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Our reference:
Your reference:
Date: 6 June 2023

To all Members of the Corporate Overview Group

Dear Councillor

A Meeting of the Corporate Overview Group will be held on Wednesday, 14 June 2023 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

A handwritten signature in black ink, appearing to read 'Gemma'.

Gemma Dennis
Monitoring Officer

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the meeting held on 21 February 2023 (Pages 1 - 12)
4. Role and Remit
5. Diversity Annual Report and update on the Equality and Diversity Strategy (Pages 13 - 42)
Report of the Chief Executive
6. Financial and Performance Management (Pages 43 - 90)
Report of the Director – Finance and Corporate Services
7. Consideration of Scrutiny Group Work Programmes (Pages 91 - 122)
Report of the Director – Finance and Corporate Services

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



Membership

Chair: Councillor T Combellack

Councillors: A Edyvean, P Gowland, L Plant, R Walker, L Way and G Williams

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MINUTES OF THE MEETING OF THE CORPORATE OVERVIEW GROUP TUESDAY, 21 FEBRUARY 2023

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena, Rugby Road, West
Bridgford

PRESENT:

Councillors J Wheeler (Chairman), N Clarke, J Cottee, P Gowland, D Viridi and
G Williams

OFFICERS IN ATTENDANCE:

C Caven-Atack	Service Manager - Corporate Services
S Whittaker	Service Manager - Finance
E Palmer	Communications and Customer Services Manager
K Brennan	Finance Business Partner
E Richardson	Democratic Services Officer

22 Apologies for Absence

There were no apologies for absence.

23 Declarations of Interest

There were no declarations of interest.

24 Minutes of the meeting held on 15 November 2022

The minutes of the meeting held on 15 November 2022 were approved as a true record and were signed by the Chairman.

25 Finance and Performance Management Quarter 3 2022/23

The Communications and Customer Services Manager presented the Q3 Performance Scorecards.

The Communications and Customer Services Manager noted that there were five performance exceptions on the operational scorecard. He explained that the percentage of householder planning allocations processed within target had been impacted by Christmas office closures and staff shortages but that as the overall number of applications being received was decreasing it was expected that performance would increase. In relation to complaints responded to on time, he said that performance had been impacted by the complexity of complaints and that any delay had a greater statistical impact due to the low number received overall.

In relation to calls answered in 60 seconds, the Communications and Customer Services Manager said that this had been impacted by a high number of calls about the Government's energy rebate. He confirmed that the Council

continued to look at ways to reduce calls and signpost traffic to alternative and online resolutions. In relation to the income generated by parks and playing pitches, he explained that the Council's new online booking system was in operation and it was expected that this and upcoming marketing would lead to an increase in income generated.

The Chairman referred to customer contact and the need for the Council to adapt to meet future expectations. The Communications and Customer Services Manager confirmed that the Council continued to look at how to best educate residents in using online solutions. He said that Rushcliffe had the eldest demographic in the County which made it important for the Council to provide a balance between contact options.

The Group asked about methods used to educate residents and the Communications and Customer Services Manager said that the Council was in the processes of gathering data about how and why residents contacted the Council to explore how to best provide education. It was expected that a combination of in person assistance and telephone conversations would be provided. It was likely that contact needs would change over time with an increasing demand for fast access to services and answers.

The Group asked about usage of sports pitches and the Communications and Customer Services Manager said that they were well used through the year and the Council was hoping to increase this through marketing, particularly with the installation of the 3G pitch at Gresham.

The Finance Business Partner presented the Q3 Financial Report. She said that there was a predicted net revenue budget efficiency of £1.723m, mostly as a result of the Business Rates Pool, additional investment income and additional new burdens grants. It was proposed that the efficiency be earmarked for additional cost pressures. She said that there was also a capital budget efficiency expected of £3.758m.

The Finance Business Partner referred to Appendix A of the report which summarised the £1.723m efficiency and proposals for utilisation and also took the Group through the main variations from revenue efficiencies and pressures as set out in Table 1.

In relation to the Capital Programme, the Group was informed that with carry forwards and other adjustments, this had increased from £14.6m to £22.2m and that the current projected outturn was circa £18.5m, which gave an estimated underspend of £3.7m.

In providing an update about pressures faced by the Council, the Finance Business Partner said that staff pay negotiations were now complete resulting in a cost of approximately £0.55m. This represented a significant annual cost pressure to the Council now forming part of the MTFs to be approved by Council in March. In addition, the potential associated impact on service provision contracts such as leisure were being monitored.

The Group was informed that knock on impacts from the cost of living pressures were also being monitored, in particular for any reductions in Council Tax collection (85.33% collected compared to 85.46% last year) and Business

Rates (87.3% collected compared to 83.7% last year). Inflation was set to peak at 11% which could also impact on general costs and on contracts due for renewal. She said that overall and given the challenges it was a mostly positive position that would be monitored closely going forward.

In relation to the Transformation Programme, the Finance Business Partner informed that the two most significant items were the Crematorium (£0.2m) and Bingham Arena (£0.2m). Due to delays in delivery due to external factors with the contractors the current projection was currently a shortfall of £0.284m for the Crematorium and £0.163m for Bingham.

The Group was informed that whilst pooled funds continued to fluctuate, the returns were stable and represented 65% of the Council's return on overall investments forming long term investments as part of the Council's Treasury Management Strategy.

The Group asked about monies allocated for housing providers and the Service Manager Finance explained that a developer either had to provide affordable housing or contribute S106 funding to create affordable housing stock which would then be managed by the Council's housing association provider.

The Group asked about staffing in the Planning Team and the Finance Business Partner confirmed that the Council was currently utilising agency staff to fill vacancies and meet specific project demands, which was common practice. The Group was informed that there was allocation within the budget to cover these costs, including from fees income and staffing underspend due to vacancies. It was noted that planning applications were falling which would reduce pressure on the team. The Group was also informed that there was general difficulty recruiting within this sector and that some people preferred flexible agency work rather than a more fixed permanent position, but the Council sought to provide an attractive salary and working culture.

The Chairman asked about upcoming projects that may impact on the budget. The Service Manager Finance said that Council's programme over the last few years had involved large capital projects but that going forward projects were smaller and so slippage would be less likely and be less impactful. The Chair confirmed that the Council carried out sound financial management to ensure that there were funds available to cover eventualities.

It was **RESOLVED** that the Group noted:

- a) the expected revenue budget efficiency for the year of £1.723m and proposals to earmark this for cost pressures (para 4.1).
- b) the capital budget efficiencies of £3.758m including various re-profiling stated at paragraph 4.7, included in the MTFs to Full Council.
- c) the expected outturn position for Special Expenses to be £3.2k below budget (para 4.5).
- d) considered whether scrutiny was required for identified exceptions.

26 **Feedback from Scrutiny Group Chairmen**

The Chairman of Communities Scrutiny Group said that the last meeting had referred to the functionality of the scrutiny matrix to ensure that items coming to Committee were appropriate and sufficient in number to justify holding a meeting, whilst acknowledging that it was difficult to predict how much time an item would require. The Service Manager Corporate Services agreed that this depended on various factors such as the length of presentation, discussion and questions and engagement from the group. She said that two items were usually proposed working on the basis of one hour per item.

The Service Manager Corporate Services said that Councillors could put the matrix forward for scrutiny review and added that it was for Councillors and Officers to look at the Council's projects and performance and strategies and identify areas that they or where they thought the community would like to know more about and which they would like to be scrutinised.

The Chair highlighted the importance of attending scrutiny training to understand the function and value of the scrutiny process.

The Chairman of the Governance Scrutiny Group said that their next meeting was due to be held in two days' time and confirmed that the Committee had a very full agenda, including items about internal audit, risk management and the capital and investment strategy. He referred to the Redmond Review on internal audit practice across local authorities and said that independent contribution to the Governance scrutiny process may become a statutory requirement.

The Chairman of the Growth and Development Scrutiny Group said that the last meeting considered two items, one being the Levelling Up agenda regarding investment in the local community through the UK Shared Prosperity and Rural England Prosperity Funds at circa £3.2m over three years, to be by completed by March 2025. He explained that various projects had been agreed to be taken forward, including support for community projects and businesses, police and infrastructure, and that future projects had been approved to be developed further. The second item related to Hedges and Hedgerows with concern about how they could be conserved, how much they could be protected and how that protection could be enforced. The meeting had considered how the quantity and quality of a hedgerow was assessed and the possibility of attracting further rural funding. An update on biodiversity net gain was to be brought to a future meeting.

The Chairman referred to scrutiny Chairs training that had become available and confirmed that he thought it not appropriate to undertake this expenditure until the new scrutiny term commenced.

The Chairman highlighted the importance of scrutiny pre meetings and conversations with Officers to confirm agendas and reports.

27 **Feedback from Lead Officers**

There was no feedback to report.

28 Review of 2019-2023 Strategic Tasks

The Service Manager Corporate Services explained that the Corporate Strategy was due to expire in September 2023 and it was therefore timely to review what had been delivered over the last four years and to look at what the Council would wish to include in the Strategy going forward.

The Service Manager Corporate Services confirmed that there were seventeen actions in the original 2019-2023 Corporate Strategy which had been reported to the Corporate Overview Group over the last four years and that six additional tasks had been added into the action plan. She referred the Group to Appendix 1, which summarised each of the actions and looked at their impact on the community. She also referred to the insourcing of Streetwise which did not feature in the Corporate Strategy but which had nonetheless presented a substantial task for the Council to deliver. She noted that the Strategy had been delivered against a backdrop of the covid-19 global pandemic, the cost of living crisis and the ongoing war in Ukraine.

The Chairman said that much could change over a four year timeframe, particularly with future projects such as the Freeport ongoing, and suggested that the Strategy be reviewed at the midway point to assess progress and relevancy. He thought it important that all the various strategies linked together to deliver the overarching priorities. The Service Manager Corporate Services said that Officers agreed that reviewing the Strategy at a strategic point would be beneficial and that this would be incorporated into the future Strategy.

The Group asked about the process and decision making for adding additional tasks to the Strategy and how criteria were applied and resources allocated. The Service Manager explained that the current additional items had been identified through the Council's internal service planning process but said that she would take these comments back to the Officer management group for review.

The Group referred to the challenge faced by the Council in delivering its 13k housing requirement and noted that its housing land supply now stood at around nine years which it hoped gave some leeway against pressures for large site allocations. The Group also referred to the importance of making sure that infrastructures were in place to provide the supporting community facilities.

The Group referred to climate change and the Council's commitment to be carbon neutral by 2030 and the need to make sure that it continued to work to achieve this and to look for new ways to save energy and protect the environment.

The Group referred to the Growth Boards and asked if there were any plans to review how they were working, with a view to reenergising them and making them action focussed. The Service Manager Corporate Services said that Councillors could put this forward as a scrutiny matrix and said that the Service Manager Economic Growth and Property would be able to support them with this. The Chairman said that he would discuss this with the Service Manager, he was conscious that the new administration may decide how they would like the Boards to be taken forward but thought that it could still be put forward as a scrutiny item for review.

The Chairman suggested that Councillors submit feedback about what they thought was and wasn't working well in relation to the scrutiny matrix.

The Group asked whether it would be possible to colour code where tasks were completed or ongoing.

It was **RESOLVED** that the Corporate Overview Group:

- a) reviewed the progress reported against each strategic action set in the 2019-2023 Corporate Strategy.
- b) made suggestions as to future actions that could be included in the 2023-2027 Corporate Strategy to be drafted later this year.

29 **Consideration of Scrutiny Group Work Programme**

The Chairman explained that the Group had agreed to invite Councillors who had put forward a scrutiny matrix to attend the meeting to explain their reasons for putting the item forward for scrutiny.

Councillor Thomas joined the meeting to present her matrix for Council Tax options for empty homes. She explained that the budget briefing session had included a session on reducing the period for applying the empty homes premium from twenty four to twelve months and that discussions had included reference to a variety of factors such as including furnished and unfurnished properties, derelict homes and probate. She said that the proposals had referred to the financial impact but thought that the social impact also needed to be included. She said that there was no data about what the social impact from reducing the time period would be.

Councillor Thomas noted that Officers had suggested reviewing the Empty Homes Strategy but had concern that this would only review what the Council was already doing and not what it was not doing. She said that the Strategy did not include derelict homes or furnished homes that were empty for long periods of time. She wanted to understand the fuller picture, including what was discretionary in terms of premiums and discounts. She referred to section 76 of the Levelling Up Bill about dwellings occupied periodically which included furnished properties which were often empty, such as second homes.

Councillor Thomas supported the scrutiny item as revised by officers but asked that her original lines of enquiry be included in the scope, including the possibilities from section 76 of the Levelling Up Bill, to provide a wider understanding of who paid Council Tax, who could receive a waiver, what discounts and premiums were available and what powers the council had available to it, to examine the data and look at the impact from a social context. She thought that the Council did a good job but relied on empty homes being reported to it.

The Service Manager Corporate Services said that Officers had suggested reviewing the Empty Homes Strategy to provide more information about the range of tools the Council had available to it in terms of empty homes, as Council Tax charging formed only a small part of the process. She added that it

was hoped that providing fuller information would put Council Tax charging into context, to help provide a clearer view of how many empty homes there were, their impact on the community and how the Council dealt with specific cases. She said that Environmental Health Officers would be able to attend to explain what they did and what finance could do, to give a more overarching picture.

The Group thought that including the original submission along with the additional information requested by Councillor Thomas and the Empty Homes Strategy in the review would form a reasonable recommendation. The Chairman suggested that the item be titled a Review of Empty Homes Strategy including Council Tax and the Group agreed that this item be taken forward in the scrutiny work programme.

Councillor Thomas presented her matrix for Biodiversity Net gains – New Legislation. She said that she had put this item forward approximately a year ago and whilst it had been a newer concept at that time, things had since moved forward and it was nearer to being implemented.

Councillor Thomas said that she was happy with the Officers suggested scope for the scrutiny item but wanted to make sure that two things were covered. She referred to the wording 'method for establishing a baseline required for monitoring' and said that there was concern about land owners destroying sites before they were assessed so that sites were given a low baseline. She thought it was important that sites were assessed early and before they were submitted for planning permission, to ensure that the original value of the land was captured.

Councillor Thomas also requested that the hierarchy of mitigation for biodiversity net gains be included. She said that there was scope to tighten policy to ensure that better biodiversity net gain was implemented. She took the Group through Rushcliffe's proposed Local Development Order biodiversity net gain hierarchy. The preferred option was to deliver biodiversity net gains onsite, the next option was for units to be provided offsite but within Rushcliffe. Councillor Thomas asked how the Council was preparing for this, did it need to have a call for sites and could small sites such as corners of fields be included. The next stage was to provide other environmental mitigation proposals as agreed with the Council which could include things such as the fish pass at Thrumpton. The stage after that was units being provided offsite, not within Rushcliffe, but within neighbouring authorities. Councillor Thomas asked how these would be identified and decided. The penultimate stage was to provide a financial contribution to the Council in lieu of delivery which she said would lead to money being held by the Council and questioned how any decision about expenditure would be made. The final stage was for the developer to purchase credits under the Government scheme which gave concern about potential unethical and exploitative options.

The Group noted that biodiversity net gain was proposed as a scrutiny item for July and also that as discussed at the last Growth and Development Scrutiny Group meeting, the methodology for reporting biodiversity net gain was yet to be outlined in detail by Government with a further report to be presented to scrutiny when that information became available. The Group questioned whether July would be too early for review as there may be further questions for Officers as legislation became clearer.

Councillor Thomas said that there was much that needed to be clarified prior to the policy coming into operation in November 2023 and therefore thought it appropriate for it to be reviewed.

The Chairman said that Officers were in agreement with including the information requested by Councillor Thomas. The Group agreed for this item to be taken forward in the scrutiny work programme.

Councillor Clarke presented his matrix for How the Borough works with partners to plan for the infrastructure required to support growth. He said that with all the growth taking place within the Borough it was important to ensure that the relevant infrastructures were in place. He said that whilst supporting facilities were included in planning conditions they were often delivered at late stages or at the end of a development, which meant that people who had moved in before facilities were implemented weren't benefitting from them.

Councillor Clarke added that sometimes mid-way into delivery a developer would state that it was not viable for them to deliver a facility for various reasons. He therefore wanted to look at how the Council could ensure that supporting facilities be delivered at an earlier stage, including making conditions on applications and developments more robust. Councillor Clarke said that he wanted to create communities rather than housing estates.

The Group discussed the importance of how the Council communicated to the public as to why things were being done in certain ways, perhaps due to constraints. The Group thought that the slowing of the housing market could delay delivery of facilities if housing sales milestones took longer to achieve and supported looking at potential to accelerate bringing S106 monies forward. The Group agreed for this item to be taken forward in the scrutiny work programme.

Councillor Clarke presented the scrutiny matrix for Sewerage Infrastructure and Discharge within Rushcliffe. He said that regrettably all Councillors had had experience of sewerage problems in developments. He referred to the general phrase that all developments had to be able to connect into the sewerage system which Severn Trent were charged with delivering, and said that the process needed to be more comprehensive and robust, with more assurance that provision was being made by Severn Trent, and that comprehensive discussion between Officers and Severn Trent took place about delivery of the additional sewerage.

Councillor Clarke said that the sewerage system would be under immense pressure from the upcoming large development at Fairham and potentially Gamston. He said that Severn Trent were aware of their responsibilities but more assurance was required by residents that adequate systems were in place.

The Group discussed whether this was an issue for the Borough Council or whether it was more about how the Planning Department accepted advice from other organisations, such as water and transport advice. The Group questioned whether this was beyond the power of the council to control and whether it was more about reviewing how it scrutinised the advice it received from other

authorities.

Councillor Clarke thought that the Council had a responsibility to its residents as sewerage was often raised at Planning Committee and said that he wanted more assurance and evidence that the infrastructure could be delivered before an application was approved. He said that bringing it to scrutiny would allow review of what powers the Council had in a comprehensive way involving partners.

The Group agreed for this item to be taken forward in the scrutiny work programme.

The Group agreed that the June Corporate Overview Group meeting review the scrutiny work programme, including items already approved by the Group, to ensure that the new administration was happy with the programme as set out.

The Group acknowledged that Governance Scrutiny Committee often had a very full agenda and whilst this was due to statutory and legislative standing items needing to come before the Committee at set times, the Service Manager Corporate Services said that she would take this back to Officers for review.

The Service Manager Corporate Services confirmed that she would take back the Group's concerns about the timing of the biodiversity net gain item to make sure that there was sufficient information available to bring it forward to Growth and Development Scrutiny Committee in July. The Group asked whether if it needed to be delayed, the Sewerage item could be brought forward to July instead.

