

SUMMONS TO COUNCIL

date Thursday, 16 May 2019
commencing at 10:30

venue County Hall, West Bridgford,
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 Election of Chairman
- 2 Election of Vice-Chairman
- 3 Recognition of Members and Officers of Groups 5 - 8
- 4 Minutes of the last meeting held on 28 March 2019 9 - 26
- 5 Apologies for Absence
- 6 Declarations of Interests by Members and Officers:- (see note below)
 - (a) Disclosable Pecuniary Interests
 - (b) Private Interests (pecuniary and non-pecuniary)
- 7 Chairman's Business
 - a) Presentation of Awards/Certificates (if any)
- 8 Presentation of Petitions (if any) (see note 4 below)

9	Establishment of Committees	27 - 36
10	Governance and Ethics Committee Annual Report	37 - 48
11	Constitution Review	49 - 50

12 Questions

a) Questions to Nottinghamshire and City of Nottingham Fire Authority

b) Questions to Committee Chairmen

13 NOTICE OF MOTION

This Council believes that local action on global warming can make a difference and will be essential. This Council has an obligation to lead, catalyse, support and influence actions by residents, district and borough councils and other partners and businesses in the County.

To that end, this council resolves to:

1. Update its 2012 Carbon Management Plan, considering the recent IPCC* report. This will include the setting of a carbon neutral target for Nottinghamshire County Council, and a governance structure to ensure close monitoring of the plan.
2. Integrate this commitment into the Nottinghamshire County Council Four Year Plan 'Your Nottinghamshire Your Future'.
3. Include an assessment of climate and sustainability impact in all relevant reports to committees.
4. Communicate this commitment with residents, businesses and all strategic partners across Nottinghamshire, and provide ongoing information to residents about how local action can make a difference.

* Intergovernmental Panel on Climate Change

Councillor John Peck

Councillor Alan Rhodes

14 ADJOURNMENT DEBATE

(if any)

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) The Chairman has agreed that the Council will adjourn for lunch at their discretion.

(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) Members are reminded that petitions can be presented from their seat with a 1 minute time limit set on introducing the petition.

(5) Members' attention is drawn to the questions put to the Leader of the Council and the Chairman of the Adult Social Care & Public Health Committee under paragraphs 33, 40 and 41 of the Procedure Rules, and the answers to which are included at the back of the Council book.

(6) Members are reminded that these papers may be recycled. Appropriate containers are located in the respective secretariats.

(7) Commonly used points of order

37 – Supplementary Questions must be on the same matter

49 – The Member has spoken for more than 10 minutes

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

54 – The Member has already spoken on the motion

59 – Points of Order and Personal Explanations

78 – Disorderly conduct

(8) Time limit of speeches

Motions

49 – no longer than 10 minutes (subject to any exceptions set out in the Constitution)

Petitions

28 – up to one minute per petition allowed

Questions to Committee Chairmen

33 – up to 60 minutes for this item allowed

Adjournment Debates

73– Mover has up to 5 minutes

74 – any other Councillor has up to 3 minutes

(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>

REPORT OF THE CHIEF EXECUTIVE**RECOGNITION OF MEMBERS AND OFFICERS OF GROUPS****Purpose of the Report**

1. To report details of the current membership of the political Groups of the Council, together with the names of officers appointed within the Groups

Information

2. The Constitution requires the membership of political Groups of the Council and their Leader, Deputy Leader and Business Manager (officers of the Groups) to be noted at the Annual Meeting.
3. There are currently three political Groups on the Council, which are:-
 - the Nottinghamshire County Council Conservatives and Mansfield Independent Group
 - the Nottinghamshire County Labour Group
 - the Ashfield Independents Group
4. In addition to the three Groups detailed within this report, there are two non-aligned County Councillors who are not part of any political Group of the Council. These are Councillor Steve Carr (Liberal Democrats) and Councillor Maureen Dobson.
5. The membership of each Group is set out in Appendix A along with the officers of each Group (Leader, Deputy Leader and Business Manager).
6. There has been no change to the membership of the Groups since the last report to Full Council on 13th December 2018.
7. 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

8. None, it is a requirement of the Constitution to report annually to Full Council

Reason for Recommendations

9. It is necessary for Council to note the political Groups on the Council and their Officers.

Statutory and Policy Implications

10. 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.

RECOMMENDATION/S

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

Anthony May
Chief Executive

For any enquiries about this report please contact: Sara Allmond
Tel: 0115 9773794 Email: sara.allmond@nottsc.gov.uk

Constitutional Comments (SLB 03/05/2019)

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

Financial Comments (SES 07/05/2019)

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.

- None

Electoral Division(s) and Member(s) Affected

- All

MEMBERS AND OFFICERS OF GROUPS

(A) Nottinghamshire County Council Conservatives and Mansfield Independent Group

35 Members

Reg Adair	Bruce Laughton
Chris Barnfather	John Longdon
Ben Bradley	John Ogle
Andrew Brown	Philip Owen
Richard Butler	Francis Purdue-Horan
Neil Clarke MBE	Mike Quigley MBE
John Cottee	Kevin Rostance
Mrs Kay Cutts MBE	Phil Rostance
Dr John Doddy	Mrs Sue Saddington
Boyd Elliott	Andy Sissons
Stephen Garner	Tracey Taylor
Keith Girling	Steve Vickers
John Handley	Keith Walker
Tony Harper	Stuart Wallace
Vaughan Hopewell	Gordon Wheeler
Richard Jackson	Jonathan Wheeler
Roger Jackson	Martin Wright
Eric Kerry	

Officers

Leader:	Councillor Mrs Kay Cutts MBE
Deputy Leader:	Councillor Reg Adair
Business Manager:	Councillor Richard Butler

(B) Nottinghamshire County Council Labour Group

23 Members

Pauline Allan	Diana Meale
Joyce Bosnjak	Michael Payne
Nicki Brooks	John Peck JP
John Clarke	Sheila Place
Jim Creamer	Liz Plant
Sybil Fielding	Mike Pringle
Kate Foale	Alan Rhodes
Glynn Gilfoyle	Parry Tsimbiridis
Kevin Greaves	Muriel Weisz
Errol Henry	Andy Wetton
Paul Henshaw	Yvonne Woodhead
John Knight	

Officers

Leader:	Councillor Alan Rhodes
Deputy Leader:	Councillor Kate Foale
Business Manager:	Councillor Nicki Brooks

(C) Ashfield Independents Group

6 Members

Samantha Deakin
Tom Hollis
Rachel Madden

David Martin
Helen-Ann Smith
Jason Zadrozny

Officers

Leader:	Councillor Jason Zadrozny
Deputy Leader:	Councillor Tom Hollis
Business Manager:	Councillor Helen-Ann Smith

(D) Other Members

Councillor Steve Carr (Liberal Democrats)
Councillor Maureen Dobson (Independent)



Meeting COUNTY COUNCIL

Date Thursday, 28 March 2019 (10.30 am – 4.07 pm)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Mrs Sue Saddington (Chairman)

Kevin Rostance (Vice-Chairman)

	Reg Adair		Eric Kerry
	Pauline Allan		John Knight
	Chris Barnfather		Bruce Laughton
	Joyce Bosnjak		John Longdon
A	Ben Bradley		Rachel Madden
	Nicki Brooks		David Martin
	Andrew Brown		Diana Meale
	Richard Butler		John Ogle
A	Steve Carr		Philip Owen
	John Clarke		Michael Payne
	Neil Clarke MBE		John Peck JP
	John Cottey		Sheila Place
	Jim Creamer		Liz Plant
	Mrs Kay Cutts MBE		Mike Pringle
	Samantha Deakin		Francis Purdue-Horan
	Maureen Dobson		Mike Quigley MBE
A	Dr John Doddy		Alan Rhodes
	Boyd Elliott		Phil Rostance
	Sybil Fielding		Andy Sissons
	Kate Foale		Helen-Ann Smith
	Stephen Garner		Tracey Taylor
	Glynn Gilfoyle		Parry Tsimbiridis
	Keith Girling		Steve Vickers
	Kevin Greaves		Keith Walker
	John Handley		Stuart Wallace
	Tony Harper	A	Muriel Weisz
	Errol Henry JP	A	Andy Wetton
	Paul Henshaw		Gordon Wheeler
	Tom Hollis		Jonathan Wheeler
	Vaughan Hopewell		Yvonne Woodhead
	Richard Jackson		Martin Wright
	Roger Jackson		Jason Zadrozny

