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Friday, 13 October 2023

**Chair: Councillor M Pringle
Vice-Chair: Councillor N Ross**

Members of the Committee:

**Councillor A Amer
Councillor A Brazier
Councillor C Brooks
Councillor S Forde
Councillor A Freeman
Councillor R Jackson
Councillor J Kellas
Councillor P Rainbow
Councillor K Roberts
Councillor M Shakeshaft
Councillor T Smith
Councillor T Thompson
Councillor T Wendels**

Substitute Members:

**Councillor N Allen
Councillor D Darby
Councillor P Farmer
Councillor J Hall
Councillor P Harris
Councillor D Moore
Councillor L Tift**

MEETING: Policy & Performance Improvement Committee

DATE: Monday, 23 October 2023 at 6.00 pm

**VENUE: Civic Suite, Castle House, Great North Road, Newark,
NG24 1BY**

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

If you have any queries please contact Helen Brandham on helen.brandham@newark-sherwooddc.gov.uk.

AGENDA

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NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Performance Improvement Committee** held in the Civic Suite, Castle House, Great North Road, Newark NG24 1BY on Monday, 11 September 2023 at 6.00 pm.

PRESENT: Councillor M Pringle (Chair)
Councillor N Ross (Vice-Chair)

Councillor N Ross, Councillor A Amer, Councillor A Brazier, Councillor C Brooks, Councillor S Forde, Councillor A Freeman, Councillor R Jackson, Councillor J Kellas, Councillor K Roberts, Councillor M Shakeshaft, Councillor T Smith, Councillor T Thompson, Councillor T Wendels and Councillor N Allen

APOLOGIES FOR ABSENCE: Councillor P Rainbow (Committee Member)

ALSO IN ATTENDANCE: Councillor L Brazier

18 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chair advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

19 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

Agenda Item No. 13 – Topic Request Form (Support for Affordable Active Lifestyles)
Councillors: Forde, Freeman and Pringle together with Deborah Johnson, Director – Customer Services & Organisational Development declared an Other Registrable Interest as Directors of Active4Today.

20 MINUTES OF THE MEETING HELD ON 26 JUNE 2023

The minutes of the meeting held on 26 June 2023 were agreed as a correct record and signed by the Chair.

21 INCREASE IN FREQUENCY OF MEETINGS - 2024/2025

The Committee considered the report of the Director – Customer Services & Organisational Development which sought to notify Members of the increase in frequency in meetings of the Committee for the 2024/2025 municipal year, commencing May 2024.

The report outlined the rationale for the increase, which was to ensure the effective transaction of Council business. The report also noted that a special meeting of the Committee had been convened on 25 September to consider the draft Community Plan and that an additional meeting had been convened on 23 October 2023.

AGREED (unanimously) that the increase in the frequency of meetings of the Policy & Performance Improvement Committee commencing in May 2024 be noted.

22 RESETTLEMENT UPDATE

The Committee considered the report presented by the Assistant Business Manager – Housing & Estate Management which sought to update Members on the resettlement programmes operated by the Council.

The report set out that the schemes currently available in the UK, providing a description of each of them at paragraph 1.4 of the report. Further details of the schemes operated by the Council were provided. This included how long a family or individual could remain in the UK, the type of accommodation they were provided with together with a note of the number of households and individuals included under each one. It was reported that support was available for local authorities to meet additional housing needs related to resettlement and homelessness and that the Council had submitted a successful funding application. The funding supported the purchase of 14 homes to assist with alleviation of housing pressures, details of which were provided in paragraphs 2.10 and 2.11 of the report.

In acknowledging the work carried out by the Council, as detailed in the report, a Member commented that there could be further pressures in the future should the Council be required to provide accommodation for asylum seekers. In response, the Assistant Business Manager advised that there was not currently any specific request in relation to this but would keep Members updated should this change.

In response to what the process was for transitioning families into the community should they be remaining in the UK for a period of time, the Assistant Business Manager provided a brief outline of the integration process to introduce families to the existing community.

AGREED (unanimously) that the progress made in the delivery, development and monitoring of all the Resettlement Programmes be noted and welcomed.

Councillor Amer entered the meeting during the above item.

23 HOUSING COMPLIANCE ASSURANCE REPORTS - Q4 2022/23 & Q1 2023/24

The Committee considered the report presented by the Business Manager – Housing Maintenance & Asset Management which sought to provide Members with an update of the Housing Compliance Assurance overview and actions arising at the end of Q4 and Q1 (31 December 2022 to 30 June 2023).

The report focussed on exceptions performance that were outside the Council's target parameters. The performances were related to the Council's legal and regulatory landlord responsibilities for 27 building safety measures, including fire protection, gas, asbestos, electrical and water. The appendices to the report provided the full details together with associated commentary of the performance indicators. Paragraph 2 of the report provided information on the performance exceptions in relation to: Gas

Servicing; Oil Servicing; and EICR Certifications less than 5 years old, with all three receiving an amber rating – within 10% of target.

In considering the report, a Member queried what the average time was to complete the enforcement process to gain access to a property to carry out legal and regulatory safety measures e.g. gas servicing. The Business Manager advised that there was a back log in the Courts and that it could take up to 3 or 4 months, adding that the Courts did not consider cases chronologically. It was noted that attempts to gain access to the property continued throughout the enforcement process with the Council seeking to mitigate the risks during that time.

A Member also queried what liability the Council had should a problem arise before access could be gained. In response, the Business Manager advised that the Courts would take into account the length of time and the process followed in trying to gain access. Members also requested information as to what the underlying cost was to the Council of enforcement action.

AGREED (unanimously) that:

- a) the compliance performance for the end of the financial year be noted;
- b) the items for action and changes for the next financial years reporting be noted; and
- c) the underlying cost to the Council of enforcement action be reported to a future meeting of the Committee.

24 PROPERTY REPAIR AND LETTING ARRANGEMENTS FOR COUNCIL OWNED HOMES

The Committee considered the report presented by the Business Manager – Housing Services which set out the process of repairing and allocating the Council's rented housing and temporary accommodation, the performance and satisfaction with the services and sought recommendations for further improvements and investigation.

The report provided Members with details of the work undertaken by the team who were dedicated to the repair of properties. Details of the 'relet journey' were reported together with statistical information as to the Council's performance. The report also provided information as to tenant scrutiny and the lettings standards for temporary accommodation. Details of the development of an "Empty Homes Improvement Plan" were provided, which would include temporary accommodation.

In considering the report, a Member queried as to why the Starting Well Fund had a take-up of less than 50%. In response, Officers advised that not all tenants required the help and that it was only available to new lettings.

In response to the proposed support with the maintenance of gardens and trees, Members were advised that this was a draft proposal and would be funded out of savings realised from bringing Housing Services back in-house. Further details would be provided when the pilot initiative had been finalised. A Member requested that

consideration be given to tenants who could not afford to carry out works themselves but were not necessarily in receipt of benefits.

In relation to a query raised about how lessons were learned from complaints made by tenants, Members were advised that complaints were reported to the Tenant Engagement Board for consideration and what could be learned from them, were there any themes emerging, what actually happened. Officers also considered complaints in detail on a monthly basis with a view to how changes could be implemented to improve service provision. These were then reported back to tenants in the annual tenants' report.

The Chair requested that following submission of the Tenant Satisfaction Measures to the Regulator of Social Housing, a report be presented to the next meeting of the Committee, showing the results of the Tenant Satisfaction Measures survey. The report also to include any changes to the Home Standard brought about by the current consultation.

AGREED (unanimously) that the Policy & Performance Improvement Committee endorse the following recommendations:

- a) there are discussions in the housing sector about furniture poverty and the value of carpeting homes as part of the landlord's lettable standard. It is proposed to take this initiative to the Local Influence Networks to explore the benefits and challenges of providing floor coverings in all new lettings;
- b) recognition that there is no simplified version of the Fit to Let standard currently available to applicants and tenants to ensure we do what we say we will. This Committee supports a request to involve tenants to design a simplified Fit to Let standard to hold the service to account and promote feedback inc. complaints;
- c) to support the introduction of a satisfaction measure for quality of temporary accommodation from Qtr. 3 2023-24;
- d) to support the develop of a policy to pilot the Council assisting tenants with maintaining trees within their gardens using funds available from efficiency savings; and
- e) these align to the Council's objective of creating more and better-quality homes through our roles as landlord, developer and planning authority.

25 PROJECTED GENERAL FUND AND HOUSING REVENUE ACCOUNT - REVENUE & CAPITAL OUTTURN REPORT TO 31 MARCH 2024 AS AT 30 JUNE 2023

The Committee considered the report presented by the Business Manager – Financial Services which sought to provide Members the forecast outturn position for the 2023/24 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets. The report also highlighted performance against the

approved estimates of revenue expenditure and income; reported on major variances from planned budget performance; and reported on variations to the Capital Programme as in accordance with the Council's Constitution.

