the Chief Executive elect to forego any part of their entitlement to an allowance under this scheme.

## **Part-Year Entitlements**

26. Pro-rata payments of the above allowance shall be paid in any of the following circumstances:
  - a. if an amendment to this scheme changes the amount applicable;
  - b. where the term of office begins or ends otherwise than at the beginning or end of a year.

## **Payment**

27. Payment of the above allowance shall be made in equal instalments. The frequency of those instalments shall be monthly in arrears.

## **Travel and Subsistence Allowances**

28. Travel and in some circumstances subsistence allowances may be claimed. The arrangements for those allowances are included in Part D of this Scheme and a description of the duties for which they may be claimed is shown at Schedule 2 to this scheme.

## **PART C – ALLOWANCES FOR EDUCATION APPEAL PANEL MEMBERS**

29. For the purposes of the payment of financial loss allowance under Section 173(4) of the Local Government Act 1972, Members of Education Appeal Panels are to be treated as Members of the authority.
30. Subject to providing sufficient documentary evidence identifying actual financial loss, allowances up to a maximum of £229.00 per day may be claimed by Panel Members for attendance at Panel meetings.
31. Travel allowances may be claimed by Panel Members. The arrangements for those allowances are included at Part D of this scheme. Lunch will be provided by the Council at no charge for Panel meetings.
32. Panel Members may routinely claim £30 each financial year towards the costs of printing hearing paperwork (receipts are not required). Where the volume of hearings and printing by individual Panel Members results in additional costs then the Team Manager, Democratic Services may authorise one further payment of £30 in any financial year.

## **PART D – TRAVELLING AND SUBSISTENCE**

33. The provisions contained in this part are aligned with the terms and conditions for County Council employees and any future changes to employee terms and conditions will also be reflected by changes to this part.

### **TRAVELLING ALLOWANCE**

34. This part is in accordance with Sections 174-175 and Regulations made under the Local Government Act 1972. It applies to Councillors, Statutory Co-optees, Members of Education Appeals Panels, Independent Persons and other Co-opted Members.
35. Travelling allowances may be claimed in respect of each occasion on which one of the persons described above carries out a duty as described in Schedule 2 to this Scheme.
36. All travel arrangements must be in accordance with the County Council's TRAVEL AND ACCOMMODATION POLICY, which is appended to this scheme.
37. If a claimant uses their own motor car or one belonging to a member of their family, or otherwise provided for their use and subject to the claimant having the appropriate insurance, the rate for travel, which is the same as for officers using their own vehicles on a casual basis, shall be as follows:

<b>up to 10,000 miles</b>	<b>over 10,000 miles</b>	
45.0p	25.0p	
Motor Cycles		24.0p
Cycles		20.0p
Public Transport Rate		22.6p

38. The distance claimed for mileage should be the shortest most reasonable journey by road from the point of departure to the point at which the duty is performed, and similarly from the duty point to the place of return.
39. If a claimant travels by taxi, the claim must not exceed:
- in cases of urgency or where no public transport is reasonably available, the amount of the actual fare and any reasonable gratuity actually paid;
  - in any other case, the amount of the fare for travel by appropriate public transport.
  - Any claims by Members for travel costs where the Council has provided shared transport will only be payable in exceptional circumstance and subject to the agreement of the Team Manager (Democratic Services).

## SUBSISTENCE ALLOWANCES

40. This part is in accordance with Sections 174-175 and Regulations made under the Local Government Act 1972. It applies to Councillors, Statutory Co-optees, other Co-opted Members and Independent Persons.
41. Subsistence allowances may be claimed only in exceptional circumstances such as overnight stays on occasions on which a person described above carries out a duty as specified in Schedule 2 to this scheme.
42. When carrying out approved duties within the UK and subsistence is payable due to exceptional circumstances, the amounts shown below may be claimed.
- |   |          |
|---|----------|
| a. Breakfast – where leave home before 7.00 am                                | - £4.48  |
| b. Lunch – where away from base for whole of lunch period (12.00 and 2.00 pm) | - £6.17  |
| c. Tea – if work continues after 6.30 pm                                      | - £2.43  |
| d. Evening meal – if work continues after 8.30 pm                             | - £7.64  |
| e. Tea and evening meal allowances are not normally payable on same day.      |          |
| f. Out of pocket expenses – single night                                      | - £3.63  |
| – weekly rate   | - £14.55 |
43. Councillors, Statutory and other Co-optees and Independent Persons may aggregate daily subsistence allowances.
44. Where a Councillor, Statutory and other Co-optee or Independent Person attends a UK conference or other event which involves an overnight stay, hotel accommodation will be booked and paid for by Travel and Transport Services in accordance with the TRAVEL AND ACCOMMODATION POLICY. In exceptional circumstances where this has not been possible, the County Council will reimburse reasonable expenses, provided they are supported by receipts and subject to a maximum overnight expenditure on accommodation of £115.00 (including VAT).
45. Where a claimant attends a conference or other event which is held outside the UK, they may claim the amounts shown in the Council's TRAVEL AND ACCOMMODATION POLICY.

## SCHEDULE 1

### SPECIAL RESPONSIBILITY ALLOWANCES

Band	% of Leader's SRA	Amount of Allowance (pa)	Current role
1	100	<del>£35,827.19</del> <u>£37,274.61</u>	<ul style="list-style-type: none"> <li>Leader of the Council</li> </ul>
2	70	<del>£25,079.03</del> <u>£26,092.24</u>	<ul style="list-style-type: none"> <li>Deputy Leader of the Council</li> </ul>
3	66	<del>£23,645.95</del> <u>£24,601.25</u>	<ul style="list-style-type: none"> <li><del>Leader of the main Minority Group</del></li> <li>Cabinet Members</li> </ul>
4	60%	<del>£21,496.34</del> <u>£22,364.77</u>	<ul style="list-style-type: none"> <li>Chairmen of Main Committees (as defined by the Independent Remuneration Panel)</li> </ul>
5	50	<del>£17,913.60</del> <u>£18,637.31</u>	<ul style="list-style-type: none"> <li>Chairman of County Council*</li> </ul>
<u>6</u>	<u>49.5</u>	<u>£18,450.93</u>	<ul style="list-style-type: none"> <li><u>Leader of an Opposition Group</u></li> </ul>
<u>6_7</u>	45	<del>£16,122.24</del> <u>£16,773.57</u>	<ul style="list-style-type: none"> <li>Chairmen of scrutiny Select Committees</li> </ul>
<u>7_8</u>	33	<del>£11,822.97</del> <u>£12,300.62</u>	<ul style="list-style-type: none"> <li><del>Leader of smaller Minority Groups on the Council (provided the group has 5 or more Members)</del></li> <li>Deputy Cabinet Members</li> </ul>
<u>8_9</u>	30	<del>£10,748.16</del> <u>£11,182.38</u>	<ul style="list-style-type: none"> <li>Vice-Chairmen of Main Committees (as defined by the Independent Remuneration Panel)</li> </ul>
<u>9_10</u>	24	<del>£8,598.53</del> <u>£8,945.91</u>	<ul style="list-style-type: none"> <li>Vice-Chairman of the County Council*</li> <li><del>Deputy Leader of the main Minority Group</del></li> <li><del>Business Manager of the main Minority Group</del></li> </ul>
<u>10_11</u>	23	<del>£8,240.25</del> <u>£8,573.16</u>	<ul style="list-style-type: none"> <li>Vice-Chairmen of scrutiny Select Committees</li> </ul>
<u>11</u>	<u>22</u>	<u>£7,881.98</u>	<ul style="list-style-type: none"> <li><del>Main Minority Group Spokesmen on Committees**</del></li> </ul>
<u>12</u>	<u>18</u>	<u>£6,709.43</u>	<ul style="list-style-type: none"> <li><u>Deputy Leader of an Opposition Group</u></li> <li><u>Business Manager of an Opposition Group</u></li> </ul>
<u>13</u>	<u>14.66</u>	<u>£5,466.46</u>	<ul style="list-style-type: none"> <li><u>Opposition Group Spokespersons**</u></li> </ul>
<u>12_14</u>	12	<del>£4,299.26</del> <u>£4,472.95</u>	<ul style="list-style-type: none"> <li>Chairman of the Nottinghamshire Police and Crime Panel (where that person is a County Councillor or an Independent Co-opted Member)</li> <li><del>Deputy Leader of smaller Minority Groups on the Council (provided the group has 5 or more Members)</del></li> </ul>

			<ul style="list-style-type: none"> <li><del>Business Manager of smaller Minority Groups on the Council (provided the group has 5 or more Members)</del></li> </ul>
13	11	£3,940.99	<ul style="list-style-type: none"> <li>Minority Group Opposition Spokespersons***</li> </ul>

## Note

\* These SRAs include an element for clothing. Sections 3(5) and 5(4) (as appropriate) of Part 1 of the Local Government Act 1972, enables the County Council to make a reasonable payment to the Chairman and Vice-Chairman to enable them to meet the expenses of their office.

\*\* The number of main Minority Opposition Group Spokespersons must not exceed more than 50% of the number of committees for which a Chairman's SRA is payable, not including any Committees for which the Group s has ves already been offered a Vice-Chairman position (this figure will be rounded down to the nearest Spokesperson role – e.g. 13 Committees = 6 Spokespersons). The main Minority Opposition Group s will decide which committees they it wishes to appoint these roles for.

\*\*\* ~~The number of smaller Minority Group Spokespersons must not exceed more than 30% of the number of committees for which a Chairman's SRA is payable, not including any Committees for which the Group has already been offered a Vice-Chairman position (this figure will be rounded down to the nearest Spokesperson role – e.g. 13 Committees = 2 Spokespersons). The Minority Group will decide which committees it wishes to appoint these roles for.~~

~~N.B. Subject to the specific circumstances in question, the amount of allowances currently paid for senior leadership roles in the Main Minority group and any smaller Minority Group/s that subsequently increase its number of Members to an equal amount, should be totalled and distributed equally between those groups with no increase in the overall cost envelope.~~



## **SCHEDULE 2**

### **APPROVED DUTIES (TRAVELLING AND SUBSISTENCE ALLOWANCES)**

#### **FOR COUNCILLORS**

##### **Approved Duties (Travelling and Subsistence Allowances) for Councillors**

Travel Expenses will be paid to Members when they are undertaking their duties as a County Councillor.

Duties covered include:-

1. Attendance at Council meetings or Joint Committees and attendance at Council offices or establishments.
2. Attendance at conference, seminars or other training or learning events, in connection with the functions of the County Council and related to your role as an elected representative, where no fee is payable. (N.B. Travel Claim Form must clearly state the title of the event).
3. Anywhere within the County area, in connection with the functions of the County Council and related to your role as an elected representative (N.B. Travel Claim Form must clearly state the purpose of the visit).
4. Attendance at any meeting or events of Outside Bodies or organisation to which you have been appointed by the Council unless a fee or allowance is paid by that body to you to cover such expenses. If such a body has its own travel scheme, claims should be made to that body.
5. Meetings of Political Groups are not covered unless they have been arranged solely for the purpose of discussing County Council business or are requested by the Chief Executive to discuss a particular issue.
6. Travel outside of the County Council administrative boundaries is also claimable where it can be evidenced that this is essential for County Council related business or conference, seminar or training or learning event where no fee is payable.
7. Travel expenses may be payable for events not covered above but this will be with approval of the Monitoring Officer in consultation with the Chair of the Governance and Ethics Committee.

#### **FOR STATUTORY CO-OPTEDS, OTHER CO-OPTED MEMEBERS AND INDEPENDENT PERSONS**

Travel expenses will be paid to Statutory Co-optees, other Co-opted Members and Independent Persons when they are:-

1. Attending any meeting of the Council at which they are a properly appointed member.

2. Attending an event in connection with their role.
3. In the case of Independent Co-opted Members of the Nottinghamshire Police and Crime Panel, such costs will be recoupable through the Home Office grant received by the County Council as host authority to the Panel.