HONORARY ALDERMEN

Terence Butler
John Carter

OTHERS PRESENT

Councillor Brian Grocock – Chairman of Nottinghamshire and City of Nottingham Fire Authority (part of the meeting)

OFFICERS IN ATTENDANCE

Anthony May	(Chief Executive)
Melanie Brooks	(Adult Social Care and Health)
Jonathan Gribbin	(Adult Social Care and Health)
Sara Allmond	(Chief Executives)
Carl Bilbey	(Chief Executives)
Angie Dilley	(Chief Executives)
Gill Elder	(Chief Executives)
Martin Gately	(Chief Executives)
David Hennigan	(Chief Executives)
Anna O'Daly-Kardasinska	(Chief Executives)
Marjorie Toward	(Chief Executives)
Rob Shirley	(Chief Executives)
Nigel Stevenson	(Chief Executives)
James Ward	(Chief Executives)
Marion Clay	(Children, Families and Cultural Service)
Adrian Smith	(Place)

OPENING PRAYER

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

1. MINUTES

RESOLVED: 2019/003

That the minutes of the last meeting of the County Council held on 28 February 2019 be agreed as a true record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

The following apologies were submitted:-

- Councillor Ben Bradley – other reasons
- Councillor Steve Carr – medical/illness
- Councillor Muriel Weisz – medical/illness

Councillors Dr John Doddy and Andy Wetton submitted apologies that they would be arriving late to the meeting.

3. DECLARATIONS OF INTEREST

None

4. CHAIRMAN'S BUSINESS

AGENDA ORDER – ITEM 9A QUESTIONS TO NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY

The Chairman advised Members that Councillor Brian Grocock, Chairman of the Nottinghamshire and City of Nottingham Fire Authority was present to answer the question submitted to the Fire Authority. Therefore this item would be moved earlier on the agenda and taken immediately after item 5 - Constituency Issues.

PRESENTATION AND AWARDS

The Chairman advised that it had been hoped that Mr Charles Emsen would be in attendance at the meeting to present a copy of his book "A Worksop Lad", which was about Sergeant Johnson. Unfortunately Mr Emsen was unable to attend the meeting.

CHAIRMAN'S BUSINESS SINCE THE LAST MEETING

The Chairman updated the Chamber on the business she had carried out on behalf of the Council since the last meeting.

5. CONSTITUENCY ISSUES

The following Member 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 Gordon Wheeler – regarding residents request for a weight restriction on Wilford Lane, West Bridgford

Councillor Tom Hollis – regarding anti-social behaviour caused by residents of the Fielding's Care Home, Huthwaite Road, Sutton

As previously agreed by the Chairman item 9a was taken directly after Constituency Issues to allow the Chairman of the Nottinghamshire and City of Nottingham Fire Authority to attend.

9a. QUESTIONS TO NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY

One question had been received as follows:-

- 1) from Councillor Jason Zadrozny concerning fatal fire incidents in Nottinghamshire and the recruitment of 'on-call' firefighters for Ashfield Fire Station (Councillor Brian Grocock, Chairman of the Fire Authority replied)

The full response to the question above is set out in set out in Appendix A to these minutes.

6a. PRESENTATION OF PETITIONS

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

- (1) Councillor John Longdon requesting a 20mph speed limit on Main Street, Awsworth
- (2) Councillor Phil Rostance requesting a reduction in the speed limit from 60mph to 40mph on a section of Long Lane (B6009)
- (3) Councillor Andrew Brown requesting an interactive speed sign in Gotham village
- (4) Councillor Andrew Brown regarding the condition of pavements on West Leake Road, East Leake
- (5) Councillor Roger Jackson regarding noise and vibrations from the A6097, Gunthorpe affecting a local caravan park
- (6) Councillor John Handley regarding parking issues near the Greasley Beauvale Primary School
- (7) Councillor Errol Henry requesting the introduction of traffic calming measures along Southdale Road, Carlton
- (8) Councillor Errol Henry requesting the introduction of street lighting at the garages on Southdale Road, Carlton to improve safety for residents
- (9) Councillor Nicki Brooks requesting the introduction of speed calming measures on Kendrick Street, Netherfield
- (10) Councillor Alan Rhodes requesting that the council explore options to ensure that Westdale Drive and Hillside Crescent, Worksop are not unduly effected by measures introduced to deal with hospital parking in the area

- (11) Councillor Samantha Deakin requesting the resurfacing of roads in the Sutton West and Sutton Central and East Divisions
- (12) Councillor Tom Hollis regarding a request to make roads safer in Sutton West
- (13) Councillor Kevin Greaves requesting an in-depth appraisal of the implications of traffic levels and car parking along Queens Walk, Nether Langwith
- (14) Councillor Michael Payne opposing the closure of Leivers Court Care Home
- (15) Councillor John Clarke on behalf of Councillor Muriel Weisz requesting the resurfacing of Marlborough Road, Woodthorpe
- (16) Councillor John Clarke regarding a call by residents of Arnold North and South, Carlton East and Carlton West residents that the Council ensures that parks and green spaces in Gedling are protected from development
- (17) Councillor Bruce Laughton regarding footpaths and pedestrian safety from Norwell residents

RESOLVED: 2019/004

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

6b. RESPONSE TO PETITION PRESENTED TO THE CHAIRMAN OF THE COUNTY COUNCIL

It was reported that there was a typographical error in relation to petition G which related to Mansfield, not Mapperley.

RESOLVED: 2019/005

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

7. NOTTINGHAMSHIRE COUNTY COUNCIL'S PAY POLICY STATEMENT 2018-19

Councillor Neil Clarke MBE introduced the report and moved a motion in terms of resolution 2019/006 below.

The motion was seconded by Councillor Richard Jackson

RESOLVED: 2019/006

That the Pay Policy Statement, as set out in the appendix to the report, be approved for publication on the Council's website by 1st April 2019.

8. TERMS OF REFERENCE FOR THE CITY OF NOTTINGHAM AND NOTTINGHAMSHIRE ECONOMIC PROSPERITY COMMITTEE

Councillor Richard Butler introduced the report and moved a motion in terms of resolution 2019/007 below.

The motion was seconded by Councillor Reg Adair

RESOLVED: 2019/007

To agree the proposed changes to the Terms of Reference, as set out in the report.

9b. QUESTIONS TO COMMITTEE CHAIRMAN

Seven questions had been received as follows:-

- 1) from Councillor Steve Vickers concerning attendance at the Spice Summit (Councillor Stuart Wallace replied)
- 2) from Councillor David Martin regarding injuries due to uneven/sunken pavements and damage to vehicles due to pot holes (Councillor John Cottee replied)
- 3) from Councillor Alan Rhodes about James Hince Court Care Home (Councillor Stuart Wallace replied)
- 4) from Councillor Helen-Ann Smith concerning supported local bus services (Councillor John Cottee to reply)

The full responses to the questions above are set out in set out in Appendix B 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.

- 5) from Councillor Liz Plant regarding plans for a no-deal Brexit (Councillor Mrs Kay Cutts MBE to reply)
- 6) from Councillor Jason Zdrozny about electrification of the Midland Mainline (Councillor Mrs Kay Cutts MBE to reply)

- 7) from Councillor Muriel Weisz concerning communications with service users (Councillors Stuart Wallace to reply)

Council adjourned from 12.45pm to 2.05pm for lunch.

Councillor Jason Zadrozny did not return to the Chamber after lunch and returned to the meeting at 2.43pm during the debate on Motion One.

10. NOTICE OF MOTIONS

Motion One

A Motion as set out below was moved by Councillor Kevin Greaves and seconded by Councillor Nicki Brooks:-

“This council notes that the hunting of wild animals with dogs is illegal under the terms of the Hunting Act 2004, except where an exemption applies.

This council therefore calls for the immediate cessation of trail hunting, exempt hunting and exercising of packs of hounds on Nottinghamshire County Council land.”

An amendment to the Motion to include the word “fox” before hounds in the second sentence was moved by Councillor John Knight and seconded by Councillor Paul Henshaw.

Councillor Kevin Greaves accepted the amendment.

Following a debate, the motion as amended was put to the meeting and after a show of hands the Chairman declared it was a tie. The Chairman used her casting vote to vote against the motion, and declared the motion lost.