The accounts showed an unfavourable variance of £0.7463 on service budgets with an overall unfavourable variance of £0.020m which would be met from the General Fund Reserve. The variances were broken down in the report.

In considering the report and noting the unfavourable variances, a Member queried whether this was of concern. The Business Manager advised that it was usual for this time in the financial year. In response to the low percentage level of spend on Projected Capital Outturn, the Business Manager advised that Finance Officers continued to liaise with Project Managers in order to reflect the position as accurately as possible.

AGREED (unanimously) that:

- a) the General Fund projected unfavourable outturn variance of £0.130m be noted;
- b) the Housing Revenue Account projected unfavourable outturn variance of £0.131m to the Major Repairs Reserve be noted;
- c) the variations to the Capital Programme at Appendix C be noted;
- d) the Capital Programme revised budget and financing of £109.711m be noted; and
- e) the Prudential Indicators at Appendix F be noted.

26 CABINET FORWARD PLAN (AUGUST 2023 TO NOVEMBER 2023)

NOTED the Forward Plan of the Cabinet for the period August to November 2023.

27 27 JUNE 2023 - MINUTES OF CABINET MEETING

NOTED the Minutes of the Cabinet Meeting held on 27 June 2023.

28 11 JULY 2023 - MINUTES OF CABINET MEETING

AGREED (unanimously) that:

- a) the minutes of the Cabinet Meeting held on 11 July 2023 be noted; and
- b) in relation to Cabinet Minute No. 11 – Commercial Plan Update a report be presented to a future meeting of the Policy & Performance Improvement Committee providing an update as to the performance of the Commercial Strategy.

29 SUPPORT FOR AFFORDABLE ACTIVE LIFESTYLES

The Committee considered the Topic Request Form proposed by Councillor P Peacock and seconded by Councillor L Brazier requesting the establishment of a Working Group to reassess how the Council are supporting their communities and helping them to identify ways in which to remain active.

AGREED (unanimously) that:

- a) approval be given for the establishment of an Affordable Active Lifestyles Working Group;
- b) Councillor C Brooks be appointed as Chair of the Working Group;
- c) Councillors: A Brazier; R Jackson; K Roberts; and T Thompson be considered as members of the Working Group; and
- d) following agreement to establish the Working Group, a Review Initiation Document would be produced and the opportunity to be part of the Working Group would be made available to all Members of the Council.

30 SHARING INFORMATION WITH MEMBERS

The Committee considered the Topic Request Form proposed by Councillor J Kellas and seconded by Councillor R Jackson requesting the establishment of a Working Group to consider what information can be shared with Ward Members and in what format and the frequency of sharing the information. This is to ensure that Ward Members are kept informed of what was happening in their areas so that they may answer questions when asked.

AGREED (unanimously) that:

- a) approval be given for the establishment of an Information Sharing with Elected Members Working Group;
- b) Councillor J Kellas be appointed as Chair of the Working Group;
- c) Councillors: N Allen; R Jackson; M Shakeshaft; and T Smith be considered as members of the Working Group; and
- d) following agreement to establish the Working Group, a Review Initiation Document would be produced and the opportunity to be part of the Working Group would be made available to all Members of the Council.

31 ITEMS FOR NEXT AGENDA

NOTED the provisional Agenda items for future meetings.

Meeting closed at 7.15 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Performance Improvement Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Monday, 25 September 2023 at 6.00 pm.

PRESENT: Councillor M Pringle (Chair)
Councillor S Forde (Temporary Vice-Chair)

Councillor N Allen, Councillor A Amer, Councillor A Brazier, Councillor C Brooks, Councillor S Forde, Councillor R Jackson, Councillor J Kellas, Councillor D Moore, Councillor P Rainbow, Councillor M Shakeshaft, Councillor T Smith and Councillor T Thompson

APOLOGIES FOR ABSENCE: Councillor N Ross (Vice-Chair), Councillor A Freeman (Committee Member) and Councillor T Wendels (Committee Member)

32 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chair advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

33 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest.

34 APPOINTMENT OF TEMPORARY VICE-CHAIR

Following receipt of apologies from Councillor N Ross, Vice-Chair, the Chair proposed that Councillor S Forde act as temporary Vice-Chair for the duration of the meeting.

AGREED (unanimously) that Councillor S Forde be appointed as temporary Vice-Chair for the duration of the meeting.

35 COMMUNITY PLAN

The Committee considered the report presented by Transformation & Service Improvement Officer which presented to Members the Draft Community Plan 2023/2027 for endorsement and onward recommendation to Cabinet for their consideration and approval. The report also requested Members to consider what they would wish to see included within the performance framework.

The report set out that the Community Plan was the key direction setting document used to outline the priorities and vision of the Council for a four-year term. It had been under development for a number of months with input from the Cabinet, Chairs and Vice Chairs to develop and shape the priorities. The results of the Residents Survey 2022 had also been used to inform the development of the Plan. Business Managers had reviewed the draft Plan's objectives and actions and provided feedback thereon. The future considerations of the Plan were detailed in paragraph 3 of the report, making reference to the development of a performance framework, how resource implications would be determined and the reflected within future budgets.

In considering the report, Members commented on a number of issues and also put forward suggestions for Cabinet's consideration on 31 October 2023.

In relation to the review of the Council's leisure offer, including building and any necessary programmes of renewal, Members referred to there being no specific mention of a new leisure centre in Southwell, requesting clarification as to its omission.

It was suggested that the current Portfolio Holders' names be removed as these could be subject to change during the life of the Community Plan. It was also suggested that consideration be given to amending the wording within the Plan to better reflect that some of the actions and objectives were a continuation of the previous Plan. It was noted that the Plan needed to be flexible and that the Council would need to be reactive at times. Comment was made that currently the Plan had no timeframes set out and attributed to specific actions.

A Member commented that there was little reference to the Council's core services, specifically referring to climate change and lowering the Council's carbon footprint. He added that there is a great deal of green innovation taking place and that technologies were constantly evolving. The Council's progress towards achieving net zero required a considered approach to achieve the greatest impact and secure value for money for the taxpayer. He added that residents of the district should be provided with information on how to live sustainably and that this could include the promotion of grant schemes for sources of renewable energy.

In noting that there would be continual feedback from residents, a Member commented that these should be regularly surveyed with a view to whether residents' priorities changed during the life of the Plan, adding that any proposed changes to the Plan would need to be fully costed. Reference was made to the supplementary agenda circulated which primarily detailed actions concerning the Heritage, Culture & the Arts portfolio with a Member querying whether these were affordable and whether they offered the best use of residents' council tax.

In relation to the performance framework, a Member advised that in reading the Plan he had categorised the actions and topics contained therein. He suggested that a logical grouping of those topics be undertaken with performance reports being brought to Committee on a six-monthly basis for the purposes of scrutiny. Members also requested that Portfolio Holders be invited to attend Committee when they were considering reports specific to their portfolio that were in relation to actions within the Plan.

It was agreed by Members that the draft Community Plan was an overview of what the Council wished to action within the district. However, some Members expressed concern that they had been asked to endorse the Plan without any detail of the proposed actions and without the knowledge of what those actions may cost, in terms of resource and budget implications.

AGREED (with 8 votes for and 5 abstentions) that:

- a) the draft Community Plan be endorsed and recommended to Cabinet for consideration and approval; and
- b) the above comments be considered for inclusion in the development of the performance framework.

Councillor Amer entered the meeting during consideration of the above item.

36 COMMUNITY PLAN PERFORMANCE FOR QUARTER 1

The Committee considered the report of the Director – Customer Services & Organisational Development which presented to Members the Quarter 1 Community Plan Performance Report (April to June 2023). Members were asked to review the Report attached as Appendix 1 together with the Compliance Report attached as Appendix 2.

In considering the report, Members commented that the way in which it was laid out in Appendix 1 enabled them to clearly track the performance of the Plan and was easily understandable.

A Member noted that food inspections were 12% below the target for the year and queried whether this was due to resource implications. The Transformation & Service Improvement Officer advised that he would provide a written response to Members.

In response to whether there were any future plans to further promote the garden waste collection service, the Transformation & Service Improvement Officer again advised he would provide a written response to Members.

AGREED (unanimously) that the Community Plan Performance Report and Compliance Report be noted.

Meeting closed at 6.55 pm.

