

When telephoning, please ask for: Helen Tambini
Direct dial 0115 914 8320
Email democraticservices@rushcliffe.gov.uk

Our reference:
Your reference:
Date: Monday, 6 June 2022

To all Members of the Cabinet

Dear Councillor

A Meeting of the Cabinet will be held on Tuesday, 14 June 2022 at 7.00 pm in the Council Chamber, Rushcliffe Arena, Rugby Road, West Bridgford to consider the following items of business.

This meeting will be accessible and open to the public via the live stream on YouTube and viewed via the link: <https://www.youtube.com/user/RushcliffeBC>
Please be aware that until the meeting starts the live stream video will not be showing on the home page. For this reason, please keep refreshing the home page until you see the video appear.

Yours sincerely



Gemma Dennis
Monitoring Officer

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Meeting held on 10 May 2022 (Pages 1 - 4)
4. Citizens' Questions

To answer questions submitted by citizens on the Council or its services.

5. Opposition Group Leaders' Questions

To answer questions submitted by Opposition Group Leaders on items on the agenda.

NON-KEY DECISIONS

6. Local Government Boundary Commission for England - Final Recommendation for Rushcliffe (Pages 5 - 58)

Rushcliffe Borough
Council Customer
Service Centre

Fountain Court
Gordon Road
West Bridgford
Nottingham
NG2 5LN

Email:
customerservices
@rushcliffe.gov.uk

Telephone:
0115 981 9911

www.rushcliffe.gov.uk

Opening hours:
Monday, Tuesday and Thursday
8.30am - 5pm
Wednesday
9.30am - 5pm
Friday
8.30am - 4.30pm

Postal address
Rushcliffe Borough
Council
Rushcliffe Arena
Rugby Road
West Bridgford
Nottingham
NG2 7YG

The report of the Chief Executive is attached.

7. Community Infrastructure Levy Funding Delivery Programme (Pages 59 - 78)

The report of the Director – Development and Economic Growth is attached.

8. Bingham Improvement Board Report (Pages 79 - 100)

The report of the Chief Executive is attached.

Membership

Chairman: Councillor S J Robinson

Vice-Chairman: Councillor A Edyvean

Councillors: A Brennan, R Inglis, G Moore and R Upton

Meeting Room Guidance

Fire Alarm Evacuation: In the event of an alarm sounding please evacuate the building using the nearest fire exit, normally through the Council Chamber. You should assemble at the far side of the plaza outside the main entrance to the building.

Toilets: Are located to the rear of the building near the lift and stairs to the first floor.

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The Openness of Local Government Bodies Regulations 2014 allows filming and recording by anyone attending a meeting. This is not within the Council's control.

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MINUTES OF THE MEETING OF THE CABINET

TUESDAY, 10 MAY 2022

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena,
Rugby Road, West Bridgford
and livestreamed on Rushcliffe Borough Council YouTube channel

PRESENT:

Councillors A Edyvean (Vice-Chairman), A Brennan, R Inglis and G Moore

ALSO IN ATTENDANCE:

Councillors Jones and J Walker

OFFICERS IN ATTENDANCE:

L Ashmore	Director of Development and Economic Growth
P Linfield	Director of Finance and Corporate Services
K Marriott	Chief Executive
S Sull	Monitoring Officer
H Tambini	Democratic Services Manager

APOLOGIES:

Councillors S J Robinson

75 Declarations of Interest

There were no declarations of interest.

76 Minutes of the Meeting held on 8 March 2022

The minutes of the meeting held on Tuesday, 8 March 2022, were declared a true record and signed by the Vice-Chairman.

77 Citizens' Questions

There were no citizens' questions.

78 Opposition Group Leaders' Questions

There were no Opposition Group Leaders' questions.

79 ICT Strategy 2022 - 2025

The Cabinet Portfolio Holder for Finance and Customer Access, Councillor Moore, presented the report of the Director – Finance and Corporate Services outlining the ICT Strategy for 2022 to 2025.

Councillor Moore confirmed that the current Strategy had expired this year, and stated that in terms of ICT, much had changed over the last few years, in particular how the Council worked following the Covid-19 pandemic, and it was therefore important that the Strategy was reviewed to ensure that the Council continued to improve the ways it did business, increase efficiency, flexibility and innovation, whilst remaining secure.

Cabinet noted that the Strategy would build on the strength from previous strategies and would focus on five strategic themes, details of which were highlighted in the report.

Councillor Moore referred to the Action Plan for the next three years, together with the financial resources required to implement the Plan, and highlighted the main actions required to deliver the core strategy objectives, details of which were highlighted in the Strategy, attached as an Appendix to the report. Cabinet was reminded that this was an emerging strategy, and things would change that would have an impact on the Action Plan and the Capital Programme.

In seconding the recommendation, Councillor Inglis reiterated the importance of the Council's ongoing investment in its ICT provision, to ensure continuous improvement and efficiencies. Working practices had changed significantly due to the pandemic, and Cabinet was reminded how effectively the Council had dealt with those changes, and that would continue.

Councillor Inglis welcomed the proposed enhancement and update of the Council's website planned for 2023, which would ensure an enhanced user experience.

Councillor Brennan thanked officers for producing an excellent document and in particular welcomed the incorporation of the 'Think Green' theme, which was often not thought about in conjunction with ICT provision.

Councillor Brennan also noted and welcomed the proposed update and upgrade of the Council's website and advised that this was much needed to ensure that it was more user friendly and intuitive for the Council's customers and residents.

Councillor Edyvean echoed previous comments, including the importance of ensuring that the website was kept up to date, providing easy access to Council services and was relevant to local residents.

It was RESOLVED that the 2022-25 ICT Strategy be approved for adoption.

80 **East Leake Parish Council Temporary Cash Advance**

The Cabinet Portfolio Holder for Finance and Customer Access, Councillor Moore, presented the report of the Director – Finance and Corporate Services proposing a temporary cash advance for East Leake Parish Council.

Councillor Moore advised that East Leake Parish Council was currently developing a much needed sports pavilion, which had been partly funded by

developers and a very generous contribution from the Football Foundation. Additional funds would be made available through Community Infrastructure Levy (CIL) money, together with funding from a Public Works Loan Board (PWLB) loan, which the Parish Council was negotiating. In the meantime, Cabinet was advised that the Parish Council had a short-term cash flow need, and had requested a short-term loan of £250k, which had been fully endorsed by the East Leake Growth Board.

Councillor Moore advised that a legal agreement had been drawn up, incorporating an agreed interest rate, and that the loan would be repaid once the Parish Council had received the additional funding.

In seconding the recommendation, Councillor Brennan stated that the current pavilion was no longer fit for purpose and given the housing and population growth in East Leake, it was essential that the village had an up to date facility to use. Cabinet was reminded that the Parish Council had worked extremely hard to bring this important project forward and this would only be a short term loan, which was expected to be repaid promptly.

Councillor Edyvean reiterated the importance of this project to East Leake, and that the Council looked forward to seeing it come to fruition.

It was RESOLVED that:

- a) a short term cash advance of up to £250k be approved to be repaid by East Leake Parish Council once it has received additional external funding; and
- b) the Borough Council's Capital Programme be temporarily adjusted to reflect the agreed loan figure of up to £250k.

81 Exclusion of Public

It was resolved that under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

82 Proposed Sale of Council's Freehold Interest at Candleby Lane, Cotgrave

The Cabinet Portfolio Holder for Business and Economic Growth, Councillor Edyvean, presented the report of the Director – Development and Economic Growth providing an update on the proposed sale of the Council's Freehold Interest at Candleby Lane, Cotgrave.

The recommendation was proposed by Councillor Edyvean and seconded by Councillor Moore.

It was RESOLVED that:

- a) the review of the Council's freehold interest in the commercial land at Candleby Lane, Cotgrave be considered; and
- b) the sale of the Council's interest at Candleby Lane, Cotgrave as set out in paragraph 4.23.1 of the report be supported, and the Director of Development and Economic Growth be granted delegated authority to execute the sale documents and associated steps to completion.

The meeting closed at 7.18 pm.

CHAIRMAN



Cabinet

Tuesday, 14 June 2022

**Local Government Boundary Commission for England –
Final Recommendation for Rushcliffe**

Report of the Chief Executive

**Cabinet Portfolio Holder for Strategic and Borough Wide Leadership,
Councillor S J Robinson**

1. Purpose of report

- 1.1. The Local Government Boundary Commission for England (LGBCE) has recently published its final recommendations for new wards and boundaries in Rushcliffe. This report is presented at Appendix One.
- 1.2. The new wards and boundaries are the result of periodic review to ensure electoral equality across the Borough.

2. Recommendation

It is RECOMMENDED that Cabinet notes the report of the LGBCE setting out the new ward boundaries for the Borough of Rushcliffe.

3. Reasons for Recommendation

This is the end result of the recent consultation that has taken place over the last 18 months.

4. Supporting Information

- 4.1. The Council is participating in a periodic review requested by the Local Government Boundary Commission for England (LGBCE). In March 2021, Council approved the Review of Council Size before its submission to the LGBCE.
- 4.2. The LGBCE decided that Rushcliffe should retain 44 Councillors and undertook its first stage of consultation between 11 May and 19 July. They asked for feedback on where the Borough's ward boundaries should be drawn.
- 4.3. The second stage of the consultation commenced on 5 October, with the publication of Draft Recommendations setting out where the LGBCE considers the Borough's ward boundaries should be drawn and how many Councillors should be elected by each ward.

- 4.4. Council approved the Borough Council's submission to the second stage of the consultation in December 2021.
- 4.5. In March 2022, the LGBCE launched a further consultation exercise specifically focused on the eastern side of the Borough. Due to the swift turnaround time on this stage of the consultation, the Council's submission was signed off by Group Leaders (25 March 2022).
- 4.6. The LGBCE final recommendations for Rushcliffe were published on 31 May 2022 and are at Appendix One. Work will now commence internally to reconfigure the Borough's ward boundaries in time for the publication of the Register of Electors in December 2022, in advance of the May 2023 Borough Council Elections.
- 4.7. To summarise the main recommendations:
- The residents of Rushcliffe should be represented by 44 Councillors
 - Rushcliffe should have 24 wards
 - The boundaries of most wards should change to reflect change within the Borough and to ensure electoral equality as far as is possible within the statutory criteria for a review
 - Rushcliffe will have six three-councillor wards, eight two-councillor wards and 10 single Councillor wards
 - The number of wards with an electoral variance over 10% from the average number of electors per Councillor for the Borough will drop from 14 in 2020 to two in 2027 under the new proposals
 - The number of wards with an electoral variance over 20% from the average number of electors per Councillor for the Borough will drop from seven in 2020 to none in 2027 under the new proposals
 - In addition to changes recommended to the parishes of Bingham and Radcliffe-on-Trent in their earlier report, the LGBCE have now included changes to the parish of Cropwell Butler.

5. Alternative options considered and reasons for rejection

- 5.1. The LGBCE regularly reviews the number of Councillors representing residents of a geographical area (in this case the Borough of Rushcliffe) to ensure electoral equality. In addition, ward boundaries and names are reviewed to ensure that changes within the Borough (such as new housing developments, changes to infrastructure and population growth) are taken into account.
- 5.2. The Council has participated fully in all stages of the review process and will now look to implement changes on a local level in time for the Register of Electors to be published in December 2022.
- 5.3. As the result of not participating in the review would be electoral inequality, the Council does not see this as a viable alternative. As such no alternatives were considered or rejected.

6. Risks and Uncertainties

Failure to ensure electoral representation is fair and equitable restricts the Council's ability to deliver services reflective of local need, demand and choice. Disproportionate electorate to Councillor numbers reduces capacity to ensure understanding of local representation and ensure it properly reflects community identity.

7. Implications

7.1. Financial Implications

There are no financial implications related to the recommendations of this report.

7.2. Legal Implications

If approved by the Commission, the electoral arrangements for Rushcliffe will be laid by draft order before Parliament in Summer 2022. If made, the order will come into force in 2023. Until such date, the existing ward boundaries and Councillor numbers will continue in their current format.

7.3. Equalities Implications

Adequate representation of the electorate is one of the primary drivers behind this review. A sense of 'community identity' is one of the LGBCE's key considerations when proposing a change of ward boundary.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no Section 17 implications related to the recommendations of this report.

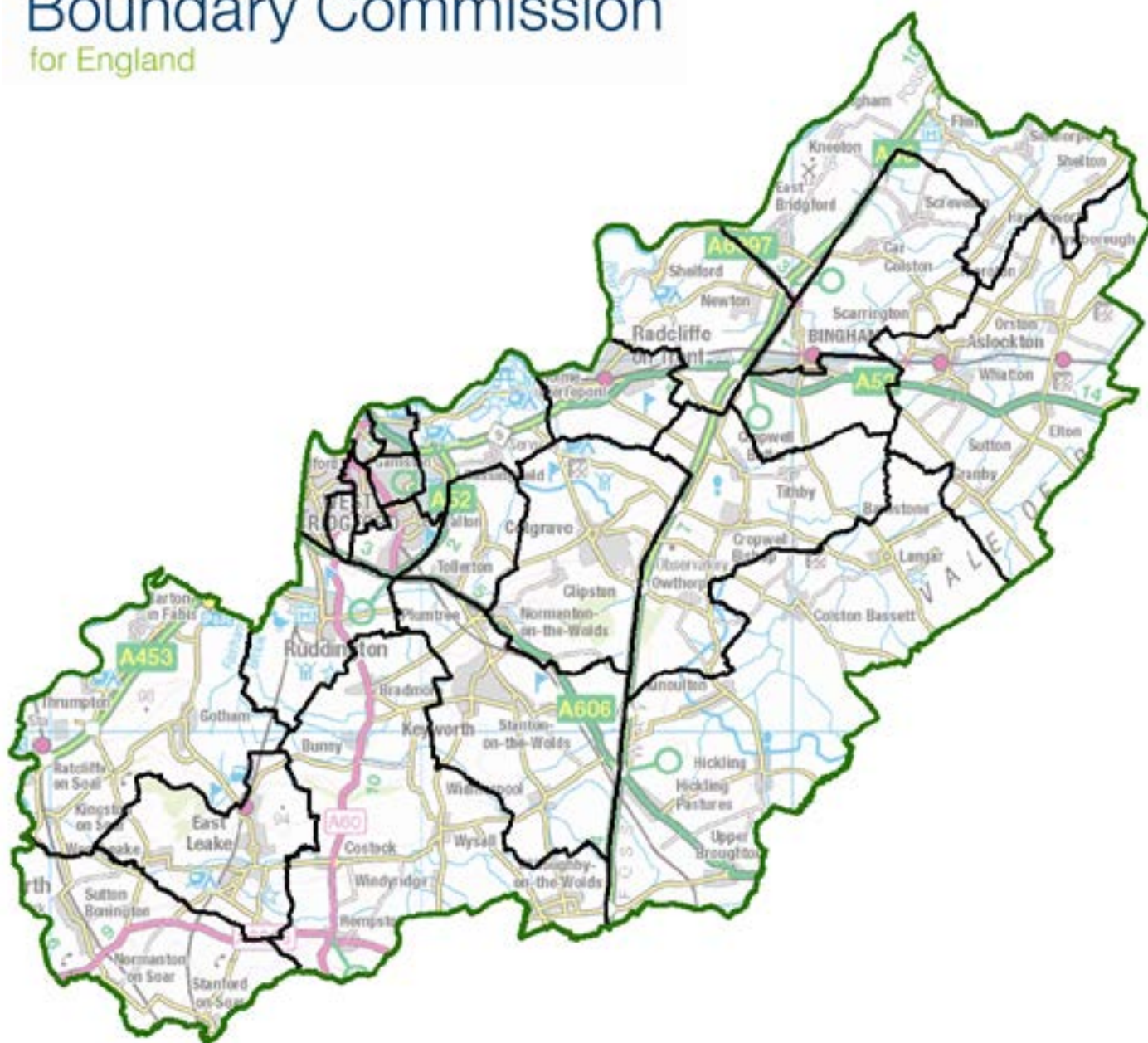
8. Link to Corporate Priorities

Quality of Life	Fair, equitable, and responsive democratic representation is a key element of quality of life for our residents.
Efficient Services	By ensuring that each Councillor represents a fairly equal number of electors, each Councillor will have the best opportunity to deliver efficient and effective representation for their ward.
Sustainable Growth	Whilst the Borough is expanding it is important to maintain fair, equitable, and responsive democratic representation
The Environment	

9. Recommendation

It is RECOMMENDED that Cabinet notes the report of the LGBCE setting out the new ward boundaries for the Borough of Rushcliffe.

For more information contact:	Charlotte Caven-Atack Service Manager – Corporate Services 0115 914 8278 ccaven-atack@rushcliffe.gov.uk
Background papers available for Inspection:	Report to Council 2 December 2021 ‘Electoral Review of Rushcliffe – Draft Recommendations’ Report to Council 4 March 2021 ‘Electoral Review of Rushcliffe’
List of appendices:	Appendix One – LGBCE Final Recommendations for Rushcliffe



New electoral arrangements for Rushcliffe Borough Council Final Recommendations

May 2022

Translations and other formats:

To get this report in another language or in a large-print or Braille version, please contact the Local Government Boundary Commission for England at:

Tel: 0330 500 1525

Email: reviews@lgbce.org.uk

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A note on our mapping:

The maps shown in this report are for illustrative purposes only. Whilst best efforts have been made by our staff to ensure that the maps included in this report are representative of the boundaries described by the text, there may be slight variations between these maps and the large PDF map that accompanies this report, or the digital mapping supplied on our consultation portal. This is due to the way in which the final mapped products are produced. The reader should therefore refer to either the large PDF supplied with this report or the digital mapping for the true likeness of the boundaries intended. The boundaries as shown on either the large PDF map or the digital mapping should always appear identical.

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Introduction

Who we are and what we do

1 The Local Government Boundary Commission for England (LGBCE) is an independent body set up by Parliament.¹ We are not part of government or any political party. We are accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons. Our main role is to carry out electoral reviews of local authorities throughout England.

2 The members of the Commission are:

- Professor Colin Mellors OBE (Chair)
- Andrew Scallan CBE (Deputy Chair)
- Susan Johnson OBE
- Peter Maddison QPM
- Amanda Nobbs OBE
- Steve Robinson
- Jolyon Jackson CBE (Chief Executive)

What is an electoral review?

3 An electoral review examines and proposes new electoral arrangements for a local authority. A local authority's electoral arrangements decide:

- How many councillors are needed.
- How many wards or electoral divisions there should be, where their boundaries are and what they should be called.
- How many councillors should represent each ward or division.

4 When carrying out an electoral review the Commission has three main considerations:

- Improving electoral equality by equalising the number of electors that each councillor represents.
- Ensuring that the recommendations reflect community identity.
- Providing arrangements that support effective and convenient local government.

5 Our task is to strike the best balance between these three considerations when making our recommendations.

¹ Under the Local Democracy, Economic Development and Construction Act 2009.

6 More detail regarding the powers that we have, as well as the further guidance and information about electoral reviews and review process in general, can be found on our website at www.lgbce.org.uk

Why Rushcliffe?