The requisite number of Members requested a recorded vote and it was ascertained that the following 31 members voted ‘**For**’ the motion:-

Pauline Allan
Joyce Bosnjak
Nicki Brooks
John Clarke
Jim Creamer
Samantha Deakin
Maureen Dobson
Sybil Fielding
Kate Foale
Stephen Garner
Glynn Gilfoyle
Kevin Greaves
Errol Henry JP
Paul Henshaw

Tom Hollis
Vaughan Hopewell
John Knight
Rachel Madden
David Martin
Diana Meale
Michael Payne
John Peck JP
Sheila Place
Liz Plant
Mike Pringle
Alan Rhodes
Helen-Ann Smith
Parry Tsimbiridis

Yvonne Woodhead
Martin Wright

Jason Zadzonzy

The following 30 Members voted '**Against**' the motion:-

Reg Adair
Chris Barnfather
Andrew Brown
Richard Butler
Neil Clarke MBE
John Cottee
Mrs Kay Cutts MBE
Boyd Elliott
Keith Girling
John Handley
Tony Harper
Richard Jackson
Roger Jackson
Eric Kerry
Bruce Laughton

John Longdon
John Ogle
Philip Owen
Francis Purdue-Horan
Mike Quigley MBE
Kevin Rostance
Phil Rostance
Mrs Sue Saddington
Andy Sissons
Tracey Taylor
Steve Vickers
Keith Walker
Stuart Wallace
Gordon Wheeler
Jonathan Wheeler

The Chairman declared that the motion was carried and it was:-

RESOLVED: 2019/008

This council notes that the hunting of wild animals with dogs is illegal under the terms of the Hunting Act 2004, except where an exemption applies.

This council therefore calls for the immediate cessation of trail hunting, exempt hunting and exercising of packs of fox hounds on Nottinghamshire County Council land.

Councillor Jason Zadrozny left the Chamber at 2.57pm and returned to the meeting at 3.54pm during the debate on Motion Two.

Motion Two

A Motion as set out below was moved by Councillor Kate Foale and seconded by Councillor John Peck JP:-

"Children in Nottinghamshire schools with a special educational need or a disability are not getting the education they deserve.

This Council notes that, despite representations from both Officers and Senior Members, the government are refusing to provide enough funds to enable these children to reach their full potential in a safe environment that promotes their wellbeing and ability to learn and progress.

This council:

- Calls for cross party representation to request more funding from government for this vulnerable group of Nottinghamshire children
- Agrees that a letter to that effect, signed by all NCC Group Leaders should be sent to the Secretary of State immediately.”

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

The requisite number of Members requested a recorded vote and it was ascertained that the following 30 members voted ‘**For**’ the motion:-

Pauline Allan	John Knight
Joyce Bosnjak	Rachel Madden
Nicki Brooks	David Martin
John Clarke	Diana Meale
Jim Creamer	Michael Payne
Samantha Deakin	John Peck JP
Maureen Dobson	Sheila Place
Sybil Fielding	Liz Plant
Kate Foale	Mike Pringle
Glynn Gilfoyle	Alan Rhodes
Kevin Greaves	Helen-Ann Smith
Errol Henry JP	Parry Tsimbiridis
Paul Henshaw	Yvonne Woodhead
Tom Hollis	Martin Wright
Vaughan Hopewell	Jason Zadzonzy

The following 31 Members voted ‘**Against**’ the motion:-

Reg Adair	John Longdon
Chris Barnfather	John Ogle
Andrew Brown	Philip Owen
Richard Butler	Francis Purdue-Horan
Neil Clarke MBE	Mike Quigley MBE
John Cottee	Kevin Rostance
Mrs Kay Cutts MBE	Phil Rostance
Boyd Elliott	Mrs Sue Saddington
Stephen Garner	Andy Sissons
Keith Girling	Tracey Taylor
John Handley	Steve Vickers
Tony Harper	Keith Walker
Richard Jackson	Stuart Wallace
Roger Jackson	Gordon Wheeler
Eric Kerry	Jonathan Wheeler
Bruce Laughton	

The Chairman declared that the motion was lost.

11. ADJOURNMENT DEBATE

None

The Chairman declared the meeting closed at 4.07 pm.

CHAIRMAN

APPENDIX A

COUNTY COUNCIL MEETING HELD ON 28TH MARCH 2019 QUESTIONS TO COMMITTEE CHAIRMEN

Question to the Chairman of the City of Nottingham and Nottinghamshire Fire Authority from Councillor Jason Zadrozny

In 2018 there was an increase in fatal fire incidents across Nottinghamshire. In 2018 there were 10 people who died in fatal fires, in 2017 there were seven and in 2016 there were six.

Does the Chairman think that Government cuts to Nottinghamshire Fire and Rescue have contributed to this increase? Could he further update this Council on cuts to Ashfield Fire Station including the recruitment of 'on call' firefighters?

Response from Councillor Brian Grocock, Chairman of the City of Nottingham and Nottinghamshire Fire Authority

Notwithstanding that each and every fire death is a tragedy to everyone, the number remains low in terms of the total population of the County. The recent increase locally is mirrored nationally and the Fire Authority is not complacent and is working very hard on its causation. Recent activity centred on identifying vulnerability, working with our partners, such as the County Council, Nottingham City Council and other Councils and organisations across the Country. Targeting activities to those who are most at risk. However what has emerged over the past year is that basic fire safety measures such as smoke alarm ownership and care in use of electrical appliances and equipment in the home has declined in domestic premises and strategies are being put in place to try and counteract this.

In terms of funding reductions, it is difficult to evidence a direct link between the very small number of incidents, however there are shared views across all parties in Nottinghamshire and probably across the Country that the work of the Authority and its staff should be recognised and I would like to put on record my thanks to the lead officers and spokesmen of the County Council for their support in this matter.

We collectively recognise locally that there is no magic money tree, however the Chief Fire Officer and I have put our case to all of the MPs in Nottinghamshire to gain their support as the Government prepares for its next Local Government Spending Review. Furthermore the Chief Fire Officer has also taken on the lead role, a national role within the Fire Chiefs Council as the Chair of their Finance Committee and he will be well placed to put forward evidence in support of the fair funding for Fire.

In reference to Councillor Zadrozny's second question, because I believe there are two questions there, not one. In terms of Ashfield, the Authority agreed, after public consultation, to implement changes to crewing levels at the fire station by moving to on-call arrangements during the quieter periods overnight. These changes will commence on 1st April 2019 following a substantial recruitment campaign which has seen the staffing levels increase to 20 on-call firefighters with seven more in the recruitment process. The Chief Fire Officer is confident, and I am confident, that with

a little support through the early transition period Ashfield will continue to provide robust and professional operation response to all its local communities. As a part of ongoing monitoring, regular reports will be presented to the Fire Authority to enable members to have full oversight of the changes going forward.

In relation to the questions we have actually got before us today, if Councillor Zadrozny had actually taken the time to attend the meetings that he is actually on, he would have known the answers to these questions already.

APPENDIX B

COUNTY COUNCIL MEETING HELD ON 28TH MARCH 2019 QUESTIONS TO COMMITTEE CHAIRMEN

Question to the Chairman of the Adult Social Care & Public Health Committee from Councillor Steve Vickers

At the Full Council meeting last December, Councillor Zadrozny said there was an urgent need to hold a 'Spice Summit' to discuss the problems caused by New Psychoactive Substances in Nottinghamshire, and Councillor Payne announced that Gedling Borough Council would be hosting such an event.

Can the Committee Chairman confirm whether Nottinghamshire County Council sent a representative to the Spice Summit, and if so, who else was in attendance?

Response from Councillor Stuart Wallace, Chairman of the Adult Social Care & Public Health Committee

The 'Spice Summit' to which you refer took place on 5th February and was attended by Nottinghamshire County Council's Director of Public Health, along with our Senior Public Health and Commissioning Manager, who is our lead officer on substance misuse policy.

The meeting was chaired by the Leader of Gedling Borough Council, Councillor John Clarke. The Deputy Leader of Gedling Borough, Councillor Michael Payne was not in attendance.

The agenda included presentations from officers of Mansfield District Council and Ashfield District Council, and also included provision for a speech by the Leader of Ashfield District Council, Councillor Jason Zadrozny, but he did not attend the meeting.

CGL, Nottinghamshire County Council's substance misuse treatment provider, attended the summit, as did a number of officers from the borough and district councils and representatives from the Office of the Police and Crime Commissioner.

I am satisfied that we sent our most senior and relevant officer representation to this meeting. These are the experts best placed to make a considerable contribution based on their knowledge and understanding of the New Psychoactive Substances issue, compared with the hyperbole sometimes characteristic of politicians.

I presume the Police and Crime Commissioner, Paddy Tipping, had similar reasons for sending his relevant representatives, rather than attending in person.