It was **RESOLVED** that the Corporate Overview Group:

- a) considered any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One).
- b) considered the scrutiny matrices submitted by Councillors and officers (Appendix Two).
- c) determined any additional topics to be included in a scrutiny group work programme for 2023/24 for each of the scrutiny groups.
- d) reviewed the current work programme for each of the scrutiny groups (Appendix Three).

Work Programme 2022-23 – Corporate Overview Group

21 February 2023	<ul style="list-style-type: none">• Standing Items<ul style="list-style-type: none">○ Feedback from Scrutiny Group Chairmen○ Feedback from Lead Officer○ Consideration of Scrutiny Group Work Programmes○ Financial and Performance Management
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	<ul style="list-style-type: none"> • Rolling Items <ul style="list-style-type: none"> ○ Review of 2019-23 Strategic Tasks
6 June 2023 (provisional)	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Review of the draft Business Continuity Strategy ○ Diversity Annual Report and update on the Equality and Diversity Strategy
5 September 2023 (provisional)	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report
7 November 2023 (provisional)	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report

Work Programme 2022-23 – Governance Scrutiny Group

23 February 2023	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • Risk Management Strategy • Risk Management – Update • Statement of Accounts • Treasury and Asset Investments Strategy 2023/24
29 June 2023 (provisional)	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Governance Statement (AGS) • Treasury Management Update • Constitution Update • Code of Conduct • External Audit Annual Plan • Annual Audit Letter and Value for Money Conclusion
28 September 2023 (provisional)	<ul style="list-style-type: none"> • Risk Management • Going Concern • Asset and Investment Outturn 2022/23 • Treasury Management Update
23 November 2023 (provisional)	<ul style="list-style-type: none"> • Internal Audit Progress Report • Annual Audit Report 2021/22

	<ul style="list-style-type: none"> • Treasury and Asset Investments – 6 monthly update • Asset Management Plan
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Work Programme 2022-23 – Growth and Development Scrutiny Group

8 March 2023	<ul style="list-style-type: none"> • An update on the Fairham development
19 July 2023 (provisional)	<ul style="list-style-type: none"> • A review of Rushcliffe Oaks Crematorium • Biodiversity Net Gains – New Legislation
4 October 2023 (provisional)	<ul style="list-style-type: none"> • How the Borough works with partners to plan for the infrastructure required to support growth
3 January 2024 (provisional)	<ul style="list-style-type: none"> • Sewerage Infrastructure and Discharge within Rushcliffe

Work Programme 2022-23 – Communities Scrutiny Group

16 March 2023	<ul style="list-style-type: none"> • Carbon Management Plan • Environment Policy
20 July 2023 (provisional)	<ul style="list-style-type: none"> • Review of Empty Homes Strategy including Council Tax
5 October 2023 (provisional)	<ul style="list-style-type: none"> •
18 January 2024 (provisional)	<ul style="list-style-type: none"> •

ACTION SHEET

Minute Item	Action	Officer responsible
20	Review the decision making process for adding additional tasks to the Corporate Strategy.	Service Manager Corporate Services
21	Review whether anything could be put in place to alleviate Governance Scrutiny having full agendas.	Service Manager Corporate Services
21	Check if there will be sufficient information available to bring the Biodiversity Net Gain item to Growth and Development Scrutiny Committee in July. If not, to assess whether it would be possible to bring the Sewerage item forward to July.	Service Manager Corporate Services

The meeting closed at 9.01 pm.

CHAIRMAN

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Corporate Overview Group

Wednesday, 14 June 2023

**Equality, Diversity and Inclusion Scheme update and
Diversity Annual Report 2023**

Report of the Chief Executive

1. Summary

- 1.1. This is an annual report presented to the Corporate Overview Group which provides both the diversity annual report as well as an update on delivery of the Equality, Diversity and Inclusion scheme action plan in the last 12 months.
- 1.2. The information in the report compares the demographic information for the Borough, using the latest census information, with that of the Council's workforce and Councillors.
- 1.3. The EDI Scheme action plan has been in place since its agreement in May 2021. This will be supported by a presentation to be delivered to the Group providing further details on some of the activity that has taken place and is planned.

2. Recommendation

It is recommended that the Corporate Overview Group:

- a) consider and endorse the report information provided for the diversity annual report
- b) review the action taken so far as a part of the Equality, Diversity and Inclusion Scheme action plan and make suggestions for future action or areas of focus.

3. Reasons for Recommendation

- 3.1. The public sector equality duty is a duty on public authorities to consider and think about how their policies or decisions affect people who are protected under the Equality Act. Although there is no explicit legal duty for public sector bodies to collect and use equality data, authorities must understand the impact of their policies and practices on people with protected characteristics. Therefore, collecting, analysing and monitoring information is an important way to develop this understanding.
- 3.2. In addition, as this is a new approach to the Council's EDI Scheme which is high level with a supporting action plan it is important that members have the opportunity to scrutinise this new approach and the work carried out to date.

4. Supporting Evidence

- 4.1 The information included in the appendices related to Council staff shows a significant increase in employees compared to 2021/22 (313 in 2022/23 and 260 in 2021/22) this is due to insourcing of Streetwise Grounds Maintenance service.
- 4.2 A breakdown of the ethnicity of the Borough in comparison with the East Midlands and nationally is shown at Appendix A1. This is based on census information from 2021.
- 4.3 Workforce information, at Appendix B, shows that the Council currently, broadly, reflects the demographics of the Borough with 84% of RBC employees in the white British or white other ethnic group which is slightly lower than figures for residents of the Borough (white 89%). The figure for the Borough is higher than that for the East Midlands (88%) and nationally (79%).

Age Profile

- 4.4 The age profile of Rushcliffe can be found at appendix A2 and it indicates that the Borough has a larger proportion of residents who are over 60 years of age (28%) than the East Midlands (25.5%) and national average (24%).
- 4.5 There are fewer residents aged between 15 and 24 in Rushcliffe (10%) than the East Midlands (12%) and England (11.7%). The age ranges reported from the census in 2011 vary from those for 2021 so it is difficult to make a direct comparison. However at the report to Corporate Overview Group in 2022 (which included data from 2011 census) the difference between Rushcliffe, East Midlands and England remained the same with more over 60's and less between 15 and 24.
- 4.6 The age profile of the organisation (appendix B) shows that there is a peak at 45 to 54, this is the same as in previous years as can be seen in the table. 19% of the workforce is aged between 18 and 34, and 54% are aged between 35 and 54. The authority continues to support employees who wish to continue working, keeping knowledge within the organisation as well as working towards ensuring effective succession planning by improving the age diversity of the workforce.

Disability

- 4.7 Data from the 2021 Census shows that 7,145 people (6% of the population) in Rushcliffe have a long-term health problem or disability which limits their daily activities a lot. A further 11,929 (10%) are limited a little. These are lower than the percentages for the East Midlands which are 12.9% (alot), and 18% (a little). Appendix A3.
- 4.8 The number of employees who declare they have a disability is the same as the previous year at 5% although it is a slightly larger number of employees at 17 compared to 13 in 2021/22. As an authority, the Council continues to support employees who are either disabled when they join the authority or

become disabled during their employment. This is through the Council's policies, and occupational and welfare services. Appendix B.

- 4.9 The Council is a Disability Confident Employer and has reached the required criteria to be reaccredited this year.

Gender and Sex

- 4.10 The data set for identity of sex for the Borough area shows there are slightly more males than females currently residing in the Borough (Appendix A4). The split at the Council shows fewer female employees than males (38% compared to 62%) which is, in some part, due to the Council's manual workforce containing roles that are traditionally male dominated. The Council has worked to encourage female employees into this environment and will continue to promote fair recruitment practices and positive action to encourage a diverse workforce.
- 4.11 For the 2021 census the Government also included a question about gender identity. This is included at appendix A4, this data is not currently collected for Council employees.
- 4.12 Gender pay reporting legislation requires employers with 250 or more employees to publish statutory calculations every year showing how large the pay gap is between their male and female employees. The figures up to end of March 2022 are shown at Appendix E (data for the previous year, up to March 2023, will not be available until July).
- 4.13 The figures are taken as a snapshot of employees in post on 31 March. Within the last financial year employee changes have resulted in a positive impact on the results most noticeably a reduction from the original difference in 2017 of 8.9% between the mean £per hour of male and female pay to now the female mean being higher than the male mean. The significant change here is that for the first time in 6 years the female mean hourly rate is higher than the male equivalent.

Applicants

- 4.14 As well as monitoring information for the Council's current employees information is also recorded on the individuals who apply for jobs at the Council. This enables the Council to see if applications are being received from a diverse range of applicants.
- 4.15 This information is included at appendix D and it shows that in 2022/23 there were around 100 more applicants for jobs at the Council than in the previous year. This is largely due to a larger number of jobs being advertised (62 compared to 42).
- 4.16 The data shows that, of those that choose to declare, the majority of applicants to the Council are white British or other white (60%). Most are heterosexual (82%). There are slightly more male applicants (52%) than female and the majority (91.9%) are not disabled. Finally the majority are aged between 25 and 34 (25.6%) slightly above the 35 – 44 age range

(24.8%). This is lower than the employee age range where the majority are in the 45 to 54 age range.

Councillors

- 4.17 As requested at Corporate Overview Group in 2022 information about Councillors is now included at appendix C.
- 4.18 This shows that the majority of Councillors are male (66%) and this has remained the same since the recent election. 7% of councillors have reported that they have a disability, again this is the same as in the previous year. The majority of Councillors are aged 65+ (37%) and again this is consistent with the previous year.
- 4.19 Ethnicity information is not currently recorded for Councillors and therefore this information is not available for sharing.

Equality Impact Assessments

- 4.20 The organisation is aware of the need to consider the impact of decisions it makes on the citizens it represents and also the workforce it employs. To this end, Equality Impact Assessments are undertaken on key policies and strategies.
- 4.21 All officers need to understand when an EIA is required and what needs to be considered; prior to rolling out training, officers are taking the opportunity to review the existing process. This work is being undertaken by East Midlands Councils (EMC) who are working with Officers who are already familiar with the current process. Once this review is complete EMC will develop a proposal with suggested changes and a new process and training will be shared. The final agreed process will be implemented and will ensure a consistent approach to EIA's.
- 4.22 As reported to Cabinet in February, the Council have launched a grant pot using some of the allocation of UK Shared Prosperity and Rural England Prosperity Funding (UKSPF and REPF). Applicants have all been required to complete an EIA form to ensure they are considering the impact of their project on everyone.

Equality, Diversity and Inclusion Scheme Action Plan

- 4.23 The EDI Scheme which was adopted in May 2021 has four high level aims:
- We want Rushcliffe to be a welcoming place for everyone
 - We want our services to be easy to access for all
 - We will treat people fairly and aim to meet individual needs
 - We aim to make Rushcliffe a place where everyone can achieve their potential.
- 4.24 To support the delivery of these aims, the Council identified a number of commitments:
- Understanding our community
 - Reflecting the diversity of our community

- Working in partnership to achieve impact
 - Supporting our workforce.
- 4.25 What follows is an update on work completed so far and some detail on plans for the coming months. It is important to note that this is ongoing work and so the following should be read as a snapshot in time that will be constantly updated. This is the purpose of having the higher-level scheme with supporting action plan to help ensure that this is a living document that is owned across all areas of the Council. There is always more work to be done and officers would welcome the ideas of the Group to feed into future plans. The action plan update can be found at appendix F.
- 4.26 It was identified that, to ensure that EDI is embedded across the Council, actions from the plan should be included in annual service plans. The delivery of the EDI action plan is now a strategic task within the Development and Growth Service Plan for 2023/24, other individual actions from the plan are also included in other service plans. In addition, an internal officers group has been established with representation from different service areas in the Council to support delivery of the action plan. This group meets quarterly and is supported by an officer from East Midlands Councils to provide expertise and best practice from elsewhere.
- 4.27 The Borough Council's new website was launched in April 2023. This meets the accessibility standard and officers have reviewed all web pages and associated documents to work towards ensuring all meet the accessibility standards.
- 4.28 A key action within the plan is also to support Councillors to lead on EDI through the provision of relevant training. There is essential e-learning training on EDI that all councillors must complete within 12 months of being elected. In addition, an inclusive language guide has been produced to support staff and councillors, recognising that the words we use have the power to support inclusion. Inclusive language is about respecting individuals, their unique identities and their preferences.
- 4.29 Last year an event was held at Rushcliffe Arena for 30 year 10 students from Toothill School. The Electoral Services and Communications teams welcomed the pupils to learn more about national and local elections, the need to register to vote when they turn 16 and why it's important to have their say as part of a democracy. It is the intention of Officers to offer to host a similar event later in the year and, if possible, include more/different local schools dependent upon interest from schools and staffing capacity.
- 4.30 There was a motion to Council in December 2021 to establish a Rushcliffe Youth Council. Officers undertook some research to find out if anything was already established and also learn from what other local authorities were doing. This work identified that there is already a Rushcliffe Youth Forum. It has been agreed by Cabinet in March 2023 (following scrutiny in January 2023) for Officers and Councillors as appropriate to engage with this group. One of Rushcliffe's Service Managers will attend each meeting to update the group on the work of the Council and get their input and involvement. It has also been agreed that we will support the group to identify some new members as there are currently **Page 17** young people involved.

- 4.31 As the plan shows one of the projects was to engage with local organisations and groups to explore the opportunity to re-establish the Rushcliffe Community Cohesion Network (RCCN). RCCN was established previously as part of the Local Strategic Partnership which operated from 2008 to around 2012. This network would help the Council to better understand and meet the needs of its diverse community. The group would have the opportunity to influence the work of the Council, its emerging policies and strategies and provide support to engage everyone.
- 4.32 Rushcliffe Community Voluntary Service (RCVS) and Rural Community Action Nottinghamshire were commissioned to re-establish the network including identification of groups and individuals to be involved, a terms of reference, plan for the coming year and a chair. Both organisations and the Council promoted the opportunity through various networks and in communities. The first meeting was arranged and held in September 2022 when the group discussed the remit of the group. A second meeting was arranged for March 2023 which focussed on grant funding being provided by the Council (UKSPF and REPF) and gave the group the opportunity to share their views on priorities.
- 4.33 Despite considerable efforts to promote the Network, meetings have attracted only a very limited number of attendees. Officers are working with RCVS and RCAN to consider options for the future of the group. In the meantime the network is being used virtually (with correspondence by email) to ensure continued engagement and support where required.
- 4.34 Gresham is now home to the East Midlands Pan Disability (EMPD) league which is held on the third Sunday of each month. The EMPD was established in 2016 to give footballers with additional needs the opportunity to play competitive football in a safe, fun and friendly environment. To support this and other user groups funding has been secured for the installation of a changing places toilet at Gresham. This work will be completed in 2023/24.
- 4.35 Rushcliffe Country Park has also recently benefitted from investment by the Council with improvements to the visitor centre and café area. As a part of this, a Changing Places toilet was installed to make the park more inclusive for all.
- 4.36 As reflected in the action plan, we need to engage with local businesses and people to continue to support them to recover from the impact of Covid-19 but also now the additional challenges being faced including rising utility costs. The Rushcliffe Business Partnership provides regular events and networking so local businesses can support each other. The networking which is held twice a month attracts around 40 local businesses and officers from the Council attend to provide support.
- 4.37 In addition, support is being provided to high street businesses including digital business advisor one to one support and webinars as well as funding for things such as shop front improvements, new equipment and the installation of sustainability measures. Businesses can apply for up to £5k and match funding is required This grant funding is alongside the other UKSPF

and REPF grant funding pot which offers grants of between £5k and £40k and is open to businesses and community organisations in the Borough.

- 4.38 A Recruiting Talent event was held in January 2023 which attracted local businesses to hear from a range of speakers including Rushcliffe's Chief Executive. The focus of this event is inclusive recruitment and the benefits that this can bring for businesses.
- 4.39 The UKSPF and REPF funding which the Borough Council has received from Government has 3 priority themes: communities and place, business support and people and skills. This funding replaces European Structural Investment Funding which had a focus on people and skills and business support. There has been a lot of support offered over the last few years to upskill people and help them access employment and training. This activity has been previously commissioned by the D2N2 Local Enterprise Partnership. However, as UKSPF and REPF is allocated to local authorities there is an opportunity for the Council to review support provided previously and shape future provision ensuring it is right for the residents of the Borough.

Housing and related support

- 4.40 Housing is fundamental to the wellbeing of our residents, their families, and our communities. A key focus of the Housing Delivery Plan (2022-2027) and the Homelessness and Rough Sleeping Strategy (2022-2027) is the ongoing collaboration between stakeholders across Nottinghamshire to ensure a system wide approach to reducing inequalities and challenges faced by vulnerable groups.
- 4.41 Over the last 5 years the Council in partnership with others statutory and voluntary sector providers have responded positively to the challenges and additional duties introduced by the Homelessness Reduction Act 2017 and more recently the Domestic Abuse Act 2021. This has been achieved by expanding and creating new pathways to services for the most vulnerable groups, including rough sleepers, career leavers, ex-offenders and survivors of domestic abuse through the provision of specialist support and settled accommodation.
- 4.42 Adaptations to the home and the provision of supported and extra care accommodation will assist elderly and disabled persons who need a degree of support to remain independent in their homes. Ongoing collaboration with health, social services and housing will ensure a more coordinated approach to meet health and housing needs for vulnerable groups whilst reducing the demand for acute NHS and other services.
- 4.43 The Council is a member of the East Midlands Strategic Migration Partnership and supports the asylum and refugee resettlement programmes to honour national commitments to ensure those brought to the UK can settle and integrate as quickly as possible. This includes the asylum dispersal, UK Resettlement Scheme, the National Transfer Scheme for Unaccompanied Asylum-Seeking Children, Hong Kong British National (Overseas) programme, Ukrainian, Syrian, and Afghan resettlement schemes.

5. Risks and Uncertainties

Failure to collect and use equality data means the Council runs the risk of not understanding the impact of its policies and practices on people with protected characteristics.

6. Implications

6.1. Financial Implications

The costs of the support detailed in the main body of the report are covered by existing budgets. There are no financial implications arising directly from this report.

6.2. Legal Implications

This report supports the Council's compliance with the Equalities Act 2010.

6.3. Equalities Implications

This report contains information regarding the Council's monitoring of Equality objectives under the Public Sector Duty, as well as complying with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

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

Section 17 requires local authorities to consider the community safety implications of all their activities. The Council's Equality Scheme shows a commitment to monitor the demographic information of the Borough, encouraging knowledge of the people we serve of Councillors and employees and encouraging cohesiveness.