7 We are conducting a review of Rushcliffe Council ('the Council') as some councillors currently represent many more or fewer electors than others. We describe this as 'electoral inequality'. Our aim is to create 'electoral equality', where the number of electors per councillor is as even as possible, ideally within 10% of being exactly equal.

8 This electoral review is being carried out to ensure that:

- The wards in Rushcliffe are in the best possible places to help the Council carry out its responsibilities effectively.
- The number of electors represented by each councillor is approximately the same across the borough.

Our proposals for Rushcliffe

9 Rushcliffe should be represented by 44 councillors, the same number as there are now.

10 Rushcliffe should have 24 wards, one fewer than there are now.

11 The boundaries of most wards should change; one will stay the same.

12 We have now finalised our recommendations for electoral arrangements for Rushcliffe.

How will the recommendations affect you?

13 The recommendations will determine how many councillors will serve on the Council. They will also decide which ward you vote in, which other communities are in that ward, and, in some cases, which parish council ward you vote in. Your ward name may also change.

14 Our recommendations cannot affect the external boundaries of the borough or result in changes to postcodes. They do not take into account parliamentary constituency boundaries. The recommendations will not have an effect on local taxes, house prices, or car and house insurance premiums and we are not able to take into account any representations which are based on these issues.

Review timetable

15 We wrote to the Council to ask its views on the appropriate number of councillors for Rushcliffe. We then held three periods of consultation with the public on warding patterns for the borough. The submissions received during consultation have informed our final recommendations.

16 The review was conducted as follows:

Stage starts	Description
20 April 2021	Number of councillors decided
11 May 2021	Start of consultation seeking views on new wards
19 July 2021	End of consultation; we began analysing submissions and forming draft recommendations
5 October 2021	Publication of draft recommendations; start of second consultation
13 December 2021	End of consultation; we began analysing submissions and forming new recommendations
1 March 2022	Publication of further draft recommendations and start of consultation
29 March 2022	End of consultation; we began analysing submissions and forming final recommendations
31 May 2022	Publication of final recommendations

Analysis and final recommendations

17 Legislation² states that our recommendations should not be based only on how many electors³ there are now, but also on how many there are likely to be in the five years after the publication of our final recommendations. We must also try to recommend strong, clearly identifiable boundaries for our wards.

18 In reality, we are unlikely to be able to create wards with exactly the same number of electors in each; we have to be flexible. However, we try to keep the number of electors represented by each councillor as close to the average for the council as possible.

19 We work out the average number of electors per councillor for each individual local authority by dividing the electorate by the number of councillors, as shown on the table below.

	2020	2027
Electorate of Rushcliffe	90,558	107,013
Number of councillors	44	44
Average number of electors per councillor	2,058	2,432

20 When the number of electors per councillor in a ward is within 10% of the average for the authority, we refer to the ward as having 'good electoral equality'. Twenty-two of our 24 proposed wards for Rushcliffe are forecast to have good electoral equality by 2027.

Submissions received

21 See Appendix C for details of the submissions received. All submissions may be viewed on our website at www.lgbce.org.uk

Electorate figures

22 The Council submitted electorate forecasts for 2027, a period five years on from the scheduled publication of our final recommendations in 2022. These forecasts were broken down to polling district level and predicted an increase in the electorate of around 18% by 2027.

23 We considered the information provided by the Council and are satisfied that the projected figures are the best available at the present time. We have used these figures to produce our final recommendations.

² Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009.

³ Electors refers to the number of people registered to vote, not the whole adult population.

Number of councillors

24 Rushcliffe Council currently has 44 councillors. We looked at evidence provided by the Council and concluded that keeping this number the same will ensure the Council can carry out its roles and responsibilities effectively.

25 We therefore invited proposals for new patterns of wards that would be represented by 44 councillors – for example, 44 one-councillor wards, 22 two-councillor wards, or a mix of one-, two- and three-councillor wards.

26 We received no submissions specifically about the number of councillors in response to our consultation on our draft recommendations. We have therefore maintained 44 councillors for our final recommendations.

Ward boundaries consultation

27 We received 35 submissions in response to our consultation on ward boundaries. These did not include any borough-wide proposals, which we would normally expect from the Council or political groups. The submissions provided localised comments for ward arrangements in particular areas of the borough.

28 Our draft recommendations took into account local evidence that we received, which provided evidence of community links and locally recognised boundaries. In some areas we considered that the proposals did not provide for the best balance between our statutory criteria and so we identified alternative boundaries.

29 Given the travel restrictions, and the social distancing, arising from the Covid-19 pandemic, there was a detailed ‘virtual’ tour of Rushcliffe. This tour of the area helped us to decide between the different boundaries we were considering.

30 Our draft recommendations were for seven three-councillor wards, nine two-councillor wards and five one-councillor wards. We considered that our draft recommendations would provide for good electoral equality while reflecting community identities and interests where we received such evidence during consultation.

Draft recommendations consultation

31 We received 102 submissions during consultation on our draft recommendations. These included comments on the majority of our proposed wards from the Council, Nottinghamshire County Council (‘County Council’), Rushcliffe Conservative Association (‘Conservatives’) and the Rushcliffe Labour Party (‘Labour’). The West Bridgford Labour Party provided a submission which

duplicated the proposals of the Rushcliffe Labour Party with regard to the urban area of West Bridgford. This submission is not referred to separately in the body of this report.

32 The majority of the other submissions focused on specific areas, particularly our proposals in the Lady Bay area of West Bridgford.

33 In several areas across the borough, the Labour submission argued in favour of single-member wards, recognising that this would divide towns and villages between separate wards. While we recognised that the proposals generally offered good electoral equality, and Labour argued that they offered greater democratic accountability, we were generally not persuaded that they reflected separate community identities within the villages in question.

34 We note that the Council did not request a single-member ward review, where we would aim to deliver a uniform pattern of single-member wards across Rushcliffe. There is therefore no presumption in favour of single-member wards; if multi-member wards better fulfil our statutory criteria we will adopt them instead. In several cases we have not adopted the Labour proposal for single-member wards, as we were not persuaded that these would reflect community identity in particular, one of the statutory criterion.

35 Having carefully considered the submissions received, we decided to undertake a period of further consultation in the east of the borough. We considered that we had sufficient evidence in most other areas of the borough to propose a robust set of final recommendations.

36 In the east of the borough, we received several proposals for changes to our draft recommendations, with our proposed large two-councillor wards receiving relatively little support. We therefore decided to offer further draft proposals, and an additional period of consultation, in this area.

Further draft recommendations

37 In response to this further consultation, we received 27 submissions regarding the east of Rushcliffe. As a result, we are persuaded that our further draft recommendations reflect the best available balance of our statutory criteria, and we are including them as part of our final recommendations.

Final recommendations

38 Our final recommendations are based on the draft recommendations and further draft recommendations, with modifications to the wards in the West

Bridgford area and the rural south-west and north-east of the borough based on the submissions received. The final recommendations derive from our initial proposals, modified by further evidence received across two further consultations.

39 Our final recommendations are for six three-councillor wards, eight two-councillor wards and 10 one-councillor wards. We consider that our final recommendations will provide for good electoral equality while reflecting community identities and interests where we received such evidence during consultation.

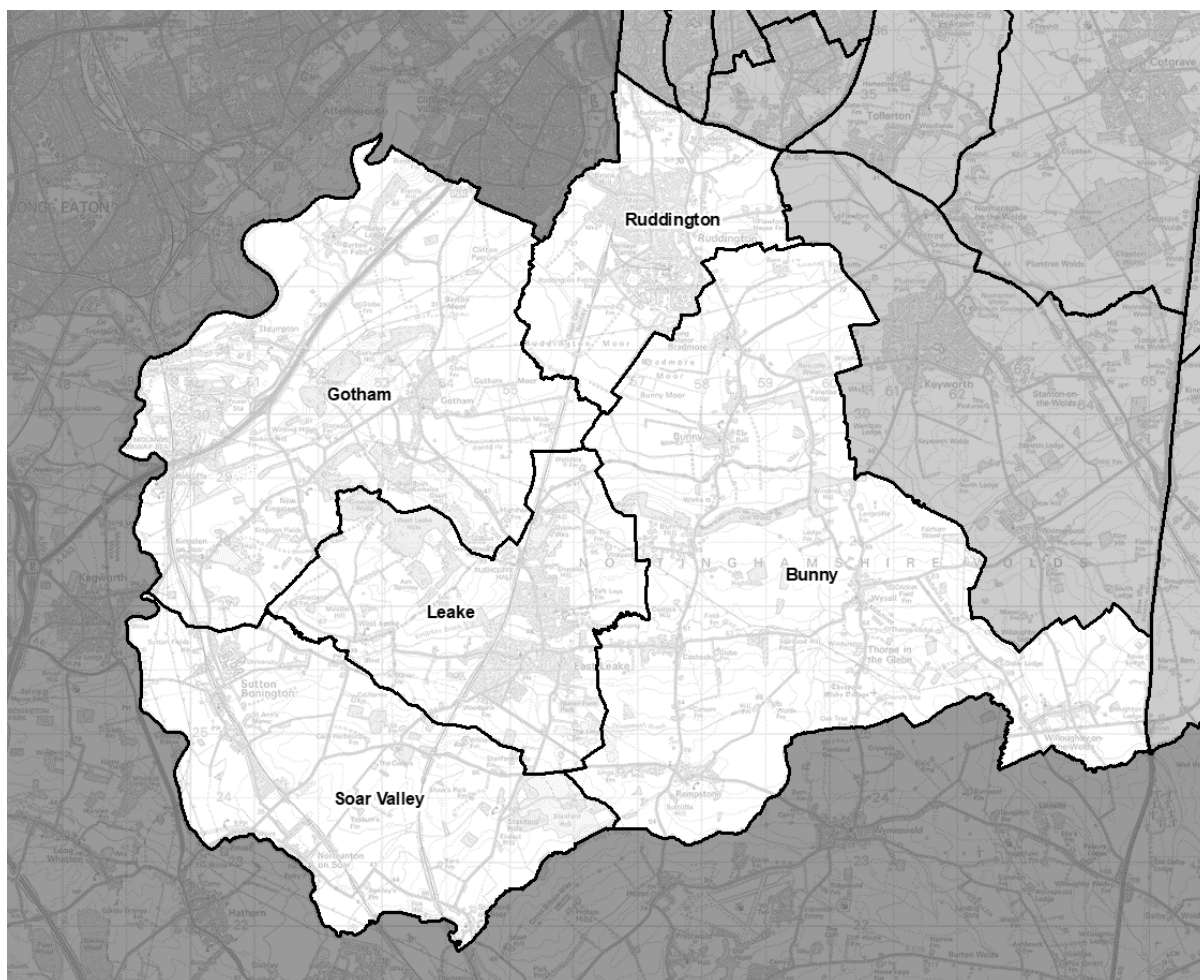
40 The tables and maps on pages 9–28 detail our final recommendations for each area of Rushcliffe. They detail how the proposed warding arrangements reflect the three statutory⁴ criteria of:

- Equality of representation.
- Reflecting community interests and identities.
- Providing for effective and convenient local government.

41 A summary of our proposed new wards is set out in the table starting on page 37 and on the large map accompanying this report.

⁴ Local Democracy, Economic Development and Construction Act 2009.

South-Western Rushcliffe



Ward name	Number of councillors	Variance 2027
Bunny	1	7%
Gotham	2	-12%
Leake	3	4%
Ruddington	3	-3%
Soar Valley	1	-12%

Bunny

42 We received a number of proposals for modifying the Bunny ward that we outlined in our draft recommendations. The Council and Conservative submissions suggested that Plumtree parish had few links with Bunny and preferred it to be linked with either Tollerton or Keyworth parishes, citing Plumtree residents using health, education and shopping facilities within Keyworth. In contrast, the County Council submission supported our proposed Bunny ward, noting that it comprised small parishes that sit well together.

43 We are persuaded to alter our draft recommendations, and place Plumtree parish in a ward with Keyworth, based on the evidence of community identity provided by the Council. As noted below (paragraphs 54–7), it is not possible to include neighbouring parishes within our proposed Tollerton ward while retaining good electoral equality. We have therefore adopted the Labour proposals to add Plumtree to a Keyworth-based ward, while noting that we have not adopted the Labour proposal to split Keyworth into separate wards (see paragraph 60).

44 Labour proposed moving Rempstone parish into a Soar Valley ward, in order to improve electoral equality. We considered this carefully but were mindful of evidence from our initial consultation that Rempstone shares community links with Costock and Bunny. The Labour proposal did not provide strong evidence of community identity between Rempstone and Sutton Bonington, and we have not been persuaded to adopt this proposal.

45 The Council and Labour submissions noted that Willoughby-on-the-Wolds parish is somewhat separate from Keyworth and might share a better community identity with the other similarly sized villages in Bunny ward. We have adopted this proposal, which also facilitates placing Plumtree parish within Keyworth & Wolds ward while retaining good electoral equality.

Gotham and Soar Valley

46 Our draft recommendations proposed a single-member ward consisting of Barton-in-Fabis parish, and a two-member Soar Valley ward stretching from Gotham to Stanford on Soar parishes. This latter ward was not forecast to have good electoral equality, with 14% fewer electors per councillor than average. We created this proposal ourselves, as we received no full proposals for this area in our initial consultation on warding patterns. We proposed a ward with poor electoral equality in order to facilitate better community identity for neighbouring wards.

47 With the exception of Normanton on Soar Parish Council, we received little support for our draft recommendation. Responses focused on the relatively large two-member ward, as well as opposition to the fact that the majority of the electorate of our proposed Barton-in-Fabis ward would be in a new development, named Fairham. While we accept that the community identity of the Fairham development is likely to be somewhat different from the small rural villages in this area, the development is forecast to be occupied by roughly 1,900 Rushcliffe electors within the forecast period for this review and we must include them in whatever warding pattern we propose. Given we received wide-ranging support for our proposed Ruddington ward, there is no alternative location for the Fairham development than a ward including the remainder of Barton-in-Fabis parish.

48 We received a joint proposal from Barton-in-Fabis, Gotham, Kingston on Soar, Ratcliffe on Soar, Sutton Bonington, Stanford on Soar and Thrumpton

parish councils and meetings. They proposed retaining the existing Gotham ward, comprising Barton-in-Fabis, Thrumpton, Gotham, Ratcliffe on Soar and Kingston on Soar parishes as a two-member ward; the remainder of our proposed Soar Valley ward, comprising Sutton Bonington, Normanton on Soar and Stanford on Soar parishes, would be a single-councillor ward. This proposal was supported by the Conservatives, the Council and the County Council.

49 Labour proposed the same Gotham ward, but a different Soar Valley ward, including Rempstone parish. As discussed above (paragraph 44), we have not adopted this proposal.

50 We note that the combined proposal for Gotham and Soar Valley wards does not offer good electoral equality, with both wards having a variance of -12%. However, given the paucity of alternatives in this area, and the widespread support for the alternative proposal, we are persuaded to alter our draft recommendations, and adopt the joint proposal of the parishes. We considered improving the equality of one of the wards with the addition of West Leake parish but believe that, in light of the strong evidence that West Leake shares a community identity with East Leake, it is better to accept poorer electoral equality in this area than to compromise community identity.

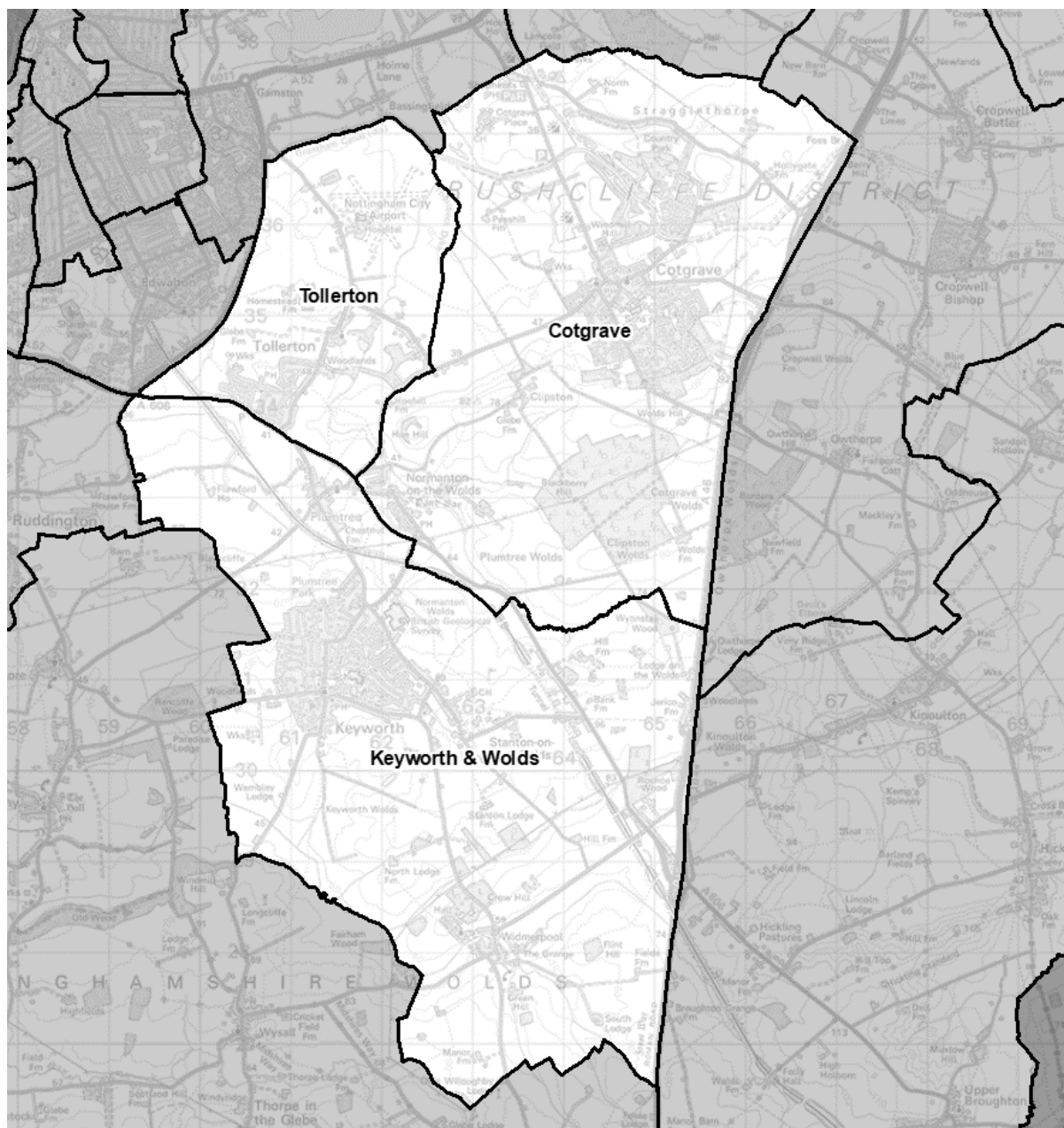
Leake and Ruddington

51 The Conservatives and both the Council and County Council supported our draft recommendations for these wards. Cllrs Shaw, Thomas and Way and East Leake Parish Council also supported our proposals for Leake ward.