Chairman



Report to: Policy & Performance Improvement Committee - 23 October 2023
 Director Lead: Sanjiv Kohli, Deputy Chief Executive, Director – Resources and S151 Officer
 Lead Officer: Andrew Snape, Assistant Business Manager - Financial Services, Ext 5523

Report Summary	
Report Title	Review of Treasury Management and Non-Treasury Investment Strategies 2023/24
Purpose of Report	For Members to review the Treasury Management and Non-Treasury Investment Strategies
Recommendations	That the Policy & Performance Improvement Committee review and comment upon the Treasury Management and Non-Treasury Investment Strategies for 2023/24

1.0 Background

1.1 At the meeting of Policy & Performance Improvement Committee on 26 June 2023, a request was made for the review of the current financial year’s treasury management strategy and non-treasury investment strategy. Therefore, this report covers the regulations governing for the two strategies, the governance for the approval and the timeline for the development of the annual strategies. The two strategies are attached at **Appendix A** and **Appendix B**.

2.0 Regulations

Treasury Management Strategy

2.1 The Local Government Act 2003 (the Act) and supporting regulations requires the Council to ‘have regard to’ the CIPFA Prudential Code and the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes to set Treasury Prudential Indicators for the next three years to ensure that the Council’s capital investment plans are affordable, prudent and sustainable.

2.2 The Act therefore requires the Council to set out its Treasury Strategy for Borrowing and to prepare an Annual Investment Strategy (as required by Investment Guidance subsequent to the Act). These strategies set out the Council’s policies for managing its investments and for giving priority to the security and liquidity of those investments.

Non-Treasury Investment Strategy

- 2.3 The definition of an investment covers all of the financial assets of the Council as well as other non-financial assets that the organisation holds primarily or partially to generate a profit; for example, investment property portfolios. This may therefore include investments that are not managed as part of normal treasury management processes or under treasury management delegations.
- 2.4 A loan is a written or oral agreement where a local authority temporarily transfers cash to a third party, joint venture, subsidiary or associate who promises to return it according to the terms of the agreement, normally with interest. This definition does not include a loan to another local authority, which is classified as a specified investment.
- 2.5 The DLUHC Investment Guidance is issued by the Secretary of State under section 15(1)(a) of the Local Government Act 2003. Under that section local authorities are required to “have regard” to “such guidance as the Secretary of State may issue”. For each financial year, a local authority should prepare at least one Investment Strategy (“the Strategy”). The Strategy should contain the disclosures and reporting requirements specified in this guidance. The Strategy should be approved by the full council.

3.0 Governance

- 3.1 Within the Council’s approved Constitution under Part C – Responsibility for Function, the Audit & Governance Committee has the responsibility for scrutiny of the Council’s Treasury Management Strategy and Investment Strategy and the in-year monitoring of compliance with the strategies. While Full Council has the responsibility for the policy framework approval of the Annual Treasury Management Strategy and Investment Strategy.

4.0 Review

- 4.1 The documents appended at appendices A&B are extracts of the strategies that were approved at Council on 9th March 2023. The full documents include tables which contain information which is approved within the Revenue Budget setting report and Capital Programme reports, hence are not in scope of this review. The extracts that are included here inform the framework that Officers use on a daily basis and hence can be influenced during the approval of the Strategies at Council in March 2024.
- 4.2 The aim of this review, is for a wider set of Members to make comment and potentially influence the framework that Officers work within. Suggestions by Members of this Committee will be communicated to the Council’s Treasury Advisors (Link Asset Services) who will refer to any comments within the training session on the 12th December 2023, and hence where appropriate could be included within the Strategies to be approved in March 2024 for Officer to work within during 2024/25 and onwards.

5.0 Timeline

5.1 As in previous financial years there will be training session with the Council's treasury management consultants, Link Asset Services. This year's training session is scheduled for 12 December which will be open to all Members of the Council. The aim of the session is to enhance understanding and develop knowledge in the technical area of Treasury Management. This will be an ideal opportunity for Members to potentially have an input or influence on the criteria that is then proposed for the strategies for 2024/25 and beyond, prior to them being tabled at Audit & Governance in February and then Full Council in March 2024.

6.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

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

None

TREASURY MANAGEMENT STRATEGY STATEMENT 2023/24

Introduction

The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low-risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.

The contribution the treasury management function makes to the authority is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.

CIPFA defines treasury management as:

“The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

This strategy covers the requirements of the Local Government Act 2003, the CIPFA Prudential Code, DLUHC MRP Guidance, the CIPFA Treasury Management Code and DLUHC Investment Guidance.

Investments held for service purposes or for commercial profit are considered in a different report, the Investment Strategy.

Treasury Management Reporting

The Council is currently required to receive and approve, as a minimum, three main treasury reports each year, which incorporate a variety of policies, estimates and actuals.

- a. **Prudential and treasury indicators and treasury strategy** (this report) - The first, and most important report is forward looking and covers:
 - the capital forecast summary;
 - the treasury management strategy, (how the investments and borrowings are to be organised), including treasury indicators; and
 - an investment strategy, (the parameters on how treasury investments are to be managed).

- b. **A mid-year treasury management report** – This is primarily a progress report and will update members on the treasury position, amending prudential indicators as necessary, and whether any policies require revision.

- c. **An annual treasury report** – This is a backward looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

Scrutiny

The above reports and strategies are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Audit and Governance Committee.

Training

The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny. Treasury Management training has been undertaken by members on 25 January 2023 and further training will be arranged as required.

The training needs of treasury management officers are periodically reviewed.

Treasury Management Consultants

The Council uses Link Group, Treasury solutions as its external treasury management advisors.

The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon the services of external service providers. All decisions will be undertaken with regards to all available information, including, but not solely, treasury advisers.

It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to regular review.

Borrowing Strategy

The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity and the Council's capital strategy. This will involve both the organisation of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury / prudential indicators, the current and projected debt positions.

Objectives: The Council's chief objective when borrowing money is to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.

Prudential Indicator 4: Maturity structure of borrowing: This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed and variable rate borrowing will be:

	Upper	Lower
Under 12 months	15%	0%
12 months and within 24 months	15%	0%
24 months and within 5 years	30%	0%
5 years and within 10 years	100%	0%
10 years and above	100%	0%

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Strategy: The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need, (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Authority's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as medium and longer dated borrowing rates are expected to fall from their current levels once prevailing inflation concerns are addressed by tighter near-term monetary policy. That is, Bank Rate increases over the remainder of 2023.

Against this background and the risks within the economic forecast, caution will be adopted with the 2023/24 treasury operations. The Director of Resources/Deputy Chief Executive will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances.

The benefits of internal or short-term borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise modestly. Link will assist the Council with this 'cost of carry' and breakeven analysis. Its output may determine whether the Council borrows additional sums at long-term fixed rates in 2023/24 with a view to keeping future interest costs low, even if this causes additional cost in the short-term.

Alternatively, the Council may arrange forward starting loans during 2023/24, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period.

In addition, the Council may borrow (normally for up to one month) short-term loans to cover unplanned cash flow shortages.

Sources of borrowing: Currently the PWLB Certainty Rate is set at gilts + 80 basis points for both HRA and non-HRA borrowing. However, consideration may still need to be given to sourcing funding from the following additional sources.

The approved sources of long-term and short-term borrowing are:

- Public Works Loan Board (PWLB) and any successor body
- UK Municipal Bonds Agency plc any institution approved for investments (see below)
- any other bank or building society authorised to operate in the UK
- any other UK public sector body
- UK public and private sector pension funds
- capital market bond investors
- Finance Leases

Our advisors will keep us informed as to the relative merits of each of these alternative funding sources.

LOBOs: The Council holds £3.5m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. £3.5m of these LOBOs have options during 2023/24, and although the Council understands that lenders are unlikely to exercise their options in the current low interest rate environment, there remains an element of refinancing risk. The Council will take the option to repay LOBO loans at no cost if it has the opportunity to do so. Total borrowing via LOBO loans will be limited to £0m.

Short-term and variable rate loans: These loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the interest rate exposure limits in the treasury management indicators.

Debt rescheduling: The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. Rescheduling of current borrowing in our debt portfolio is unlikely to occur. If rescheduling was done, it will be reported to Council, at the earliest meeting following its action.

Policy on borrowing in advance of need: The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

Policy on internal borrowing interest to the HRA: On 1st April 2012, the Council notionally split each of its existing long-term loans into General Fund and HRA pools. In the future, new long-term loans borrowed will be assigned in their entirety to one pool or the other.

Interest payable and other costs/income arising from long-term loans (e.g. premiums and discounts on early redemption) will be charged/ credited to the respective revenue account. Differences between the value of the HRA loans pool and the HRA's underlying need to borrow (capital financing requirement) will result in an internal borrowing situation. The internal borrowing on the HRA will be charged at the 25 year fixed maturity interest rate for PWLB for the 31 March for the relevant financial year with the credit going to the General Fund balance.