7. Link to Corporate Priorities

Quality of Life	<p>The public sector equality duty is a duty on public authorities to consider and think about how their policies or decisions affect people who are protected under the Equality Act. This report sets out relevant information about the Borough, Council staff and the work done over the last year.</p> <p>By ensuring we monitor this information and acting accordingly we are encouraging an improved knowledge of the people we serve, of Councillors and employees, and encouraging cohesiveness.</p>
Efficient Services	There is no link to this corporate priority
Sustainable Growth	There is no link to this corporate priority
The Environment	There is no link to this corporate priority

8. Recommendations

It is recommended that the Corporate Overview Group:

- a) consider and endorse the report information provided for the diversity annual report
- b) review the action taken so far as a part of the Equality, Diversity and Inclusion Scheme action plan and make suggestions for future action or areas of focus.

For more information contact:	Jo Wilkinson Strategic Human Resources Manager 0115 914 8241 jwilkinson@rushcliffe.gov.uk
Background papers Available for Inspection:	<i>Rushcliffe Borough Councils Equality Scheme 2021 to 2025</i>
List of appendices (if any):	Appendix A Demographic Information Appendix B RBC Workforce Equality Information. Appendix C RBC Councillor equality information Appendix D Information about job applicants Appendix E Gender pay gap reporting Appendix F EDI Action Plan

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APPENDIX A1 DEMOGRAPHIC- ETHNIC GROUPS

date	2021		2021		2021
geography	Rushcliffe		East Midlands		England
measures	value	Percentage	value	Percentage	value
Ethnic Group					
All categories: Ethnic group	119,077	100.00	4,879,210	100	59,641,829
White	106782	89.67	4,269,700	88.39	47,402,700
Gypsy / Traveller / Irish Traveller	45	0.03	200	0.00	14800
Mixed / Multiple ethnic group	3303	2.54	67,500	1.39	915,400
Asian / Asian British: Indian	3471	2.91	197,700	4.09	1,647,000
Asian / Asian British: Pakistani	1498	1.25	58,300	1.21	1,327,900
Asian / Asian British: Bangladeshi	129	0.1	17,200	0.35	605,000
Asian / Asian British: Chinese	900	0.75	28,300	0.58	335,600
Asian / Asian British: Other Asian	777	0.65	35,600	0.74	745,500
Black / African / Caribbean / Black British	1095	0.91	117,800	2.44	2,066,100
Other Ethnic Group	1077	0.90	43,800	0.91	1,086,000

The ethnic group classification presented in this table is the recommended framework from the 'Harmonised Concepts and Questions for Social Data Sources Primary Standards' for presentation of UK outputs on ethnic group. See 'Ethnic Group Mapping' tab for the correspondence between UK classification and the country specific ethnic group classifications for which data was collected by each UK country.

Source ONS Crown Copyright Reserved [December 2021]

Appendix A2 - Census Demographic Information Rushcliffe

date	2021		2021		2021	
geography	Rushcliffe		East Midlands		England	
measures	value	Percentage	value	Percentage	value	Percentage
Age						
All usual residents	119,000	100.00	4,880,200	100.00	56,489,800	100.00
Age 0 to 4	5,900	4.95	253,200	5.18	3,077,000	5.44
Age 5 to 9	6,900	5.79	283,300	5.81	3,348,600	5.92
Age 10 to 14	7,300	6.13	290,300	5.94	3,413,100	6.04
Age 15 to 19	6,300	5.29	287,300	5.88	3,218,900	5.69
Age 20 to 24	6,400	5.37	306,400	6.27	3,414,400	6.04
Age 25 to 29	6,100	5.12	301,200	6.17	3,715,400	6.57
Age 30 to 34	6,800	5.71	319,200	6.54	3,952,600	6.99
Age 35 to 39	7,400	6.21	308,100	6.31	3,795,400	6.71
Age 40 to 44	7,800	6.55	292,300	5.98	3,580,400	6.33
Age 45 to 49	8,000	6.72	308,400	6.31	3,602,600	6.37
Age 50 to 54	8,700	7.31	346,600	7.10	3,907,700	6.91
Age 55 to 59	8,600	7.22	340,000	6.96	3,806,300	6.73
Age 60 to 64	7,300	6.13	292,200	5.98	3,256,100	5.76
Age 65 to 69	6,500	5.46	253,800	5.20	2,767,500	4.89
Age 70 to 74	6,900	5.79	260,900	5.34	2,796,600	4.95
Age 75 to 79	5,200	4.36	190,800	3.90	2,038,800	3.61
Age 80 to 84	3,500	2.94	127,600	2.61	1,427,900	2.52
Age 85 to 89	2,300	1.93	76,100	1.55	872,200	1.54
Age 90 and over	1,400	1.17	42,600	0.87	498,200	0.88

Appendix A 3 – DEMOGRAPHIC INFORMATION -Disability and Gender

Long-term activity-limiting illness or disability

A long-term health problem or disability that limits a person's day-to-day activities, and has lasted, or is expected to last, at least 12 months. This includes problems that are related to old age. People were asked to assess whether their daily activities were limited a lot or a little by such a health problem, or whether their daily activities were not limited at all.

date	2021		2021		2021
geography	Rushcliffe		East Midlands		England
measures	value	Percentage	value	Percentage	value
disability					
All categories: Long-term health problem or disability, no disability or non-limiting condition	119,077	100.00	5774975	100.00	61,621,320
Day-to-day activities limited a lot	7,145	6.00	747,740	12.95	8,280,650
Day-to-day activities limited a little	11,929	10.01	1,042,100	18.05	11,268,260
Non-Disabled No Condition	90,004	75.58	3,639,955	63.03	38,658,065
Non-Disabled with Non-Limiting Condition	9,999	8.40	345,180	5.97	3,414,345

Source: Office for National Statistics (ONS), released January 2023

Appendix A4 Sex and Gender

Sex	Rushcliffe	East Midlands*	England
Male	60,729	2,225,116	29,148,583
Female	58,348	2,295,413	30,420,197

Dataset for Identity of Sex

Statistics from ONS Census 2021

*East Midlands figures comprised of those districts listed in East Midlands Councils as found at www.emcouncils.gov.uk

date	2021		2021	2021
geography	Rushcliffe		East Midlands	England
measures	value	Percentage	Percentage	Percentage
All usual residents	97,724	100	100	100
Gender same as sex registered at birth	92,975	95.14	93.44	93.47
Gender different to sex registered at birth	91	0.09	0.22	0.25
Trans-man	51	0.05	0.09	0.10
Trans-woman	67	0.7	0.08	0.10
All other gender identities	102	0.10	0.03	0.10
Not answered	4438	4.54	0.68	5.98

Source: ONS Census 2021

Equality and diversity statistics for RBC employees at 31 March 2023

		2022/2023		2021/22		2020/2021	2019/20
Total headcount		313		260		253	260
Gender	Male	195	62%	150	58%	138(55%)	142 (54%)
	Female	118	38%	110	42%	115 (45%)	118 (46%)
Disabled		17	5%	13	5%	5%	6%
Age	18-24	16	5%	15	6%	7 (3%)	10 (4%)
	25-34	43	14%	37	14%	35 (14%)	44 (17%)
	35-44	80	26%	70	27%	70 (28%)	74 (28%)
	45-54	89	28%	84	32%	86 (34%)	79 (30%)
	55-64	73	23%	46	18%	47 (19%)	48 (19%)
	65+	12	4%	8	3%	8 (3%)	5 (2%)
Ethnicity	Asian	2	1%	3	1%	4 (2%)	5 (2%)
	Black	5	2%	4	2%	3 (1%)	4 (1.5%)
	Chinese	1	0.5%	2	1%	1 (0.5%)	1 (0.4%)
	White British	254	81.5%	237	91%	230 (91%)	236 (91%)
	Other white	10	3%	7	3%	8 (3%)	6 (2%)
	Mixed	2	1%	3	1%	3 (1%)	3 (1%)
	Other	0	0	0	0%	1(0.5%)	1 (0.4%)
	prefer not to say (unknown)	33	12%			3(1%)	4 (2%)
				4	2%		

2022/23 - Notes – Increase in headcount due to TUPE of Streetwise staff on 1/9/22 and a number of them did not disclose their ethnicity

Appendix B

Equality and diversity statistics for RBC Councillors at May 2023

		2023/24		2022/2023	2021/2022	2020/2021
Total headcount		44		44	44	44
Gender	Male	29	66%	29 (66%)	29 (66%)	29 (66%)
	Female	15	34%	15 (34%)	15 (34%)	15 (34%)
Disabled		3	7%	3 (7%)	3 (7%)	3 (7%)
Age	18-24	0	0%	0 (0%)	0 (0%)	0 (0%)
	25-34	0	0%	1 (2%)	1 (2%)	1 (2%)
	35-44	8	18%	5 (11%)	5 (11%)	5 (11%)
	45-54	8	18%	5 (11%)	5 (11%)	4 (9%)
	55-64	12	27%	13 (30%)	13 (30%)	13 (30%)
	65+	16	37%	20 (46%)	20 (46%)	21 (48%)

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Applicants for 2020 -2021 = 211

Applicants 281 for 2021/2022

Applicants 382 for 2022/2023

Sexuality	2020-2021		2021-2022		2022-2023	
	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
Heterosexual	184	87.2%	254	90.4%	313	82%
Prefer not to say	16	7.6%	16	5.7%	51	13.4%
Bisexual	4	1.9%	5	1.8%	12	3%
Lesbian	1	0.5%	3	1.1%	0	0%
Gay	6	2.8%	3	1.1%	6	1.6%

Ethnicity	2020-2021		2021-2022		2022-2023	
	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
White British	153	72.5%	168	60%	216	56.4%
British	0	0%	35	12.5%	0	0%
Other White	7	3.3%	19	6.8%	18	4.7%
Indian	10	4.7%	15	5.3%	26	6.8%
Chinese	3	1.4%	11	4%	18	4.7%
Black African	1	0.5%	6	2.1%	0	0%
Pakistani	6	2.8%	6	2.1%	9	2.4%
White - Irish	3	1.4%	0	0%	2	0.5%
Prefer not to say	8	3.8%	4	1.4%	29	7.6%
African	7	3.3%	3	1.1%	34	8.9%
White and Black Caribbean	4	1.9%	3	1.1%	4	1%
White and Asian	0	0%	3	1.1%	1	0.3%
Other Asian	3	1.4%	3	1.1%	10	2.6%
White and Black African	0	0%	1	0.4%	1	0.3%
Black Caribbean	0	0%	1	0.4%	0	0%
Caribbean	4	1.9%	1	0.4%	13	3.4%

Dual Heritage	0	0%	1	0.4%	0	0%
PNTD	0	0%	1	0.4%	0	0%
Chinese Caribbean	1	0.5%	0	0%	0	0%
Other black	1	0.5%	0	0%	1	0.3%

	2020-2021		2021-2022		2022-2023	
Gender	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
Male	93	44.1%	167	59.4%	199	52%
Female	111	52.6%	111	39.5%	158	41.3%
Prefer not to say	7	3.3%	2	0.7%	25	6.5%
Transgender	0	0%	1	0.4%	0	0%

	2020-2021		2021-2022		2022-2023	
Disability	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
No	196	92.9%	260	92.5%	351	91.9%
Yes	12	5.7%	20	7.1%	18	4.7%
Prefer not to say	3	1.4%	1	0.4%	13	3.4%

	2020-2021		2021-2022		2022-2023	
Religion	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
No Religion	121	57.3%	137	48.7%	159	41.6%
Christianity	58	27.5%	92	32.7%	129	33.8%
Prefer not to say	13	6.2%	19	6.8%	50	13.1%
Hindu	4	1.9%	11	3.9%	11	3%

Other	3	1.4%	11	3.9%	6	1.6%
Muslim	7	3.3%	9	3.2%	22	5.6%
Sikh	4	1.9%	2	0.7%	3	0.8%
Buddhist	1	0.5%	0	0%	2	0.5%

Age	2020-2021		2021-2022		2022-2023	
	Number of applicants	Percentage	Number of applicants	Percentage	Number of applicants	Percentage
16 - 24	41	19.4%	37	13.2%	51	13.5%
25 - 34	65	30.8%	71	25.3%	98	25.6%
35 - 44	42	19.9%	73	26%	95	24.8%
45 - 54	43	20.4%	69	24.5%	69	18%
55 - 64	14	6.6%	27	9.6%	40	10.5%
65+	1	0.5%	2	0.7%	5	1.3%
Prefer not to say	5	2.4%	2	0.7%	24	6.3%

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RBC Gender Pay Gap Reporting as at 31 March 2022

This is the sixth consecutive year we have produced and published the data comparing the rates of pay for male and female employees within the organisation.

The areas being reported on are –

- The difference in the mean and median hourly pay rate between male and female employees
- The proportion of men and women receiving bonus payments and the difference in the mean and median bonus payments.
- The breakdown by gender for each quartile of the pay table

The figures are taken as a snapshot of employees in post on 31 March. Within the last financial year employee changes have resulted in a positive impact on the results most noticeably a reduction from the original difference in 2017 of 8.9% between the mean £per hour of male and female pay to now the female mean being higher than the male mean.

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Mean

	£ph 31.3.22	£ph 31.3.21	£ph 31.3.20	£ph 31.3.19	£ ph 31.3.18	£ ph 31.3.17
Female	15.63	15.17	14.44	13.58	13.12	12.86
Male	15.11	15.24	14.58	14.63	14.71	14.12
Difference	0.52	0.08	0.14	1.05	1.59	1.26
Mean Gender Pay gap in hourly rate	3.46%	0.5%	1%	7.2%	10.8%	8.9%

The significant change here is that for the first time in 6 years the female mean hourly rate is higher than the male equivalent.

Median

	£ph31.3.22	£ph 31.3.21	£ph 31.3.20	£ph 31.3.19	£ ph 31.3.18	£ ph 31.3.17
Female	13.38	13.22	12.26	11.15	11.12	11.14
Male	12.62	12.42	12.09	11.56	11.11	11
Difference	0.75	0.8	0.17	0.41	-0.01	-0.14
Median gender pay gap in hourly rate	5.94%	6.44%	1.41%	3.55%	-0.10%	-1.3%

The trend is continuing with an increased median rate for female.

Bonus

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This refers to anything that is received in the form of cash, vouchers, securities etc. and relates to profit sharing, performance, productivity, incentives or commission and includes long service awards. The bonus period is a twelve month period that ends on the snapshot date.

We have previously included the data from employees at the Customer Service Centre who received a performance related pay. This ended 31.3.21 so there is no data to include.

A smaller proportion of bonus is from any long service awards made. In the year ending 31.3.22 one long service award was made, so as there is no comparable data I have not included it.

Bonus

	31.3.22	31.3.21	31.3.20	31.3.19	31.3.18	31.3.17
Mean Bonus pay gap	n/a	-21%	-36%	-29%	-96.4%	65.9%
Median Bonus pay gap	n/a	24%	-58%	-111%	-279.3%	-235.3%

Proportion of males/ females receiving Bonus

	31.3.22	31.3.21	31.3.20	31.3.19	31.3.18	31.3.17
Female	n/a	6.96%	3.4%	4.4%	3.8%	3.7%
Male	n/a	5.8%	3.5%	2.6%	3.3%	4.7%

Quartiles

There are 259 split into each of the pay quartiles.

Proportion of males/ females in each pay quartile

	31.3.22		31.3.21		31.3.20		31.3.19		31.3.18		31.3.17	
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
1st (highest pay)	52%	48%	51%	49%	52%	48%	40.90%	59.1%	37.5%	62.5%	36.0%	64.0%
2nd	37%	63%	44%	56%	40%	60%	40.90%	59.1%	45.3%	54.7%	50.0%	50.0%
3rd	37%	63%	41%	59%	40%	60%	36%	64%	25.0%	75.0%	25.0%	75.0%
4th (lowest pay)	42%	58%	46%	54%	49%	51%	53.7%	46.3%	56.9%	43.1%	42.0%	58.0%

(Increase, decrease, no change)

Of note here is the fact that the largest group of females are in the highest pay quartile, this reflects the higher mean and median for female staff.

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**Equality, Diversity and Inclusion Action Plan
2023/24**

Action	Progress
<p>Equality, Diversity and Inclusion to be part of everything we do across the whole Council through inclusion in our annual service plan</p>	<p>Equality, Diversity and Inclusion is a strategic task within service plans for 2023/24.</p> <p>Internal officers group now established with terms of reference and representation from all service areas, meet quarterly to ensure delivery of action plan. A representative from East Midlands Councils will join these meetings from June 2023 to provide expertise.</p> <p>Officers from RBC are part of East Midlands Councils Equality, Diversity and Inclusion Network which is an opportunity to hear what others are doing and get advice and support.</p>
<p>Make sure our conversations with our communities are inclusive and ensuring information on our website and in our communications is clear and accessible</p>	<p>New website is fully accessible and new document added meet new accessibility requirements.</p> <p>Internal inclusive language guide produced to support staff and councillors with their conversations.</p>
<p>Support Councillors to lead on Equality, Diversity and Inclusion by building their knowledge and awareness through training</p>	<p>Essential e-learning module to be completed within 12 months of election</p> <p>Currently reviewing elearning packages including on inclusive language to see if anything else could be rolled out for councillors and staff.</p> <p>Officers are looking into the Sunflower Support Scheme for hidden disabilities</p> <p>Adjustments made to Equalities Monitoring form for Councillors to be filled in as part of the induction to ensure support can be provided as needed and reasonable adjustments made.</p>
<p>Identify ways to engage more young people in democracy</p>	<p>Further event to be held in Sept/Oct 2023 to coincide with national democracy week. Looking into which schools are interested in this.</p> <p>Officers now actively engaging with the Rushcliffe Youth Forum to support with extending membership and developing their understanding of the services provided by the Council.</p>

Action	Progress
	Ahead of the Election the team individually contacted all University of Nottingham, Nottingham Trent University students in Rushcliffe to encourage to register to vote.
Support residents to access all Council services equally	<p>Implementation of the requirement for voters to have photo ID was successful in Rushcliffe with local and national publicity campaigns ensuring the message was received and very few issues on polling day.</p> <p>Looking at the option to have subtitles/sign language at future events e.g. outdoor cinema etc.</p>
Continue to carry out Equality Impact Assessments during the development of services and policies to identify how impacts can be avoided, reduced or mitigated. To ensure all policies, projects and service decisions consider all equalities implications at the start	<p>From June 2023 a review of the current Equality Impact Assessments process is being carried out led by East Midlands Councils. This will highlight areas for improvement which will be implemented.</p> <p>Training on the new process will be delivered to staff to ensure EIA's are carried out as they need to be.</p> <p>All applicants for the UK Shared Prosperity and Rural England Prosperity Fund were asked to complete an EIA about their project.</p>
Review how Covid 19 has changed how residents access our services – making sure we are providing the right services in the right places (service plan task)	Refreshed Customer Services Strategy published. All contact points across the Borough remain as they were before covid.
Strengthen our policies and training in procurement so we work with suppliers who share our commitment to Equality, Diversity and Inclusion and support us to tackle inequalities.	<p>In the procurement strategy it states that Rushcliffe Borough Council must meet its needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.</p> <p>When procuring goods or services that have (or could have) a significant negative impact on our carbon emissions either through significant energy or water use or the generation of waste, such as, but not limited to; large equipment, vehicles or refurbishment works you must build the potential carbon impact into the business case.</p> <p>Some of the things the Council aims to do/do more of over the next 4 years is:</p> <ul style="list-style-type: none"> • ensuring any procurement evaluation process considers areas such as localism, added value and/or sustainability factors. • ensuring soft market engagement takes into consideration what the market as a whole can offer, to ensure that the social value criteria within the Specification is proportionate and relevant to the Contract.