## **MEMBERS OF EDUCATION APPEALS**

May claim travel allowance in respect of meetings and training events in connection with their role as Panel Members.

## **FOREIGN TRAVEL**

No member, Co-optee or Independent Person can travel abroad on County Council business without prior approval in accordance with the Travel and Accommodation Policy.

## **SUBSISTENCE**

Subsistence is only claimable in exceptional circumstances and will only be paid on receipt of actual expenses incurred and detail of meals provided. This will only apply to stays of under 72 hours. Subsistence will not be paid for any stay in excess of this without prior approval of the Monitoring Officer in consultation with the Chair of Governance and Ethics Committee.

## **APPENDIX**

### **ADMINISTRATIVE MATTERS**

#### **SUBMISSION OF CLAIMS**

1. Claims are processed through Democratic Services and paid through the payroll system.
2. The following deductions will be applied to late claims:
  - a. 6-12 months' delay – 10% reduction
  - b. more than 12 months' delay – 20% reduction
  - c. more than 2 years' delay – referral to Governance & Ethics Committee for consideration.

#### **INCOME TAX**

3. Tax will be deducted from payments of Basic Allowance and Special Responsibility Allowances. This will be at the standard rate of tax unless a Member makes arrangements with his Tax Inspector for a tax code to be allotted and notified to the County Council.
4. The County Council deals with:

HM Inspector of Taxes  
(Nottingham 1)  
Castle Meadow  
Castle Meadow Road  
Nottingham  
NG2 1AB
5. A return of tax deducted from allowances is made to the Inland Revenue at the end of each financial year and a P60 is provided to each councillor.
6. Arrangements have been made with the Inspector of Taxes (Nottingham 1) whereby Councillors on application can obtain, where appropriate, tax relief on their expenses of office. Further guidance is available from the Chief Finance Officer.

#### **SOCIAL SECURITY**

7. Contributions
  - a. National insurance contributions are payable on any payment of Basic Allowance and Special Responsibility Allowances provided the gross amount reaches a lower earnings limit in a certain period, unless a certificate of non-

liability is produced (supplied by the Contributions Agency). The Chief Finance Officer will advise on the detailed operation of the scheme.

8. Benefits

- a. The receipt of Basic and Special Responsibility Allowances affects benefits. Councillors should notify the Benefits Agency of amounts received.
- b. The contribution paid by Councillors counts toward the full range of contributory benefits.

## **TRAVEL AND ACCOMMODATION POLICY**

1. This policy (the Nottinghamshire County Council Travel Policy) covers the approval and booking arrangements for travel and accommodation required in connection with the Council's business. It does not apply to travel and accommodation required in connection with direct service delivery e.g. school, trips, service users' outings, where the relevant Departments will have their own procedures.
2. This policy replaces all previous policies, decisions and/or precedents relating to travel undertaken in connection with the business of the Council.
3. The power to amend this policy is reserved to the full Council.
4. The practices in this policy shall, as far as possible, reflect the contents of the County Council's Members' Allowances Scheme and the Terms and Conditions of Service for Employees (see paragraph 9 of the Financial Regulations and D7 and D10 of the Personnel Handbook).
5. In the event that a conflict arises between this Policy and the Members' Allowances Scheme the Monitoring Officer and the Chief Executive will mediate and determine the matter following consultation with the Leader.

## **GENERAL PRINCIPLES**

6. The policy is based on the following principles:
  - a. the proper conduct of business, and the overall efficiency of the Council;
  - b. transparency and accountability;
  - c. achieving Best Value in the use of the Council's resources, benefiting the community, the Council and councillors;
  - d. meeting the needs of those with disabilities and/or health problems.

## **APPROVAL PROCESSES**

7. Any travel covered within Schedule 2 of the Councillors' Allowances Scheme may be undertaken without prior approval.
8. All other travel must be approved in advance in accordance with the following:

Participant	Description	Approval required from
Councillors, Statutory and other co-opted members	(a) All travel within mainland UK not described in Schedule 2 of the Members' Allowances Scheme.	The relevant Committee for Committee related travel or Governance and Ethics Committee for all other issues.
	(b) Outside the UK	Governance and Ethics Committee
Officers	(a) Within the UK	Relevant chief or other officer in accordance with departmental procedures
	(b) Outside the UK	Relevant Corporate Director with a quarterly report to the relevant committee

9. The County Council recognises that, in cases of genuine urgency, it may not be possible to obtain formal approval from the relevant committee prior to the expected date of travel. In these cases, the Urgency Procedure (Part Five of the Constitution) should be used.

## **BOOKING ARRANGEMENTS**

10. With the exception of travel by private car in connection with the day to day business of the Council, all arrangements and/or bookings for travel and accommodation approved under this policy must be made by Transport and Travel Services in the Place Department.
11. Provisional bookings will not be made unless approval has been given in accordance with paragraph 7 of this policy.

## **METHOD OF TRAVEL**

12. At all times, the chosen method of travel must be the most cost-effective method, taking into account the value of time saved, anticipated subsistence and other expenses and any other relevant matters.

## **TRAVEL WITHIN THE UK (MAINLAND)**

13. Public transport should normally be used, unless the use of private/self-drive hire/civic cars is proved to be the most cost effective option, taking into account mileage charges, anticipated subsistence, other expenses and any other relevant consideration including but not limited to those at paragraph 14
14. The use of private cars to attend events out of the County area must be determined in relation to the following criteria:

- a. cost in comparison to other options;
  - b. availability of public transport;
  - c. business requirements;
  - d. disability or health considerations.
15. Other options which must be considered prior to approving the use of private cars are:
- a. car sharing;
  - b. use of hire cars/pool cars;
  - c. use of civic cars.
16. Any travel by train within mainland UK will usually be standard class fare unless travel by other classes of ticket is cheaper overall.
17. Any councillor or officer requesting first class rail travel must give reasons which shall be recorded in the register referred to the section below.
18. Councillors are encouraged to purchase appropriate railcards if eligible, in which case the Council will reimburse two-thirds of the cost. Councillors should advise Transport and Travel Services that they have a railcard at the time of booking, to ensure that a reduced price ticket is obtained.
19. Air travel within mainland UK will be permitted only where the cost/convenience brings benefits to the Council.

#### **TRAVEL TO NORTHERN IRELAND/REPUBLIC OF IRELAND/OUTSIDE THE UK**

20. Where available, and subject as follows, economy class should be used for all air, sea or land (i.e. rail) travel where this the most cost effective.
21. The County Council recognises that there will be occasions where it is not appropriate to use economy class i.e. where there are health or disability issues to be considered. In these cases, a higher class of travel may be permitted, wherever possible, subject to prior approval being by Governance and Ethics Committee.

#### **ACCOMMODATION**

22. Mid-range hotels of good standard with appropriate business facilities will be chosen within safe and reasonable access to where the business of the visit is to take place.
23. For conferences, the added value of all-inclusive packages will be evaluated against making separate hotel arrangements.

## **SUBSISTENCE AND OTHER EXPENSES**

### **WITHIN THE UK (INCLUDING NORTHERN IRELAND)**

24. All costs of the approved method of travel will be paid by the County Council.
25. Subsistence allowances may be claimed in exceptional circumstances. They will be the same for councillors, Statutory Co-optees, other co-opted Members and officers. Details of the amounts which may be claimed are in the Members' Allowances Scheme.
26. Claims should be made on the forms provided as follows:
  - a. officers – from their Department;
  - b. councillors and others covered by the Members' Allowances Scheme – from Democratic Services.
27. Receipts should be obtained for all expenditure incurred.

### **OUTSIDE THE UK**

28. Accommodation will be booked and paid for by Transport and Travel Services in the Place Department on behalf of the County Council.
29. Subsistence allowance may be claimed for actual reasonable expenses incurred on meals, beverages, transport within the foreign country, laundry, 'phone calls etc.
  - a. The current maximum amount for subsistence per 24 hours for countries within the European Union is £75.00 (plus £10 per day for unreceipted out of pocket expenses).
  - b. For travel to other destinations, Transport and Travel Services will calculate a maximum amount for subsistence per 24 hours. That amount will be notified to relevant committee when approval is sought for the travel to be undertaken.
30. The above rates assume that all meals (excluding breakfast) will have to be paid for from the subsistence allowance. If meals are provided as part of the visit and at no personal cost to the Council's representative(s) the daily allowance will be reduced by 20% for each meal provided.
31. Receipts must be obtained wherever practicable for all claimable expenditure. Where this is not possible, a written statement will be required from the person claiming allowances.

## **ADMINISTRATION OF THE POLICY**

32. All travel tickets and/or accommodation required under this policy must be booked through Transport and Travel Services in the Place Department.



33. Before any bookings are made, Transport and Travel Services will require written confirmation of approval. Where the cost is to be met by a Department, the appropriate budget code(s) for the expenditure will also be required.
34. Subject to normal formalities, Transport and Travel Services can arrange advances of cash, foreign currency and travellers' cheques. Any unspent cash/currency or travellers cheques must be returned to Transport and Travel Services within one month of return from the visit.
35. All claim forms, together with receipts and details of expenses incurred must be submitted within one month of return from the visit.
36. County Council credit cards must only be used for claimable expenses incurred in carrying out the County Council's business and all receipts/vouchers in respect of any expenditure met in this way must be passed to Financial Services within one month of return from the visit.
37. Where the Council's representative wishes, for personal reasons, to extend their stay at the destination to which they have travelled, this is permitted on the strict understanding that no additional cost falls to be met by the Council and that all expenses in connection with the extension of stay are reimbursed before the date of outward travel.
38. Where the Council's representative is accompanied by a partner, the Council must be reimbursed for all expenses to be incurred in respect of travel arrangements made by Transport and Travel Services in respect of the partner before the date of outward travel.

## **RECORD KEEPING**

39. Transport and Travel Services will maintain a public register of the following information in respect of each item or travel undertaken under this policy:
  - a. name of traveller/participant;
  - b. purpose of travel/visit;
  - c. dates of travel;
  - d. destination;
  - e. method/class/cost of travel and/or accommodation;
  - f. cost of insurance;
  - g. amount(s) of allowances paid;

- h. details of the date approval was given and the identity of the decision maker (including details of specific additional approvals from time given in respect of, for instance, travel by other than standard class);
  - i. the date on which the Council's representative(s) submitted a report on the outcome/value of the visit, where appropriate.
- 40. The register shall be available for public inspection and shall be published on the Council's website.
- 41. Annual reports shall be made which shall give:
  - a. details of the totality of travel undertaken under this policy;
  - b. information as to occasions upon which other than standard/economy class travel or its equivalent has been used.

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**REPORT OF CHIEF EXECUTIVE****NOTTINGHAM AND NOTTINGHAMSHIRE INTEGRATED CARE  
PARTNERSHIP – REVISED TERMS OF REFERENCE****Purpose of the Report**

1. This report asks the Council to approve revised terms of reference for the Nottingham and Nottinghamshire Integrated Care Partnership (ICP), which is a joint committee between Nottinghamshire County Council, Nottingham City Council and the Nottingham and Nottinghamshire NHS Integrated Care Board.

**Information**

2. In July 2022, the Council approved the establishment of the Nottingham and Nottinghamshire Integrated Care Partnership, as a joint committee between Nottinghamshire County Council, Nottingham City Council and the Nottingham and Nottinghamshire NHS Integrated Care Board, as required by the Health and Care Act 2022.
3. The terms of reference agreed by the Council at that time were approved as Initial Terms of Reference, with an intention to bring revised terms of reference back for approval once requirements were clarified. In particular, clarification was required regarding the voting arrangements on the Joint Committee.
4. Further legal advice has been obtained and the Terms of Reference have been updated for approval. In relation to voting arrangements it is anticipated that the usual process will be to reach decisions by consensus. Should this not be possible a vote will be taken with each member of the ICP eligible to cast one vote and the Chair holding the casting vote. Votes will be passed by a simple majority.
5. The full amended Terms of Reference are attached as an appendix to this report, along with a covering paper produced by the Integrated Care Board and the membership of the ICP.