52 The Labour submission proposed dividing our draft Leake ward into a single-member and two-member ward based on modified parish ward boundaries. No evidence was provided as to whether this would reflect the identity of separate communities within the village of East Leake. Accordingly, we were not persuaded to adopt this proposal, and instead confirm our draft recommendation for this ward as final.

53 No alternative proposals were received for Ruddington ward, and our draft recommendations were supported by Labour, Conservatives, the Council and County Council and Ruddington Parish Council. We therefore confirm these recommendations as final.

Central Rushcliffe



Ward name	Number of councillors	Variance 2027
Cotgrave	3	0%
Keyworth & Wolds	3	6%
Tollerton	1	8%

Cotgrave and Tollerton

54 Our draft recommendations proposed Tollerton parish as a single-member ward, reflecting the significant development forecast in this area to 2027. Tollerton Parish Council noted that, in the longer term, a large number of new houses on the 'Gamston Fields' site will fall within Tollerton parish if this development is

approved. We contacted the Council with regard to this suggestion. It was confirmed that this development falls outside the five-year forecast horizon of this review and we were not persuaded to adopt a proposal on the basis of development beyond 2027.

55 Given that our proposed Tollerton ward has relatively high variance of 8% more electors than average, it is not possible to include any neighbouring parishes within this ward while retaining good electoral equality. The Council and Labour noted that Clipston and Normanton on the Wolds parishes had links to Tollerton, and that an ideal reflection of community identity would place these parishes together in a single ward. However, such a ward would have 20% more electors than average – well beyond the bounds of good electoral equality – and we were not persuaded to adopt this proposal.

56 The County Council accepted that our proposal was logical and noted that placing Normanton on the Wolds and Clipston parishes in a ward with Cotgrave reflected the electoral division in this area. The Conservatives also broadly supported our proposals, while noting that we should consider placing Plumtree parish with Tollerton. Doing so would again take Tollerton ward well beyond good electoral equality with a variance of 17%, and hence we have not adopted this proposal.

57 Labour, supported by Cllr K. Chewings of Cotgrave Parish Council, proposed various options for dividing the town of Cotgrave into three single-member wards. All of these options involved placing Clipston and Normanton on the Wolds parishes within Nevile & Langar ward, forming a detached portion of a ward. While there is no statutory bar to us proposing non-contiguous, or detached wards, we do so only under exceptional circumstances, which we do not consider exist in this case. We have therefore not adopted this proposal.

58 We consider that our proposals in this area offer the best available balance of our statutory criteria, reflecting community identity as far as is possible while retaining good electoral equality. We have not been persuaded to alter our draft recommendations in this area, and we confirm them as final.

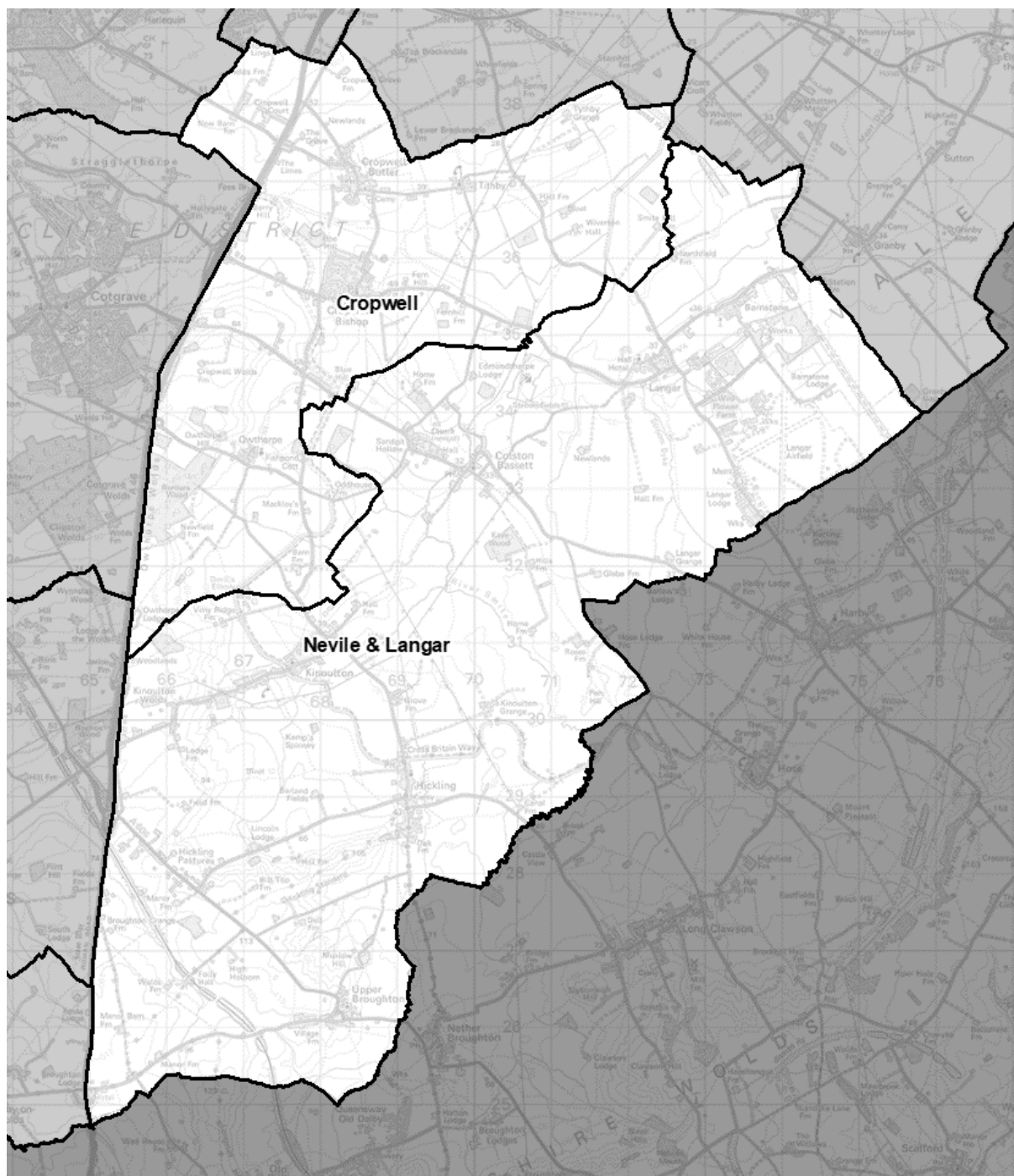
Keyworth & Wolds

59 As discussed previously (paragraphs 42–3), we propose to alter our draft recommendations for this ward, with Plumtree parish being added to this ward, and Willoughby on the Wolds being added to Bunny ward. This improves the electoral equality of Keyworth & Wolds ward from 10% to 6% variance, as well as reflecting the evidence of community identity provided.

60 Labour, and a resident, proposed splitting Keyworth into three single-member wards, based largely on the existing polling districts within the town. No

evidence was provided as to whether these proposed single-member wards would reflect divisions of community identity within Keyworth, and we have not adopted these proposals. We confirm these recommendations for Keyworth & Wolds as final.

South-Eastern Rushcliffe



Ward name	Number of councillors	Variance 2027
Cropwell	1	-7%
Nevile & Langar	1	10%

Nevile & Langar

61 Our initial draft recommendations proposed retaining the existing Nevile & Langar ward comprising Upper Broughton, Hickling, Kinoulton, Owthorpe and

Colston Bassett parishes, plus the western portion of Langar cum Barnstone. The Conservative, Council and County Council submissions proposed moving the north-eastern boundary of this ward to bring the entirety of Langar cum Barnstone parish within a single ward.

62 Langar cum Barnstone Parish Council expressed dissatisfaction that our initial draft recommendations continued to split a small number of dwellings within Barnstone village in the east of Langer cum Barnstone parish from their neighbours within the same parish. We considered making a minor adjustment in our initial draft recommendations, in order to bring all of Barnstone village within a single ward. As the boundary in question is also a county division boundary, any minor adjustment would require the creation of a parish ward with a very small number of electors, in a way which would not facilitate effective and convenient local government.

63 However, as part of our further draft recommendations, we adopted the proposal of the Council and the Conservatives to unify Langar cum Barnstone parish within Nevile & Langar ward. This also addressed the concerns of the parish council in this regard. In order to retain good electoral equality, we proposed moving Owthorpe parish into our revised Cropwell ward. This means that our revised Nevile & Langar ward will not have complete internal access by road, as it will not be possible to travel from Upper Broughton to Langar without leaving the ward. However, we do not consider that the journey will be significantly harder, or that this will make it more difficult to represent the ward effectively, and we proposed this as part of our further draft recommendations. Our proposed Nevile & Langar ward comprises the parishes of Upper Broughton, Hickling, Kinoulton, Colston Bassett and Langar cum Barnstone.

64 Responses to the consultation on the further draft recommendations welcomed the unification of Langar cum Barnstone parish, with both the Council and the parish council supporting this proposal. With regard to Owthorpe, Cllr G. Moore suggested that this parish should be placed back into Nevile & Langar ward; while the Council and Cllr S. Bailey supported Owthorpe being placed in Cropwell ward, with Cllr Bailey providing evidence that residents used facilities in Cropwell Bishop.

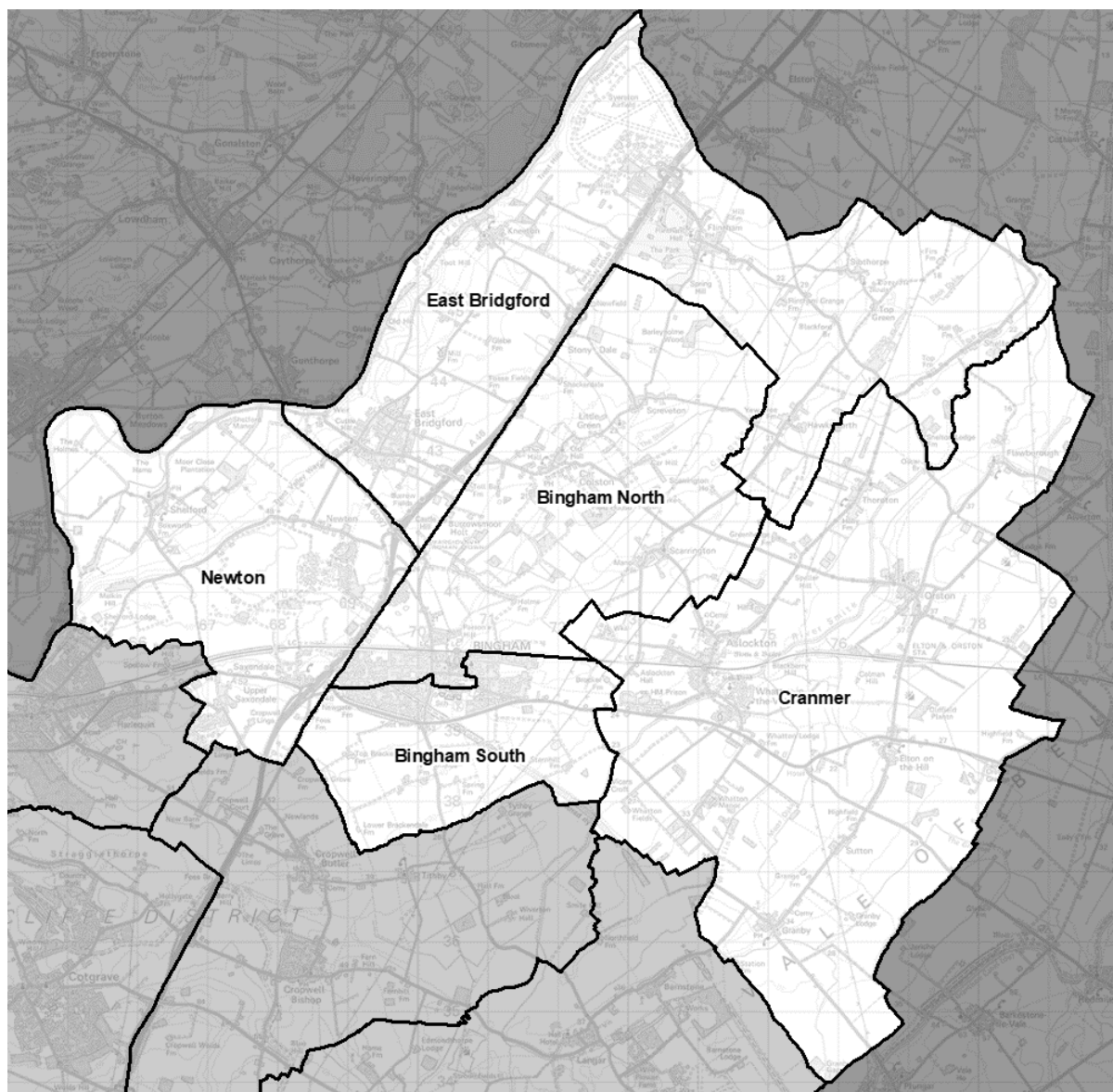
65 We considered reverting Owthorpe to Nevile & Langar ward, but in the absence of any consequential changes, this would leave both wards with poor electoral equality, with Nevile & Langar having a 14% variance and Cropwell - 11%. We do not consider that this departure from electoral equality is justified, and therefore propose to retain Owthorpe in Cropwell ward.

66 In addition to adding Owthorpe parish to Cropwell ward, as part of our further draft recommendations we proposed moving the northern boundary of Cropwell

ward southwards, allowing the entire Upper Saxondale area to be placed in Newton ward. We also proposed to separate Cropwell and Cranmer in contrast to our initial draft recommendations, which combined Cropwell with Aslockton and Whatton-in-the-Vale. Our proposed Cropwell ward includes the parishes of Owthorpe, Cropwell Bishop, Tithby, Wiverton Hall and the southern section of Cropwell Butler parish.

67 Cllr G. Moore and the Upper Saxondale Residents' Association suggested that, although their priority was to see the Upper Saxondale area united within a single ward, they considered that the community links of this area to Cropwell were stronger than those to Newton. As discussed below (paragraphs 80–3), we are not persuaded to make this change to our further draft recommendations, and confirm our further draft recommendations for Nevile & Langar and Cropwell wards as final.

North-Eastern Rushcliffe



Ward name	Number of councillors	Variance 2027
Bingham North	2	3%
Bingham South	2	-2%
Cranmer	1	10%
East Bridgford	1	9%
Newton	1	-6%

68 Our initial draft recommendations were for two two-member wards to represent only Bingham parish, and two two-member wards covering the rural areas to the north and south of the town. We received little support for these rural two-member wards. The Labour proposal did not comment on them, but the other submissions offering comprehensive comments argued that the proposed wards were too geographically large to be easily represented. We accepted this evidence and proposed further draft recommendations with single-member wards

of East Bridgford and Cranmer. In order to allow these wards to have acceptable electoral equality, we proposed placing the parishes of Car Colston, Scarrington and Screveton in Bingham North ward and invited views on these revised arrangements.

Bingham North and Bingham South

69 As part of our further draft recommendations we proposed to expand Bingham North ward, to include Car Colston, Scarrington and Screveton parishes, in order to facilitate good electoral equality and effective and convenient local government for a number of neighbouring wards. We proposed this to test the proposals and elicit local views on whether this offered the best balance of our statutory criteria.

70 With regard to the internal split of Bingham, we received mixed evidence. Cllr F. Purdue-Horan supported our further draft recommendations, as did the Council. Cllr T. Wallace requested that we maintain the existing east–west split of Bingham, while a resident suggested that ‘Bingham should be Bingham’, and not split.

71 With or without any additional areas being included, Bingham has an appropriate size of electorate to be represented by four councillors with good electoral equality. Other than in exceptional circumstances, we will not recommend wards of four or more councillors, as we consider that this dilutes democratic accountability. A split of some description for Bingham is therefore required.

72 As outlined at previous stages of the review, we consider that a north–south split of Bingham, allowing the new developments to the north of the existing town to be placed together in a single ward, offers the best balance of our statutory criteria.

73 As part of our further draft recommendations, we proposed adding Car Colston, Screveton and Scarrington parishes to our Bingham North ward, in order to allow good electoral equality for neighbouring wards. This proposal was supported by the Council and Cllrs Purdue-Horan and Bailey.

74 Whatton-in-the-Vale and Aslockton parish councils provided a joint submission broadly supporting our further draft recommendations, but suggesting that, if possible, including Scarrington parish within Cranmer ward would offer a better reflection of community identity. This proposal was also made by Scarrington Parish Meeting, and a number of residents. No proposals were made with regard to Car Colston or Screveton parishes.

75 We carefully considered all the submissions received. Merely adding Scarrington parish to our proposed Cranmer ward would result in a variance of 16% – significantly beyond the bounds of good electoral equality. This could be mitigated somewhat by moving Thoroton parish into East Bridgford ward, which would result in the revised East Bridgford and Cranmer wards having a 13% and 11% variance, respectively. We received no evidence suggesting that Thoroton should move into East Bridgford, meaning this change would be purely consequential.

76 While accepting that purely in terms of community identity it may be preferable to include Scarrington in a Cranmer ward, we do not consider that this justifies a major departure from the principle of electoral equality, particularly where a plausible and supported alternative exists. We consider that our further draft recommendations offer the best balance of our statutory criteria, and confirm our further draft recommendations for Bingham North and Bingham South as final.

Cranmer and East Bridgford

77 The Council welcomed our proposed single-member wards for East Bridgford and Cranmer as outlined in our further draft recommendations, noting that our original proposals were for two geographically large wards that might be difficult to represent effectively.

78 Whatton-in-the-Vale and Aslockton parish councils broadly supported our further draft recommendations, noting that our proposed Cranmer and East Bridgford wards were at the limits of good electoral equality. They suggested that in order to accommodate Scarrington, Colston Basset parish could be moved into Cropwell ward, and Granby-cum-Sutton parish into Nevile & Langar ward. However, as Colston Basset parish extends to the external boundary of Rushcliffe Borough, this would mean that Nevile & Langar ward would be split into two disconnected sections – a situation which we do not consider is compatible with effective and convenient local government. We have therefore not adopted this proposal.

79 Other than the proposals to move Scarrington parish into Cranmer ward (discussed in more detail at paragraphs 72–6), we received no other proposals for alterations to our draft recommendations for Cranmer and East Bridgford wards, and we therefore confirm them as final.

Newton

80 Our further draft recommendations placed the area of Upper Saxondale within Newton ward. This proposal was supported by Cllr S. Bailey, who noted that this proposal removed the need to drive through Radcliffe on Trent to access the remainder of this ward.