However, Chairman, in view of the grandstanding that occurred from Councillors Zadrozny and Payne at December's Council meeting, and the fact that the Leader of Ashfield District Council was officially on the agenda to speak, it is notable that neither of them were present at what they were only too keen to tell us was their own event.

Some might suspect that after seeking their headlines and five minutes of media coverage from the 'Spice Summit' soundbite, their political purpose was satisfied. However, I am sure they will both have plausible explanations for missing an appointment that they previously considered to be essential.

For its part, Nottinghamshire County Council continues to work hard with partners to tackle the NPS problem, whilst maintaining a sense of perspective that the incidence of NPS use is relatively very small compared with the abuse of alcohol, tobacco and other drugs. But I do not underestimate the damage NPS does to people.

In line with the motion previously agreed by Full Council, a report for the Adult Social Care and Public Health Committee has just been published, which provides an update on the number of NPS referrals to the substance misuse treatment and recovery service, and details the ongoing action being taken to address this issue in Nottinghamshire. This will be discussed at the next committee meeting, which is on Monday.

Finally Chairman I am able to comment that today, the officers that did attend that meeting are meeting together to determine the best way that any funding that might potentially come from central government would be spent.

Question to the Chairman of Communities and Place Committee from Councillor David Martin

Could the Chairman please tell us how many injuries have been reported from uneven or sunken pavements / pathways in Nottinghamshire in the last 24 months and how many of those have the council accepted responsibility for?

Further to this, how many reports of damages to vehicles from pot holes or other defects have been reported in that period and how much has the authority paid out as a result of those complaints?

Response from the Chairman of Communities and Place Committee, Councillor John Cottee

As at 26 March 2019, Nottinghamshire County Council has received 198 claims for compensation for personal injury due to defects in the footpath within the last 24 months. To date, we have accepted liability on 34 of these claims.

As at 26 March 2019, Nottinghamshire County Council has received 783 claims for compensation for vehicle damage due to potholes and other defects in the carriageway within the last 24 months. To date, we have paid a total of £88,814 against these claims.

Question to the Chairman of the Adult Social Care and Public Health Committee from Councillor Alan Rhodes

Does the Chair of Adult Social Care and Public Health Committee regret the way in which he announced the closure of James Hince Court Care Home, located in my division?

The announcement was made in a public meeting with the media present, before the decision was made by his committee, and before the recognised procedures were implemented to ensure that staff, service users and their families had been informed.

Will he take the opportunity to meet with staff, service users and their families to formally apologise for the insensitive and unprofessional manner that he has dealt with the issue?

Response from Councillor Stuart Wallace, Chairman of the Adult Social Care and Public Health Committee

Chairman, if anyone has reason to regret the decision to close James Hince Court and the way this was communicated, it is Councillor Rhodes. Let me explain why.

The closure of James Hince Court and five other Nottinghamshire County Council care homes was first decided, at the Full Council Budget meeting in February 2015, under Councillor Rhodes' Labour administration.

In November 2014, he brought a report to Policy Committee titled 'Redefining Your Council – Transformation and Spending Proposals'. It said:-

"The Council still owns and runs six Care and Support Centres formerly known as Residential Care Homes. Whilst the service provided is very good, the buildings are not modern and do not have the benefit of en-suite facilities for long term care residents. If the homes were to be de-commissioned, then the long term care residents could be offered places at local residential care homes."

One of those six care homes referred to was James Hince Court.

A public consultation followed, after which Councillor Rhodes brought a report to the Full Council Budget meeting in February 2015, which said:-

"...it is proposed that the following three centres would be kept open for another three years: James Hince Court in Worksop, Bishop's Court in Boughton and Leivers Court in Arnold."

So, a precise time limit was now imposed on the future of these three Care and Support Centres, meaning they would close in February or March 2018 at the latest.

Labour's budget plan confirmed this, by setting out clearly that the £4.3 million saving they intended to achieve through all six closures would be completed by the end of 2018/19.

Councillor Rhodes' report on 26th February 2015 also stipulated that:

"The Council would not allow any new long-term residents to be admitted to any of the six care and support centres from this date onwards in order to minimise the number who have been resident for a significant time."

As I explained last month during the budget debate, the Conservative and Mansfield Independent administration inherited this closure plan in May 2017, by which time it was then well behind schedule.

Twelve months ago, the Improvement and Change Sub-Committee agreed a change request which set a new indicative closure date of July 2019 for James Hince Court. Councillor Rhodes knows this, because he was on that committee.

Last month in my budget speech, I reaffirmed the intention that James Hince Court would close, but now in September 2019 rather than the programmed July. The Adult Social Care and Public Health Committee will be asked to approve this changed date next week.

All of this means that, by September, James Hince Court will have been open 18 months longer than the Labour administration originally planned.

If Councillor Rhodes claims that James Hince Court staff and service users were caught by surprise by my comments a month ago, then it begs the question, what was he doing between February 2015 and May 2017 to inform them of his administration's decision that it would close.

I cannot answer for his time in office. However, I can say from the past two years James Hince Court staff and residents have been kept regularly informed that the closure of the Centre was imminent. Essentially this is an operational matter, but I know that managers have held regular update meetings with both service users and staff.

In respect of the number of residents currently in James Hince Court, it is three and my officers will engage with those residents and those residents' relatives to find an alternative.

I would point out that the Labour administration's decision to admit no long-term residents to the Centre since 2015 has made it self-evident that the Centres are being de-commissioned. So, Councillor Rhodes is wrong to imply that my speech in February was the first time that any indicative date has been announced, and he is wrong to imply that staff and service users are not aware of the date.

His recent comment to the media suggest he wants to keep James Hince Court open. This is somewhat misleading, in light of the decision that he made in 2015 to close it. His question today is cynical and is to salvage some kind, I presume, of political point from what was a directionless and disastrous budget meeting for his group.

If Labour genuinely no longer believe in their decision to close James Hince Court, then instead of spending time tweeting during Council meetings and playing on the emotions of service users and staff, they should have put their efforts into an alternative budget showing how they would now have kept James Hince Court open. I also would suggest that he contacts his MP John Mann who according to his comments in the local press state that John Mann is totally opposed James Hince closing at all and yet this has been the policy of the Labour Group since 2015.

As I said at the start of my answer, Chairman, if anyone has cause to regret the way the closure of James Hince Court has been handled, it is not just in the past month on social media but over the past four years, and that is Councillor Rhodes and his Labour Group.

Question to the Chairman of Communities and Place Committee from Councillor Helen-Ann Smith

Can I thank the Chairman for this Council's decisive action following the decision by TM Travel to withdraw the 'Spira' Service that served my division. The 417, supported bus service was re-routed, this puts 3 return trips per day to and from Teversal.

Public Transport in Skegby, Stanton Hill and Teversal is at breaking point with residents with no access to a car increasingly isolated.

Can the Chairman assure me that the longer term review of our supported local bus services will prioritise areas where car ownership is lowest?

Response from the Chairman of Communities and Place Committee, Councillor John Cottee

I am pleased that the Council's response to the withdrawal of the Spira Service has helped maintain the service to Teversal.

When the Council reviews changes to supported local bus services, the Strategic Passenger Transport Framework, agreed and adopted by Members in 2015, is used to guide investment decisions. This Framework takes into account many factors which include:

- Car Ownership levels;
- Accessibility to key services;
- Patronage levels; and
- Costs per passenger.

I can confirm to Councillor Smith that a progress report on the review of public transport will soon be presented at Communities and Place Committee.

REPORT OF THE CHIEF EXECUTIVE

ESTABLISHMENT OF COMMITTEES

Purpose of the Report

1. To agree the establishment of the Council's Committees, review the allocation of seats on committees, and make appointments to the positions of Chairmen and Vice-Chairmen.