**Other Options Considered**

6. The Council is legally required to be part of this joint committee and has been involved in its development and the associated Terms of Reference. The option to not amend the terms of

reference was rejected as it would not achieve the desired level of clarity in the decision making arrangements for the Integrated Care Partnership.

### **Reason/s for Recommendation/s**

7. At the time of approving the ICP's terms of reference, it was recognised that these would need further refinement following the receipt of guidance and advice, particularly in relation to the ICP's decision-making arrangements as a joint committee in the context of the new legislation. Further to this the proposed amendments to the ICP's terms of reference are presented in the appendix with tracked changes for ease of reference.
8. An opportunity has also been taken to incorporate feedback from the Full Council and ICB Board meetings, which has seen a greater emphasis being placed within the terms of reference on the commitment to making equity the guiding principle of the ICP.

### **Statutory and Policy Implications**

9. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

10. There are no financial implications in relation to the revised Terms of Reference.

## **RECOMMENDATION/S**

It is recommended that:

- 1) The Council approves the revised Terms of Reference for the Nottingham and Nottinghamshire Integrated Care Partnership, and that the Council's Constitution be updated accordingly.

**Adrian Smith**  
**Chief Executive**

**For any enquiries about this report please contact:**

Jennie Kennington,  
Senior Executive Officer, Adult Social Care and Health

### **Constitutional Comments (SF 2/11/2022)**

11. Full Council is the appropriate body to consider the content of the report.

## **Financial Comments (SES 15/11/2022)**

12. There are no specific financial implications arising directly from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- [ESTABLISHMENT OF JOINT COMMITTEE – NOTTINGHAM AND NOTTINGHAMSHIRE INTEGRATED CARE PARTNERSHIP](#), Full Council, 7<sup>th</sup> July 2022

## **Electoral Division(s) and Member(s) Affected**

All





# **Nottingham and Nottinghamshire Integrated Care Partnership – Terms of Reference Review**

## **Introduction**

1. Section 116ZA of the Local Government and Public Involvement in Health Act 2007 (as amended by the Health and Care Act 2022), requires Integrated Care Boards (ICBs) and upper tier Local Authorities to establish Integrated Care Partnerships (ICPs) as equal partners.
2. In July 2022, the Nottingham and Nottinghamshire ICP was established as a joint committee of Nottingham City Council, Nottinghamshire County Council and NHS Nottingham and Nottinghamshire ICB.

## **Role of the Integrated Care Partnership and meeting arrangements**

3. The initial terms of reference for the ICP were developed collaboratively across system partners and were approved by the Full Council meetings of both Local Authorities and by the Board of the ICB.
4. The primary role of the ICP is to lead on creating an Integrated Care Strategy and Outcomes Framework to reduce health inequalities and improve health and care outcomes and experiences for its population. In doing so, the ICP will be the ‘guiding mind’ of the local health and care system, providing a forum for NHS leaders and Local Authorities to come together with important stakeholders from across the wider system and communities.
5. As a formally established joint committee, the ICP is empowered to operate as the single decision-making forum for the Nottingham and Nottinghamshire Integrated Care Strategy.
6. The ICP is governed by a set of principles and ways of working, which are based on a combination of what has been deemed important by local stakeholders, together with national expectations.
7. The ICP’s membership includes nominations from the Local Authorities and the ICB, along with citizen representatives and senior representatives from each of the four Place-Based Partnerships.
8. The ICP will be chaired by the ICB Chair supported by the two Chairs of the Nottingham City and Nottinghamshire County Health and Wellbeing Boards, acting as joint Vice-Chairs of the ICP.
9. A meeting schedule for the ICP for 2022/23 has been agreed, as follows:
  - a) Thursday 13 October 2022, 15:00 to 17:00 (Committee Room, Loxley House, Station Street, Nottingham, NG2 3NG).
  - b) Friday 16 December 2022, 14:00-16:30 (The Council Chamber, County Hall, Loughborough Road, Nottingham, NG2 7QP).

- c) Friday 17 March 2023, 14:00-16:30 (The Council Chamber, County Hall, Loughborough Road, Nottingham, NG2 7QP).
10. All formal meetings will be held in public with meeting dates, venues, agendas and papers published on the Integrated Care System's website here: [Our Integrated Care Partnership - NHS Nottingham and Nottinghamshire ICS - NHS Nottingham and Nottinghamshire ICS \(healthandcarenotts.co.uk\)](https://www.healthandcarenotts.co.uk).
11. As well as formal meetings, a wider assembly of partners has been established to enable wider engagement in, and co-production of, the Integrated Care Strategy and Outcomes Framework. The Partners Assembly will meet at least once per year and will be comprised of people who rely on care and support, unpaid carers, the full range of social care and NHS providers, the voluntary and community sector, local professional committees, the Office of the Police and Crime Commissioner, etc. The first Partners Assembly event is scheduled for Tuesday 25 October, 14:00 to 17:00 (Civic Corner, Civic Centre, Mansfield).
12. In recognition of the timeframe from its establishment to the ICP being required to approve the Nottingham and Nottinghamshire Integrated Care Strategy, two development sessions have been scheduled for ICP members. The first was held on 16 September, and a further session is scheduled on Wednesday 9 November.

### **Review of terms of reference**

13. At the time of approving the ICP's terms of reference, it was recognised that these would need further refinement following the receipt of guidance and advice, particularly in relation to the ICP's decision-making arrangements as a joint committee in the context of the new legislation. This has now been received, and the proposed amendments to the ICP's terms of reference are attached at Appendix A. These are presented with tracked changes for ease of reference.
14. An opportunity has also been taken to incorporate feedback from the Full Council and ICB Board meetings, which has seen a greater emphasis being placed within the terms of reference on the commitment to making equity the guiding principle of the ICP.
15. The Full Council meetings of both Local Authorities and the Board of the ICB will be presented with the updated terms of reference for the ICP at their scheduled meetings in October and November 2022, which once approved, will be circulated to ICP members for information.
16. The full list of nominated ICP members is detailed at Appendix B for information.



## Nottingham and Nottinghamshire Integrated Care Partnership

### Terms of Reference

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

## Appendix A

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

## Appendix A

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

## Appendix A

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

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<b>7. Quorum</b>	<p>The quorum will be seven members, including at least one member from each of the Statutory Organisations.</p> <p>Nominated substitutes will count towards the quorum.</p> <p>Members (or nominated substitutes) will not count towards the quorum if attending remotely.</p> <p>If any member (or nominated substitute) of the ICP has been disqualified from participating in the discussion and/or decision-making for an item on the agenda, by reason of a declaration of a conflict of interest, then that individual shall no longer count towards the quorum.</p> <p>If the quorum has not been reached, then the meeting may only proceed on an informal basis and no decisions may be taken.</p>
<b>8. Decision-making arrangements</b>	<p>It is expected that at the ICP's meetings, decisions will be reached by consensus.</p> <p>Should this not be possible, then a vote of the ICP's members will be required, the process for which will be as follows:</p> <ul style="list-style-type: none"><li>a) All members of the ICP (or nominated substitutes) who are present at the meeting will be eligible to cast one vote each. Members attending remotely will not be eligible to vote. In no circumstances may an absent member vote by proxy. Absence is defined as being absent at the time of the vote.</li><li>b) A decision will be passed if more votes are cast for it than against it.</li><li>c) Casting vote – If an equal number of votes are cast for and against a resolution, then the Chair of the ICP will have a casting vote.</li></ul> <p>Any decisions taken will be recorded in the minutes of the meeting.</p>
<b>9. Conflicts of interest</b>	<p>A register of the declared interests of ICP members will be maintained and published.</p> <p>In advance of any meeting of the ICP, consideration will be given as to whether conflicts of interest are likely to arise in relation to any agenda item and how they should be managed.</p> <p>At the beginning of each meeting of the ICP members will be required to declare any interests that relate specifically to a particular issue under consideration. If the existence of</p>



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	<p>an interest becomes apparent during a meeting, then this must be declared at the point at which it arises. Any such declarations will be formally recorded in the minutes for the meeting.</p> <p>The Chair of the ICP will determine how any declared interests should be managed.</p> <p>ICP members must ensure that they comply with their organisational/ professional codes of conduct at all times.</p>
<b>10. Meeting arrangements</b>	<p>The ICP will meet at least twice per year.</p> <p>Extraordinary meetings may be called for a specific purpose at the discretion of the Chair in consultation with the Vice-Chairs.</p> <p>At least five clear working days' notice will be given when calling meetings.</p> <p>Remote attendance at meetings will be permitted at the discretion of the Chair.</p> <p>Meetings of the ICP shall be open to the public unless considering exempt information.</p> <p>The ICP is subject to the same requirements of openness and transparency as other meetings of the Statutory Organisations. As such, agendas and supporting papers, including ratified minutes of meetings, will be published.</p> <p>A protocol will be published separately for members of the public to set out arrangements for submitting questions to meetings of the ICP.</p>
<b>11. Secretariat</b>	<p>Secretariat support will be provided to the ICP by NHS Nottingham and Nottinghamshire Integrated Care Board.</p> <p>Agendas will be agreed by the Chair in consultation with the Vice-Chairs prior to each meeting.</p> <p>Any items to be placed on the agenda are to be sent to the secretary no later than ten clear working days in advance of the meeting. Items that miss the deadline for inclusion on the agenda may be added on receipt of permission from the Chair.</p> <p>Agendas and supporting papers will be circulated no later than five clear working days before each meeting.</p> <p>Minutes will be taken at all meetings and will be ratified by agreement of the ICP at the following meeting.</p>
<b>12. Reporting arrangements</b>	<p>The ICP must:</p>



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	<p>a) Publish its Integrated Care Strategy (and any revised strategies).</p> <p>b) Provide a copy of its Integrated Care Strategy (and any revised strategies) to the Statutory Organisations.</p>
<b>13. Review of terms of reference</b>	<p>These terms of reference will be formally reviewed on an annual basis but may be amended at any time in order to adapt to any national guidance as and when issued.</p> <p>An early review of these terms of reference may be required during the ICP's first year of operation, as arrangements across the Nottingham and Nottinghamshire Integrated Care System evolve.</p> <p>Any proposed amendments to the terms of reference will be submitted to the Statutory Organisations for ratification.</p>
<b>14. Date approved</b>	July 2022

## Appendix B – List of nominated ICP members

Nottingham City Council nominated members	Cllr. Adele Williams	Chair of Nottingham City Health and Wellbeing Board
	Catherine Underwood	Corporate Director for People Services, Nottingham City Council
	Lucy Hubber	Director of Public Health, Nottingham City Council
	Donna Sherratt	Nottingham City Place-Based Partnership Race Health Inequalities Programme Lead
	<i>To be confirmed</i>	<i>Nottingham City Partner</i>
Nottinghamshire County Council nominated members	Cllr. John Doddy	Chair of Nottinghamshire Health and Wellbeing Board
	Melanie Williams	Corporate Director, Adult Social Care and Health
	Jonathan Gribbin	Director of Public Health, Nottinghamshire County Council
	Andrew Redfern	Chief Executive, Framework Housing Association
	Volt Sacco	Chief Executive, Fosse Healthcare
NHS Nottingham and Nottinghamshire ICB nominated members	Dr Kathy McLean	Chair of NHS Nottingham and Nottinghamshire ICB
	Amanda Sullivan	Chief Executive, NHS Nottingham and Nottinghamshire ICB
	Lucy Dadge	Director of Integration, NHS Nottingham and Nottinghamshire ICB
	Dr Dave Briggs	Medical Director, NHS Nottingham and Nottinghamshire ICB
	Anthony May	Chief Executive, Nottingham University Hospitals NHS Trust (Representative of the Nottingham and Nottinghamshire Provider Collaborative at Scale)
Other members	Jane Laughton	Chief Executive Officer, Healthwatch Nottingham and Nottinghamshire
	Jules Sebelin	Chair of the Nottingham and Nottinghamshire Voluntary, Community and Social Enterprise Alliance
	Victoria McGregor-Riley	Locality Director, Bassetlaw Place-based Partnership
	Dr Hugh Porter	Clinical Director, Nottingham City Place-based Partnership
	Dr Nicole Atkinson	Clinical Director, South Nottinghamshire Place-based Partnership
	<i>To be confirmed</i>	<i>Mid-Nottinghamshire Place-based Partnership representative</i>

## **REPORT OF THE CABINET MEMBER FOR CHILDREN AND FAMILIES**

### **NOTTINGHAMSHIRE YOUTH JUSTICE STRATEGY 2022/23 UPDATE**

#### **Purpose of the Report**

1. This report presents the Youth Justice Strategy 2022/23 for approval by Full Council. An annual Youth Justice plan is a statutory requirement under the Crime and Disorder Act 1998. A copy of the full plan is attached as **Appendix 1**.