Annual Investment Strategy

Management of Risk

The Department of Levelling Up, Housing and Communities (DLUHC) and CIPFA have extended the meaning of 'investments' to include both financial and non-financial investments. This report deals solely with treasury (financial) investments, (as managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets, are covered in the Capital Strategy and Investment Strategy.

The Council's investment policy has regard to the following: -

- DLUHC's Guidance on Local Government Investments ("the Guidance")
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 ("the Code")
- CIPFA Treasury Management Guidance Notes 2021

The Council's investment priorities will be security first, portfolio liquidity second and then yield, (return).

The above guidance from the DLUHC and CIPFA place a high priority on the management of risk. The Council has adopted a prudent approach to managing risk.

The Council holds invested funds, representing income received in advance of expenditure plus balances and reserves held. In the past 9 months, the Council's investment balance has ranged between £52 and £83 million. Levels available for investment are affected by capital expenditure and use of reserves, both will continue to be monitored throughout the financial year.

Objectives: As the CIPFA Code requires the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Council will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested.

Strategy: Given the continued risk and market volatility, the Council aims to continue investing into secure and/or higher yielding asset classes during 2023/24. This is especially the case for the estimated £15m that is potentially available for longer-term investment. The majority of the Council's surplus cash is currently invested in short-term unsecured bank deposits and money market funds.

Business models: As a result of the change in accounting standards under IFRS 9, the Council must consider the implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund. The Department for Levelling Up, Housing and Communities (DLHUC) has released a consultation in advance of the current expiry of the qualifying Pooled Fund override to IFRS 9 accounting requirements. The current regulation 30K, which was introduced on 1 April 2018 will come to an end on 31 March 2023. The consultation had a closing date of 7 October

2022 and Ministers have decided to extend the existing IFRS9 statutory override for a further 2 years until 31 March 2025.

Creditworthiness Policy; The primary principle governing the Council’s investment criteria is the security of its investments, although the yield or return on the investment is also a key consideration. After this main principle, the Council will ensure that:

1. It maintains a policy covering both the categories of investment types it will invest in, criteria for choosing investment counterparties with adequate security, and monitoring their security; and
2. It has sufficient liquidity in its investments. For this purpose, it will set out procedures for determining the maximum periods for which funds may prudently be committed. These procedures also apply to the Council’s prudential indicators covering the maximum principal sums invested.

The Director - Resources/Deputy Chief Executive will maintain a counterparty list in compliance with the following criteria in the table below and will revise the criteria and submit them to Council for approval as necessary.

Credit rating information is supplied by Link Group, our treasury advisors, on all active counterparties that comply with the criteria below. Any counterparty failing to meet the criteria would be omitted from the counterparty (dealing) list. Any rating changes, rating Watches (notification of a likely change), rating Outlooks (notification of the longer-term bias outside the central rating view) are provided to officers almost immediately after they occur and this information is considered before dealing. For instance, a negative rating Watch applying to counterparty at the minimum Council criteria will be suspended from use, with all others being reviewed in light of market conditions.

Use of additional information other than credit ratings. Additional requirements under the Code require the Council to supplement credit rating information. Whilst the below criteria relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for officers to use, additional operational market information will be applied before making any investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, rating Watches/Outlooks) will be applied to compare the relative security of differing investment opportunities.

Time and monetary limits applying to investments. The time and monetary limits for institutions on the Council’s counterparty list are as follows:

Credit rating	Banks unsecured	Banks secured	Government	Corporates	Registered Providers
UK Govt	n/a	n/a	£ Unlimited 50 years	n/a	n/a
AAA	£8m 5 years	£10m 20 years	£20m 50 years	£5m 20 years	£5m 20 years
AA+	£6m 5 years	£10m 10 years	£10m 25 years	£5m 10 years	£5m 10 years
AA	£6m	£10m	£10m	£5m	£5m

	4 years	5 years	15 years	5 years	10 years
AA-	£6m 3 years	£10m 4 years		£5m 4 years	£5m 10 years
A+	£6m 2 years	£10m 3 years		£5m 3 years	£5m 5 years
A	£6m 13 months	£10m 2 years		£5m 2 years	£5m 5 years
A-	£5m 6 months	£10m 13 months		£5m 13 months	£5m 5 years
None		n/a			£5m 5 years
Pooled funds and real estate investment trusts	£15m per fund or trust				

This table must be read in conjunction with the notes below

Credit rating: Investment limits are set by reference to the lowest published long-term credit rating from a selection of external rating agencies. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account.

Banks unsecured: Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.

Banks secured: Covered bonds, reverse repurchase agreements and other collateralised arrangements with banks and building societies. These investments are secured on the bank's assets, which limits the potential losses in the unlikely event of insolvency, and means that they are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used to determine cash and time limits. The combined secured and unsecured investments in any one bank will not exceed the cash limit for secured investments.

Government: Loans, bonds and bills issued or guaranteed by national governments, regional and local authorities and multilateral development banks. These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Central Government may be made in unlimited amounts for up to 50 years.

Corporates: Loans, bonds and commercial paper issued by companies other than banks and registered providers. These investments are not subject to bail-in, but are exposed to the risk of the company going insolvent. Loans to unrated companies will only be made as part of a diversified pool in order to spread the risk widely.

Registered providers: Loans and bonds issued by, guaranteed by or secured on the assets of registered providers of social housing and registered social landlords, formerly known as housing

associations. These bodies are tightly regulated by the Regulator of Social Housing (in England), the Scottish Housing Regulator, the Welsh Government and the Department for Communities (in Northern Ireland). As providers of public services, they retain the likelihood of receiving government support if needed.

Pooled funds: Shares or units in diversified investment vehicles consisting of the any of the above investment types, plus equity shares and property. These funds have the advantage of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a fee. Short-term Money Market Funds that offer same-day liquidity and very low or no volatility will be used as an alternative to instant access bank accounts, while pooled funds whose value changes with market prices and/or have a notice period will be used for longer investment periods.

Bond, equity and property funds offer enhanced returns over the longer term, but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

Real estate investment trusts: Shares in companies that invest mainly in real estate and pay the majority of their rental income to investors in a similar manner to pooled property funds. As with property funds, REITs offer enhanced returns over the longer term, but are more volatile especially as the share price reflects changing demand for the shares as well as changes in the value of the underlying properties.

Operational bank accounts: The Council will incur operational exposures through its current accounts, with Lloyds Bank. These are not classed as investments, but are still subject to the risk of a bank bail-in, and balances will therefore be kept below £850,000 net in the bank. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the Council maintaining operational continuity.

Country and sector limits: Due care will be taken to consider the country, group and sector exposure of the Council's investments.

The Council has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AA (excluding UK) from Fitch (or equivalent). This list will be added to, or deducted from by officers should ratings change in accordance with this policy.

Investment limits: In order to limit the amount of reserves that will be potentially put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £15 million. A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, foreign countries and industry sectors as below.

Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

Investment Limits

	Cash limit
Any single organisation, except the UK Central Government	£15m each
UK Central Government	unlimited
Any group of organisations under the same ownership	£15m per group
Any group of pooled funds under the same management	£15m per manager
Negotiable instruments held in a broker's nominee account	£10m per broker
Foreign countries	£10m per country
Registered providers and registered social landlords	£10m in total
Unsecured investments with building societies	£10m in total
Loans to unrated corporates	£15m in total
Local Authorities	£15m each
Money market funds	£12m each
Real estate investment trusts	£10m in total

Liquidity management: The forecast is compiled on a prudent basis to minimise the risk of the Council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Council's medium-term financial plan and cash flow forecast.

Policy on internal investment interest to the HRA: On 1st April 2012, the Council notionally split each of its existing long-term loans into General Fund and HRA pools. Interest receivable for HRA balance sheet resources available for investment will result in a notional cash balance. This balance will be measured at the end of the financial year and interest transferred from the General Fund to the HRA at the average investment rate for a DMO investment for the financial year due to the General Fund carrying all the credit risk per investment.

Investment returns expectations: The suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows:

2023/24	4.00%
2024/25	3.30%
2025/26	2.60%
2026/27	2.50%

Treasury Indicators: limits to investing activity

The Council measures and manages its exposures to treasury management risks using the following indicators.

Prudential Indicator 5: Security: The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio.

This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Credit risk indicator	Target
Portfolio average credit rating	A

Prudential Indicator 6: Liquidity: The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a banding period, without additional borrowing.