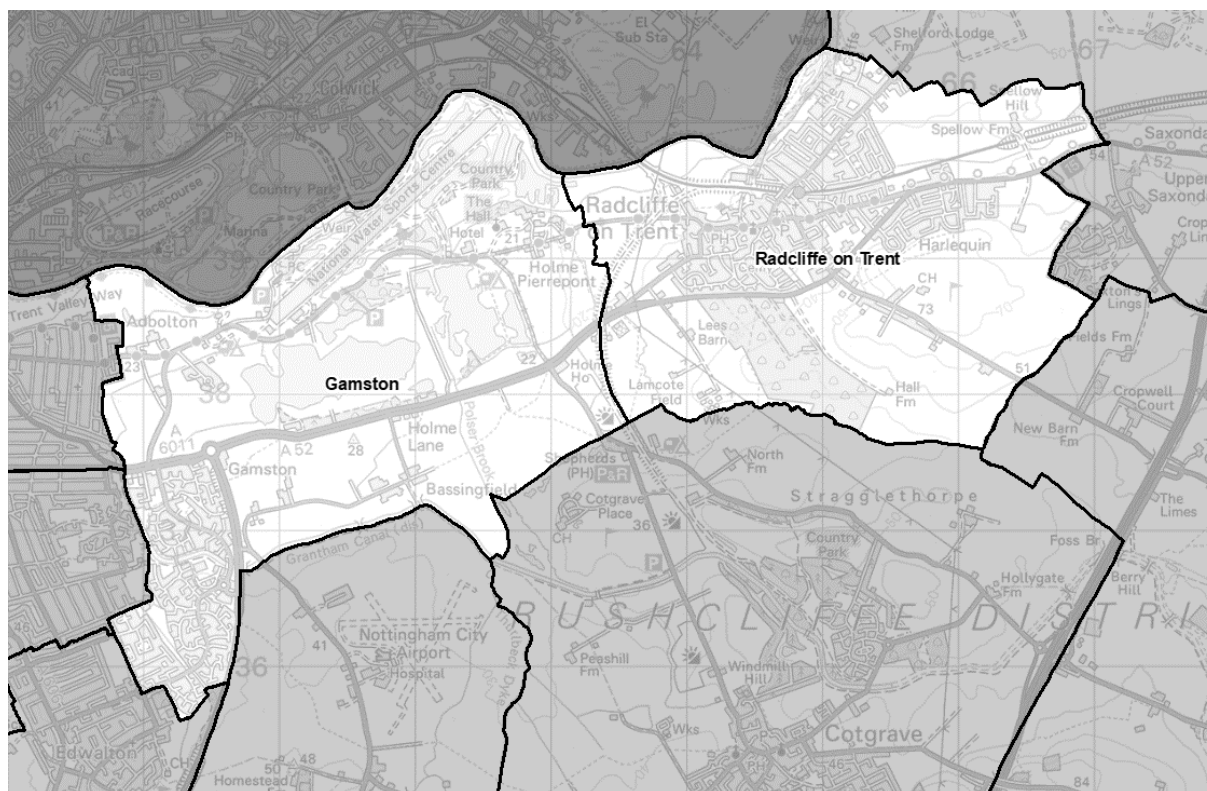
81 Cllr G. Moore, and the Upper Saxondale Residents' Association, welcomed the continued proposal to keep the entire Upper Saxondale area (covering portions of Radcliffe on Trent and Cropwell Butler parishes) together in a single ward. They noted, however, that community links between Upper Saxondale and Cropwell were stronger than those between Upper Saxondale and the remainder of Newton ward, with the A52 cited as a barrier.

82 The Council reported that some members supported the grouping of Upper Saxondale with Newton, but others were concerned about the lack of links between these areas.

83 We have carefully considered all the submissions received. While we note the evidence that Upper Saxondale has stronger community links with Cropwell than with Newton, we do not consider that making a change would offer the best balance of our statutory criteria. In the absence of any further changes, moving the Upper Saxondale area into Cropwell ward would leave this ward with 22% more electors per councillor than average, while the remainder of Newton ward would be forecast to have 35% fewer electors than average. We do not consider a deviation from electoral of this magnitude is acceptable. We note that, particularly in the case of Newton given the constraints of the external boundary, there are no plausible options for making further consequential changes to the ward in order to achieve electoral equality.

84 We are not persuaded to alter our further draft recommendations for Newton ward, and we confirm them as final.

Northern Rushcliffe



Ward name	Number of councillors	Variance 2027
Gamston	2	-1%
Radcliffe on Trent	3	2%

Gamston

85 We received broad support for our proposed Gamston ward as set out in our draft recommendations. The Council suggested that the Adbolton parish ward of Holme Pierrepont parish in the existing Lady Bay ward could be added to our proposed Gamston ward, while some residents and councillors arguing for the retention of a Lady Bay ward suggested that that ward should expand further into Holme Pierrepont parish. Both of these suggestions are discussed in more detail at paragraphs 91–2.

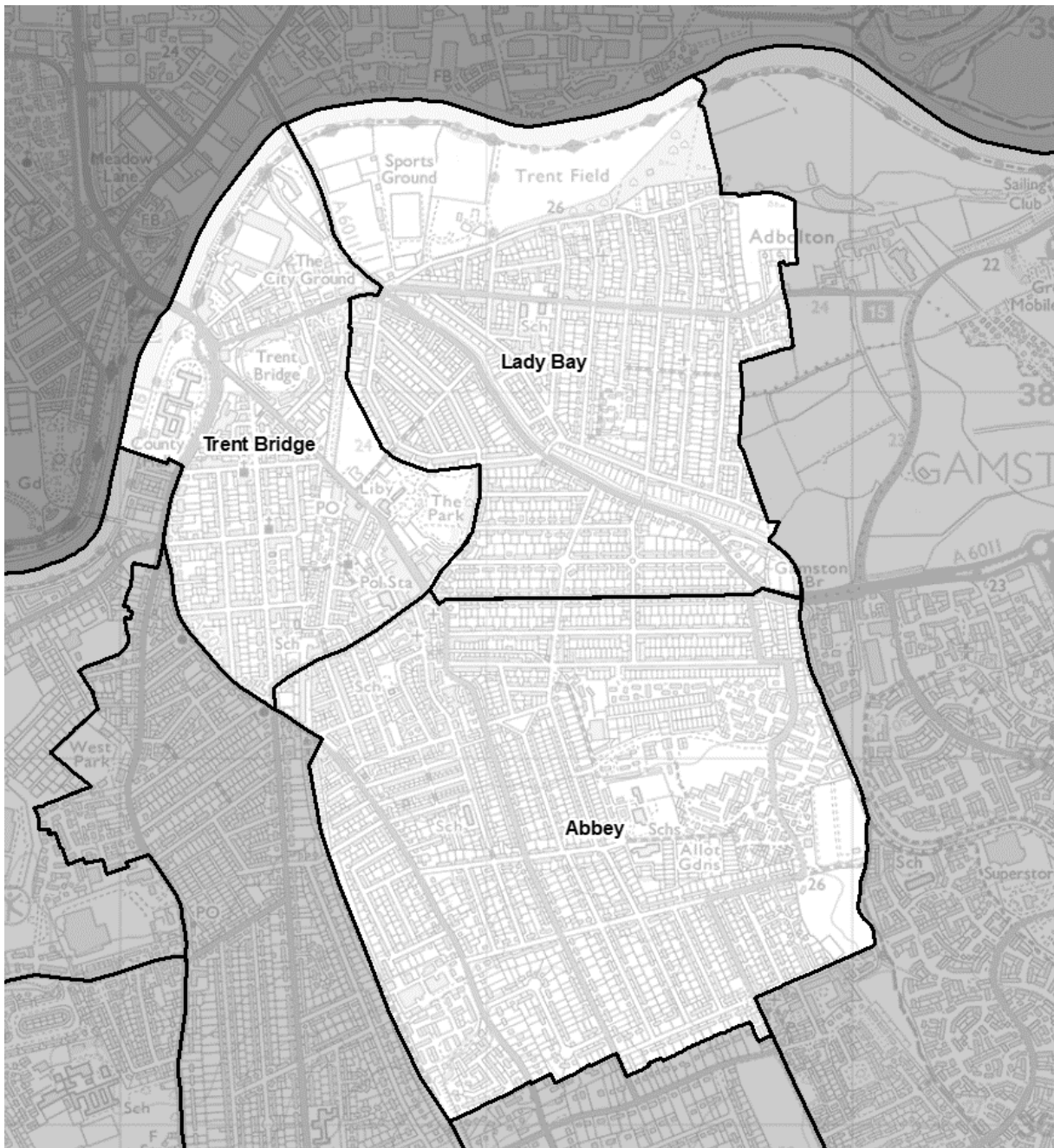
86 The Conservatives accepted the proposal to have a single two-councillor Gamston ward, as opposed to the existing Gamston North and South wards. They suggested that a boundary along the former Grantham Canal would be a natural boundary. We considered this proposal, but a boundary along the canal would not offer good equality in the absence of other changes: Gamston ward would have 16% fewer electors per councillor than average, and Edwalton ward 13% more electors than average.

87 Labour proposed retaining the existing two single-member wards but did not offer evidence as to how this met criteria other than electoral equality. We have therefore not adopted this proposal and confirm our draft recommendations for Gamston as final.

Radcliffe on Trent

88 The Council, the County Council and the Conservatives supported our proposed Radcliffe on Trent ward as set out in our draft recommendations. The Labour submission proposed splitting this ward into three single-member wards based around the existing parish warding arrangements but did not provide evidence as to whether this would reflect separate community identities within the village. As discussed previously, in the absence of a request from the Council for all wards across the authority to be single-member, there is no presumption in favour of single-member wards. We have therefore not adopted the Labour proposal and confirm our draft recommendations for Radcliffe on Trent as final.

North-Eastern West Bridgford



Ward name	Number of councillors	Variance 2027
Abbey	3	-8%
Lady Bay	2	1%
Trent Bridge	1	8%

Abbey and Lady Bay

89 We received little support for our plan set out in our draft recommendations to merge Trent Bridge and Lady Bay wards, under the name of the former. Both Councils and the Labour and Conservative submissions proposed retaining a

Lady Bay ward, as did Cllrs R. and S. Mallender and P. Gowland, and the Lady Bay Community Organisation. Several residents also provided evidence of Lady Bay as a separate community.

90 The evidence provided suggested that the boundary of the area universally recognised as Lady Bay was the A6011 Radcliffe Road. The existing Lady Bay ward extends beyond this area, and further expansion is necessary for Lady Bay to retain good electoral equality as a two-councillor ward. We considered proposing a single-member Lady Bay ward comprising just the area north of the A6011, but this would have a variance of 25% more electors than average, again significantly beyond the limits of good electoral equality.

91 The Council proposed limiting the eastern boundary of Lady Bay ward to the edge of the unparished area, which runs along Adbolton Grove. We considered this but concluded that electors living on the eastern side of Adbolton Grove, and those on Moore Close, appear to be part of the Lady Bay community, and that this boundary would not reflect their community identity. We do not have the power to alter parish boundaries as part of this review – this would have to be done through a Community Governance Review undertaken by Rushcliffe Council.

92 Cllrs R. Mallender and S. Mallender, and two residents, suggested that if it were necessary to expand Lady Bay ward, this could be done to the east, taking in Adbolton village and the National Water Sports Centre. However, even if the ward were expanded to take in the entirety of Holme Pierrepont parish, this would not bring in a sufficient number of electors to offer good electoral equality, at a -12% variance, and would split the area covered by the joint parish council of Gamston and Holme Pierrepont. We have therefore not adopted this proposal.

93 Labour proposed expanding Lady Bay ward to the south, as far as Davies Road, a boundary which was also suggested by the Conservatives. The Labour submission also suggested extending the western boundary of Abbey ward to the site of the former railway line, arguing that residents to the east of this line had more in common with the remainder of Abbey than with Musters ward. This proposal was supported by the County Council and Cllr P. Gowland. We consider that this proposal offers reasonably strong boundaries, as well as good electoral equality, and we have adopted it as part of our final recommendations.

Trent Bridge

94 The proposals that we received for Trent Bridge ward were closely linked to those for Lady Bay, rather than arguing for a particular ward in its own right. We continue to consider that Rectory Road makes for a strong southern boundary for Trent Bridge ward, and we propose to retain this as part of our final recommendations.

95 With Lady Bay becoming a separate ward, the remainder of our proposed Trent Bridge ward would be slightly too large to offer good electoral equality (11% more electors than average). We propose to improve this by adjusting the boundary with Compton Acres ward and moving electors on Sandringham Avenue and Balmoral Avenue into Compton Acres. This allows Trent Bridge to have good electoral equality as a single-member ward, while also offering a clear and recognisable boundary.

South-Western West Bridgford



Ward name	Number of councillors	Variance 2027
Compton Acres	2	1%
Edwalton	2	-2%
Lutterell	1	6%
Musters	2	-8%

Compton Acres and Lutterell

96 The Council supported our proposed Compton Acres ward as set out in our draft recommendations. The Conservatives suggested that Compton Acres and Lutterell could be merged to form a three-member ward, while Labour suggested that Compton Acres should be split into two single-member wards based on polling district boundaries.

97 We considered both proposals for change carefully and viewed the potential boundaries. Although the two wards proposed by Labour would have good electoral equality, we do not consider that there is sufficient evidence of differing community identities on either side of the proposed boundary at Rugby Road to justify splitting these areas between wards. Equally, we are not persuaded that it would be a reflection of community identity to subsume Lutterell completely within Compton Acres ward. With the exception of the minor change to the northern boundary of Compton Acres discussed above (paragraph 95), we are not persuaded to alter our draft recommendations, and we confirm them as final.

Edwalton and Musters

98 We propose to amend our draft recommendations to move the eastern boundary of Musters ward to the former railway line, as discussed above (paragraph 93). Apart from this, we received no concrete proposals for changes to this ward, which was supported by both Councils offering comments. Subject to the change mentioned above, we confirm these recommendations as final.

99 The Conservatives and both Councils supported our proposed Edwalton ward. The Labour submission argued for separate single-member wards covering the older Edwalton village area, and the newer developments based around Sharphill. The Council noted that our proposed arrangement, while appropriate for the purposes of this review, might need to change in future as the identity of the newly developed areas become established.

100 We are not persuaded to change our draft recommendations for Edwalton and confirm them as final.

Conclusions

101 The table below provides a summary as to the impact of our final recommendations on electoral equality in Rushcliffe, referencing the 2020 and 2027 electorate figures against the proposed number of councillors and wards. A full list of wards, names and their corresponding electoral variances can be found at Appendix A to the back of this report. An outline map of the wards is provided at Appendix B.

Summary of electoral arrangements

	Final recommendations	
	2020	2027
Number of councillors	44	44
Number of electoral wards	24	24
Average number of electors per councillor	2,058	2,432
Number of wards with a variance more than 10% from the average	14	2
Number of wards with a variance more than 20% from the average	7	0

Final recommendations

Rushcliffe Borough Council should be made up of 44 councillors serving 24 wards representing 10 single-councillor wards, eight two-councillor wards and six three-councillor wards. The details and names are shown in Appendix A and illustrated on the large maps accompanying this report.

Mapping

Sheet 1, Map 1 shows the proposed wards for Rushcliffe. You can also view our final recommendations for Rushcliffe on our interactive maps at www.consultation.lgbce.org.uk

Parish electoral arrangements

102 As part of an electoral review, we are required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different wards it must also be divided into parish wards, so that each parish ward lies wholly within a single ward. We cannot recommend changes to the external boundaries of parishes as part of an electoral review.

103 Under the 2009 Act we only have the power to make changes to parish electoral arrangements where these are as a direct consequence of our recommendations for principal authority warding arrangements. However, Rushcliffe Borough Council has powers under the Local Government and Public Involvement in Health Act 2007 to conduct community governance reviews to effect changes to parish electoral arrangements.

104 As a result of our proposed ward boundaries and having regard to the statutory criteria set out in schedule 2 to the 2009 Act, we are providing revised parish electoral arrangements for Bingham, Cropwell Butler and Radcliffe on Trent parishes.

105 We are providing revised parish electoral arrangements for Bingham parish.

Final recommendations

Bingham Town Council should comprise 14 councillors, as at present, representing four wards:

Parish ward	Number of parish councillors
Bingham Northeast	2
Bingham Northwest	5
Bingham Southeast	5
Bingham Southwest	2

106 We are providing revised parish electoral arrangements for Cropwell Butler parish.

Final recommendations

Cropwell Butler Council should comprise seven councillors, as at present, representing two wards:

Parish ward	Number of parish councillors
Upper Saxondale	2
Village	5

107 We are providing revised parish electoral arrangements for Radcliffe on Trent parish.

Final recommendations

Radcliffe on Trent Parish Council should comprise 18 councillors, as at present, representing three wards:

Parish ward	Number of parish councillors
Manvers	8
Saxondale	1
Trent	9

What happens next?

108 We have now completed our review of Rushcliffe. The recommendations must now be approved by Parliament. A draft Order – the legal document which brings into force our recommendations – will be laid in Parliament. Subject to parliamentary scrutiny, the new electoral arrangements will come into force at the local elections in 2023.

Equalities

109 The Commission has looked at how it carries out reviews under the guidelines set out in Section 149 of the Equality Act 2010. It has made best endeavours to ensure that people with protected characteristics can participate in the review process and is sufficiently satisfied that no adverse equality impacts will arise as a result of the outcome of the review.