#### **Information**

2. The Youth Justice Strategy sets out on an annual basis how Youth Justice Services are delivered in Nottinghamshire, including how the partnership contributes to the delivery of the service and how effective the work of the partnership is on reducing crime. The plan also sets out priorities for developing and improving the service. Nottinghamshire is entering the final year of a three year plan, originally approved by Full Council on 15 October 2020. Full Council approved the 2021/22 review of the plan on 23 September 2021 and this year's publication is an update on progress and on priorities for 2022/23, the final year of the plan.

#### **Delivery of Youth Justice Services in Nottinghamshire**

3. Youth Justice Services in Nottinghamshire are made up of three multi-agency Locality Teams and a countywide Interventions Team. The Service meets all the statutory requirements of a Youth Justice Service as set out in the Crime and Disorder Act 1998 and includes seconded staff from Police, Probation, Health, and Futures (Education, Training and Employment).
4. The Service works closely with partners and commissioned providers at a strategic and operational level to try and ensure that the needs of children and young people are met and to achieve its outcomes and aims. The Nottinghamshire Youth Justice Board works with strategic partners to ensure that the health provision offered to young offenders provides them with equality of access which the general population experiences, and it will continue to work in a multi-disciplinary way to ensure that children are not criminalised or remanded unnecessarily.

5. Nottinghamshire Youth Justice Service has maintained its commitment to working with children and young people in an early intervention and preventative capacity. It delivers a high-quality service in relation to diversion, outreach and detached services, thus keeping a focus on reducing the numbers of First Time Entrants and supporting young people outside of the formal criminal justice system.
6. Key contributors to the Youth Justice Board, and to this plan, include the Police, Office of the Police and Crime Commissioner (OPCC), the Violence Reduction Unit (VRU), Health Partners, Probation, District and Borough Councils, Children's Social Care and Education.

### **Performance of the Youth Justice Partnership**

7. The aims of the Youth Justice Service are to:
  - Reduce the number of young people entering the criminal justice system
  - Reduce the frequency and rate of re-offending by children and young people who are already within the youth justice system
  - Keep the numbers of young people experiencing custody – either on remand or as a sentence of the court - to a minimum.
8. Over the last year, performance against these measures has been good with data showing that Nottinghamshire is performing in line with or better than the national average.
9. When compared with the previous financial year, First Time Entrant rates in 2021/22 remained stable at 149 per 100,000 of the population. The rates of re-offending reduced from 26.7% to 15.8%, compared with a national average of 38.5%. There has been an increase in the number of offences each re-offender commits and the 're-offences per re-offender rate' was 4.5 in 2021/22 compared with a national average of 3.95. This is largely due to the persistent re-offending of a small group of young people with very complex needs. These young people continue to be supported by both the Youth Justice Service and Children's Social Care to ensure the best possible outcomes.
10. Both nationally and locally there are fewer young people experiencing incarceration and a drive to support young people through community orders. In Nottinghamshire the numbers of young people remanded or sentenced to custody has reduced year on year, and is well under the national average.
11. In 2020 the Nottinghamshire Youth Justice Partnership, informed by a National Standards Audit, identified five key areas of development to provide focus for a three-year (2020-2023) Youth Justice Strategy. The priorities are:
  - To work with partners to promote a more holistic approach to meeting children and young people's needs in the Youth Justice System
  - To increase the number of children and young people who are accessing early intervention aimed at reducing the potential of them entering the criminal justice system

- Every child and young person in contact with Nottinghamshire Youth Justice Service has appropriate Education, Training and Employment (ETE) provision in place
- To ensure that children and young people have the best support available to meet their needs when leaving custody
- To ensure that robust consultation processes are in place to enable all children and young people and parents and carers to have an opportunity to Shape Nottinghamshire Youth Justice Services.

12. In 2021/22 two additional areas of focus were added: Serious Youth Violence and Disproportionality, the latter of which refers to the extent to which some groups of young people are over represented in the criminal justice system. The annual update outlines what has been achieved to date for each priority area, and what specific actions are going to be taken in-year to make further progress (pages 7-19 of the strategy). Highlights from this year's achievements include:

- staff working in youth justice have received in-depth training in relation to trauma-informed practice
- this year Change Grow Live (Substance Misuse Service) has appointed a young person substance use specialist worker
- by developing processes with the police, this year the service reviewed 451 children who were named on Public Protection Notices (PPNs), and who otherwise would not have come to the attention of services, with a view to offering early intervention/support
- a youth diversion scheme has been set up providing enhanced support to children who are taken into custody. The team includes the Council's Youth Justice workers, Speech and Language Therapists and Youth Workers. It is funded through the Youth Endowment Fund and will be a fully evaluated pilot
- the service has expanded the Education Training Employment Team and now offers Employability & Skills Coaching to Young People in year 11 who are accessing voluntary intervention and are at risk of becoming not in employment, education or training
- agreed escalation procedures have been established where young people are without accommodation and are due to be leaving youth custody
- detailed disproportionality data is now included within quarterly performance reports which are presented to the Nottinghamshire Youth Justice Board. Data for first time entrants, re-offending, custodial remands/sentencing and Out of Court Disposal is broken down according to gender, legal status, and ethnicity
- the service has reviewed its approach to working with children who have been involved in weapons/knife crime and has compiled some working principles for staff, informed by areas of good practice and resources available locally.

13. Highlights of the planned development activity this year include:
- collaboration with health commissioners to explore options for broadening delivery of emotional and mental health services for children known to the Youth Justice Service
  - to strengthen the Youth Justice Service's links with the School Early Intervention Officer to improve collaboration and progress opportunities for joint working with Police
  - explore opportunities for working with children at risk of exclusion to increase their chances of remaining in education and steering them further away from the youth justice system
  - the service will be accessing training to increase staff knowledge of, and improve the support for, children with Special Educational Needs & Disabilities
  - to develop processes to ensure that the service routinely consults with children, parents and carers in relation to key operational changes that are being considered.
14. The Nottinghamshire Youth Justice Strategy is aligned to The Nottinghamshire Plan 2021-2031 and delivering the Strategy is one mechanism by which the Youth Justice Service will contribute to the achievement of the ambitions set out in the plan. Youth Justice Service activity is specifically relevant to Ambition 2: keeping children, vulnerable adults and communities safe. This will be achieved through high quality service delivery to prevent young people coming into the criminal justice system, to reduce reoffending and to protect children and young people from criminal exploitation.

### **Other Options Considered**

15. An annual Youth Justice plan is a statutory requirement under the Crime and Disorder Act 1998.

### **Reason/s for Recommendation/s**

16. The Youth Justice Strategy requires the approval of Full Council.

### **Statutory and Policy Implications**

17. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Crime and Disorder Implications**

18. An annual Youth Justice plan is a statutory requirement under the Crime and Disorder Act 1998 which requires the local authority with its partners to prevent offending and reoffending by children and young people and to deliver an effective local youth justice system.

## Financial Implications

19. Statutory Youth Justice plans must be fully costed; this year's plan has no additional costs associated with it.

## RECOMMENDATION/S

- 1) That the Nottinghamshire Youth Justice Strategy 2022/23, attached as **Appendix 1**, be approved.

**Councillor Tracey Taylor**  
**Cabinet Member for Children and Families**

**For any enquiries about this report please contact:**

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## Constitutional Comments (GMG 05/10/22)

20. The Youth Justice Plan is part of the Council's policy framework and is reserved to Full Council for approval (see Section 4, Part 1, paragraph 2 of the Constitution on page 41).

## Financial Comments (NC 18/10/22)

21. There are no financial implications arising directly from this report as the activities should be contained within the funding streams outlined in page 24.

## Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

[Nottinghamshire Youth Justice Strategy 2020-23 - report to Full Council on 15 October 2020](#)

[Nottinghamshire Youth Justice Service Strategy Review 2021/22 – report to Full Council on 23 September 2021](#)

## Electoral Division(s) and Member(s) Affected

All.

CF0025





# Nottinghamshire Youth Justice Strategy

2022/23 review



# Executive summary

This plan has been developed by members of the Nottinghamshire Youth Justice Partnership Board, with the support of the Youth Justice Management Team and with the input of the voices of children who use the service and the staff who deliver it.

I have taken over chairing the board this year, and have introduced changes to the way that the annual plan is developed, allowing significantly more time for partners to input and agree to the priorities.

The final content of this plan reflects an ambition for a shared set of principles and priorities across several local strategic plans.

Key contributors to this plan include the Police, Office of the Police and Crime Commissioner (OPCC), the Violence Reduction Unit (VRU), Health, the Youth Justice Service, Probation, District Councils, Children's Social care and Education. Members of the Board have stepped up to lead on different areas and will report back regularly on our collective progress.

In 2020 the Nottinghamshire Youth Justice Partnership, informed by a national standards audit, identified five key areas to provide focus for a three-year (2020-2023) Youth Justice strategy; with disproportionality identified as a thread running through them all.

## **Laurence Jones**

Service Director






Chair of the Youth Justice Partnership Board







The five key areas are:

-  **1 Holistic approaches to supporting young people in the youth justice system**, which aims for the partnership to take a child first approach and consider the underlying factors for children at risk of offending. Work has seen the service strengthen its partnership with health, with a view to improving access to speech and language services, and ensuring that trauma-informed approaches are adopted by a range of services.
-  **2 Increasing access to early intervention**, which aims to improve the offer of diversion and prevention to children at risk of offending, investing in youth work approaches, reducing thresholds for accessing prevention support and increasing the use of alternative outcomes to court.
-  **3 Ensuring access to education, employment and training**, meaning all children on a court order or an out-of-court-disposal (OOCd) are now supported by an Education, Training and Employment (ETE) adviser according to their individual need. The numbers of those not in employment, education or training (NEET) among the youth justice cohort have improved.
-  **4 Improving resettlement support**, adopting constructive resettlement approaches and improving the experience of children as they transition back into the community and also between the youth justice and probation services.
-  **5 Allow children and their families to help shape the future of the service**, by consulting meaningfully with them about their experiences. This has led to the development of a new participation strategy which will be delivered this year.

This plan provides an update on the work of the youth justice service over the past year in these five areas and gives an indication of the work it intends to deliver in the next year (2021/22). As well as supporting the service to carry out its statutory functions and meet its key aims, this plan also supports the work of the Board in relation to its identified strategic objectives.

# Introduction

The Youth Justice Service (YJS) in Nottinghamshire meets all of the statutory requirements as set out in the Crime and Disorder Act 1998 and includes seconded staff from Police, Probation (two seconded members of staff), Health (Youth Justice nurse), and Futures (Education, Training and Employment advisers). The service is made up of three multi-agency locality teams and a county wide interventions team, which provides support to the locality teams. The team also carries out early preventative intervention and targeted detached youth work in areas where there is identified anti-social behaviour.

In addition to the multi-agency teams, the service commissions specialist external providers to help it deliver key statutory functions, such as substance misuse (Change Grow Live), reparation and victim services (Remedi) and appropriate adult work (The Appropriate Adult Service).