Information

2. Under the Council's Constitution, the Annual Meeting of the Full Council is required to establish such Committees as the Council sees fit and confirm their terms of reference and size. The chairman and vice chairman of each committee should also be appointed. It is a legal requirement to review the representation of different political groups of the Council on committees at the Annual Meeting.
3. The current Committee structure governing the County Council was established by Full Council on 25th May 2017 with an addition to the structure of Communities and Place Review and Development Committee agreed at Full Council on 20th September 2018. The list of committees is included at Appendix A. The terms of reference of the Committees are set out in the Council's Constitution and it is proposed that their re-establishment for the forthcoming municipal year be confirmed.
4. 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. The chart in Appendix A reflects this. No changes to current seat allocations are proposed. Paragraph 10 below sets out how members are appointed to committees.
5. The Council also appoints members to a number of other committees, joint committees and boards which, except for the Nottinghamshire and City of Nottingham Fire Authority, are not part of the requirements set out in paragraph 4 above. Appendix B provides details of these appointments which Council is asked to agree.
6. The Council is asked to appoint the Committee Chairmen and Vice-Chairmen for the municipal year as set out below:-

Committee	Chairman	Vice-Chairmen
Adult Social Care and Public Health	Tony Harper	Boyd Elliott, Francis Purdue-Horan
Children and Young People	Philip Owen	Tracey Taylor, Sue Saddington
Communities and Place	John Cottee	John Handley, Phil Rostance
Communities and Place Review and Development Committee	Gordon Wheeler	Errol Henry JP
Finance and Major Contracts Management	Richard Jackson	John Ogle, Roger Jackson
Governance and Ethics	Bruce Laughton	Andy Sissons
Health and Wellbeing Board	Steve Vickers	Appointed by the Board
Health Scrutiny for Nottinghamshire	Keith Girling	Martin Wright
Improvement and Change Sub	Reg Adair	None
Joint Strategic Planning and Transport	Gordon Wheeler	City Councillor
Nottinghamshire Pension Fund	Eric Kerry	Stephen Garner
Personnel	Neil Clarke MBE	Keith Walker
Planning and Licensing	Chris Barnfather	Jim Creamer
Policy	Mrs Kay Cutts MBE	Reg Adair

7. The following Committees have alternative arrangements for appointing the Chairman:-

Committee	Chairman appointment
Governance and Ethics Sub	To be appointed by the sub-committee when required
Greater Nottingham Light Rapid Transit Advisory Committee	Appointed by Nottingham City Council
Local Joint Resolutions Committee	To be appointed by the committee when required
Senior Staffing Sub	To be appointed by the sub-committee when required

8. A number of committees have other representatives to be appointed, either following nomination by other organisations or following recruitment and selection procedures:-

- (a) Children and Young People's Committee: One representative of the Church of England Diocese, one representative of the Roman Catholic Diocese, and two Parent Governors
- (b) Health and Wellbeing Board: Seven District / Boroughs Councillors, six NHS Clinical Commissioning Group representatives, one Healthwatch, one NHS England, the Police and Crime Commissioner, three officers – Corporate Director, Adult Social Care, Health and Public Protection, Corporate Director, Children, Families and Cultural Services, Director of Public Health

- (c) Nottinghamshire Pensions Fund Committee: Three City Councillors, two Nottinghamshire District / Borough Council representatives, two Trade Union Representatives, one Scheduled Body representative plus two pensioner representatives.
9. No changes to these seat allocations are proposed. The established arrangements for appointments are set out in paragraph 11 below.
10. As in previous years, it is proposed that the Leader be appointed as an ex-officio member of all committees and sub-committees of which she is not a voting full member, except Health Scrutiny for Nottinghamshire Committee, Mental Health Guardianship Panel, Planning and Licensing Committee and Joint Committees. As an ex-officio Member the Leader would have the right to speak but not to vote at meetings.
11. It is the responsibility of the Chief Executive (Proper Officer) to enact the wishes of the Groups of the Council in appointing members to the committees based on the proportionality set out in Appendix A. This is in accordance with the provisions of the Local Government and Housing Act 1989, the Local Government Act 2000, the relevant Statutory Regulations and the Council's Standing Orders. As set out in paragraph 8 above, the Chief Executive also has responsibility for appointing co-optees to committees when required. As in previous years, it is proposed to delegate these responsibilities to the Team Manager, Democratic Services to enable the effective management of the appointments.
12. It is a legal requirement for the County Council to appoint Independent Persons, whose views must be sought and taken into account if a Code of Conduct complaint against a Councillor is investigated. At the annual meeting in May 2018 the County Council decided that due to the length of time that the current Independent Persons had been appointed, a full recruitment process be undertaken for 2019-20, with Governance and Ethics Committee overseeing the process. Governance and Ethics Committee resolved on 1 May for Ian Bayne and Craig Coles to be recommended for appointment as the Council's Independent Persons for the forthcoming year and a further interview is due to be held for an additional candidate. Should any further appointments be recommended by Governance and Ethics Committee then a further report will be brought to Council to seek approval to their appointment.

Other Options Considered

13. No other options considered

Reason/s for Recommendation/s

14. As set out in paragraph 2, the Annual Meeting of the Council has to establish the composition of its Committees.

Statutory and Policy Implications

15. 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

There are no financial implications arising from this report.

RECOMMENDATIONS

It is recommended:-

- 1) That the Council confirm the establishment of the Committees and Sub-Committees of the Council and the allocation of seats as set out in Appendix A. The Committees and Sub-Committees to be established with their existing terms of reference as set out in the Council's Constitution.
- 2) That the Council confirm the membership and allocation of seats and its continued participation of the Joint Committees set out in Appendix A and confirm the establishment or continued participation as applicable in the other committees, joint committees and boards, and allocation of seats, as set out in Appendix B.
- 3) That the Council make the appointments of Chairmen and Vice-Chairmen set out in Paragraph 6, and agrees the arrangements for appointing the Chairman of the Committees set out in Paragraph 7 until the Annual Meeting of the Council in May 2020.
- 4) That the other representatives on the committees / sub-committees set out in Paragraph 8 be agreed.
- 5) That the Leader of the Council be an ex-officio member of all committees and sub-committees except Health Scrutiny for Nottinghamshire Committee, Mental Health Guardianship Panel, Planning and Licensing Committee and Joint Committees.
- 6) That the appointment of members of the political Groups of the Council to committees, sub-committees, joint committees and boards be undertaken by the Team Manager, Democratic Services on behalf of the Chief Executive (the Proper Officer) in order to give effect to the wishes of the political Groups of the Council.
- 7) That the Team Manager, Democratic Services be authorised to act on behalf of the Chief Executive (Proper Officer) to appoint people as co-optees to committees when required.
- 8) That the Council appoints Ian Bayne and Craig Coles as the Council's Independent Persons until the Annual Meeting of the Council in May 2020.

Anthony May
Chief Executive

For any enquiries about this report please contact:

Marjorie Toward, Service Director, Customers, Governance and Employees

Constitutional Comments (HD 3/5/2019)

16. Full Council has the authority to determine the recommendations set out in the report

Financial Comments (SES 07/05/2019)

17. 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.

- Revised Committee System and Other Amendments to the Constitution report – Full Council 25th May 2017 (published)
- Appointment of Committees report – Full Council 25th May 2017 (published)
- LGPS Central Asset Pooling – Governance Arrangements – Full Council 12th January 2017 (published)
- Health and Wellbeing Board Governance and Management – Health and Wellbeing Board 7th March 2018 (published)
- [Council Constitution](#) as amended on 21st September 2018 (published)

Electoral Divisions and Members Affected

- All

APPENDIX A - Allocation of Committee Seats

Meeting	Number of County Cllrs	Cons and Mansfield Indep	Labour	Ashfield Indep	Lib Dem	Independent	Other
Adult Social Care and Public Health Committee	11	6	4	1			
Children and Young People's Committee	11	6	4	1			4 non-voting co-optees: see para 8a
Communities and Place Committee	11	6	4	1			
Communities and Place Review and Development Committee	9	5	3	1			
Finance & Major Contracts Management Committee	11	6	4	1			
Governance & Ethics Committee	11	6	3	1	1		
Governance & Ethics Sub-Committee	3	2	1				
Greater Nott'm Light Rapid Transit Advisory Committee*	5	3	2				5 City Council Members
Health and Wellbeing Board **	5	3	2				19: see para 8b
Health Scrutiny Committee	11	6	4	1			
Improvement & Change Sub-Committee	9	5	3	1			
Joint Committee on Strategic Planning & Transport *	4	3	1				4 City Council Members
Local Joint Resolutions Committee	6	3	2	1			
Nottinghamshire Pension Fund Committee	9	5	3	1			10 non-voting co-optees: see para 8c
Personnel Committee	11	6	3	1		1	
Planning & Licensing Committee	13	7	5	1			
Policy Committee	19	10	7	2			
Senior Staffing Sub-Committee	9	5	3	1			

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

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

Other Committees, Joint Committees and Boards

Mental Health Guardianship Panel

The Mental Health Guardianship Panel makes decisions on renewal and discharge of guardianship under the Mental Health Act 1983.