Action	Progress
	<ul style="list-style-type: none"> reserving service contracts (below public procurement threshold) to local/SME bidders (note this will be done on a case by case basis, as per the Council's Standing Orders). considering the national priority outcomes alongside any additional local priorities (where it is relevant and proportionate to do so), including: <ul style="list-style-type: none"> o creating new businesses, new jobs and new skills; o tackling climate change and reducing waste; and o improving supplier diversity, innovation and resilience
Undertake consultation with community groups, residents and elected members to ensure voices are heard and listened to	UKSPF funded workshops and one to one support for local residents on the cost of living crisis. Pilot delivered in April/May 2023 to be reviewed and further work done later in 2023/24.
Re-start the Rushcliffe Community Cohesion Network (RCCN) Group to better link up with, support and respond to our local communities' needs.	<p>Rushcliffe Community Voluntary Service and Rural Community Action Nottinghamshire were commissioned to establish the RCCN. There was limited interest despite local promotion using various methods.</p> <p>The group have met twice however due to the limited numbers officers are reviewing options for the future of the group.</p>
Continue working with the Active Rushcliffe Health Partnership, which helps organisations and services work together to deliver projects supporting high priority groups, such as disability, women and girls (including pregnancy and maternity).	<p>Gresham now home of the East Midlands pan disability league which is held on the third Sunday of each month.</p> <p>Rushcliffe Country Park had changing places toilet installed as part of the new development completed in early 2023.</p> <p>Funding secured to deliver changing places toilet at Gresham.</p>
Work with our partners to support young people and other groups most impacted by Covid 19, with suitable training, employment and support. For example, we will be providing work experience placements as part of the Government's Kickstart scheme for young unemployed people.	<p>Building Better Opportunities Recruiting Talent event held in January 2023 supported by Rushcliffe Borough Council which promoted inclusive recruitment processes to local employers.</p> <p>UKSPF people and skills theme provides an opportunity for the Council to shape local skills support for our residents and officers are looking at this for support to commence in April 2024.</p>
A mentoring programme to support the development and engagement of those in local schools and under-represented	This action has not been progressed as originally intended due to limited interest but also an acknowledgement of the need to work with external organisations as well to better understand what support is already available. For example the D2N2 Careers Hub is looking for volunteers to partner with a local

Action	Progress
people as well as further developing the Council's own workforce.	secondary school or colleges in Nottinghamshire and Derbyshire to help support young people to find their very best next step.
Support local businesses to recover from Covid 19, including training of existing and new staff, business advice and networking opportunities.	<p>Rushcliffe Business Partnership (RBP) networking fortnightly (West Bridgford and Ruddington) attracts around 40 local businesses.</p> <p>2 RBP events held in January and April 2023 with a focus on growing your business and financial resilience. Further events planned for July (Rushcliffe Country Park) and October (Bingham Arena).</p> <p>Digital high street support programme being delivered providing one to one support and webinars for high street businesses.</p> <p>UKSPF grant pot for high street businesses currently available offering grants up to £5k for a range of things including shop front improvements, new equipment purchasing and sustainability measures.</p>
Take action so our Employee Liaison Group reflects the make up of our workforce and are empowered to take a leading role on Equality, Diversity and Inclusion.	Provide training for ELG reps to support them with this role, to also include those officers on the ED&I steering group.
Keeping the conversation going about working smartly to benefit all staff and improve productivity and wellbeing	Smarter Ways of Working template rolled out in 2020 and now being refreshed to ensure still right for Rushcliffe employees. Initial leadership forum session held with more to follow including discussions in individual team meetings.
Change our recruitment processes so they are accessible and help to attract the best talent.	<p>The Council now accept CVs for applications to simplify the process and encourage more applicants to come forward.</p> <p>New content on recruitment pages on website. Also new online booklet produced with videos promoting the benefits of working for RBC.</p>



Corporate Overview Group

Wednesday, 14 June 2023

**Finance and Performance Management Quarter 4 2022/23
(OUTTURN)**

Report of the Director – Finance and Corporate Services

1. Purpose of report

- 1.1. The purpose of this report is to outline the year-end financial outturn position for 2022/23, linked to the closure of accounts process and previous financial update reports and performance monitoring for 2022/23.
- 1.2. To summarise the revenue budget has an overall revenue efficiency position of £1.979m and the capital programme overall underspend position of £5.599m. Much of the efficiency position for revenue is required for service demand in 2023/24 or to meet other risks and therefore an appropriation to earmarked reserves. The capital underspend is largely being carried forward for the completion of existing projects.
- 1.3. The overall financial working environment remains challenging, despite this draft Statement of Accounts has been prepared and published on 31 May 2023 in accordance with statutory deadlines.
- 1.4. The Corporate Strategy 2019-23 monitoring is complete, a new strategy is being prepared and reporting will begin in 2023/24.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) notes the 2022/23 revenue position and efficiencies identified in **Table 1**, the variances in **Table 2 (and Appendix A)** and approves the carry forwards and appropriations to reserves in **Appendix E**;
- b) approves the other changes to the earmarked reserves as set out at **Appendix B**;
- c) notes the re-profiled position on capital and approves the capital carry forwards outlined in **Appendix C** and summarised in **Appendix F**;
- d) notes the update on the Special Expenses outturn at paragraph 4.20 and in **Appendix D**; and
- e) considers whether scrutiny is required for identified exceptions.

3. Reasons for Recommendation

To demonstrate good governance in terms of scrutinising the Council's on-going performance and financial position.

4. Supporting Information

4.1 The Council is required to categorise its income and expenditure as either revenue or capital. The General Fund account deals with the Council's revenue income and expenditure, where spend is incurred on day-to-day expenditure or on items used within the year. Capital income and expenditure is included in the Capital Programme. The Financial Outturn, for both Revenue and Capital, is presented below.

Revenue Outturn

4.2 The net revenue position in Table 1 below shows a transfer from reserves of £2.760m (originally planned to be a transfer from reserves of £3.465m (adjusted to £4.739m largely reflecting carry forward commitments from 2021/22) a net reduction of £1.979m.

4.3 When setting the budget for 2022/23 an estimated increase for inflation and pay was included however, it was not anticipated that inflation levels would peak at 11.1% and that consequently this would result in a higher than anticipated pay award. Revenue budget efficiencies from 2021/22 were carried forward to support these cost pressures. During 2022/23 the Council has continued to closely monitor the budget position, particularly on utilities and where possible identify efficiencies that may help in balancing the increased costs.

4.4 The table below shows a positive outcome in a volatile economic environment. The cost of living pressures not only impact on the Council's residents but also on the Council budget and this remains challenging. Prudently the Council allocated additional budget to mitigate potential increases in costs and reductions in income and have continued to identify service efficiencies during the year.

A number of transfers were agreed by Cabinet 14 March 2023 which are included in the final carry forward request totalling £0.502m shown in Appendix E.

Table 1: Revenue Outturn Position

	Original Budget £'000	Revised Budget £'000	Revised Outturn £'000	Revised Variance £'000
Chief Executive	2,021	2,137	2,136	(1)
Development and Economic Growth	(112)	638	418	(220)
Finance & Corporate	4,330	4,204	3,546	(658)
Neighbourhoods	6,949	7,759	8,068	309
Sub Total	13,188	14,738	14,168	(570)
Capital Accounting Reversals	(1,895)	(1,895)	(1,895)	0

Minimum Revenue Provision	1,293	1,017	1,017	0
TOTAL NET SERVICE EXPENDITURE	12,586	13,860	13,290	(570)
Grant Income (including New Homes Bonus)	(1,861)	(1,861)	(2,450)	(589)
Business Rates (including SBRR)	(3,958)	(3,958)	(4,777)	(819)
Council Tax	(7,667)	(7,667)	(7,667)	0
Collection Fund Deficit	4,365	4,365	4,364	(1)
TOTAL FUNDING	(9,121)	(9,121)	(10,530)	(1,409)
Net Transfer to/(-)from Reserves*	(3,465)	(4,739)	(2,760)	1,979
Carry forward requests (Appendix E)				(502)
Reserves required				(1,477)
Net Surplus after carry forwards and reserve transfers				0

- 4.5 Along with in-year efficiencies, the position on utilities was better than anticipated and has helped with the overall net efficiency position of £1.979m in 2022/23. The main revenue variances are shown in **Table 2** (with more detail at **Appendix A**) some of which are requested to be carried forward. Adverse variances include additional cost pressures from Agency spend (mostly Planning and Refuse) £0.48m and reduced income from the delay in opening of Bingham Arena £0.213m and The Crematorium £0.284m. Positive variances include Nottinghamshire Business Rates Pool surplus £0.627m (plus a some Business Rates growth £0.192m) , additional Government grants £0.589m and increased interest rates on Council treasury investments £0.466m (due to rising interest rates).
- 4.6 The delay in the opening of Bingham and the Crematorium have resulted in a negative variance of £0.213m and £0.284m respectively in anticipated income receipts. The delays were due to factors outside of the Council's control. Despite the impact of both Covid and rising inflation, both were delivered within budget which is a remarkable achievement and testament to excellent project management.
- 4.7 The Council has reported a reduction in the capital value of some of the Council's Treasury Investments as a result of the Covid pandemic, this was followed closely by the war in Ukraine and cost of living pressures which also had a negative impact on the value of the assets. As at 31 March 2023 the value of the investments shows an overall decrease in value of £1.456m. This movement has been debited to the revenue account in accordance with statute and reversed through reserves and therefore does not affect the bottom-line revenue position. Movement in value is expected for assets held over a long period and they can fluctuate in response to market conditions, as we have experienced recently. The statutory override (allowing the reversal of price fluctuations through reserves) has been extended by Government to 31 March 2025 after which any movements will affect the general fund. In order to mitigate any potential impact on the general fund after March 2025, it is proposed to appropriate £0.773m to reserves along with £0.2m approved from 2021/22 efficiencies and £0.2m approved in the MTFs March 2023 (total reserve £1.173m). The position will be closely monitored and if necessary, recommendation to withdraw from the funds

will be reported to Cabinet and Governance Scrutiny Group as part of ongoing monitoring of the Council's Treasury Management position.

Table 2: Main Items Impacting on the Current Revenue Budget

Main Variances		£'000
Adverse Variances		
Net employee expenses	Agency spend on planning and waste net of salary savings	480
Crematorium	Delay in opening	284
Bingham Leisure Centre	Delay in opening	213
Fleet	Repairs	102
Total		1,079
Favourable Variances		
Planning income	Increase in income	(275)
Edwalton Golf Course	Additional income generated and actual outturn was £62k profit	(97)
Growth Board	to be carried forward	(136)
Website development	to be carried forward	(80)
Contingencies	Utilities not fully required	(90)
Investment income	Rising interest rates	(466)
Total		(1,144)
Other minor variances		(505)
Total Variances		(570)

Business Rates and Council Tax

- 4.8 The Council ensured that applicable business rates reliefs were applied, resulting in 2044 businesses benefitting from over £8.7m of additional rates relief.
- 4.9 The Council has also administered a number of grants for Energy Rebates and Alternative Fuel Payments during the year. 36,755 £150 Energy Rebates were distributed to eligible households along with 4,713 payments of Discretionary Energy Rebates, the combined total of the awards being £5.644m. Since February 2023 the Council has also assessed and distributed grants under the Energy Bills Support Scheme and the Alternative Fuel Payments, awarding 513 payments totalling £0.171m.
- 4.10 Full Council March 2023 approved use of 2022/23 efficiency savings to supplement the Government funding for Council Tax Support to further discount Council Tax bills meaning no increase for vulnerable households and households in bands A to D. The net cost of the scheme to the Council is £33k and is included in Reserve Commitments in **Appendix E**.
- 4.11 The UK Shared Prosperity Fund (UKSPF) provides funding for investment in local projects to be spent by March 2025. The Rural England Prosperity Fund (REPF) is an addition to the UKSPF and is to specifically address the particular challenges rural areas face. The Council will receive £ £2.571m over three

years (Capital and Revenue funding) for investment in local projects and £0.596m Rural England Prosperity Fund (this is capital only). Schemes have commenced on both communities and place and business support projects. A grant funding pot for local organisations and local businesses was launched with applications closing on 19 May for projects to be delivered by the end of March 2024. Once projects are finalised these will be incorporated into the Council's budget and monitored through usual financial reporting.

Streetwise

- 4.12 On September 1, 2022 the Council brought back in-house its Street Cleansing and Grounds Maintenance functions to improve the service for Council residents and to drive forward efficiencies over the coming years. The net outturn position for 2022/23 gives an adverse variance of £0.189m largely due to the additional costs pressures of pay and inflation. Quarterly revenue reports will now incorporate Streetwise and budgets will therefore be monitored through the Council's normal financial and performance reporting processes.

Rushcliffe Oaks Crematorium and Bingham Arena and Enterprise Centre

- 4.13 The Council have recently completed two major projects; the new Rushcliffe Oaks Crematorium situated in open countryside between Cotgrave and Radcliffe on Trent (opened on 3 April) and the multi-million pound Bingham Arena and Enterprise Centre, comprising the leisure centre, Bingham Jubilee Community Hall and Bingham Enterprise Centre (opened on 20 February 2023). Both facilities are contributing to the Council's carbon net neutral target for 2030, with significant investment in new technology including an electric cremator and various other energy saving initiatives to deliver low CO2 emissions giving 85% and 78% reductions respectively. There has been a positive reaction to the Bingham Arena with memberships in line with targets, to date. We have secured 92% occupancy at the Enterprise Centre and Rushcliffe Oaks have had their first customers. The team are working hard to develop relationships with funeral directors and the feedback on Rushcliffe Oaks has been excellent and positively the facility is attracting customers and funeral directors from outside the Borough.

Planning

- 4.14 Recruitment to the planning sector has nationally been challenging and Rushcliffe is no exception, and the Council has relied heavily upon agency staff. All substantive posts however are now filled and consequently the reliance upon agency should reduce over the coming months.

Reserves

- 4.15 There are a number of movements in revenue reserves largely agreed as part of the budget setting process and budget monitoring for 2022/23. A net transfer from earmarked reserves of £4.003m comprises: £2.760m transferred from reserves to revenue plus £1.243m reserves used for capital. The overall net

movement on revenue reserves are detailed at **Appendix B**. The key points to note are:

- There are a number of ‘transfers out’ or use of reserves totalling £7.524m including: £1.017m from the New Homes Bonus reserve (used to offset the Minimum Revenue Provision (MRP)); £2.466m out from the Organisation Stabilisation Reserve; and £3.707m appropriated to meet the collection fund deficit.
- There are a number of ‘transfers in’ totalling £4.763m that increases reserves. Significant items comprise: £1.587m New Homes Bonus receipts; £1.006m net efficiencies to cover carry forward and reserve commitments; and transfer of £0.973m to the Treasury Capital Depreciation Reserve approved as part of Quarter 3 revenue reporting.

Specific Reserves

- 4.16 The New Homes Bonus (NHB) Reserve balance of £8.549m is used to fund internal borrowing in relation to capital projects. The Collection Fund Reserve balance of £1.438m is earmarked for: prior year deficits; risks associated with the decommissioning of the Ratcliffe-on-Soar Power Station; and pending reforms to the Business Rates system. The Organisation Stabilisation Reserve Balance of £2.534m will partly be used to fund the carry forward requests of £0.502m (Appendix E). This includes the ongoing impact of cost of living and inflation increases. The Climate Change (CC) Reserve (£0.81m) has been topped up by £0.2m in 2022/23 and it continues to contribute to the Council’s ambitions to become carbon neutral. During 2022/23 the Council has delivered projects at Bingham Arena and the Crematorium (both of which incorporate energy efficiency and carbon reduction measures) and energy efficiency lighting and Local Authority Delivery (LAD) green energy grants however as these projects were fully funded by grants there is no recourse to draw from the reserve in 2022/23. Projects currently in the pipeline include energy efficiency measures to Council assets and electric vehicles and decarbonisation of Cotgrave Leisure Centre (grant funded). Treasury Capital Depreciation Reserve is a new reserve in 2022/23 and will be used to mitigate if reductions in the capital value of the Council’s Treasury Investments materialise (see paragraph 4.4).
- 4.17 Overall, whilst the level of Earmarked Reserves is a healthy £19.572m, there are risks going forward in terms of the continuing financial pressures from inflationary and pay increases, uncertainty regarding Fairer Funding and Business Rates systems and further reductions and commitments from reserves to capital projects. This includes the repayment of internal borrowing for the Arena and Cotgrave Masterplan, which was reliant on NHB receipts and these are anticipated to cease at the end of 2023/24. The General Fund balance of £2.604m accords with the Council’s approved Medium Term Financial Strategy.

Revenue carry-forward requests and Reserve Commitments

- 4.18 Despite continuing difficult economic circumstances firstly from the pandemic and more recently inflation increases, the Council continues to invest and grow

the Borough, developing a brand-new leisure centre and Crematorium, improving its parks and recreational facilities and improving the way customers interact with us with a new website. Requests for the use of reserves in 2023/24 (from 2022/23 efficiencies) to support continuing cost pressures and delivery of the Council's priorities are shown in **Appendix E**.

Capital

4.19 The year-end Capital Programme provision totalled £21.018m (see Table 3 and Appendix C). Actual expenditure in relation to this provision totalled £15.419m (73% of the budget) giving rise to a variance of £5.599m, £5.426m of which is recommended to be carried forward £3.106m relates to delays in Bingham Arena and The Crematorium and the decision to defer smaller schemes which would pose no immediate Health and Safety risk. Both Bingham Hub and the Crematorium opened in Spring 2023 and are undergoing post opening enhancements. The main variations are as follows:

- Bingham Arena and Offices £1.563m underspend requested to be carried forward £0.730m earmarked to cover post opening enhancements with any saving to be released in 2023/24
- The Crematorium £1.273m carry forward is requested for final ancillary works and repayment of VAT due to breach of partial exemption.

A summary of the main variances can be found in **Appendix E and F** including savings of £179k, overspends of £6k, budget acceleration of £20k and a net carry forward request of £5,426m. Details of all variances can be found in **Appendix C**.