Appendix A

Final recommendations for Rushcliffe

Ward name	Number of councillors	Electorate (2020)	Number of electors per councillor	Variance from average %	Electorate (2027)	Number of electors per councillor	Variance from average %
1 Abbey	3	6,238	2,079	1%	6,687	2,229	-8%
2 Bingham North	2	3,503	1,752	-15%	4,992	2,496	3%
3 Bingham South	2	4,430	2,215	8%	4,745	2,373	-2%
4 Bunny	1	2,491	2,491	21%	2,612	2,612	7%
5 Compton Acres	2	4,556	2,278	11%	4,914	2,457	1%
6 Cotgrave	3	6,520	2,173	6%	7,329	2,443	0%
7 Cranmer	1	2,578	2,578	25%	2,670	2,670	10%
8 Cropwell	1	2,012	2,012	-2%	2,260	2,260	-7%
9 East Bridgford	1	2,302	2,302	12%	2,645	2,645	9%
10 Edwalton	2	3,209	1,605	-22%	4,774	2,387	-2%
11 Gamston	2	4,598	2,299	12%	4,836	2,418	-1%
12 Gotham	2	2,022	1,011	-51%	4,295	2,148	-12%
13 Keyworth & Wolds	3	6,296	2,099	2%	7,739	2,580	6%
14 Lady Bay	2	4,804	2,402	17%	4,931	2,466	1%

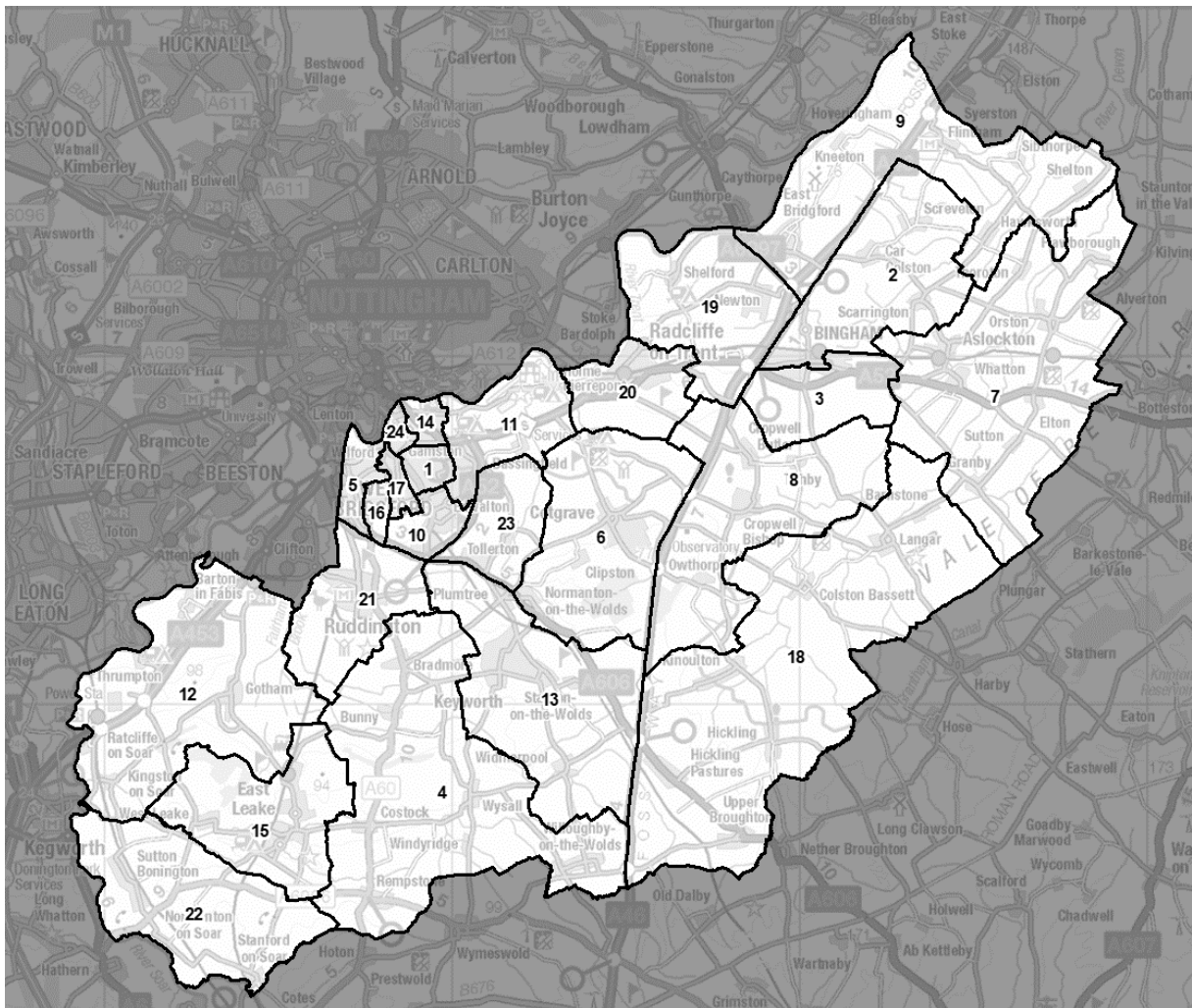
Ward name	Number of councillors	Electorate (2020)	Number of electors per councillor	Variance from average %	Electorate (2027)	Number of electors per councillor	Variance from average %
15 Leake	3	6,473	2,158	5%	7,611	2,537	4%
16 Lutterell	1	2,466	2,466	20%	2,567	2,567	6%
17 Musters	2	4,284	2,142	4%	4,461	2,231	-8%
18 Nevile & Langar	1	2,522	2,522	23%	2,678	2,678	10%
19 Newton	1	1,495	1,495	-27%	2,278	2,278	-6%
20 Radcliffe on Trent	3	6,005	2,002	-3%	7,471	2,490	2%
21 Ruddington	3	5,848	1,949	-5%	7,100	2,367	-3%
22 Soar Valley	1	1,930	1,930	-6%	2,150	2,150	-12%
23 Tollerton	1	1,550	1,550	-25%	2,636	2,636	8%
24 Trent Bridge	1	2,426	2,426	18%	2,632	2,632	8%
Totals	44	90,558	-	-	107,013	-	-
Averages	-	-	2,058	-	-	2,432	-

Source: Electorate figures are based on information provided by Rushcliffe Council.

Note: The 'variance from average' column shows by how far, in percentage terms, the number of electors per councillor in each electoral ward varies from the average for the borough. The minus symbol (-) denotes a lower than average number of electors. Figures have been rounded to the nearest whole number.

Appendix B

Outline map



Number	Ward name
1	Abbey
2	Bingham North
3	Bingham South
4	Bunny
5	Compton Acres
6	Cotgrave
7	Cranmer
8	Cropwell
9	East Bridgford
10	Edwalton
11	Gamston
12	Gotham
13	Keyworth & Wolds
14	Lady Bay

15	Leake
16	Luttrell
17	Musters
18	Nevile & Langar
19	Newton
20	Radcliffe on Trent
21	Ruddington
22	Soar Valley
23	Tollerton
24	Trent Bridge

A more detailed version of this map can be seen on the large map accompanying this report, or on our website: www.lgbce.org.uk/all-reviews/east-midlands/nottinghamshire/rushcliffe

Appendix C

Submissions received in response to our draft recommendations

All submissions received can also be viewed on our website at:

www.lgbce.org.uk/current-reviews/east-midlands/rushcliffe

Local Authorities

- Nottinghamshire County Council

Rushcliffe Borough Council

Political Groups

- Rushcliffe Conservative Association
- Rushcliffe Labour Party
- West Bridgford Labour Party

Councillors

- Councillor B. Bansal
- Councillor K. Chewings
- Councillor P. Gowland (two submissions)
- Councillors R. Mallender & S. Mallender
- Councillor F. Purdue-Horan
- Councillors K. Shaw, C. Thomas & L. Way
- Councillor R. Walker

Local Organisations

- Lady Bay Community Association

Parish & Town Councils

- Aslockton Parish Council
- Barton in Fabis Parish Council (two submissions)
- East Bridgford Parish Council
- East Leake Parish Council
- Gotham Parish Council
- Kingston on Soar Parish Council
- Langar cum Barnstone Parish Council
- Normanton on Soar Parish Council

- Ratcliffe on Soar Parish Council
- Ruddington Parish Council
- Saxondale Parish Meeting
- Stanford on Soar Parish Council
- Sutton Bonington Parish Council
- Thrumpton Parish Meeting
- Tollerton Parish Council
- Whatton-in-the-Vale Parish Council

Local Residents

- 71 local residents

Submissions received in response to our further draft recommendations

Local Authorities

- Rushcliffe Borough Council

Councillors

- Councillor S. Bailey
- Councillor G. Moore
- Councillor F. Purdue-Horan
- Councillor T. Wallace

Local Organisations

- Upper Saxondale Residents' Association

Parish & Town Councils

- Langar cum Barnstone Parish Council
- Saxondale Parish Meeting
- Scarrington Parish Meeting
- Whatton-in-the-Vale Parish Council

Local Residents

- 17 local residents

Appendix D

Glossary and abbreviations

Council size	The number of councillors elected to serve on a council
Electoral Change Order (or Order)	A legal document which implements changes to the electoral arrangements of a local authority
Division	A specific area of a county, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever division they are registered for the candidate or candidates they wish to represent them on the county council
Electoral inequality	Where there is a difference between the number of electors represented by a councillor and the average for the local authority.
Electorate	People in the authority who are registered to vote in elections. We only take account of electors registered specifically for local elections during our reviews.
Number of electors per councillor	The total number of electors in a local authority divided by the number of councillors
Over-represented	Where there are fewer electors per councillor in a ward or division than the average
Parish	A specific and defined area of land within a single local authority enclosed within a parish boundary. There are over 10,000 parishes in England, which provide the first tier of representation to their local residents

Parish council	A body elected by electors in the parish which serves and represents the area defined by the parish boundaries. See also 'Town council'
Parish (or town) council electoral arrangements	The total number of councillors on any one parish or town council; the number, names and boundaries of parish wards; and the number of councillors for each ward
Parish ward	A particular area of a parish, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever parish ward they live for candidate or candidates they wish to represent them on the parish council
Town council	A parish council which has been given ceremonial 'town' status. More information on achieving such status can be found at www.nalc.gov.uk
Under-represented	Where there are more electors per councillor in a ward or division than the average
Variance (or electoral variance)	How far the number of electors per councillor in a ward or division varies in percentage terms from the average
Ward	A specific area of a district or borough, defined for electoral, administrative and representational purposes. Eligible electors can vote in whichever ward they are registered for the candidate or candidates they wish to represent them on the district or borough council

The Local Government Boundary Commission for England (LGBCE) was set up by Parliament, independent of Government and political parties. It is directly accountable to Parliament through a committee chaired by the Speaker of the House of Commons. It is responsible for conducting boundary, electoral and structural reviews of local government.

Local Government Boundary Commission for England
1st Floor, Windsor House
50 Victoria Street, London
SW1H 0TL

Telephone: 0330 500 1525

Email: reviews@lgbce.org.uk

Online: www.lgbce.org.uk

www.consultation.lgbce.org.uk

Twitter: @LGBCE



Cabinet

Tuesday, 14 June 2022

Community Infrastructure Levy Funding Delivery Programme

Report of the Director – Development and Economic Growth

Cabinet Portfolio Holder for Planning and Housing, Councillor R Upton

1. Purpose of report

- 1.1. On 7 October 2019, the Borough Council brought its Community Infrastructure Levy (CIL) into force. The levy is a charge applied to certain types of development to support funding infrastructure across the Borough, as set out in the Borough Council's published Infrastructure List.
- 1.2. A report was brought before Cabinet on 23 November 2021, and a further report was taken to Full Council on 2 December 2021, to outline the identified process for managing the allocation and spend of CIL against infrastructure projects, including the specific provisions for those areas without a Neighbourhood Plan. This resulted in the adoption of the CIL Framework Appraisal document (see Appendix A and background papers).
- 1.3. The CIL Framework Appraisal set out a five step mechanism for the process of identifying, prioritising, funding, and reviewing projects eligible for CIL funding.
- 1.4. Step 2 of that mechanism required an officer Working Group, together with key stakeholders to develop a proposed funding priority list to identify the order of priority in which to fund identified projects. Step 3 was then to bring the draft priority list back to Cabinet for approval.
- 1.5. Step 3 reads as follows: "*The proposed delivery programme will be presented to Cabinet to be agreed. Cabinet should be confident that the programme best supports delivery of the Development Plan and the infrastructure requirements of the Borough for the period the delivery programme covers of 5 years.*"

2. Recommendation

It is RECOMMENDED that Cabinet approves the Proposed CIL Delivery Programme document (Appendix B) as part of the previously agreed allocation and spend procedure, including the proposed rate of provisional allocation to future projects.

3. Reasons for Recommendation

The levy has been in place for two-and-a-half years and a reasonable level of levy receipts have been collected from developments within the Borough. Whilst the process for allocating and spending CIL receipts has been agreed, the funds cannot be applied towards delivering infrastructure until a priority list for directing funding has been agreed.

4. Supporting Information

- 4.1. A Draft CIL Framework Appraisal document to govern the spend of CIL has been approved previously by Cabinet and Full Council and is included as Appendix A. The Framework is intended, primarily, to identify the specific infrastructure projects the Borough Council will support through CIL, including a draft order of priority and an expected level of funding, which will be applied towards those projects. It also demonstrates the Borough Council's approach to consideration of projects before committing to any CIL expenditure, as well as helping forecast for longer-term infrastructure projects, which may not need immediate funding.
- 4.2. The Strategic CIL fund is that portion of CIL receipts not identified as admin or Neighbourhood CIL (for further detail see background paper 23 November 2021). It must be applied by the Borough Council to fund the provision, improvement, replacement, operation, or maintenance of infrastructure to support the development of its area. It is this element of CIL that is available to allocate towards identified strategic infrastructure in the delivery programme document.
- 4.3. The Framework Appraisal sets out factors which will be utilised to identify priority of funding, as set out below:

Strategic Importance	An identification of how important each project is to the delivery of infrastructure to support growth as identified within the Borough Council's Local Plan, the Infrastructure Delivery Plans that support the Local Plan, related policies, and other Council objectives.
Project Status	Information on how far progressed a project is. This may include details of what further steps need to be taken or are planned in order for the project to be confirmed as deliverable.
Delivery Timeframe	The anticipated delivery period in which the infrastructure will actually be provided. Where a project is phased, this may span multiple periods. Any more specific information on timings will be included to help inform the order of priority within timeframe brackets.

- 4.4. The draft Delivery Programme sets out the agreed upon priority order reached by the officer Working Group in collaboration with stakeholder representatives from Nottinghamshire County Council (Highways/Transport and Education), NHS CCG (Healthcare) and Rushcliffe Borough Council (Indoor Leisure and

Playing Pitches). The proposed priority order is in close alignment, but not exactly matched to, the indicative priority order included within the Framework Appraisal.

- 4.5. The second part of the request is for Cabinet to approve the rate of provisional allocation to future projects.
- 4.6. This period represents the first period for which the Council is collecting CIL contributions from developments. This means that when estimating CIL collection over the plan period we have no past data to project from. The Borough Council is also operating in economically uncertain times and the rate of collection will ultimately be linked to the rate at which developers build, which in turn is linked to the condition of the economy.
- 4.7. Some of the items on the priority list, which are longer-term in nature are also highlighted as critical components of infrastructure. Utilising all available CIL monies to fund short term projects (some of which will be of lesser strategic importance) and reserving nothing towards future schemes runs the risk that, in the event of under-collection, CIL will be unable to cover the delivery of critical projects towards the end of the plan period.
- 4.8. Conversely, allocating the full proportion expected for these projects (for example transport projects are eligible for around 20% of the total strategic CIL collected) would give certainty of delivering these projects, but would also significantly slow the rate at which monies become available for immediately deliverable projects.
- 4.9. The Working Group and stakeholder representatives agreed that in the first instance setting aside 65% of the funding due for future projects gives a reasonable compromise between maximising available funds for immediately deliverable projects, whilst also providing reasonable confidence that funding will be available for longer term critical projects.
- 4.10. Both the funding priority list and the rate of provisional allocation are subject to periodic review. Should rates of collection continue to meet expectations and economic forecasts be positive then the rate of provisional allocation could be reduced in future as appropriate.
- 4.11. The funds provisionally set aside towards future projects may also be drawn upon in circumstances where projects come forwards ahead of anticipated schedule, for example if national funding becomes available on a time limited basis and a project is progressed to take advantage of that funding. Step 5 of the agreed Framework would allow for such interim review of spending priorities as an example of how CIL has greater flexibility than the previous S.106 regime.
- 4.12. A flow chart has been provided as Appendix C to illustrate how collected CIL is broken down between admin funding, neighbourhood CIL and strategic CIL. At present £2,074,420.04 has been collected in CIL of an anticipated £12.8 million. This means that £500k is available to spend (subject to the recommended level

of provisional allocation), over the life of the plan there should be approximately £9 million available for Strategic CIL infrastructure list projects.

5. Alternative options considered and reasons for rejection

- 5.1. There is the option to not approve the Delivery Programme. If the document is not supported, or significant changes to the document are required then this will need to return to seek agreement of stakeholders, this will delay the Borough Council's ability to apply CIL funding towards relevant infrastructure and may push back, or even prevent delivery of, certain projects including some works which are already underway.
- 5.2. There is also the option to change the rate of provisional allocation; however, the 65% proposed seems a reasonable balance between making funds available today and having some certainty that funds will be available for future projects.

6. Risks and Uncertainties

- 6.1. The allocation and spend of CIL will form part of the Annual Infrastructure Funding Statement. This is a public document containing details of planning contributions collected through S106 and CIL, which the Borough Council is required to publish each year. There is therefore a reputational risk around how the Borough Council is seen to be spending, or not spending, CIL it has collected.
- 6.2. By identifying priorities for funding and feeding this information through the Infrastructure Funding Statement, the Council will be able to demonstrate a clear roadmap for the application of CIL as well as being able to predict and plan when funds might be requested against priority projects.
- 6.3. There is a balance in terms of funding immediate projects and ensuring there is sufficient funding available to meet future projects and therefore CIL scheme priorities. Appendix C details the funding mechanism that is proposed to address this challenge.
- 6.4. Funding is not provided until there is certainty in terms of project delivery and costs. The usual route is to provide funding after expenditure has been defrayed (i.e. incurred) and reimbursed afterwards. Cashflow issues for third parties may result in alternative funding mechanisms such as stage payments, subject to the receipt of appropriate documentation and validation of spend. This mitigates the risk of fraud or error.

7. Implications

7.1. Financial Implications

There are expected costs associated with the implementation of the allocation and spend procedure. Any costs of administering the process should be covered through the proportion of CIL receipts that the Borough Council is

allowed to retain for such purposes. Projected receipts are covered at paragraph 4.12.

7.2. Legal Implications

7.2.1. The management and spending of CIL receipts sits within a legislative framework as defined by the Planning Act 2008, the Community Infrastructure Regulations 2010, and the Community Infrastructure Levy (Amendments) (England) (No.2) Regulations 2019. Any policies or procedures for the management and spending of CIL will be in accordance with the legislative framework.

7.2.2. There is an appeal process for the allocation of CIL prescribed in the regulations. The Framework documents provides clarity on considerations for allocation so that the process is clear and transparent.

7.2.3. Exemptions or relief from the levy may be subject to subsidy control.

7.3. Equalities Implications

There are considered to be no particular equality implications that need addressing from matters arising from this report.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are considered to be no direct community safety implications arising from matters covered in this report.

8. Link to Corporate Priorities

Quality of Life	Adoption of the allocation and spend process will facilitate the provision of education, healthcare, leisure, and transport infrastructure, which will in turn benefit the quality of life of local residents.
Efficient Services	A clear and transparent process for assessing CIL projects will help Councillors and officers navigate the complexities of the CIL regime and speed up the delivery of infrastructure projects.
Sustainable Growth	The proposed process will need to be in place before CIL receipts can be applied towards the infrastructure required to support the sustainable growth of the Borough.
The Environment	Any impacts of new or improved infrastructure, such as impacts on ecology, will be considered through the Framework process when assessing infrastructure projects. Delivery of Bus Priority Measures in West Bridgford and Park & Ride facilities along the A52 corridor will also promote greener, more sustainable travel within the area.

9. Recommendation

It is RECOMMENDED that Cabinet approves the Proposed CIL Delivery Programme document (Appendix B) as part of the previously agreed allocation and spend procedure, including the proposed rate of provisional allocation to future projects.

For more information contact:	James Bate Principal Planning Officer – Monitoring and Implementation 0115 914 8483 jbate@rushcliffe.gov.uk
Background papers available for Inspection:	Report to Growth and Development Scrutiny Group - 13 October 2021 Report to Cabinet – 23 November 2021 Report to Full Council – 2 December 2021
List of appendices:	Appendix A: Adopted CIL Framework Appraisal Document Appendix B: Draft CIL Delivery Programme Appendix C: Flow Chart of CIL distribution



Community Infrastructure Levy (CIL)

Framework Appraisal Document

Adopted December 2021

Context

The Community Infrastructure Levy (CIL) is a charge which can be levied by local authorities to raise funds from developments within their area, in order to help finance the infrastructure projects required to support new development.