That the Mental Health Guardian Panel be established with 5 members (2 Conservative Group, 2 Labour Group, 1 Ashfield Independent Group)

Nottinghamshire Local Pensions Board

The Nottinghamshire Local Pensions Board is a body that has been established to scrutinise the work of the Council in its capacity as local pension authority. There is a membership of 8, including 1 County Council representative; the specific membership requirements are set out in legislation and the Board is not subject to the rules of political proportionality.

That the membership of the Nottinghamshire Local Pensions Board be confirmed as one County Councillor, one City Councillor, two other employer representatives, one Trade Union representative and three other pension scheme member representatives

City of Nottingham and Nottinghamshire Economic Prosperity Committee

The City of Nottingham and Nottinghamshire Economic Prosperity Committee is a joint Committee of all the District / Borough Council's in Nottinghamshire, Nottingham City and the County Council. The terms of reference of the Committee require that the appointed Member from each constituent authority be the Leader / Elected Mayor or other executive member or committee chairman from each authority.

That the Leader of the Council be appointed to the City of Nottingham and Nottinghamshire Economic Prosperity Committee and the Deputy Leader of the Council be appointed to act as substitute.

Nottinghamshire Police and Crime Panel

The Nottinghamshire Police and Crime Panel is a joint Committee of all the District / Borough Council's in Nottinghamshire, Nottingham City and the County Council. Legislation stipulates that the Police and Crime Panel must represent all parts of the relevant area, be politically balanced and have a membership that has the necessary skills, knowledge and experience. The Panel's Membership including political balance will be reviewed at its annual meeting on 4th June 2018.

That 1 member of the Ruling Group be appointed to the Panel as the Council's representative.

Nottinghamshire and City of Nottingham Fire Authority

That the 12 places on the Nottinghamshire and City of Nottingham Fire Authority be allocated in a way that reflects the political balance on the Council and is allocated between the Groups as follows:-

- | | |
|--|---|
| • The Conservative and Mansfield Independent Forum Group | 7 |
| • Labour Group | 4 |
| • Ashfield Independents Group | 1 |

Bus Lane Adjudication Service Joint Committee

A joint committee with a number of other local authorities which is established for the purpose of ensuring the efficient provision of an adjudication service for all participating authorities.

That the Chairman of the Communities and Place Committee be appointed as the Council's representative.

PATROL (Parking and Traffic Regulations Outside London) Joint Committee

A joint committee with a number of local authorities which has a statutory duty to make provision for the independent adjudication of parking and traffic penalties issued under the Traffic Management Act 2004.

That the Chairman of the Communities and Place Committee be appointed as the Council's representative.

LGPS (Local Government Pension Scheme) Central Joint Committee

The LGPS Central Joint Committee is a newly established public forum for the Councils within the LGPS Central Pool (Cheshire West and Chester Council, Derbyshire County Council, Leicestershire County Council, Nottinghamshire County Council, Shropshire County Council, Staffordshire County Council, Wolverhampton City Council and Worcestershire County Council). The Joint Committee consists of one elected member from each Council.

That the Chairman of the Nottinghamshire Pensions Fund Committee be appointed as the Council's representative.

Joint Health Scrutiny Committees

The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 sets out that where a local NHS body or health service provider is consulting more than one local authority's health scrutiny function about significant development or reconfiguration proposals the local authority's can be required to establish a joint committee to consider the proposals.

That one member of the Ruling Group be appointed to any Committees currently established.

REPORT OF THE CHAIRMAN OF THE GOVERNANCE & ETHICS COMMITTEE**GOVERNANCE & ETHICS COMMITTEE ANNUAL REPORT 2018/19****Purpose of the Report**

1. To report to the County Council the work of the Governance & Ethics Committee since its establishment in June 2017.

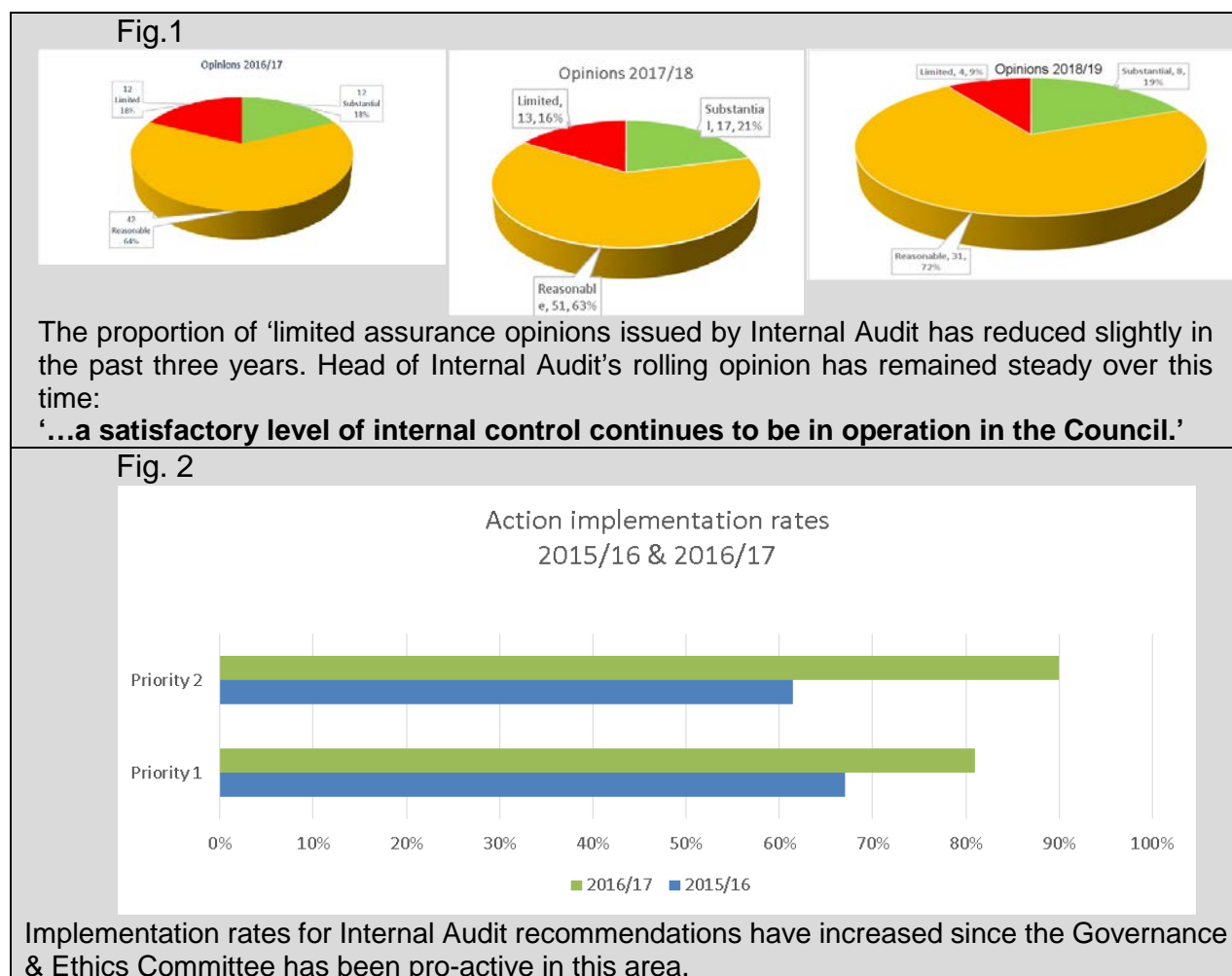
Information

2. The Governance & Ethics Committee was established following the County Council elections in May 2017, and it held its first meeting in June 2017. It is comprised of 10 County Councillors who meet 8 times per year.
3. The Committee's terms of reference are set out in the County Council's constitution. It is serviced regularly by professional officers working mostly in the Chief Executive's Department in the key functional areas of finance, internal audit, legal and democratic services, information management and corporate risk management. The Committee's role subsumed that of the former Audit Committee and it now extends further to incorporate wider responsibilities, for example relating to codes of conduct and dealing with alleged breaches of the codes.
4. At its meeting in July 2018, the Committee agreed to implement an annual report on how effectively it has discharged its key roles and responsibilities. This first report takes an extended look back at the work of the Committee since its inception in May 2017, with a particular emphasis on the work carried out in 2018/19. The report also sets out proposed priorities for the Committee in 2019/20.

Achievements against the Committee's terms of reference

5. **Appendix 1** presents a matrix of the key business dealt with by the Committee, mapped against each of its roles and responsibilities set out in the County Council Constitution. There are a number of notable achievements, summarised as follows:
 - a) Internal control framework: a significant area of focus for the Committee over the past year, and since its establishment, has been to provide support to Internal Audit in its work to review and recommend improvements to the Council's internal control framework. This has been achieved in part through scrutiny of Internal Audit's regular updates on the outcomes of its work, but in particular through the pro-active role the Committee takes in driving through the service's recommendations. Where progress with implementing actions

agreed by management is reported to be behind schedule, the Committee has requested both verbal and written updates from senior managers. This has re-energised commitment to implementation in a number of important areas for service users.

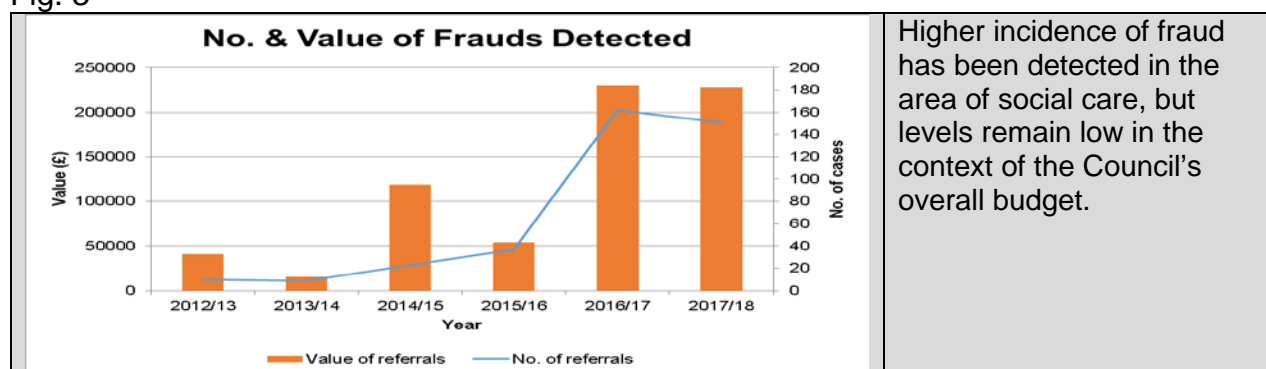


The Committee has been similarly supportive of the work of the Council's external auditors, again receiving updates on progress with the annual audit, and confirming an appropriate response from management to the findings and recommendations reported.

- b) Development of the internal audit function: In support of the above, the Committee has overseen and encouraged two notable developments in the internal audit service. Firstly, the approach to audit planning has transitioned from an annual plan to rolling, four-monthly (termly) plans. This is promoting tighter focus on plan delivery and it designs in flexibility to respond to emerging risks. Secondly, the Committee endorsed a collaboration arrangement with the Assurance Lincolnshire partnership, and the in-house service was beginning to see some early benefits from this in the second half of the year.
- c) Assurance mapping: The Committee approved a pilot approach to an assurance mapping process for the Council. This progressed in phases throughout the year and the Committee will review its benefits and future direction at today's meeting. It is anticipated that the process will prove to be an important source of information for the Committee in determining its priorities each year.

- d) Counter-fraud: the Committee has now considered two editions of the Annual Fraud Report, which is compiled by Internal Audit. This has provided important context that the incidence of fraud in the Council is low, whilst also providing an opportunity for the Committee to reinforce the zero tolerance approach where issues have arisen. The Committee has received regular updates on progress with the Council's pro-active counter-fraud programme, and the Committee has encouraged all staff and stakeholders to voice concerns wherever reasonable suspicions arise through the refresh of the Council's Fraud Response Plan. The annual report for the Council's Whistleblowing scheme has added further insight in this area.

Fig. 3



- e) Annual Statement of Accounts and Annual Governance Statement: The Committee has overseen compliance with the shortened timescales for preparing and approving the Council's financial accounts. Alongside these, the Committee has approved the Annual Governance Statement and the refresh of the supporting Local Code of Corporate Governance.

Fig. 4

2017/18 accounts approved at July 2018 committee.
2018/19 accounts scheduled to be approved at July 2019 committee



- f) Standards of conduct: The Committee reviewed a revised Code of Conduct for Councillors and Co-opted Members during 2017/18, giving it final approval in March 2018. The Committee's work around standards of conduct continued in 2018/19, through the approval of a revised policy for Councillors' Divisional Funds. Use of funds against the revised policy were scrutinised later in the year, as were councillors' use of resources in support of their day-to-day duties.
- g) Information Governance: The Committee has received regular updates on progress with the Information Governance Improvement Programme, which is the Council's two-phase

response to the changes necessitated by the enactment of the General Data Protection Regulations in May 2018. Continuing six-monthly updates have been agreed.

- h) Risk management: two update reports have been considered on the arrangements in the Council for risk management. Committee is developing an understanding of the key processes and issues impacting on this area of activity, and regular, on-going reports will afford Committee the opportunity to scrutinise further.
- i) Local Government Ombudsman Reports and Complaints: The Committee has taken a firm stance to be transparent in its approach to considering issues arising from service users' complaints about Council services. All decisions of the Ombudsman are scheduled for consideration by Committee at each meeting as the reports are received throughout the year. The relevant senior officers are invited to attend, where appropriate, to advise of actions taken where complaints have been upheld. Complaints received and dealt with through the Council's own arrangements have also been considered on a periodic basis.
6. The Committee has made appropriate use of the full range of powers delegated to it under the terms of the Constitution, as summarised below:

Delegated power	Summary of activity
Decision- making	Decisions have been taken at each Committee meeting in relation to the areas of activity within the Committee's remit
Policy development	Council policy has been determined and proposed in relation to: <ul style="list-style-type: none"> • Code of Conduct for Councillors and Co-opted Members • Use of Councillors' Divisional Funds • Councillors' participation with Outside Bodies and its impact on their Council duties • Operation of the Council's Petitions Scheme
Performance review	In relation to Internal Audit: <ul style="list-style-type: none"> • Periodic updates on service delivery • Engaging an external quality assessor, agreeing the scope of the external review and reviewing the assessor's report • Approving the proposed collaboration with Assurance Lincolnshire In relation to Legal Services <ul style="list-style-type: none"> • Receiving an update on the service's Lexcel accreditation, which is Law Society's legal practice quality mark for excellence in practice management and client care
Review of officers' decisions	Annual scrutiny of decisions taken by officers to waive financial regulations
Consultation responses	Approved responses to consultations on the following: <ul style="list-style-type: none"> • Department of Communities & Local Government consultation on disqualification criteria for councillors • Consultation relating to the Committee on Standards in Public Life
Staffing restructures	Review and approval of the proposed restructure of the Democratic Services Team
Attendance at conferences	Approval for the Vice Chairman of the Committee to attend the Public Sector Audit Appointments (PSAA) Local Audit Quality Forum in Manchester in November 2018. A report on the outcome of the Forum was considered by Committee in January 2019.

7. There has been no activity to date with regard to the investigation of alleged breaches of the Councillors' Code of Conduct. The Committee is able to convene a sub-committee for this purpose, but the need has not arisen.




Member training and self-assessment

8. Committee engaged with a self-assessment of its own effectiveness against CIPFA's publication, 'audit committees – Practical Guidance for Local Authorities and Police'. This identified a number of areas of strength, along with some opportunities for future development. One of these was to implement this annual report, and the other key actions arising from the assessment are summarised below:
- Potential gaps in assurance reported to the Committee:
 - the arrangements in the Council to ensure, and the progress in achieving, Value for Money
 - governance arrangements in partnerships
 - stronger links with the work of the Improvement and Change Sub-Committee to provide assurance in relation to Council performance
 - Areas of activity in which Committee Members wish to receive further training
 - internal audit
 - corporate risk management.