Table 3: Capital Summary

EXPENDITURE SUMMARY	Current Budget £000	Actual £000	Variance £000
Development and Economic Growth	14,432	11,341	(3,091)
Neighbourhoods	6,114	3,944	(2,170)
Finance & Corporate Services	363	134	(229)
Contingency	109	0	(109)
	21,018	15,419	(5,599)
FINANCING ANALYSIS			
Capital Receipts	(6,551)	(4,386)	2,165
Government Grants	(3,045)	(2,702)	343
Use of Reserves	(789)	(1,243)	(454)
Grants/Contributions	(9)	(5)	4
Section 106 Monies	(1,374)	(83)	1,291
Borrowing	(9,250)	(7,000)	2,250
	(21,018)	(15,419)	5,599

NET EXPENDITURE	-	-	-
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4.20 **Appendix D** shows the Outturn position on the **Special Expenses** budget. Budgets within the Special Expenses area are also exposed to cost of living risks as utilities costs increase and income from facility hire could reduce, as household income falls. The Special Expenses outturn budget deficit for West Bridgford is £0.018m. The total net deficit as at 31 March 2023, is £0.138m comprising of an opening deficit of £0.120m and the in year deficit of £0.018m. The budgets are set using estimates and the timing of expenditure can result in variances against the budget and has resulted in the £0.018m deficit. The budget going forward will aim to ensure deficits are recovered.

Financial Outturn Conclusion

4.21 The financial impact of inflation has, through prudent budgeting been maintained within resources without the need to draw on reserves. Inflation is expected to reduce during the year however there still remains a risk to both Council expenditure and to income receipts as household income contracts. The Council has to balance the need to balance the budget with supporting residents during this difficult period. The Comprehensive Spending Review and both the business rates revaluation and the Fairer Funding reviews (which have already been delayed three times) are now unlikely to take place before 2024/25 which adds a further level of uncertainty and risk making financial planning even more challenging.

4.22 The Council continues to drive efficiency and innovation and the Transformation Plan incorporates projects over the medium term that continually challenge Council processes.

4.23 The current reserves balance is healthy and this is necessary to insulate the Council against significant financial risks and enable the Council to deliver its corporate priorities, to improve services and invest and grow the Borough. Reserve levels have been critical in ensuring the Council has continued to deliver services through both the Covid pandemic and the cost-of-living pressures. However, we should not be complacent as reserves are a finite resource and with unknown challenges on the horizon and the need to maintain the Council's assets, the reserves could quickly diminish.

4.24 The year-end Financial Statements are subject to audit by Mazars and will be considered by the Governance Scrutiny Group in November 2023.

Performance Monitoring – Strategic Scorecard

4.25 A summary of the progress of tasks and measures falling within each theme of the Corporate Strategy is shown below. Commentary for any identified exceptions details why targets have been missed and what is being done to improve performance to meet these targets is shown in the appendices.

4.26 The Corporate Strategy 2019-23 monitoring is complete, a new strategy is being prepared and reporting will begin in 2023-24. This strategy has been the

most ambitious to date with the most notable tasks delivering a new leisure centre and enterprise hub at Bingham and the Rushcliffe Oaks Crematorium at Stragglethorpe. These tasks and others were severely tested by the impact of the Covid pandemic and resulted in project delays due to holdups in the supply chain. Now that these projects are complete they will deliver significant benefits for our residents and the wider community for years to come. The outstanding strategic tasks will either be added to the next corporate strategy or subsumed into service plan tasks at an operational level.

- 4.27 Performance in quarter 4 is showing signs of improvement, the positive trends seen towards the end of 2021/22 have carried through to this year. Good performance is particularly evident in the following performance indicators:
- **LIDEG06 Processing of planning applications: Major applications dealt with in 13 weeks or agreed period** – 76% against a target of 70%, this is excellent performance against the problems arising from staff recruitment.
 - **LIDEG40 Percentage of RBC owned industrial units occupied** – occupation levels have increased and ended the year 3.11% above target.
 - **LIFCS65 Percentage of telephone enquiries to Rushcliffe Customer Service Centre resolved at first point of contact** – performance is 94%, this is 7% above the target of 87%.
 - **LINS06 Cumulative number of fly tipping cases (against cumulative monthly comparison for last year)** – the number of reported cases is 949, 441 below target.
 - **LINS28 Number of affordable homes delivered** – another excellent year with 281 delivered, 81 above target.
 - **LINS31a Percentage of applicants within Bands 1 and 2 rehoused within 26 weeks** – the annual figure of 88% exceeds target by 30%.
 - **LINS32 Average number of weeks for all Home Search applicants to be rehoused through Choice Based Lettings** – 32 weeks compared to target of 52 weeks.
 - **LINS37 Domestic burglaries per 1,000 households** – 6.61 compared to 10.27 last year.
 - **LINS38 Robberies per 1,000 population** – currently 0.29 compared to 0.42 last year.
 - **LINS39 Vehicle crimes per 1,000 population** – 4.84 which is 2.16 below target.
 - **LINS51 Number of leisure centre users – public** – over 1.14 million users which is showing signs of a recovery to pre-pandemic levels.
- 4.28 There are four corporate and three operational indicators missing their targets. Explanations can be found in Appendix H.
- 4.29 The Corporate Strategy is a living strategy that is adapting to changing priorities. This means the Council will take advantage of emerging opportunities and removes tasks that have been completed to ensure it is reflective of the current position.

EFFICIENT SERVICES				ENVIRONMENT				
Strategic Tasks				Strategic Tasks				
3	0	0	1	2	2	0	0	
<p>There is one task exceptions this quarter.</p> <ul style="list-style-type: none"> ST1923_08 Include digital principals in our communications and ways of undertaking business 				<p>There are no task exceptions this quarter.</p>				
Performance Indicators				Performance Indicators				
0	0	2	3	1	0	1	1	0
<p>Performance exceptions:</p> <p>LIFCS15 Value of savings achieved by the Transformation Strategy against the programme at the start of the financial year</p> <p>LIFCS62 Percentage increase in self-serve transactions</p> <p>Explanations are provided in the appendix.</p>				<p>Performance Exceptions:</p> <p>LINS18 Percentage of household waste sent for reuse, recycling and composting</p>				






QUALITY OF LIFE				SUSTAINABLE GROWTH				
Strategic Tasks				Strategic Tasks				
5	2	0	0	3	3	0	2	
<p>There are no task exceptions this quarter.</p>				<p>There are two task exceptions this quarter.</p> <ul style="list-style-type: none"> ST1923_12 Support the delivery of employment land on all 6 strategic sites in Rushcliffe and sites allocated through the Local Plan ST1923_22 Implementation of proposals from new planning legislation 				
Performance Indicators				Performance Indicators				
2	0	1	0	6	0	0	4	4

QUALITY OF LIFE	SUSTAINABLE GROWTH
Performance Exceptions: LINS72a Percentage usage of community facilities	No Performance Exceptions.

Further details and a key of symbols is shown in **Appendices G and H**.

Performance Monitoring – Operational Scorecard

4.30 The Council's operational business is also monitored, and 36 measures make up the Operational Scorecard.

Operational Scorecard – Performance Indicators				
 24	 2	 35	 6	 1
<p>There are three performance exceptions to report.</p> <p>LIDEG01 Percentage of householder planning applications processed within target times</p> <p>LIFCS61a Percentage of calls answered in 60 seconds</p> <p>LINS73b Income generated from parks, pitches and open spaces</p> <p>These indicators have been identified as exceptions. Explanations are provided in Appendix H.</p>				

5 Risks and Uncertainties

- 5.1 Failure to comply with Financial Regulations in terms of reporting on both revenue and capital budgets could result in criticism from stakeholders, including both Councillors and the Council's external auditors.
- 5.2 The transfer of the net surplus to reserves will support the creation of the Treasury Capital Deprecation Reserve and carry forward of budget efficiencies will assist the Council to meet its priorities to support and grow the Borough.
- 5.3 Changes in Central Government policy influences Business Rates received and their timing, for example policy changes on small Business Rates relief. There is also a risk from Government reform although as mentioned this is unlikely before 2024/25.
- 5.4 There is a continued risk from inflation to expenditure the Council incurs such as fuel and utilities but also on income from fees and charges. This is being

closely monitored and, if necessary, included in our normal financial reporting arrangements to Cabinet and Corporate Overview Group.

5.5 Recruitment continues to be challenging in the sector and this increases the pressure on the pay budgets and agency costs.

5.6 The Council needs to be properly insulated against such risks hence the need to ensure it has a sufficient level of reserves, as well as having the ability to use reserves to support projects where there is ‘upside risk’ or there is a change in strategic direction. The Council continues to ensure it is financially resilient at this most difficult of times.

6 Implications

6.1 Financial Implications

Financial implications are covered in the body of this report with commentary on revenue (Sections 4.2 to 4.4), Business Rates (section 4.5) reserves (section 4.12), capital (section 4.14).

6.2 Legal Implications

There are no direct legal implications arising from this report.

6.3 Equalities Implications

There are no equalities implications arising from this report.

6.4 Section 17 of the Crime and Disorder Act 1998 Implications

There are no Crime and Disorder implications arising from this report.

7 Link to Corporate Priorities

Quality of Life	Successful management of the Council’s resources can help the Council deliver on its goals as stated in the Corporate Strategy and monitored through this quarterly report
Efficient Services	
Sustainable Growth	
The Environment	

8 Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) notes the 2022/23 revenue position and efficiencies identified in Table 1, the variances in Table 2 and approves the carry forwards and appropriations to reserves in **Appendix E**;

- b) approves the other changes to the earmarked reserves as set out at **Appendix B**;
- c) notes the re-profiled position on capital and approves the capital carry forwards outlined in **Appendix C** and summarised in **Appendix F**;
- d) notes the update on the Special Expenses outturn at paragraph 4.16 and in **Appendix D**, and
- e) considers whether scrutiny is required for identified exceptions.

For more information contact:	Peter Linfield Director - Finance and Corporate Services Tel: 0115 9148439 Email: plinfield@rushcliffe.gov.uk
Background papers available for Inspection:	Council 3 March 2022 – 2022-23 Budget and Financial Strategy; Cabinet October 2022 – Revenue and Capital Budget Monitoring Q1 Cabinet December 2022 – Revenue and Capital Budget Monitoring Q2 Cabinet March 2023 – Revenue and Capital Budget Monitoring Q3
List of appendices:	Appendix A – Revenue Variance Explanations Appendix B – Movement in Reserves Appendix C – Capital Variance Explanations Appendix D – Special Expenses Position Appendix E – Carry forward and reserve commitments Appendix F – Summary Capital carry forwards Appendix G – Corporate Scorecard Appendix H – Operational Scorecard

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Revenue Adverse Variance Explanations over £25k

Service	Income / Expenditure Type	Reason	Outturn Variance £'000
Business Support Unit	Supplies & Services	Increased costs including energy rebate payments which required premium tracked delivery (additional grant income £56k offsets)	90
Community Development	Income	Rushcliffe Country Park backdated VAT (£33k)	42
Crematorium	Income	Delay in opening date resulting in reduced income	284
Depot & Contracts	Employee Expenses	Overspend on agency to cover sickness and vacancies offset by salary savings	111
Depot & Contracts	Income	Bingham delay in opening loss on leisure contract income	213
Streetwise	Employees expenses and supplies and services	Inflation and pay pressure and reduction in external contracts	189
Depot & Contracts	Transport Related	Increased spend on tyres and repairs	157
Planning	Employee related	Increased use of agency due to recruitment issues partially offset by salary savings and additional income	239
Revenues & Benefits	Net Income	Increased benefit payments offset by housing benefits subsidy grant form Government	35
Property	Income	Rent income down due to Bingham offices delay	76
TOTAL ADVERSE VARIANCES > £25k			1,436

Revenue Favourable Variance Explanations over £25k

Service	Income / Expenditure Type	Reason	Outturn Variance £'000
Building Control	Third Party Payments	Savings on partnership with South Kesteven	(34)
Business Support Unit	Employee Expenses	Salary savings due to restructure and vacancies	(37)
Communications & Customer Services	Supplies & Services	Website funded from capital	(70)
Depot & Contracts	Income	Increase income: Edwalton golf course £97k, car parking £50k and tanker services £29k	(176)
Depot & Contracts	Supplies & Services	Less bins purchased than budgeted	(42)
Depot & Contracts	Transport Related	Additional budget added from contingency for diesel price increase not fully required	(39)
Economic Development	Supplies & Services	£136k Growth Board £48k saving on WBTC accessibility study now funded from UKSPF, £38k savings on Development Corporation	(223)
Financial Services	Income	Larger investment balances and higher interest rates	(484)
Financial Services	Supplies & Services	Original contingency not required due to utilities spend less than anticipated	(90)
Legal	Supplies & Services	Expenditure on external legal provision due to staffing changes less than expected	(26)
Planning	Income	Increased planning fees	(197)

Service	Income / Expenditure Type	Reason	Outturn Variance £'000
Planning	Supplies & Services	Underspend on local plans	(78)
Property Services	Premises	Underspend on utilities than additional budget provided	(144)
Strategic Housing	Income	Additional Homelessness funding	(78)
TOTAL FAVOURABLE VARIANCES > £25k			(1,718)
OTHER MINOR VARIANCES			(288)
TOTAL VARIANCE			(570)

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Movement in Reserves

Movement in Reserves	Balance at 31.03.22	Transfers in	Transfers out	Balance at 31.03.23	Transfers in notes	Transfers out notes
	£000	£000	£000	£000		
Investment Reserves						
Regeneration and Community Projects	1897	223	-7	2113	£58k Special Expenses Annuity Charges; £75k in year transfer for WB Play Areas Capital; £20k to Sinking Fund Hook Skatepark; £20k to sinking fund RCP skate park; £50k to sinking fund Gresham pitches	Transfer out for Boundary Road and Alford Road works
Council Assets and Service Delivery	0	0	0	0		
Investment Properties	426	325	(203)	548	To reserves from Investment Properties income	Transfer out to cover works at the Point and Colliers Business Park
New Homes Bonus	8,979	1,587	(1,017)	9,549	Receipt in year	£1.017m to offset the impact of MRP
Corporate Reserves						
Organisation Stabilisation	3,994	1,006	(2,466)	2,534	£1.006m from in-year efficiencies to meet c/f and reserve appropriations	£846k budgeted general fund deficit plus £1420k agreed carry

Movement in Reserves	Balance at 31.03.22	Transfers in	Transfers out	Balance at 31.03.23	Transfers in notes	Transfers out notes
						forwards cabinet 2022
Climate Change	800	200	(671)	329	Top up	Utilised for heat pump and Bingham Hub
Treasury Capital Depreciation Reserve	0	973	0	973	Creation of reserve from £200k 22/23 OS balance from underspends and £773k from in-year	
Collection Fund S31 Reserve	5,145	0	(3,707)	1,438		Planned release of grant to cover deficit in collection fund arising from additional reliefs in 2021/22
Freeport and Development Corporation	330	200	(165)	365	Top up to reserve in relation to the Freeport	Transfer to revenue to cover expenditure incurred
Risk and Insurance	100	0	0	100		
Planning Appeals	349	0	0	349		
Elections	151	50	0	201	Agreed in year top-up of reserve	
Operating Reserves						
Planning	300	0	(169)	131		Budgeted transfer
Leisure Centre Maintenance	104	15	(62)	57		

Movement in Reserves	Balance at 31.03.22	Transfers in	Transfers out	Balance at 31.03.23	Transfers in notes	Transfers out notes
Planned Maintenance	0	0	0	0		
Vehicle Replacement Reserve	1,000	185	(300)	885	Top up for Streetwise vehicle replacement reserve	Acquisition of vehicle and plant from Streetwise
TOTAL	23,575	4,764	(8,767)	19,572		
General Fund Balance	2,604			2,604		

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Capital Variance Explanations 2022/23

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
DEVELOPMENT AND ECONOMIC GROWTH						
Quantock Grove Public Open Space		15	34	19	A/S	Works expedited £20k provision in 23-24 programme to accelerate £1k saving
Unit 10 Moorbridge Enhancements		50	54	4	O	Enhancements works complete to accommodate SEL in-sourcing. Additional works/kit required identified. Minor overspend.
Manvers Business Park Enhancements	300	0	0	0		Works re-profiled to 23/24. May be cost pressures on resources/materials.
Colliers BP Enhancements	0	8	8	0		
Traveller Site Acquisition	1,000	0	0	0		A grant application was made for costs totalling £1.914m with 50% funding £957k. The grant was not approved so this year's provision removed pending further investigation of other funding availability. The draft capital programme for 23/24 contains £1m for site acquisition/development.
Cotgrave Phase 2	500	230	90	(140)	C/S	Landscaping enhancements to be commissioned 23-24 carry fwd £50k required. Support needed for enhancement works at RCP £25k of this underspend requested to be carried fwd. Saving £65k.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
Bingham Leisure Hub	2,000	7,673	6,110	(1,563)	C	Handover end January, opened 20 February. Contract and RBC Contingency sums not fully committed. All of the variance requested to be carried forward with a view to releasing a saving in 23-24 when final costs are known. £730k of the carry fwd earmarked for post opening enhancements. Decommissioning of the old leisure centre pool has commenced.
Water Course Improvements	60	0	0	0		Works re-profiled to 2023-24 and packaged together with 2023-24 provision to achieve efficiencies. Potential to fund from UKSPF in 23-24
The Point	200	240	195	(45)	C	Upgrade office lighting £150k complete; balcony waterproofing ongoing investigation; and auto doors to be done. Underspend requested for carry forward.
Bingham Market Place Improvements	0	68	0	(68)	C	PO raised. Works planned from April 23; impacted by cold weather and material availability. Carry forward required.
The Crematorium	3,000	6,123	4,850	(1,273)	C	Total provision including purchase of the land £8.5m. Building Complete and operational. Carry forward requested for final ancillary works and pending repayment of VAT in partial exemption threshold breached.
Keyworth Cemetery	25	25		(25)	C	Surveys undertaken. Works to be agreed with the Diocese. Quotes to be sourced. Carry forward required.
	7,085	14,432	11,341	(3,091)		