The Borough Council adopted its Charging Schedule on 7 October 2019, which applies to most residential and retail development. Rates were set based on a viability assessment carried out as part of the development of the Local Plan, striking an appropriate balance between additional investment to support development and the potential effect on the viability of developments. Differential rates have been applied to residential schemes based on their location in the Borough, to account for differing land and property values.

The levy can be used to fund a wide range of infrastructure and gives local authorities the opportunity to choose what infrastructure they need to deliver their Development Plan. The Borough Council have identified the following areas of infrastructure to be wholly or partly funded by Community Infrastructure Levy funds:

- Provision of Park and Ride along the A52 corridor and bus priority measures in West Bridgford.
- Provision of or improvements to playing pitches and ancillary facilities.
- Provision of or improvements to indoor leisure provision.
- Provision of additional secondary school places across the Borough through new provision or extension to existing provision.
- Provision of health facilities across the Borough through new provision or extension to existing provision.

The above infrastructure areas have been considered the most appropriate to deliver on a strategic level. The categories are broad in scope, so a method of identifying specific projects to which CIL funds will be applied has been developed. The outcomes of this process will inform any necessary changes to the infrastructure list to ensure the infrastructure requirements of the Borough are met. Specifically identifying where CIL funds will be applied will provide more certainty to developers and infrastructure providers alike, and help inform negotiations for site-specific mitigation through S106 planning obligations.

Statutory Requirements

The management and spending of CIL receipts sits within a legislative framework as defined by the Planning Act 2008 and the Community Infrastructure Regulations 2010. Part 7 the CIL Regs sets out how different elements of the CIL receipts collected by a local authority should be applied:

- The Borough Council can apply CIL receipts towards any administrative expenses associated with the operation of the CIL regime. This amount cannot exceed 5% of the total CIL receipts collected each year.
- Each year, 15% of all levy receipts collected in areas with a Town or Parish Council, up to a cap of £100 per council-taxable dwelling in that area, must be passed to the relevant Town/Parish Council. This figure rises to 25% uncapped in areas with a Neighbourhood Plan. The Town/Parish Council can apply this Neighbourhood CIL towards a wider range of things than the rest of the levy, provided that it meets the requirement to support the development of the area.
- In other areas (West Bridgford and areas with a Parish Meeting), the Borough Council retains the levy receipts which would otherwise be passed to a Town/Parish Council for that area. These funds can be applied in the same way as other Neighbourhood CIL, with the Borough Council acting as if it were the relevant Town/Parish Council. This will be done in consultation with the local community – either through the West Bridgford Special Expenses and CIL Advisory Group, or on a case-by-case basis for areas with a Parish Meeting.
- The remaining Strategic CIL is retained by the Borough Council and must be used to fund the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area. It is the Strategic CIL element of the levy that this Framework Appraisal concerns.

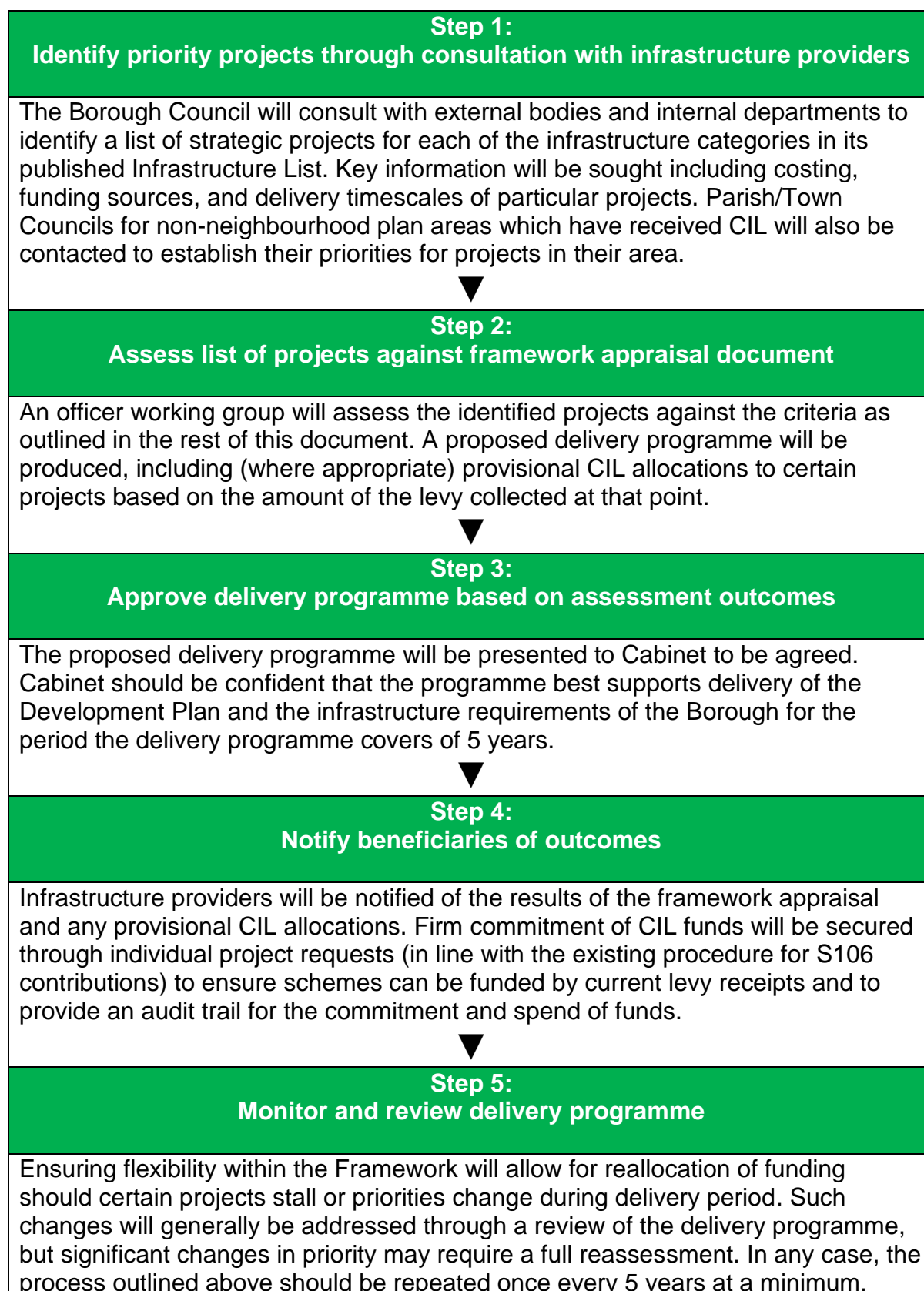
Non-Neighbourhood Plan Areas

In many areas of the Borough, it will not be feasible or desirable for Parish Councils to develop and adopt a Neighbourhood Plan. The Borough Council is therefore providing a way for Parish Councils without a Neighbourhood Plan to access a set proportion of the Strategic CIL collected from liable developments in their area. This supplementary amount will bring the amount of CIL that may be applied locally up to the same 25% proportion which Neighbourhood Plan areas automatically benefit from.

It is important to note that these supplementary funds do not qualify as additional Neighbourhood CIL. The CIL Regulations do not allow a charging authority to increase the statutory amounts of CIL passed to local councils in accordance with Reg 59A and 59B. The Borough Council will remain responsible for the allocation and spend of this CIL and will be required to report on its use through the Annual Infrastructure Funding Statement. Provisions for the allocation and spend of this additional sum have been worked into this framework to ensure compliance with the restrictions on use of Strategic CIL.

As the additional funds being made accessible can still only be applied towards items included in the Borough Council's published Infrastructure List, it is not expected to significantly affect the ability of CIL to deliver the strategic priorities of the Borough. However, the use of this supplementary CIL will be monitored closely, and the above arrangements may need to be reviewed in future.

Process Overview



Identification of Projects

Prior to carrying out the Framework Appraisal, the Brough Council will contact relevant infrastructure providers to establish the priorities within each infrastructure category. Based on the current infrastructure list, these providers consist of:

- Nottinghamshire County Council Transport and Travel
- Rushcliffe Borough Council Communities (Internal)
- Nottinghamshire County Council Education
- NHS Rushcliffe Clinical Commissioning Group

As additional CIL allocations for non-Neighbourhood Plan areas are based on the value of CIL receipts collected within that area, information about potential projects from Parish/Town Councils will be sought at the same time as any statutory Neighbourhood CIL is passed to those local councils, to be included in the next assessment or review.

A baseline level of information will be required to allow for a full assessment of projects. Infrastructure providers will be made aware that, where this information is not available or forthcoming, this may lead to other projects being prioritised through the Framework Appraisal.

Assessment of Projects

The purpose of the Framework Appraisal is to provide a clear and consistent method of assessing potential projects, and to identify where Strategic CIL funding is best applied to support the growth of the Borough and secure timely infrastructure delivery. The appraisal has been developed around four primary areas of consideration:

- **Justification** – Why the project is required (including robust evidence demonstrating need), suitability of project, and due regard to alternatives
- **Strategic Benefits** – Links to existing and emerging Plans/Strategies and Corporate Objectives, and consideration of infrastructure funding gaps
- **Funding** – Amount of CIL required/requested, estimated cost of projects (including costs of maintenance/operation), and other available funding sources (including unlocked match funding and time-limited funding)
- **Deliverability** – Other approvals/consents required to bring project forward, timescales for delivery (short/medium/long term), and potential impediments to delivery

The appraisal will be carried out by an officer working group, considering the information obtained from infrastructure providers and, where appropriate, non-Neighbourhood Plan Parish Councils. The overall outcomes will be presented as a report to Cabinet, accompanied by a proposed delivery programme detailing the key information used in the appraisal of individual projects.

Framework Appraisal Categories

Infrastructure Requirement

Details of the project/scheme to be delivered. This should identify the location, nature, and description of the proposal. Any potential alternatives or options for the scheme should be considered, particularly where there are any risks or uncertainties around delivery.

Lead Provider

Identification of the key infrastructure provider (NCC, CCG, or RBC as appropriate), as well as any supporting partners.

Supported Policies/Objectives

Information on what existing/emerging policies/strategies the proposal supports, both in terms of overall infrastructure delivery (RBC Local Plan Parts 1 and 2, Rushcliffe Infrastructure Delivery Plan (IDP), etc.) as well as those specific to individual infrastructure categories (Playing Pitch Strategy, Leisure Facilities Strategy, etc). There should be consistency in which policies/strategies are supported within each infrastructure category.

Dependencies/Constraints

Identification of any risks to or specific requirements for project delivery (Reliance on other funding bids, securing a site, obtaining planning permission, etc.) Where there are any significant constraints or barriers to delivery, details of how these will be addressed or mitigated against will be required.

Estimated Cost

The full cost of the project/proposal, including any potential maintenance/operational costs associated with the infrastructure. The Borough Council will generally not seek to apply CIL funds towards ongoing costs.

Identified Funding Sources

Where known, information on what additional funding has been secured from other sources, as well as any time-limited or match funding streams which a CIL allocation may unlock. If a certain level of CIL is sought to ensure project delivery, this should also be stated.

Strategic Importance

An identification of how important each project is to the delivery of infrastructure to support growth as identified within the Borough Council's Local Plan, the Infrastructure Delivery Plans that support the Local Plan, related policies, and other council objectives.

- **Critical** – The infrastructure proposed is critical to support delivery of the Local Plan and will need to be prioritised accordingly at the stage of implementation.
- **Important** – The infrastructure proposed is required to support development as well as overall strategy objectives but does not need to be prioritised over other projects.
- **Desirable** – The infrastructure proposed does not support significant development taking place but will facilitate the delivery of overall strategy objectives.

Project Status

Information on how far progressed a project is. This may include details of what further steps need to be taken or are planned in order for the project to be confirmed as deliverable.

- **Deliverable** – There is a strong prospect of the project being delivered – infrastructure providers are committed to delivery, other funding sources and consents are in place, and there are no significant barriers/constraints on delivery.
- **Emerging** – Work has gone into developing the project but there may still be key unknowns about the proposal that need to be addressed before securing delivery.
- **Aspirational** – Projects identified by infrastructure providers which are planned to come forward in future, but where specific details have not been established.

Delivery Timeframe

The anticipated delivery period in which the infrastructure will actually be provided. Where a project is phased, this may span multiple periods. Any more specific information on timings will be included to help inform the order of priority within timeframe brackets.

- **Short-Term** – Delivery within current delivery period (1-5 Years)
- **Medium-Term** – Delivery within next delivery period (6-10 Years)
- **Long-Term** – Delivery within future delivery periods (11+ Years)

Current Priority

Projects will be prioritised based on the categories set out above. Specific feedback from key infrastructure providers about their own service priorities will also be accounted for.

Provisional Allocation

The implementation of projects (especially short-term projects which are anticipated to come forward within the delivery period) may depend on infrastructure providers having assurance as to the amount of CIL funding that will be available. Generally, only projects where the estimated costs and other funding streams are fully identified will be considered for the provisional allocation of any CIL.

The exception would be any larger important or critical projects which may still be emerging but are reliant on further CIL funds being accrued. In this instance, it may be appropriate to reserve a level of available CIL funding in order to ensure these key projects can be delivered.

Additionally, the delivery plan will identify the supplementary amounts of Strategic CIL collected from non-Neighbourhood Plan areas. Where Parish Councils for these areas have identified an intended use for these funds, the project will be reported in the delivery plan and the amount of supplementary CIL allocated towards the project will be specified. Parish Councils will be expected to use or commit to use their statutory Neighbourhood CIL before seeking any supplemental Strategic CIL. Where no project has been identified or commenced by a Parish Council within 5 years of receipt, the supplementary CIL will be returned to the main Strategic CIL fund.

Funding Gaps

In addition to the assessment criteria, an overall consideration of how levy receipts will be applied is necessary. CIL will in part address these funding gaps, but it is not anticipated that the level of levy receipts will completely cover the cost of required infrastructure. The funding gaps for each infrastructure category, expressed as a percentage of the overall funding gap, are as follows:

Infrastructure Item	Funding Gap
Provision of additional secondary school places across the Borough through new provision or extension to existing provision	40%
Provision of Park and Ride along the A52 corridor and bus priority measures in West Bridgford	20%
Provision of or improvements to indoor leisure provision	15%
Provision of health facilities across the Borough through new provision or extension to existing provision	15%
Provision of or improvements to playing pitches and ancillary facilities	10%

Over the lifetime of CIL, the Borough Council will track a cumulative total of sums committed/spent from CIL towards different infrastructure items, both looking as a percentage of receipts to date and as a proportion of the estimated £12.8 million of CIL income for the 2019-2028 period. These figures will be reported as part of each assessment and will be used to inform the long-term spending of CIL to ensure that all infrastructure areas benefit from levy receipts broadly proportional to the identified funding gaps. This will be particularly important when considering larger infrastructure items, which may need to build up a reserve fund of CIL before they can be implemented.

Delivery Programme

The outcomes of the assessment process will be presented as a draft delivery programme (a worked example is provided at the end of this document). The programme is intended to assist in the comparison of the various projects and highlight areas of priority, as well as give an indication of a likely order of delivery and prospective levels of CIL funding towards projects.

Should the delivery programme be agreed, infrastructure providers will be informed of the outcomes including, where given, levels of provisional CIL allocation. The outcomes and programme will also be included as an appendix in the Borough Council's Annual Infrastructure Funding Statement.

Delivery Programme – Worked Example

(Note that whilst the below table lists the projects identified for CIL funding by key infrastructure providers, the information is indicative and not based on a full assessment of the various schemes.)

Project Ref	Infrastructure Requirements	Lead Provider	Supported Policies/Objectives	Dependencies/Constraints	Estimated Cost	Identified Funding Sources	Strategic Importance	Project Status	Delivery Timeframe	Current Priority	Provisional Allocation
BP1	Park & Ride along the A52 corridor and Bus Priority Measures in West Bridgford	NCC			£3,500,000	None	Critical	Aspirational	Long-Term (11+ Years)	Low	
HC1	New Medical Centre in East Leake	CCG			TBC	S106, Central Government Levelling Up Funding Bid	Critical	Emerging	Short-Term (1-5 Years)	High	
HC2	New Medical Centre in Radcliffe on Trent	CCG		Currently exploring potential sites for new Medical Centre	TBC	S106	Critical	Emerging	Short-Term (1-5 Years)	High	
IL1	Cotgrave Leisure Centre	RBC			TBC		Important	Aspirational	Short-Term (1-5 Years)	Medium	
IL2	East Leake Leisure Centre	RBC			TBC		Important	Aspirational	Short-Term (1-5 Years)	Medium	
IL3	Keyworth Leisure Centre	RBC			TBC		Important	Aspirational	Short-Term (1-5 Years)	Medium	
PP1	Costock Road Playing Fields - New and Refurbished Pavilion	Parish Council / FA			£846,000	Football Foundation (£375,000), S106 (£275,000)	Important	Deliverable	Short-Term (1-5 Years)	High	
PP2	Bingham RFC - New Community Hub and Sports Facility	Sports Club / RFU / Town Council			TBC		Desirable	Deliverable	Short-Term (1-5 Years)	Medium	
PP3	Normanton Playing Fields - Development of Platt Lane Sports Facility	Sports Club / ECB / FA			TBC	S106	Important	Deliverable	Short-Term (1-5 Years)	High	
PP4	Land off Wilford Road - New Hockey Club Facility	RBC			£8,300,000	None	Important	Emerging	Medium-Term (6-10 Years)	Medium	
PP5	Bingham Leisure Centre - New ATP and Pavilion	Toot Hill School / England Athletics			TBC		Important	Aspirational	Medium-Term (6-10 Years)	Medium	
PP6	Nottinghamshire Sports Club	Sports Club / RFU			TBC		Desirable	Aspirational	Short-Term (1-5 Years)	Low	
PP7	Arthur Ridley Sports Ground	Town Council			TBC		Desirable	Aspirational	Short-Term (1-5 Years)	Low	
PP8	Ellerslie Cricket Club, West Bridgford – Cricket Ball Strike Nets	Cricket Club / ECB		If netting issue not resolved risk that pitch may become unusable	TBC (£50,000 - £100,000)	None (potential ECB funding)	Important	Emerging	Short-Term (1-5 Years)	Medium	
SE1	New Secondary School - Lady Bay/Gamston	NCC			TBC	None	Critical	Aspirational	Long-Term (11+ Years)	Low	

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Rushcliffe Strategic CIL Delivery Programme - DRAFT May 2022