Liquidity risk indicator	Target	Limit
Total cash available within;		
3 months	30%	100%
3 – 12 months	30%	80%
Over 12 months	40%	60%

Prudential Indicator 8: Principal sums invested for periods longer than a year: The purpose of this indicator is to control the Council’s exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end will be:

Price risk indicator	2023/24	2024/25	2025/26
Limit on principal invested beyond year end	£15m	£15m	£15m

Treasury Management Scheme of Delegation

(i) Full Council

- receiving and reviewing reports on treasury management policies, practices and activities;
- approval of annual strategy.
- approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
- budget consideration and approval;
- approval of the division of responsibilities;

(ii) Audit & Governance Committee

- reviewing the treasury management policy and procedures and making recommendations to the responsible body;
- receiving and reviewing regular monitoring reports and acting on recommendations; and
- approving the selection of external service providers and agreeing terms of appointment.

The Treasury Management Role of the Section 151 Officer

The S151 (Responsible) Officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers;
- preparation of a capital strategy to include capital expenditure, capital financing, and treasury management, with a long term timeframe;
- ensuring that the capital strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money;
- ensuring that due diligence has been carried out on all treasury is in accordance with the risk appetite of the authority;
- ensure that the authority has appropriate legal powers to undertake expenditure on non-financial assets and their financing;
- ensuring the proportionality of all investments so that the authority does not undertake a level of investing which exposes the authority to an excessive level of risk compared to its financial resources;
- ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long term liabilities;
- provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees ;
- ensuring that members are adequately informed and understand the risk exposures taken on by an authority;
- ensuring that the authority has adequate expertise, either in house or externally provided, to carry out the above; and
- creation of Treasury Management Practices which specifically deal with how non treasury investments will be carried out and managed.

Non-Treasury Investment Strategy Report 2023/24

Introduction

The Council invests its money for three broad purposes:

- because it has surplus cash as a result of its day-to-day activities, for example when income is received in advance of expenditure (known as **treasury management investments**),
- to support local public services by lending to, or buying shares in, other organisations (**service investments**), and
- to earn investment income (known as **commercial investments** where this is the main purpose).

This investment strategy meets the requirements of statutory guidance issued by the government in January 2018, and focuses on the second and third of these categories. This investment strategy has been created in line with the Councils Treasury Management Strategy Statement and the Councils Capital Strategy. The initial strategy may be replaced with a revised strategy at any time during the year in cases where any treasury management issues (including investment issues) need to be brought to the attention of Full Council.

The Council typically receives its income in cash (e.g. from taxes and grants) before it pays for its expenditure in cash (e.g. through payroll and invoices). It also holds reserves for future expenditure and collects local taxes on behalf of other local authorities and central government. These activities, plus the timing of borrowing decisions, lead to a cash surplus which is invested in accordance with guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA). The balance of treasury management investments is expected to fluctuate between £20m and £60m during the 2023/24 financial year.

Treasury Management Investments

Contribution: The contribution that these investments make to the objectives of the Council is to support effective treasury management activities.

Further details: Full details of the Council's policies and its plan for 2023/24 for treasury management investments are covered in a separate document, the treasury management strategy.

Service Investments: Loans

Contribution: The Council can lend money to its subsidiaries, local businesses, local charities and any other bodies to support local public services and stimulate local economic growth. The Council currently does not intend to invest further in service loans.

Security: The main risk when making service loans is that the borrower will be unable to repay the principal lent and/or the interest due. In order to limit this risk, and ensure that total exposure to service loans remains proportionate to the size of the Council, upper limits on the outstanding loans to each category of borrower have been set as follows:

Prudential Indicator 13: Loans for Service Purposes

Category of Borrower	2021/22 actual			2022/23	2023/24
	Balance owing £m	Loss allowance £m	Net figure in accounts £m	Forecast Actual £m	Approved Limit £m
Subsidiaries	0.761	0	0.761	2.000	13.000
Local businesses	0.013	0.013	0	0.000	0.500
Local charities	0	0	0	0	0.500
Other Bodies	0.028	0	0.028	0.026	0.500
TOTAL	0.802	0.013	0.789	2.026	14.500

Accounting standards require the Council to set aside loss allowance for loans, reflecting the likelihood of non-payment. The figures for loans in the Council's statement of accounts will be shown net of this loss allowance. However, the Council makes every reasonable effort to collect the full sum lent and has appropriate credit control arrangements in place to recover overdue repayments.

Risk assessment: The Council assesses the risk of loss before entering into service loans by assessing the counterparty's resilience, the service users' needs that the loan is designed to help meet, and how these will evolve over time. During the life of the loan any change in original assumptions will be monitored. The Council will use external advisors if felt appropriate by the Director of Resources/Deputy Chief Executive or Business Manager for Financial Services. All loans will be subject to contract agreed by the Legal Business Unit and the credit risk will be determined by reference to the "expected credit loss" model for loans and receivables as set out in International Reporting Standard (IFRS) 9 Financial Instruments. All loans must be approved by full Council and will be monitored by the Director of Resources/Deputy Chief Executive, or Business Manager for Financial Services.

Service Investments: Shares

Contribution: The Council can invest in the shares of its subsidiaries, its suppliers, and local businesses to support local public services and stimulate local economic growth. Currently the Council does not intend to invest further in any shares with suppliers or local businesses; however the Council has invested £4m of equity funding into Arkwood Development Limited for which it has received 100% of the share capital issued, making it wholly owned by the Council.

Security: One of the risks of investing in shares is that they fall in value meaning that the initial outlay may not be recoverable. In order to limit this risk, upper limits on the sum invested in each category of shares have been set as follows:

Prudential Indicator 15: Shares Held for Service Purposes

Category of company	Original Investment £m	Previous Years Accumulated Gains or (Losses) £m	2021/22 Actual			2023/24
			Amounts invested £m	Gains or (losses) £m	Value in accounts £m	Approved Limit £m
Subsidiaries	4.000	-0.345	3.655	0.342	3.997	5.000
Suppliers	0	0	0	0	0	0
Local businesses	0	0	0	0	0	0
TOTAL	4.000	-0.345	3.655	0.342	3.997	5.000

Shares are classed as capital expenditure and purchases will therefore be approved as part of the capital programme.

Risk assessment: The Council would assess the risk of loss before entering into and whilst holding shares by going through an extensive process of risk analysis. The risk analysis will include an assessment of the market that the subsidiary will be active in; including the nature and level of competition, how the market/customer needs will evolve over time, the barriers to entry and exit and any ongoing investment requirements. The Council will use external advisors as thought appropriate by Director - Resources/Deputy Chief Executive, or Business Services Manager for Finance.

Liquidity: Although this type of investment is fundamentally illiquid, in order to limit this the Council, when it sets a limit in this area, will initially set out the maximum periods for which funds may prudently be committed and how the Council will ensure it stays within its stated investment limits.

Non-specified Investments: Shares are the only investment type that the Council has identified that meets the definition of a non-specified investment in the government guidance. The limits above on share investments are therefore also the Council's upper limits on non-specified investments. The Council has not adopted any procedures for determining further categories of non-specified investment since none are likely to meet the definition.

Commercial Investments: Property

Contribution: The Council can invest in local, regional and UK commercial and residential property with the intention of making a profit that will be spent on local public services. Currently none of the Council properties meet the investment property definition as defined in International Accounting Standard 40: Investment Property.

Security: In accordance with government guidance, the Council considers a property investment to be secure if its accounting valuation is at or higher than its purchase cost including taxes and transaction costs.

Risk assessment: The Council assesses the risk of loss before entering into and whilst holding property investments by ensuring they are prudent and has fully considered the risk implications, with regard to both the individual property and that the cumulative exposure of the council is proportionate and prudent. The Council will ensure that a full due diligence exercise is undertaken and adequate security is in place, before entering into any commercial property investment and the business case will balance the benefits and risks. All investments of this type will be agreed by the Policy and Finance committee.

Liquidity: Compared with other investment types, property is relatively difficult to sell and convert to cash at short notice and can take a considerable period to sell in certain market conditions. The investment strategy for the Council for 2023-24 is proposed to remain broadly unchanged as it is considered overall to be well structured to limit any undue risks to the security of assets and preservation of liquidity whilst also allowing the council and delegated officers to access suitable investment opportunities.

Loan Commitments and Financial Guarantees

Although not strictly counted as investments, since no money has exchanged hands at the point of entry, loan commitments and financial guarantees carry similar risks to the Council and are included here for completeness. The Council does not provide such commitments and guarantees and this strategy does not include them for 2023/24.

Borrowing in Advance of Need

The Council may, from time to time, borrow in advance of need, where this is expected to provide the best long-term value for money. Since amounts borrowed will be invested until spent, the Council is aware that it will be exposed to the risk of loss of the borrowed sums, and the risk that investment and borrowing interest rates may change in the intervening period. These risks will be managed as part of the Council's overall management of its treasury risks.