Priorities for 2019/20

9. In addition to the issues arising from the self-assessment exercise above at paragraph 8, the future content of the Committee's Work Programme is being informed by the assurance mapping pilot that the Committee commissioned in 2018/19. This was approved to focus on three core aspects of governance: financial management; risk management; and performance management. At the time of compiling this report, the outcomes from this exercise were being assembled for a report to Committee in May 2019. It is anticipated that this will enable the Committee to consider the following:
- Aspects of governance which are evidencing lower levels of assurance, either by virtue of there being inadequate sources of assurance or due to the evidence available showing cause for concern. This may suggest areas for greater scrutiny by Committee in the coming year
 - Aspects of governance for which there is a surplus of assurance, or in which the evidence identifies consistently stable and positive levels of assurance. Committee may decide to divert assurance efforts away from these areas in the coming year.
10. An early task for the Committee in 2019/20 will be to review its Work Programme to ensure it properly reflects the priorities identified by this report and the assurance mapping exercise. Once priorities have been agreed, a schedule of reports will be built in to the Work Programme to deliver the assurances the Committee wishes to receive over the course of the coming year.
11. It is proposed that key priorities for the Committee in 2019/20 should embrace a blend of its core duties as set out in the Council's Constitution, along with developmental activities to help maintain a high degree of focus on governance and ethical values in the Council. It should also be a priority for the Committee to carry out appropriate training and development activities for its members, to ensure all feel suitably skilled and confident in carrying out the important

role they play in the Council's governance framework. The following are potential priorities in 2019/20 for Members to discuss:

	<p>Core business</p> <ul style="list-style-type: none"> ➤ Statement of accounts ➤ External audit plans and outcomes ➤ Internal Audit plans, outcomes and implementation of recommendations ➤ Counter-fraud – with a particular emphasis on the key, external threats and the Council's processes for recovering losses ➤ Oversight of complaints and Ombudsman reports – to continue the transparent approach adopted to date ➤ Information governance ➤ Corporate risk management ➤ Member conduct
	<p>Promoting strong governance and sound ethical values</p> <ul style="list-style-type: none"> ➤ Expansion of assurance mapping ➤ Arrangements for determining the Council's risk appetite ➤ Interaction with other Committees and Sub-Committees ➤ Reviewing the Council's ethical framework ➤ Regular updates of the Annual Governance Statement ➤ Self-assessments against best practice guidance for governance and ethics ➤ Annual report to Full Council ➤ Consultations on Internal Audit plans to embrace regular meetings with Committee Chairs and Opposition Spokespersons
	<p>Member training</p> <ul style="list-style-type: none"> ➤ The internal audit process, using a case study approach ➤ Risk management concepts and their application using a case study approach ➤ Links with other county and regional audit committees ➤ Participation at regional and national conferences and seminars ➤ Introduction of more regular and targeted briefing sessions with key officers

Other Options Considered

12. The Committee agreed the implementation of an annual report of its activities at its meeting in July 2018. No other options were considered.

Reason for Recommendation

13. To provide assurance to the Council that the Governance & Ethics Committee is delivering against the terms of reference for the Committee, as set out in the Constitution.

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.

The remit of the Governance & Ethics Committee is to direct and receive assurance that the Council is meeting many of the issues identified above. Its work since establishment in May 2017 has addressed many of the above.

RECOMMENDATION

1) That Council considers the achievements of the Governance & Ethics Committee and endorses its intended areas of focus for the coming year.

Councillor Bruce Loughton
Chairman of the Governance & Ethics Committee

For any enquiries about this report please contact:
Rob Disney
Group Manager – Assurance

Constitutional Comments (GDR 03/05/2019)

15. Pursuant to the County Council's constitution, the subject matter and recommendations contained within this report fall within the authority of the County Council to consider.

Financial Comments (MM 03/05/2019)

16. There are no specific financial implications arising directly from the 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

- All

SUMMARY OF WORK CARRIED OUT BY THE GOVERNANCE & ETHICS COMMITTEE AGAINST ITS TERMS OF REFERENCE

2017/18	May 2018	Jun 2018	Jul 2018	Sep 2018	Nov 2018	Dec 2018	Jan 2019	Mar 2019
Annual statement of accounts								
Mandatory enquiries and Statement of Accounts 2016/17	Mandatory enquiries		Statement of accounts 2017/18					
Certification of grants and returns 2016/17								
Annual Governance Statement (AGS)								
AGS 2016/17	AGS 2017/18							
Local code corporate governance								
Review of Local Code	Review of Local Code		IA Charter					LGA Corporate Peer Challenge
Internal control & external audit								
Internal Audit reports: - Follow-up of recs - Plan - Progress reports	Follow-up of IA recs	IA Annual Report 2017/18	IA Term 2 Plan Assurance mapping update	External Audit annual letter 2017/18 & progress report	IA Term 1 Report & Term 3 Plan	NAO Cyber Security & Information Risk Guidance for Audit Cttees	PSAA Local Audit Quality Forum – feedback Assurance mapping update	External Audit Plan 2018/19 IA Term 2 report & Term 1 Plan
External Audit plans and progress reports			Vacant property management	DP misuse, fraud & deprivation of assets		External Audit progress report	Follow-up of IA recs	
Assurance mapping								
Updates with IA limited assurance opinions: Deprivation of assets controls ASCH & PH							External residential placements for looked after children	

SUMMARY OF WORK CARRIED OUT BY THE GOVERNANCE & ETHICS COMMITTEE AGAINST ITS TERMS OF REFERENCE

2017/18	May 2018	Jun 2018	Jul 2018	Sep 2018	Nov 2018	Dec 2018	Jan 2019	Mar 2019
External placements for LAC								
Financial Regulations and counter-fraud								
Annual Fraud Report 2016/17	LGA Bribery & Fraud Prevention workbook for councillors	Annual Fraud Report 2017/18 Annual Whistleblowing Report 2017/18	Fraud Response Plan			Counter Fraud progress report		
Risk management								
Corporate risk management update				Corporate risk management update				
Information Governance – Data Protection & Freedom of Information								
IGIP progress update		IGIP progress update				IGIP progress update		
ICO monetary penalty notice								
NHS Digital Audit of data sharing with PH								
Legal, democratic, complaints								
LG Ombudsman decisions	LG Ombudsman decisions	LG Ombudsman decisions	Legal Services Lexcel accreditation	LG Ombudsman decisions	LG Ombudsman decisions	LG Ombudsman decisions	LG Ombudsman decisions	LG Ombudsman decisions
RIPA annual report								Outcomes from Complaints Process 2017/18

SUMMARY OF WORK CARRIED OUT BY THE GOVERNANCE & ETHICS COMMITTEE AGAINST ITS TERMS OF REFERENCE

2017/18	May 2018	Jun 2018	Jul 2018	Sep 2018	Nov 2018	Dec 2018	Jan 2019	Mar 2019
Outcomes from Complaints Process 2016/17								
Conduct standards								
		Review of outside bodies		Petitions scheme	Member training	Update on use of resources by councillors	Update on use of resources by councillors	
Implement revised codes of conduct								
Code of Conduct for Councillors & co-opted members								
Alleged breaches of conduct								
Issues from members' allowances								
Joint civic reception at Notts Cricket Club								
Councillors' divisional funds								
		CDF revised policy				Update on use of CDF		
Statutory independent member recruitment								
							Appointment of independent persons - recruitment & selection process	

REPORT OF THE LEADER

CONSTITUTION REVIEW

Purpose of the Report

1. To seek Full Council's approval for a review of the Council's Constitution to be undertaken.

Information

2. The Council's Constitution was fully reviewed in 2012 when the Council changed from executive arrangements to the committee-system form of governance. The Financial Regulations, which form part of the Constitution, were reviewed in 2015. The Committee Structure was updated in May 2017, and Communities and Place Review Committee was added in September 2018. There have been other minor amendments and updates, however it is now some time since the document has been reviewed.
3. It is proposed that Full Council commissions the Monitoring Officer to undertake a review of the Constitution, with Governance and Ethics Committee having oversight for the project. In accordance with the Constitution, Full Council will be responsible for adopting the updated document.
4. The objective will be to modernise the document and ensure it is clear and user-friendly for all. Particular emphasis will be given to Full Council and committee procedure rules; to facilitate the smooth and efficient running of meetings.
5. Governance and Ethics Committee will be asked to approve the scope of the review.

Other Options Considered

6. Not to undertake a complete review; Governance and Ethics Committee will have oversight and will consider the scope of the review to ensure the scale of the project is proportionate and a good use of resources.

Reason/s for Recommendation/s

7. To ensure the County Council's Constitution is user friendly and facilitates the Council in decision-making and ensuring sound governance.

Statutory and Policy Implications

8. 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

9. Governance and Ethics Committee will consider any financial implications when the scope of the review is determined.

RECOMMENDATION/S

- 1) That the Monitoring Officer is commissioned to undertake a review of the County Council's Constitution; subject to Governance and Ethics Committee approving the scope of the review and having oversight of the project throughout.

Councillor Mrs Kay Cutts MBE
Leader of the Council

For any enquiries about this report please contact:

Marjorie Toward
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marjorie.toward@nottsc.gov.uk

Constitutional Comments (SLB 18/04/2019)

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

Financial Comments (SES 07/05/2019)

11. 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.

- None

Electoral Division(s) and Member(s) Affected

- All