Project Ref	Infrastructure Requirements	Lead Provider	Supported Policies/Objectives	Dependencies/Constraints	Likely CIL Funding	Estimated Cost	Identified Funding Sources	Strategic Importance	Project Status	Delivery Timeframe	Proposed Priority Allocation
HC1	New Medical Centre in East Leake	CCG			unknown	TBC	CIL, S106, Central Government Levelling Up Funding Bid	Critical	Emerging	Short-Term (1-5 Years)	High
PP1	Costock Road Playing Fields - New and Refurbished Pavilion (East Leake)	East Leake Parish Council / FA			c. £225,000	£846,000	Football Foundation (£375,000), S106 (£275,000)	Important	Underway	Short-Term (1-5 Years)	High
PP8	Ellerslie Cricket Club, West Bridgford – Cricket Ball Strike Nets	Cricket Club / ECB			<£85,000	£85,000	ECB Funding (proportion TBC)	Important	Emerging	Short-Term (1-5 Years)	High
SE1	New Secondary School - Lady Bay/Gamston	NCC			unknown	£3,500,000 / £5,600,000	CIL	Critical	Emerging	Short-Term (1-5 Years)	High
PP3	Normanton Playing Fields - Development of Platt Lane Sports Facility (Keyworth)	Sports Club / ECB / FA			unknown	TBC	S106	Important	Deliverable	Short-Term (1-5 Years)	Medium/High
HC2	New Medical Centre in Radcliffe on Trent	CCG		Currently exploring potential sites for new Medical Centre	unknown	TBC	S106	Critical	Emerging	Short-Term (1-5 Years)	Medium/High
IL1	Cotgrave Leisure Centre	RBC			unknown	TBC		Important	Emerging	Short-Term (1-5 Years)	Medium
IL3	Keyworth Leisure Centre	RBC			unknown	TBC		Important	Emerging	Short-Term (1-5 Years)	Medium
PP4	Land off Wilford Road - New Hockey Club Facility	RBC			unknown	£8,300,000	None	Important	Emerging	Medium-Term (5-10 Years)	Medium
PP5	Bingham Leisure Centre - New ATP and Pavilion	Toot Hill School / England Athletics			unknown	TBC		Important	Aspirational	Medium-Term (5-10 Years)	Medium
PP2	Bingham RFC - New Community Hub and Sports Facility	Sports Club / RFU / Town Council			unknown	TBC		Desirable	Deliverable	Short-Term (1-5 Years)	Medium/Low
IL2	East Leake Leisure Centre	RBC			unknown	TBC		Important	Aspirational	Short-Term (1-5 Years)	Low
PP6	Nottinghamshire Sports Club (West Bridgford)	Sports Club / RFU			unknown	TBC		Desirable	Aspirational	Short-Term (1-5 Years)	Low
PP7	Arthur Ridley Sports Ground (Cotgrave)	Cotgrave Town Council			unknown	TBC		Desirable	Aspirational	Short-Term (1-5 Years)	Low
BP1	Park & Ride along the A52 corridor and Bus Priority Measures in West Bridgford	NCC	Identified as Critical Infrastructure in Local Plan Part 2 IDP		unknown	£3,500,000	CIL, potential S106	Critical	Aspirational	Long-Term (10+ Years)	Low

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Key

Component Title (%age)
£ currently held (£ estimated total)

CIL Funds Collected (100%)
£2m (12.8m)

Neighbourhood CIL (-15%, -25% for Parishes with a Neighbourhood Plan)

CIL Admin (-5%)
£100k (£640k)

Local CIL (25%)
£500k (£3.2m)

Strategic CIL (70-80%)
£1.6m (£10.24m)

Additional Strategic CIL to Parishes without a Neighbourhood Plan (-10%)

Strategic CIL (70%)
£1.4m (£8.967m)

Of the total Strategic CIL to be collected (est £8.967), this money will be allocated approximately as follows:
£3.58m (40%) – Secondary Education Places
£1.79m (20%) – Park and Ride / Bus Priority Measures
£1.34m (15%) – Indoor Leisure
£1.34m (15%) – Healthcare Facilities
£900k (10%) – Outdoor Playing Pitches

Both Neighbourhood and Additional Strategic CIL may be spent on projects which appear on the Strategic list if decided locally

Provisional Allocation for Future Projects at 65% (-c.45%)
£900k

Available Funds (c.25%)
£500k

Provision Allocation and Available Funds will ultimately sum to equal the Strategic CIL total (£8.967m) over the plan period

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Cabinet

Tuesday, 14 June 2022

Bingham Improvement Board Report

Report of the Chief Executive

**Cabinet Portfolio Holder for Strategic and Borough Wide Leadership,
Councillor S J Robinson**

1. Purpose of report

- 1.1. At the Council meeting of 30 September 2021, Council agreed to support the establishment of a Bingham Improvement Board. This was subsequently supported by Bingham Town Council and the terms of reference were presented to the Council meeting of 2 December 2021.
- 1.2. The Bingham Improvement Board has undertaken its review and its report is therefore presented to Cabinet for consideration.
- 1.3. The report was considered by Bingham Town Council at its Council meeting on 24 May 2022.

2. Recommendation

It is RECOMMENDED that:

- a) Cabinet considers the report of the Bingham Improvement Board and notes that the Town Council resolved to accept the report at its meeting of 24 May 2022; and
- b) the report is also presented to the July Council meeting, as it was Full Council that received the petition which led to the Board being set up.

3. Reasons for recommendation

To ensure transparency of the work undertaken by the Bingham Improvement Board and the Council's response to the petition presented by the Bingham Deserves Better group.

4. Supporting information

- 4.1. The attached report contains all the relevant details for consideration and includes an Action Plan. At its meeting of 24 May, Bingham Town Council discussed the report and resolved to accept the report and to move forward with implementing the Action Plan, adding the civility and respect poster to the

Town Council's website, and supported writing a letter to the MP Robert Jenrick asking him to support Early Day Motion 691, which relates to the conduct of councillors toward town and parish council clerks.

- 4.2. There was a point of clarification noted by the Town Council that HR training had been undertaken after the Standards Committee recommendations were issued and later in the agenda, the Town Council's structure was altered slightly to take on board the comments the Board had made, and this will be reviewed further by the Town Council in six months' time.

5. Alternative options considered and reasons for rejection

There are no alternative options considered for this report.

6. Risks and uncertainties

The work of the Bingham Improvement Board was undertaken in a collaborative and positive manner. It is designed to support Bingham Town Council to avoid the risk of subsequent petitions requesting Community Governance Reviews being carried out.

7. Implications

7.1. Financial implications

The work undertaken had a budget of £10,000 that was jointly funded between Bingham Town Council and Rushcliffe Borough Council.

7.2. Legal implications

There are no legal implications arising from the report.

7.3. Equalities implications

There are no equalities implications arising from the report.

7.4. Section 17 of the Crime and Disorder Act 1998 implications

There are no S17 implications arising from the report.

8. Link to corporate priorities

Quality of Life	N/A
Efficient Services	N/A
Sustainable Growth	N/A
The Environment	N/A

9. Recommendation

It is RECOMMENDED that

- a) Cabinet considers the report of the Bingham Improvement Board and notes that the Town Council resolved to accept the report at its meeting of 24 May 2022; and
- b) the report is also presented to the July Council meeting, as it was Full Council that received the petition which led to the Board being set up.

For more information contact:	Katherine Marriott Chief Executive 0115 914 8291 kmariott@rushcliffe.gov.uk
Background papers available for Inspection:	Reports to Rushcliffe Borough Council, 30 September 2021 and 2 December 2021
List of appendices:	Report of the Bingham Improvement Board

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BINGHAM TOWN COUNCIL
RUSHCLIFFE BOROUGH COUNCIL

24th May, 2022

REPORT OF THE BINGHAM TOWN COUNCIL IMPROVEMENT BOARD

1. Public Interest Test

The Improvement Board has determined that the contents of this report are not of a confidential nature.

2. Purpose of the Report

2.1. In response to a significant local *Bingham Deserves Better* petition that was submitted to Rushcliffe Borough Council on the 5th April, 2021, Rushcliffe approved with Bingham Town Council to establish a local Improvement Board to:

- (i) Deliver an action plan responding to the issues raised in the petition presented by the Bingham Deserves Better Group
- (ii) Support improvement in the Council's wider governance arrangements
- (iii) Ensure that a range of voices, including those independent to the Council contribute to the development of governance at the Council
- (iv) Help the Council to develop a culture of respect between Councillors and between Councillors and employees.

2.2 This independent peer review approach and terms of reference was agreed at a meeting between the Leader of Rushcliffe Borough Council and the Chair, on behalf of Bingham Town Council, and ratified by all Members at Full Council on the 21st November, 2021.

3. Introduction

3.1. Following the adoption of the Improvement Board initiative the following were appointed to undertake the independent review work:

Jonathan Owen: Chief Executive, National Association of Local Councils

David Pye: Lead Analyst, Commissioning & Research Team for the Local Government Association, and parish councillor

Neil Taylor: retired District Council Chief Executive

Rowan Bird: Bingham Town Councillor

Gareth Williams: Bingham Town Councillor

The Independent Board members have written this report based on their findings and the representatives of Bingham Town Council assisted in facilitating access to information and with identifying stakeholders.

- 3.2 Open invitations were made to local councillors and residents to ensure as many people as possible who wanted to talk to the officers on the Board could do so. Some did so more than once. There were regular feedback sessions with the full Board on findings, issues and discussion points during the drafting of this report to you. In completing the review we spoke to over 25 different stakeholders, councillors and residents with a full spectrum of views, read numerous reports and documents, and attended Bingham Town Council meetings including an informal meeting with all Members before the formal publication of this report.
- 3.3 The Improvement Board's Action Plan is set out on Appendix 2 of this report. Some key messages for the Council are set out below:
- (i) Significantly, that Bingham has a vibrant community and local residents do want to do more, and local people are keen advocates for the development and promotion of their Town.
 - (ii) There needs to be a real sense of perspective/fitness for purpose of the Town Council itself - it is a third-tier authority with a limited set of functions; Members are responsible for a budget of £360,000; there are 7 posts on the establishment, it comprises 14 elected Members and yet has managed to exhaust itself with some protracted and very negative issues that have been well documented and tarnished the public image of the Bingham Town Council.
 - (iii) The Board seriously questions the appropriateness for a whipped political Group in these circumstances and the degree of political control exercised in such a small council of this size. This has been at the heart of the problems encountered, despite the fact that there are no substantial political decisions to be made. For example, there is no demonstrable divide on precept levels and expenditure, and there is also broad agreement on new facilities etc.
 - (iv) Whilst keen, residents who petition the Town Council to do A, B or C should not necessarily expect these things just to be carried out. Elected Members are responsible for the budget they democratically agree to set and are elected to do things within the statutory framework the Council operates. Some functions are outside the scope and capacity of Bingham Town Council and that clearly needs explaining to residents in a mature way so false expectations can be managed accordingly. If people are unhappy with what the Council is doing, or has done, that is a matter for the ballot box at local election(s). Nevertheless, returning to the first point above the Town Council can be a great advocate for Bingham, "the Place", in any forum.
 - (v) For the same reason if decisions are being made then written reports from, or via the Clerk, should be issued to all Members so they can have access to the facts behind the recommendations made and any decisions taken. Reports should be issued in advance and Members given the opportunity to ask questions in a democratic and transparent way. This contrasts with the practises that led to the situation with the previous Town Clerk. Had a more open and inclusive culture prevailed then other opinions could perhaps have led to a different outcome.

- (vi) There needs to be an understanding by officers that Members are elected and have a mandate to do what they feel best for the local area, and that is at the heart of this nation's democratic system. Similarly, Members need to have the emotional intelligence to take into account peoples' feelings, and their rights and responsibilities; in particular that officers are their employees and need to be treated accordingly, specifically:

“you must have regard to any relevant advice provided to you by Bingham Town Council's Proper Officer, Responsible Financial Officer and Rushcliffe Borough Council's Monitoring Officer, Section 151 Officer and Chief Executive where they are acting pursuant to his or her statutory duties”

Issues all stressed in Bingham Town Council's adopted Councillor Code of Conduct. There is simply no excuse for poor behaviour towards staff, and the degree of antagonism Members have encountered reflects the degree of injustice local people feel about the poor working culture of the Council and the arguments that ensue.

- (vii) A key part of this moving forward needs to be a common understanding of the term “Proper Officer” and the limits of this in a political context. Just because an officer has this designation does not mean they are there to run everything, Members are elected to set the strategy and direction of the Council, and this is why they put themselves forward for election. The Proper Officer is there to support Members in furthering their political aims. The National Association of Local Councils is very clear on agenda formation and the Proper Officer for example:

“To prepare, in consultation with appropriate members, agendas for meetings of the Council and Committees. To attend such meetings and prepare minutes for approval other than where such duties have been delegated to another Officer”.

Importantly, Members' roles are separate from officers, and they are not employees of the Council, and should not attempt to act in that capacity. It is for the Clerk, as the Proper Officer to publish the meetings' agendas and ensure the reports are there for the published agenda items. Members should not be tempted to do it themselves, duplicate officer's work, and in effect short circuit the process. This leads to confusion and has contributed to the unfortunate circumstances that Bingham has encountered. Hence the Board's firm recommendation about training. Similarly Members should not overload their officer team with too much work, email traffic or matters of trivia.

- (viii) The people the Board spoke to on all sides want to draw a line under this situation and move on. The continuing arguments have been time consuming, with significant opportunity costs in time and money for the Town Council, and the subsequent reputational damage has been significant. As a result, there is a feeling that the Council has lost its way and needs to reset what it wants to do, and how it goes about its objectives with significantly lower levels of animosity. A consequence of that behaviour is the concentration on process and procedural matters, instead of outcomes for the public. The most prominent example of this is the lack of progress of the new car park given the outdated parking capacity in the Town which has added to local frustration about the Council's fitness for purpose.

- (ix) The Council is also significantly over structured. Reducing the number of meetings will significantly help the current workload of the Clerk, and potentially save the Town Council time and staffing resources. The Council has two/three vacant posts - would they be needed if the Council streamlines itself to:

Full Council
Planning, and
Policy & Resources (“everything else”)

or

Monthly meetings of Full Council, with Planning or other meetings called as necessary.

With regard to HR, with seven posts on the establishment a formal HR subcommittee should meet as required. For example, two Members representative of both sides of the Council can easily conduct any appraisal of the clerk once a year with appropriate support from NALC or Rushcliffe Borough Council. (The Clerk as the Proper Officer is responsible for all staffing matters.)

Politics

- 3.4 The previous difficult situation will only resolve itself if Members want this to happen. The firm suggestion to Members is to step back from any potential flash points, and pause before either complaining or making adverse comments. Members are all mature people, their actions are continually in the public eye and far greater sense of give and take needs to be established; and more equity can be reached.
- (i) More than anything else Members’ attitudes and behaviours are the overriding issue to the resolution of the problems the Council has encountered.
- (ii) Fundamentally therefore this is up to everyone who wants to stand for election and succeeds on getting onto the Town Council.

This could be in a wider context of the political power balance on the Council (a matter for the electorate) and then if there is a majority Group how that works (any ruling Group’s dynamics after the election - power rests with the majority of Members in any majority grouping); or the establishment of some local standards for Member behaviour (good practice).

- 3.5 To emphasise the point - would one Group’s solution to the one-way traffic system be any different than another set of Members? If not, a more inclusive attitude would go a long way to moving the culture of the Town Council forward and restoring it as a functional and effective organisation which would in turn assist in regaining public trust.

- 3.6 It is important to note in the Town Council’s Self-Assessment prepared as part of this process:

“The Council wish to be the best for Bingham and manage its responsibilities for the Town. The Council agree that even with differing views, that Councillors are all working for Bingham.”

The Board considers this, and the positive achievements set out in the Council’s Self Assessment section in Appendix 1 of this report, is a significant piece of self-

awareness and all Members need to keep that aim uppermost in their minds about behaviour and actions. It should also be a touchstone for the future if there are any significantly differing views. Members are there to serve the public. The Chair also needs to take charge of meetings, and if all comments are addressed “through the Chair” then there will be a far more effective filter for any comments that are made.

“Bingham Deserves Better” Petition

- 3.7 Any change of control is potentially challenging for officers in any council context, but it is primarily the professional officer’s responsibility to make this relationship work. In a parish council like Bingham’s this is more acute as the Clerk is also the Proper Officer. However, the Clerk is an unelected position and Members do have a mandate from local voters to conduct the Council’s business. This is an important point that may have been lost in recent months and it is the Clerk’s responsibility to ensure they have the “trust and confidence” of the Members they are there to support. By the same token staff are not there to be abused or belittled, and are entitled to the respect all employees deserve.
- 3.8 Should Members be unhappy with an officer’s performance then there are appropriate frameworks like appraisals and structured meetings before entering either a dispassionate disciplinary route; or a mediated and agreed exit. This would be the optimum and appropriate method to deal with any issues. Once matters become heated and working relationships break down moves to restructure a small team of seven posts and to create redundancy situations are going to be difficult. This lack of experience, or attempts at any mediation, meant that this pivotal point was missed and the subsequent costs to local taxpayers have been highlighted. Such behaviour also generates a significant push back in terms of process and procedures, complaints, and accusations of poor transparency.
- 3.9 From our discussions it is quite clear that this has been personally costly to all sides, and also underlines the Improvement Board’s salient point about the proportionality of this happening in a small local town council. Some of the reports about the associated social media comments etc have been quite disturbing and the Police have been involved. The Board therefore strongly recommends that all Members desist from any negative commentary and behaviour about other Members on social media. It is already part of the Town Council’s Code of Conduct which it adopted from the Rushcliffe model code.

Governance

- 3.10 The Improvement Board’s report provides everyone with the opportunity to think about how Members want things to progress from this point. Dispassionately this is a quite straightforward process, but it is a fundamental question of attitude. The Improvement Board can make many recommendations, but it is the spirit of any adoption of them that is crucial. Do Members want to change and do so in a positive manner or continue to argue so extensively amongst themselves?
- 3.11 Our specific recommendations on this are:
- (i) The Council should agree and publish a medium-term plan about what it wants to achieve.
 - (ii) Within this there should be timescales and costings of what the resources are to meet them. Officer expertise (or gaps, such as project management for

example) and capacity need to be taken into account, but it should be clear to everyone what is sought to be achieved.

- (iii) The Council should consult the community on this draft plan and adopt an inclusive dialogue with local residents so there is sound two way communications with an interested and clearly engaged electorate.
- (iv) Once that exercise is completed then yearly milestones should be established and reports to Members flow throughout the year to make sure they happen, including any corrective action.
- (v) Reports should be produced by the Clerk, not Members, to comply with Forward Plan and Agenda publication timetables, with sufficient notice; and all Members should be provided with the reports by the publication date, without exception.

All Members are elected and are entitled to see reports setting out the reasons for any recommended course of action on their agenda. What Members subsequently vote on is a matter for the established democratic process. But, just because there may be a majority group (operating either formally or informally) there is no excuse to short circuit the decision making process, to exclude other Members who are not part of any such grouping from reports or decision making; or close down input from them with reliance on verbal updates.

This is a salient accountability issue under the Nolan Principles.

Similarly, if there are legitimate confidential items they should be considered in the confidential section of the agenda. Again, there should be reports for other Members to see and comment on in this confidential section.

(The fact that this could not happen with some HR advice recently is no excuse to deviate from this process. Hopefully with more public sector experience from the Council's new HR advisors all new HR advice from will be in a written form. If not, it should be requested, and if necessary, insisted upon).

- 3.12 In terms of culture, perhaps as a response to recent events, there is a significant concentration on process and debates about the application of standing orders rather than outcomes. In the midst of all the resultant procedural wrangling the object of serving the public seems to have been overlooked, and relationships strained:

- internally between Members
- between Members and staff; and then
- externally with the community.

The Board returns to the point about the proportionality of managing a small town council with limited resources; and the spirit of co-operation and respect for the common aim of public service, not any individual's aggrandisement.

- 3.13 At this point the Principles of Public Life, established by Lord Nolan, are set out for reference here. All of them still hold valid and are important for re-establishing the Town Council's public reputation.

Selflessness – Holders of public office should act solely in terms of the public interest. Not themselves.

Integrity – Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Objectivity – Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability – Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness – Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty – Holders of public office should be truthful.

Leadership – Holders of public office should exhibit these principles in their own behaviour and treat others with respect. They should actively promote and robustly support the principles and challenge poor behaviour wherever it occurs.

- 3.14 Bingham Town Council has signed up for the Local Council Award Scheme and will benefit from the peer challenge and endorsement that correct procedures are being followed. This process will also provide some reassurance for residents that their Town Council is being run effectively with independent evidence and assessment. Bingham also has embraced such innovations as online meetings, and also support packages for local people in need during the pandemic.
- 3.15 Tribute also needs to be paid to the current town clerk, the only remaining fulltime member of the Council's office staff. She brings a wide perspective to the post, is knowledgeable and is efficient with all the Council's procedures. Another positive is the current Clerk's networking with other local councils and Nottinghamshire Association of Local Councils. Members need to look after her welfare.

Training

- 3.16 From our discussions views on this have been mixed - that there is a training programme in place, but Members were either unaware of it or do not seem to take it up. Therefore, by the time the Improvement Board's report is formally submitted to you the Council should report back to the Council's Annual Meeting what training modules it has; what they cover; and what Members have been on them. Four salient points need to be covered:
- (i) Member code of conduct. The previous situation would not have happened as Members would have been aware of how they should treat their staff and each other. Importantly this needs to cover social media activity.
 - (ii) Decision making and greater awareness of the respective roles of the clerk and councillors.

- (iii) Make it clear to the Clerk that mentoring from the Society of Local Council Clerks is available if she wishes to take it up (we do not make this a firm recommendation given her current significant workload).
- (iv) The political leadership should engage with NALC about ongoing political mentoring support from another similar council.

Structure

- 3.17 The Council has established six committees as well as Full Council. This means that different combinations of the same 14 Members are meeting in a variety of different settings with a minimal amount of business to transact. County councils and district councils have a similar structure to the Town Council's with significantly more functions and resources.
- 3.18 Linking what has been set out in in Paragraph 3.11 will assist Members in coming to an optimum outcome for them. This is very important as what needs to be considered is the staffing structure that underpins the Committee structure and the cost of the bureaucracy required to service such a wide range of committees.
- 3.19 The Town Council is serving a population of just c10,500 (2020 mid year estimate) but seems to be mirroring county council style norms. If the Town Council wishes to persist with the rigid party/group discipline that has been experienced in the last three years, then another key debate needs to take place. That is, some clarity between the role of the Mayor and the leading member of any ruling group, as in any balanced situation the Mayor has a vote, and then also a casting vote.
- 3.20 If the Leading Member is also the Mayor there can be no ambiguity about the leadership of the Council and where the power lies, rather than what is a traditionally ceremonial role and a separate political leadership. The convention elsewhere throughout Rushcliffe is that the Chairman is the leading town/parish member that they liaise with.

Human Resources Matters

- 3.21 The Council has recently retendered for its HR support and may now have a firm which has more public sector experience. The Council has changed its Member leadership on HR matters and needs to adhere to processes which cannot be criticised in any external forum.
- 3.22 The previous clerk may pursue a claim against the Council, which is a significant reference point that underlies this report and underlines the issues about Members' relationships with council staff.

Complaints

- 3.23 Part of the problem that Bingham Town Council has encountered is that it seems unable to manage its own conduct.
- 3.24 It should be for the Chair to manage poor behaviour and any disagreements or arguments at meetings in the first instance. For example, about seating arrangements or any disparaging comments. The Chair's function is to help the meeting to run smoothly and efficiently and oversee the proceedings in an impartial manner, with some firmness if order is not maintained.

- 3.25 Regular informal meetings between group leaders with the Clerk about forthcoming council business would also assist reduce the number of snagging points.
- 3.26 Since September 2019 Rushcliffe Borough Council has received over 25 complaints from various Bingham Town Council members, ex-Town Council members and residents about Bingham Town Council's activities. This is six times more than all the complaints from all the other 38 town and parish councils in Rushcliffe's area put together.
- 3.27 The majority of these complaints were considered in conjunction with Rushcliffe's designated Independent Person. One set of complaints against the Town Council was investigated by Rushcliffe's Standards Board which involved the engagement of an independent barrister (a further significant cost of public money).
- 3.28 The decision notice of that Standards Board exercise was to:
- (i) *Invite the Subject Members to apologise to the Town Clerk in writing.*
 - (ii) *The committee invites the Subject Members to reflect on the appropriateness of their membership of the HR committee.*
 - (iii) *The committee recommends that Bingham Town Council arrange HR performance management training for the subject members and all members of Bingham Town Council.*

At the time of writing the invitation to apologise to the previous Town Clerk has not been provided by two Town Council Members. In addition, these two individuals have been subsequently expelled from their political party. The recommendation to arrange HR performance management training to ensure that Members can manage the staff they have a duty of care to appropriately needs to happen as part of the Board's requirement in para 3.16.

Vision

- 3.29 Bingham is changing significantly with an additional 1,050 new homes in progress of being built in the decade between 2018 and 2028. The Town Council is an important local stakeholder, but if it wants a more prominent voice it needs to be far more open to partnership working and advocacy with other local players such as Rushcliffe Borough Council, Nottinghamshire County Council, parish council groups and local service providers.
- 3.30 Engaging with the community is also significant, but people are not going to want to do this is if their foremost impression of the Town Council concerns dysfunctionality and headlines about poor staff relations etc. Therefore, there needs to be an understanding about organisational reputation management and the implications for maintaining this.
- 3.31 However some people may want to portray it, the events of the last two years have been damaging, expensive and have stained the Council's reputation. Upholding good standards of behaviour is a continuous responsibility of all Members, which they need to undertake if they wish to serve residents effectively.
- 3.32 If this does not happen it needs challenging in any debates and not be supported in any subsequent votes.

4. Conclusions

- 4.1 The Town Council has signed up to this improvement process and this is a positive important step. The problems faced by the Council have been protracted and expensive - not just in terms of reputation and time, but also cost (c£4.35 has been spent by Bingham Town Council for each of their local electors on the staffing reviews, HR advice and legal advice incurred as a result of the problems encountered. Rushcliffe Borough Council has also incurred a further c£2.20 on a similar basis.) This is a before any potential settlement expenditure with the previous Clerk. None of which has improved local services for local people. But the time, stress to both Members and officers, and the sheer opportunity cost of the resources that could have been deployed to improve local services has been significant. It should never have come to this.
- 4.2 A striking comment that was made to the Board was *“the arguments consume everything, and nothing happens”*. A by-product of this episode is that the Council had lost its way in meeting community needs and there have been a lot of Members who have served and resigned before their term of office ended. This is also a poor indicator of organisation health, which is costly in terms of the requirement for bye elections at a cost of c£6,000 per election.
- 4.3 There is much to do if the Town Council wants to more fully develop its community leadership role. Bingham as a town is set to expand significantly with lots of development and a transport infrastructure that is also under existing strain.
- 4.4 In the spirit of this the report tries to plug into enabling concept and the aim is, in one’s contributor’s view, *“if we stop fighting and start cooperating the future is rosy and we could become a beacon “*. This potential is in Members’ hands.
- 4.5 Whilst the Board can make recommendations it is only through Members adopting the report’s findings in both letter and spirit that will make the actual difference. As well as behaviour and Members’ attitudes, to some extent this comes down to numbers - the number that any political groupings’ various candidates secure, and then how members of any majority grouping behave. If there are instances of poor behaviour it needs to be challenged, during debates and discussions as well as when votes are cast. It is every Member’s responsibility to do this, and the Chair’s specifically to ensure proper conduct during Council proceedings.

5. Options, Risks and Reasons for Recommendations

- 5.1 Bingham Town Council has voluntarily signed up to the Bingham Improvement Board proposals in conjunction with Rushcliffe Borough Council, following the receipt of the *Bingham Deserves Better* petition delivered to it in 2021. It has also committed its own resources to this project. The Council now needs to embrace that change, reset the culture and strengthen its procedures so that any local concerns cannot continue. The Board has concerns that this may not be case, and the current Clerk could also face uncomfortable situations.
- 5.2 The Action Plan recommendations are voluntary, and whilst firm points have been made, the key ones that matter concern those of maturity, attitude, and perspective. The questions that need to be consistently asked are:
- Is what has been happening appropriate for a small town council?; and
 - Are the public being served?

Hopefully this report will provide a degree of closure for the events that have occurred, as will at some stage, the conclusion of any action by the previous clerk against the Council.

- 5.3 So, it is to the future that the Council needs to look and all the concomitant opportunities that brings in a burgeoning town with some issues that do need addressing. Codifying what is recommended on para 3.11 will provide a good basis for this, and the expectation is that other parts of the Action Plan will follow those as there will be a transparent, agreed and mutually owned way forward which will showcase Members' achievements for the benefit of local residents.
- 5.4 The Town Council's Self-Assessment on Appendix 1 of this report has provided an opportunity to do just that, and the Council needs to build on the work that is included in the Council Tax Precept Summary which is an example of good practice and something to build on in terms of service planning.

6. Recommendations

- 6.1 Bingham Town Council needs to re-establish its public reputation and should therefore sign up to the Action Plan on Appendix 2 without equivocation.

Bingham Town Council Improvement Board Self Assessment

As part of the Improvement Plan process, the Board will be talking to residents, stakeholders and individual councillors. What would also be helpful would be the Council's view of how it sees itself and what it wants to do for local people. To that end the Town Council is invited to set out some key points about its plans for the future by answering the questions below. Where this can be backed up with examples and evidence by such things as reports, minutes, strategies etc so much the better.

It needs to be stressed that what is sought here is self awareness, rather than something akin to a public relations exercise. Whilst it is an opportunity to showcase what the Council is/has achieved some appreciation of the challenges the Town Council faces will demonstrate it is self aware and also has a strategy plus the tools to achieve it to enable successful outcomes for its residents.

What is looked for is say up to 2 sides of A4/1,500 words on each of the following sections. The suggestion is that this exercise is completed by a cross party group, supported by the Town Clerk.

1) What is the Council trying to achieve?

Some useful points in this section would include:

- What does the Council want to achieve for Bingham?
- What are the challenges the area faces and how do Members want the Council to respond to them?
- How does the Council interact with partner organisations to achieve the maximum benefit for local people?
- Evidence of plans and strategies would be useful to support in this section.

"The Council publishes its statement of activity yearly when submitting the precept requirement to Rushcliffe Borough Council. This is included in the March edition of the Buttercross and is also available on the Town Council's website. Along with the maintenance responsibilities that the Town Council manage, the Council includes its list of plans and objectives for the forthcoming year.

The three-year reserves plan shows how the Council plan to manage its reserves when planning the projects and activities they have agreed. The Council collaborates successfully with many partner organisations including; The Friends of Bingham Linear Park, Bingham Community Events and Rushcliffe Borough Council led Growth Board.

(attached – three year reserves plan, statement of activity, programme of events supported for 2021 with Bingham Community Events)"

2) How has the Council set about delivering its priorities?

Some useful points in this section would include:

- How robust are the Council's finances and what considerations do Members take into account when allocating resources?
- Does the Council have the right policies, procedures and democratic structures in place to ensure effective and transparent governance?
- What community consultation exercises does the Council undertake?

"The Council have no concerns over the finances of the Council and agree that they are in a strong position to deliver its ambitious plans. The regular financial reports to the Policy, Resources and Major Projects Committee show the Council's commitment to transparency and that the Council scrutinise the finances at very meeting of the committee.

The three-year reserves plan assists in forward planning for all projects outside of the budgeted expenditure of Council. The yearly internal auditors' reports are published and are considered at Full Council and the Council receive unqualified audits, showing their accounting procedures are fully compliant.

The Council adopts model documents provided from the National Association of Local Councils and from the Borough Council. Policies are reviewed annually and are prepared by the Proper Officer of Council.

Many consultations have taken place in recent years with residents to include; play area consultation resulting in the refurbishment of two play areas, community facilities at the new Bingham Arena and Wynhill and smaller consultations with benches at Shelford Drive to engage with the residents directly affected in that area."

3) What has the Council achieved to date?

Some useful points in this section would include:

- Cross this referencing with the first section, what milestones or achievements have the Council secured for residents?
- Are there any awards etc or external feedback that could be referenced here?

"The Council considered numerous achievements in recent years to include;

Replacement of two play areas

New Linear Park Sign – Toot Hill School Students collaborated

Securing the future of Warners Paddock with a long-term lease

Yearly grant aid scheme for Community Organisations to access

Programme of Market Place events by working collaboratively with Bingham

Community Events

Support of a No Food Waste Shop at the Council premises

Humanitarian Grant Aid during the pandemic

Members of the Armed Forces Covenant

Ukrainian support statement"

4) In the light of what the Council has learnt, what does it plan to do next?

Some useful points in this section would include:

- To what extent do Members think that the Council currently has effective policies, procedures in place?
- What are the key targets the Town Council wants to hit to achieve its aims?

“The Council wish to be the best for Bingham and manage its responsibilities for the Town. The Council agree that even with differing views, that Councillors are all working for Bingham.”

Bingham Town Council Improvement Board Action Plan

1) Governance:

- (i) All agendas should be drawn up by the Clerk on behalf of Members with sufficient notice to meet set publication deadlines.
- (ii) Reports for agenda items should be written by the Clerk, with appropriate input from Members so they can be circulated with the agendas.
- (iii) Reports should be produced by the Clerk, not Members, to comply with Forward Plan and Agenda publication timetables, with sufficient notice; and all Members should be provided with the reports by the publication date, without exception.
- (iv) Where verbal advice is given, then this needs to be codified in a report for the agenda to which it is linked and verbal updates, as occurred with the advice provided by the Council's previous HR firm avoided.
- (v) If there are legitimate confidential items, and HR matters are confidential items, they should be considered in the confidential section of the agenda. Again, there should be reports for other Members to see and comment on in this confidential section.
- (vi) All Members are elected and are entitled to see reports setting out the reasons for any recommended course of action on their agenda.
- (vii) What Members subsequently vote on is a matter for the established democratic process, but just because there may be a majority group there is no excuse to exclude other Members who are not part of any such grouping from access to reports, their background information or to undermine their position in the decision making process.

2) Structure

- (i) The Council can save money and streamline its decision making processes. The Improvement Board's independent view is that the Council is significantly over structured and could reduce the amount of bureaucracy to four main areas:
 - Full Council
 - An official HR Sub Committee reporting to Full Council on staffing matters
 - Planning
 - Policy & Resources which will incorporate all the other functions not reserved for Full Council or Planning

Or

 - Monthly meetings of Full Council, with Planning or other meetings called as necessary.

- (ii) Consideration be given to amalgamating the position of Chairman and the role of leading the majority group

3) Training

- (i) The Board have requested the Council's training programme be published at the evening's meeting so there can be no ambiguity to any Member about what training modules are available to them and who has been on what modules.
- (ii) All Members should receive social media training.
- (iii) New Members joining the Council should be required to undertake training sessions in planning, finance, and council administration.
- (iv) New Mayors, if they are to Chair Council meetings, should go on a suitable management of meetings training course and ensure that any behavioural problems are sorted out at the meetings they preside over.
- (v) NALC training be put in place about the roles and responsibilities of the Proper Officer so that everyone understands how this role should operate in a political environment like the Town Council. It is a unique role unlike many other jobs.
- (vi) Leading Members engage with NALC regarding peer reviews and political mentoring.
- (vii) The Improvement Board will review the progress the Council has made in June 2023.

4) Conduct

- (i) Members need to ensure they comply with the highest standards of behaviour when interacting with each other in formal settings (the Board did see this at the Council meeting its members attended).
- (ii) Any future unacceptable behaviour patterns by any Member with staff should be challenged and not supported by other Members in subsequent votes. (This includes with group discussions, If Members are unhappy with reports they should simply vote against reports or defer them until they are.)
- (iii) Importantly high standards of behaviour includes comments on social media which can be quite pernicious and lead to residents forming a poor impression of the Council.
- (iv) Complaints - tit for tat complaints about behaviour to the Monitoring Officer should be avoided, and any issue warranting a formal complaint only be made in extremis about substantive issues or potential illegality if they cannot be resolved locally by the Mayor or the Clerk in the first instance. If there are patterns of behaviour, recording separate instances of it, rather than any complaints about individual episodes, will assist.
- (v) The Chair also needs to take firmer control of meetings and rule out any poor behaviour or comments. Similarly at formal meetings Members should address all their comments through the Chair, thereby avoiding any charged personal exchanges.
- (vi) To demonstrate its commitment to improving standards Bingham Town Council should sign up to the national pledge on civility and respect promoted by the society of local council clerks and National Association of Local Councils:

To treat other councillors, Clerks and all employees, members of the public and representative of partner organisations and volunteers with civility and respecting their role.

<https://www.nalc.gov.uk/library/our-work/civility/3657-bullying-and-harrasment-statement-poster/file>

5) Service Delivery and Community Engagement

- (i) The Council should build on the “Statement of Activity” included in its council tax precept and agree and publish a Community Plan about what it wants to achieve in the short, medium and longer term. This will help manage local expectations.

It should be noted that Bingham have now approved a *Communicating Council Strategy 2022-2027* at Full Council on the 19th April, 2022.

- (ii) Within this there should be timescales and costings of what the resources are to meet them. Officer expertise (or gaps, such as project management for example) and capacity need to be taken into account, but it will be clear to everyone what is sought to be achieved.
- (iii) The Council should consult the community on this draft plan and adopt an inclusive dialogue with local residents so there is sound two way communications with an interested and engaged electorate.
- (iv) Once that exercise is completed then yearly milestones should be established and reports to Members flow throughout the year to make sure they happen, including any corrective action that may be required.

6) Advocacy For Bingham:

- (i) The Town Council cannot afford to complete all the things it aspires to with the resources it has either in reserves or through its current precept. The Council adopted a Bingham Strategy Report in 2015, almost all the issues in it have not changed. Sometimes these major tasks are beyond a lower tier council’s capacity and therefore the only way they are going to happen is through the work with others, as the Bingham Leisure Centre experience demonstrates.
- (ii) By assembling a coherent and linked Community Plan (see “Ambition & Community Involvement” above) Bingham will be able to engage with other stakeholders and lever in far more resources than it will be able to do so by itself with the limited capacity and expertise it has.
- (iii) This is a major opportunity for the Council and provides the ways and means to respond to such local demand as the *Brilliant Bingham* report, without increasing the local precept substantially.
- (iv) There is support of community through the giving of grants, but there could be a more active approach though co-production of developments - something akin to the development of the CLP or the Neighbourhood Plan but with the Town Council working with, and alongside residents. This would both develop and encourage greater engagement and meaningful discussion that goes beyond public attendance and engagement through, for example, the full council meetings.

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