The key aims of the service are to:

- ▶ reduce the number of young people entering the criminal justice system
- ▶ reduce the frequency and rate of reoffending by children who are already within the youth justice system
- ▶ keep the numbers of young people experiencing custody – either on remand or as a sentence of the court – to a minimum.

Over the past year, performance against these measures has been good with data showing that Nottinghamshire is performing better than the national average.

- ▶ The number of first-time entrants in Nottinghamshire remains stable.
- ▶ Rates of re offending has again reduced and figures show that Nottinghamshire is performing better than the national average.

- ▶ Numbers of young people remanded and sentenced to custody means that, both nationally and locally, fewer young people are experiencing a period of incarceration.

Nottinghamshire Youth Justices Services (YJS) are part of the local authority's service. The activities of the service are monitored and directed by Nottinghamshire Youth Justice Partnership Board, which is chaired by the Service Director for Youth, Families and Social Work. The youth justice service Group Manager is also responsible for Early Help Services and represents youth justice service at the Nottinghamshire Safeguarding Children's Partnership, the Safer Nottinghamshire Board and the Reducing Reoffending Board.

In addition to its statutory partners, the Board benefits from having representatives from Education, Commissioning (Accommodation), Youth Custody Secure (YCS), Her Majesty's Courts and Tribunals Service (HMCTS) the Community Safety Partnership and the Office of the Police and Crime Commissioner (OPCC). The Board reports to the Safer Nottinghamshire Board, which feeds into the Health and Wellbeing Board. The Partnership Board meets on a quarterly basis with good attendance from all key partners who are represented at a senior level.

### **Nottinghamshire Youth Justice Partnership Board holds the partnership to account, ensuring that it meets its statutory aims.**

#### **The Board:**

- ▶ Receives quarterly performance reports, identifying areas of opportunity and actively discussing potential risks to future performance.
- ▶ Reviews every Youth Justice Incident Report along with details of any subsequent progress made against actions set.
- ▶ Is actively involved in the quality assurance processes embedded within the service; thus, assisting in increasing individual board members' understanding of the work of the service.
- ▶ Is actively involved in self-assessments against national standards and HMIP inspection standards, agrees and takes joint ownership of strategic improvement plans.
- ▶ Has a forward plan in place to ensure that the agenda of the Board is focused on strategic youth crime issues which are specifically relevant to Nottinghamshire and have the potential to impact performance and resources.
- ▶ Receives regular service delivery updates from managers, and other staff involved in operational service changes, which enables the Board to retain oversight and monitor progress.





- ▶ Has strengthened how it connects with staff by having a youth justice staff representative on the Board and who observes service operational delivery.
- ▶ Holds partner agencies to account for any deficits in their operations or practice which is impacting upon the service and hindering effective multi-agency working.
- ▶ Has consistent cross representation from the youth justice leadership team, providing an effective link into the Board and supporting effective service delivery.

Nottinghamshire youth justice strategy identified five key areas to provide focus over a three-year period (2020-2023). There have also been ongoing streams of work in relation to Disproportionality and Serious Youth Violence and Exploitation.

This plan provides an update on the work of the service over the past year and gives an indication of the work it intends to deliver over the next year (2022/23).

As well as supporting the service to carry out its statutory functions and meet its key aims, this plan also supports the work of the Youth Justice Board's strategic objectives:

#### Statutory function



*Strengthen and enhance the delivery of our statutory functions*

#### Child first



*To see a youth justice system that sees children as children first, and offenders second*

#### Custody & Resettlement



*To see an improvement in the standards of custody for children and promote further rollout on constructive resettlement*

#### Over-represented children



*To influence the youth justice system to treat children fairly and reduce over-representation*

#### Serious youth violence & exploitation



*To see a reduction in serious youth violence and child criminal exploitation*

# Progress and priorities

## 2020-2023 Target one:

**To work with partners to promote a more holistic approach to meeting children's needs in the youth justice system**

Working closely with other teams, departments and partners is key to ensuring that every child or young person can achieve the best outcomes regardless of their place within the criminal justice system. This applies whether they are a child on the cusp of offending, or a young person in youth custody. A case manager will work in collaboration with the child to create an individual programme of intervention. They will identify ways to build on the child's strengths and capacities and develop their potential. They will also identify ways to reduce the negative factors in their life which may be pulling them into offending or increasing the risk of harm to either themselves or others. The youth justice service is committed to working with a wide range of partners to provide a more holistic approach to meeting the needs of children in the system.

The service benefits from a specialist youth justice nurse who offers a Health Needs Assessment to all children on court orders and ensures that young people's health needs transition smoothly into adult services when needed. The nurse links to primary and secondary care and supports the role of all seconded health professionals working in the youth justice service.





## Looking back - what we achieved last year

- ✓ The youth justice nurse provision has been increased to enable us to meet the health needs of more children who become known to the service.
- ✓ The VRU has funded workers to meet with children who are presenting within the police custody with speech, language and communication needs. Whilst this is a positive development, there remains a gap in provision to provide ongoing support to children who are accessing youth justice intervention, on both voluntary and statutory programmes of intervention.
- ✓ This year Change Grow Live has have appointed a young person substance use specialist worker. It is reviewing pathways for children; addressing barriers and making it easier to access specialist substance misuse services. The provider is exploring the learning and development needs for the service to ensure that youth justice staff are better able to advise an support children who are using substances.
- ✓ The majority of staff working in youth justice have received in depth training in relation to trauma-informed practice and are working with an external provider to ensure that trauma informed principles are embedded into practice across the service.

## Looking forward - priorities for the year ahead

- ↗ The Board needs to better understand evolving health needs of the children who encounter the youth justice system. To do this the service will work closely with health to facilitate an up to date needs assessments for children in contact with the service. This will include access to Joint Strategic Needs Assessments (JSNAs) for children with special educational needs and disabilities and children who are looked after.
- ↗ It has been agreed that the service needs to present case studies to the Board to further evidence gaps in services / resources which is preventing the health needs of children being sufficiently met. This will increase the partnerships understanding of what areas they need to provide focus.
- ↗ The youth justice service will work with health commissioners to explore options for broadening delivery of health services for children within in the service.





## 2020-2023 Target two:

**To increase the number of children who are accessing early intervention aimed at reducing the potential of them entering the criminal justice system**

Nottinghamshire youth justice service remains committed to working with children in need of support, on a non-statutory basis. It prides itself on delivering a high-quality service in relation to youth diversion, prevention, and detached services, thus, keeping a focus on reducing the numbers of children entering the system and becoming a First Time Entrant (FTE).

As part of its preventative work, the service works with children aged 10 to 18 years of age under the branding of 'My Future: Youth Support Programme'; this work is entirely voluntary and can be a stand-alone programme of work or used in conjunction with a family being involved with children's social care or the family service. My Futures is appropriate for children who have not received a formal police outcome; however, they may be displaying behaviours which indicate underlying needs or vulnerability, or they have been identified as being at risk of offending or criminal exploitation.

Recognising the importance of diversionary intervention, the service works closely with the police to continually review its Out of Court Disposal (OCD) processes to ensure that children are offered the opportunity to engage in intervention at the earliest opportunity.

As part of these approaches, more children are offered an opportunity to receive individualised support; steering them away from crime and anti-social behaviour, helping them make the most of their lives.

## Looking back - what we achieved last year

- ✓ A directory relating to youth diversion has been created outlining what is available across the partnership to increase awareness and help workers be able to better support children.
- ✓ In the past year the service has expanded membership of OOCd panels to include ETE, the family service (parenting) and CAMHS; this has increased the potential for challenge within panels and improved opportunities for joint working. Membership at panels will continue to be reviewed alongside processes to ensure that the partnership is working effectively, and the service is meeting the needs of children.
- ✓ The service has strengthened its links with the youth service to try and ensure that children are supported at the most appropriate level. These links assist children to receive support appropriate to their level of need and provides an opportunity for them to access universal provision which can support them beyond their contact with the youth justice service.
- ✓ By developing processes with the police, this year the service reviewed 451 children who were named on Public Protection Notices (PPNs) with a view to offering early intervention/support. These are children who have been identified as having been involved in knife/weapon enabled offences, involved in serious violence/at risk of Child Criminal Exploitation (CCE).
- ✓ A youth diversion scheme has been set up and is being resourced directly by the youth justice service and other partners, providing enhanced support to children who are taken into custody. This includes children who are released pending an investigation.
- ✓ The Early Police Alert System (EPAS) has been reintroduced in schools which increases opportunities for children to be diverted into preventative support services where appropriate. As this is heavily reliant on the police and Schools Early Intervention Officers (SEIOs) it is imperative that the youth justice service and the SEIOs work closely together, gaining a better understanding of each other's role and developing best working practices.
- ✓ This year has also seen an increased number of children accessing voluntary support and intervention through the imposition of Outcome 22s; however, more work needs to be done to embed this within services. This outcome can be used when the police have decided to defer prosecution decision until the child has been given the opportunity to engage with a diversionary, educational or intervention activity.

## Looking forward - priorities for the year ahead

- To increase capacity to work with children at risk of entering the youth justice system, the service needs to work with a wider range of partners, specifically links with the third sector need to be more established.
- The partnership needs to ensure that joint working protocols cover Outcome 22. There is also a need to educate and improve awareness of police and youth justice staff regarding the use of Outcome 22.
- To develop data to include children who are referred back from court to OOCd panels so that it is available for scrutiny to establish any barriers in systems/processes.
- To strengthen the youth justice service's links with the SEIOs to improve collaboration and progress opportunities for joint working.
- It is acknowledged that children who are not in education, or accessing alternative education, are most at risk of entering the youth justice system. The service is keen to explore opportunities for working with children at risk of exclusion to increase their chances of remaining in education and steering them further away from the youth justice system.

### 2020-2023 Target three:

**Every child and young person in contact with Nottinghamshire's youth justice service has appropriate education, training and employment provision in place**

Meaningful full-time engagement in education, training, and employment (ETE) remains one of the most significant protective factors to reduce re-offending for young people. Nottinghamshire youth justice service retains a dedicated Education, Training and Employment (ETE) Team providing a bespoke package of support for children involved with the service who do not have appropriate education or training in place. The team is seconded from Futures Career, Advice and Guidance Service and consists of; a Senior Practitioner ETE Coordinator, three Information Advice and Guidance (IAG) NVQ Level 6 Qualified Advisers based within each of the three youth justice locality teams.

The ETE team works with partners to ensure that, where there are educational concerns, all children are supported by experienced advisers and are highlighted to the most relevant partner within the local authority to ensure a suitable multi-agency solution is in place.

The Senior Practitioner Education, Training & Employment Coordinator takes an active role at the county council's Internal, Vulnerable Children's Education Committee (VCEC); this meets fortnightly to provide a multi-agency solution in relation to vulnerable children who do not have suitable education provision in place for a variety of reasons. We are also a member of the Novus Education Forum (Wetherby YO1) where education programmes, projects, updates, ideas and concerns are discussed. This strengthens the links between custody and the community, improving an individual's educational transition from custody to the community.





## Looking back - what we achieved last year

- ✓ The service has expanded the ETE Team (until 2023) with one Employability & Skills Coach (Level 6) working with children from year 11 who are accessing voluntary intervention and are at risk of becoming not in employment, education or training.
- ✓ The youth justice ETE team has increased its links with local employers and employment agencies who are sympathetic to the needs of young people working with youth justice service and the Probation Service and who are willing to offer fair access to opportunities. The database currently consists of over 30 employers and agencies and work continues to expand on this.
- ✓ ETE workers have been updating their knowledge in relation to special educational needs which is being used to support youth justice workers. All children (OOCD/Statutory Orders) who have an assessed ETE need are allocated an ETE worker from within youth justice and any special educational need is fully considered in any plans that are put in place.
- ✓ ETE advisers update case managers on a child's ETE status which informs all assessments that are completed. An ETE adviser attends all youth crime (OOCD) panels to advise on what provision is being provided and what support would be available to support with any identified need.
- ✓ The service has been fortunate in securing two additional ETE-Careers Coaches (Level 3) working with young people who are not in education, employment or training, that are transitioning from the youth justice service to the Probation Service. Careers coaches are supporting young people at times of transition (e.g., to custody/community, to adult services etc.) and can continue to work with these young people up until 24 years of age.
- ✓ Nottinghamshire's figures for children not in education, employment or training (NEET) have been kept at a relatively low level: 10% NEET overall pre & post 16.

