



**AGENDA
for
MEETING OF
THE COUNCIL**

to be held on

Wednesday, 14th July, 2021

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Date: 6th July 2021

Our Ref: RB

To: All Members of the Borough Council

A MEETING OF THE COUNCIL will be held in the Council Chamber, Town Hall, Nuneaton, on **Wednesday, 14th July, 2021 at 6.00 p.m.**

All members of the Council are summoned to attend to determine the business as set out below.

Public and press can follow the decision making online at www.nuneatonandbedworth.gov.uk/virtual-meeting.

Please note that meetings will be recorded for future broadcast.

Yours faithfully,

BRENT DAVIS
Executive Director – Operations

AGENDA

1. EVACUATION PROCEDURE

A fire drill is not expected, so if the alarm sounds, please evacuate the building quickly and calmly. Please use the stairs and do not use the lifts. Once out of the building, please gather outside the Yorkshire Bank on the opposite side of the road.

Please exit by the door by which you entered the room or by the fire exits which are clearly indicated by the standard green fire exit signs.

If you need any assistance in evacuating the building, please make yourself known to a member of staff.

Please make sure all your mobile phones are turned off or set to silent.

2. APOLOGIES - to receive apologies for absence from the meeting.

3. FILMING – all Members are requested to turn on their microphones before speaking, to speak clearly into the microphone in front of them and remember to turn it off when they have finished speaking. A microphone will be provided for members of the public to use who have notified that they wish to speak.

4. MINUTES - to confirm the minutes of the Council Meeting held on 19th May 2021, attached (**Page 10**) and the Extraordinary Council meeting held on 30th June 2021, attached (**Page 24**)

5. DECLARATIONS OF INTEREST - To receive declarations of disclosable pecuniary interests and other interests in matters under consideration pursuant to Council procedure Rule 4A.2(iii).

Declaring interests at meetings

If there is any item of business to be discussed at the meeting in which you have a disclosable pecuniary interest or non-pecuniary interest (Other Interests), you must declare the interest appropriately at the start of the meeting or as soon as you become aware that you have an interest.

Arrangements have been made for interests that are declared regularly by members to be appended to the agenda (**Page 37**). Any interest noted in the Schedule at the back of the agenda papers will be deemed to have been

declared and will be minuted as such by the Committee Services Officer. As a general rule, there will, therefore, be no need for those Members to declare those interests as set out in the schedule.

There are, however, TWO EXCEPTIONS to the general rule:

1. When the interest amounts to a Disclosable Pecuniary Interest that is engaged in connection with any item on the agenda and the member feels that the interest is such that they must leave the room. Prior to leaving the room, the member must inform the meeting that they are doing so, to ensure that it is recorded in the minutes.

2. Where a dispensation has been granted to vote and/or speak on an item where there is a Disclosable Pecuniary Interest, but it is not referred to in the Schedule (where for example, the dispensation was granted by the Monitoring Officer immediately prior to the meeting). The existence and nature of the dispensation needs to be recorded in the minutes and will, therefore, have to be disclosed at an appropriate time to the meeting.

Note: Following the adoption of the new Code of Conduct, Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the relevant item (or as soon as the interest becomes apparent). If that interest is a Disclosable Pecuniary or a Deemed Disclosable Pecuniary Interest, the Member must withdraw from the room.

Where a Member has a Disclosable Pecuniary Interest but has received a dispensation from Audit and Standards Committee, that Member may vote and/or speak on the matter (as the case may be) and must disclose the existence of the dispensation and any restrictions placed on it at the time the interest is declared.

Where a Member has a Deemed Disclosable Interest as defined in the Code of Conduct, the Member may address the meeting as a member of the public as set out in the Code.

Note: Council Procedure Rules require Members with Disclosable Pecuniary Interests to withdraw from the meeting unless a dispensation allows them to remain to vote and/or speak on the business giving rise to the interest.

Where a Member has a Deemed Disclosable Interest, the Council's Code of Conduct permits public speaking on the item, after which the Member is required by Council Procedure Rules to withdraw from the meeting.

6. ANNOUNCEMENTS - to receive announcements from the Mayor, Leader, Members of the Cabinet or the Executive Director.

7. BUSINESS DEFERRED FROM COUNCIL – 21ST APRIL 2021

a) The following Notice of Motions have been received by the Head of Paid Service, for Council consideration:

- i) “This Council has no confidence in the current controlling group and calls upon the Cabinet to resign forthwith” **(Page 44)**
- ii) “This Council condemns the Government’s proposal to award only a 1% pay increase to NHS workers in Nuneaton and Bedworth. NHS staff deserve a pay rise that reflects the sacrifices they have made during the pandemic, and sometimes at the expense of their own health, and untimely deaths. This Council joints with other organisations and our NHS colleagues to urge the Independent Pay

Review Body to reject the Government's proposals and recommend the substantial increase our NHS workers so richly deserve" (**Page 45**)

b) Questions by Members (Council Procedure Rule 10). A copy of Procedure Rule 10 is attached (**Page 46**) and this is not subject to debate.

8. PUBLIC PARTICIPATION – (Council Procedure Rule 9) – to hear and answer questions by any resident of the Borough concerning the work of the Council where notice has been given (maximum 20 minutes). A copy of the Procedure Rule 9 is attached (**Page 48**) and this is not subject to debate.

9. SPECIAL URGENCY DECISIONS - (Access to Information Procedure Rule 4B.16)

The following special urgency decisions have been taken since the last Council meeting:

a) Leisure Strategy – Cabinet noted the report and progress made in the delivery against the adopted Leisure Strategy and Open Space works in relation to the Pingles, Bedworth and Top Farm sites. Cabinet also noted and approved the proposed facility mix for the Bedworth Physical Activity Hub and that the timescales were met to submit the Levelling Up Fund (LUF) application to Government on 18th June to support the future delivery of the BPAH site and the inclusive works around the Green Corridor for Bedworth Town Centre. Thanks was given for all the hard work in this area from Members to the Council.

10. CABINET – report by Leader of the Council, attached (**Page 49**). Members may ask questions on the report and receive answers from the leader or other Cabinet members, and this is not subject to debate.

11. INDEPENDENT REMUNERATION REVIEW OF MEMBERS' ALLOWANCES 2021 – Council are requested to consider the recommendations of the Independent Remuneration Panel's proposals, attached (**To Follow**)

12. ADOPTION OF SUPPLEMENTARY PLANNING DOCUMENTS (SPDS) – HEALTH IMPACT ASSESSMENT SPD AND OPEN SPACE AND GREEN INFRASTRUCTURE SPD – report by Director – Democracy, Planning & Public Participation, attached (**Page 54**).

RECOMMENDED: for adoption at Full Council (following Cabinet approval)

13. CIVIC HONOURS COMMITTEE – ARTICLE 7 OF THE COUNCILS' CONSTITUTION – report by Executive Director – Operations, attached (**Page 62**).

RECOMMENDED: Article 7 of the Councils' constitution be amended accordingly (following Cabinet approval)

14. RECOMMENDATIONS FROM CABINET OR OTHER COMMITTEES

a) **To Consider Proposed Changes to the Constitution – Audit & Standards Committee approval, report attached (Page 66):**

RESOLVED that it be recommended to Council that the below points be adopted:

- The requirement for the appointment of two co-opted members be reduced to one on the Audit and Standards Committee as shown in Appendix A of the report, and for the Overview and Scrutiny Panels;
- The Proposed Changes to Article 4A.9 Public Participation, by removing Article 4.9.4 and the consequential amendments as shown in Appendix B of the report be approved;
- The Proposed Changes to Article 4A.10 Questions by Councillors, by inserting 4.10.6 as shown in Appendix B of the report be approved; and
- It be recommended to Council that the Constitution be amended accordingly.

b) **Arrangement for the Queen’s Platinum Jubilee – Audit & Standards Committee approval, report attached (Page 77):**

RESOLVED that it be recommended to Council that:

- A cross party working group of five members be established to plan for events for the Platinum Jubilee; and
- The Working Group comprise of the Leader, Deputy Mayor, Leader of the main opposition group; Portfolio Holder for Finance and Corporate and one additional Councillor selected by Council.

c) **Update to the Officer/Member protocol – Audit & Standards Committee, report attached (Page 78):**

RESOLVED that it be recommended to Council that section 2.2 be recommended (2.1 has already been approved at Council in April) and the Constitution be amended accordingly.

d) **Employment Committee – Audit & Standards Committee, report attached (Page 96):**

RESOLVED that it be recommended to Council that:

- An Employment Committee is established;
- Article 8 of the Council’s Constitution be amended;
- The Constitution be amended accordingly.

15. NOTICE OF MOTIONS

The following Notice of Motions has been received by the Head of Paid Service, for Council consideration (**Page 100**)

“We are compelled, against our will, to build 4700 new homes on Greenbelt as a result of the decision to take an additional 4000 houses from Coventry City Council. This requirement came out of housing need assessments based upon population projections made by the Office of National Statistics which have now proved to be incorrect, overstating the need in Coventry by a considerable margin.

Currently, as councillors, we are required to consider and determine planning applications for over 9000 new homes in the Borough in the coming years based upon these projections. Yet, here in Nuneaton and Bedworth the impacts on roads, schools and other services are already substantial and increasing. The Borough is uniquely unsuitable for large scale development in Warwickshire because it is geographically compact, mainly urban and is, already, the most densely populated administrative area in the County. Against this background, this Council believes that the Local Plan does not adequately protect existing communities from increasing loss of limited green space and further densification of the Borough. Therefore, we have no confidence in the Local Plan. Accordingly,

- a) The Council calls on the Government to introduce a moratorium on large scale development in the Nuneaton and Bedworth Borough area whilst Coventry City Council’s housing need is properly assessed at governmental level and more appropriate arrangements are put in place to accommodate that need within Coventry’s boundaries;
- b) the Executive Director (Operations) be instructed to write to the appropriate Government Minister to notify him/her of this motion and to request a meeting with the Minister in order to discuss it;
- c) the Leader of the Council be requested to inform all Warwickshire Districts and Boroughs of the Council’s intention to step away from the current Memorandum of Understanding on Housing provision, with a view to negotiating a more suitable arrangement between the partners; and
- d) we will work with local MPs to engage with the concerns raised in this motion and to assist the Council in taking these concerns to both Government and our neighbouring Councils.”

16. QUESTIONS BY MEMBERS - (Council Procedure Rule 10). A copy of Procedure Rule 10 is attached. **(Page 102)** and this is not subject to debate.

17. EXCLUSION OF PUBLIC AND PRESS

RECOMMENDED that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the following item, it being likely that there would be disclosure of exempt information of the description specified in paragraph (i) and (iv) of Part I of Schedule 12A to the Act.

18. RESTRUCTURE OF MANAGEMENT TEAM – a report of the Corporate HR Business Partner, Human Resources, attached **(To Follow)**

NOTE: Points of Order and Personal Explanation can only be raised in accordance with Council Procedure Rules which are set out below:-

Point of order

A Member may raise a point of order at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A point of order may only relate to an alleged breach of these Council Rules of Procedure or the law. The Member must indicate the rule of law and the way in which he/she considers it has been broken. The Mayor shall consider the Point of Order and, if necessary, take advice on the matter from the Monitoring Officer and, shall then rule on the Point of Order raised. There shall be no discussion or challenge to the advice given or the Mayors decision in the meeting. If a Member persistently seeks to raise a Point of Order but is unable to identify the procedure rule or legal principle infringed then, after having being warned by the Mayor, any further abuse of this procedure rule shall not be tolerated and the Mayor shall move that the Member not be heard further pursuant to Procedure Rule 4.19.13. The ruling of the Mayor on the matter will be final.

Personal explanation

A Member may make a point of personal explanation at any time. The Mayor will hear them at the end of the speech of the Member speaking at the time the point is raised. A personal explanation may only relate to some material part of an earlier speech by the Member which may appear to have been misunderstood in the present debate. The ruling of the Mayor on the admissibility of a personal explanation will be final.

NUNEATON AND BEDWORTH BOROUGH COUNCIL

ANNUAL COUNCIL

19th May 2021

The meeting of the Nuneaton and Bedworth Borough Council was held on Wednesday, 19th May 2021.

Present

The Mayor (Councillor R. Tromans)
The Deputy Mayor (Councillor J. Clarke)

Councillors D. Brown, T. Cooper, S. Croft, L. Cvetkovic, L. Downs, K. Evans, C. Golby, J. Gutteridge, B. Hammersley, S. Harbison, L. Hocking, J. Kennaugh, K. Kondakor, A. Llewellyn-Nash, S. Markham, B. Pandher, R. Baxter-Payne, N. Phillips, M. Rudkin, A. Sargeant, J. Sheppard, T. Sheppard, J. Singh, R. Smith, M. Tromans, H. Walmsley, M. Walsh, C. Watkins, K. Wilson

The Past Mayor, Mrs June Tandy was also present.

Apologies were received from B. Beetham and J. Sargeant.

CL1 **Election of Chair (The Mayor)**

It was **RESOLVED** that Councillor R. Tromans be elected Chair of the Borough Council of Nuneaton and Bedworth (to be styled Mayor) for the ensuing municipal year.

Councillor J. Tandy then vacated the Chair and invested the newly elected Mayor with the Chain of office.

Having accepted the appointment, Councillor R. Tromans made and subscribed the declaration of acceptance of office and thanked the Council for the honour conferred upon him in electing him to the office of Mayor.

THE MAYOR (COUNCILLOR R.TROMANS) IN THE CHAIR

CL2 **Vote of Thanks**

It was **RESOLVED** that the best thanks of this Council be tendered to Councillor June Tandy and consorts for the able and courteous manner in which they fulfilled the duties of Mayoress and Mayor's Consort during the past Municipal Year.

CL3 **Election of Vice-Chair (The Deputy Mayor)**

It was proposed by Councillor Wilson and seconded by Councillor C. Golby that Councillor J. Clarke be appointed Vice-Chair of the Borough Council of Nuneaton and Bedworth (to be styled Deputy Mayor) for the ensuing municipal year.

It was **RESOLVED** that Councillor J. Clarke be appointed Vice-Chair of Nuneaton and Bedworth Borough Council (to be styled Deputy Mayor) for the ensuing Municipal Year.

The Mayor then invested the Deputy Mayor with the Deputy Mayor's badge. Having accepted the appointment, Councillor J. Clarke made and subscribed the declaration of acceptance of the office and thanked the Council for the honour conferred upon him in appointing him to the office of Deputy Mayor.

CL4 **Minutes**

RESOLVED that the minutes of the Ordinary Council meeting held on 15th February 2021 and the minutes of the Ordinary Council meeting held on 21st April 2021, were confirmed, and signed by the Mayor.

CL5 **Declarations of Interests**

There were no declarations of interest.

CL6 **Announcements**

The Mayor made the following announcement:

The Mayor's Appeal for 2021/2022 is Mary Ann Evans Hospice, who are celebrating their 30th anniversary, with the launch being held after 21st June 2021.

CL7 **Returning Officers Report**

RESOLVED that the composition of the Council is as follows:

Conservative Members	24
Labour Members	7
Nuneaton Community Independents	2
Green Member	1

CL8 **Election of Leader**

Councillor S. Croft proposed that Councillor K. Wilson be appointed Leader of Nuneaton and Bedworth Borough Council. It was seconded by Councillor K. Evans.

There were no other nominations. It was **RESOLVED** that Councillor K. Wilson be appointed as Leader of the Council.

CL9 **Changes to the Arrangements for Overview and Scrutiny Panels, Executive Arrangements, Council Procedure Rules and Member's Allowances**

The report of the Director – Democracy, Planning & Public Protection, set out the changes that needed to be made to the Constitution at the start of the new Municipal Year.

Councillor Wilson proposed to move these recommendations, and these were seconded by Councillor Golby.

Councillor K. Kondakor moved the following amendment which was seconded by Councillor C. Watkins:

Changes to Special Responsibilities Allowances: Appendix E, 2.4 to read:

“The proposed Special Responsibility Allowance at Appendix E be approved, subject at Appendix E, amended with proposed £7,000 changed to £6,001 for Deputy Leader and amending the proposed £6,000 changed to £5,004 for other Cabinet members and subject to further consideration of the Independent Remuneration Panel’s report at the July meeting of this Council”.

A vote of hands was taken on Councillor K. Kondakor’s amendment and the amendment was lost.

A vote of hands was taken on the substantive motion and this was carried.

It was **RESOLVED** that:

- a. The proposed changes to the Overview & Scrutiny Arrangements in Article 6 and Part 4E of the Constitution as shown in Appendix A be approved and the Constitution be amended accordingly;
- b. The proposed changes by the incoming Leader of the Council to the Executive Arrangements in Article 7 of the Constitution as Shown in Appendix B and the amendments to the Cabinet Procedure Rules in Appendix D be noted and the Constitution be amended accordingly;
- c. The Council Procedure Rules as shown in in Appendix C be approved and the Constitution be amended accordingly; and
- d. The proposed Special Responsibilities Allowances at Appendix E be approved, subject to further consideration of the Independent Remuneration Panel’s report at the July meeting of this Council;
- e. Delegated authority be given to the Executive Director (Resources) to realign the Council’s budget in accordance with the revised Executive arrangements in Appendix B, in consultation with the Leader of the Council and the portfolio-holder for Finance & Corporate; and
- f. Delegated Authority be given to the Director – Democracy, Planning & Public Protection in consultation with the portfolio-holder for Finance & Corporate to amend the Council’s Committee timetable to accommodate the additional Overview & Scrutiny Panel as set out in Appendix A and to amend the start time for all meetings to 6pm (except for exempt items at Planning Applications Committee which shall be 5pm).

CL10 **Composition and Membership of Committees and Appointments to Outside Bodies for 2021/2022**

It was **RESOLVED** that

- a) The Leader's appointments to and allocation of responsibilities for the Cabinet Portfolios, increased by one to six, as given below, be noted:

A vote of hands was taken, and this was carried.

Portfolio Holder	Member Appointed
Leader (Business and Regeneration)	Councillor Kris Wilson
Deputy Leader (Housing and Communities)	Councillor Clare Golby
Finance and Corporate	Councillor Sam Croft
Public Services	Councillor Kyle Evans
Planning and Regulation	Councillor Richard Smith
Health and Environment	Councillor Julian Gutteridge

- b) The composition of Committees and Overview and Scrutiny Panels as listed below be noted:

The vote was unanimous and carried.

<u>Committee/ Scrutiny Panels</u>	<u>Cons</u>	<u>Lab</u>	<u>Green and Independent Alliance</u>	<u>Total Membership</u>
Cabinet	6			6
Business, Regeneration & Planning Overview and Scrutiny	6	2	1	9
Finance & Public Services Overview and Scrutiny	6	2	1	9
Housing, Environment & Health Overview and Scrutiny	6	2	1	9
Audit & Standards	8	2	1	11
Planning	8	2	1	11
Licensing	8	2	1	11

Appeals	7	2	1	10
NABCEL	4	2	0	6
Borough Plan	7	2	0	9
TOTALS	85	18	7	85

- c) The Membership of Committees and Overview and Scrutiny Panels for 2021/2022 be approved as follows:

The substantive vote was taken by a show of hands in favour of moving the memberships of Committees and Overview and Scrutiny Panels as follows:

Appeals (10)

Councillors: S. Markham; K. Evans; B. Beetham, M. Tromans; R. Smith, M. Walsh; B. Walmsley, T. Sheppard, M. Rudkin, A Sargeant

Notes:

1. 5 members will be selected from the pool as required.
2. The Chair will be appointed at each particular meeting.

Audit and Standards Committee (11)

Councillor H. Walmsley (Chair),
Councillor M. Rudkin (Vice-chair)

Councillors: B. Beetham, R. Tromans, Kennaugh, L. Downs, T. Cooper, J. Singh, S. Markham, L. Hocking, K. Kondakor

Licensing (11)

Councillor S. Markham (Chair)
Councillor T. Sheppard (Vice-Chair)

Councillors: R. Smith, K. Evans, S. Croft, J. Gutteridge, M. Tromans, J. Clarke, C. Golby, L. Hocking, A. Sargeant

Planning Applications (11)

Councillor L. Cvetkovic (Chair)
Councillor J. Sheppard (Vice-Chair)

Councillors: B. Pandher, R. Smith, B. Hammersley, K. Wilson, S. Markham, K. Evans, S. Croft, M. Rudkin, K. Kondakor

Business, Regeneration and Planning Overview and Scrutiny (9)

Councillor M. Walsh (Chair)
Councillor C. Watkins (Vice-Chair)

Councillors: B. Hammersley, B. Pandher, L. Downs, J. Singh, R. Baxter-Payne, M. Rudkin, K. Kondakor

Finance & Public Services Overview and Scrutiny (9)

Councillor D. Brown (Chair)
Councillor N. Phillips (Vice-Chair)

Councillors: B. Beetham, M. Tromans, J. Kennaugh, J. Clarke, S. Harbison, T. Sheppard, J. Sargeant

Housing, Environment & Health Overview and Scrutiny (9)

Councillor R. Baxter-Payne (Chair)
Councillor J. Sheppard (Vice-Chair)

Councillors: B. Pandher, S. Harbison, L. Downs, T. Cooper, D. Brown, T. Elliott, A. Sargeant

Borough Plan (9)

Councillor R. Smith (Chair)

Councillors: L. Cvetkovic, R. Tromans, J. Kennaugh, M. Walsh, D. Brown, H. Walmsley, N. Phillips, P. Elliott

Nuneaton and Bedworth Community Enterprise Limited Shareholder Committee (NABCEL) (6)

Councillor J. Gutteridge (Chair)

Councillors: J. Clarke, B. Hammersley, L. Downs, C. Watkins, M. Rudkin

- d)** The representatives on Outside Bodies Schedule A, B and C were amended and approved as attached to these minutes.

Councillor Watkins asked that the controlling party get in touch with Nicolas Chamberlaine's School Foundation regarding the vacancy. Councillor Wilson seconded this. Councillor Kondakor proposed himself

for the position of Biodiversity Champion, and Councillor Sargeant seconded this motion and a vote was taken on this amendment by a show of hands. This motion was lost.

The vote on the substantive motion was taken. The vote was carried.

- e) The appointment of the following co-opted members for a period of four years, is as follows:

Councillor Wilson moved a recommendation that Audit and Standard's new Chair, Councillor Walmsley, would be looking at the Co-Opted arrangements in more detail. Councillor Golby seconded this motion and the vote was taken with a show of hands and the motion was carried.

Audit and Standards Committee

Vacancy & Mr G. Sonola

Finance & Public Services Overview and Scrutiny Panel

Vacancy & Mrs D. Ross

Business, Regeneration and Planning Overview and Scrutiny Panel

Ms I. Kabilsz

Housing, Environment & Health Overview and Scrutiny Panel

Mr. I Sheikh

CL11 **Scheme of Delegation**

RESOLVED that the Scheme of Delegation for the Executive functions, as set out in item 13 of the agenda as determined by the by the Leader be noted; and the Council functions, as set out in item 13 of the agenda, be approved.

Mayor

Council - Schedule of Declarations of Interests – 2021/2022

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	R. Baxter-Payne	Manager Brinklow Quarry Ltd, Brinklow; County Councillor - WCC	Spouse: Self-employed childminder	
	B. Beetham	Coventry Warwickshire Partnership Trust; Warwickshire County Council – Camp Hill	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton RecreationGround 	
	D. Brown	Employed by H.M Land Registry	Regional Coordinator, Ragdoll Rescue Charity. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Exhall Education Foundation; • Warwickshire Joint Overview and Scrutiny Committee; • NBBC Biodiversity Champion 	
	J. Clarke	Employed by Marcus Jones MP County Councillor W.C.C.	Nuneaton Conservative Association; Deputy Chairman	
	T. Cooper	None	Member on the following Outside Bodies: <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> Committee of Management of Hartshill and Nuneaton Recreation Ground 	
	S. Croft	Employed at Holland & Barrett Retail Ltd	Treasurer of the Conservative Association Member of the following Outside Bodies: <ul style="list-style-type: none"> Champion for Safeguarding (Children and Adults) Local Government Superannuation Scheme Consultative Board West Midlands Employers 	
	L. Cvetkovic	Head of Geography (Teacher), Sidney Stringer Academy, Coventry	The Bulkington Volunteers (Founder); Bulkington Sports and Social Club (Trustee) Member on the following Outside Bodies: <ul style="list-style-type: none"> Building Control Partnership Steering Group 	
	L. Downs	River Bars Limited; Coventry Plus Beyond the Plane	NBBC representative on the Armed Forces Covenant Meeting	
	P. Elliott	Educator – CW Mind Autism Support Service	Vice-Chair of Governors at Stockingford Nursery	
	K. Evans	Employed by UK Parliament	Sponsorship: Election Expenses – North Warwickshire Conservative Association Membership of Other Bodies: <ul style="list-style-type: none"> Sherbourne Asset Co Shareholder Committee; Nuneaton and Bedworth Sports Forum; Warwickshire Direct Partnership; Warwickshire Waste Partnership; West Midlands Combined Authority Audit Committee. Executive Officer – North Warwickshire Conservative Association; Member of the Conservative and Unionist Party; Member of the Governing Body – Race Leys Infant	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			School	
	C. Golby		<p>Member of Warwickshire County Council</p> <hr/> <p>Member of the following Outside Bodies:</p> <ul style="list-style-type: none"> • Coventry, Warwickshire and Hinckley and Bosworth Joint Committee • District Leaders • Local Enterprise Partnership • Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) • Nuneaton and Bedworth Home Improvement Agency • NBBC representative on the George Eliot Hospital NHS Trust – Public/User Board • NBBC representative on George Eliot Hospital NHS Foundation Trust Governors 	
	J. Gutteridge	Joint shareholder in a factory unit on Bayton Road Industrial Estate	<p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Warwickshire Health and Wellbeing Board • Age UK (Warwickshire Branch) <hr/> <p>Member of NABCEL</p>	To speak and vote on any matters involving the Borough Plan related to land at Leyland Road Bulkington
	B. Hammersley	County Councillor – W.C.C.		
	S. Harbison	Employed by Meridian c/o Hello Fresh, 1 St Georges Way, Nuneaton	<p>Member on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Poor's Piece Charity • Astley Charity 	
	L. Hocking	Employed by Openreach	<p>Member of:</p> <ul style="list-style-type: none"> • Unite the Union • Communication Workers Union 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	J. Kennaugh	County Councillor W.C.C. Employed by UK Flooring Direct Ltd.	Member of the W.C.C. Regulatory Committee Member of the Conservative Party Member of UNITE the Union Nuneaton and Bedworth representative for the Equality and Inclusion Partnership NBBC Representative on Warwickshire Race Equality Partnership	
	K.A. Kondakor		Member of Warwickshire County Council 100PERCENTRENEWABLEUK LTD	
	A. Llewellyn-Nash	Employee of BMI Healthcare	Treasurer of Exhall Multi-cultural Group Governor at Newdigate Primary and Nursery School, Bedworth Member of the following Outside Bodies: <ul style="list-style-type: none"> • Hospice Charity 	
	S. Markham	County Councillor – W.C.C.	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Bedworth Neighbourhood Watch 	
	B. Pandher	Member of Warwickshire County Council	Treasurer & Trustee of Nanaksar Gurdwara Gursikh Temple; Coordinator of Council of Sikh Temples in Coventry; Secretary of Coventry Indian Community; Trustee of Sikh Monument Trust Vice Chair Exhall Multicultural Group Member of the following Outside Bodies: <ul style="list-style-type: none"> • Foleshill Charity Trustee – Proffitt's Charity 	
	N. Phillips	Employee of DWP	Member of: <ul style="list-style-type: none"> • Nuneaton Labour CLP • The Fabian Society • The George Eliot Society • The PCS Union • Central Credit Union • Stockingford Sports and Allotment Club • Haunchwood Sports and Social Club 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	M. Rudkin	Employee of Coventry City Council	Unite the Union	
	A. Sargeant		Chairman of The Nook (Nuneaton) Residents Association. Chair of Attleborough Community Matters group. Chair of Attleborough Neighbourhood Watch Member of Nuneaton Carnival Committee Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Advice Rights 	
	J. Sargeant	Head of Retail – Life Charity		
	J. Sheppard		Partnership member of the Hill Top and Caldwell Big Local. Director of Wembrook Community Centre. Member of the Management Committee at the Mental Health Drop in.	Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre
	T. Sheppard	Employee of Dairy Crest		
	J. Singh			
	R. Smith		Chairman of Volunteer Friends, Bulkington; Board member of Bulkington Village Community and Conference Centre Trustee of Bulkington Sports and Social Club; Member of the following Outside Bodies: <ul style="list-style-type: none"> • A5 Member Partnership; • Patrol (Parking and Traffic Regulation Outside of London) Joint Committee; • Building Control Partnership Steering Group • Bulkington Village Centre Project 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> Representative on the Nuneaton and Bedworth Older Peoples Forum 	
	M. Tromans	RTC Ltd, Nuneaton; WCC, Warwick	Conservative Party; Nuneaton Acorns WI Share in rental property - Nuneaton	
	R. Tromans	Director of RTC Ltd	Member of the following Outside Bodies: <ul style="list-style-type: none"> Nuneaton Neighbourhood Watch Committee Nuneaton Festival of Arts 	
	H. Walmsley	Chief of Staff to Julian Knight MP	Chartered Institute of Public Relations Member on the following Outside Bodies: <ul style="list-style-type: none"> Friendship Project for Children West Midlands Combined Authority Audit Group 	Dispensation to speak and vote
	M. Walsh			
	C.M. Watkins	Landlord of a privately rented property	Representative on the following outside bodies: <ul style="list-style-type: none"> Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) 	
	K.D. Wilson	Acting Delivery Manager, Nuneaton and Warwick County Courts, HMCTS, Warwickshire Justice Centre, Nuneaton	Nuneaton Conservative Association Corporate Tenancies: properties are leased by NBBC to Nuneaton and Bedworth Community Enterprises Ltd, of which I am a Council appointed Director. Representative on the following: <ul style="list-style-type: none"> Director of Nuneaton and Bedworth Community Enterprises Ltd (NABCEL) Coventry, Warwickshire and Hinckley & Bosworth Joint Committee District Council Network Local Government 	

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NUNEATON AND BEDWORTH BOROUGH COUNCIL

COUNCIL

30th June 2021

An Extraordinary meeting of Nuneaton and Bedworth Borough Council was held on Wednesday 30th June 2021. Due to government guidance during the COVID-19 pandemic, this meeting was held in person in the Council Chamber, but there was a limit on how many could attend, so those not attending had their apologies entered into the minutes.

Present

The Mayor (Councillor R. Tromans)

Councillors B. Beetham, D. Brown, S. Croft, L. Cvetkovic, K Evans, C. Golby, J. Kennaugh, A. Sargeant, H. Walmsley, C. Watkins, K. Wilson

Apologies were received from Councillors J. Clarke, T. Cooper, L. Downs, P. Elliott, J. Gutteridge, B. Hammersley, S. Harbison, L. Hocking, K. Kondakor, A. Llewellyn-Nash, S. Markham, B. Pandher, R. Baxter-Payne, N. Phillips, M. Rudkin, J. Sargeant, J. Sheppard, T. Sheppard, J. Singh, R. Smith, M. Tromans, M Walsh

CL12 **Declarations of Interests**

RESOLVED that the Declarations of Interests for this meeting are as set out in the schedule attached to these minutes, with some additions further to those sent out with the agenda and now attached.

CL13 **Announcements**

Councillor Golby offered a money plant to the Mayor as a small gift. She explained that she had picked this up from the Co-Op windowsill as it was closing down, when the plant was not in a good condition, and nursed it back to being a healthy plant and now offered it back to the Council as a symbolic gift. She noted that like this emergency budget, the plant was rescued and is now flourishing. The Mayor accepted the plant and will put it in the parlour.

Councillor Croft noted his thanks to Councillor Beetham for his support and efforts in achieving a large reduction in charges for the new live streaming equipment in the Chamber, and for his knowledge and expertise in this area in supporting Officers in this upgrade and saving the Council and taxpayers several thousand pounds.

Councillor Evans advised Chamber that Council submitted its Innovation and Transformative bid to the Ministry of Housing, Communities and Local Government on 18th June 2021, as part of the Levelling Up Fund (LUF) of £14.95m, which if successful, would go towards the erection of a physical activities hub which would replace the Leisure Centre in Bedworth and help kick start re-generation in the town. Councillor Evans wanted to bring this to the Council's attention and that it had the support of Sport England and would be a modern and inclusive facility.

CL14 **Public Participation**

Question 1 - Public

Mr Sam Margrave asked the following question of Councillor K. Wilson, Leader of the Council, read out by the Mayor:

“Looking across the whole borough you can see uncut grass, unemptied bins, and rats taking over our parks and playgrounds. Is this Labours legacy and; what are your plans outlined in this budget to sort this mess out now the Council is under new management?”

Councillor Wilson replied:

I'd like to thank Mr. Margrave for his question. His concerns about the state of our grounds maintenance across our Borough are shared by many residents and, indeed, many members of this Council.

Firstly, I can confirm that this is Labour's legacy. The current grounds maintenance contract was drafted, tendered and signed under the previous Labour administration. Whilst there are many things I would like to do after just 6 weeks in control – and there are many we have already done – completely re-writing the contract is simply just not possible.

To answer Mr. Margrave's second point about additional funding for Glendale I can confirm that the answer is none.

And there shouldn't need to be any extra funding for Glendale.

Glendale tendered for a contract and provided a price for how much it would cost to maintain Nuneaton and Bedworth's open spaces and we expect them to stick to their contractual promises. Additional money shouldn't be needed to rectify this problem – it is Glendale performing their contract according to specification.

According to the terms of the contract, Glendale will not be paid until a job has been completed. It is in their interests to complete a job so that they get paid for it. And in this instance, this is a case where we do want to hand over the money. The contract is simple – no performance then no payment.

Unlike the previous administration, as Leader I have insisted on a zero-tolerance approach to the issue of default notices. Whilst none were issued last year, we have already issued 5. Unless Glendale starts to operate to spec then more will be issued.

Furthermore, I have called in Glendale's Regional Manager, today as it happens, to emphasise that this new council and its residents expect and demand better. What arose from my discussions with Glendale today alongside Councillor Gutteridge, as the Portfolio Holder, is that they accept they are not performing to specification. There have been issues around Covid and the secure bubbles that they need to maintain operational performance. However, we did emphasise that this is not good enough, that they have tendered for a contract and we expect better. Indeed, I

emphasised to him the zero tolerance policy that I had asked officers to pursue, and I have insisted on a recovery plan for the grounds maintenance performance. They have given me an assurance that they will be back up to spec by July 31st and if they can bring it forward any further, they will do so. They have experienced some recruitment and retention problems, and speaking from experience outside this council, I do know there is an issue with some people and agencies being able to supply the necessary staff. They have taken on additional staff (six additional staff I believe), although I was unfortunately informed today that one person was taken on as agency and didn't turn up, so there is an issue with recruitment and retention and this is an issue I have asked them to look at as a long term solution to the problem.

Cllr Gutteridge, as the new Portfolio Holder, has been having daily meetings with our officers to enforce the contract. Enforcement of the contract is what is needed here, not more money.

Finally, I would also make a plea to the residents of this Borough. I know that you are angry and frustrated with the situation. But there have been isolated incidents of residents taking out their frustrations on Glendale staff. Please, don't do this. It is not their fault. The decision lies with people far above their pay grade. I can assure residents that we are having those conversations with the relevant Glendale managers, and we are determined to get this contract back into compliance.

This is an issue that we take extremely seriously Mr Mayor and it is something we have inherited as a new administration, and we are pulling out all the stops to get this contract back into compliance, and whilst we left on amicable terms, I did leave it that if necessary, I will get them back in for further conversations, and if further default notices are required, we will do so. But also, residents and Councillors alike, have reported issues through the customer services provisions at the Council, and this has indeed enabled us to issue those five default notices already because we have the cold hard facts and statistics on which to base those default notices, so we are a Council that is operating, using the facts available to us and having that information has enabled us to issue those notices, and if necessary we will issue more; we don't want to, but if we have to, we stand ready.

Question 2 – Member

Councillor Elliott asked the following question of the Leader, Councillor K. Wilson, read out by Councillor Watkins in her absence:

“Having sat in a council meeting last Thursday, along with the Leader of the Council, listening to how the council intends to promote behaviour change away from private vehicle use, I would like to know how reducing car parking charges will help to achieve this goal and what incentives are being introduced to encourage use of buses, cycling or walking into the town centres.

Cycling and walking are particularly hazardous at present due to high volumes of traffic and increasingly large private vehicles, not to mention many residents having to travel along routes where air pollution levels far exceed government maximum levels; for example, Heath End Road and Midland Road, which recently recorded maximum nitrogen dioxide levels of 49.95 and 56.48, respectively.

Many Conservative Councillors sit on both the Borough and the County Council so can directly influence County as well as Borough policies, so my question is, how is reducing car parking charges anything other than a clear indication that the Conservative Councillors are paying nothing but lip service to the Air Quality Action plan and, if indeed, they intend to improve the air quality for our residents as they claim, will they set out clearly how they intend to incentivise use of buses, cycling, or walking into the town centres, not least because those residents who do rely on private vehicles due to mobility and other issues, may well now struggle to locate a car parking space and, consequently feel less inclined to visit our struggling town centres than they do now.”

Councillor Wilson replied:

I thank Cllr Elliott for her question and her newfound interest in the air quality of our Borough. Also, it is pleasing to note that she has finally recognised that our towns are struggling when it was her colleagues in the Labour administration that caused so much harm to them.

Given that she, along with her colleagues on the Labour benches opposite, voted through the Borough Plan that contained 14,000 extra houses for Nuneaton, Bedworth and Bulkington, I must admit that I am slightly perplexed at her putting her head above the parapet in this way.

Labour did far more harm to the air quality of Nuneaton and Bedworth than our car parking offer ever could. Vastly increasing the total number of houses to be built in our Borough, including over 6000 in Weddington and St Nicolas alone, will increase the car usage on our roads significantly more.

I am perplexed, also, because there was not one peep out of Cllr Elliott when the previous Labour administration did a car-parking offer, which we still currently have at the moment, albeit a far more inferior package than what the new Conservative administration is proposing tonight, and Councillor Croft will elucidate why it was an inferior package compared to ours later on this evening.

On the Conservative benches we are proud to be standing behind our market traders and businesses across our towns and supporting them through Covid and into the economic recovery. And that is exactly what the budget recommendation before us tonight will do. Yet again, this is a prime example of Labour failing to support our businesses and markets and why they deserved to be kicked out by the electorate in May.

The reality is that in just 7 weeks, this new Conservative administration has done far more for our town economies than Labour did in 50 years!

Councillor Walmsley moved that standing order 4.13.4 be suspended for the Leader, Councillor Wilson, Shadow Leader, Councillor Watkins, and Councillor Croft (as the relevant Portfolio Holder). Councillor Wilson seconded this proposal.

RESOLVED: That Council procedure Rule 4.13.4 be suspended for the speeches made by Councillors Croft; Watkins & Wilson.

CL15 **Notice of Motion – General Fund Revenue Budget and Capital Programme**

In accordance with Procedure Rule Part 4A, paragraph 3.1 (iv) of the Council's Constitution, the Head of Paid Service requested the calling of an Extraordinary Meeting following a requisition from Councillors: K. Wilson, C. Golby, H. Walmsley, J. Gutteridge, B. Pandher, D. Brown, S. Croft and K. Evans to consider the following motion:

“In order to allow the Manifesto commitments of the new Conservative Administration to be actioned with the greatest possible urgency, an Extraordinary Council meeting is requested to be convened on 30 June 2021 to allow a reviewed General Fund Revenue Budget and Capital Programme to be considered by, and voted upon, by Council following the report to Cabinet on 23 June 2021.

We request that the Cabinet Agenda Item 10 papers together with any recommendation(s) from Cabinet made on 23 June 2021 be appended to this requisition when the council is summoned.”

After much discussion around the budget proposals, the following verbal amendments were proposed by Councillor Croft:

- a) The notice period will start from 10th July, meaning that the 3 hours for £1 will come into effect from Sunday 1st August 2021, as the 21 days' notice needs to be given for the temporary changes to the Traffic Order, and not from Friday 6th August as printed in the report.
- b) Thanks be publicly expressed and noted to the Finance Team and Craig Pugh for all their hard work and to Simone Hines and Craig Pugh and the Finance Team, Brent Davis for turning this emergency budget around in six weeks at a particularly busy time of the year with year end and audit procedures, when they are short staffed and noted, their hard work over the last 16 months when they were working in crisis management mode.

Councillor S. Croft moved the recommendations to the report and this was seconded by Councillor K. Wilson.

A recorded vote was taken as follows:

FOR: Councillors: B. Beetham, D. Brown, S. Croft,
L. Cvetkovic, K. Evans, C. Golby,
J. Kennaugh, A. Sargeant, R. Tromans,
H. Walmsley, K. Wilson

AGAINST: Councillor: C. Watkins

The motion was carried.

Mayor

Council - Schedule of Declarations of Interests – 2021/2022

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	General dispensations granted to all members under s.33 of the Localism Act 2011			Granted to all members of the Council in the areas of: <ul style="list-style-type: none"> - Housing matters - Statutory sick pay under Part XI of the Social Security Contributions and Benefits Act 1992 - An allowance, payment given to members - An indemnity given to members - Any ceremonial honour given to members - Setting council tax or a precept under the Local Government Finance Act 1992 - Planning and Licensing matters - Allotments - Local Enterprise Partnership
	R. Baxter-Payne	Manager Brinklow Quarry Ltd, Brinklow; County Councillor - WCC	Spouse: Self-employed childminder	
	B. Beetham	Coventry Warwickshire Partnership Trust; Warwickshire County Council – Camp Hill	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board • Committee of Management of Hartshill and Nuneaton Recreation Ground 	
	D. Brown	Employed by H.M Land Registry	Regional Coordinator, Ragdoll Rescue Charity. Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Exhall Education Foundation; • Warwickshire Joint Overview and Scrutiny Committee; • NBBC Biodiversity Champion 	
	J. Clarke	Employed by Marcus Jones MP County Councillor W.C.C.	Nuneaton Conservative Association; Deputy Chairman	
	T. Cooper	None	Member on the following Outside Bodies: <ul style="list-style-type: none"> • Camp Hill Urban Village: Pride in Camp Hill Board 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> Committee of Management of Hartshill and Nuneaton Recreation Ground 	
	S. Croft	Employed at Holland & Barrett Retail Ltd	Treasurer of the Conservative Association Member of the following Outside Bodies: <ul style="list-style-type: none"> Champion for Safeguarding (Children and Adults) Local Government Superannuation Scheme Consultative Board West Midlands Employers 	
	L. Cvetkovic	Head of Geography (Teacher), Sidney Stringer Academy, Coventry	The Bulkington Volunteers (Founder); Bulkington Sports and Social Club (Trustee) Member on the following Outside Bodies: <ul style="list-style-type: none"> Building Control Partnership Steering Group 	
	L. Downs	River Bars Limited; Coventry Plus Beyond the Plane	NBBC representative on the Armed Forces Covenant Meeting	
	P. Elliott	Educator – CW Mind Autism Support Service	Vice-Chair of Governors at Stockingford Nursery	
	K. Evans	Employed by UK Parliament	Sponsorship: Election Expenses – North Warwickshire Conservative Association Membership of Other Bodies: <ul style="list-style-type: none"> Sherbourne Asset Co Shareholder Committee; Nuneaton and Bedworth Sports Forum; Warwickshire Direct Partnership; Warwickshire Waste Partnership; West Midlands Combined Authority Audit Committee. Executive Officer – North Warwickshire Conservative Association; Member of the Conservative and Unionist Party; Member of the Governing Body – Race Leys Infant	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			School	
	C. Golby		<p>Member of Warwickshire County Council</p> <hr/> <p>Member of the following Outside Bodies:</p> <ul style="list-style-type: none"> • Coventry, Warwickshire and Hinckley and Bosworth Joint Committee • District Leaders • Local Enterprise Partnership • Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) • Nuneaton and Bedworth Home Improvement Agency • NBBC representative on the George Eliot Hospital NHS Trust – Public/User Board • NBBC representative on George Eliot Hospital NHS Foundation Trust Governors 	
	J. Gutteridge	Joint shareholder in a factory unit on Bayton Road Industrial Estate	<p>Representative on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Warwickshire Health and Wellbeing Board • Age UK (Warwickshire Branch) <hr/> <p>Member of NABCEL</p>	To speak and vote on any matters involving the Borough Plan related to land at Leyland Road Bulkington
	B. Hammersley	County Councillor – W.C.C.		
	S. Harbison	Employed by Meridian c/o Hello Fresh, 1 St Georges Way, Nuneaton	<p>Member on the following Outside Bodies:</p> <ul style="list-style-type: none"> • Poor's Piece Charity • Astley Charity 	
	L. Hocking	Employed by Openreach	<p>Member of:</p> <ul style="list-style-type: none"> • Unite the Union • Communication Workers Union 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	J. Kennaugh	County Councillor W.C.C. Employed by UK Flooring Direct Ltd.	Member of the W.C.C. Regulatory Committee Member of the Conservative Party Member of UNITE the Union Nuneaton and Bedworth representative for the Equality and Inclusion Partnership NBBC Representative on Warwickshire Race Equality Partnership	
	K.A. Kondakor		Member of Warwickshire County Council 100PERCENTRENEWABLEUK LTD	
	A. Llewellyn-Nash	Employee of BMI Healthcare	Treasurer of Exhall Multi-cultural Group Governor at Newdigate Primary and Nursery School, Bedworth Member of the following Outside Bodies: <ul style="list-style-type: none"> • Hospice Charity 	
	S. Markham	County Councillor – W.C.C.	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Bedworth Neighbourhood Watch 	
	B. Pandher	Member of Warwickshire County Council	Treasurer & Trustee of Nanaksar Gurdwara Gursikh Temple; Coordinator of Council of Sikh Temples in Coventry; Secretary of Coventry Indian Community; Trustee of Sikh Monument Trust Vice Chair Exhall Multicultural Group Member of the following Outside Bodies: <ul style="list-style-type: none"> • Foleshill Charity Trustee – Proffitt's Charity 	
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	A. Llewellyn-Nash	Employee of BMI Healthcare	Treasurer of Exhall Multi-cultural Group Governor at Newdigate Primary and Nursery School, Bedworth Member of the following Outside Bodies: <ul style="list-style-type: none"> • Hospice Charity 	
	S. Markham	County Councillor – W.C.C.	Member of the following Outside Bodies: <ul style="list-style-type: none"> • Bedworth Neighbourhood Watch 	
	B. Pandher	Member of Warwickshire County Council	Treasurer & Trustee of Nanaksar Gurdwara Gursikh Temple; Coordinator of Council of Sikh Temples in Coventry; Secretary of Coventry Indian Community; Trustee of Sikh Monument Trust Vice Chair Exhall Multicultural Group Member of the following Outside Bodies: <ul style="list-style-type: none"> • Foleshill Charity Trustee – Proffitt's Charity 	
	N. Phillips	Employee of DWP	Member of: <ul style="list-style-type: none"> • Nuneaton Labour CLP • The Fabian Society • The George Eliot Society • The PCS Union • Central Credit Union • Stockingford Sports and Allotment Club • Haunchwood Sports and Social Club 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
	M. Rudkin	Employee of Coventry City Council	Unite the Union	
	A. Sargeant		Chairman of The Nook (Nuneaton) Residents Association. Chair of Attleborough Community Matters group. Chair of Attleborough Neighbourhood Watch Member of Nuneaton Carnival Committee Representative on the following Outside Bodies: <ul style="list-style-type: none"> • Advice Rights 	
	J. Sargeant	Head of Retail – Life Charity		
	J. Sheppard		Partnership member of the Hill Top and Caldwell Big Local. Director of Wembrook Community Centre. Member of the Management Committee at the Mental Health Drop in.	Dispensation to speak and vote on any matters of Borough Plan that relate to the Directorship of Wembrook Community Centre
	T. Sheppard	Employee of Dairy Crest		
	J. Singh			
	R. Smith		Chairman of Volunteer Friends, Bulkington; Board member of Bulkington Village Community and Conference Centre Trustee of Bulkington Sports and Social Club; Member of the following Outside Bodies: <ul style="list-style-type: none"> • A5 Member Partnership; • Patrol (Parking and Traffic Regulation Outside of London) Joint Committee; • Building Control Partnership Steering Group • Bulkington Village Centre Project 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			<ul style="list-style-type: none"> Representative on the Nuneaton and Bedworth Older Peoples Forum 	
	M. Tromans	RTC Ltd, Nuneaton; WCC, Warwick	Conservative Party; Nuneaton Acorns WI Share in rental property - Nuneaton	
	R. Tromans	Director of RTC Ltd	Member of the following Outside Bodies: <ul style="list-style-type: none"> Nuneaton Neighbourhood Watch Committee Nuneaton Festival of Arts 	
	H. Walmsley	Chief of Staff to Julian Knight MP	Chartered Institute of Public Relations Member on the following Outside Bodies: <ul style="list-style-type: none"> Friendship Project for Children West Midlands Combined Authority Audit Group 	Dispensation to speak and vote
	M. Walsh			
	C.M. Watkins	Landlord of a privately rented property	Representative on the following outside bodies: <ul style="list-style-type: none"> Nuneaton and Bedworth Community Enterprises Ltd. (NABCEL) 	
	K.D. Wilson	Acting Delivery Manager, Nuneaton and Warwick County Courts, HMCTS, Warwickshire Justice Centre, Nuneaton	Nuneaton Conservative Association Corporate Tenancies: properties are leased by NBBC to Nuneaton and Bedworth Community Enterprises Ltd, of which I am a Council appointed Director. Representative on the following: <ul style="list-style-type: none"> Director of Nuneaton and Bedworth Community Enterprises Ltd (NABCEL) Coventry, Warwickshire and Hinckley & Bosworth Joint Committee District Council Network Local Government 	

	Name of Councillor	Disclosable Pecuniary Interest	Other Personal Interest	Dispensation
			Association <ul style="list-style-type: none"> • Director of Coventry and Warwickshire Local Enterprise Partnership Ltd (CWLEP) • West Midlands Combined Authority • Deputy Chairman – Nuneaton Conservative Association • District Council Network • Local Government Association 	

Notice of Motion to Full Council

To: Brent Davis, Head of Paid Service

We request that the following motion be put on the agenda for the next Full Council:

"This Council has no confidence in the current controlling group and calls upon the Cabinet to resign forthwith."

K. Shilton
A. G. G. G.

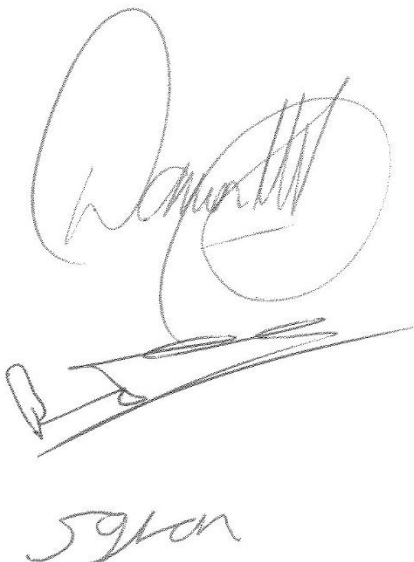
H. W. W.

K. B.

L. C. C.

J. H. H.

T. S. S.



59/01/21

A. H. H. - N. A. A.

K. E. E.

NOTICE OF MOTION

AGENDA ITEM: 7 a) ii)

Hi Brent,

I would like to move the following motion:

“This Council condemns the Government’s proposal to award only a 1% pay increase to NHS workers in Nuneaton and Bedworth. NHS staff deserve a pay rise that reflects the sacrifices they have made during the pandemic, and sometimes at the expense of their own health, and untimely deaths. This Council joints with other organisations and our NHS colleagues to urge the Independent Pay Review Body to reject the Government’s proposals and recommend the substantial increase our NHS workers so richly deserve”.

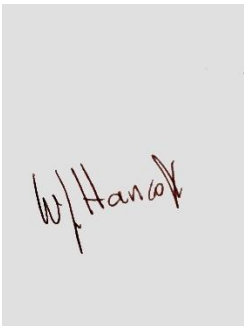
Councillor Barry Longden



Brent please find attached my electronic signature for the motion

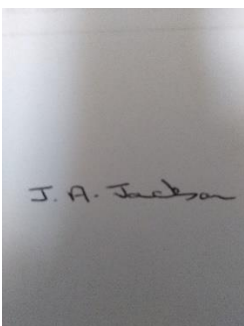
Regards

Cllr Ian Lloyd



Brent, if acceptable add this to my earlier email as signatory.

Cllr Bill Hancox



Hi Brent,

Happy to sign this.

Cllr Julie Jackson

4A.10 QUESTIONS BY COUNCILLORS

4.10.1 A Member of the Council may ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.

4.10.2 Questions on Notice at Full Council

At each meeting a Member of the Council may ask no more than one question (but see 10.3(b) below) on any matter in relation to which the Council has powers or duties, or which affects the Borough. For questions from Members, Paragraph 4.9.4 shall apply. A Member may choose to ask their permitted question of either:

- a Member of the Cabinet; or
- the Chair of any Committee, Panel or Sub-Committee

4.10.3 No such question under paragraphs 10.2 or 10.3 shall be asked unless: (a) the question has been delivered in writing to the Head of Paid Service and Leader before 12 noon on the day before the meeting of the Council; or (b) where the question relates to urgent matters, they have the consent of the Mayor or the Leader of the Council or the Portfolio Holder to whom the question is to be put or in the case of a Committee, Panel or Sub-Committee, the Chair, and the content of the question is given to the Head of Paid Service at least three hours before the time that the meeting is due to start.

4.10.4 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

4.10.5 Time Limit

The maximum time for Members' questions shall not normally exceed 24 minutes, and the Mayor shall have discretion to limit the questions as he or she shall see fit.

4.10.6 Reference of Question to the Cabinet or a Committee

Any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.10.7 Any question or statement which cannot be dealt with because of lack of time will be dealt with in writing in accordance with paragraph 10.5 (c).

4.10.8 Questions on Notice at Committees, Panels or Sub- Committees

A Member of a Committee, Panel or Sub-Committee may, upon giving notice, ask the Chair of it one question on any matter in relation to which the Council has powers or duties, or which affect the Borough and which falls within the Terms of Reference of that Committee, Panel or Sub-Committee

AGENDA ITEM No. 8

9. PUBLIC PARTICIPATION

9.1 General

At each ordinary meeting of the Council, [20] minutes (which can be extended at the discretion of the Mayor) shall be set aside for questions or statements from the public gallery by any resident of the borough in relation matters in respect of which to which the Council has powers or duties or which affect the Borough.

9.2 Notice of questions and statements

No such question shall be asked or statement made unless it shall have been delivered in writing to the Managing Director no later than 12 noon on the day before the meeting of the Council.

9.3 Scope of questions and statements

The Managing Director may reject a question or statement if it:

- is not about a matter for which the Council has a responsibility or which doesn't affect the borough;
- is defamatory, frivolous or offensive;
- is substantially the same as a question or statement which has been put at a meeting of the Council in the past six months; or
- requires or involves the disclosure of confidential or exempt information.

9.4 The Mayor will invite the relevant Cabinet Member or Committee Chair to give a reply. Such reply shall not exceed 5 minutes. In the case of a question, on the discretion of the Mayor, a supplementary question may be asked if arising directly from the reply, provided that the original allocation of 5 minutes is not exceeded. The Mayor may reject a supplementary question on any of the grounds detailed in paragraph 9.3 above.

9.5 Time Limit and Number of questions

No question or statement shall exceed 3 minutes. In the event of there being more than one question or statement, the Managing Director will draw lots to determine the order in which the questions shall be asked or statements made. At the expiry of the 20 minute period, or such period as may be agreed by the Mayor, or after the reply to the final question or statement, whichever shall first occur, the Council will proceed to the next business.

Cabinet Report to Council, 14th July 2021

1. Introduction

This report deals with the Cabinet meetings held on 26th May and 23rd June 2021.

It also includes details of any reports from the West Midlands Combined Authority Board, which have, or may have in the future, a direct impact on NBBC, namely the Annual General meeting held on Friday 25th June 2021.

2. 26th May 2021 Cabinet Meeting

a) Cornerstone Lease Extension – Temporary Accommodation

Housing and Communities – Councillor C. Golby **(Key Decision)**

The Executive Director – Resources submitted a report to seek approval to extend the leases on 18 properties that are used as temporary accommodation for homeless households.

Cabinet approved the recommendations in the report.

b) Community Infrastructure Levy (CIL) Charging Schedule

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning & Public Protection submitted a report to update Cabinet on the further work undertaken following the public consultation on the CIL Charging Schedule undertaken in October 2020 and to recommend the next steps.

Cabinet approved the recommendations in the report.

Training has been arranged in early September to assist Members with their understanding of CIL / S106.

c) Borough Plan Issues and Options Consultation on Borough Plan Review

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning & Public Protection submitted a report to seek approval to hold a public consultation on the Borough Plan Review – Issues and Options document.

Cabinet approved the recommendations in the report.

d) Borough Plan Issues and Options Consultation on Gypsy and Traveller Site Allocations DPD

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning and Public Protection submitted a report to seek approval to consult on the Gypsy and Traveller Site Allocations Development Plan Document (DPD) – Issues and Options document.

Cabinet approved the recommendations in the report.

e) Consultation on Transport Demand Management Matters Supplementary Planning Document (including car and cycle parking standards)

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning and Public Protection submitted a report seeking approval to consult on the following Supplementary Planning Documents (SPDs):

- Transport Demand Management Matters – Parking Standards SPD
- Conservation Area Appraisals and Management Plan SPDs for each designated conservation area:
 - ~ Abbey Conservation Area
 - ~ Bedworth Conservation Area
 - ~ Bulkington Conservation Area
 - ~ Hawkesbury Conservation Area
 - ~ Nuneaton Town Centre Conservation Area

Cabinet approved the recommendations in the report.

f) Town Centres Area Action Plan – Publication Consultation

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning and Public Protection submitted a report seeking permission to consult on the Town Centre Area Action Plan (AAP) – Publication document.

Cabinet approved the recommendations in the report.

g) Welcome Back Fund

Business and Regeneration - Cllr K. D. Wilson and Finance and Corporate - Cllr S Croft

The Executive Director – Operations and the Executive Director – Resources & Housing submitted a report seeking approval for the activities to form the basis of the Welcome Back Fund Business Case to be submitted to Government to

allow the Borough Council to spend the £115,000 Welcome Back Fund grant that it has been awarded from the Government.

Cabinet approved the recommendations in the report.

h) COVID-19: Additional Restrictions Grant
Finance and Corporate - Cllr S Croft

The Executive Director - Resources & Housing submitted a report setting out options for the continued use of the Additional Restrictions Support Grant (ARG), to ensure businesses continue to be supported during the COVID-19 pandemic and recovery phase.

Cabinet resolved that:

- Further support for Market Traders is appropriate and based on the information set out at paragraph 4.3 the offer be increased to 100% of rent levels for permanent traders and 50% for casuals and that this would cost approximately £32k from the ARG allocation;
- The total cost of any further grant support from the Additional Restrictions Grant, be approved;
- Delegated authority be given to the Executive Director, Resources and Housing to implement the grant scheme as soon as practically possible;
- The report be marked not for call in due to the timescales for spending the current Additional Restrictions Grant allocation;

Other items considered

- Quarterly Review of Strategic Performance (Fourth Quarter 2020/21)
- Transforming Bedworth and Transforming Nuneaton Cross Party Working Groups Membership– Cabinet resolved to invite Craig Tracey to be an observer at future meetings of the Transforming Bedworth Cross Party Working Group and Marcus Jones to be observer at future meetings of the Transforming Nuneaton Cross Party Working Group.

3. 23rd June 2021 Cabinet Meeting

a) Adoption of Supplementary Planning Documents (SPDs) – Health Impact Assessment SPD and Open Space and Green Infrastructure SPD

Planning and Regulation – Councillor R. Smith **(Key Decision)**

The Director – Democracy, Planning & Public Protection submitted a report to seek approval from Cabinet to recommend the Health Impact Assessment Supplementary Planning Document (SPD) and the Open Space and Green Infrastructure SPD for adoption at Full Council.

Cabinet approved the recommendations in the report.

b) Public Space Protection Order Consultation – Control of Begging

Planning and Regulation – Councillor R. Smith

The Director – Regeneration, Economy and Assets, presented a report to Cabinet to consider approval of a statutory public consultation in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 for a Public Space Protection Order (PSPO) to address the issues caused by begging throughout the Borough.

Cabinet resolved that a statutory public consultation be undertaken in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 for a Public Space Protection Order to address begging as set out in the report.

c) Car Sales on Highways Public Space Protection Order Consultation

Planning and Regulation – Councillor R. Smith

The Director – Democracy, Planning & Public Protection submitted a report to Cabinet seeking approval to consider a statutory public consultation in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 for a Highway Car Sales Public Space Protection Order (PSPO).

Cabinet resolved that a statutory public consultation be undertaken in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 for a Highway Car Sales Public Space Protection Order as set out in the report.

d) General Fund Revenue and Capital Programme Update 2021/22

Finance and Corporate Affairs – Councillor S. Croft **(Key Decision)**

The Executive Director – Resources presented a report to Cabinet seeking approval on the adjustments made to the General Fund Revenue and Capital Programme.

Cabinet resolved to recommend the adjustments made to the General Fund Revenue and Capital Programme contained in the report, with some small additions, to the Extraordinary Meeting of Council on 30th June for approval.

Councillor S. Croft asked that Cabinet's thanks be noted to the Finance Team for turning this emergency budget around in six weeks at a particularly busy time of the year.

e) **Leisure Strategy Report**

Public Services – Councillor K. Evans

The Director – Leisure, Recreation & Health presented a special urgency report to Cabinet to update them on the Council's Leisure Strategy in relation to the Pingles, Bedworth and Top Farm sites.

Cabinet approved the recommendations in the report and also gave their extended thanks to the Director – Leisure, Recreation and Health, the Head of Sports Development, the Sports Development Team and our external consultants, who have all worked hard on this bid.

Other items considered

- Establishment of a Civic Honours Sub-Committee

4. West Midlands Combined Authority (WMCA)

In terms of items which have, or may have in the future, a direct impact on NBBC the WMCA Board meeting of 25th June 2021 considered:

A report to note the appointments made by constituent, non-constituent and observer member authorities to the WMCA Board and its committees/sub-boards for 2021/22 and agree the timetable of meetings for the WMCA Board and its committees/sub-boards for 2021/22.

5. Conclusion

This report is presented on behalf of Cabinet, and, as always, my colleagues and I are only too happy to take any questions in relation to this report.

Councillor K. Wilson
Leader of the Council on behalf of Cabinet

CABINET

Cabinet

Report Summary Sheet

Date:	23rd June 2021
Subject:	Adoption of Supplementary Planning Documents (SPDs) – Health Impact Assessment SPD and Open Space and Green Infrastructure SPD
Portfolio:	Cabinet Member for Planning and Regulation (Councillor Richard Smith)
From:	Director – Democracy, Planning and Public Protection

Summary:

The purpose of this report is to seek Cabinet approval to recommend the Health Impact Assessment Supplementary Planning Document (SPD) and the Open Space and Green Infrastructure SPD for adoption at Full Council.

Recommendations:

1. That the Health Impact Assessment SPD (at Appendix A) and the Open Space and Green Infrastructure SPD (at Appendix B) be recommended for adoption at Full Council.
2. That delegated authority be given to the Head of Planning in consultation with the Cabinet Member for Planning and Regulation to make any minor amendments to the documentation prior to consideration at Full Council.

Options:

1. To accept the recommendation and proceed to Full Council.
2. Not to proceed to Full Council.

Reasons:

To provide supplementary planning guidance in accordance with the commitments set out in the adopted Borough Plan and the latest Local Development Scheme dated September 2020.

Subject to call-in: Yes.

Ward relevance: All.

Forward plan: Yes.

Delivering Our Future Theme: 1, 2, and 3.

Delivering Our Future Priority: All.

Relevant statutes or policy: Planning and Compulsory Purchase Act 2004 (as amended) and the associated Town and Country Planning (Local Planning)(England) Regulations 2012 (as amended). Nuneaton and Bedworth Borough Plan. National Planning Policy Framework (NPPF)/National Planning Practice Guidance (NPPG).

Equal opportunity implications: None.

Human resources implications: None.

Financial implications: None.

Health Inequalities Implications: The supplementary guidance seeks to ensure that the impacts of major development proposals on health and wellbeing are properly considered. Conserving and enhancing open spaces and green infrastructure will help deliver improvements to health and address health inequalities in the Borough.

Section 17 - Crime and Disorder Implications: The Open Spaces and Green Infrastructure SPD provides a number of key design principles which should help deliver safe and secure parks and open spaces.

Risk management implications: Not adopting up-to-date supplementary guidance may

prevent delivery of infrastructure and sustainable development.

Environmental implications: None.

Legal implications: The Council has committed to produce the SPD through the publication of the 2020 Local Development Scheme (LDS). The process for producing SPDs is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012.

Contact details:

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Phil Larter
Principal Planning Policy Officer
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philip.larter@nuneatonandbedworth.gov.uk

AGENDA ITEM NO. 6

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet – 23rd June 2021

From: Director – Democracy, Planning and Public Protection

Subject: Adoption of Supplementary Planning Documents (SPDs) – Health Impact Assessment SPD and Open Space and Green Infrastructure SPD

Portfolio: Planning and Regulation (Councillor Richard Smith)

Delivering Our Future Theme: 1, 2, and 3

Delivering Our Future Priority: All

1. Purpose of Report

- 1.1 The purpose of this report is to seek Cabinet approval to recommend the Health Impact Assessment SPD and the Open Space and Green Infrastructure SPD for adoption at Full Council.

2. Recommendations

- 2.1 That the Health Impact Assessment Supplementary Planning Document (SPD) (at Appendix A) and the Open Space and Green Infrastructure SPD (at Appendix B) be recommended for adoption at Full Council.
- 2.2 That delegated authority be given to the Head of Planning in consultation with the Cabinet Member for Planning and Regulation to make any minor amendments to the documentation prior to consideration at Full Council.

3. Health Impact Assessment SPD

Background

- 3.1 The Nuneaton and Bedworth Borough Plan was adopted on the 11th June 2019. The Borough Plan makes reference to the production of SPDs. SPDs provide more detailed advice and guidance in relation to the implementation and interpretation of certain planning policies, with the aim of delivering sustainable development. SPDs do not form part of the development plan for the Borough, but they are a material consideration when determining planning applications. Policy HS5 – Health of the Borough Plan requires all major development proposals

to have an acceptable impact on health and wellbeing. Policy HS5 states that this should be demonstrated through the submission of a Health Impact Assessment (HIA) Screening Report or where a proposal would have significant impacts on health and wellbeing then a full HIA is to be submitted. The policy requires all Health Impact Assessments to be undertaken in accordance with the council's Health Impact Assessment SPD.

Scope and content of the Health Impact Assessment SPD document

- 3.2 The SPD sets out the Council's expectations for HIA Screening Reports and HIAs, including a template for HIA Screening Reports to be completed by applicants. It provides a non-exhaustive list of health and wellbeing factors for applicants to consider along with examples of how each could positively and negatively impact health and wellbeing. The intention is to ensure a minimum standard for HIA Screening Reports and to aid their review by the Council and other consultees. The SPD also directs applicants to sources of guidance on producing full HIAs as there are multiple existing acceptable methods for producing HIAs.

Consultation on the Health Impact Assessment SPD

- 3.3 The public consultation process ran from 8th January 2021 to 5th March 2021. Eight responses were received as a result of the consultation from the following:

- Savills (on behalf of Arbury Estate);
- Coal Authority;
- Historic England;
- Inland Waterways Association;
- Sport England;
- Warwickshire County Council (Warwickshire Public Health);
- Warwickshire Police; and
- One member of the public.

These responses were analysed and used to assist in producing the final version of the Health Impact Assessment SPD. The final version is attached as Appendix A.1 of this report and the table of responses and officer comments is attached as Appendix A.2 of this report. The main changes to the document include:

- Clarification of how the HIA process relates to different types of planning application and where there is initially limited detail on the proposal.
- Clarification of how submitted HIAs will be assessed.
- Addition of a link to a Historic England publication on Wellbeing and the Historic Environment.

- Additional text to emphasise the importance of using local Joint Strategic Needs Assessment (JSNA) evidence as per Warwickshire County Council's recommendation.
- Additional text on play and open space as per Sport England recommendation.

4 Open Space and Green Infrastructure SPD

Background

- 4.1 The Open Space and Green Infrastructure SPD provides supplementary guidance to Borough Plan policies NE1 - Green Infrastructure, NE2 - Open Space, and NE3 - Biodiversity and Geodiversity. Policy SA1 - Development Principles on Strategic Sites also contains a number of key green infrastructure principles, particularly in terms of existing assets to be retained or enhanced when masterplanning for the delivery of the strategic housing and employment sites.
- 4.2 The SPD sets the Council's expectations in terms of key principles and processes for developers to adhere to when masterplanning and delivering new development sites. As the SPD will act as a resource document for developers, this should help to 'frontload' the process as far as possible and help prevent protracted negotiations, or abortive work at the planning application stage.

Scope and content of the SPD

- 4.3 Open space is defined in the National Planning Policy Framework as *"all open space of public value...which offers important opportunities for sport and recreation and can act as a visual amenity"*. Green Infrastructure is defined as *"a network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities"*.
- 4.4 Open space and green infrastructure can provide a number of key benefits including:
- Healthier communities;
 - Improved social cohesion;
 - Attractive places to live and work;
 - Economic benefits;
 - Opportunities for greener and more active travel;
 - Increased biodiversity;
 - Air and noise pollution reduction; and
 - Flood risk reduction.

4.5 The SPD addresses a number of key issues associated with delivery of open spaces and green infrastructure on new developments including:

- Ecology/biodiversity – covering survey requirements (pre-commencement and protected species), ecological management plans, adoption, maintenance and biodiversity offsetting;
- Parks and play provision – including location, soft and hard landscaping, play facilities, accessibility, health and safety considerations and maintenance;
- Trees – including surveying and design/planting considerations;
- Accessible Sustainable Drainage Systems (SuDS) – covering ecological considerations, public access, maintenance, health and safety requirements and adoption;
- Accessible green network corridors – including walking and cycling routes and when and where they need to be provided; and
- Allotments – covering when on-site provision is required, size, location, facilities, maintenance, health and safety considerations, adoption and s106 payments for off-site provision.

4.6 The document provides detailed guidance for various types of developments including householder/minor developments, residential developments of over 10 dwellings, commercial developments and supported living developments.

Consultation on the Open Space and Green Infrastructure SPD

4.7 The public consultation process ran from 8th January 2021 to 5th March 2021. Ten consultation responses were received from the following respondents:

- Coal Authority
- Historic England
- Inland Waterways Association – Lichfield Branch
- Inland Waterways Association – Warwickshire Branch
- Sport England
- Warwickshire County Council – Flood Risk Management
- Warwickshire County Council – Planning
- Warwickshire Police
- Savills (on behalf of Arbury Estate)
- One member of the public

4.8 These responses were analysed and used to assist in producing the final version of the Open Space and Green Infrastructure SPD. The final version of the SPD is attached as appendix B.1 and the table of

responses and officer comments (including changes to the SPD) is attached as Appendix B.2.

- 4.9 The main changes relate to the inclusion of a document summary/planning application checklist to assist developers, additional text on the green corridor buffer widths and clarification on how pre-development ecological value will be determined. The changes made to the SPD are considered to provide additional clarity to the SPD and will aid those that will be using the documents.

5 Conclusion

- 5.1 That the Health Impact Assessment SPD and the Open Space and Green Infrastructure SPD be recommended to Full Council for adoption.

6 Appendices

Appendix A.1 – Health Impact Assessment Supplementary Planning Document.

Appendix A.2 – Table of consultation responses and officer comments

Appendix B.1.A – Open Space and Green Infrastructure SPD – Introduction

Appendix B.1.B - Open Space and Green Infrastructure SPD – Part A – Householder applications and development up to 9 dwellings

Appendix B.1.C - Open Space and Green Infrastructure SPD – Part B – developments of 10 dwellings or more

Appendix B.1.D - Open Space and Green Infrastructure SPD – Part C – Supported living developments

Appendix B.1.E – Open Space and Green Infrastructure SPD – Part D - Commercial and industrial developments

Appendix B.1.F – Open Space and Green Infrastructure SPD Appendix 1 – Detailed Design Standards for publicly accessible compliant greenspace

Appendix B.2 – Table of consultation responses and officer comments

7 Background Papers

The consultation versions of the SPDs are available to view on the 9th December 2020 Cabinet webpage which can be accessed at:

<https://www.nuneatonandbedworth.gov.uk/meetings/meeting/2209/cabinet>

CABINET

Agenda item: 13

Report Summary Sheet

Date:	23 rd June 2021
Subject:	Civic Honours Sub-committee
Portfolio:	Finance and Corporate Services [Cllr S Croft]
From:	Executive Director – Operations

Summary:	<p>This report proposes arrangements for establishing a Civic Honours Sub-committee.</p> <p>One of the areas of activity that the Conservative Administration have indicated that they wish to progress is reviving “civic pride” within the Borough. As one part of this it is proposed that a Civic Honours Sub-committee of Cabinet is established to enable Elected Members to formally consider bestowing various civic honours such as [but not limited to]:</p> <ul style="list-style-type: none"> • Community Awards • Freedom of the Borough • Honorary Aldermen
Recommendations:	<p>2.1 A Civic Awards Sub-committee of Cabinet be established.</p> <p>2.2 The Civic Awards Sub-committee comprise of:</p> <ul style="list-style-type: none"> • Leader of the Council • Deputy Leader of the Council • The Cabinet Member - Finance and Corporate Services • The Mayor • Leader of the Main Opposition Party <p>and be chaired by the Leader of the Council.</p> <p>2.3 IT BE RECOMMENDED TO COUNCIL THAT:</p> <p>Article 7 of the Councils’ constitution be amended accordingly.</p>
Reasons:	To help in reviving “civic pride” within the Borough.
Options:	Accept the recommendations in full or part. Reject the recommendations
Subject to call-in:	Yes

Ward relevance:	Not applicable
Forward Plan	No
Delivering our Future priorities:	Theme 2 Priority 1 Theme 3 Priority 5
Relevant statutes or policy:	N/A

<p>Equal opportunity implications:</p> <p>No specific equal opportunities implications.</p>
<p>Human Resources implications:</p> <p>The Civic Honours Sub-committee will need to be appropriately serviced by Officers.</p>
<p>Financial implications:</p> <p>Servicing of the Civic Honours Sub-committee may lead to increased salary costs. An early task for the Civic Honours Committee will be to explore any financial implications that may arise from bestowing different types of Civic Awards and Honours and then work with Cabinet and Officers to ensure costs that arise can be met both in 2021/22 and future years.</p>
<p>Health Inequalities Implications:</p> <p>No specific health inequalities implications.</p>
<p>Section 17 – Crime and Disorder Implications:</p> <p>No specific Section 17 implications.</p>
<p>Risk Management Implications:</p> <p>No specific risk management implications.</p>
<p>Environmental Implications:</p> <p>No specific environmental implications.</p>
<p>Legal Implications:</p> <p>No specific legal implications.</p>

<p>Contact details:</p> <p>Name: Brent Davis</p> <p>Email: brent.davis@nuneatonandbedworth.gov.uk</p> <p>Phone Number: 024 7637 6347</p>

AGENDA ITEM NO: 9

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Cabinet – 23rd June 2021

From: Executive Director – Operations

Subject: Civic Honours Sub-committee

Portfolio: Finance and Corporate [Cllr S Croft]

Delivering Our Future Themes: Theme 2 and Theme 3

Delivering Our Future Priorities: Theme 2 Priority 1 and Theme 3 Priority 5

1. Purpose of Report

1.1 To propose arrangements for establishing a Civic Honours Sub-committee.

2. Recommendations

2.1 A Civic Awards Sub-committee of Cabinet be established.

2.2 The Civic Awards Sub-committee comprise of:

- Leader of the Council
- Deputy Leader of the Council
- The Cabinet Member - Finance and Corporate Services
- The Mayor
- Leader of the Main Opposition Party

and be chaired by the Leader of the Council.

2.3 IT BE RECOMMENDED TO COUNCIL THAT:

Article 7 of the Councils' constitution be amended accordingly.

3. Report

3.1 One of the areas of activity that the new administration have indicated that they wish to progress is reviving “civic pride” within the Borough. As one part of this it is proposed that a Civic Honours Sub-committee of Cabinet is established to enable Elected Members to formally consider bestowing various civic honours such as [but not limited to]:

- Community Awards
- Freedom of the Borough
- Honorary Aldermen

3.2 Should a Civic Honours Sub-committee be established one of its first tasks will be producing its draft terms of reference to be agreed by Cabinet for its operation. The terms of reference will need to include a mechanism to allow for nominations of Civic Awards to be submitted to it by a wide range of stakeholders including:

- Elected Members
- MPs
- Charities and other Public Sector Organisations operating in the Borough
- Members of the Public.

3.2 Another early task for the Civic Honours Sub-committee will be to explore any financial implications that may arise from bestowing different types of Civic Awards and Honours and then work with Cabinet and Officers to ensure costs that arise can be met both in 2021/22 and future years.

Brent Davis

AGENDA ITEM NO. 14 a)

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Audit and Standards Committee – 22nd June 2021

From: Director of Democracy, Planning and Public Protection

Subject: Proposed Changes to the Constitution

1. Purpose of Report

1.1 To consider the changes as detailed in this report and recommend to Council that the Constitution to be amended accordingly.

2. Recommendations

2.1 The requirement for the appointment of 2 co-opted members be reduced to 1 on the Audit and Standards Committee as shown in Appendix A and for the Overview and Scrutiny Panels;

2.2 The Proposed Changes to Article 4A.9 Public Participation, by removing Article 4.9.4 and the consequential amendments as shown in Appendix B be approved;

2.3 The Proposed Changes to Article 4A.10 Questions by Councillors, by inserting 4.10.6 as shown in Appendix B be approved; and

2.4 IT BE RECOMMENDED TO COUNCIL THAT: the Constitution be amended accordingly

3. Background

3.1 The Chair of the Committee has requested that the following be considered by the committee:

3.2 In February, 2018, Council decided to reduce the number of co-opted members to 6. Since then, 3 of the appointed co-opted members have resigned, leaving 3 vacancies. The remaining co-optees have 2 years until their term of office expires.

3.3 Recruitment to the vacancies was approved by the Committee on 3rd November 2020. A recruitment exercise was undertaken in February 2021, but unfortunately no suitable candidates were found, and the vacancies remain. The existing co-opted members were appointed to the Committee and the Scrutiny Panels at Annual Council on 19th May 2021 and there is currently 1 Co-opted Member appointed to each Committee/Panel.

- 3.5 The Committee is now asked to approve this current arrangement and that this be reflected in the Constitution and, in particular, the requirement for the appointment of 2 co-opted members be reduced to 1 per Committee/Panel.
- 3.6 In addition, the committee is asked to also consider the removal of Article 4.9.4 as set out in the current Council Procedure Rules, limiting a question to 3 sentences and the consequential amendments to the Constitution arising from this, as shown in Appendix B attached to this Report.
- 3.7 Finally, the committee is asked to approve changes to Article 4.10 of the Council's Procedure Rules. Article 4.10 allows a member of the Council to ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.
- 3.8 By Inserting Article 4.10 .6, any other member of the Council may request to be able to move a motion in connection with the response arising from the question, and the response or supplementary response given and under consideration and, if seconded, speak on the item. A mini-debate can then be held on the motion.
- 3.9 The proposed amendments are as shown in Appendix B, attached to this Report.

PHILIP RICHARDSON

ARTICLE 9: THE AUDIT & STANDARDS COMMITTEE

The purpose of the Audit & Standards Committee is to provide independent assurance of the accuracy of the risk management framework and the internal control environment. It provides an independent review of the Council's governance, risk management and control frameworks, and oversees the financial reporting and annual governance processes. It oversees internal and external audit, helping to ensure efficient and effective assurance arrangements are in place.

In order to ensure high standards of conduct and probity, the Committee will also have a key part to play in strengthening and maintaining the highest standards of ethical conduct which the public is entitled to expect from both Members and Officers of the Council.

This Article sets out the composition, role and function of the Audit and Standards Committee.

A9.1 AUDIT & STANDARDS COMMITTEE

The Council meeting will establish an Audit & Standards Committee.

A9.2 COMPOSITION - POLITICAL BALANCE

- a) The composition of the Audit & Standards Committee has to reflect the political balance of the Council;
- b) No member of the Cabinet or Chair of an Overview & Scrutiny Panel shall be a member of the Audit & Standards Committee;
- c) The Audit & Standards Committee will be composed of 11 Members;
- d) Council shall appoint the Chair and Vice-chair of the Committee. The Chair shall be nominated from the membership of the Controlling Group, unless at the meeting to appoint the Chair the Controlling Group determine otherwise, and the Vice-chair shall be nominated from the main Opposition Group, unless at the meeting to appoint the Vice-chair, the main Opposition Group determine otherwise. If at any meeting neither the Chair nor Vice-chair are present, the Members present will appoint a Chair for that meeting from any member of that committee.
- e) the quorum will be five;
- f) the Committee shall have the power to co-opt one Independent Members to assist the Committee in fulfilling its purpose and they shall be appointed for a period of up to four years and shall be appointed for no more than two terms.

A9.3 ROLE AND FUNCTION

The Audit & Standards Committee will have the following roles and functions:

Governance, Risk and Control

- a) To review the Council's corporate governance arrangements against the Good Governance framework, and consider annual governance report and assurances;

- b) To review the Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances, taking into account Internal Audit's opinion on the overall adequacy and control;
- c) To consider the Council's arrangements to secure value for money, and review assurances and assessments on the effectiveness of these arrangements;
- d) To consider the Council's Strategic Risk Register and ensure that it adequately addresses the risks and priorities of the Council;
- e) To monitor the effective development and operation of risk management across the Council;
- f) To monitor progress in addressing risk related issues reported to the Committee;
- g) To consider reports on the effectiveness of internal controls, and monitor the implementation of agreed actions;
- h) To review the assessment of fraud risks and potential harm to the Council from fraud and corruption;
- i) To monitor the Council's Anti-Fraud Strategy;
- j) To maintain an overview of the Council's Constitution.

Internal Audit

- a) To approve the Internal Audit Charter.
- b) To review proposals made in relation to the appointment of external providers of IT internal audit services.
- c) To approve the risk based on Internal Audit Plan, including Internal Audit's resource requirements.
- d) To approve significant interim changes to the risk based Internal Audit Plan and resource requirements.
- e) To consider the Audit & Governance Manager's Annual Report, which will include:-
 - A Statement on the level of conformance with the Public Sector Internal Audit Standards;
 - The results of the Quality Assurance and Improvement Programme that supports the Statement – these will indicate the reliability of the conclusions of Internal Audit;
 - The Audit & Governance Manager's opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and control, together with the summary of the work supporting the opinion. These will assist the Committee in reviewing the Annual Governance Statement
- g) To contribute to the Quality Assurance and Improvement Programme and, in particular, to the external quality assessment of internal audit that takes place at least once every five years.

- h) To support the development of effective communication with the Audit & Governance Manager and commission work as necessary.
- i) To receive the Annual Ombudsman Report and make recommendations to Full Council as necessary.

External Audit

- a) To consider the external auditor's Annual Letter, relevant reports, and the report to those charged with governance.
- b) To consider specific reports as agreed with the external auditor.
- c) To comment on the scope and depth of external audit work and ensure it gives value for money.
- d) To commission work from external audit as necessary.
- e) To advise and recommend on the effectiveness of the relationships between external and internal audit, and other inspection agencies or relevant bodies.

Financial Reporting

- a) To approve the Annual Statement of Accounts.
- b) To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

Treasury Management

To review the Council's Treasury Management activities, and monitor the performance against the approved Treasury Management indicators.

Members Code of Conduct

- a) Promoting and maintaining high standards of conduct by Members, Independent Members and any other representatives;
- b) assisting Members and Independent Members to observe the Councillors' Code of Conduct;
- c) advising the Council on the adoption or revision of the Councillors' Code of Conduct;
- d) monitoring the operation of the Councillors' Code of Conduct;
- e) advising, training or arranging to train Members', Independent Members and any other representatives on matters relating to the Councillors' Code of Conduct;
- f) making assessments of misconduct allegations;
- g) dealing with any reports from the Monitoring Officer on any matter;

- h) establishing Sub-Committees; and
- i) granting exemptions for politically restricted posts.

Dispensations

Granting dispensations to elected and Independent Members, having regard to all relevant circumstances, in the following circumstances:

- a) That so many Members of the decision-making body have Disclosable Pecuniary Interests in a matter that it would impede the transaction of the business;
- b) that, without the dispensation, the representation of different political groups on the body transacting the business would be so upset as to alter the outcome of any vote on the matter;
- c) that the Council considers that the dispensation is in the interests of persons living in the Authority's area;
- d) where, but for a dispensation, all Members of Cabinet would be prohibited from participating in any particular business to be transacted by Cabinet; or
- e) that the Council considers that it is otherwise appropriate to grant a dispensation.

In granting a dispensation, the Committee shall specify the period of the dispensation, which shall not exceed four years.

Sanctions

The Committee shall have the following sanctions delegated to it by Council, and shall delegate those powers to its hearings Sub-Committees:

- a) Censuring or reprimanding the Member;
- b) reporting its findings to Council for information;
- c) recommending to the Member's Group Leader (or in the case of un-grouped Members, recommend to Council or to Committees) that he/she be removed from any or all Committees or Sub-Committees of the Council;
- d) recommending to the Leader of the Council that the Member be removed from the Cabinet, or removed from particular Portfolio responsibilities;
- e) instructing the Monitoring Officer to arrange training for the Member;
- f) removing from all outside appointments to which he/she has been appointed or nominated by the Authority;
- g) withdrawing facilities provided to the Member by the Council, such as a computer, website and/or email and internet access; or

- h) excluding the Member from the Council's offices or other premises, with the exception of meeting rooms as necessary for attending Council, Committee and Sub-Committee meetings.

Accountability Arrangements

- a) To report to those charged with governance on the Committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks; financial reporting arrangements, and internal and external audit functions.
- b) To report to Full Council on a regular basis, on the Committee's performance in relation to the Terms of Reference and the effectiveness of the Committee in meeting its purpose.

4A.9 PUBLIC PARTICIPATION

4.9.1 General

At each Ordinary Meeting or Extra Ordinary Meeting of the Council, 20 minutes (which can be extended at the discretion of the Mayor) shall be set aside for questions or statements from the public gallery by any resident of the Borough in relation to matters in respect of which the Council has powers or duties, or which affect the Borough. In the case of an Extra Ordinary Meeting the question or statement must relate to the business of that meeting.

4.9.2 Notice of Questions and Statements

No such question shall be asked, or statement made, unless it shall have been delivered in writing to the Head of Paid Service no later than 12 noon on the day before the meeting of the Council.

4.9.3 Scope of Questions and Statements

The Head of Paid Service may reject a question or statement if it:

- a) is not about a matter for which the Council has a responsibility or which doesn't affect the Borough;
- b) is defamatory, frivolous or offensive;
- c) is substantially the same as a question or statement which has been put at a meeting of the Council in the past six months;
- d) requires or involves the disclosure of confidential or exempt information; or
- e) It is not a question nor a statement, as provided for in these Procedure Rules.

~~4.9.4 For these Procedure Rules a question shall comprise of a small paragraph of no more than 3 sentences, with the purpose of seeking information on a single matter. A statement shall be an expression of opinion which does not seek nor require an answer or response.~~

4.9.54 The Mayor will invite the relevant Cabinet Member or Committee Chair to give a reply. Such reply shall not exceed five minutes. In the case of a question, on the discretion of the Mayor, a supplementary question may be asked if arising directly from the reply, provided that the original allocation of five minutes is not exceeded. The Mayor may reject a

supplementary question on any of the grounds detailed in paragraph 4.9.3 above

4.9.65 Time Limit and Number of Questions

No question or statement shall exceed three minutes. In the event of there being more than one question or statement, the Head of Paid Service will ensure that questions and statements are dealt with in the order received. At the expiry of the 20 minute period, or such period as may be agreed by the Mayor, or after the reply to the final question or statement, whichever shall first occur, the Council will proceed to the next business.

4.9.76 Record of Questions and Statements

The question or statement and the reply given shall be minuted.

4.9.87 Reference of Question to the Cabinet or a Committee

Unless the Mayor decides otherwise, no discussion will take place on any question, but any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.9.98 Any question or statement which cannot be dealt with during Public Participation because of lack of time will be dealt with in writing, and recorded in accordance with paragraph 4.9.76.

4A.10 QUESTIONS BY COUNCILLORS

4.10.1 A Member of the Council may ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.

4.10.2 Questions on Notice at Full Council

At each meeting a Member of the Council may ask no more than one question (but see 4.10.3(b) below) on any matter in relation to which the Council has powers or duties, or which affects the Borough. ~~For questions from Members, Paragraph 4.9.4 shall apply.~~ A Member may choose to ask their permitted question of either:

- a Member of the Cabinet; or
- the Chair of any Committee, Panel or Sub-Committee

4.10.3 No such question under paragraph 4.10.2 shall be asked unless: (a) the question has been delivered in writing to the Head of Paid Service and

Leader before 12 noon on the day before the meeting of the Council; or (b) where the question relates to urgent matters, they have the consent of the Mayor or the Leader of the Council or the Portfolio Holder to whom the question is to be put or in the case of a Committee, Panel or Sub-Committee, the Chair, and the content of the question is given to the Head of Paid Service at least three hours before the time that the meeting is due to start.

4.10.4 The Member who put the question may ask one supplementary question of the Member to whom the first question was asked if it arises directly out of the original question or the reply, and shall be put and answered without discussion.

4.10.5 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

4.10.6 Request to Speak on the Matter

- (a) Arising from the question, and the response or supplementary response given, any other member of the Council may request to move a motion in connection with the response under consideration and, if seconded, speak on the item. The Rules of Debate as set out in Council Procedure Rule 13 shall apply (as modified below) and the responder to the original question shall have the right of reply at the end of the debate.
- (b) Any debate on a question shall be limited to no more than 15 minutes (excluding the right of reply) and each member shall be limited to speaking for no more than three minutes each.
- (c) Notwithstanding the provisions of (b) above, the maximum time for Members' questions shall not normally exceed 45 minutes, and the Mayor shall have discretion to limit the debate on questions as he or she shall see fit.

4.10.7 Reference of Question to the Cabinet or a Committee

Any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.10.8 Any question or statement which cannot be dealt with because of lack of time will be dealt with in writing in accordance with paragraph 4.10.5 (c).

4.10.9 Questions on Notice at Committees, Panels or Sub- Committees

A Member of a Committee, Panel or Sub-Committee may, upon giving notice, ask the Chair of it one question on any matter in relation to which the Council has powers or duties, or which affect the Borough and which falls within the Terms of Reference of that Committee, Panel or Sub-Committee

Report to: Audit & Standards Committee

Date: 22 June 2021

From: Director – Democracy, Planning & Public Protection

Subject: Arrangement for the Platinum Jubilee

1. Purpose of Report

1.1 To confirm the arrangements for establishing a Member Working Party to plan for the Platinum Jubilee in 2022.

2. Recommendation

2.1 IT BE RECOMMENDED TO COUNCIL THAT:

2.1.1 A cross party working group of 5 members be established to plan for events for the Platinum Jubilee;

2.1.2 The Working group comprise of the Leader, Deputy Mayor; Leader of the main opposition group; Portfolio holder for Finance & Corporate and one additional Councillor selected by Council

3. Background

3.1 Following the announcement from the Government that the Queen's Platinum Jubilee is to be celebrated between the 2nd & 5th June 2022, the Leader of the Council has requested that a working party be established to plan for the celebrations within the Borough.

3.2 The proposal is to establish a small cross party working group to develop proposals for submission to both Cabinet & Council.

3.3 Financial Implications

There are no financial implications arising from this report and proposals for events within the Borough can be considered at budget setting Council in February 2022.

PHILIP RICHARDSON

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Audit & Standards Committee – 16th March 2021

From: Director –Democracy, Planning & Public Protection

Subject: Recommendations from the Constitution Review Working Party

1. Purpose of Report

1.1.1 To consider changes to the Council's policy on the receipt of Gifts & Hospitality Policy in Part 5L; and minor amendments to the Protocol for Member/Employee Relations in Part 5C of the Constitution.

2. Recommendation

2.1 The amendments to the Gifts & Hospitality Policy at Appendix A be approved;

2.2 The amendments to the Protocol for Member/Employee Relations at Appendix B be approved; and

2.3 IT BE RECOMMENDED TO COUNCIL that the Constitution be amended accordingly.

3. Background

3.1 Changes to the Gifts & Hospitality Policy

3.1.1 On the 24th November 2020, the Constitution Review Working Party considered proposed changes to the Council's Gifts & Hospitality Policy which is set out in Part 5 L of the Council's Constitution. With the exception of the tables, the changes are shown in bold underlined in Appendix A.

3.1.2 Broadly speaking the changes are to make the rules clearer by the addition of some definitions of "Gifts" and "Hospitality" and to add tables to the policy for quick reference. A link has been inserted to the Council's intranet site, which can be accessed by officers to complete the form online.

3.1.3 The form for completion by elected members is attached to the policy in Appendix A. The Working Party decided to recommend the changes to the Committee for approval.

3.2 Protocol for Member/Employee Relations

3.2.1 The Working party also considered a report seeking to update the Member/Employee Relations Protocol. The changes are minor and simply reflect changes made to the Employee Code of Conduct approved by Council on the 17th April 2019. The updated Protocol, with changes shown is reproduced as Appendix B to the report.

PHILIP RICHARDSON

5L GIFTS & HOSPITALITY POLICY

1. Policy

- 1.1 You must only accept offers of hospitality and gifts if there is a genuine need to impart information or represent the Council through the particular engagement. Offers to attend purely social or sporting functions must be accepted only when these are for the benefit of the Council. All gifts and hospitality received must be properly recorded in the Register of Gifts and Hospitality which shall be maintained by the Monitoring Officer **and made publicly available for inspection on the Council's website.**
- 1.2 Gifts and hospitality must not be accepted unless you are sure that the nature of value is such that it will not attract public criticism. If in doubt, Officers must consult with their Director in the first instance and Members must contact the Monitoring Officer before responding to any offer.
- 1.3 Local Governments Member's and Officer's actions are totally open to public scrutiny and therefore you must ensure that any actions would not embarrass you if you were required to explain them.
- 1.4 **For Councillors, registration of Gifts and/or Hospitality should be made on the form attached to this policy at Annex A. For officers, an internal online form is available in "NBBC Processes":**

<https://nuneaton-dash.achieveservice.com/MyServices>

2. Individuals Affected

- 2.1 All Members and Officers at Nuneaton and Bedworth Borough Council.

3. General Rules

3.1 **Meaning of Gifts and Hospitality**

- 3.1.1 **A 'gift' is defined here as any item, cash or goods, or any service which is offered for personal benefit at a cost, or no cost, that is less than its commercial value; and**

- 3.1.2 **'Hospitality' is defined here as any generous or material welcome or reception that is more than an incidental kind, such as a beverage or light refreshment.**

- 3.2 The following general rules should apply:

- 3.2.1 Always refuse where you think there may be an ulterior motive.
- 3.2.2 Be sensitive to the possibility that the giver may consider that even small gifts or humble hospitality will elicit prompt service or preferential treatment.

APPENDIX A

- 3.2.3 Never accept gifts or hospitality from anyone who is or may be in the foreseeable future, tendering for a contract with the Council.
- 3.2.4 Never accept gifts of hospitality from anyone who is or may be in the foreseeable future, seeking planning consent from the Council.
- 3.2.5 Never accept gifts or hospitality from anyone who is in conflict with the Council.
- 3.2.6 Always refuse expensive gifts. Small items, such as diaries, pens etc where these are inexpensive and given freely to a variety of customers are acceptable, providing they do not conflict with the **other** rules stated under section 3 of this policy.
- 3.2.7 The continued acceptance of gifts of an inexpensive or small nature may cumulatively become inappropriate.

Summary of Hospitality Rules

Summary of Hospitality Rules Type of Hospitality	Rules	Required Action	Notify for Register
Conventional Hospitality such as Lunches / Dinners	Normally acceptable if in the interests of the Council.	Record reason for attendance in advance and seek prior approval of line manager. Should be used to promote the Council's business or as a learning exercise from host.	YES
Attendance at supplier or industry conferences and seminars at the invitation of current or prospective supplier	Acceptable if in the interests of the Council. These events can be of particular value where they support the establishment of relationships with strategic suppliers to the Council or enhance the Council's knowledge or understanding of a particular area. For such events, the hospitality element should be incidental to the event and relevant business information is expected to be gained through attendance.	Record reason for attendance in advance and seek prior approval from the Executive Director,. Should be used to promote the Council's business or as a learning exercise from the event.	YES
Other Hospitality (particularly sporting and cultural events, and invitations overseas)	Acceptable only if the interests of the Council can be clearly demonstrated. Because of the external construction that is likely to be put on acceptance of invitations to sporting and cultural events, authorisation will be given only in compelling and exceptional circumstances.	Record reason for attendance in advance and seek prior approval from the Executive Director. Should be used to promote the Council's business or as a learning exercise.	YES
Travel and accommodation,	Not acceptable.	Record refusal in Register.	YES

holidays and the use of vehicles.			
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4. Receiving hospitality

- 4.1 The basic rule is that no hospitality should be accepted, there are of course certain exceptions to this.
- 4.2 All hospitality that is received must be recorded in the Register of Gifts and Hospitality. Failure to register any gift or hospitality in the Register may result in disciplinary action. The Register is to be reviewed at least once a year by the Audit & Standards Committee. The Register will also be published on the Council's web site.
- 4.3 The Executive Director or Directors may not approve their own hospitality and should record any items in the Register.
- 4.4 Hospitality should only be accepted where:-
- it is offered in the genuine course of business (to gain or impart information). It must not be allowed to compromise purchasing or other decision of the Council (either in reality or in the perception of the public);
 - the Council would offer similar levels of hospitality in similar circumstances;
 - It is a working lunch or dinner;
 - Where you are joining other guests at cultural/sporting events or public performances as a representative of the Council. This would depend on the appropriateness of the invitation in terms of the level of hospitality and status of the member of staff.
- 4.5 It is not appropriate for a Member or Officer to accept hospitality to attend any form of social function or sporting event (even if in their own time) unless such events are directly related to the host's business and the matter in hand with the Council.
- 4.6 It has been deemed that the cost of visits to potential suppliers may be met by the supplier as long as they are relevant and reasonable.
- 4.7 Acceptance by Members or Officers of hospitality whilst in attendance at conferences and courses is acceptable where it is clear the hospitality is corporate rather than personal.

5 Receiving Gifts

- 5.1 Small gifts of promotional material such as stationery and calendars may be accepted. All other offers are to be refused. Any firm or individual who wishes to make some gesture of goodwill to the Council should be directed to the Mayor's Office.

APPENDIX A

- 5.2 Gifts of a value of over £20, that are delivered should either be returned or passed on to a suitable charity – the Mayor’s Office would seem the most appropriate in these circumstances. The sender should be advised of the course of action taken and the facts recorded in the Hospitality Register.
- 5.3 The Localism Act 2011 introduced a requirement for all Councillors to register Designated Pecuniary Interests and other interests required under the Code of Conduct, e.g. any property they own, any shares and business interests, their employment details and any other public bodies on which they sit. In addition, Members and Officers are required to register separately any gifts or hospitality over £20 that they have received. A register will be compiled and will be available online and a copy kept in the Committee Services Office.
- 5.4 Paid holidays or concessionary travel rates would not be considered acceptable. Where you have any misgiving over the appropriateness of the offer, this must be referred in the first instance to your Director in the case of an Officer and the Monitoring Officer in the case of a Member.

Summary of Gifts Rules Type of Gift	Rules	Required Action	Notify for Register
Trivial Gift (up to £20)	Acceptable if occasional.	Complete notification form	YES
Non-trivial gifts (over £20)	Cannot be accepted by an individual. Decline or if this is inadvisable or impossible, to be surrendered to the Executive Director	Complete notification form	YES

6 Giving Gifts/Hospitality

- 6.1 All Gifts and Hospitality given must also be recorded in the Register of Gifts and Hospitality for Members and Officers. Failure to register any gift or hospitality in the Register may result in disciplinary action being taken against the Officer and the relevant action in the case of a Member.
- 6.2 Gifts and Hospitality should only be given where an expected demonstrable benefit to the Council has been proven to and authorised by a Director. In offering hospitality, Members and Officers need to bear in mind that the money is coming from the public purse and needs to be spent carefully.
- 6.3 Members and Officers are reminded that unless previously sanctioned by the Executive Director, the provision of any gifts and hospitality by themselves is not reclaimable.

Annex 1

It is important that the following principles are read by Members alongside this Code:

The Seven Principles of Public Life Outlined in 'Spending Public Money: Governance and Audit Issues', (Cm 3179), March 1996.

The following seven principles of public life were set out by the Committee on Standards in Public Life (the Nolan Committee) for the benefit of all who serve the public.

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

Holders of public office should promote and support these principles by leadership and example.

BRIBERY ACT 2010

Under the provisions of the Bribery Act 2010 ('The Act'), the inappropriate acceptance of gifts or hospitality may leave individuals open to charges of bribery. The Act makes it an offence to request, agree to receive or accept a bribe.

The four offences created by the Act are:

1. Bribery of another person - it is an offence to offer or give financial or other advantage with the intention of inducing a person to perform improperly a relevant function or activity, or to reward a person for the improper performance of such activity or function.
2. Accepting a bribe - where a person receives or accepts a financial or other advantage to perform a function or activity improperly. It does not matter whether the recipient of the bribe receives it directly or through a third party, or whether it is for the recipient's ultimate benefit.
3. Bribery of a foreign official – this is where a person, directly or through a third party, offers, promises or gives any financial or other advantage to a foreign public official in an attempt to influence them as a public servant and to obtain or retain business, or any other related advantage in the conduct of business.
4. Failing to prevent a bribe - a commercial organisation could be guilty of bribery where a person associated with an organisation, such as an employee, agent or even a sub-contractor, bribes another person intending to obtain or retain business for the organisation or to obtain or retain an advantage in the conduct of business for the organisation.

Members and Officers are advised to treat with extreme caution any offer or gift or hospitality that is made personally to them. The person or organisation making the offer may be doing business or seeking to do business with the Council or may be applying to the Council for some sort of decision in respect of which it is imperative that the Member's or Officer's independence should not be compromised, eg. planning applications/approval.

The Council's Anti-Fraud, Corruption and Bribery Strategy provides more information

Annex A – Notification Form to be used by Members



<p>From: Councillor _____</p> <p>Date: _____</p>
--

Subject: Gift / Hospitality Received

Would you please note in the Register of Gifts and Hospitality that:

I (insert name)

Received from: (*Donor*)

Nature of Gift / Hospitality:

.....
.....

On: (*insert date received*)

Reason for Gift/Hospitality:.....

.....
.....

Signed:

The completed form should be given to Committee & Member Services

5C PROTOCOL FOR MEMBER/EMPLOYEE RELATIONS

5C.1 INTRODUCTION

- a) The purpose of this Protocol is to guide Members and employees of the Council in their relations with one another. References below to Committees include Sub-Committees, Working Parties, Panels and Select Committees.
- b) This Protocol supplements and expands the requirements in the Members and Officers' Codes of Conduct about acceptable behaviour. A breach of this Protocol will be regarded as a failure to observe the relevant provision in the Code of Conduct and could lead to action being taken through the Audit & Standards Committee (for Members) or disciplinary action (for officers) in accordance with the Council's policies.
- c) Members are accountable to the electorate. The Executive Directors are responsible for implementing corporate strategy and ensuring co-ordination and communication between service units. The Directors/Heads of Service are responsible for service delivery.
- d) This Protocol reflects the principles of the respective Codes of Conduct which apply to Members and to employees. The common aim of these Codes is to enhance and maintain the integrity (real and perceived) of Local Government. Therefore, very high standards of personal conduct are demanded.
- e) A relevant extract from the Council's Code of Conduct for Members is reproduced below: -

"3.General Obligations

- i. *You must treat others with respect.*
- ii. *You must not:-*
 1. *do anything which may cause your Authority to breach any of the equality enactments (as defined in Section 33 of the Equality Act 2006)*
 2. *bully any person;*
 3. *intimidate or attempt to intimidate any person who is or is likely to be:-*
 - *a complainant,*
 - *a witness, or*
 - *involved in the administration of any investigation or proceedings, in relation to an allegation that a Member (including yourself) has failed to comply with his or her Authority's Code of Conduct; or*

APPENDIX B

- *do anything which compromises or is likely to compromise the impartiality of those who work for, or on behalf of, your Authority.*
 - iii. *In particular, you shall not provide or offer to provide a reference for any candidate for appointment or promotion as an officer of this Council.*
 - iv. *You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or Authority into disrepute.”*
- f) Because of the above, it is important that any dealings between Members and employees should observe high standards of courtesy and that neither party should seek to take advantage of their position. In particular, Members should recognise that Council employees work for the Council and not a particular party or individual Member. By definition, employees should seek to remain impartial and not be drawn into political discussions with elected Members. For their part, employees should undertake their duties in accordance with the wishes of the Council and, in particular, comply with all Council policies. The current Employee Code of Conduct clearly states:

5B.5 Party Political Impartiality and Politically Restricted Posts

Employees serve the Council as a whole and must follow every lawful decision and policy of the Council.

Employees must serve all Members and not just those of the controlling group. Individual rights of all councillors must be respected at all times. Employees must not allow their own personal or political opinions to interfere with their work when working with members.

Whilst engaged in council business, employees must not wear or display any objects indicating support for or opposition to any political party or view. This applies to private vehicles used for council business.

Where employees are politically restricted, by reason of the post they hold or the nature of the work they do, they must comply with any statutory restrictions on political activities which they will be advised of upon appointment.

Directors and Officers on occasions, may be invited to attend political group meetings to give information. Their conduct at such venues must not compromise their political neutrality. Employees have a right, without fear of recrimination, to decline to attend a political group meeting.

“4.Political Neutrality

APPENDIX B

- ~~i. Employees service the Authority as a whole. It follows that you must serve all Members and not just those of the controlling group, and must ensure that the individual rights of all Members are respected.~~
- ~~ii. If on any occasion you are required to advise political groups of Members, you must do so in ways which do not compromise your political neutrality.~~
- ~~iii. It is recognised that union officials may not act in a politically neutral way on union business.~~
- ~~iv. You must follow every lawful expressed policy of the Council and must not allow your own personal or political opinions to interfere with your work. Union officials on union business will be entitled to sustain their political opinions."~~

5C.2 Employee Advice to Party Groups

- a) There is statutory recognition for Party Groups. It is common practice for such Groups to consider matters of Council business before debate by Cabinet or Full Council. Party Groups may properly call upon employees to support and contribute to such deliberations. However the requirements of the Code of Conduct for Employees referred to above must be complied with at all times.
- b) The support provided by employees can take many forms, ranging from a briefing session prior to Cabinet to a presentation before a full Party Group meeting. Such support is available to all Party Groups, although it is likely that demand will be greatest from the controlling Group.
- c) However, all Members and employees must clearly understand the following:
 - i. Employee support in these circumstances must not extend beyond providing factual information and procedural advice in relation to matters of Council business. Employees must not advise on Party business. Thus employees shall not be present at parts of Group meetings when Party business is discussed.
 - ii. Party Group meetings are not empowered to make decisions on behalf of the Council. Conclusions reached at such meetings do not therefore rank as Council decisions and it is essential that Members do not interpret them as such. Furthermore, Members must not expect officers to act upon such discussions unless and until those decisions have been formally approved by the appropriate decision-making body.
 - iii. Similarly, where employees attend Group meetings on Council business, this cannot act as a substitute for providing all necessary information and procedural advice to the relevant decision making body when the matter in question is considered.
- d) Special care is needed when employees attend to give factual or procedural advice at a Party Group meeting which includes persons who are not Members of the Council. Such persons will not be bound by this Council's Members Code of Conduct (in particular, the provisions concerning

APPENDIX B

confidentiality). Employees must not be required to provide factual information or procedural advice in such circumstances where the officer considers that to do, so may prejudice the interests of the Council as a whole.

- e) Employees must respect the confidentiality of any Party Group discussions at which they are present in the sense that they would not relay the content of any such discussion to another Party Group.
- f) Any particular cases of difficulty or uncertainty about employees attending Party Groups should be raised by the employee with the Executive Director – Operations who will discuss them with the relevant Group Leader.

5C.3 Support Services to Members and Party Groups

- a) The only basis on which the Council can lawfully provide support services (e.g. stationery, typing, printing, photocopying, transport etc.) to Members is to assist them in carrying out their role as Members of the Council. Such support services must therefore only be used on Council business. They should never be used in connection with Party political or campaigning activity, or for private purposes.
- b) Where an employee has any concerns in connection with any request from a Member to use Council resources for purposes that might appear to be outside the scope of para 3.1 above, they should raise their concerns with their Director. If the Director considers the request to be outside the scope of 3.1 above, the Member should be advised accordingly. If the Member wishes to pursue the matter, it shall be escalated to the Executive Director – Operations for determination. The Executive Director – Operations decision shall be final and reasons will be given to the member concerned and the appropriate Group Leader.

5C.4 Relationships between Employees and Cabinet and Committee Members

- a) It is important for a Cabinet Member and a Chair of a Committee to have a close working relationship with the Executive Directors, Directors, or Heads of Service and other senior employees of any Service Unit which reports to Cabinet or Committees. However, such relationships should never become (or appear) so close as to bring into question the employee's ability to deal impartially with those or other Members and all Party Groups.
- b) Save in cases of emergency, a Member:
 - i. should respect an employee's normal hours of work and seek to schedule meetings (of reasonable length) at mutually convenient hours.
 - ii. should not telephone an employee at home.

The Executive Directors' guidance can be sought in conjunction with the Council Leader if this creates difficulties. Similarly, an employee should respect Members' work and other commitments and act as far as possible to minimise inconvenience to the Member.

APPENDIX B

- c) Whilst the appropriate Member will be routinely consulted as part of the process of drawing up the agenda for a forthcoming meeting, it must be recognised that the Executive Directors or Directors will be under a duty to submit a report on a particular matter. The Executive Directors or Directors are fully responsible for the content of any report submitted in his/her name. Any issues arising between a Cabinet Member or Chair and the Executive Directors, Directors or Heads of Service in this area should be referred to the Executive Directors for resolution in conjunction with the Leader of the Council. It is the responsibility of the Executive Directors and Directors/Heads of Service to ensure the Chair and Vice-Chair are appropriately briefed on agenda items before meetings.
- d) Council resolutions sometimes authorise named employees to take action in consultation with a Member. It is the employee, rather than the Member, who takes the action, and the employee who is accountable for it.
- e) In seeking advice and support, Members should have due regard to the seniority of the employee with whom they are dealing and recognise that employees are accountable to their line managers and the Executive Directors and not to any individual Member. Whilst employees should always seek to assist a Member, they must not, in so doing, go beyond the bounds of whatever authority they have been given by their Director or Head of Service. For this reason, Members must not give direct instructions to staff, unless they are duly authorised to do so by the Council's constitutional arrangements (i.e. only Members of the Cabinet with regard to their particular areas of Executive responsibility). If so authorised, instructions should, under normal circumstances, be given to the relevant Manager and not to a more junior employee. Members must not place themselves in the position of an operational manager with employees, the public or contractors.
- f) Members must, in particular, guard against putting pressure on junior officers and must ensure that all communication between them (including electronic, verbal and written) does not cause any embarrassment to the officer, bully or harass the officer, or lead to the breakdown of mutual trust, respect and courtesy in the Member/employee relation, nor should it bring the Council into disrepute.
- g) Reports for Cabinet or Committees shall be balanced, honest and impartial. Members must not place any pressure on any employee designed to influence the employee's professional viewpoint in the report.
- h) When dealing with the media, employees shall consider what information may more appropriately be given by a Member. In general, matters of policy and opinion shall emanate from Members, and matters of fact or professional judgement from employees. When drafting press releases, authors must consult the appropriate Member on high profile issues.
- i) The Council's Media Protocol sets out responsibilities for dealing with the press and other media organisations on behalf of the Council. It is important, therefore, that all official communication relating to the Council is dealt with in

APPENDIX B

accordance with this Protocol, so as to ensure the proactive, effective and efficient management of the Council's public image, relations and interface.

- j) Mutual respect and courtesy between Members and officers is expected at all times. Personal remarks or criticism of named officers (or where an officer can easily be identified) will be a breach of this Protocol. Bullying or harassment by a Member could potentially expose the Council to a claim for constructive dismissal and the member to a complaint under the Code of Conduct. Equally Officers must not criticise Members and should respect their rights under this Protocol.
- k) Members must not raise matters relating to the conduct or capability of an employee (or of employees, collectively) at meetings held in public or before the press and vice versa. Employees have no means of responding to the same in public. If any Member feels that he/she has not been treated with the proper mutual trust, respect, or courtesy or has any concern about the conduct or capability of an employee, he/she should raise the matter, in private, with the relevant employee, and if necessary, the Executive Directors, Director or Head of Service of the department concerned. Any concerns with regard to a Director or Head of Service should be discussed, in private, with the Executive Directors and/or the Leader of the relevant Political Group. Any concerns as to the Executive Directors should be discussed in private with the Leader of the relevant Political Group.

5C.5 EXPECTATIONS FROM MEMBERS AND OFFICERS

- a) Officers service the whole Council and must be politically neutral at work. Members must respect officers' rights to private political opinions. These must not be used against an officer who remains neutral at work and observes the relevant Codes. Any questions about neutrality must be raised with the Executive Director or Monitoring Officer before any public accusation.
- b) Close personal relationships between Members and officers are to be avoided.
- c) Disputes between officers and Members should first be raised with the relevant Director. If no resolution can be achieved the matter should be reported to the Monitoring Officer who may advise the parties as to what steps are considered necessary to deal with the situation.
- d) Members and Officers also need to be familiar with the provisions of the "Confidential Reporting Code" under which they can raise concerns about serious issues within the Council without fear of harassment or reprisals.
- e) Members should avoid becoming unduly involved in individual cases and operational detail. Involvement in insurance claims, disputes that may involve legal proceedings and audit investigations carry a danger of prejudicing a case which can lead to financial liabilities for the Council.

- f) Members' Expectations from Officers;-
- i. a commitment to the Authority as a whole and not to any political group;
 - ii. reasonable and timely responses to enquiries and complaints;
 - iii. professional advice not influenced by political views or preference;
 - iv. respect and courtesy;
 - v. relevant training and development in order to carry out their roles effectively;
 - vi. compliance with the relevant Code of Conduct; and
 - vii. an understanding of and support for, the respective roles, workloads and pressure.
- g) Officers' Expectations from Members;-
- i. political leadership and direction;
 - ii. not to be subject to undue pressure, harassment or bullying;
 - iii. respect and courtesy;
 - iv. relevant training and development in order to carry out their roles effectively;
 - v. compliance with the relevant Code of Conduct; and
 - vi. an understanding of and support for the respective roles, workloads and pressure.

5C.6 CORRESPONDENCE

- a) Correspondence (paper copy or email) between an individual Member and an employee should not normally be copied (by the employee) to any other Member without the first Member's consent. Where exceptionally it is necessary to copy the correspondence to another Member, this should be made clear to the original Member. In other words, a system of "blind copies" should not normally be employed.
- b) Official letters on behalf of the Council should be sent out over the name of the appropriate employee, rather than over the name of a Member. It may be appropriate in certain circumstances (e.g. representations to a Government Minister) for a letter to appear over the name of a Member, but this should be the exception rather than the norm. Letters which create obligations or give instructions on behalf of the Council should never be sent out over the name of a Member.
- c) If an employee corresponds with a Member regarding a query raised through the Leader or Chair at Cabinet or Committee, the correspondence should usually be copied to the Leader or Chair of the Committee, as the case may be.

APPENDIX B

- d) Cabinet Members and Chairs, Executive Directors and Directors should (if online) ensure that they check their inbox for emails at least once in any 48 hour period (Mon - Fri), or else set up an automated message accordingly.
- e) Correspondence should be dealt with in accordance with agreements from time to time in force. Currently these include:
 - i. employees shall respond to (acknowledge) a Member's email within 48 hours (Mon - Fri)
 - ii. employees shall return a member's telephone call within 24 hours (Mon - Fri)
 - iii. employees shall acknowledge a member's letter within two/three working days and shall respond within 10 working days, thereafter.

Members shall endeavour to meet the above Standards, but employees must recognise that Members may have commitments in addition to their Council duty.

5C.7 PROVISION OF INFORMATION TO MEMBERS AND THE DUTY OF CONFIDENTIALITY

- a) Each Member has a right to the information reasonably required to perform his or her role as a Member. They are not entitled to information “out of curiosity” or where they are on a “fishing expedition”. In addition, they may not be entitled to information where the information is primarily required for a non-Council purpose, or where there is a conflict of interest or where there is an overriding right to confidentiality, for example personal information relating to a licensing or employment matter.
- b) Requests for information should be made to the relevant Manager rather than a junior officer and any relevant interests or non-Council purpose should be declared at the time. If dissatisfied with a refusal the relevant Director should be approached. If still dissatisfied, the Monitoring Officer or Executive Directors may be asked to determine entitlement.
- c) Where a Member requests information from a Manager that is in the public domain, the officer shall supply the Member with it or indicate in which documents it can be found. Where a Member requests information from an officer that must be calculated or derived from information in the public domain, the officer shall supply the Member with it and copy it to the Directors.
- d) Members must respect the status of confidential information and need to be familiar with the provisions of the Code of Conduct which deal with the duty to maintain confidentiality. Members should ask the Monitoring Officer for advice whenever they consider “going public” with information that is confidential.
- e) All Members are provided with computer equipment and access to the Council's internet, intranet, and email systems. Members are required to sign up to the Policy on the use of ICT equipment.

5C.8 INVOLVEMENT OF WARD MEMBERS

- a) Whenever a public meeting is organised by the Council to consider a local issue, all Members representing any affected Ward should, as a matter of course, be invited to attend the meeting and where possible, provisional dates should be agreed with Ward Members. Similarly, whenever the Council undertakes any form of consultative exercise on a local issue, Ward Members should be notified at the outset of the exercise.
- b) At public meetings, employees are professionally responsible for information they provide. Likewise, Members must ensure the information they give is accurate and true.

NUNEATON AND BEDWORTH BOROUGH COUNCIL

Report to: Audit & Standards Committee

Date: 22 June 2021

From: Director – Democracy, Planning & Public Protection

Subject: Employment Committee

1. Purpose of Report

1.1 To establish an Employment Committee for the Council

2. Recommendation

2.1 That an Employment Committee be established for the Council;

2.2 Article 8 of the Council's Constitution be amended as shown in Appendix B;
and

2.3 IT BE RECOMMENDED TO COUNCIL that the Constitution be amended accordingly.

3. Background

3.1 The Constitution Review Working Party has previously considered a report concerning the establishment of an Employment Committee. The suggestion was that this would bring the Council into line with other Councils. No action was taken at the time, but the chair has requested that the matter be considered by this Committee.

3.2 The Council's current arrangements are dealt with in Article 8 (Appendix A) and Part 4H of the Constitution. Essentially, the review mechanism for Chief & Deputy Chief Officer pay is dealt with by the Officers' Remuneration Panel. All other matters related to Chief and Deputy Chief officers are dealt with in the Employment Procedure Rules in Part 4H.

3.3 Some Councils, such as Warwick District Council, have a separate Employment Committee with a remit broadly similar to that in Part 4H. There is, however, an opportunity to merge the functions of the Officer Remuneration Panel so that the Committee has the widest possible range of functions.

3.4 The committee would be a Committee of Council and subject to the political balance rules. The proposal is to limit the size of the Committee to 5

members. Currently, this would equate to 4 seats for the Controlling group and 1 for the main opposition. To facilitate this, it is proposed that Article 8 be amended as indicated in Appendix A.

PHILIP RICHARDSON

EMPLOYMENT COMMITTEE

(5 Members with a quorum of 3)

Subject to The Local Authorities (Standing Orders) (England) Regulations 2001 the Committee shall exercise powers as follows:

- i. To approve any policies affecting staff employment, working conditions or conditions of services e.g. the content of the Personnel Handbook and Personnel Strategy.
- ii. To modify any National Joint Council for Local Government Services conditions of service which may, under the Single Status Agreement, be modified by local agreement and approve any local agreements that may be entered into with the recognised trade unions.
- iii. To approve amendments to the establishment of the Council in respect of Chief Officers of the Council, as defined in Article 11 of the Constitution, in accordance with the Council's agreed budget.
- iv. To consider recommendations and the minutes from the Members/Trades Unions Joint Consultation and Safety Panel
- v. To appoint an Independent Investigator in relation to disciplinary investigations (including capability) involving the Head of Paid Service and Statutory Officers.
- vi To appoint a sub-committee, at an appropriate time that will
 - (a) undertake disciplinary hearings to receive the evidence of the Independent Investigator and to decide the outcome of such a hearing in accordance with the Officer Employment Procedure Rules;
 - (b) appoint or dismiss chief officers (excluding statutory officers) as determined in accordance with the Officer Employment Procedure Rules;
 - (c) to recommend to Council the appointment or dismissal of the Head of Paid Service, Monitoring Officer or Chief Finance Officer in line with Council Procedure Rules;
 - (d) determine the suspension of a statutory officer and if the suspension continues, to review this decision (or the urgent decision to suspend by the Head of Paid Service or Monitoring Officer) at least every two months.

NB 1: Where the committee (or a sub-committee of it) is involved in the appointment, discipline or dismissal of Statutory Officers, it must include a member of the Executive, that will normally be the Leader.

NB 2: Where it is proposed that a statutory officer is dismissed, prior to Council determining the decision, it must be considered by a Panel of at least two Independent Persons as defined under the Localism Act

vii. The Committee shall review and determine the pay and conditions on a three yearly basis and/or whenever there is a significant and permanent change to or reallocation of duties amongst any or all of

- Executive Directors;
- Directors; and/or
- Officers on locally determined pay scales

having received and taken into account a report and recommendations from West Midlands Councils, or other such other similar organisation.

To: Brent Davis, Head of Paid Service

Request for Motion to Full Council

Borough Plan Motion

We are compelled, against our will, to build 4700 new homes on Greenbelt as a result of the decision to take an additional 4000 houses from Coventry City Council. This requirement came out of housing need assessments based upon population projections made by the Office of National Statistics which have now proved to be incorrect, overstating the need in Coventry by a considerable margin.

Currently, as councillors, we are required to consider and determine planning applications for over 9000 new homes in the Borough in the coming years based upon these projections. Yet, here in Nuneaton and Bedworth the impacts on roads, schools and other services are already substantial and increasing. The Borough is uniquely unsuitable for large scale development in Warwickshire because it is geographically compact, mainly urban and is, already, the most densely populated administrative area in the County. Against this background, this Council believes that the Local Plan does not adequately protect existing communities from increasing loss of limited green space and further densification of the Borough. Therefore, we have no confidence in the Local Plan. Accordingly,

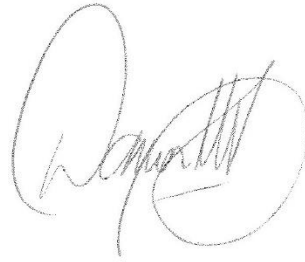
1. The Council calls on the Government to introduce a moratorium on large scale development in the Nuneaton and Bedworth Borough area whilst Coventry City Council's housing need is properly assessed at governmental level and more appropriate arrangements are put in place to accommodate that need within Coventry's boundaries;
2. the Executive Director (Operations) be instructed to write to the appropriate Government Minister to notify him/her of this motion and to request a meeting with the Minister in order to discuss it;
3. The Leader of the Council be requested to inform all Warwickshire Districts and Boroughs of the Council's intention to step away from the current Memorandum of Understanding on Housing provision, with a view to negotiating a more suitable arrangement between the partners; and
4. We will work with local MPs to engage with the concerns raised in this motion and to assist the Council in taking these concerns to both Government and our neighbouring Councils.

K. Shillan
Aine Gobby.

H. Walsley

J. Hill

T. Quinn



S. L. L.



4A.10 QUESTIONS BY COUNCILLORS

4.10.1 A Member of the Council may ask the Leader of the Council or the Chair of a Committee any question without notice upon an item of the report of the Cabinet or a Committee (respectively) when that item is being received or under consideration by the Council.

4.10.2 Questions on Notice at Full Council

At each meeting a Member of the Council may ask no more than one question (but see 10.3(b) below) on any matter in relation to which the Council has powers or duties, or which affects the Borough. For questions from Members, Paragraph 4.9.4 shall apply. A Member may choose to ask their permitted question of either:

- a Member of the Cabinet; or
- the Chair of any Committee, Panel or Sub-Committee

4.10.3 No such question under paragraphs 10.2 or 10.3 shall be asked unless: (a) the question has been delivered in writing to the Head of Paid Service and Leader before 12 noon on the day before the meeting of the Council; or (b) where the question relates to urgent matters, they have the consent of the Mayor or the Leader of the Council or the Portfolio Holder to whom the question is to be put or in the case of a Committee, Panel or Sub-Committee, the Chair, and the content of the question is given to the Head of Paid Service at least three hours before the time that the meeting is due to start.

4.10.4 Response

An answer may take the form of:

- (a) a direct oral answer;
- (b) where the desired information is in a publication of the Council or other published work, a reference to that publication; or
- (c) where the reply cannot conveniently be given orally, a written answer circulated later to the questioner.

4.10.5 Time Limit

The maximum time for Members' questions shall not normally exceed 24 minutes, and the Mayor shall have discretion to limit the questions as he or she shall see fit.

4.10.6 Reference of Question to the Cabinet or a Committee

Any Member may move that a matter raised by a question be referred to the Cabinet or the appropriate Committee. Once seconded, such a motion will be voted on without discussion.

4.10.7 Any question or statement which cannot be dealt with because of lack of time will be dealt with in writing in accordance with paragraph 10.5 (c).

4.10.8 Questions on Notice at Committees, Panels or Sub- Committees

A Member of a Committee, Panel or Sub-Committee may, upon giving notice, ask the Chair of it one question on any matter in relation to which the Council has powers or duties, or which affect the Borough and which falls within the Terms of Reference of that Committee, Panel or Sub-Committee