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
NEIGHBOURHOODS						
Vehicle Replacement	926	1,284	1,044	(240)	C	3 Refuse Freighters, a 2nd hand glass recycler acquired. SEL plant and equipment bought as part of insourcing. New mowers also bought for SEL. 5 Planned purchases: 1 Medical Waste and 1 Recycling Collection Box Vans; Electric Ford Transit; and 2 vehicles for RCP may now be 23/24. Underspend requested to be carried forward.
Support for Registered Housing Providers	2,620	556	0	(556)	C	Carry forward to meet commitments £456k: £80k for 50% due on Practical Completion for 10 units of affordable housing on Garage Sites Ph 2; £36k 1 affordable rent unit Ruddington; and £340k for 4 units Nicker Hill.
Assistive Technology	40	0	0	0		The original £40k provision transferred to support spending pressures on Mandatory DFGs meaning there are no funds available to support the £40k planned investment in Smart Hubs. Other options for financing the Hubs are being assessed.
Discretionary Top Ups	100	100	47	(53)	C	Carry forward to meet commitments.
Disabled Facilities Grants	530	1,003	812	(191)	C	Carry forward to meet commitments as pressure continues on Mandatory DFGs.
Hound Lodge Enhancements	125	11	7	(4)	S	Specification of washer/dryers had to be changed due to the energy availability in the lodge.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
Arena Enhancements	75	155	44	(111)	C/S	£100k requested to be carried forward: £75k of this earmarked to upgrade reception and corridor floors. £13k Saving.
Car Park Resurfacing	95	215	119	(96)	C	£16k Car park works completed in April 2023. Balance required to meet additional commitments.
Cotgrave Leisure Centre Enhancements	675	230	0	(230)	C	Agreed deferral of work until Dec 2023 to allow delivery of corporate priorities: Bingham Hub and The Crematorium. Cabinet 11.10.22 approved rephasing to 23/24 Capital Programme. £230k will need to be carried forward.
Edwalton Golf Course Enhancements	30	0	0	0		£30k re-profiled to 23-24 pending options assessment.
Keyworth Leisure Centre Enhancements	470	40	0	(40)	C	Agreed deferral of work until Dec 2023 to allow delivery of corporate priorities: Bingham Hub and The Crematorium. Cabinet 11.10.22 approved rephasing to 23/24 Capital Programme. £40k will need to be carried forward.
Bingham Leisure Centre Improvements	0	97	62	(35)	C	Provision to support any emerging Health and Safety enhancements. Variance to be carried fwd as we withdraw from the Leisure Centre.
Gresham Sports Park Redevelopment	0	51	12	(39)	C	Allocated towards environmental improvements associated with the swale. New fencing provision undertaken. Carry forward required.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
Gamston Community Centre Enhancements Special Expense	0	13	7	(6)	C	To support any carbon reduction work. Insulation completed.
Lutterell Hall Enhancements Special Expense	0	77	0	(77)	C	Carry forward to meet planned enhancement works.
LAD2 Green Energy Grants	0	647	594	(53)	S	New initiative, fully funded by Government Grant. Scheme to facilitate external wall insulation, solar PV panels, and loft insulation in homes of non-standard construction. Commencing November, to be delivered in partnership with EON. Timescale has been extended due to COVID. Additional £240k awarded and received. Scheme complete £53k Govt Grant repaid.
HUG and LAD3 Green Energy Grants	770	770	609	(161)	C	New initiative, fully funded by Government Grants. New Home Upgrade Grants and an extension of LAD2 (see above). Funds were to be spent by 31 March 2023 but deadlines extended: HUG1 31 May 2023 and LAD3 30 Sept 2023. Carry forward required.
Gresham Sports Pavilion	0	32	9	(23)	C	Changing rooms and flooring options to be decided. Expenditure to date on height barrier alterations relating to Electric Vehicle Charging Points. To be funded from Climate Change Reserve. Carry forward required.
Grantham Canal Improvements		28	28	0		Grant awarded to Grantham Canal from UKSPF.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
RCP Visitor Centre	75	604	500	(104)	C	Visitor Centre works complete and café operational. Carry forward required of £104k plus £25k from the Cotgrave Phase II underspend giving a total £129k. Still to be done: phase III final contract works, footpaths, fees, and compost toilet.
External Door/Window Upgrades Various Sites	35	46	0	(46)	C	To be undertaken ad hoc carry forward required.
Alford Road Football Goals	10	10	3	(7)	C	Works complete. £7k underspend needed to support other WB Play Areas.
Capital Grant Funding	0	15	0	(15)	C	One final grant of £15k committed.
Adbolton Play Area Special Expense	75	85	0	(85)	C	Contract awarded to Proludic Ltd; works will start on site spring, expected completion now June. Carry forward required.
Boundary Rd Cycle Track Special Expense	0	3	4	1		Height barrier installed, minor overspend
West Park Julien Cahn Pavilion Special Expense	320	0	0	0		Agreed deferral of work until Dec 2023 to allow delivery of corporate priorities: Bingham Hub and The Crematorium. Cabinet 11.10.22 approved rephasing to 23/24 Capital Programme.
Skateboard Parks	0	40	40	0		Final Skatepark Grant £40k released to Keyworth PC.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry fwd (C)/ Saving (S)/ Overspend (O)/ Acceln (A)	Notes
Warm Homes on Prescription	25	2	3	1	O	The original £25k transferred to support spending pressures on Mandatory DFGs meaning there are no funds available to support WHOP this year. £3k residual spent projected met by a budget adjustment from historic underspends on BCF.
	6,996	6,114	3,944	(2,170)		
FINANCE & CORPORATE SERVICES						
Information Systems Strategy	230	363	134	(229)	C/S	Rollout of the ICT Alignment Strategy to meet business needs and embrace changing technology. Cloud Based Solutions now being assessed. Carry forward £193k requested; £36k saving.
Streetwise Loan 22/23	150	0	0	0		Loan not required. Cabinet 11.10.22 approved transfer provision to Capital Contingency to support the insourcing of Streetwise.
	380	363	134	(229)		
CONTINGENCY						
Contingency	150	109		(109)	C/S	Carry forward £100k; Saving £9k.
	150	109	0	(109)		
TOTAL	14,611	21,018	15,419	(5,599)		

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Special Expense Position 2023

	2022/23 Original Budget	Outturn Actuals	Outturn Variance	Reasons for variance
	£	£	£	
West Bridgford				
Parks & Playing Fields	437,500	435,001	-2,499	
West Bridgford Town Centre	91,400	90,212	-1,188	
Community Halls	78,500	104,632	26,132	Utilities and Repairs and reduced income at Gamston Community Hall
Annuity Charges	94,000	94,000	0	
RCCO	75,000	75,000	0	
Sinking Fund (The Hook)	20,000	20,000	0	
Total	796,400	818,845	22,445	
Keyworth				
Cemetery	7,900	6,685	-1,215	Repairs
Annuity Charges	1,300	1,300	0	
Total	9,200	7,985	-1215	
Ruddington				
Cemetery	7,900	6,609	-1,291	Repairs
Annuity Charges	3,200	3,215	15	
Total	11,100	9,824	-1,276	
TOTAL SPECIAL EXPENSES	816,700	836,654	19,954	

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Carry Forward and Reserve Commitments

Carry forward to 2023/24			
	Revenue	Capital	Total
Bio-diversity grant to fund new posts	10,000		10,000
Edwalton Golf Course Feasibility	15,000		15,000
Homelessness Funding underspends	33,000		33,000
Homes 4 Ukraine Funding to cover agency 23-24	60,000		60,000
Neighbourhood Planning Grant – Hickling	20,000		20,000
Homes 4 Ukraine	183,000		183,000
Neighbourhood Planning Grant - Ruddington	20,000		20,000
Strategic Growth Board	111,000		111,000
Freeport Planning work (Uniper)	50,000		50,000
	502,000	0	502,000
Appropriation to Reserves			
	O/S Reserve	Specific	Total
Pooled investments		773,000	773,000
Streetwise Vehicle Replacement		185,000	185,000
Tree Preservation works	90,000		90,000
Local area energy planning	75,000		75,000
Council Tax support fund	33,000		33,000
Toothill additional costs		15,000	15,000
Staffing resource elections	10,000		10,000
ICT App guard	92,000		92,000
Pay inflation to meet potential increases beyond the budget assumption (4%)	204,000		204,000
			1,477,000
Total			1,979,000

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Summary Capital Variances 2022/23

Variance Analysis 2022-23	£000
CARRY FORWARDS:	
Cotgrave Phase 2	(50)
Cotgrave Phase 2 for RCP	(25)
Bingham Leisure Hub	(1,563)
The Point	(45)
Bingham Market Place Improvements	(68)
The Crematorium	(1,273)
Keyworth Cemetery	(25)
Vehicle Replacement	(240)
Support for Registered Housing Providers	(556)
Discretionary Top Ups	(53)
Disabled Facilities Grants	(191)
CLC Enhancements	(230)
Arena Enhancements	(100)
Car Park Resurfacing	(96)
KLC Enhancements	(40)
BLC Improvements	(35)
Gresham Sports Park Redevelopment	(39)
Gamston Community Centre Enhancements	
Special Expense	(6)
Lutterell Hall Enhancements Special Expense	(77)
HUG and LAD3 Green Energy Grants	(161)
Gresham Sports Pavilion	(23)
RCP Visitor Centre	(104)
External Door/Window Upgrades Various Sites	(46)
Alford Road Football Goals	(7)
Capital Grant Funding	(15)
Adbolton Play Area Special Expense	(85)
Information Systems Strategy	(193)
Contingency	(100)
Sub-total	(5,446)
SAVINGS:	
Quantock Grove Public Open Space	(1)
Cotgrave Phase 2	(65)
Arena Enhancements	(11)
Hound Lodge Enhancements	(4)
LAD2 Green Energy Grants	(53)
Information Systems Strategy	(36)
Contingency	(9)
Sub-total	(179)
OVERSPEND:	
U10 Moorbridge Enhancements	4
Boundary Road Cycle Track	1
Warm Homes on Prescription	1
Sub-total	6
ACCELERATION:	
Quantock Grove Public Open Space	20
Sub-total	20
TOTAL	(5,599)






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Guide to symbols

Tasks







Task Status		
	Overdue	The task has passed its due date
	Warning	The task is approaching its due date. One or more milestones are approaching or has passed its due date
	Progress OK	The task is expected to meet the due date
	Completed	The task has been completed





Performance Indicators

PI Status		
	Alert	Performance is more than 5% below the target
	Warning	Performance is between 5% and 1% below the target
	OK	Performance has exceeded the target or is within 1% of the target
	Unknown	No data reported or data not due for this period (reported annually)
	Data Only	A contextual indicator, no target is set






Long Term Trends		
	Improving	The calculation within Covalent for trend is made from a comparison of the data for the current quarter with the same quarter in the three previous years
	No Change	
	Getting Worse	
	New indicator, no historical data	









Strategic Tasks

Status	Ref.	What are we doing	Due date	Progress
Efficient Services				
	ST1923_08	Include digital principals in our communications and ways of undertaking business	2023	<div style="width: 40%;"><div style="background-color: #4f81bd; height: 10px;"></div>40%</div>
<p>The programme contained 25 individual tasks spanning from hybrid mail and the development of e-forms, making the website accessible and introducing tablet technologies, and mapping customer interactions and introducing an electronic newsletter. Work continues to make our services more accessible online whilst maintaining our telephony and face-to-face provision providing our residents with choice and making services more efficient.</p>				
Environment				
	ST1923_17	Support the delivery of more sustainable development across the Borough through the introduction of new design guides, implementation of actions from the Planning Reform (once published) and lobbying Government	2023	<div style="width: 50%;"><div style="background-color: #4f81bd; height: 10px;"></div>50%</div>
	ST1923_19	Implementation of proposals from the Resources and Waste Strategy for England	2025	<div style="width: 0%;"><div style="background-color: #4f81bd; height: 10px;"></div>0%</div>
Quality of Life				
	ST1923_02	Support the continued development of existing local growth boards for Cotgrave, Radcliffe on Trent, Bingham, East Leake and West Bridgford	2023	<div style="width: 96%;"><div style="background-color: #4f81bd; height: 10px;"></div>96%</div>
<p>All growth board meetings took place, these will be reviewed summer 2023.</p>				
	ST1923_23	Delivery of the Equality, Diversity and Inclusion scheme action plan	2024	<div style="width: 25%;"><div style="background-color: #4f81bd; height: 10px;"></div>25%</div>
Sustainable Growth				
	ST1923_12	Support the delivery of employment land on all 6 strategic sites in Rushcliffe and sites allocated through the Local Plan	2023	<div style="width: 25%;"><div style="background-color: #4f81bd; height: 10px;"></div>25%</div>

Status	Ref.	What are we doing	Due date	Progress
<p>Each of the six strategic sites included in the local plan has an employment land allocation. Four units have currently been approved at Fairham (Clifton) and three of those are under construction. Furthermore, the infrastructure (roads, drainage, levels) to allow the further delivery of the remaining employment land is largely in place too. At Newton, we have received an application for an employment building and some employment units at Cotgrave have been started. Edwalton has seen some of the employment buildings delivered (supermarket, drive-thru coffee/burgers, car dealership, office space and a children's nursery) with some further uses currently under consideration and other uses (possibly a shop and care home) to be delivered in the future subject to planning. No applications have been received for the Bingham Strategic Site to date, although the primary school is under construction. An application for a care home has been received at Gamston.</p>				
	ST1923_15	Support the delivery of affordable housing in the Borough, working with developers, providers and private landlords	2023	<div style="width: 90%;"><div style="width: 90%;"></div></div> 90%
<p>The main sources of new affordable housing supply have been Section 106 sites, the redevelopment of garage sites in partnership with Metropolitan Thames Valley Housing (MTVH) and the development of rural exception sites. The work is ongoing.</p>				
	ST1923_18	Review Local Plan Part 1 – Core Strategy in partnership with Greater Nottingham Housing Market Area	2024	<div style="width: 60%;"><div style="width: 60%;"></div></div> 60%
	ST1923_20	Coordinate Rushcliffe's involvement in the Development Corporation and Freeport to support the redevelopment of the Ratcliffe on Soar site	2024	<div style="width: 84%;"><div style="width: 84%;"></div></div> 84%
	ST1923_22	Implementation of proposals from new planning legislation	2025	<div style="width: 0%;"><div style="width: 0%;"></div></div> 0%

Completed Tasks








Status	Ref.	What are we doing	Completed
	ST1923_01	Develop the Chapel Lane site in Bingham, including a new Leisure Centre, Community Hall and Office	February 2023
	ST1923_03	Respond to any proposals from the Resources and Waste Strategy for England	August 2020
	ST1923_04	Review and implement the Council's Leisure Strategy in relation to Leisure and Community Facilities	March 2023
	ST1923_05	Facilitate the development of a Crematorium in the Borough by 2022	April 2023
	ST1923_06	Working with Rushcliffe Roots and Rushcliffe CCG, deliver a targeted events and health development programme across the Borough	March 2021

Status	Ref.	What are we doing	Completed
	ST1923_07	Relocate our R2Go service and Streetwise Environmental Ltd	December 2019
	ST1923_09	Relocate the Rushcliffe Community Contact Centre in West Bridgford	February 2020
	ST1923_10	Deliver our Medium-Term Financial Strategy and Corporate Strategy	March 2023
	ST1923_11	Support the delivery of 13,150 new homes and securing a 5-year land supply in Rushcliffe Local Plan Part 2 adopted Local Plan Part 1 - Core Strategy reviewed in partnership with Greater Nottingham Housing Market Area	March 2023
	ST1923_13	Support the delivery of improved transport infrastructure e.g. A46, A52, A453 Corridors	March 2023
	ST1923_14	Review the asset (property) management plan	March 2020
	ST1923_16	Refresh our carbon management plan and establish a carbon neutral target	May 2020
	ST1923_21	Support the recovery of local businesses and communities from the impacts of COVID	March 2022




Performance Indicators - Strategic Scorecard

Performance indicators that have no target set this year as they have been or will be affected by the COVID-19 pandemic are shown highlighted in the table below.

Efficient Services







Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LIFCS15	Value of savings achieved by the Transformation Strategy against the programme at the start of the financial year	£0.013m	£0.327m		£0.327m	£0.359m
This is due to the delay in opening for both Bingham Arena and the Crematorium resulting in reduced income, partially offset by better performance at Edwalton Golf Course. Other budget efficiencies have more than compensated for the adverse variances as demonstrated by the year-end financial position.							
	LIFCS16	Percentage of residents believing the council provides value for money	-	-	-	No survey	42%
	LIFCS49	Percentage of residents satisfied with the service the Council provides	-	-	-	No survey	59%
	LIFCS62	Percentage increase in self-serve transactions	-1.23%	-1%		-1%	-0.13%
COVID grants and energy rebates have now ceased. Transactions fluctuate producing peaks and troughs often showing a decrease in the short term. However, channel shift has changed transaction volumes, there was a 5% increase from 2015/16 compared to this year.							
	LIFCS63	Percentage of residents satisfied with the variety of ways they can contact the Council	-	-	-	No survey	59%

Environment

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LINS17	Percentage of residents satisfied with the refuse and recycling service	-	-	-	No survey	81.0%
	LINS18	Percentage of household waste sent for reuse, recycling and composting	44.71%	50.00%		50.00%	47.80%
Outturn is down at 44% compared to around 50% each year. A decrease of nearly 3000 tonnes in green waste tonnage (extremely dry summer in 2022) is in the main the reason for the lower year end percentage. If green waste had been around average recycling rate the figure would be just under 50%.							

	LINS23	Residual waste collected per household, in kilos	465.00	480.00		480.00	499.00
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Quality of Life

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LINS32	Average number of weeks for all Home Search applicants to be rehoused through Choice Based Lettings	32 weeks	52 weeks		52 weeks	40 weeks
	LINS51	Number of leisure centre users - public	1,141,586	962,860		962,860	944,274
	LINS72b	Percentage usage of community facilities	29.2%	50%		50%	39.66%

Bookings are gradually increasing to pre-pandemic levels, due in part to the increased marketing and the new digital booking system allowing venues to be viewed, booked and paid for online.

Up until September 2022, with Covid still in circulation, it remained a difficult trading environment coupled with the cost-of-living crisis, and more people working from home using fewer meeting rooms for face-to-face meetings.



Bookings at Rushcliffe Arena lagged behind other buildings due partly to the technical issues with the hybrid technology set up, but we have seen some increased bookings in the second half of the year. Of particular note is a Christian Church group booking the Council Chamber on Sundays.






















Rushcliffe Country Park Conference room re-opened in October 2022 and with Wi-Fi conference technology and adjacent café. It has had a positive impact on income generated from this site. The partnership between RBC and Notts Outdoor Education has seen a number of bookings being confirmed from Easter onwards which further demonstrates school's confidence in booking trips that are less likely to be impacted by Covid and enhancing the school experience with additional activities that are affordable.

Although the Council is behind target for the year, the trend is improving against a challenging target and signs of recovery are present. The next area of focus is to review the West Park site with a view of increasing bookings and revenue maximisation.








Sir Julian Cahn is the best performing venue with an average occupancy of 48%, followed by Gamston Community Hall on 35%.