## Looking forward - priorities for the year ahead

- The service wants to reduce further the number of children who are not in education, employment, or training. It is identified that whilst the youth justice service's core ETE offer is strong, there is a potential gap in the resources available to work with Year 11 students who are on part-time timetables and at risk of becoming NEET. The youth justice service will be exploring opportunities to link in with education teams to identify and work with children who are identified as being at risk of school exclusion.
- There is a need to improve data sharing across the partnership to learn more about what is happening with children across Nottinghamshire. The service needs to access data on how many children are not receiving their education entitlement, how many are excluded, on part-time timetables or electively home educated. This data should also include the demographics and care status of the child and be analysed to identify any areas of disproportionality.
- The service will be accessing training to increase staff's knowledge to improve the support for children with SEND.
- The service will continue to work with local employers to increase opportunities for young people who are known to the youth justice service and the Probation Service.

## 2020-2023 Target four:

**To ensure that children have the best support available to meet their needs when leaving custody**

In April 2020 the service completed a National Standards Self-Assessment against the five domains as identified by the Youth Justice Board (Out of Court Disposals, In the Community, At Court, In Secure and Transitions). Following this process, the areas of resettlement and transitions were identified for further targeted work. The service has continued to focus on improving the support offered to children whilst in custody, on leaving custody or transitioning between services.

Constructive Resettlement aims to support individuals in developing a pro-social identity and focusses on their journey towards a positive future; something Nottinghamshire is committed to achieving with its children. Adopting the seven principles of Constructive Resettlement as a framework has presented an opportunity for the service to strive to achieve best practice when it comes to addressing the needs of children who receive custodial sentences.



## Looking back - what we achieved last year

- ✓ The service is looking specifically at the concept of identity shift and how this is best supported. There will be training and development opportunities for the workforce and key partners to increase their knowledge and understanding.
- ✓ Whilst the number of short terms remands has been reduced; all remands continue to be reviewed by the management team to consider if anything more could have been done to prevent this being the outcome and if there is any action that needs to be taken across the partnership.
- ✓ There is now a representative from HMCTS at the Youth Justice Partnership Board so barriers related to the courts can be readily discussed.
- ✓ The service has good relationships with the CPS and regular liaison takes place in relation to children and how we can best meet their needs. The service is also an active member of the court user group which enables YJS communication with the courts.
- ✓ Regular meetings are taking place with representatives from Youth Custody Service (YCS) to improve collaboration and consistency for young people who are transitioning to and from that service.
- ✓ Relationships with Youth Custody have been strengthened and there are now joint working agreements in relation to accessing accommodation for our young people. Agreed escalation procedures have been established where young people are without accommodation and are due to be leaving youth custody.
- ✓ We have identified specific workforce champions within the Probation Service who will pick up allocations from our youth justice service. Within the identified workforce there is also a representative from approved premises. These staff members are invited to service led practice development sessions on a monthly basis to increase their knowledge and skills set of working with young adults and understanding their unique needs.
- ✓ Young people who have transitioned to the Probation Service, will be offered continued support from their existing youth justice ETE adviser up until they reach 20 years of age.
- ✓ Improving the support that is available for young people transitioning to adult services through non statutory organisations has been an area of focus this year and a directory of services is being developed to support staff in their work with young adults.

## Looking forward - priorities for the year ahead

- The service still needs to work on their relationships with YCS; ensuring that regular meetings take place, and each service is aware of how they can work effectively to support children who transition in and out of secure custody. It is hoped that this will be successful in improving joint working practices and avoiding duplication of work.
- The service will work with partners to develop resources for young people aimed at increasing their knowledge and understanding of the adult estate. This aims to help them prepare for their transition and enable them to discuss any concerns/fears.

## 2020-2023 Target five:

**To ensure that robust consultation processes are in place to enable all children and parents and carers to have an opportunity to shape the youth justice service in Nottinghamshire**

The service places a strong emphasis on forming positive relationships with children and parents/carers. Support is aimed at ensuring that children and their families are actively involved in any programme of intervention that takes place.

The service is committed to child-centred planning and staff work hard to ensure that the voice of children, and their parents and carers, is heard within all assessments. Staff are encouraged to tailor plans to the individual needs of the child and ensure that they are created together (a co-creation approach).

All children and their parents/carers are asked about their experience of the service at the end of their intervention and this feedback is reviewed by the partnership and the service actively seeks feedback from children on specific areas of practice which can be used to assess the quality of practice and measure progress against existing improvement plans e.g., transitions, resettlement, working with females etc.

As a result of feedback from parents and carers the service now uses email more as a means of communicating with parents and carers. The service is reviewing how to engage with parents/carers and children at the start of interventions, and throughout their journey with the service, to ensure effective relationships and help children get the most out of their orders. The service is also reviewing how it 'ends' involvement with children; ensuring that they have a positive end to interventions and are aware of where they can access help and support in future. This area for development is as a result of direct feedback received from children who reported that they sometimes weren't aware that their orders had ended and weren't aware of where to go for support when they were no longer involved with the service.

It is recognised that whilst the service is very good at collecting feedback from children, parents and carers, more needs to be done to use this to inform the service's policies and procedures and to shape service delivery. Similarly, when feedback has been used to inform practice, the service has not fed back to those who have been key in bringing about this change which needs to improve.





## Looking forward - priorities for the year ahead

- The management team to ensure that active consideration is given to if/how children can be involved in changes to service delivery that are being considered.
- In relation to end of order feedback; the service to explore alternatives for capturing the voice of the child and parent/carer regarding the service that they have received to try and make it more meaningful, capture information that can be used to improve service delivery.
- To develop processes to ensure that the service routinely consults with children, parents and carers in relation to key operational changes that are being considered.
- To improve service transparency about changes that have been made; feeding back to those who have given feedback which has led to change.

## What parents and carers say about the service they received:

I can never thank C enough for doing an amazing job in working with B, she has taught him so much about life! B is now on a drug and drink programme and is working with others due to G's advice in trying to get him on the right track, B is a healthier happier kid, and this is definitely down to what you all provided for my family!

D and I had a particularly tough time and there was a lot of support put in place that was centred around D and this was greatly needed. I feel that the case manager and RJ practitioner work well together and you make a good team. I feel as though you remained very calm and focused with D, which is something that was needed at the time.

They really enjoyed working with the service and now clearly understand the consequences of knife crime.

Commenting on why consultation with young people is important, one young person said:  
It's important to capture young people's views because young people deal with the issues that professionals are trying to solve. How can you fully get an idea of the issues without addressing with the people who are dealing with it?

## What young people say about their time working with the youth justice service:

Having role models helped. Even though we fell out sometimes, I know you were just doing your job and following the rules, and we were okay!

Learning about consequences to my actions made me realise what I do affects me and others.

I feel like I now have a chance to become what I want to be, an architect.

We discussed what social media I used online and to help keep me safe on these sites.

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## Disproportionality

In Nottinghamshire, when comparing the offending population with the general population of those aged 10-17, young white people are underrepresented and ethnic minority young people are overrepresented.

White young people make up 90% of the offending population and 93% of the 10-17 population. Ethnic minority children make up 13% of the offending population and 7% of the 10-17-year-old population.

The most over-represented ethnic group are mixed young people; they make up 6% of the offending population and 3% of the 10-17 population.

The most recent PNC re-offending data also demonstrates a disproportionate level of re-offending for black children and young people (65.2% Vs 48.3% for white children and young people). Data taken from 12 months ending in June 2017. Insufficient numbers to evidence statistical significance, but the pattern is broadly aligned with above outcomes data.

*Data taken from ethnic disproportionality tool year March 2016-March 2021*

## Looking back - what we achieved last year

- ✓ Progress against the services disproportionality action plan has been actively monitored by the Youth Justice Partnership Board.
- ✓ Detailed disproportionality data is now included within quarterly performance reports which are presented to the board. Data for first time entrants, re-offending, custodial remands/sentencing and Out of Court Disposal is broken down according to gender, legal status, and ethnicity. Detailed data in relation to Education, Training and Employment and disproportionality is also presented to the Board for consideration.
- ✓ The Board monitors disproportionality within custody as part of the performance report and this is discussed within management team meetings. All custody cases are reviewed by the group manager when diversity and disproportionality are taken into consideration.
- ✓ When managers review custody cases at monthly meetings, they actively consider how the young person's diversity needs are being considered and met within a custody and community setting.
- ✓ There is an up to date 'Reducing Offending Behaviour' protocol which has been agreed with key partners from Children's Social Care, Police, YJS and CPS. This is a multi-agency approach to prevent the unnecessary criminalisation of children in care and care leavers, by assisting in the determination of an effective, appropriate and proportionate response to offending and anti-social behaviour in the home or community.
- ✓ A Nottinghamshire-countywide partnership Looked After and Care Leavers Oversight Group has been established and is co-chaired by service managers in the youth justice and looked after teams. The group reports annually to the Board and to the Looked After and Care Leavers Board. This group considers data in relation to children who are looked after/care leavers ensuring that these children's needs are being met and monitor any areas of disproportionality.
- ✓ The service has considered the recent HMIP thematic inspection 'The experiences of Black and Mixed Heritage boys in the youth justice system' and has developed a detailed plan of actions linked to the recommendations that were made in the report.

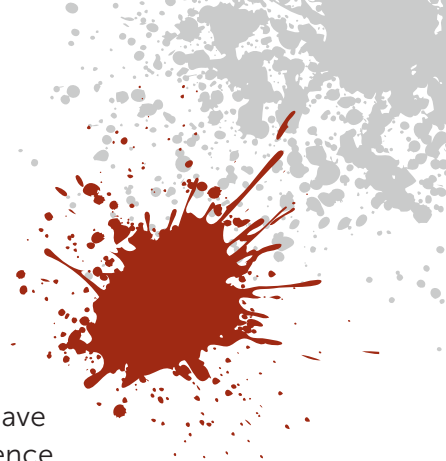
## Looking forward - priorities for the year ahead

- Nottinghamshire youth justice service will ensure diversity and anti-discriminatory practice is considered within existing policy and procedure in all areas of practice.
- It was identified that the Board needs to consider data that is available from other relevant areas of the partnership e.g., stop and search data, released under investigation etc. and consider what this data means for our children and how it can then be used to improve the experiences of children.
- Taking into consideration a recent HMIP thematic inspection 'The experiences of Black and Mixed Heritage boys in the youth justice system', the service needs to make progress against the plan of actions that have been linked to the recommendations that were made in the report.



## Serious youth violence and exploitation

To work with partners to address and prevent the harm arising from serious youth violence and exploitation of children



### Looking back - what we achieved last year

- ✓ Using the Board's definition of serious violence; positively, this year, has seen a decrease in the number of serious youth violence offences that have been committed by children in Nottinghamshire with serious youth violence offences comprising of just 4% of all offences for Nottinghamshire (year ending December 2021). This is a decrease of when compared to the past year.
- ✓ The service is particularly focused on children presenting with needs or risks linked to youth violence and child criminal exploitation; ensuring that services are meeting their needs. Joint working approaches between the service and CSC have been reviewed which has resulted in a more cohesive / synchronised approach to assessment, planning and delivery for children who are open to both services.
- ✓ The service has seconded staff to work as part of Divert Plus; this is a new approach to the early diversion of children from the justice system. Contributors include Nottinghamshire and Nottingham City Youth Justice Services, Nottinghamshire Police, Nottinghamshire NHS Liaison and Diversion and Community and Voluntary Sector partners. Working from both Nottingham and Mansfield Custody Suites, Divert Plus workers will be working with children arrested for violence and a range of other offences. Key elements of the provision are engagement and support in custody at the point of the 'teachable' / 'reachable' moment; mentoring for up to one year; and speech and language support.
- ✓ Mentors are being used to provide longer term support for children who have ended their statutory involvement with the service but who are still wanting support. Mentors operate largely in the evenings and at weekends, according to individual needs and availability.
- ✓ The service has reviewed its approach to working with children who have been involved in weapons/knife crime and has compiled some working principles for staff, informed by areas of good practice and resources available locally.