The total amount borrowed will not exceed the authorised borrowing limit of £191 million. The maximum period between borrowing and expenditure is expected to be two years.

Capacity, Skills and Culture

Elected members and statutory officers: The Council recognises that those elected Members and statutory officers involved in the investments decision making process must have appropriate capacity, skills and information to enable them to:

- take informed decisions as to whether to enter into a specific investment;
- to assess individual assessments in the context of the strategic objectives and risk profile of the Council; and
- to enable them to understand how new decisions have changed the overall risk exposure of the Council.

The Council establishes project teams from all the professional disciplines from across the Council as and when required. External professional advice is taken where required and will always be sought in consideration of any major commercial property investment decision.

The investment decisions are required to be adequately scrutinised before being recommended to the Council. This role is undertaken by the Audit & Governance Committee.

The CIPFA Code requires the responsible officer to ensure that members with responsibility for treasury management, which includes investment decisions, receive adequate training in treasury management. This especially applies to members responsible for scrutiny. Members of the Audit and Governance Committee received training from the Council's treasury advisers, Link Group, on 25 January 2023. Further training will be arranged as required.

The training needs of treasury management officers are periodically reviewed.

Commercial deals: The Council will ensure that the Audit & Governance Committee, Cabinet and officers negotiating commercial deals are aware of the core principles of the prudential framework and of the regulatory regime within which local authorities operate.

Corporate governance: Any investment decisions will be scrutinised by Senior Leadership Team before final approval by Members.



Report to: Policy & Performance Improvement Committee - 23 October 2023

Director Lead: Deborah Johnson, Director - Customer Services & Organisational Development

Lead Officer: Ryan Ward, Transformation & Service Improvement Officer,
ryan.ward@newark-sherwooddc.gov.uk, tel:01636 655308

Report Summary	
Report Title	Performance Framework
Purpose of Report	To provide members with an update presentation on the Performance Framework, planned improvements and proposed indicators that will be used to monitor and measure our performance against the 2024-27 Community Plan.
Recommendations	That the Policy & Performance Improvement Committee note the indicators and are encouraged to input on what they would like to see within the district and customer elements of the performance reports.

1.0 Background

1.1 With the development of the new Community Plan, it is necessary to revisit the overarching framework and how we monitor and measure performance. As a part of this process, the district and customer sections are both planned to be enhanced and the indicators have also been reviewed to reflect the new objectives and ambitions.

2.0 Proposal/Options Considered

2.1 That the Policy & Performance Improvement Committee note the indicators and are encouraged to input on what they would like to see within the district and customer element of the performance reports. This information will be provided to Members through a presentation at the committee.

3.0 Implications

In writing this report and in putting forward recommendations, Officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

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



Report to: Policy & Performance Improvement Committee - 23 October 2023

Director Lead: Deborah Johnson, Director - Customer Services & Organisational Development

Lead Officer: Mark Randle, Transformation & Service Improvement Officer

Report Summary	
Report Title	Member Working Group - Information Sharing with Members
Purpose of Report	To provide an update to Policy & Performance Improvement Committee on the Member Working Group.
Recommendations	That the progress so far on the Working Group be noted.

1.0 Background

- 1.1 A Topic Request Form was submitted to the PPI Committee on 11 September 2023, titled '*What and how information relevant to their ward and residents can be shared with elected Councillors?*'
- 1.2 The Working Group will help to understand what type of information elected Councillors would find useful to help them be effective in their roles as ward Councillors. This review will consider what information can and cannot be shared with elected Councillors and what format that could take.
- 1.3 Councillor Kellas proposed the 'Topic Request' and it was seconded by Councillor Jackson. There had previously been a discussion on this topic at Full Council on 18 July 2023.
- 1.4 The request was unanimously agreed by the Committee and the following Councillors requested to be part of the Working Group:

Councillors:

J Kellas	Chair
R Jackson	Member
M Shakeshaft	Member
N Allen	Member
T Smith	Member

Councillor A Freeman requested to join the Working Group after the Committee meeting.

2.0 Proposal/Options Considered

2.1 The Working Group is still in the early stages, the Review Initiation Document (RID) has been completed and approved by Councillor Kellas and the Chair of the PPI Committee, Councillor Pringle.

2.2 The Objectives & Key Questions for the Working Group are:

- To understand what information Cllr's can lawfully be provided with considering GDPR.
- To discover what information would be needed and in which formats, to enable them to best serve their Wards?
- To understand how the handling of data may be different regarding individuals, businesses and Council business.
- To research and identify what information is already provided to Cllr's at NSDC and how this information compares to that provided to Cllr's in other Local Authorities?
- To identify what further information is available, in what format and how accessible and cost effective it is to obtain?

2.3 The scope of the Working group will include:

- Types of information that would be useful to members to be explored at the first meeting but is likely to include:
 - Schemes and initiatives happening in their ward (*further details required*)
 - Individual resident/customer information/casework (*yet to define what can and cannot be shared – part of this working group*)
 - Information relating to businesses and organisations within their ward (*yet to define*).
- Formats of information
 - Direct export from systems
 - Format and usefulness of the format
 - Security in distributing the information.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

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

Review Initiation Document



Report to: Policy & Performance Improvement Committee Meeting 23 October 2023
Lead Manager: Carl Burns, Transformation & Service Improvement Manager
Lead Officer: Rowan Bosworth-Brown, Transformation & Service Improvement Officer,
Ext 5824

Report Summary	
Report Title	Member Working Group: Support for Active Lifestyles
Purpose of Report	To provide an update to the Policy and Performance Improvement Committee on the progress of the Support for Active Lifestyles working group
Recommendations	That the Policy & Performance Improvement Committee note the progress of the Working Group.

1.0 Background

- 1.1 A topic request form was proposed to the Policy & Performance Improvement Committee on 15 August 2023 by Councillor Paul Peacock and seconded by Councillor Lee Brazier; the topic proposed was Support for Active Lifestyles. The topic request was subsequently approved on 11 September 2023.
- 1.2 The working group is tasked with understanding two key areas. The first being to understand what support is currently available to all residents across the district to encourage the participation in an active lifestyle. This includes, but is not limited to, understanding what activities are currently offered around the district; how the activities on offer are currently communicated to residents to encourage participation; as well as understanding how affordable these activities are and whether there are any other barriers faced by residents to accessing these services.
- 1.3 The second key area that the working group will explore is, once our current offer and the challenges to accessing these is understood, the working group will explore how the activities on offer could be diversified for residents across the district. Reviewing whether the activities residents want are taking place in the right location, how a greater range of activities could be introduced including community events and how to alleviate barriers faced by residents.
- 1.4 The membership of the working group is as follows:

Name	Role
Cllr Celia Brooks	Chair
<i>To be confirmed</i>	Vice Chair
Cllr Karen Roberts	Member
Cllr Roger Jackson	Member
Cllr Alice Brazier	Member
Cllr Tina Thompson (subject to availability)	Member

2.0 Proposal/Options Considered

- 2.1 The progress of the working group at the time of writing this report is still in it's infancy, the review initiation document currently under development with the scope, key objectives and questions under consideration.
- 2.2 Once complete, the review initiation document will be submitted to the Chair of the Policy & Performance Improvement Committee for approval.
- 2.3 These steps are likely to progress prior to the meeting of Policy & Performance Improvement Committee on 23 October 2023, therefore Members may expect a verbal update to take place during the meeting.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

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

Forward Plan

For the Period October 2023 - January 2024



What is the Plan?

This Forward Plan sets out all of the Key Decisions that are expected to be taken during the period referred to above.

The Council has a statutory duty to prepare this document, in accordance, with the Local Government Act 2000 (as amended). The Plan is published monthly and will be available on the [Council's Website](#).

What is a Key Decision?

The decisions listed in this plan are 'Key Decisions'. A Key Decision is one that is likely to:

- (a) Result in the Council spending or making savings of over £150,000 revenue or £300,000 in capital, or;
- (b) Where the impact of the decision would be significant in terms of its impact on communities living or working in two or more Wards.

Under the Council's Constitution, Key Decisions are made by the Cabinet, Portfolio Holders, or officers acting under delegated powers.

Exempt Information

The plan also lists those 'Exempt' Key Decisions which are going to be taken over the next four months. Exempt Key Decisions are those decisions which have to be taken in private. This is because they involve confidential or exempt information which cannot be shared with the public.

Agenda papers for Cabinet meetings are published on the Council's website 5 working days before the meeting [here](#). Any items marked confidential or exempt will not be available for public inspection.