Sustainable Growth

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LIDEG02	Processing of planning applications: Major applications dealt with in 13 weeks or agreed period	76.60%	70.00%		70.00%	72.34%

	LIDEG 03	Percentage of non-major applications dealt with in 8 weeks or agreed period	83.7%	80%		80%	67.9%
	LIDEG 05	Percentage of appeals allowed against total number of Major planning applications determined by the authority	0%	10%		10%	0%
	LIDEG 18	Contributions received as a percentage of current developer contributions	42.4%	No target		No target	36.29%
	LIDEG 19	Value of future developer contributions to infrastructure funding	£34.39m	No target		No target	£36.96m
	LIDEG 32	Supply of ready to develop housing sites	No data available			No target	178.0%
	LIDEG 33	Number of new homes built	No data available			No target	1,010
	LIDEG 34	Area of new employment floorspace built (sq mtrs)	No data available			No target	14,048 sq m
	LIDEG 35	Number of Neighbourhood Plans adopted	0	-		No target	3
	LIDEG 36	Percentage of homes built on allocated sites at key rural settlements	No data available			No target	23.6%
	LIDEG 37	Percentage of new homes built against the target within the Local Plan	No data available			No target	42.6%
	LIDEG 40	Percentage of RBC owned industrial units occupied	99.11%	96%		96%	97.23%
	LIDEG 41	Level of income generated through letting property owned by the Council but not occupied by the Council	£1.723m	£1.731m		£1.731m	£1.666m
	LINS24	Number of affordable homes delivered	281	200		200	175

Performance Indicators - Operational Scorecard

























Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LIDEG01	Percentage of householder planning applications processed within target times	59.80%	80.00%		80.00%	52.60%
<p>The planning service has suffered from significant application growth alongside resourcing challenges. Interventions have been made to mitigate, which has improved performance and application processing times. The value above is a cumulative figure for 2022/23 which hides the month on month performance improvement, a monthly 'snapshot' shows 72% of householder applications are being processed within target times at the present time.</p>							
	LIDEG04	Percentage of applicants satisfied with the Planning service received	-	-	-	No survey	44%
	LIDEG06	Percentage of appeals allowed against total number of Non-Major planning applications determined by the authority	0.7%	10%		10%	0.6%
	LIDEG17	Percentage of planning enforcement inspections carried out in target time	76.6%	80%		80%	78.05%

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LIFCS10	Percentage of invoices for commercial goods and services which were paid by the authority in payment terms	97.9%	98.00%		98.00%	99.12%
	LIFCS20	Percentage of Council Tax collected in year	99.20%	99.10%		99.10%	99.10%
	LIFCS21	Percentage of Non-domestic Rates collected in year	99.30%	99.20%		99.20%	99.30%
	LIFCS22a	Average number of days to process a new housing benefit claim	9.9	14		14	11.67




Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LIFCS22b	Average number of days to process a change in circumstances to a housing benefit claim	2.49	5		5	2.49
	LIFCS22c	Average number of days to process a new council tax reduction claim	13.3	19		19	13.03
	LIFCS22d	Average number of days to process a change in circumstances to council tax benefit claim	2.01	5		5	2.12
	LIFCS23	Percentage of Revenues Services customers surveyed that were satisfied with the level of service provided	No survey to be undertaken and has been removed from the Service Plan.			-	-
	LIFCS24	Percentage of housing and council tax benefit claims processed right first time	98.00%	95.00%		95.00%	97.00%
	LIFCS50	Number of complaints received by the council at initial stage	50	No target		No target	57
	LIFCS52	Percentage of complaints responded to within target times	92.0%	95.0%		95.0%	98.2%
	LIFCS56	Percentage of visitors satisfied by their website visit	Not due	60.0%	-	60.0%	No survey
	LIFCS60	Percentage of users satisfied with the service received from the Rushcliffe Customer Service Centre	100.0%	95.0%		95.0%	100.0%
	LIFCS61a	Percentage of calls answered in 60 seconds (cumulative)	55%	70%		70%	-

The quarter 4 period covers part of the busiest time of the year for Customer Services as garden waste service enquiries increase significantly as warmer spring weather arrives. The SLA was exceeded but increased focus is given year on year in this quarter, in line with the current Customer Access Strategy, to channel shift enquiries to digital options to ensure call numbers are kept as low as possible.

	LIFCS64	Percentage of customer face to face enquiries to Rushcliffe Customer Service Centre responded to within 10 minutes	94%	85%		85%	100%
	LIFCS65	Percentage of telephone enquiries to Rushcliffe Customer Service Centre resolved at first point of contact	94%	87%		87%	95%

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
	LINS01	Percentage of streets passing clean streets inspections	98.8% ¹	97.5%		97.5%	96.9%
	LINS02	Percentage of residents satisfied with the cleanliness of streets within the Borough	-	-	-	No survey	67%
	LINS05	Percentage of residents satisfied with the cleanliness and appearance of parks and open spaces	-	-	-	No survey	71%
	LINS06	Cumulative number of fly tipping cases (against cumulative monthly comparison for last year)	949	1390		1390	1039
	LINS14	Average NOx level for Air Quality Management Areas in the Borough	29µg/m ³	40µg/m ³		40µg/m ³	32µg/m ³
	LINS21a	Percentage of eligible households taking up the green waste collection service	Awaiting data	-	-	72%	72%
	LINS25	Number of households living in temporary accommodation	11	25	-	25	11
	LINS26a	Number of homeless applications made	41	100		100	37
	LINS29a	Number of successful homelessness preventions undertaken	95	72		72	118
	LINS31a	Percentage of applicants within Bands 1 and 2 rehoused within 26 weeks	88%	58%		58%	66%
	LINS37	Domestic burglaries per 1,000 households	6.61	14.00		14.0	10.27
	LINS38	Robberies per 1,000 population	0.29	0.38		0.38	0.42
	LINS39	Vehicle crimes per 1,000 population	4.84	7.0		7.0	4.45
	LINS73a	Income generated from community buildings	£98,067	£108.6k		£108.6k	£63,621

Bookings are gradually increasing to pre-pandemic levels, due in part to the increased marketing and the new digital booking system allowing venues to be viewed, booked and paid for on line.

Status	Ref.	Description	Q4 2022/23			2022/23	2021/22
			Value	Target	Long Trend	Target	Value
<p>Up until September 2022 with Covid still in circulation it remained a difficult trading environment with Covid still in circulation, the cost-of-living crisis, and more people working from home using less meeting rooms for face-to-face meetings.</p> <p>Bookings at Rushcliffe Arena continue to lag behind other building due partly to the hybrid technology set up, but we have seen some increased bookings in the second half of the year of particular note is a Christian Church group booking the Council Chamber on Sundays.</p> <p>Rushcliffe County Park Conference room re-opened in October 2022 and with Wi-Fi conference technology, adjacent café it has had a positive impact on income generated from this site. The partnership between Notts Outdoor Education has saw a number of bookings being confirmed for after Easter which further demonstrates Schools confidence in booking trips that are less likely to be impacted by Covid or unfordable for schools.</p> <p>Although we are behind target for the year, the trend is improving and we are starting to see sign of recovery. Our next area of focus is to review the West Park site with a view of increasing bookings and revenue maximisation.</p>							
	LINS73b	Income generated from parks, pitches and open spaces	£221,556	£160k		£160k	£155.7k
	LINS75	Number of new trees planted and wildflower campaigns	2,979 ²	2,000	-	2,000	2,158

Notes:

1. LINS01 – Percentage of streets passing clean streets inspections, this data is up to September 2022 when inspections were put on hold whilst the transition back into the Council was put into practice. New measure for monitoring Streetwise services will be in place for 2023/24.
2. LINS75 – Number of new trees planted and wildflower campaigns- currently this is an estimated figure.

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Corporate Overview Group

Wednesday, 14 June 2023

Consideration of Scrutiny Group Work Programmes

Report of the Director – Finance and Corporate Services

1. Purpose of report

- 1.1. The terms of reference for the Corporate Overview Group accepted at Council in May 2019 clearly state that a key responsibility of this Group is to:
 - Create and receive feedback on work programmes for the Growth and Development, Communities, and Governance Scrutiny Groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan.
- 1.2. Each meeting of the Corporate Overview Group considers the work programmes for the Growth and Development, Communities, and Governance Scrutiny Groups as well as any new Scrutiny Matrices put forward by Councillors and Officers. Those items that are agreed for scrutiny are included on a future work programme for one of the four Scrutiny Groups.
- 1.3. Work programmes for each of the groups moving forward into 2023/24 were reviewed in February 2023 to ensure they reflected the current priorities of the Council. Given the change of membership on the Corporate Overview Group following Annual Council on 27 May 2023, it was felt appropriate to reconsider the agreed work programmes to ensure that new Chairs and Vice-Chairs of scrutiny groups as well as the new Chair of the Corporate Overview Group were given the opportunity to agree the work programmes moving forward into the new municipal year.

2. Recommendation

It is RECOMMENDED that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One)
- b) consider the topics for scrutiny submitted by Councillors and officers, and already accepted by the 2022/23 Corporate Overview Group (Appendix Two)
- c) determine any additional topics to be included in a scrutiny group work programme for 2023/24 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Three)
- d) review the current work programme for each of the scrutiny groups (Appendix Four).

3. Reasons for Recommendation

- 3.1. To fulfil the requirements of the terms of reference for the Corporate Overview Group and ensure effective scrutiny of decisions.

4. Supporting Information

- 4.1. In March 2019, Council adopted a new structure for scrutiny comprised of one Corporate Overview Group and three additional Scrutiny Groups focused on Growth and Development, Communities, and Governance. The Corporate Overview Group is responsible for setting the work programmes for all scrutiny groups based on the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan. Links to these documents can be found at Appendix One.
- 4.2. The Corporate Overview Group considers potential items for scrutiny (submitted by officers and Councillors on a Scrutiny Matrix) at each meeting of the Corporate Overview Group. There are currently a number of items that have been accepted for scrutiny that have been programmed into the 2023/24 municipal year. These submissions are included at Appendix Two.
- 4.3. As, following the Borough Council Election, the Corporate Overview Group has a number of new members and a new Chair, it was felt appropriate and timely to consider those items that have already been approved for scrutiny. These new items are included at Appendix Three.
- 4.4. The Lead Officer has also received a number of potential new topics for scrutiny. These matrices are included at Appendix Three.
- 4.5. The Group is invited to discuss these and make a judgement about whether they should be included in the work programme for a particular scrutiny group during the coming year.
- 4.6. Appendix Four shows the work programmes for all scrutiny groups as agreed in February 2023 by the Corporate Overview Group. The Group is asked to consider if the work programmes remain appropriate and achievable for the current year.
- 4.7. Any additional items identified from the Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan, highlighted by members of the Group, or raised by officers, should be assessed against the scrutiny matrix to inform the decision to include them on a scrutiny group work programme.
- 4.8. It is important to note that the purpose of scrutiny is to:
- scrutinise a topic in more depth than the Cabinet can in advance of a Cabinet decision with the purpose of informing the decision to be made by Cabinet
 - investigate topics of concern to residents resulting in recommendations to Cabinet with the purpose of improving Council services

- monitor the progress of the Corporate Strategy to ensure the Council is meeting its stated priorities accepting that this may require more in-depth scrutiny of specific strategic projects at appropriate times
- hold the Executive to account on behalf of the residents of the Borough to ensure sound decisions are made.

4.9. The Group is reminded that there will be cases in which scrutiny is not necessary or appropriate at this time. Officers will be clear in providing reasons where they feel this is the case. Councillors are also asked to be mindful of the resources available for scrutiny and listen to the advice of Officers present in the meeting.

5. Risks and Uncertainties

5.1. There are no direct risks associated with this report.

6. Implications

6.1. Financial Implications

There are no direct financial implications arising from the recommendations of this report.

6.2. Legal Implications

This report supports effective scrutiny. There are no direct legal implications arising from the recommendations of this report.

6.3. Equalities Implications

There are no direct equalities implications arising from the recommendations of this report.

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

There are no direct Section 17 implications arising from the recommendations of this report.

7. Link to Corporate Priorities

Quality of Life	Scrutiny of issues of concern to residents can lead to improvements in their perceived Quality of Life.
Efficient Services	Scrutiny of issues of concern to residents can lead to more efficient services.
Sustainable Growth	Scrutiny of issues of concern to residents can lead to Sustainable Growth.
The Environment	Scrutiny of issues of concern to residents can lead to improvements in the Environment.

8. Recommendations

It is RECOMMENDED that the Corporate Overview Group:

- a) consider any additional items for scrutiny from the current Cabinet Forward Plan, Corporate Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Transformation Plan (Appendix One)
- b) consider the topics for scrutiny submitted by Councillors and officers, and already accepted by the 2022/23 Corporate Overview Group (Appendix Two)
- c) determine any additional topics to be included in a scrutiny group work programme for 2023/24 for each of the scrutiny groups as presented on newly submitted scrutiny matrices (Appendix Three)
- d) review the current work programme for each of the scrutiny groups (Appendix Four).

For more information contact:	Charlotte Caven-Atack 0115 9148 278 ccaven-atack@rushcliffe.gov.uk
Background papers available for Inspection:	None
List of appendices:	Appendix One – Document Links Appendix Two – Topics for Scrutiny Already Agreed Appendix Three – Potential Scrutiny Items for Consideration Appendix Four – Work Programmes 2023/24

Links

Cabinet Forward Plan

[Cabinet Forward Plan – May 2023](#)

Corporate Strategy

<https://www.rushcliffe.gov.uk/media/1/rushcliffe/media/documents/pdf/publicationscheme/3whatourprioritiesareandhowwearedoing/Corporate%20Strategy%202019-23.pdf>

Medium Term Financial Strategy, Investment Strategy, Transformation Plan

[Council – March 2023](#)

Appendix

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Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny		
Councillor Thomas		
Proposed topic of scrutiny...	Biodiversity Net gains – New Legislation	
I would like to understand (key lines of enquiry)	<p>Under the Environment Act 2021, all planning permissions granted in England (with a few exemptions) will have to deliver at least 10% biodiversity net gain. This expected to be the case from November 2023. Councillors would like better understanding of what this means for the Council, including:</p> <ul style="list-style-type: none"> • Method for establishing a baseline required for monitoring • Method for on-going measuring and monitoring • Powers to enforce 10% net gain • Legal agreements between the Council and developers, through S106 or conservation covenants? • Requirements to report to Government. 	
I think this topic should be scrutinised because (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input checked="" type="checkbox"/>	Change in Legislation or Local Policy
	<input type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input type="checkbox"/>	
Is there sufficient capacity		

- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Growth and Development Scrutiny Group	
Lead Officer	Derek Hayden	
Proposed Timescale for Scrutiny and Scrutiny Group	July 2023	

Rushcliffe Borough Council – Scrutiny Matrix

Request for Scrutiny		
Service Manager – Economic Growth and Property		
Proposed topic of scrutiny ...	A review of Rushcliffe Oaks Crematorium	
I would like to understand ... (key lines of enquiry)	<p>Rushcliffe Oaks is a new facility being built in the Borough which will be owned and operated by RBC. It is important councillors understand how this is operating, future plans and any risks/issues:</p> <ul style="list-style-type: none"> • What has worked well? • Any areas for development? • How is income against forecast? • How many services are being done on a daily/weekly basis? • What is planned to increase/improve this if an issue? • What community engagement has been done or is planned? 	
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input type="checkbox"/>	Change in Legislation or Local Policy
	<input type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input checked="" type="checkbox"/>	Other (please state reason) Totally new area of Council – scrutiny increases Councillor understanding and provides independent and constructive challenge
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input type="checkbox"/>	

Is there sufficient capacity ...	Yes	
- Scrutiny Work Programme?		Growth and Development Scrutiny Group
- Officer Resources?		Catherine Evans and the Crematorium Team
Recommendation	Schedule for scrutiny	
Lead Officer	Catherine Evans	
Proposed Timescale for Scrutiny and Scrutiny Group	Growth and Development Scrutiny Group – July 2023	

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny		
Councillor Clarke		
Proposed topic of scrutiny ...	How the Borough works with partners to plan for the infrastructure required to support growth	
I would like to understand ... (key lines of enquiry)	<p>There is a significant amount of housing growth across the Borough and therefore a requirement for infrastructure to be in place to support this. Councillors would like to understand how the Borough works with partners to:</p> <ul style="list-style-type: none"> • determine the infrastructure required • Identify the wider strategy for infrastructure and how this is planned to ensure a coherent and coordinated response that takes account of the cumulative impact – now and in the future • How stakeholders are engaged in the development of S106 agreements <p>Infrastructure covers a wide range of agencies and areas of work therefore the initial request is for a scrutiny item that seeks to understand the current process from RBC perspective. Future items could then come forward focussed on specific areas of infrastructure with the relevant partner agency engaged.</p>	
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input type="checkbox"/>	Change in Legislation or Local Policy
	<input checked="" type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	
- Issue has already been	x	

considered in the last 2 years?		
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	x	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Growth and Development Scrutiny Group	
Lead Officer	Helen Knott / Richard Mapletoft	
Proposed Timescale for Scrutiny and Scrutiny Group	September 2023	

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny

Councillors Barney, Brennan, Clarke, Combellack, Dickman, and Upton

<p>Proposed topic of scrutiny ...</p>	<p>Sewerage Infrastructure and Discharge within Rushcliffe</p>												
<p>I would like to understand ... (key lines of enquiry)</p>	<p>Councillors are concerned about sewage infrastructure and unlawful discharges in the Borough and the impact on the environment, humans and wildlife locally.</p> <p>Councillors need to be in a position to reassure residents that sewage is fully treated before any discharge to water courses; a better understanding of the sewage system and controls within the Borough and how the situation can be addressed would therefore be helpful.</p> <p>At Growth and Development Scrutiny in September 2022, representatives from Severn Trent Water and the Environment Agency attended to inform Councillors about the situation in Rushcliffe regarding sewage infrastructure and unlawful discharges and their respective roles. At that meeting it was resolved that further scrutiny, related to the issue be brought back to a future meeting of the committee.</p> <p>As the lead local flood authority, Councillors would like to invite Nottinghamshire County Council to attend a meeting of the committee, to provide an overview of their role with regards to Sewerage Infrastructure and Discharge within Rushcliffe and to set out their relevant plans for the coming year.</p>												
<p>I think this topic should be scrutinised because ... (please tick)</p>	<table border="1"> <tr> <td data-bbox="630 1758 710 1803"></td> <td data-bbox="710 1758 1441 1803">Poor Performance Identified</td> </tr> <tr> <td data-bbox="630 1803 710 1848"></td> <td data-bbox="710 1803 1441 1848">Change in Legislation or Local Policy</td> </tr> <tr> <td data-bbox="630 1848 710 1892">✓</td> <td data-bbox="710 1848 1441 1892">Resident Concern or Interest</td> </tr> <tr> <td data-bbox="630 1892 710 1937"></td> <td data-bbox="710 1892 1441 1937">Cabinet Recommendation</td> </tr> <tr> <td data-bbox="630 1937 710 1982"></td> <td data-bbox="710 1937 1441 1982">Links to the Corporate Strategy</td> </tr> <tr> <td data-bbox="630 1982 710 2087"></td> <td data-bbox="710 1982 1441 2087">Other (please state reason)</td> </tr> </table>		Poor Performance Identified		Change in Legislation or Local Policy	✓	Resident Concern or Interest		Cabinet Recommendation		Links to the Corporate Strategy		Other (please state reason)
	Poor Performance Identified												
	Change in Legislation or Local Policy												
✓	Resident Concern or Interest												
	Cabinet Recommendation												
	Links to the Corporate Strategy												
	Other (please state reason)												

Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)		Officer Comment
- Issue already being addressed	x	
- Issue has already been considered in the last 2 years?	✓	
- Issue is a legal matter	x	
- Issue of a complaint investigation	x	
- Issue is a staffing matter	x	
- There is an alternative way of dealing with the issue	x	
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Growth and Development Scrutiny Group	
Lead Officer	Catherine Evans	
Proposed Timescale for Scrutiny and Scrutiny Group	January 2024	

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny		
Councillor Thomas (expanded by officers)		
Proposed topic of scrutiny	Review of the Empty Homes Strategy	
I would like to understand (key lines of enquiry)	<p>Councillor Thomas originally proposed a topic for scrutiny focusing on the Council Tax Options for Empty Homes. Officers felt this was too narrow a focus but that much could be gained from a review of the Council's Empty Homes Strategy including the tools at the Council's disposal to bring empty homes back into occupation for the benefit of Rushcliffe residents.</p> <p>Therefore, officers propose that the Scrutiny Group is given a fuller understanding of the existing Empty Homes Strategy and the tools at the Council's disposal to bring homes back into occupation including the option of an additional charge levied alongside Council Tax.</p>	
I think this topic should be scrutinised because (please tick)	<input type="checkbox"/>	Poor Performance Identified
	<input checked="" type="checkbox"/>	Change in Legislation or Local Policy
	<input type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)	<input checked="" type="checkbox"/>	Officer Comment
- Issue already being addressed	<input type="checkbox"/>	
- Issue has already been considered in the last 2 years?	<input type="checkbox"/>	
- Issue is a legal matter	<input type="checkbox"/>	
- Issue of a complaint investigation	<input type="checkbox"/>	
- Issue is a staffing matter	<input type="checkbox"/>	
- There is an alternative way of dealing with the issue	<input type="checkbox"/>	
Is there sufficient capacity		
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>	

- Officer Resources?	✓	
Recommendation	Communities Scrutiny Group	
Lead Officer	Geoff Carpenter / Sarah Whittaker	
Proposed Timescale for Scrutiny and Scrutiny Group	July 2023	

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Councillor C Thomas	
Proposed topic of scrutiny	Housing density in new housing sites
I would like to understand (key lines of enquiry)	<p>How the number of homes a site will provide is estimated in the SHLAA and what assumptions are made about housing density to do this</p> <p>Why the number of homes often increases during the course of the application</p> <p>The difference between gross and net density as used in this process</p> <p>How the amount of open space and unusable space on a site is determined</p> <p>How density relates to the housing mix proposed/expected/required</p> <p>What policies apply</p> <p>What housing densities already exist in different areas of Rushcliffe</p> <p>Emerging government policy on housing density as a material consideration and on densification</p>
I think this topic should be scrutinised because (please tick)	<input checked="" type="checkbox"/> Poor Performance Identified
	<input checked="" type="checkbox"/> Change in Legislation or Local Policy
	<input checked="" type="checkbox"/> Resident Concern or Interest
	<input type="checkbox"/> Cabinet Recommendation
	<input type="checkbox"/> Links to the Corporate Strategy

		Other (please state reason)
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Officer Consideration of Councillor Request for Scrutiny

Officer Feedback (please tick)

- Issue already being addressed	<input checked="" type="checkbox"/>	Issue of a complaint investigation	<input checked="" type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	Issue is a staffing matter	<input checked="" type="checkbox"/>
- Issue is a legal matter	<input checked="" type="checkbox"/>	There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>

Is there sufficient capacity ...

- Scrutiny Work Programme?		
- Officer Resources?		

Recommendation

Briefing note in the first instance – this is fact-based information. If the Briefing Note prompts further questions, then a matrix can be reconsidered.

Consideration of Request for Scrutiny at COG

Public Involvement / engagement?	
Expert witnesses?	
Portfolio holder?	
Lead Officer?	
Proposed Timescale for Scrutiny and Scrutiny Group	

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny	
Councillor C Thomas in conjunction with officers following a motion at Council	
Proposed topic of scrutiny	Management of open spaces within new developments
I would like to understand (key lines of enquiry)	<p>There is concern from Councillors about the current arrangements for the management of Open Spaces within new housing developments. This has been considered by Growth and Development scrutiny but based on recent concerns raised it is time to review this again. Concerns include:</p> <ul style="list-style-type: none"> • Lack of consistency with regards to resident fees for maintaining open spaces • Lack of control over fee inflation year on year. • Concern over the perceived fairness of residents paying for the maintenance for public spaces, accessible to everyone. <p>Councillors would therefore like to understand:</p> <ul style="list-style-type: none"> • The current position in Rushcliffe with regards to management of open spaces within new housing developments. Including where there is good practice/frameworks in place. • The scope of 'open spaces' within new housing developments e.g. private gardens, parks, allotments. • The current government legislation with regards to open spaces within new housing development and the associated fees levied on residents. • Understanding what, if anything, other local authorities do. • Is there a role for Council with regards to Management of open spaces within new developments and what the implications of that are?
I think this topic should be scrutinised because (please tick)	<input type="checkbox"/> Poor Performance Identified
	<input type="checkbox"/> Change in Legislation or Local Policy
	<input checked="" type="checkbox"/> Resident Concern or Interest
	<input type="checkbox"/> Cabinet Recommendation
	<input type="checkbox"/> Links to the Corporate Strategy
	<input type="checkbox"/> Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny	

Officer Feedback (please tick)			
- Issue already being addressed	x	Issue of a complaint investigation	x
- Issue has already been considered in the last 2 years?	x	Issue is a staffing matter	x
- Issue is a legal matter	x	There is an alternative way of dealing with the issue	x
Is there sufficient capacity ...			
- Scrutiny Work Programme?	✓		
- Officer Resources?	✓		
Recommendation	Schedule for scrutiny		
Consideration of Request for Scrutiny at COG			
Public Involvement / engagement?			
Expert witnesses?			
Portfolio holder?			
Lead Officer?	Leanne Ashmore		
Proposed Timescale for Scrutiny and Scrutiny Group	January 2024 – Growth and Development Scrutiny Group		

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny			
Darryl Burch – Service Manager for Neighbourhoods			
Proposed topic of scrutiny	Streetwise In-Sourcing		
I would like to understand (key lines of enquiry)	<p>In February 2022 Cabinet made the decision to in-source the Streetwise service effectively bringing it back under wholly Council control. This decision came into effect in September 2022.</p> <p>Officers are keen to ensure there is adequate scrutiny of this decision and the first year of operation of the Streetwise service since its in-sourcing.</p> <p>A presentation from the Streetwise team will cover:</p> <ul style="list-style-type: none"> • Background for Councillors • Purpose and remit of the Streetwise team • Operational parameters and scope • Performance Information • Financial Information • Customer Satisfaction • Future Plans. 		
I think this topic should be scrutinised because (please tick)		Poor Performance Identified	
	<input checked="" type="checkbox"/>	Change in Legislation or Local Policy	
		Resident Concern or Interest	
		Cabinet Recommendation	
	<input checked="" type="checkbox"/>	Links to the Corporate Strategy	
	<input checked="" type="checkbox"/>	Other (please state reason)	
	Significant change in Council operations in a crucial customer facing service.		
Officer Consideration of Request for Scrutiny			
Officer Feedback (please tick)			
- Issue already being addressed	<input checked="" type="checkbox"/>	Issue of a complaint investigation	<input checked="" type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	Issue is a staffing matter	<input checked="" type="checkbox"/>
- Issue is a legal matter	<input checked="" type="checkbox"/>	There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>
Is there sufficient capacity ...			
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>		

- Officer Resources?	✓	
Recommendation	Schedule for scrutiny	
Consideration of Request for Scrutiny at COG		
Public Involvement / engagement?		
Expert witnesses?		
Portfolio holder?		
Lead Officer?	Luke Colaluca	
Proposed Timescale for Scrutiny and Scrutiny Group	March 2024 for Communities Scrutiny Group	

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Officer Request for Scrutiny			
Charlotte Caven-Atack – Service Manager for Corporate Services			
Proposed topic of scrutiny	Corporate Strategy		
I would like to understand (key lines of enquiry)	<p>The Council's current Corporate Strategy is due to expire later this year. Work has commenced on a new Corporate Strategy including a report outlining the process due to be considered at Cabinet in June.</p> <p>The Cabinet report recommends consideration of a draft strategy and the outcomes of a public consultation exercise by Corporate Overview Group in September with further scrutiny of the final draft of the Corporate Strategy in November.</p> <p>The tasks contained in the Corporate Strategy Action Plan and performance measures linked to these are monitored by the Corporate Overview Group for the next four years and, therefore, involvement at this stage helps the Group to shape its future work programme as well as the direction of the Council overall.</p>		
I think this topic should be scrutinised because (please tick)	<input type="checkbox"/>	Poor Performance Identified	
	<input type="checkbox"/>	Change in Legislation or Local Policy	
	<input type="checkbox"/>	Resident Concern or Interest	
	<input type="checkbox"/>	Cabinet Recommendation	
	<input checked="" type="checkbox"/>	Links to the Corporate Strategy	
	<input type="checkbox"/>	Other (please state reason)	
Officer Consideration of Request for Scrutiny			
Officer Feedback (please tick)			
- Issue already being addressed	<input checked="" type="checkbox"/>	Issue of a complaint investigation	<input checked="" type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	Issue is a staffing matter	<input checked="" type="checkbox"/>
- Issue is a legal matter	<input checked="" type="checkbox"/>	There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>
Is there sufficient capacity ...			
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>		
- Officer Resources?	<input checked="" type="checkbox"/>		

Recommendation	Schedule for Scrutiny
Consideration of Request for Scrutiny at COG	
Public Involvement / engagement?	Public engagement via June 2023 Rushcliffe Reports will feed into the development of the Corporate Strategy
Expert witnesses?	
Portfolio holder?	
Lead Officer?	Charlotte Caven-Atack
Proposed Timescale for Scrutiny and Scrutiny Group	September and November for Corporate Overview Group

Appendix

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny		
Councillor C Thomas		
Proposed topic of scrutiny ...	East Midlands Airport - impacts of future flight path changes and aircraft noise in general	
I would like to understand ... (key lines of enquiry)	<p>EMA is currently in a lengthy consultation and design process to review airspace. i.e. flight paths. Parts of Rushcliffe are already heavily impacted by aircraft noise and changes to the airspace has the potential to improve or worsen the situation for residents currently affected and those elsewhere in Rushcliffe.</p> <p>This scrutiny item would invite EMA to explain the process, members to question, and Rushcliffe to influence the outcome for the benefit of residents. This is an ongoing process and more than one discussion might be helpful over the period of the review.</p> <p>Looking at the aircraft noise problem in general for communities and homes already affected, there could be consideration of noise insulation standards to feed into planning when it comes to new builds. For existing homes there could be advice and exploration of measures and any grants available. Similarly for community buildings like village halls and churches adversely affected by noise.</p> <p>The issues linking to the corporate strategy are health and wellbeing and quality of life.</p>	
I think this topic should be scrutinised because ... (please tick)	<input type="checkbox"/>	Poor Performance Identified
	X	Change in Legislation or Local Policy
	X	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	X	Links to the Corporate Strategy

		Other (please state reason)
Officer Consideration of Councillor Request for Scrutiny		
Officer Feedback (please tick)		
- Issue already being addressed	x	Issue of a complaint investigation
- Issue has already been considered in the last 2 years?	x	Issue is a staffing matter
- Issue is a legal matter	x	There is an alternative way of dealing with the issue
Is there sufficient capacity ...		
- Scrutiny Work Programme?	✓	
- Officer Resources?	✓	
Recommendation	Schedule for Scrutiny	
Consideration of Request for Scrutiny at COG		
Public Involvement / engagement?		
Expert witnesses?	Officers will try to engage a representative from the airport to come and participate	
Portfolio holder?	Cabinet member nominated to Nottingham East Midlands Airport Independent Consultative Committee – Outside Body	
Lead Officer?	Geoff Carpenter	
Proposed Timescale for Scrutiny and Scrutiny Group	January 2024 – Communities Scrutiny Group	

Rushcliffe Borough Council – Scrutiny Matrix

Councillor Request for Scrutiny

Councillor C Thomas, P Gowland and L Way

Proposed topic of scrutiny	Model for Provision of Social Housing
<p>I would like to understand (key lines of enquiry)</p>	<p>Rushcliffe no longer owns social housing, having disposed of it about 20 years ago, but is the “Housing Authority” for Rushcliffe, responsible for allocation of social housing and homelessness, working with Metropolitan Thames Valley Housing (MTVH) and other Registered Providers who own the social housing stock and operate the rental service. Many councils like Rushcliffe are registered providers themselves, rather than working only through third parties.</p> <p>After 20 years, is it time to review the model and consider whether Rushcliffe should once again become a registered provider to own and operate some housing?</p> <p>What are the pros and cons of the different models?</p> <p>With the current cost of living increases and high interest rates, is demand for social housing increasing, and if so is the current model able to respond? Are there currently financial pressures on the third party providers?</p> <p>New housing developments are providing “affordable” housing but this includes options like shared ownership. Does Rushcliffe currently have sufficient social housing for rent to meet demand? If not, would a change of model alter the situation?</p> <p>Are there specific types of social housing where there is a particular shortage? For instance: homes for single person households, bungalows, accommodation adapted for mobility issues, warden assisted homes for older people, homes for young families. Would a change of model give flexibility to develop options for this?</p> <p>Would Rushcliffe be able to provide a more supportive and responsive service with a different model? Rushcliffe currently has over £5M of ringfenced capital budgeted for the provision of affordable housing. Some of this dates back to sale of council houses before 2003, and the rest has been contributed by developers in lieu of providing affordable housing in situ on new housing estates, i.e. so that the homes can be built elsewhere. Would the option of using this funding directly be of benefit to residents?</p>

I think this topic should be scrutinised because (please tick)	<input checked="" type="checkbox"/>	Poor Performance Identified
	<input checked="" type="checkbox"/>	Change in Legislation or Local Policy
	<input checked="" type="checkbox"/>	Resident Concern or Interest
	<input type="checkbox"/>	Cabinet Recommendation
	<input type="checkbox"/>	Links to the Corporate Strategy
	<input type="checkbox"/>	Other (please state reason)

Officer Consideration of Councillor Request for Scrutiny

Officer Feedback (please tick)

- Issue already being addressed	<input checked="" type="checkbox"/>	Issue of a complaint investigation	<input checked="" type="checkbox"/>
- Issue has already been considered in the last 2 years?	<input checked="" type="checkbox"/>	Issue is a staffing matter	<input checked="" type="checkbox"/>
- Issue is a legal matter	<input checked="" type="checkbox"/>	There is an alternative way of dealing with the issue	<input checked="" type="checkbox"/>
Is there sufficient capacity ...			
- Scrutiny Work Programme?	<input checked="" type="checkbox"/>		
- Officer Resources?	<input checked="" type="checkbox"/>		
Recommendation		Schedule for scrutiny	

Consideration of Request for Scrutiny at COG

Public Involvement / engagement?	
Expert witnesses?	
Portfolio holder?	
Lead Officer?	Donna Dwyer
Proposed Timescale for Scrutiny and Scrutiny Group	October 2023 – Communities Scrutiny Group

Work Programme 2023-24 – Corporate Overview Group

14 June 2023	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes [including previously agreed matrices] ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Diversity Annual Report and update on the Equality and Diversity Strategy
5 September 2023	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Health and Safety Annual Report ○ Corporate Strategy [new June 2023]
7 November 2023	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○ Customer Feedback Annual Report ○ Corporate Strategy [new June 2023]
20 February 2024	<ul style="list-style-type: none"> • Standing Items <ul style="list-style-type: none"> ○ Feedback from Scrutiny Group Chairmen ○ Feedback from Lead Officer ○ Consideration of Scrutiny Group Work Programmes ○ Financial and Performance Management • Rolling Items <ul style="list-style-type: none"> ○

Draft Work Programme 2023-24 – Governance Scrutiny Group

29 June 2023	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Annual Report • Annual Governance Statement (AGS) • Treasury Management Update • Constitution Update • Code of Conduct • External Audit Annual Plan • Annual Audit Letter and Value for Money Conclusion
28 September 2023	<ul style="list-style-type: none"> • Risk Management • Going Concern • Asset and Investment Outturn 2022/23 • Treasury Management Update
23 November 2023	<ul style="list-style-type: none"> • Internal Audit Progress Report • Annual Audit Report 2022/23 • Treasury and Asset Investments – 6 monthly update • Asset Management Plan
22 February 2024	<ul style="list-style-type: none"> • Internal Audit Progress Report • Internal Audit Strategy • Risk Management Strategy • Risk Management – Update • Statement of Accounts • Treasury and Asset Investments Strategy 2024/25

Work Programme 2023-24 – Growth and Development Scrutiny Group

	Items / Reports
19 July 2023	<ul style="list-style-type: none"> • A review of Rushcliffe Oaks Crematorium • Biodiversity Net Gains – New Legislation
4 October 2023	<ul style="list-style-type: none"> • How the Borough works with partners to plan for the infrastructure required to support growth • Provisionally reserved for a review of Growth Boards pending a Cabinet decision in June
3 January 2024	<ul style="list-style-type: none"> • Sewerage Infrastructure and Discharge within Rushcliffe • Management of Open Spaces [new June 2023]
6 March 2024	<ul style="list-style-type: none"> •

Work Programme 2023-24 – Communities Scrutiny Group

	Items / Reports
20 July 2023	<ul style="list-style-type: none"> • Review of the Empty Homes Strategy and Council Tax implications
5 October 2023	<ul style="list-style-type: none"> • Social Housing Models [new June 2023]
18 January 2024	<ul style="list-style-type: none"> • Flight Paths [new June 2023]
21 March 2024	<ul style="list-style-type: none"> • Streetwise In-Sourcing [new June 2023] • Carbon Management Plan Update

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