### Looking forward - priorities for the year ahead

- ➡ Continue to develop and embed joint working approaches across local services; improving the early identification and co-ordination of services to work effectively with children and young people involved in, or at risk of becoming involved in serious youth violence and vulnerable to child criminal exploitation (CCE).

# Performance and priorities

Nottinghamshire Youth Justice Service consistently performs well against key indicators when compared to the national average, having a lower number of FTEs, a lower reoffending rate and a lower number of custodial sentences and remands.

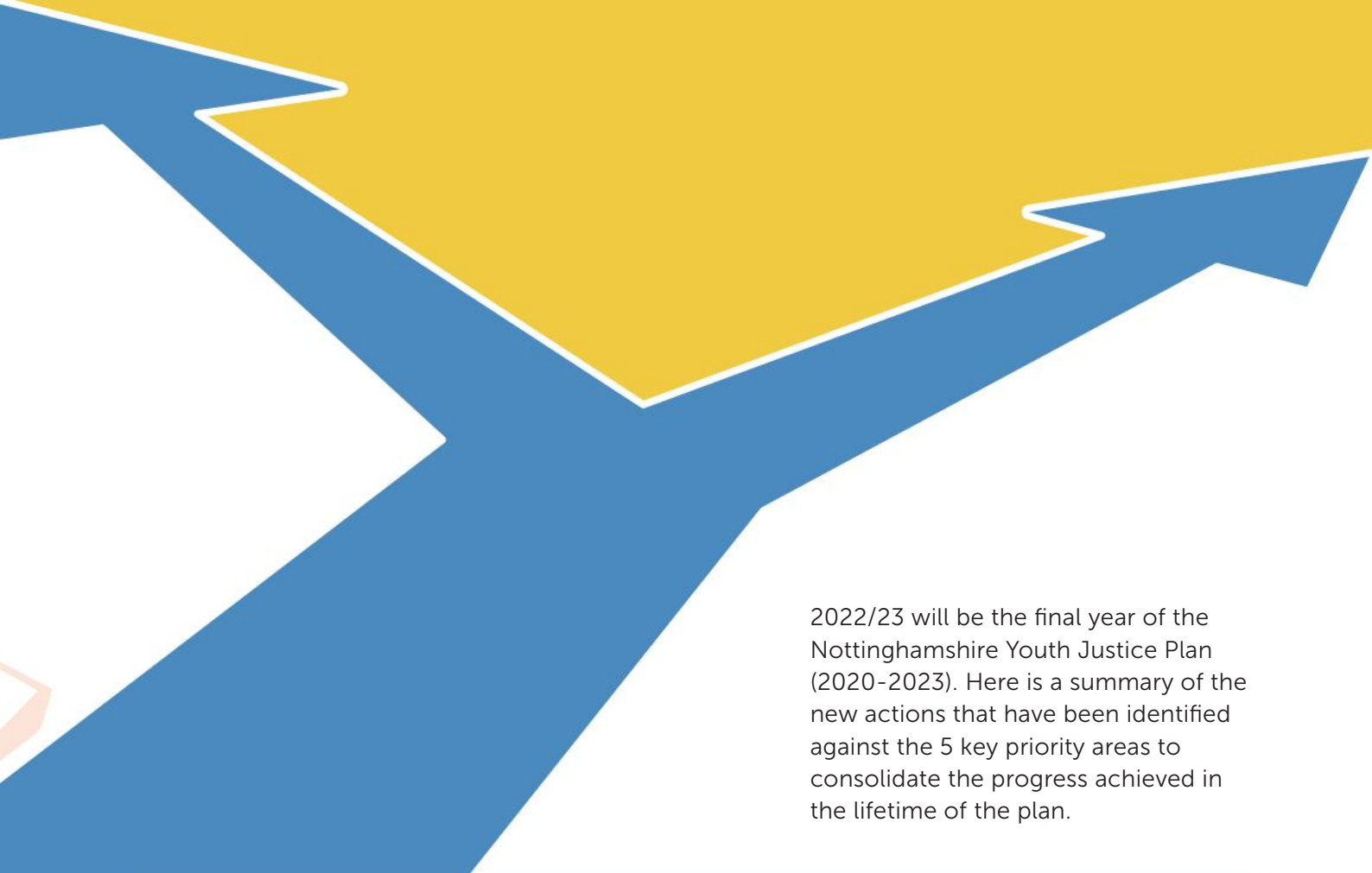
- ▶ Locally, the total number of young people remanded and sentenced to custody is reduced from last year.
- ▶ Whilst the number of first-time entrants has fallen, it's acknowledged that the service are reducing at a slower rate when compared to its statistical comparison group; however, this data continues to be monitored and there are plans to review performance.

- ▶ Rate of re-offending has reduced and Nottinghamshire is performing well above the national average on this measure. The number of reoffences committed per reoffender was high in 2021/22, with a small group of young people with complex needs committing a high number of offenses.

Performance measure	Nottinghamshire current performance 2021/22	Nottinghamshire's performance 2020/21	Target
First Time Entrants: Number per 100,000 of 10-17 population	149	147	Lower than the national average (208)
Re-offending – Binary (reported 3 months in arrears)	13.8	15.8	Lower than the national average (38.5%)
Re-offending – Frequency re-offences per offender (reported 3 months in arrears)	0.62	0.21	Lower than the national average (1.52)
Re-offending – Frequency re-offences per re-offender (reported 3 months in arrears)	4.50	1.33	Lower than the national average (3.95)
Custodial remands (actual numbers)	7	8	Lower than the national average (30)
Custodial sentences (actual numbers)	7	8	Lower than the national average (16)

\*\* Dependent upon counting rules applied some statistics may vary






2022/23 will be the final year of the Nottinghamshire Youth Justice Plan (2020-2023). Here is a summary of the new actions that have been identified against the 5 key priority areas to consolidate the progress achieved in the lifetime of the plan.

Priority area	Plan
Partnership working: To work with partners to promote a more holistic approach to meeting children and young people's needs in the Youth Justice System	<p>The Board needs to better understand the evolving health needs of the children who encounter youth justice. To do this the service will work closely with health to facilitate an up to date needs assessments for children in contact with the service. This will include access to JSNAs in relation to SEND and children who are looked after.</p> <p>It has been agreed that the service needs to present case studies to the board to further evidence gaps in services / resources which is preventing the health needs of children being sufficiently met. This will increase the partnerships understanding of what areas they need to provide focus.</p> <p>The service will work with health commissioners to explore options for broadening delivery of health services for children within youth justice.</p>

Priority area	Plan
<p><b>Prevention and diversion:</b> To increase the number of children and young people who are accessing early intervention aimed at reducing the potential of them entering the criminal justice system</p>	<p>To increase capacity to work with children at risk of entering the system the service needs to work with a wider range of partners, specifically links with the third sector need to be more established</p> <p>The partnership needs to ensure that joint working protocols cover Outcome 22. They also need to educate and improve awareness of police and youth justice staff regarding the use of Outcome 22.</p> <p>To develop data to include children who are referred back from court to OOC panels so that it is available for scrutiny to establish any barriers in systems/processes.</p> <p>To strengthen the service's links with the SEIOs to improve collaboration and progress opportunities for joint working.</p> <p>It is acknowledged that children who are not in education, or accessing alternative education, are most at risk of entering the system. The service is keen to explore opportunities for working with children at risk of exclusion to increase their chances of remaining in education and steering them further away from the system.</p>
<p><b>Education, training, and employment</b> Every child and young person in contact with Nottinghamshire youth justice service has appropriate education, training and employment provision in place</p>	<p>The service wants to reduce further the number of children that are not in education, employment, or training (NEET). It is identified that whilst the YJS core ETE offer is strong, there is a potential gap in the resources available to work with Year 11 students who are on part time, timetables and at risk of becoming NEET. The service will be exploring opportunities to link in with education teams to identify and work with children who are identified as being at risk of school exclusion.</p> <p>There is a need to improve data sharing across the partnership to learn more about what is happening with children across Nottinghamshire. The service needs to access data on how many children are not receiving their education entitlement, how many are excluded, on part-time timetables or electively home educated. This data should also include the demographics and care status of the child and be analysed to identify any areas of disproportionality.</p> <p>The service will be accessing training to increase staff's knowledge to improve the support for children with SEND.</p> <p>The service will continue to work with local employers to increase opportunities for young people who are known to the YJS and Probation Service.</p>
<p><b>Transitions and resettlement:</b> To ensure that children and young people have the best support available to meet their needs when leaving custody</p>	<p>The service still need to work on relationships with the Youth Custody Service; ensuring that regular meetings take place, and each service is aware of how they can work effectively to support children who transition in and out of the custody service. It is hoped that this will be successful in improving joint working practices and avoiding duplication of work.</p> <p>The service will work with partners to develop resources for young people aimed at increasing their knowledge and understanding of the adult estate. This aims to help them prepare for their transition and enable them to discuss any concerns/fears.</p>



Priority area	Plan
<b>Participation:</b> To ensure that robust consultation processes are in place to enable all children and young people and parents and carers to have an opportunity to Shape Nottinghamshire youth justice service	<p>The management team to ensure that active consideration is given to if/how children can be involved in changes to service delivery that are being considered.</p> <p>In relation to end of order feedback; the service to explore alternatives for capturing the voice of the child and parent/ carer regarding the service that they have received to try and make it more meaningful and capture information that can be used to improve service delivery.</p> <p>To develop processes to ensure that the service routinely consults with children, parents and carers in relation to key operational changes that are being considered.</p> <p>To improve service transparency about changes that have been made; feeding back to those who have given feedback which has led to change.</p>
<b>Disproportionality</b>	<p>To ensure diversity and anti-discriminatory practice is considered within existing policy and procedure in all areas of practice.</p> <p>It was identified that the Board needs to consider data that is available from other relevant areas of the partnership e.g., stop and search data, released under investigation etc. and consider what this data means for our children and how it can then be used to improve the experiences of children.</p> <p>Taking into consideration a recent HMIP thematic inspection 'The experiences of Black and Mixed Heritage boys in the youth justice system', the service needs to make progress against the plan of actions that have been linked to the recommendations that were made in the report.</p>
<b>Serious Youth Violence</b>	<p>Continue to develop and embed joint working approaches across local services; improving the early identification and co-ordination of services to work effectively with children and young people involved in, or at risk of becoming involved in serious youth violence and vulnerable to child criminal exploitation (CCE).</p>

# Appendix 1

Youth Justice Services in Nottinghamshire are funded from a variety of funding streams, both direct monetary payments and seconded staff.

Agency	Staffing costs	Payments in kind revenue	Total
Local Authority		857,547	
Nottinghamshire Police	78,000	59,038	137,038
Office of the Police and Crime Commissioner		109,000	
Probation Service	45,000*	5,000	50,000
Clinical Commissioning Group	193,000		
YJB Grant		1,030,844**	
Total	316,000	2,061,429	2,377,429

\*Probation allocation is 0.5 FTE Probation Service Officer and 0.5 FTE Probation Officer.  
A further 0.5 probation officer is funded by NCC

\*\*Based on last year's figures

YJ receive additional 'in kind' services from the County Council in terms of infrastructure (accommodation, IT support), assistance with quality and performance monitoring / administration and business support.

The funding available to Nottinghamshire YJS allows the service to deliver statutory services in a holistic way, with children receiving specialist support with their physical and emotional health, with input from qualified youth justice and youth work staff, and dedicated resource to support them with accessing education. The service are striving to broaden this holistic offer to those children being supported on voluntary basis also.

Grant and partnership contributions, in particular from the OPCC, allow the delivery of a robust crime prevention offer through the My Future Youth Support Programme.

The service uses the grant, partner contributions and available resources to deliver a broad range of services.







**Nottinghamshire  
County Council**

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D&P/7.22/80024

**REPORT OF THE LEADER OF THE COUNCIL****EXECUTIVE REPORT: KEY ISSUES AND ACTIVITIES****Purpose of the Report**

1. The report seeks to update Members on various matters relating to the Leader's portfolio and the work of the Executive.

**Information**

2. **STEP Fusion** – On Monday 3<sup>rd</sup> October 2022 Government announced that West Burton A, near Retford in Bassetlaw, has been selected to be the first site in the world to develop a commercial power station that will use the energy produced by fusion reactions to generate electricity.
3. Last month I joined Cllr Keith Girling at the site, where we met with several key stakeholders including representatives from the UK Atomic Energy Authority (UKAEA) who are leading on the project. STEP Fusion offers an inherently safe and virtually limitless source of clean electricity by copying the processes that power the sun.
4. Nottinghamshire County Council coordinated the nomination process for the county working with several partners, including the site landowners EDF, Bassetlaw District Council, Midlands Engine, ERA and local LEPs.
5. We are so proud to have played our part in this amazing, once-in-a lifetime opportunity for Nottinghamshire which will bring incredible benefits to the county and wider region. This will include millions, if not billions worth of investment, putting it at the heart of the Government's plans to revolutionise the way we generate energy in the UK.
6. The West Burton site will be the international hub for carbon-neutral, fusion development, attracting the brightest minds locally and from across the world, boosting skills, training, and creating thousands of highly skilled jobs.
7. Earlier this month I was invited to the home of fusion energy at Culham with the UK Atomic Energy Authority. Here I learned more about the technology and the earlier programmes which have led to STEP. I also had the opportunity to meet some of the fantastic apprentices currently going through the system there. One of the first benefits we will see of STEP will be a new Apprenticeship programme based here in Nottinghamshire.

8. As we enter the first phase of the project, our focus will be on a number of key activities including the concept design development and maturing the design of the organisation to enable it to become a major infrastructure programme.
9. **Devolution Consultation** – Following the extraordinary Council held on Friday 4<sup>th</sup> November 2022 all 4 upper tier Councils in Nottinghamshire, Nottingham, Derby, and Derbyshire have agreed to go ahead with a public consultation on devolution.
10. The consultation is taking place from Monday 14<sup>th</sup> November 2022 until Monday 9<sup>th</sup> January 2023 and is an opportunity for everyone in the area to have their say about the devolution proposals. It is open to residents, businesses, community and voluntary groups, and other organisations in the region.
11. I recently met with a number of businesses and other key stakeholders across the county at events including Nottingham Partners, Newark Business Club and the Mansfield and Ashfield 2020 to discuss the £1.14 Billion deal in more detail. Here I had the opportunity to hear first-hand the kind of things businesses would like us to achieve with extra local powers and funding for skills, transport and the potential to bring new investment and jobs to the area.
12. **Rising to the Challenge/Budget Consultation** – We know that residents are currently facing pressures on their finances, Councils are also subject to many of the same pressures that are driving up the cost of living for people across Nottinghamshire. Demand on our services for older people and for vulnerable children is increasing. Inflation and the challenges in meeting the National Living Wage means our services are more expensive to deliver. This is putting pressure on our ability to balance our budgets.
13. Over the last few months, we have highlighted a number of the challenges ahead of us and how the Council is rising to these challenges. Throughout October/November, I have met with Cabinet Members and Senior Officers at a series of monitoring panels, digging into the departments to see how we can transform and improve some of the services so we can address our financial challenges at the same time.
14. As we look to set our budget for 2023/24 it is extremely important that we hear the views of residents across the county. We are planning to go out to consultation and ask the people of Nottinghamshire which of our services are most important to them, what they think our priorities should be and where are potential opportunities for savings. At the time of writing, subject to cabinet approval the consultation will go live on the 17<sup>th</sup> November 2022 and close on the 2nd January 2023.
15. **Remembrance** – On Sunday 13<sup>th</sup> November I had the honour of laying a wreath at the War Memorial at the Civic Centre in my constituency of Mansfield, before following the military parade down to St Peter's for a Service of Remembrance.
16. I am always grateful to local residents across Nottinghamshire who turn out in huge numbers to remember our fallen, we must never forget the ultimate sacrifice they made during these wars, and later conflicts including the Falklands War, to defend our democracy, freedom, and way of life.

17. The Royal British Legion do a fantastic job promoting services of Remembrance, with the money raised through the purchase of a poppy going towards supporting those veterans most in need. Local communities across Nottinghamshire always do a fantastic job of respecting Armistice and everything that it means, with parades, services and displays all around the county. Huge thanks to all of those involved.
18. **Ministerial Visit** – The newly appointed Local Government Minister Lee Rowley recently made Nottinghamshire his first port of call to hear about opportunities to boost the economic prosperity of the county. It was a great chance to discuss a number of our up-and-coming projects such as STEP Fusion, the Development Corporation and the EM Freeport, and the potential benefits they will deliver for the county.
19. It also gave me the opportunity to discuss the funding of local services and the current financial pressures local authorities are under. I explained how we as a council are working hard to mitigate these pressures, whilst raising the case of Local Government for additional funding ahead of the Government's next spending review.
20. **Parliamentary Debate: Nottinghamshire Transport** - In a debate on Nottinghamshire Transport last month, I raised a number of issues including the viability of local bus services which are really struggling at present due to low passenger numbers and driver shortages. Locally, we're looking at innovative longer-term solutions like 'on demand' buses, and Government have stepped in to provide finance until April whilst we work through a plan.
21. I also shared an update of our highways improvements, following our highways review last year. Since then, we have reduced the levels of temporary 'Viafix' repairs by almost 60%, and have doubled the amount of high-quality, long-term resurfacing that were doing.
22. Transport is a key topic across Nottinghamshire because it impacts on all our residents, it was great to have the opportunity to discuss this in Parliament alongside our other brilliant Nottinghamshire MPs, who are continually working to address the issues faced across the county. It's fantastic to see Government investing in Nottinghamshire and to see the County Council make such huge progress in improving local highways.
23. **School Building Programme** – Cabinet Member for Children's Cllr Tracey Taylor recently visited the new £7.9m Bingham Primary School. The 315 place, carbon neutral primary school is one of a number of schools being built across the county to meet the demand for school places. Thousands of school places have been created over the last five years.
24. Works have recently been completed on the new Rivendell Flying High Academy in Gedling. The new school on the Teal Close development in Colwick offers 210 primary places and will meet the demand arising from the building of new homes in the area and the general increase in demand for school places.



25. Work has also begun on a multi-million-pound project to build a brand-new permanent school in East Leake. The Millside Spencer Academy is being built on former farming land on Rempstone Road as part of a £14.8m investment in education in the village. The school welcomed its first pupils into the temporary learning village in September 2022 with the permanent accommodation expected to open for the new school year in September 2023. The Academy will eventually have a capacity for 315 primary places plus a 26-place nursery.
26. **Futures Group** – In October I was invited to visit Futures Group on Westgate to talk about their ‘Restart’ scheme which celebrated its one-year anniversary earlier this year. The scheme helps those who are furthest from getting in to work and offers support to long-term unemployed people to help tackle some of the challenges and find employment. So far it has been a big success.
27. Throughout the lifetime of the contract, approximately 130 new jobs will be created within the company, and support provided to over 15,000 people. Centres have been opened in many locations across Nottinghamshire, including Worksop, Arnold and Newark, and expanding on their existing presence in Mansfield, making access to support much easier.
28. We also discussed the future skills and employment opportunities from our devolution deal, where we'll have more local funds and control over these kinds of areas.
29. **Levelling-up and Regeneration Bill Committee** – Throughout October I have sat on the Public Bill Committee for the Levelling-up and Regeneration Bill. This has given me the opportunity to have an in-depth look and really get to grips with the detail of how things such as Development Companies, Devolution Plans, new local skills partnerships, investment zones and other changes might benefit Nottinghamshire.
30. Levelling up and regeneration is an area I am incredibly passionate about, this committee has provided a great platform for me to raise key issues with Ministers and to ensure that Nottinghamshire is at the heart of Government's plans.
31. **Party Conference** – This year's party conference was a great opportunity to fly the flag for Nottinghamshire. I spoke at a number of events and panels including:
- Council Services
  - In Communities We Trust
  - Taxpayers Alliance: Great Council Tax Debate
  - Midlands Connect/Rail Industry: Delivering World-Class Rail in the Midlands
  - Delivering a Growing Economy

## Progress Report

32. **Budget Update Report** – Cabinet noted the report which highlighted the significant challenges presented by the current financial landscape and the measures which are being developed to address these challenges.
33. Cabinet Members agreed the proposed arrangements for consulting stakeholders about the 2023/24 budget proposals.

34. **Latest Cost Estimate – New Primary School East Leake** – The Cabinet Member for Economic Development and Asset Management recently approved the revised Latest Estimated Costs for the works to provide a new primary school in East Leake.
35. The Cabinet Member for Finance subsequently approved the variation to the Capital Programme increasing the overall budget for the construction of the new Millside Spencer Academy to £14.8m, with additional funding being drawn from the Council's Basic Need allocation from Government.
36. **Enhanced Partnership and Bus Service Improvement Plan** – A decision has been taken by the Cabinet Member for Transport and Environment to further progress the development of the Enhanced Partnership Plans for Nottinghamshire and Greater Nottingham (Robin Hood) areas, pending the confirmation of Government funding.
37. **2022-23 Highways Capital and Revenue Programmes** – The Cabinet Member for Transport and Environment has approved the proposed highways programmes to be delivered during 2022/23.
38. This sets out how the Council proposes to use the £55m it is investing in Nottinghamshire's highways and includes funding secured through successful external bids.
39. **Household Support Fund - Phase Three** – The Cabinet Member for Communities has approved the outline criteria and allocation model for phase three of the Household Support Fund to support those in immediate need in Nottinghamshire for the period 1 October 2022 - 31 March 2023.
40. This has allowed the Council to continue its work with a range of partners to deploy Government funding available to those in immediate need as soon as is practical, whilst complying with Government guidance issued for Phase 3.
41. **LED Street Lighting Improvements in Bassetlaw and Newark & Sherwood Districts** – Cabinet recently approved a variation to the Transport and Environment Capital Programme in order to complete the County Council's Street Lighting LED Conversation Project.
42. **All decisions agreed at Cabinet are published online, you can find more details on the Council's Website - [Democratic Management System > Decisions \(nottinghamshire.gov.uk\)](https://www.nottinghamshire.gov.uk)**

### **Decisions taken under Special Urgency procedures**

43. None.

#### **Other Options Considered**

44. None

#### **Reason for Recommendation**

45. This is a noting report to update the Full Council on matters relating to the Leader's portfolio and the work of the Executive since the last meeting, as required by the Constitution.

## **Statutory and Policy Implications**

46. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

47. There are no financial implications arising from this report.

## **RECOMMENDATION**

- 1) That the contents of the report be noted.

**COUNCILLOR BEN BRADLEY MP**  
**LEADER OF THE COUNCIL**

**For any enquiries about this report please contact:**  
Phil Rostance, Executive Officer

## **Constitutional Comments (CEH)**

48. Full Council is required to receive this report, which is to note, as set out in the Constitution.

## **Financial Comments (SES)**

49. There are no financial implications arising from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

## **Electoral Division(s) and Member(s) Affected**

- None