Any background paper listed can be obtained by contacting the Responsible Officer. Responsible officers can be contacted on 01636 650000 or customerservices@newark-sherwooddc.gov.uk

Decision to be taken / Report title and Summary	Decision maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Community Plan	Cabinet	31 Oct 2023	Leader - Portfolio Holder Strategy, Performance and Finance	John Robinson, Chief Executive john.robinson@newark-sherwooddc.gov.uk	Open	6 November 2023
Performance Framework	Cabinet	31 Oct 2023	Leader - Portfolio Holder Strategy, Performance and Finance	Deborah K Johnson, Director of Customer Services and Organisational Development deborah.johnson@newark-sherwooddc.gov.uk	Open	6 November 2023
Update on Cost of Living Response	Cabinet	31 Oct 2023	Leader - Portfolio Holder Strategy, Performance and Finance	Cara Clarkson, Strategic Housing cara.clarkson@newark-sherwooddc.gov.uk	Open	6 November 2023
Southwell Leisure Centre Works	Cabinet	31 Oct 2023	Leader - Portfolio Holder Strategy, Performance and Finance	Mark Eyre, Business Manager- Corporate Property Mark.Eyre@newark-sherwooddc.gov.uk	Part exempt	6 November 2023
Mansfield and District Joint	Cabinet	31 Oct 2023	Leader - Portfolio	Sue Bearman, Assistant	Part exempt	6 November

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
Crematorium Committee - New Crematorium			Holder Strategy, Performance and Finance, Portfolio Holder - Public Protection and Community Relations	Director of Legal and Democratic Services Sue.Bearman@newark-sherwooddc.gov.uk		2023
A46 Northern Bypass, Newark Gateway and Lorry Park	Cabinet	31 Oct 2023	Portfolio Holder - Sustainable Economic Development	Matt Lamb, Director - Planning and Growth Matt.Lamb@newark-sherwooddc.gov.uk	Open	6 November 2023
Ollerton Town Centre Update and Purchase of a Property	Cabinet	31 Oct 2023	Portfolio Holder - Housing, Portfolio Holder - Sustainable Economic Development	Matt Lamb, Director - Planning and Growth Matt.Lamb@newark-sherwooddc.gov.uk	Open	6 November 2023
Housing Delivery Outturn 2022/23 and Future Delivery	Cabinet	31 Oct 2023	Portfolio Holder - Housing	Cara Clarkson, Strategic Housing cara.clarkson@newark-sherwooddc.gov.uk	Open	6 November 2023
Castle Gatehouse - Delivery Application	Cabinet	31 Oct 2023	Deputy Leader and Portfolio Holder - Heritage, Culture and	Carys Coulton-Jones, Business Manager- Heritage, Culture and	Part exempt <i>Commercially Sensitive</i>	6 November 2023

Decision to be taken / Report title and Summary	Decision Maker	Date Decision to be taken	Responsible Portfolio Holder	Responsible Officer	Exempt y/n and Grounds for exemption	Date decision can be implemented
			the Arts	Visitors Carys.Coulton-Jones@newark-sherwooddc.gov.uk	<i>information</i>	
Revisions to Community Grants Scheme	Cabinet	31 Oct 2023	Portfolio Holder - Public Protection and Community Relations	Cara Clarkson, Strategic Housing cara.clarkson@newark-sherwooddc.gov.uk	Open	6 November 2023
Homelessness and Rough Sleeper Strategy 2024-2027	Cabinet	19 Dec 2023	Portfolio Holder - Housing	Maria Cook Maria.Cook@newark-sherwooddc.gov.uk	Open	27 December 2023
Playing Pitch Strategy	Cabinet	19 Dec 2023	Portfolio Holder - Health, Well- Being and Leisure	Cara Clarkson, Strategic Housing cara.clarkson@newark-sherwooddc.gov.uk	Open	27 December 2023
Facilities Improvement Plan	Cabinet	19 Dec 2023	Portfolio Holder - Health, Well- Being and Leisure	Cara Clarkson, Strategic Housing cara.clarkson@newark-sherwooddc.gov.uk	Open	27 December 2023

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, Nottinghamshire, NG24 1BY on Tuesday, 12 September 2023 at 6.00 pm.

PRESENT: Councillor P Peacock (Chairman)

Councillor L Brazier, Councillor R Cozens, Councillor S Crosby,
Councillor R Holloway, Councillor K Melton, Councillor E Oldham,
Councillor M Spoons and Councillor P Taylor

26 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

27 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

28 MINUTES FROM THE PREVIOUS MEETING HELD ON 11 JULY 2023

The minutes from the meeting held on 11 July 2023 were agreed as a correct record and signed by the Chairman.

29 BUDGET PERFORMANCE - QUARTER 1- 2023/24

The Leader and Portfolio Holder - Strategy, Performance & Finance presented the Projected General Fund and Housing Revenue Account Revenue and Capital Outturn Report to 31 March 2024 as at 30 June 2023. The report forecast the outturn position for the 2023/24 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets and detailed performance against the approved estimates of revenue expenditure and income; report on major variances from planned budget performance; and report on variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

The Business Manager- Financial Services confirmed that the 5% variances within the salary budgets due to staffing vacancies were from across all service areas within the Council did not reflect vacancies from any specific post of business units.

AGREED (unanimously) that Cabinet:

- a) note the General Fund projected unfavourable outturn variance of £0.130m;
- b) note the Housing Revenue Account projected unfavourable outturn variance of £0.131m to the Major Repairs Reserve;

- c) approve the variations to the Capital Programme at Appendix C to the report;
- d) approve the Capital Programme revised budget and financing of £109.711m; and
- e) note the Prudential indicators at Appendix F to the report.

30 COMMUNITY PLAN PERFORMANCE - QUARTER 1 - 2023/24

The Transformation & Service Improvement Manager presented the Quarter 1 Community Plan Performance Report for April - June 2023.

The report examined how the Council had been performing against the Community Plan as well as the data to look at the performance of key services and delivery against the activities outlined in the plan from 1 April to 30 June 2023.

The Council's performance was measured in four parts as 'Our District', 'Our Performance', 'Our Customers' and 'Our Workforce'. The report for Members also contained a compliance report reporting performance in corporate compliance, housing (tenant) compliance and green space compliance.

Members welcomed the report and noted the reasons and actions on-going to mitigate those targets which had not been met, including Newark Beacon occupation and bin collections.

AGREED (unanimously) that Cabinet:

- a) review the Community Plan Performance Report attached as Appendix 1 to the report;
- b) review the Compliance Report attached as Appendix 2 to the report; and
- c) consider the Council's performance against its objectives highlighting any areas of high performance and identifying areas for improvement.

31 HOUSING COMPLIANCE PERFORMANCE REPORT- QUARTER 4 22/23 AND QUARTER 1 23/24

The Portfolio Holder for Housing presented a report to provide assurance on the performance of compliance services within housing services and highlight areas falling below the target set and reasons with plan for recovery for the end of Quarter 4 and Quarter 1 2023/24, 31 December 2023 to 30 June 2023.

The Business Manager - Housing Maintenance & Asset Management was in attendance and detailed the actions undertaken by the Council to gain access to council properties where tenants refused access to undertake gas and electricity checks and servicing.

AGREED (unanimously) that Cabinet:

- a) note the compliance performance for the end of financial year, the items for action and changes for next financial years reporting; and
- b) Identifies any areas of concerns or for further investigation or detail.

Meeting closed at 6.34 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, Nottinghamshire, NG24 1BY on Tuesday, 19 September 2023 at 6.00 pm.

PRESENT: Councillor P Peacock (Chairman)

Councillor L Brazier, Councillor R Cozens, Councillor S Crosby,
Councillor R Holloway, Councillor K Melton, Councillor E Oldham,
Councillor M Spoons and Councillor P Taylor

ALSO IN ATTENDANCE: Councillor N Allen, Councillor I Brown, Councillor R Jackson, Councillor J Lee, Councillor S Michael and Councillor P Rainbow.

32 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

33 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

34 CHAIR'S UPDATE

The Leader and Chair referred to three recent events, the Tour Of Britain cycle race, the Community Awards ceremony and the Dragon Boat race along the River Trent in Newark which had all been successfully ran with support from the District Council.

35 PLANS TO DECARBONISE THE COUNCIL'S ESTATE (KEY DECISION)

The Business Manager – Corporate Property presented a report which provided the Cabinet with an update on plans to appoint consultants to develop a decarbonisation plan for the Council's buildings in line with the Council's Community Plan objectives and stated plan to be net carbon neutral by 2035.

It was noted that within the Council's carbon footprint there were two principal sources of emissions, the fleet and Council buildings. Work was underway to understand how the Council's depot at Brunel Drive may need to be developed to support low emission vehicles and five buildings had been identified for photovoltaic panels to be fitted. However, a number of other sites, as listed in the report, had been approved for the decarbonisation plan and the Council had approached the market to identify consultants to carry out feasibility work.

Following a tender exercise, a preferred partner had been selected with a value of £150,780. Surveys would commence following approval of the budget, with a completion date in late Autumn 2023. Costings for the required works would also be produced for future funding requests. It was noted that government funding rounds were made available, but it was necessary to have ready made schemes to submit in order to be successful.

AGREED (unanimously) that Cabinet approve a budget of £150,780 from the Change Management Reserve to fund the work identified in the report.

Reasons for Decision

To enable a programme of decarbonisation activities in line with the Council's Climate Emergency Strategy and Action Plan for a carbon net neutral target date of 2035.

Options Considered

The Council has a target of being net carbon neutral, excluding housing, by 2035. The two main sources of carbon within the Council's footprint are its fleet and its buildings. Doing nothing is therefore not deemed a viable alternative to deliver carbon savings within the Council's estate, whilst the expertise and capacity to deliver this work in-house is not currently available.

36 UPDATE ON KERBSIDE GLASS RECYCLING SCHEME

The Director – Communities & Environment presented a report which set out the current status and risks of the glass recycling project. An update on the project was set out in section 2 of the report. This provided updates on the infrastructure and capital works required; the vehicle and depot capacity; the waste transfer station; some of the arrangements for the service; working with Recycling Ollerton & Boughton; procurement; and resources, both staffing and financial.

In the report summary it was advised that the project continued to progress across the various areas and was still on schedule to go live in 2023/24, however there were slight risks around the transfer station. In addition, the anticipated shortfall in the budgets from 2024 onwards, could be covered if a planned increase in the garden recycling fee was implemented.

AGREED (unanimously) that Cabinet:

- a) note the current status of the project and note the challenges which may impact the project launch date;
- b) note that there is currently an additional forecast budget requirement of £30k from 2024/25;
- c) note that the garden recycling subscription fee is increased from £35 to £37 from 2024/25, in line with the rationale set out in paragraphs 2.6.8 and 2.6.10 of the report;
- d) note that the one-off funding of circa £8k for glass recycling boxes be provided to Recycling Ollerton and Boughton (ROB);
- e) approve the transition of apprentice mechanic to a permanent FTE at NS9; and
- f) further updates be provided where required.

Reason for Decision

To introduce a kerbside glass collection service in line with resident feedback, the aspirations within the Community Plan and within the budget previously agreed by the Council.

Options Considered

As set out, the report provides an update on an existing Council decision to introduce a kerbside glass collection service in Newark and Sherwood. As such, no alternatives have been put forward at this stage.

37 AMENDED ALLOCATIONS AND DEVELOPMENT MANAGEMENT DEVELOPMENT PLAN DOCUMENT (KEY DECISION)

The Business Manager – Planning Policy & Infrastructure presented a report which sought approval for the Publication Version of the Amended Allocations & Development Management Development Plan Document, and which set out proposals around the provision of a Gypsy Roma Traveller site at the former Belvoir Iron Works, Newark.

Work on preparing the Amended Allocations & Development Management DPD had gone through the various statutory stages culminating in the publication of a Draft DPD for a period of representation in November and December 2022. A total of 164 representations were received from 63 individuals and organisations. The details were set out in the Statement of Consultation and Appendix A to the report set out the proposed amendments to the DPD in response, and Appendix B was the draft version of the Second Publication Amended Allocations and Development Management DPD.

The draft DPD identified the former Belvoir Ironworks site to the south of Newark as a preferred additional allocation of Gypsy, Roma, Traveller pitch provision which could be delivered with Council support and resources, and it was noted that negotiations with the landowner were continuing.

AGREED (unanimously) that Cabinet:

- a) endorse the proposed amendments to the previous version of the Amended Allocations & Development Management DPD as set out in Appendix B;
- b) recommends to Full Council that the Amended Allocations & Development Management DPD as set out in Appendix B is published for a period of public representation;
- c) approves, subject to planning, a Maximum Contribution (as set out in the Exempt Appendix) towards the delivery of former Belvoir Iron Works Site, with delegated Authority being given to the Deputy Chief Executive & Director of Resources, in consultation with the Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Development, to conclude the terms of a land purchase in accordance with the Council's Acquisitions and Disposals Policy, subject to planning and the outcome of the grant funding submission to the Homes England Affordable Homes Programme; and

- d) to add the maximum contribution (as set out in the Exempt Appendix) into the Capital Programme financed by the Change Management Reserve.

Reasons for Decision

To allow Full Council to consider a publication version of the Allocations & Development Management DPD for a period of public representation.

To allow the delivery of the former Belvoir Iron Works site as part of the Council's Gypsy and Traveller Strategy, as contained within the publication version of the Allocations & Development Management DPD.

Options Considered

As set out in Section 1 of the report, the District Council have considered a range of options as part of the Plan Review engagement and consultation process.

38 NEWARK TOWNS FUND PROJECTS UPDATE AND PROJECT ADJUSTMENT REQUEST (KEY DECISION)

The Business Manager – Economic Growth & Visitor Economy presented a report which provided an update on the delivery of the identified priority projects in the Town Investment Plan through the Newark Town Deal (NTD). In addition, the report sought to approve a Project Adjustment Request relating to the Towns Fund area, by seeking to change the redline boundary of the NTD.

The report gave an update on the ten priority projects with three full business cases still to be developed and approved – Newark Cultural Heart, SISLOG (Gateway Project), and Castle Gatehouse. It was reported that to allow the conclusion of a full business case for the SISLOG/Newark Gateway redevelopment it was necessary to amend the Newark Towns Fund boundary to include the Newark Showground Policy Area.

AGREED (unanimously) that Cabinet:

- a) note and welcome the progress made in the delivery, assurance and monitoring of the Town Deal (NTD) and proposals within the Town Investment Plan (TIP); and
- b) approve the Project Adjustment Request (PAR) relating to the Towns Fund area, as detailed at paragraph 3 to the report.

Reason for Decision

To ensure the ongoing governance and management of the Towns Fund programme. To ensure that the Towns Fund area boundary is representative of updated information and encompasses all relevant areas.

Options Considered

There is an option to not undertake the PAR relating to the Town Fund Area. This has been discounted as it would not deliver the necessary requirements for the priority projects to be delivered within the programme period.

39 DECANT POLICY 2023 - 2026 (KEY DECISION)

The Portfolio Holder Housing presented a report which set out how the Council supported its tenants across the District when it was necessary to move from their homes temporarily or permanently to complete major works, or for the demolition or disposal of the property. This was known as the decant process, and a proposed Decant Policy for 2023-2026 was attached as an appendix to the report.

AGREED (unanimously) that Cabinet approve and adopt the Decant Policy for 2023-2026 as set out in the Appendix to the report.

Reason for Decision

To ensure the Council has suitable arrangements in place to support tenants with moving to facilitate necessary works to homes and for good management of housing stock to support our Community Plan objective to create more and better quality homes through our roles as landlord, developer and planning authority.

Options Considered

None, it is necessary to support tenants in this manner.

40 HOUSING SERVICES RESOURCES

The Portfolio Holder Housing presented a report which set out the current challenges in the Housing Services Business Unit and sought Cabinet approval to increase staffing resources to effectively deliver the tenancy & estate management services.

The report detailed the roles and workloads of the tenancy officers and the changes in the sector which had resulted in the additional workloads which were now being seen. It was considered that the additional resources sought would relieve pressure on existing staff, but also be available to be redirected as priorities and/or areas change or require a more intensive housing management approach. It was noted that a review of resources would be undertaken annually.

AGREED (unanimously) that Cabinet approve:

- a) the use of £45,115 from the Housing Revenue Account Service Improvement Reserve to cover the costs of the additional posts for 2023-24; and
- b) the budget for the 5 FTE tenancy officers is included in the baseline budget from 2024 onwards.

Reason for Decision

To ensure we continue to deliver excellent housing services across the district in line with best practice, regulatory compliance and keeping tenants at the heart of our services.

The increase in staffing aligns with our community plan to “create vibrant and self-sufficient local communities where residents look out for each other and actively contribute to their local area; reduce crime and anti-social behaviour and increase

feelings of safety in our communities; and improve the health and wellbeing of local residents”.

Options Considered

The consideration for temporary resource was discounted due to the continued rise of complex case management, the increase in homelessness duty discharge into our stock and the difficulty accessing support services within the district.

41 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Act.

42 HOUSING SERVICES STRUCTURE PROPOSAL

The Cabinet considered the exempt report in relation to a Housing Services structure proposal.

(Summary provided in accordance with Section 100C(2) of the Local Government Act 1972).

Meeting closed at 7.06 pm.

Chairman

By virtue of paragraph(s) 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted