



**Annual General Meeting
10.00am, Friday 12th July 2024**

**Council Chamber
Nottinghamshire County Council**

9.00am Registration

9.30am Political Group Meetings

Council Chamber – Conservative Group

Rufford Suite – Labour Group

Committee Room B – Liberal Democrat Group

Committee Room C – Independent Group

10.00am Annual General Meeting

1. Apologies
2. Declarations of Interest
3. Minutes of EMC Meeting held on 9th February 2024 *
4. Presentation of the Councillor Development Charter Award – Charnwood Borough Council
5. EMC Chair's Report and Presentation of the Annual Report 2023/24 *
6. Richard Humphries, Senior Policy Advisor, the Health Foundation, Visiting Professor at University of Worcester
 - Health & Social Care in a new political landscape: prospects and challenges for local government
7. Changes to EMC Constitution *
8. Political Appointments
 - a) Political Group Leaders
 - b) Vice Chairs of East Midlands Councils
 - c) Chair of East Midlands Councils
9. Motion(s) to East Midlands Councils
10. Regional Infrastructure and Investment*
11. Asylum and Refugee Resettlement in the East Midlands *
12. Regional Employers' Board *

*attached



Minutes of the East Midlands Councils General Meeting
Friday 9th February 2024
(Nottinghamshire County Council)

Cllr Martin Hill OBE chaired and welcomed everyone to the meeting.

Members paid tribute to Cllr Robert Parker who recently passed away.

1. Apologies

Mayor Andy Abrahams, Cllr Pip Allnatt, Cllr Ashley Baxter, Cllr Patricia Bradwell, Cllr Lee Breckon, Cllr Adam Clarke, Cllr Peter Dobbs, Cllr Anne Dorrian, Cllr Linda Edwards-Shea, Cllr Steve Fritchley, Cllr Samia Haq, Cllr Helen Harrison, Cllr Graham Jeal, Cllr Barry Lewis, Cllr David Mellen, Cllr Sajid Mohammed, Cllr Milan Radulovic, Cllr Matthew Relf, Cllr Alan Rhodes, Cllr Louise Richardson, Cllr Sarah Russell, Cllr Claire Rylott, Cllr Baggy Shanker, Cllr Jason Smithers, Cllr Jonathan Wheeler, Cllr Nick Worth

2. Declarations of Interest

- 2.1 Cllr Martin Hill declared an interest in land on the edge of Melton Mowbray – this is a standing Declaration of Interest held on file since September 2015.
- 2.2 Cllr Greg Marshall declared an interest as he works for the Environment Agency.

3. Minutes of EMC AGM held on 14th July 2023

- 3.1 These were agreed as a true and accurate record.

4. Key-note presentation

- 4.1 Members received a presentation from Dr Jonathan Carr-West, Chief Executive, Local Government Information Unit on the future challenges for Local Government Transformation, Local Democracy and Public Services.
- 4.2 Jonathan highlighted the 3 key interlocking narratives shaping the future of local government:
 - Capability
 - Crisis
 - Change
- 4.3 Cllr Hill then chaired a discussion amongst Members on the challenges facing Local Government, including funding and devolution matters. It was agreed that these should form the basis for joint work with the Government, combined authorities and the LGA.

5. EMC Chair's Report

- 5.1 Cllr Martin Hill introduced his report which highlights a number of the key concerns in terms of the incidence of flooding in the region, and the allocation of funding.
- 5.2 Stuart Young highlighted to Members the recent National Audit Office report that confirmed several structural issues on how flood investment is allocated, to the detriment of this region.
- 5.3 Cllr Ian Fleetwood stated that the Environment Agency spend £7million a year to put sandbags on beaches, however the banks need to be repaired to stop the water coming through.
- 5.4 Cllr Simon Spencer stated the public expect Local Authorities to solve these issues and feels the roles need to be clarified and more powers given.
- 5.5 Cllr Gale Waller stated that authorities are left to deal with aftermath of flooding issues and problems remain in relation to levels of compensation available to business and individuals that are flooded.
- 5.6 Cllr Greg Marshall emphasised the problems relating to flood investment and compensation and the model is in urgent need of change. There have also been more named storms this year than in previous years.

5.7 Members emphasised the inadequacy of the sewerage and drains infrastructure and the limitations it places on local growth.

5.8 Andrew Pritchard gave a presentation on levelling up and the 12 missions.

5.9 Resolution

Members of East Midlands Councils considered the issues highlighted in the report.

6. Local Government Workforce and Councillor Development

6.1 Cllr Kate Foale, Chair Regional Employers' Board presented this report which highlights key issues.

6.2 Local Authorities are facing challenges in relation to recruitment and retention.

6.3 Cllr Foale highlighted the pay briefing meeting scheduled for 26th March 2024.

6.4 Sam Maher stated that hybrid working can help to attract people from a broader pool. There is a need to look at how to make certain roles more attractive/better pay, however, this then comes back to funding issues for authorities.

6.5 National pay negotiations will be heavily influenced by the national living wage.

6.6 Resolution

Members of East Midlands Councils considered the key issues identified in the report.

7. Regional Investment, Infrastructure and Growth

7.1 Andrew Pritchard introduced this report and highlighted to members the work of Transport for the East Midlands and East Midlands Growth Station.

7.2 Andrew confirmed that Network North proposals replace the region's HS2 proposition. This will involve a reallocation of national strategic level

infrastructure funding to often smaller local projects. However national challenges still remain.

- 7.3 Cllr Simon Spencer expressed disappointment by the HS2 announcement, and it is likely to have a detrimental effect on the region.
- 7.4 He also urged EMC to make strong vocal representation in relation to mitigation to address ongoing blight for local communities.
- 7.5 Andrew Pritchard confirmed that this issue has been consistently raised. The route is safeguarded until at least summer 2024 and once this is lifted the land will be disposed of. There is currently no clarity from government on this.
- 7.6 Cllr Phil King highlighted the issues in relation to changes to the local government pension scheme. He felt EMC could speak to fund managers to see if there are any opportunities for investment.

7.7 Resolution

Members of East Midlands Councils:

- Endorsed the work of the East Midlands HS2 Executive Board and the TfEM Board.
- Noted the rest of this report.

8. Asylum and Refugee Resettlement

- 8.1 Cllr Alex Dale, Chair Regional Migration Board, introduced this report and highlighted the various schemes.
- 8.2 He confirmed that Serco has failed to meet targets set for the procurement of asylum dispersal accommodation.
- 8.3 There is a new proposed model for asylum dispersal and the East Midlands is a pilot area.
- 8.4 In relation to Streamlined Asylum process, while the target was for 4,400 decisions to have been made in the East Midlands, to date only 1,200 have been made.

- 8.5 UASC remains a challenge and there are currently significant numbers coming through. Age assessment also continues to be a concern.
- 8.6 Cllr Ian Fleetwood stated that West Lindsey DC have challenged the government for a second time in relation to the large site proposed at the former base at RAF Scampton. The court case is in April.
- 8.7 Resolution
Members of East Midlands Councils:
- Considered the impact of asylum and refugee resettlement programmes and provided advice in relation to the on-going work of EMC in addressing the concerns of local authorities.
 - Considered the use of larger sites and the current and future impact on local authorities.
 - Advised on current impact of the proposed Streamlined Asylum Process.

Cllr Martin Hill closed the meeting at 12.20pm



Annual General Meeting

12th July 2024

Chair's Report

Cllr Martin Hill OBE

Summary

The following report provides a summary of the outcome of the General and Local Election results, suggest an approach for confirming nominations to the boards of Midlands Connect and Midlands Engine, and presents EMC's Annual Report 2023/24 for the consideration of Members.

Recommendations

Members of East Midlands Councils are invited to:

- Consider the issues highlighted in this report.
- Agree the approach to confirming nominations to the Boards of Midlands Connect and Midlands Engine.
- Endorse the Annual Report 2023/24, attached as Appendix 5(a).

1. Local Election Results

1.1 On 2nd May 2024, elections were held for the Mayor of the East Midlands Combined Authority, Police and Crime Commissioners and Lincoln City Council (one-third) that remained Labour majority controlled.

1.2 Claire Ward (Labour) was elected as the first Mayor of the East Midlands County Combined Authority. The election results are as follows:

	<u>Total votes and share</u>	
Claire Ward (Labour)	181,040	(40.3%)
Ben Bradley (Conservative)	129,332	(28.8%)
Frank Adlington-Stringer (Green)	50,666	(11.3%)
Alan Graves (Reform UK)	49,201	(10.9%)
Matt Relf (Independent)	23,359	(5.2%)
Helen Tamblyn-Saville (Lib Dems)	15,970	(3.6%)

1.3 On behalf of EMC, the Chairs and Vice-Chairs wrote to Claire Ward in way of introduction and offering congratulation on her election as Mayor. Specifically, it highlighted the potential for alignment of work across a number of areas.

1.4 At an officer level, our on-going discussions with the interim EMCCA Chief Executive and directors have been positive, but obviously the way forward will be dependent upon the view of the Mayor.

1.5 The Police and Crime Commissioners are confirmed as:

▪ Derbyshire	Nicolle Ndiweni (Labour)
▪ Leicestershire and Rutland	Rupert Matthews (Conservative – Hold)
▪ Lincolnshire	Marc Jones (Conservative – Hold)
▪ Northamptonshire	Danielle Stone (Labour)
▪ Nottinghamshire	Gary Godden (Labour)

2. Regional Political Balance

2.1 While there were local authority elections elsewhere in the county, the only local authority election held in the East Midlands was at Lincoln City Council (Labour hold) where 11 seats, one from each of the 11 wards in the city, were up for election.

2.2 The effect on political balance is consequently minimal, although for completeness the updated figures are provided below. Members are reminded that political balance is based on political proportionality information provided by the LGA rather than the number of councils held by each political group, and do not include mayoral and PCC elections.

- 2.3 Members may note that the change appears disproportionately high given that only 11 seats were up for election in 1 district council, but it should be noted that the figures also incorporate all by-elections over the last year and updated electorate figures.

Political Balance	All authorities	
	2023/24	2024/25
Conservative	48.0%	46.9%
Labour	31.4%	31.6%
Liberal Democrats	7.9%	8.2%
Independent/Others	12.7%	13.3%

- 2.4 The distribution of Board places is unaffected, and is as follows:

	Con	Lab	Lib Dem	Other	Total
	46.9%	31.6%	8.2%	13.3%	100%
Added (40)	19	13	3	5	40
REB (15)	7	5	1	2	15
Migration (15)	7	5	1	2	15

3. New Leaders

- 3.1 There are a number of recent changes to the leadership of councils:
- Derby City Council – Cllr Nadine Peatfield
 - Lincoln City Council – Cllr Naomi Tweddle
 - Nottingham City Council – Cllr Neghat Khan
 - West Northants Council – Cllr Adam Brown
- 3.2 As Derby City Council, Nottingham City Council and West Northants Council have membership of EMC's Executive Board, Cllrs Peatfield, Neghat Khan & Adam Brown will be invited to accept a place on the Board.

4. Nominations to Outside Bodies

- 4.1 Following the local elections in May, and in accordance with their agreed governance arrangements, both Midlands Connect and Midlands Engine are required to refresh the membership of their respective leadership boards.
- 4.2 It is custom and practice for local authority nominations to Midlands Connect and Midlands Engine in the East Midlands region to be managed through EMC.

- 4.3 Midlands Connect have asked for EMC's support in nominating 3 Leaders from the East Midlands to be members of its Strategic Board.
- 4.4 Midlands Engine have asked for EMC's support in nominating 4 Leaders from the East Midlands to be members of its Executive Board.
- 4.5 In nominating board membership, EMC has reference to political balance, geography, urban-rural balance and equality & diversity considerations.
- 4.6 In addition, and particularly since the formation of the East Midlands County Combined Authority, consideration should also be given to the typology of Local Transport Authorities in the region (County, Unitary, and Combined Authority).
- 4.7 There is an expectation that the new EMCCA Mayor is offered a place onto the Midlands Connect Strategic Board, as 1 of the 3 East Midlands members, given its status as the local transport authority for the combined authority area.
- 4.8 The EMCCA Mayor is invited automatically onto the Midlands Engine Executive Board and not via the East Midlands local authority cohort.
- 4.9 In considering nominations to both Midlands Connect and Midlands Engine alongside each other, a full as practical regional coverage is ensured.
- 4.10 Normally the nominations process is managed through EMC Executive Board for endorsement by Members at the AGM. However, due to the General Election, the Executive Board meeting was cancelled. Members are therefore invited to give delegated authority to EMC Chair and Vice Chairs, in consultation with Political Group Leaders, TfEM Chair and existing members of Midlands Connect and Midlands Engine, to confirm nominations.

5. General Election Results

- 5.1 With the papers for the AGM being sent to Members on Friday 5th July, there is little time to provide any comprehensive regional analysis of the general election result. However, in summary:
- 5.2 Nationally, the general election result as of 1pm on 5th July 2024 is as follows:
 - Labour - 412 seats
 - Conservative - 121 seats
 - Liberal Democrats - 71 seats
 - Reform - 4 seats
 - SNP - 9 seats
 - Green - 4 seats
 - Other - 28 seats

At this time, Labour has a 176 seat majority.

5.3 The East Midlands is divided into 47 parliamentary constituencies. Of these 47 seats:

- Labour - 29 seats (+21)
- Conservative - 15 seats (-20)
- Reform - 2 seats (+1)
- Independent - 1 seat (-1)

(Note – there is one more than the 46 MPs elected in 2019 general election, as a result of the 2023 boundary review of parliamentary constituencies).

5.4 Previously, the East Midlands had 35 Conservative MPs, 8 Labour MPs, 2 independent MPs, and 1 Reform UK MP.

5.5 Further updates will be provided at the meeting itself, including any East Midlands MPs with ministerial briefs, and any emerging priorities that directly impact upon local authorities.

5.6 Going forward, Members will be very aware of the challenges facing local government including the need for a sustainable and long-term financial solution so that councils can improve care for adults and children, the need to accelerate housing delivery and measures to prevent homelessness, a multi-year funding settlement, and the backing of local government as place leaders.

5.7 In considering these challenges, particularly those that relates to health and social care, health disparities and the opportunities for the sector across geographies and tiers; we welcome Richard Humphries, a nationally recognised commentator on social care and health policy and whose current role includes that of Senior Policy Advisor at the Health Foundation and Visiting Professor at University of Worcester.

6. Presentation of the Annual Report

6.1 The Annual Report is a summary of our work over the past 12 months and is part of EMC's accountability to the membership for the work we undertake in meeting agreed priorities.

6.2 It covers the range of EMC's programmes and services, including proposals for greater investment and infrastructure funds, the work of Transport for the East Midlands including responding to Network North proposals and the cancellation of HS2, providing focused member and officer development programmes and

our role as the Regional Employers' Organisation; as well as taking forward the management of important refugee and asylum resettlement programmes.

- 6.3 The Annual Report 2023/24 is attached as Appendix 5(a) and can be found at <https://emcouncils.pagetiger.com/EMC-Annual-Report/2023-24>. It includes a summary of the key achievements over the year that cover, for example, the delivery of £566,000 of savings for the sector, over 60 separate workforce assignments completed, 2,400 places taken on EMC's training and development programmes, local authorities were supported to resettle over 2,700 vulnerable refugees, and 5 rail investment and delivery projects undertaken on behalf of our membership.

7. Recommendation

Members of East Midlands Councils are invited to:

- 7.1 Consider the issues highlighted in this report
- 7.2 Agree the approach to confirming nominations to the Boards of Midlands Connect and Midlands Engine.
- 7.3 Endorse the Annual Report 2023/24, attached as Appendix 5(a).

Cllr Martin Hill OBE
Chairman
East Midlands Councils



East Midlands
Councils

Annual Report 2023/24

Welcome to the East Midlands Councils (EMC) Annual Report for 2023/24

East Midlands Councils is a member-led organisation, consisting of the 40 local authorities across the region. We enable councils across the East Midlands to work together on key issues, providing advice and support, and representing the interests of our members to Government and national organisations.

This Annual Report is a summary of the work undertaken over the past 12 months in meeting the region's agreed priorities. It covers the range of EMC's programmes and services, including proposals for greater investment and infrastructure funds, the publication of Network North and the Government's cancellation of HS2, providing focused member and officer development programmes and our role as the Regional Employers' Organisation; as well as taking forward the management of important refugee and asylum resettlement programmes.

All councils in membership accessed our discounted services during 2023/24, with levels of savings delivered on behalf of its member councils of £566,000.

EMC has delivered a comprehensive development programme for both officers and Members, routinely offering policy briefing, skills development and training events, increasing participation with 2380 councillors and officer places taken over the course of the year.

EMC has added value by providing free advice and guidance to authorities on the implementation of employment legislation and national terms and conditions. The volume of employment related requests in 2023/24, including policy guidance and practice, remained high with over 75 separate assignments undertaken during the year.

Alongside this, EMC has continued to focus on opportunities for economic growth, and highlighted examples of good, innovative practice including:

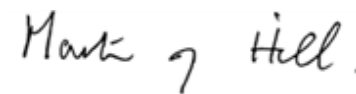
- EMC, Midlands Connect and partners are jointly working on the delivery of infrastructure investment priorities as part of a long-term strategic investment programme to boost connectivity and growth across the Midlands.
- Strengthened our partnership with DfT, the emerging Great British Rail and East Midlands Railways through our Rail Collaboration Agreement.
- EMC worked with local authorities, the Home Office, Ministry of Defence and DLUHC to source accommodation and wrap-around support for Afghan refugees and those fleeing the war in Ukraine, alongside our on-going work to put in place better funded and more equitable asylum dispersal arrangements.

A refreshed approach to communications with our membership, including a new and more effective website alongside a refreshed approach to providing consistent, compelling, and timely messaging to our members and stakeholders via briefings and newsletters.

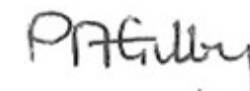
And on finances, EMC continues to tightly manage its budget, ensuring a balance of external grants, consultancy funding and membership subscriptions. EMC has maintained a stable financial position and returned a small surplus from its traded services that will be used to support future activity.

More information about our planned activity and engagement for 2024/25 can be found in our Business Plan: **EMC Business Plan 2024/25**

We remain grateful to EMC staff, councillors, and officers across the region for their efforts and on-going engagement. We look forward to continuing to work with colleagues across the East Midlands during 2024/5.



*Cllr Martin Hill OBE,
Chair of East
Midlands Councils*



*Cllr Tricia Gilby,
Vice-Chair of East
Midlands Councils*



*Cllr Sarah Russell,
Vice-Chair of East
Midlands Councils*

Our Key Outcomes 23/24



Our Role and Purpose



What We Do



How we work



Our Finances



Delivering Our Priorities for 2023/24



Communicating our Impact



Our Leadership



Our Staff



Our key outcomes 23/24

307

Pieces of
Legal advice
completed



£566,000

Savings delivered for
member councils



75

Requests for HR
support received and
actioned



2,380

Places taken on EMC
training and development
programmes



✓

100%

Of councils benefitted
from at least one of
EMC's services

64

HR assignments
completed



1,742

Councillors sent our
weekly Policy Brief




5

Rail Research
Projects/reviews
completed or commissioned



2,702

Vulnerable refugees
resettled in the region



Our role and purpose

The East Midlands is a region of 4.9m people, and over the last 10 years, the population has grown above the UK average and in line with London and the South East. A sizeable economy in its own right, with its 382,000 businesses (2023) and a total regional output of approx. £134bn, equivalent to 5.9% of the UK economy (2021).

EMC is a membership body that works on behalf of and is the voice for local government in the region, being proud to represent all 40 councils in the East Midlands: 4 county councils; 6 unitary councils, 29 district & borough councils and the Peak District National Park Authority.

Our small cohort of staff work across the range of services and programmes that EMC delivers on behalf of its member councils. Our role is to provide support to all member councils to improve their services and a strong collective voice for the East Midlands on matters of strategic importance.



Our core objective is to ensure value-added, whether this be through ensuring excellence in the provision of our services and sector-led support or the development of policies and delivering programmes that respond to the needs and priorities of our membership.

The common thread throughout this Annual Report is one of collaboration and partnership working. Working with our membership, through leading and developing regional networks, commissioning research and programmes, sharing learning and best practice, and supporting the development of joint approaches across the region to meet common priorities, we build a stronger, more effective region for the benefit of its councils and their communities.



What we do

Local Government Workforce & Councillor Development

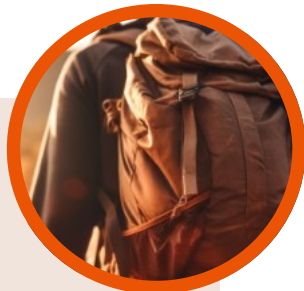
EMC is the statutory Employers' Organisation for local government in the East Midlands. We represent the interests of councils as employers, providing support on workforce issues and development, including councillor development. EMC also provides the Regional Joint Council which brings together employers and trade union representatives and gives support to councils on dispute resolution.



[Find out more](#)

Asylum & Refugee Resettlement

EMC, through its Strategic Migration Partnership, co-ordinates collaborative activity on asylum and refugee resettlement, managing the delivery of national UK Government programmes in support of local authorities in the East Midlands. These programmes currently include Asylum Dispersal, Ukrainian visa schemes, Afghan and wider UK resettlement schemes, the National Transfer Scheme for Unaccompanied Asylum-Seeking Children (UASC), and those arriving from Hong Kong with British National (Overseas) status.



[Find out more](#)

Transport & Growth

EMC supports the work of Transport for the East Midlands (TfEM), which brings together the region's ten local transport authorities to provide collective leadership of strategic transport issues, including through a Rail Collaboration Agreement with Department for Transport. EMC also supports collective work to maximise the regional economic benefits of transport infrastructure and provides regular updates on key regional metrics on growth and public investment.



[Find out more](#)

Strategic Leadership

EMC in partnership with East Midlands Chamber provides the secretariat for the East Midlands All-Party Parliamentary Group (APPG). The APPG is an important vehicle for Local Authority and business sector representatives to engage with Parliamentarians, and ensuring regional priorities are heard in Westminster. EMC also nominates regional representatives to the LGA Executive, LGA Asylum Resettlement Councils Strategic Engagement Group (ARCSEG), the Midlands Connect and Midlands Engine Strategic Boards, and provides the forum for collaborative activity by Children's Services Lead Members and for all 40 Chief Executives.



[Find out more](#)

How we work

As a small organisation, East Midlands Councils adds value to the work of councils across the region by:

- **Evidencing** proposals for change and improvement
- **Influencing** national decisions and decision-makers
- **Collaborating** across the sector and with national bodies to deliver shared outcomes
- **Delivering** cost effective services and products on behalf of all our member councils.

EMC with its range of roles and responsibilities, has continued to focus its resources where it can add most value, delivering a greater impact through a regional partnership approach and securing funding to deliver against membership priorities.

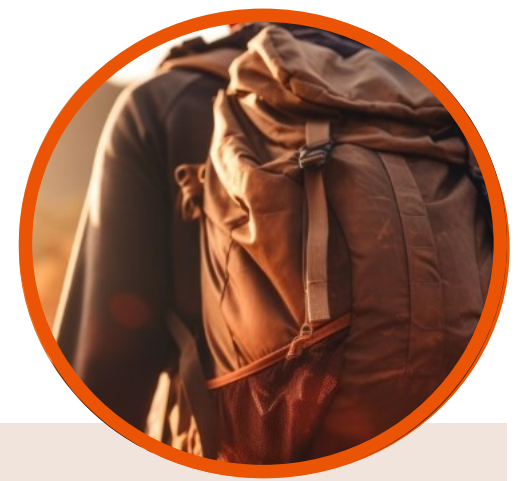
EMC continues to build effective relationships with Government Departments including with the Department for Levelling Up, Housing and Communities, Department for Transport, the Home Office, the Ministry of Defence, Department for Education and the new Departments for Energy Security and Net Zero, and Business and Trade.

We have also worked with business, health and voluntary and community sector partners, and play an active and supportive role with wider regional partnerships, in particular Midlands Engine and Midlands Connect.

Our Finances

EMC continues to tightly manage its budget, ensuring a balance of income from a combination of annual membership subscriptions, grant funding in support of programme delivery and that from our traded services provided at a discounted rate to our membership. EMC's total income for 2024/25 is £1,725,700 and closely aligns to the objectives of our Business Plan.

	Budget 2023/24 (£)	Actual 2023/24 (£)	Budget 2024/25 (£)
Income			
Subscriptions	286,000	286,000	292,100
Grants	863,300	777,000	805,300
Contracts	311,000	396,000	317,000
Earned Income	316,100	340,000	311,300
TOTAL	1,776,400	1,799,000	1,725,700
Expenditure			
Staffing	1,343,600	1,341,000	1,271,400
Member Allowances	24,600	24,000	25,000
Premises	26,200	26,200	27,000
Service Level Agreements	17,000	17,000	18,500
Other Direct Costs	356,600	389,800	379,000
TOTAL	1,768,000	1,798,000	1,720,900
Surplus/(Deficit)	8,400	1,000	4,800



Local Government Workforce & Councillor Development

Workforce challenges in 2023-24 related to workforce capacity – arising from recruitment/retention and employee relations and wellbeing and EMC's support focused on those issues. A tangible benefit of the Regional Joint Council arrangement was seen when the Joint Secretaries helped to resolve a dispute and end industrial action at a local authority. Councillor development centred on supporting the large cohort of new councillors following the 2023 elections.

Activity to highlight include:-

- Co-ordinating consultation on national pay negotiations, including a regional pay briefing to enable council's senior officers and councillors to meet and influence national negotiators.
- Design and delivery of a national development programme for the Association of Democratic Services Officers. 24 courses were provided to 389 delegates in 2023.
- Low-cost Continuing Professional Development programmes for Planning and Environmental Health, which enable learning and experience to be shared across councils. In 2023-2024, the two programmes attracted 1,298 delegates.
- Delivery of a councillor development programme and a series of free briefings on scrutiny, with content shaped by councillors and council officers.
- A free workshop advising on improving occupational health advice and addressing complex absence cases.
- Building mediation and conflict management capacity through training and direct support.
- Re-launched two networks – Performance and Equality, Diversity and Inclusion resulting in positive feedback on the opportunity to collaborate.
- Throughout the year, EMC has provided additional capacity and support to councils through its free advice and research service and consultancy support on a not-for-profit basis.



Asylum and Refugee Resettlement:

East Midlands Councils manages the Strategic Migration Partnership - funded by the Home Office and Department for Levelling Up, Housing and Communities (DLUHC) to co-ordinate activities regarding the dispersal, accommodation and support of asylum seekers, refugees and wider migration issues across the region. During 2023/24, key achievements include:

- The development and agreement with local authorities of the new asylum full dispersal model that provides for a more balanced distribution of asylum seekers across the East Midlands while trying to address concerns associated with the increased use of temporary contingency accommodation.
- In undertaking the co-ordination and management of schemes, EMC leads the engagement with the Home Office, DLUHC and Serco to ensure regional priorities and opportunities are addressed.
- Working with Government in ensuring that Local Authorities receive adequate funding and capacity support in meeting their commitments for the co-ordination and delivery of asylum and refugee resettlement schemes.
- Co-ordinated East Midlands' response to the Ukraine crisis, securing additional funding and supporting local authorities to welcome over 1,987 displaced people seeking safety via priority visa routes in 2023/24.
- Co-ordinated Safe and Legal Routes resettlement schemes in the East Midlands; working with the Ministry of Defence as a new partner to facilitate the arrival of those on the ARAP scheme.
- Commissioned an ESOL Programme to improve access to English language support for refugees and asylum seekers.
- In response to unaccompanied children coming to the UK to claim asylum, EMC has managed the mandated National Transfer Scheme for the region, working closely with East Midlands' authorities in accepting 257 unaccompanied children to the region last year.
- Continuing our roll-out of an East Midlands collective approach to UASC based on regionally agreed priorities, including funding, foster care capacity, specialist immigration legal advice, age assessments, and strategic needs analysis.



Transport and Growth

EMC has continued to focus on opportunities for economic growth, improving strategic infrastructure and securing additional investment. Given the 'flat' SCR settlement for transport, but within the context of rapid capital cost inflation, elements of major rail and road investment have been delayed in order to manage Government expenditure. TfEM has adapted to these challenges and during 2023/24 has:

- Placed a greater emphasis on prioritising incremental improvements that can be delivered within fiscal constraints and continuing to develop evidence on the wider social and economic benefits of key investments such as the A46 Newark Bypass and Midland Main Line Electrification.
- Revised TfEM/Midland Connect Shared Investment Priorities to take account of Network North (**Our Shared Vision for the East Midlands**) and continued to promote the regional rail priorities which guide the TfEM/Department for Transport Rail Collaboration Agreement, including the refurbishment of regional and commuter rolling stock.
- Worked with DfT and EMR to start developing a longer-term strategy to improve services in the East Midlands, including joint funded technical analysis with EMR.
- Published and launched a Strategic Case for the electrification of the Midland Main Line: **The Future's Electric!**
- Produced regular updates on regional economic performance for the EMC Executive and EMC General Meeting.
- Undertaken and published an analysis of the impact of the Government's 12 Levelling Up Missions on the East Midlands: **Missions Impossible? Levelling Up the East Midlands**

Strategic Leadership

Providing strategic insight to Government on the impact of national policies and initiatives in the East Midlands. Working with our councils and across policy areas, EMC has focused on:

- Amplifying and adding value to the work of partners through collective leadership on matters of strategic importance to Ministers and senior civil servants, including on flood mitigation and management.
- Deepening links with locally based Government Departments such as the new Department for Business and Trade, DLUHC, MoD, DfE, DHSC & UK Health Security Agency, LEPs and with the emerging Mayoral County Combined Authorities to align responsibilities and work programmes.
- Working with the East Midlands Chamber of Commerce to provide the secretariat for the East Midlands All-Party Parliamentary Group, most recently on the TfEM 'Investment in East Midlands' Parliamentary event that brought decision makers together with regional businesses to promote key transport schemes where government funding decisions are imminent, building on the APPG's infrastructure report published October 2023: **Inquiry into the wider social and economic benefits (and opportunities) of major infrastructure investment in the East Midlands**
- Regularly bringing together key partners at both the political and chief officer level in providing a voice for the region to develop joint approaches to common priorities, including planning and environment, health and adult social care reform.
- Developing and agreeing a collective approach to inform the Midlands Engine work programme to increase regional investment, productivity and growth.
- Delivered a nationally recognised exemplar programme of sector-led improvement for children's services, including jointly funded regional immigration legal advice and training, and programme to improve foster care capacity.

Refreshed communications

To support the four themes of evidencing, influencing, collaborating, and delivering; this year EMC has launched a new website, and a refreshed approach to providing consistent, compelling, and timely messaging to our members and stakeholders via briefings and newsletters.

Throughout the year, our members have been provided with timely messaging on both regional and national updates via our website, emails, newsletters, and social media channels.

Working with our partners, members, and communications colleagues from across the region on key messaging, EMC has ensured that our communication goals continue to highlight the priorities of the region and continues to provide insight and context into the key issues facing our region, advocating for our priorities and needs.

Contact EMC



Our Leadership

All 40 councils in the East Midlands are members of EMC and meet twice a year in plenary sessions to shape the organisation’s priorities and agree our budget. In between these sessions, the work of EMC is managed through Board’s made up of councillors nominated following the AGM.

EMC Executive Board

- Cllr Martin Hill OBE **(Chair)** - Lincolnshire County Council
- Cllr Sarah Russell **(Vice Chair)** - Leicester City Council
- Cllr Tricia Gilby **(Vice Chair)** - Chesterfield Borough Council
- Cllr Matt Relf - Ashfield District Council
- Cllr James Naish - Bassetlaw District Council
- Cllr Jewel Miah - Charnwood Borough Council
- Cllr Baggy Shanker - Derby City Council
- Cllr Barry Lewis - Derbyshire County Council
- Cllr Phil King - Harborough District Council
- Cllr David Bill MBE - Hinckley & Bosworth Borough Council
- Cllr Stuart Bray - Hinckley & Bosworth Borough Council
- Cllr Nicholas Rushton - Leicestershire County Council
- Cllr Richard Wright - North Kesteven District Council
- Cllr Jason Smithers - North Northamptonshire Council
- Cllr David Mellen - Nottingham City Council
- Cllr Ben Bradley MP - Nottinghamshire County Council
- Cllr Gale Waller - Rutland County Council
- Cllr Jonathan Nunn - West Northamptonshire Council

[More information about the EMC Executive Board](#)

Our Leadership

EMC Management Group

Cllr Sarah Russell - **Chair**

Cllr Martin Hill OBE - **Vice Chair**

Cllr Tricia Gilby - **Vice Chair**

Cllr Phil King - Conservative Party Group Leader

Cllr Matt Relf - Independent Group Leader

Cllr Jewel Miah - Labour Party Group Leader

Cllr David Bill MBE - Liberal Democrats Party Group Leader

[More information about the EMC Management Group](#)

Transport for the East Midlands

Mayor Sir Peter Soulsby (**Chair**) - Leicester City Council

Cllr Richard Davies (**Vice Chair**) - Lincolnshire County Council

Cllr Angela Kandola - Nottingham City Council

Cllr Carolyn Renwick - Derbyshire County Council

Cllr Carmel Swan - Derby City Council

Cllr Gale Waller - Rutland County Council

Cllr Ben Bradley MP - Nottinghamshire County Council

Cllr Ozzy O'Shea - Leicestershire County Council

Cllr Matthew Binley - North Northamptonshire Council

Cllr Phil Larratt - West Northamptonshire Council

[More information about the TfEM Board](#)

Our Leadership

Regional Employers' Board

Cllr Kate Foale (**Chair**) - Nottinghamshire County Council

Cllr Lee Breckon (**Vice Chair**) - Leicestershire County Council

Cllr Gale Waller (**Vice Chair**) - Rutland County Council

Cllr Matt Relf - Ashfield District Council

Cllr Jenny Bokor - Charnwood Borough Council

Cllr Jewel Miah - Charnwood Borough Council

Cllr Joan Dixon - Derby City Council

Cllr Adam Clarke - Leicester City Council

Cllr Ian Fleetwood - Lincolnshire County Council

Cllr Nigel Barker - North East Derbyshire District Council

Cllr Gordon Wheeler - Nottinghamshire County Council

Cllr Richard Jackson - Nottinghamshire County Council

Cllr Jonathan Wheeler - Rushcliffe Borough Council

Cllr David Wilby - Rutland County Council

Cllr Rosemary Powell - Rutland County Council

Cllr Nick Worth - South Holland District Council

[More information about the Regional Employers' Board](#)

Our Leadership

Regional Migration Board

Cllr Alex Dale **(Chair)** - Derbyshire County Council
Cllr Sarah Russell **(Vice Chair)** - Leicester City Council
Cllr Anne Dorrian - Boston Borough Council
Cllr Claire Rylott - Boston Borough Council
Cllr Hardyal Dhindsa - Derby City Council
Cllr Louise Richardson - Leicestershire County Council
Cllr Patricia Bradwell - Lincolnshire County Council
Mayor Andy Abrahams - Mansfield District Council
Cllr Claire Penny - Newark & Sherwood District Council
Cllr Richard Wright - North Kesteven District Council
Cllr James Hakewill - North Northamptonshire Council
Cllr Helen Harrison - North Northamptonshire Council
Cllr Sajid Mohammed - Nottingham City Council
Cllr Tracey Taylor - Nottinghamshire County Council
Cllr Samia Haq - Oadby & Wigston Borough Council

[More information about the Regional Migration Board](#)

Our staff

EMC employs 20 staff based in our office in Melton Mowbray and working across the East Midlands.

Stuart Young - Executive Director
Andrew Pritchard - Director of Policy and Infrastructure
Sam Maher - Director of HR & Councillor Development
Anna Anderson - Business Support Officer
Brein Fisher - Regional Migration Manager
Hannah Thomas - Resettlement Policy Officer
Joshua Aspden - Resettlement Policy Officer
Kyle Butterworth - Head of Rail Improvement
Lisa Bushell - Business Support Manager & Events Lead
Lisa Butterfill - HR & Development Manager
Mark Pinchen - HR & Learning & Development Manager
Suzanne Boulton - HR & Learning & Development Manager
Lisa Hopkins - Business Support Officer
Maria Brambles - Senior Resettlement Policy Officer
Matthew Clarke - Senior UASC Policy Advisor
Mila Pereira - Business Support Officer
Noel Oxford - Resettlement Policy Officer
Rachael Pengelly - Communications & Marketing Specialist
Richard Herrick - Resettlement Policy Officer
Sarika Kohli - Immigration Solicitor
Stuart Turner - Programme Manager
Elana Romahi - Resettlement Policy Officer
Camila David - Policy and Programme Officer



Annual General Meeting

12th July 2024

Review of Constitution and Supporting Governance

Summary

The Constitution and supporting governance are largely unchanged since 2015. However, since this date there have been a number of developments that have required a change to EMC governance/ways of working.

All these changes are now included in a revised set of governance documents and were agreed by EMC's Management Group and recommended for formal consideration and adoption by Members at the Annual General Meeting.

Recommendation

Members of East Midlands Councils are invited to consider and endorse the revised constitution and supporting governance documents.

1. Introduction

- 1.1 The Constitution and its supporting governance documents were last formally updated in 2015. Since this time, a number of incremental changes have been made, e.g. inclusion of Board Chairs within Management Group membership, the use of virtual meetings, and the ceasing of activity, e.g. EU policy support, Regional Improvement and Efficiency Partnership.
- 1.2 It is an opportune time to formally update the constitution and supporting governance for the consideration and agreement by Members at EMC's Annual General Meeting.

2. Key Points

- 2.1 Appended to this report as Appendices 9(a) to 9(i) are:
 - a) EMC Constitution - July 2024
 - b) Constitution – Member Organisations
 - c) Guidance for Operation July 2024
 - d) Executive Board Terms of Reference
 - e) Management Group Terms of Reference
 - f) Regional Employers' Board Terms of Reference
 - g) East Midlands Regional Joint Council Constitution
 - h) Regional Migration Board Terms of Reference
 - i) Transport for the East Midlands Terms of Reference

- 2.2 A summary of the most significant proposed changes are as follows:

EMC Constitution, Appendix 7(a)

- a) EMC now longer has European/EU programme responsibilities (or funding) and so these references are deleted.
- b) Deleted reference to the Regional Improvement and Efficient Partnership.
- c) Provision for 1 representative to be nominated by each Mayoral County Combined Authority, once formally established.
- d) Parish Councils (through their representative bodies) to be invited to nominate 1 member onto EMC. Parish Councils were previously awarded 2 places, although in practice no more than 1 place was ever accepted, and it would appear anomalous for Parish Councils to have greater number of Members than Combined Authorities.

- e) Fire and Rescue Authorities, Police/Police and Crime Commissioners have not nominated any representatives to EMC despite provision to do in place for a number of years. It is suggested that EMC should focus its members on Local Authorities and so provision for FRA and PCC membership is removed. Associate membership remains available to these bodies to support EMC service delivery.

Constitution – Member Organisations, Appendix 7(b)

- a) Membership reflects the proposed changes relating to Combined Authorities, Parish Councils, FRAs and PCCs (as detailed above).
- b) Removal of the requirement for Executive Board representatives to be either Local Authority Leaders or Mayors.

Guidance for Operation July 2024, Appendix 7(c)

- a) Removal of reference to EMC Monitoring Officer, replaced with reference to EMC Executive Director.
- b) Reference to EMC's updated complaints and standards procedures.
- c) Reference to the virtual meetings instead of specific reference to travel provisions and location of meetings.

Executive Board Terms of Reference, Appendix 7(d)

- a) Removal of requirement of prior nomination of 'named substitutes' to allow for greater flexibility in the use of substitutes.
- b) Removal of requirement for Local Authority Chief Executives to formally nominate representatives to Executive Board. Chief Executives (and others) are invited to attend at the discretion of Members.

Management Group Terms of Reference, Appendix 7(e)

- a) The provision for Political Group Leaders to nominate a substitute (as previously agreed by Members).
- b) The Vice Chair of Management Group proposed to be the District Vice Chair of EMC. Current arrangements provide for the political group leader of the largest political group in membership to be Vice-Chair of Management Group. It appears anomalous to not offer the District Vice Chair this role, and when the terms of reference were initially developed, EMC had not established the additional role of District Vice-Chair.

Regional Employers' Board Terms of Reference, Appendix 7(f)

- a) Clarity of membership arrangements and providing for consistency to those of the Regional Migration Board.

East Midlands Regional Joint Council Constitution, Appendix 7(g)

- a) No substantive changes proposed.

Regional Migration Board Terms of Reference, Appendix 7(h)

- a) Removal of requirement for all designated asylum dispersal areas to be represented. With all Local Authorities now mandated by Government to participate in asylum dispersal, this requirement would entail all 40 Local Authorities being a Board member.
- b) Additional clarity in relation to wider membership arrangements and providing for consistency to those of the Regional Employers' Board.

Transport for the East Midlands Terms of Reference, Appendix 7(i)

- a) Clarity of membership arrangements and providing for consistency to those of other Regional Boards.

Note – TfEM is not formally an EMC 'Regional Board' but sits under the auspices of EMC, as previously agreed by Members and on the basis of:

- Membership being limited to the region's Local Transport Authorities (LTAs), reflecting the core function of the Board.
- Members comprising the Leader or Transport Portfolio Holder or each LTA, without regard to regional political balance.

3. Recommendation

- 3.1 Members of East Midlands Councils are invited to consider and endorse the revised constitution and supporting governance documents.

Stuart Young
Executive Director



EAST MIDLANDS COUNCILS

CONSTITUTION – July 2024

1. Name

- 1.1 The Body shall be known as East Midlands Councils (referred to hereafter as EMC).

2. The Region

- 2.1 The geographical area covered by the Board shall comprise Derby City, Derbyshire, Leicester City, Leicestershire, Lincolnshire, Nottingham City, Nottinghamshire, Northamptonshire, Rutland together with the Peak District National Park.

3. Roles and Responsibilities

Purpose

- 3.1 EMC will represent the interests of all Local Authorities in membership within the region, acting as a representative and influencing body.
- 3.2 EMC will work to promote the social, economic and environmental quality of life for all the people of East Midlands.
- 3.3 EMC will act as a consultative forum to support and advise where appropriate the Executive Board in delivering its roles and responsibilities.

Principles

- 3.4 EMC and its operation must be open and transparent and should be underpinned by the principles of public life set out in the organisation's

‘Guidance for Operation/Code of Practice’. Meetings of EMC shall be open to the public and documentation made widely available.

- 3.5 EMC shall draw its democratic legitimacy through having all of its members drawn from directly elected members of Local Authorities.

4. Objectives

4.1 East Midlands Councils will:

- a) Be the collective voice for Local Authorities on significant issues affecting the East Midlands.
- b) Work collaboratively with Local Government, and other key regional, sub regional and national organisations on the development and delivery of the localism agenda and the roles and functions of EMC.
- c) Provide a line of accountability to the Executive Board on behalf of wider Local Government constituencies.
- d) Engage with national, sub-national and local organisations to influence policy and practice for the benefit of the East Midlands.
- e) Engage partners in future processes for determining major investment priorities.
- f) Provide a reporting and governance mechanism for local government partnerships.
- g) Raise awareness of EMC and its role by widely communicating its roles and responsibilities
- h) Periodically review sub-national working arrangements to ensure that new challenges, opportunities and roles can be properly addressed.
- i) Act as the designated Regional Employers’ Organisation and point of contact for employers’ and recognised trade unions in relation to local government services.
- j) Provide support, and advice and best practice in the fields of employee and councillor development and training, management

practice, employee relations, and human resource management to Local Authority members within membership, in the region.

5. Membership

- 5.1 Each District, County and Unitary local authority in the region shall be invited to be a full member of EMC, subject to paying the subscriptions provided for in the subscription scheme for the time being in force.
- 5.2 County, Unitary and District Councils who are members of EMC will nominate representatives to EMC in accordance with the Appendix (a) to this Constitution.
- 5.3 The Peak District National Park Authority will be invited to nominate 1 representative to EMC.
- 5.4 Each Mayoral County Combined Authority in the East Midlands will be invited to nominate 1 representative to EMC.
- 5.5 Parish Councils will be invited to nominate a total of 1 representative to EMC.
- 5.6 Other bodies which are clearly in the mainstream of and identified with local government, and other bodies working in partnership with local government, may subject to the agreement of the Management Group be admitted to associate membership of EMC by way of subscription and have access to services, but shall have no representation or voting rights.
- 5.7 Each member of EMC should be committed to representing the interests of the communities of the area represented by that member and to encouraging the full participation of all the people it represents.
- 5.8 All Members should demonstrate support for EMC's purpose, principles and objectives and work in a spirit of partnership within the terms of this constitution.
- 5.9 County and Unitary authorities, by accepting membership of EMC, agree to underwrite jointly and in equal parts any liabilities which may be incurred by or on behalf of EMC during the period of their membership and any liabilities, costs or deficits which fall to be met on dissolution of EMC, save that if at any time there are less than five principal authorities

in membership of EMC, those liabilities costs or deficits shall be met by all authorities in membership at that time.

5.10 Advisers

5.10.1 EMC shall also be able to invite such other representatives from local, regional and or sub regional organisations as it so determines to act in an advisory capacity; such Advisers shall receive all agendas and papers for EMC meetings and shall have the right to speak but not vote on any item.

5.10.2 EMC may also invite other non-members to take an active part in particular meetings of EMC. Such participation should be for a clear purpose and have a perspective relevant to authorities in membership of EMC.

5.13 Substitution

5.13.1 Each Member organisation may authorise an 'alternate Representative', for any duly nominated Representative, who may attend, speak and vote on his/her behalf at any EMC meeting. Members must inform the EMC Secretariat of the names of nominated and alternate Representatives, in advance of any meetings they might attend.

5.14 Period of Office for Members' Representatives

5.14.1 There shall be no limit to the period of office of Representatives, who will be replaced at the discretion of Member Organisations.

5.15 Selection

5.15.1 Each Member Organisation shall have the right to determine how its EMC Representative is selected.

6. Annual Budgeting & Monitoring

6.1 The annual budget of EMC shall be determined before the start of the financial year commencing each 1st April at a meeting of the Executive Board, prior to that meeting and in good time to make and publish recommendations; the Management Group shall meet with a view to making recommendations to the meeting of the Executive Board. EMC

will have the power to scrutinise all stages of the implementation of the budget including the establishment and operation at any time.

7. Meetings of EMC

7.1 An Annual General Meeting (AGM) of EMC shall normally be held in July to appoint a Chair and Vice Chair(s); make appointments to EMC Groups and external organisations, consider an Annual Report on the activities of EMC and transact any other business that EMC considers appropriate for its AGM.

7.2 Appointment of Chair

7.2.1 The Chair of EMC shall be nominated by the largest political group of Local Authorities in membership and from within the members of the Executive Board.

7.2.2 Political balance will be as determined on the basis of political proportionality information provided by the LGA.

7.2.3 The Chair of EMC shall also be the Chair of the Executive Board.

7.3 Appointment of Principal Vice Chair

7.3.1 The Principal Vice Chair of EMC shall be nominated by the second largest political group of Local Authorities in membership and from within the members of the Executive Board.

7.3.2 Political balance will be as determined on the basis of political proportionality information provided by the LGA.

7.3.3 The Principal Vice Chair of EMC shall also be the Principal Vice Chair of the Executive Board

7.3.4 The Principal Vice Chair shall be the Chair of the EMC Management Group.

7.4 Appointment of District Vice Chair

7.4.1 If neither the Chair nor Principal Vice Chair are district representatives then an additional Vice Chair shall be appointed from within the 4 district representatives of the Executive Board.

7.4.2 The District Vice Chair of EMC shall also be the District Vice Chair of the Executive Board

7.5 Appointment of Political Group Leaders

7.5.1 Appointments shall be made from within each of the four political groups of Conservative, Labour, Liberal Democrats, and Independent.

7.5.2 The Joint Chair of EMC/Executive Board shall not be a group leader.

7.6 Period of Office – Chair, Principal Vice Chair, District Vice Chair and Political Group Leaders

7.6.1 Appointments shall normally be made at the AGM and last for one year, but any vacancy that arises in these offices, after an AGM meeting, may be filled at the subsequent EMC meeting before the next AGM.

7.7 Appointment of Secretary

7.7.1 The Executive Director of EMC shall be appointed to act as Secretary. The Secretary shall provide administrative support for EMC and its meetings, and be authorised to sign documents on its behalf.

7.8 Frequency of Meetings

7.8.1 EMC shall meet at least twice during each year, including the AGM.

7.8.2 Also, an Extraordinary General Meeting of EMC shall be convened on a minimum of 21 clear days notice following receipt by the Secretary of a request from not less than one-third of Member Organisations.

8. Executive Board and Other Groups

8.1 The EMC Executive Board shall have up to 20 Members as determined in Appendix (a) to this constitution. The Executive Board will co-ordinate policy and take decisions on matters as delegated or authorised by East

Midlands Councils and, in exceptional circumstances, deal with business which cannot wait until the next meeting of EMC.

- 8.2 The roles and responsibilities of the Executive Board are as detailed in its Terms of Reference.
- 8.3 The roles and responsibilities of the Management Group are as detailed in its Terms of Reference.
- 8.4 The Chair and Vice Chair(s) of EMC shall have the right to attend all meetings of all Boards.
- 8.5 EMC may establish such groups as it considers necessary. The purpose of these groups will be to consider specific issues or perform particular tasks. They may be established with a long term role or on an ad-hoc basis for a limited period.
- 8.6 EMC shall have power at any time:
 - a) To add to, vary or alter the terms of reference of any of its constituent groups.
 - b) To disestablish any group or to merge it with any other to the extent which may appear desirable or appropriate.

9. Delegation Arrangements

- 9.1 East Midlands Councils shall delegate all matters relating to the management and operation of EMC to the Executive Board except:
 - Agreement to constitutional changes.
 - Agreement to any changes to the members' allowances scheme.
 - Matters specifically delegated to the Management Group.
- 9.2 The Executive Board is delegated to resolve any matter requiring to be determined as a matter of urgency and/or which is not otherwise delegated or identified for action or attention.
- 9.3 The Executive Board has the right to determine the general principles of membership and operation which will be recorded in 'Guidance for Operation/Code of Conduct of East Midlands Councils'.

10. Quorum

- 10.1 The quorum for meetings of EMC is 25% of member representatives.

11. Voting

- 11.1 EMC shall normally operate on the basis of consensus. If required, voting at meetings of the Executive Board and all of its boards/groups shall be by a show of hands and shall be by way of a simple majority of those present at the meeting when the vote is called. The Chair shall have the casting vote in the event of a tied vote.
- 11.2 If a vote is required at a full EMC meeting it is on the basis of 1 member present and represented = 1 vote.
- 11.3 All members of EMC shall have the opportunity to contribute to debates, subject to the provisions in the Meeting Procedure Rules and to the discretion of the Chair of the meeting exercised in accordance with those Rules.

12. Agenda

- 12.1 At least 21 days notice shall be given of meetings of EMC. Matters for inclusion on the Agenda and any reports or documents shall be sent to the Secretary at least 10 working days before such meetings.
- 12.2 EMC shall set down arrangements for groups established by it in its Guidance for Operation.

13. Termination of Membership

- 13.1 Any member authority wishing to terminate its membership shall give not less than twelve months notice in writing to the Secretariat to expire on 31st March in any year.
- 13.2 Any member shall cease to be a member of EMC if, in the case of a local authority member s/he ceases to be an elected Councillor/Member or the local authority to which s/he has been elected ceases to be a member or fails to pay its subscriptions.

14. Dissolution

- 14.1 A motion for the dissolution of EMC must be considered at an AGM or Extraordinary Meeting and must be approved by three quarters of the members present and represented at the meeting.
- 14.2 Following agreement to the dissolution of EMC the Secretariat shall be responsible for disposing of the assets and liabilities of EMC between members in accordance with the provisions of paragraph 5.9.
- 14.3 Every effort will be made to ensure that staff displaced to a new body taking over the responsibilities of EMC shall either be assimilated into the new body or into member authorities on terms no less favourable than their current appointments, or have their appointment terminated in accordance with contractual arrangements.

15. Alterations to the Constitution

- 15.1 Alterations to the Constitution shall only be made by EMC on a simple majority of members present.

16. Attendance of the Public at Meetings

- 16.1 Meetings of EMC shall be open to the public, subject to the right of exclusion at the discretion of the Chair.



East Midlands Councils Appendix (a) to the Constitution

Member Organisations

East Midlands Councils Members are generally **organisations** rather than individuals. Each **Member Organisation** is allocated a number of places (as shown in the table below) and nominates an equivalent number of **Representatives**.

	Sector	Number of Representatives	Member Organisation
1.	Local Authority Block 1	40 (maximum)	Nominated by Local Authorities direct to EMC Secretariat, each local authority to nominate one member. *Includes Peak District National Park Authority
2.	Local Authority Block 2	40 (As a result of the rounding of figures (to the nearest one), the number of 40 may be increased accordingly).	Nominated by Political Group Leaders. Appointments shall reflect political balance, should reflect diversity of geographical area and made in accordance with the principle that seats are allocated on an equal basis between County & Unitary Authorities (50%) and District Authorities (50%).
3.	Parish Councils	1	Association of Parish and Town Councils.
4.	Combined Authority	1	East Midlands Mayoral County Combined Authority (and other combined authorities once formally established).



Executive Board Members are generally **organisations** rather than individuals.

Each **Member Organisation** is allocated a number of places (as shown in the table below) and nominates an equivalent number of **Representatives**.

Each member must firstly be a nominated member of EMC.

Local Authority	10	The Leader of each of the Unitary and County member organisations.
Local Authority	4	Leaders from 1 District Authority in each of the 4 County areas.
Political Group Leaders	4 (up to)	Political Group Leaders.
Board Chairs	2	Chair from Regional Employers' Board and Regional Migration Board.

1. Procedures for Inviting Nomination of Representatives by Member Organisations

- 1.1 The Secretariat shall write annually to the Member Organisations identified in the tables above inviting them to nominate their allocated number of Representative(s). This nomination must be confirmed in writing to the Secretariat. It is the responsibility of each Member Organisation to advise the Secretariat of any subsequent changes in representation.

2. What Happens if a Member Organisation withdraws from Membership?

- 2.1 A Member wishing to withdraw from Membership must observe the procedure set out in the Constitution at section 13.

3. Procedures used by Member Organisations to nominate Representatives to EMC/Executive Board

- 3.1 Each Member Organisation shall have the right to determine how its EMC Representative is selected, and shall be asked to confirm both the name and contact details, and the method of selection used to the Secretariat in writing in time for the AGM.
- 3.2 In the case of district representatives on the Executive Board the relevant district grouping will be asked to confirm on an annual basis both the name and contact details, and the method of selection used to the Secretariat in writing in time for the AGM to ensure appropriate transparency and accountability.
- 3.3 Executive Board Local Authority representatives must be their organisation's EMC representative.
- 3.4 Executive Board Political Group Leaders must be a nominated representative of East Midlands Councils.
- 3.5 Member Organisations also have the right to change their Representatives between AGMs and must inform the Secretariat in writing of any such changes with immediate effect.
- 3.6 EMC makes available information about how the Representatives are selected in order to provide transparency and clarity about selection. As selection procedures vary from one Member Organisation to another and can be revised by each organisation they need to be regularly updated. The latest document is therefore held by the secretariat and available on request.



Guidance for the operation of East Midlands Councils, its Executive Board, Management Group and Code of Practice for Member organisations and representatives - July 2024

1. Introduction

East Midlands Councils

- 1.1 East Midlands Councils is the representative and consultative forum for all local authorities in membership within the region. It provides support to Councils to improve their services and is a strong voice for the East Midlands.

The purpose of this document, and its relationship to the current Constitution

- 1.2 This document is intended to accompany the Governing Document (Constitution) of East Midlands Councils and provide further clarity about the operation of Boards/groups. It is not intended to replace or summarise the Governing Document(s) but should be read in conjunction with them.

Summary of contents

- 1.3 The sections herewith are:
- Glossary – explanation of the names and terms used in this document.
 - Section One - Code of Practice.
 - Section Two - Corporate Governance and Finance.
 - Section Three – Members allowances and expenses.

Accuracy

- 1.4 All information in this document is correct at the date in the document heading. East Midlands Councils reserve the right to vary its arrangements from time to time and will notify Representatives of any significant changes. To ensure that you are reading a current version of this document please visit <https://www.emcouncils.gov.uk/> or contact the EMC Secretariat.

Glossary

Name	Definition
Governing Document(s)	At present, the East Midlands Councils Constitution and Terms of Reference for the Executive Board and Management Group.
Constitution	The document which governs East Midlands Councils.
EMC Representatives	The individuals nominated by Member Organisations to represent them at EMC meetings/ Executive Board.
Substitutes	The individuals nominated by Member Organisations, if they so choose, to represent them if their usual EMC/ Executive Board representative is unavailable.
Code of Practice	The section of this document which sets out the general principles which EMC will observe in its work, and the conduct and criteria which are required of all EMC Representatives.
Guidance for Corporate Governance	The section of this document which sets out EMC current arrangements for banking, auditing, the Corporate Governance role and other issues relating to financial probity.
EMC Secretariat	Staff of East Midlands Councils

2. Section One: Code of Practice

- 2.1 This section sets out the general principles which EMC will observe in its work, and the conduct and criteria which are required of all EMC Representatives i.e. the individuals who are selected to represent Member Organisations. These are organised below into: EMC's own organisational principles (including the Principles of Public Life); the Code of Conduct for Members of EMC; and clarification of the role of EMC Representatives.

Non compliance with Code of Practice

- 2.2 Any EMC Representative considered not to have complied with or fulfilled any part of the Principles of Public Life, Code of Conduct and Roles of representatives shall be reported to the Management Group. On the basis of the evidence, the Management Group may decide that a period of temporary suspension or permanent disbarment from EMC, a group or any other related body is necessary. In the event of an Appeal, the final decision on suspension or disbarment will rest with the Executive Board.

Complaints Procedure

- 2.3 EMC has a Complaints Procedure to assist in its handling of any complaints about non-compliance with the Code of Practice or other matters.

Organisational Principles: How East Midlands Councils will Operate.

- 2.4 In everything it does EMC will be progressive and will apply the following principles:
- a. It will act in a transparent, sustainable, accessible, inclusive and efficient manner.
 - b. It will work closely with adjacent regions when cross-boundary issues require collaborative working.
 - c. It will maximise the use of electronic communications and the use of the website for information provision and dissemination whilst ensuring access by other means.
 - d. It will apply the principles of Public Life as ordered by the Secretary of State – see below concerning appropriate conduct for publicly funded bodies.
 - e. A culture of seeking continuous improvement will be adopted.

- f. It will maximise the contribution of all EMC staff and Members in achieving its aims.

The seven principles below articulate the fundamental values of public life that underpin the conduct of EMC members.

1. Selflessness

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

2. Integrity

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

3. 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.

4. 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.

5. 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.

6. 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.

7. Leadership

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

Code of Conduct for all EMC Representatives

- 2.5 The code of conduct for members, is derived from those principles listed above and lays down a set of enforceable minimum standards for the way members should conduct themselves. The Code of conduct adopted is that of the accountable body for EMC (currently Nottingham City Council), this does not preclude members from complying with their own authorities Code of Conduct.

General provisions

2.6 Introduction and Interpretation

- This Code applies to **you** as a member of EMC.
- You should read this Code together with the general principles set out above.
- It is your responsibility to comply with the provisions of this Code.
- In this Code “meeting” means any meeting of
 - (a) EMC.
 - (b) The executive of EMC.
 - (c) Any of the subcommittees, joint committees, joint subcommittees, or area committees.

Scope

- 2.7 You must comply with this Code whenever you:
- Conduct the business of EMC (which, in this Code, includes the business of the office to which you are elected or appointed).
 - Act, or claim to act or give the impression you are acting as a representative of EMC, and references to your official capacity are construed accordingly.

Where you act as a representative of EMC:

- On another relevant authority, you must, when acting for that other authority, comply with that other authority’s code of conduct.
- On any other body, you must, when acting for that other body, comply with your authority’s code of conduct, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject.

General Obligations

- 2.8 You must treat others with respect.

You must not:

- Do anything which may cause your authority to breach any of the equality enactments (as defined in section 33 of the Equality Act 2006).
- Bully any person.
- Intimidate or attempt to intimidate any person who is or is likely to be:
 - (i) A complainant
 - (ii) A witness
 - (iii) 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.
- Do anything which compromises or is likely to compromise the impartiality of those who work for, or on behalf of, EMC.

You must not:

- Disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where:
 - (i) You have the consent of a person authorised to give it.
 - (ii) You are required by law to do so.
 - (iii) The disclosure is made to a third party for the purpose of obtaining professional advice provided that the third party agrees not to disclose the information to any other person.
 - (iv) The disclosure is:
 - a. Reasonable and in the public interest.
 - b. Made in good faith and in compliance with the reasonable requirements of the authority.
- Prevent another person from gaining access to information to which that person is entitled by law.

2.9 You must not conduct yourself in a manner which could reasonably be regarded as bringing your office or EMC into disrepute.

2.10 You:

- Must not use or attempt to use your position as a member improperly to confer on or secure for yourself or any other person, an advantage or disadvantage.
- Must, when using or authorising the use by others of the resources of EMC:
 - (i) Act in accordance with your authority's reasonable requirements.

(ii) Ensure that such resources are not used improperly for political purposes (including party political purposes).

- Must have regard to any applicable Local Authority Code of Publicity made under the relevant legislation in existence at the time.

2.11 When reaching decisions on any matter you must have regard to any relevant advice provided to you by officers of EMC acting pursuant to their statutory responsibilities.

2.12 You must give reasons for all decisions in accordance with any statutory requirements and any reasonable additional requirements imposed by your authority.

3. Interests

Notification of Interests

3.1 You must notify the monitoring officer of your authority of any disclosable interests as per your authorities Code of Conduct.

3.2 We will obtain these declarations from the relevant monitoring officer.

Register of Interests

3.3 Any interest notified to EMC Secretariat will be included in the members' Register of Interests. A copy of the Register will be available for public inspection and a link will be provided on EMC's website.

Gifts and Hospitality

3.4 EMC has determined that as a matter of good practice you must also declare to the Executive Director within 28 days the interest of any person from whom you have received, in connection with your official duties as a member, a gift or hospitality with an estimated value of at least £50.

4. Roles of All EMC Representatives

4.1 EMC encourages the full and active participation of all representatives in its work. The roles that Representatives can fulfil are directly related to the role of EMC respectively (see Introduction), and are likely to include some or all of the following roles:

Item 7, Appendix (c)

- Attending full East Midlands Councils meetings (typically, including travel half-day twice a year)
 - Attending Executive Board meetings (typically including travel half-day four times a year)
 - Attending Management Group meetings (typically held online four times a year).
- 4.2 Serving on one or more of the boards/groups which are likely to meet about 4 times a year and/or being part of a “pool” of members that support their work. Time commitments will vary depending on the type of board or group and the tasks it has to perform.
- 4.3 Endeavouring to be briefed as necessary to represent their organisation, sector, interest group or constituency; and reporting back to such organisation, sector, interest group or constituency on a regular basis taking into account any advice or briefings issued by the Executive Board or EMC.
- 4.4 Representing EMC at meetings and events.

(End of Section One)

1. Section Two: Corporate Governance and Finance

- 1.1 This section presents the EMC statement on internal control and financial probity, including the division of responsibilities between the Executive Director and Nottingham City Council. It also sets out current arrangements for banking and auditing.
- 1.2 The Executive Director has responsibility for maintaining a sound system of internal control and financial probity that supports the achievement of the EMC policies, whilst safeguarding public funds. The system can, however, provide only reasonable, and not absolute, assurance of its effectiveness. It is designed to manage rather than eliminate the risk of failure.
- 1.3 The system of internal control is based on a framework of regular management information, performance management, financial regulations, administrative procedures (including the segregation of duties) and a system of delegation and accountability. In particular, it includes:
- As appropriate, formal project management disciplines.
 - A comprehensive budgeting and budget monitoring system.
 - Measuring financial and other performance.
 - Management meetings, encompassing risk management.
 - Reports to Executive Board from the Management Group covering strategic direction, outputs and outcomes.
 - A clear code of practice and conduct.
 - External audit.

2. Accountability for Public Funding

- 2.1 The financially accountable body, currently manages EMC's finances. Independent auditors are employed by the accountable body to check the end of year accounts and confirm that they are in order.

Accounting reference date

- 2.2 The financial year ends 31st March.

Bankers

- 2.3 Lloyds Bank, Nottingham.

Auditors

- 2.4 Rogers Spencer via the accountable body

3. Corporate Governance statement

- 3.1 EMC's Corporate Governance Statement is attached as Appendix 7(c)(i) to this document.

(End of Section Two)

1. Section Three - Members Allowances and Expenses

1.1 EMC operate a members allowance scheme, which is determined by an Independent Remuneration Panel.

1.2 The allowances payable as at the date of this document are:

A. Basic Allowances

<u>Role</u>	Per Year £
Members of East Midlands Executive Board	600

B. Special Responsibility Allowances*

<u>Role</u>	Per Year (£
Chair of EMC/Executive Board	4,000
Vice Chair of Executive Board	900
Other members of Management Group	900
Chair of the, Regional Migration Board and Regional Employers Board (x 2)**	900

*(*Limits on Special Responsibility Allowances: no post holder should be entitled to receive more than one SRA at any one time)*

*(** to be recharged to Regional Migration Board)*

Members expenses

1.3 No 'ordinary' member of East Midlands Councils should receive any Basic Allowance. The assumption is that those appointed to East Midlands Councils as representatives of their 'host' councils are recompensed for their involvement through the allowances they receive from those 'host' councils. Similarly, any travel and subsistence costs resulting from attending meetings of the East Midlands Councils should be recovered by claims to their host authorities that should bear that cost. It is unlikely that any ordinary member of the East Midlands Councils would attend more than two meetings each year as a result of their membership.

- 1.4 Any travel and subsistence costs resulting from attending meetings in connection with the work of the East Midlands Executive Board, the work of Chair of East Midlands Councils and the work of Chairs of subsidiary Boards should be recovered by claims to their host authorities that should bear that cost.

EAST MIDLANDS COUNCILS CORPORATE GOVERNANCE STATEMENT

1. Introduction

1.1 The Corporate Governance statement draws on a number of sources and puts forward three underlying principles, which incorporate the seven principles of public life:

- Openness
- Integrity
- Accountability

1.2 These already feature in the purpose and principles of East Midlands Councils (EMC) and this document is consolidating and developing things we already do.

1.3 Definition: **“Corporate Governance is the system by which organisations direct and control their functions and relate to their communities”**

1.4 The guidance on Corporate Governance is expanded into five dimensions:

- Community Focus
- Service Delivery Arrangements
- Structures and processes
- Risk Management and internal control
- Standards of conduct

1.5 EMC’s approach is to demonstrate how the principles of corporate governance apply within each of these dimensions by building on a number of existing core systems and processes.

2. Statement on the underlying principles

2.1 Openness

2.1.1 This is required to ensure that EMC’s stakeholders can have confidence in its decision making and management processes. Being open through:

- Consultation.
- Provision of accurate timely and clear information.

- Affording opportunities for members to engage with EMC's decision-making.
- Inclusivity.

2.2 Integrity

2.2.1 This encompasses straightforward dealing, and is based on the established principles of **honesty, selflessness and objectivity**. This is reflected in the standards of propriety and probity set out in the code of practice and in EMC's decision-making procedures by members and officers, service delivery and its financial and performance reporting.

2.3 Accountability

2.3.1 This is where EMC takes responsibility for its decisions and actions, including stewardship of public funds and by submitting itself to appropriate external scrutiny. It is also achieved by clearly defining the roles and responsibilities of officers and members.

3. Leadership

3.1 The concept of leadership overarches the above principles and is exercised by EMC providing a clear purpose for its members, leading by example in its decision making and other processes and actions and ensuring that members and officers conduct themselves with the highest standards of conduct.

4. The Five Dimensions

4.1 Community Focus

EMC will:

- Publish an annual report clearly setting out its activities and achievements, financial position and performance.
- Produce an annual business plan which ensures that EMC's overall purpose and objectives are developed and translated into achievable actions and targets.
- Co-operate in the arrangements for regular independent review of its financial and operating processes, through the Audit of Accounts and external scrutiny.

- Commit to openness in all of its dealings as set out in the constitution, subject to the need to preserve confidentiality where it is proper and appropriate to do so.
- Put in place arrangements to encourage members to participate in the work of EMC.

4.2 Service Delivery Arrangements

EMC will:

- Set standards and targets for performance through the business planning process.
- Operate arrangements to allocate resources to priorities through business planning and budget processes.
- Monitor and report performance against agreed standards and targets through regular reports to the Management Group and Executive Board.
- Foster effective partnership arrangements with other public and private sector agencies where it is efficient and effective to do so in order to achieve EMC's objectives.
- Respond positively to the agreed findings of external scrutiny and make arrangements to ensure that agreed actions are implemented.
- Operate a performance management system which provides for the setting, monitoring and review of objectives at all levels within the organisation.

4.3 Structures and Processes

EMC will:

- Operate in accordance with protocols defining the relationship between officers and members as part of the Constitution and develop these as necessary.
- Ensure that roles and responsibilities of members and officers are clearly defined through the Constitution and scheme of delegation.
- Arrange the review of members' allowances by an independent panel and publish the level of members' remuneration.
- Ensure that members meet regularly to set the strategic direction of EMC and monitor service delivery.
- Operate under established written processes for policy development and review and for decision-making, monitoring, implementation and review of the EMC's business.
- Ensure that members receive relevant training for their role.

- Ensure that the Executive Director and senior designated officers are responsible for all aspects of operational management, financial matters and ensuring compliance with the law and codes of conduct.
- Ensure that responsibilities and remuneration for all senior officers are defined clearly in writing.
- Ensure that its organisational structure is appropriate and is developed to meet arising needs.

4.4 Risk management and Internal Control

EMC will:

- Maintain arrangements for identifying and controlling all significant risks.
- Maintain effective systems of internal control to ensure compliance with the law and to ensure that public funds are used economically, efficiently and effectively through financial regulations and codes of conduct.
- Publish in the Annual Report a statement on the effectiveness of the risk management and internal control systems.
- Ensure that services are delivered by trained and experienced people.
- Ensure systems are in place that enable EMC to comply with legal and financial constraints and obligations.
- Maintain a robust and professional relationship with external scrutineers.

4.5 Standards of Conduct

EMC will:

- Maintain formal codes of conduct defining standards for members and officers and ensure that this is complied with.
- Ensure that arrangements exist to demonstrate that officers and members are not influenced by prejudice, bias or conflicts of interest in their dealings with stakeholders.
- Have in place procedures for “whistleblowing” to which all staff have access.



Executive Board – Terms of Reference

Terms of Reference – July 2024

1. Name

- 1.1 The Board shall be known as ‘The East Midlands Council’s Executive Board’ (hereinafter called ‘the Board’).

2. Roles and Responsibilities

- 2.1 The roles and responsibilities of the Board shall be to:

- a) To provide leadership on issues of importance on behalf of the region’s local authorities.
- b) Improve the quality of life for people who live and work in the East Midlands Region by incorporating the principles of sustainable economic growth and development, social inclusion, and wider sustainability into all the activities of the Executive Board and influencing other regional partners in these respects.
- c) Influence Government in those critical areas where its decisions are vital for the region’s future.
- d) Influence key strategies and investment plans, and on matters relating to the local government workforce.
- e) To promote the interest of the region and to Government.
- f) To act as the decision-making executive for East Midlands Councils save as in so far as that which is delegated to the Management Group.
- g) Appoint representatives to outside bodies.
- h) Establish any sub-groups, appointing their Chairs and determining their terms of reference.
- j) To take decisions on matters as delegated or authorised by East Midlands Councils.

3. Membership of the Board

3.1 Membership will be on the basis of:

- a) Leader of each of the Unitary and County Authorities (10 Members), (if this is the confirmed preference of the nominating council).
- b) Leader from one District Authority in each of the County areas (4 Members), (if this is the confirmed preference of the nominating council).
- c) The 4 political group leaders.
- d) Regional Board Chairs (Regional Employers Board, Regional Migration Board).

4. Terms of Office

4.1 Terms of office are as follows:

- The Leader of each Upper-Tier Authority is a 'permanent' member of the Board.
- The Districts in each County area will be responsible for nominating its Member on an annual basis. The process by which that member has been elected must be reported annually to EMC secretariat.
- The Political Group Leaders, as determined by EMC AGM.
- Regional Board Chairs, as determined by EMC AGM.

5. Alternate Members

5.1 Members of the Board may authorise a 'named alternate member' who, in the event of a nominated member being unable to attend any meeting of the Board, may attend, speak and vote on their behalf at that meeting.

5.2 Consequently, it is suggested that:

- a) Upper-Tier Authority representatives may nominate the Deputy Leader from their Authority as their 'named alternate member'.
- b) District Authority representatives may nominate a 'named alternate member' who is a Leader of a District Authority within their County area.
- c) The 4 Political Group Leaders may nominate a 'named alternative member'.

- d) Only 'named alternate members' should be permitted to attend the meetings of the Board.

6. Termination of Membership

- 6.1 Any Member shall cease to be a member of the Board if s/he ceases to be a Leader of the Local Authority to which he/she has been elected, or the Local Authority which they represent fails to be a member of East Midlands Councils.
- 6.2 In the case of District Authorities, the Secretariat shall arrange with the District Authorities in that County area for a replacement member to be nominated as soon as is practicable.

7. Participating Observers

- 7.1 At the discretion of the Board, representatives from outside bodies may be invited to attend a full or part meeting of the Board.

8. Meetings of the Board

8.1 Election of Chair and Vice Chair

- 8.1 The Chair, Principal and District Vice Chairs shall be those elected at the Annual Meeting of East Midlands Councils.

8.2 District Vice Chair

The District Vice Chair shall be appointed from within the 4 district representatives on the Executive Board subject to para 7.4 of the Constitution.

8.2 Frequency of Meetings

- 8.2.1 The Board shall meet quarterly on such days and at such times as it shall have determined by the Management Group unless in the opinion of the Chair, in consultation with the Vice-Chairs, the business to be transacted does not warrant the holding of a meeting, or s/he considers that an

additional meeting is warranted.

8.2.2 A Special Meeting of the Board shall be convened on a minimum of 21 clear days notice given to the Secretary.

8.2.3 Notice following receipt by the Secretariat of a request from the Chair and Management Group.

8.4 Place of Meetings

8.4.1 Meetings of the Board shall either take place virtually or at an agreed venue.

8.5 Quorum

8.5.1 The quorum for meetings of the Board shall be one quarter of its regular or alternate Members.

8.6 Voting

8.6.1 The preferred method of decision making at all meetings of the Board and sub groups shall be by consensus, but if any Member representative requests a ballot then each Member shall each have a single vote.

8.7 Agenda and Reports

8.7.1 Management Group will set the agenda for the Executive Board in consultation with the Chair.

8.7.2 Copies of the Agenda for meetings of the Board shall be circulated to Member representatives normally at least seven days before the meeting, together with any relevant reports and documents.

8.7.3 Unless otherwise agreed in advance, papers shall be circulated via email.

8.7.4 Matters for inclusion in the agendas and any other reports or documents shall be sent to the Secretariat at least 10 clear days before the meeting.

8.8 Openness Policy

8.8.1 Meetings of the Board will be subject to the same rules of openness as applies to normal meetings of Councils, specifically public admission to meetings and public access to documents.

8.8.2 All papers unless of a sensitive and/or personal nature, will be placed on the relevant website and available for public access following meetings of the Board.

9. Delegation Arrangements

9.1 East Midlands Councils delegates all matters relating to the management and operation of EMC to the Executive Board except:

- Agreement to constitutional changes.
- Agreement to any changes to the members allowances scheme.
- Matters specifically delegated to the Management Group.

9.2 The Executive Board has the right to determine the general principles of membership and operation which will be recorded in 'Guidance for Operation/Code of Conduct of East Midlands Councils'.

9.3 The Executive Board is delegated to resolve any matter requiring to be determined as a matter of urgency and/or which is not otherwise delegated or identified for action or attention.

9.4 The Executive Director is delegated on behalf of East Midlands Councils to action every matter deemed to be urgent, and which cannot wait until the next meeting of the Executive Board in consultation with the Chair and Vice Chairs.



Management Group

Terms of Reference – July 2024

1. Membership

- 1.1 The Management Group will comprise the following membership:
- The Chair of EMC/Executive Board
 - The Principal Vice-Chair of EMC/Executive Board
 - The District Vice-Chair of EMC Executive Board
 - The four Political Group Leaders of EMC
 - Regional Board Chairs
- 1.2 A quorum shall be four members.
- 1.3 Political Group Leaders may authorise an ‘alternate member’ (from within EMC membership) who, in the event of them being unable to attend any meeting of the Management Group, may attend, speak and vote on their behalf at that meeting.
- 1.4 It is anticipated that the Group will operate on the basis of consensus. If required, voting at meetings shall be by show of hands and shall be by way of a simple majority.

2. Chair of Management Group

- 2.1 The Principal Vice-Chair of EMC/Executive Board will chair meetings of the Management Group.
- 2.2 The Vice-Chair of Management Group will be the District Vice Chair of EMC/Executive Board.

3. Attendance at Meetings

- 3.1 The Executive Director of EMC shall normally attend meetings. A representative of the accountable body has a right to attend should they

so wish. The external auditor and senior representatives shall attend meetings as requested.

- 3.2 At least once a year the Group may, at its discretion, meet with the internal and external auditors without EMC executives present.
- 3.3 Meetings of EMC Management Group shall be open to the public, subject to the right of exclusion at the discretion of the Chair.

4. Frequency of Meetings

- 4.1 Meetings shall be held quarterly, prior to any meetings of the Executive Board, and additionally as required.
- 4.2 Representatives of the accountable body and/or the external auditors may request a meeting if they consider that one is necessary, in consultation with EMC Executive Director.

5. Place of Meetings

- 5.1 Meetings will take place virtually and be held via MS Teams.

6. Authority

- 6.1 The Management Group is part of the formal governance structure of East Midlands Councils and reports to EMC Executive Board on a quarterly basis.
- 6.2 The Management Group is authorised by the Executive Board and East Midlands Councils to investigate any activity within its terms of reference. It is authorised to seek any information it requires from any employee. All employees are directed to co-operate with any request made by the Management Group.
- 6.3 The Management Group is authorised by the Executive Board and East Midlands Councils to obtain external legal or other independent professional advice and to secure the attendance of outsiders with relevant experience and expertise if it considers this necessary.

7. Roles and Responsibilities

7.1 The roles and responsibilities of the Management Group shall focus upon:

- Corporate Governance
- Performance Management
- Audit and Financial Control
- Political Advice and Support

7.2 In addition to those roles and responsibilities identified in paras 7.3 to 7.17; the Management Group reserves the right to consider other issues, as identified and agreed by the Executive Board and East Midlands Councils.

Corporate Governance

7.3 To consider all matters relating to corporate governance and make recommendations to the Executive Board and full meetings of EMC, as appropriate.

7.4 To consider and recommend to the Executive Board EMC's Annual Business Plan.

7.5 To hold the EMC Executive Director accountable for the efficient and effective management of the organisation and to undertake an annual appraisal against achieving the objectives and priorities identified and agreed by the political leadership.

Performance Management

7.6 To ensure that non-financial performance is properly monitored and review EMC progress in delivering its annual key performance indicators and report appropriately to the Executive Board.

Audit and Financial Control

7.7 To consider and recommend to the Executive Board the adoption of EMC's Annual Budget.

7.8 To ensure that an adequate risk management framework and associated control environment is in place.

- 7.9 To ensure that the financial performance and compliance with financial regulations is properly monitored.
- 7.10 To have proper oversight of the financial reporting processes.
- 7.11 To have responsibility for establishing and recommending policy on all finance matters.
- 7.12 To review quarterly and annual financial statements before submission to the Executive Board and East Midlands Councils, focusing particularly on:
 - a) Any changes in work programmes and/or accounting policies and practices
 - b) Significant adjustments resulting from any audit
 - c) The 'going concern' assumption
 - d) Compliance with accounting standards and financial regulations
 - e) Compliance with legal requirements
 - f) Review and update of the Risk Register
- 7.13 To discuss concerns or issues arising from the interim and final audits, and any matters the auditor may wish to discuss (in the absence of the executive where necessary).
- 7.14 To consider the findings of internal investigations and the response of EMC executive.

Political Advice, Guidance and Support

- 7.15 To provide political advice, guidance and support to senior officers of East Midlands Councils, agreeing the composition of agendas for both the Executive Board and full EMC meetings, and identifying issues to be raised as appropriate.
- 7.16 To provide political lines of communication to members of East Midlands Councils.
- 7.17 To identify political representatives to East Midlands Councils Boards.



Regional Employers Board

Terms of Reference - July 2024

1. Background

- 1.1 The purpose of the Regional Employers' Board is to allow senior members to provide a steer on employment issues and councillor development, representing the interests of local authorities across the region.
- 1.2 The Regional Employers' Board forms the Employers' Side of the Regional Joint Council. It's specific roles are to focus on:
- a) Decisions arrived at by the National Joint Council.
 - b) Matters delegated to the Regional Joint Council by the National Joint Council.
 - c) Liaising with national bodies to represent the interest of member councils and progress regional workforce priorities.
 - d) Promoting co-operation between Employers and recognised Trade Unions.
 - e) Advising local authorities, recognised unions and Employees on industrial relations and personnel issues.
 - f) Settling differences of interpretation and/or application of the National Agreement that cannot be resolved locally, with the agreement of both parties.
 - g) Undertaking any activity incidental to the above.
- 1.3 The Regional Joint Council may also consider matters of interest to Employers' and Employees including:
- Pay and conditions of employment in context of the NJC agreement.
 - Health, Safety and Welfare at Work.
 - Training and development.

- Developments affecting local government which might have an impact on industrial relations.
- Employment policy and practice.
- Equality, diversity and inclusion issues.

2. Membership

- 2.1 Membership of the Regional Employers' Board shall consist of 15 members from the 4 political groupings and be allocated as per the LGA Political Balance figures.
- 2.2 The Chair and Vice Chair(s) of the Board are nominated from amongst the Board membership and as agreed by EMC Political Group Leaders.
- 2.3 Appointments will be made on an annual basis as agreed at the EMC AGM.

3. Quorum

- 3.1 The quorum for meetings of the Board shall be one quarter of its regular or alternate Members.

4. Frequency of meetings

- 4.1 Meetings shall be held quarterly, prior to any meetings of the Executive Board, and additionally as required.

5. Agendas and Reports

- 5.1 Copies of the Agenda for meetings of the Board shall be circulated to Member representatives normally at least seven days before the meeting, together with any relevant reports and documents.
- 5.2 Unless otherwise agreed in advance, papers shall be circulated via email.
- 5.3 Matters for inclusion in the agendas and any other reports or documents shall be sent to the Secretariat at least 10 clear days before the meeting.

EAST MIDLANDS REGIONAL JOINT COUNCIL
FOR LOCAL GOVERNMENT SERVICES

CONSTITUTION – JULY 2024

1. Title

- 1.1 The Council shall be known as the East Midlands Regional Joint Council for Local Government Services.

2. Area

- 2.1 The sphere of operation shall include local authorities within the boundaries of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire and Rutland; together with other employers, for which there is no separate negotiating body and which are clearly part of the mainstream or identified with local government and who accept the authority of the Regional Joint Council.

3. Scope

- 3.1 The functions of the Council shall relate to all Employees covered by the National Joint Council for Local Government Services.

4. Membership

- (a) The Council shall consist of no more than 30 Members of whom 15 shall be appointed to represent the Employers' and 15 to represent the Employees.
- (b) The Employers' representatives shall be appointed as determined by East Midlands Councils or such body as may replace it.
- (c) The Employees' representatives shall be appointed as follows:
- UNISON 8 representatives
 - GMB 4 representatives
 - Unite 3 representatives

TOTAL 15 representatives

- (d) If any of the bodies referred to in paragraphs (b) and (c) fail to appoint the number of representatives provided for by the Constitution, such failure to appoint shall not invalidate the decisions of the council.
- (e) In the event of any Member of the Council or any of its Committees being unable to attend any meeting, the body represented by such Member shall be entitled to appoint another representative to attend as a substitute.
- (f) All Members of the Regional Joint Council shall retire before the Annual Meeting each year and shall be eligible for re-appointment.
- (g) On the occurrence of a vacancy, a new Member shall be appointed by the body in whose representation the vacancy occurs and shall be a Member until the end of the period for which the previous Member was appointed.

FUNCTIONS

5. Functions

5.1 The Regional Joint Council may consider any matter raised by either the Employers' Side or the Employees' Side, or referred to it by the National Joint Council for Local Government Services, and take executive action within the Regional Joint Council area in connection with:

- Decisions arrived at by the National Joint Council.
- Matters delegated to the Regional Joint Council by the National Joint Council.
- Promoting co-operation between Employers and recognised Trade Unions.
- Advising local authorities, recognised unions and Employees on industrial relations and personnel issues.
- Settling differences of interpretation and/or application of the National Agreement that cannot be resolved locally.
- Undertaking any activity incidental to the above.

6. Consideration of General Matters

6.1 The Regional Joint Council may also consider matters of interest to Employers' and Employees including:

- Pay and conditions of employment in context of the NJC agreement.
- Health, Safety and Welfare at Work.
- Training and development.
- Developments affecting local government which might have an impact on industrial relations.
- Employment policy and practice.
- Equality issues.

CONDUCT OF BUSINESS

7. Forums & Task Groups

7.1 The Council may appoint, such, Forums and Task Groups as they may consider necessary to advise the Council and inform its decisions. The Council may delegate powers to any such meetings in line with the terms of reference and function of the full Council.

8. Other Members

8.1 The Council or a Sub Group may invite the attendance of any persons whose special knowledge would be of assistance. Such persons shall not have the power to vote.

9. Chair and Vice-Chair

9.1 Each side shall appoint from amongst its Members, a Chair and Vice Chair. The Chair shall be held in alternate meetings by a Member of the Employers' Side or a Member of the Employees' Side. The Vice Chair shall be held by the side not in the Chair.

9.2 In the absence of the Chair, the Vice Chair shall preside at the meetings of the Council. If neither the Chair nor the Vice Chair is present, a Chair shall be elected for the meeting.

9.3 The Chair shall have a vote but not a casting vote.

10. Meetings

10.1 Held four times a year and shall include one meeting each year designated as the Annual Meeting.

10.2 The Chair shall call a special meeting of the Council if so requested by either side of the Council. The requisition, and also the notice summoning the meeting, shall state the nature of the business proposed to be transacted, and no other matters shall be discussed. The meeting shall take place within fourteen days of such a requisition being received by both Joint Secretaries.

11. Voting

11.1 Voting shall be by respective sides. No resolution shall be regarded as carried unless it is approved separately by the majority of both Employers' and Employees' representatives present and voting at the Council.

12. Quorum

12.1 The quorum shall require one third of the Members of each side. In the absence of a quorum the Chair shall declare the meeting closed and the business then under discussion shall be the first business to be discussed at the next meeting of the Council.

13. Notice of Meetings

13.1 All notices of meetings of the Joint Council will be sent to the respective Members at least 7 days before the meeting.

14. Finance

14.1 The administrative expenses of the Regional Joint Council, which shall be deemed to include expenses reasonably incurred by representatives appointed by the Council to undertake any special duty or function on their behalf, shall be borne on an equitable basis by the Employers' and Employees' Sides.

15. Arbitration & Conciliation

15.1 In the event of a difference or dispute arising between the Employers' and Employees' Side of the Regional Joint Council, the matter shall be referred

to the National Joint Council, subject to both sides agreeing to this as an appropriate course of action.

15.2 In such cases, it shall be the objective of the Council, through the Joint Secretaries, to seek an agreed Statement of the Facts of the case which shall form part of the reference. If, however, agreement cannot be reached then it shall be the responsibility of the Joint Secretaries to refer the separate statements of both parties.

15.3 Throughout the process it shall be the responsibility of the Joint Secretaries to endeavour to assist the two Sides to reach an agreed conclusion.



Regional Migration Board

Terms of Reference – July 2024

1. Background

- 1.1 The Regional Migration Board is the politically led decision making Board for the East Midlands Strategic Migration Partnership (EMSMP) on matters that relate to asylum and refugee resettlement.
- 1.2 The purpose of the wider EMSMP and its decision-making Regional Migration Board, is to provide an advisory and co-ordination function for migration matters in the East Midlands:
 - Consider, advise, and agree regional approach to the delivery of asylum and refugee programmes that include, but not limited to:
 - Asylum dispersal.
 - UK Resettlement Scheme (UKRS)
 - Afghan Relocations and Assistance Policy (ARAP) and Afghan Citizens Resettlement Scheme.
 - National Transfer Scheme for Unaccompanied Asylum-Seeking Children (UASCs), as well as children resettled directly from the Middle East and North Africa region and other related refugee programmes.
 - Hong Kong BN(O) scheme.
 - Homes for Ukraine scheme.
 - Link with and inform regional strategies and initiatives particularly relating to housing and planning, community cohesion, education, language, employment, and health issues for migrants.
 - Facilitate local and regional consultations that support a functioning and sustainable national Government asylum dispersal policy and local area agreements (known as 'cluster areas'), and UASC schemes and

associated refugee resettlement programmes including the Hong Kong BN(O) visa scheme.

- Provide strong inter-agency collaboration (including between local and national government, and the Home Office contractors that provides accommodation and support for asylum seekers in the region) on programmes and planning services for asylum seekers and refugees at regional and local level.
 - Consider and agree Home Office, DLUHC and East Midlands Strategic Migration Partnership member organisations' proposals for any change as they affect the region.
 - Consider and agree any issues relating to support of dispersed asylum seekers, refugees and migrants which cannot be resolved at local level.
 - Consider and advise on the impact of migration on community cohesion, housing, education, employment, health, and other services.
- 1.3 The EMSMP provides an advisory, development and consultation function for member organisations from the statutory, voluntary, community and private sectors - for the co-ordination and provision of advice, support and services on asylum and refugee matters.
- 1.4 The EMSMP is funded by the Home Office and the Department for Levelling Up, Housing and Communities (DLUHC) grants that includes asylum dispersal, refugee resettlement (UKRS), unaccompanied asylum-seeking children (UASC), Hong Visa BN(O), Afghan Relocation Assistance Policy (ARAP), Afghan Citizens Resettlement Scheme (ACRS) and No Recourse to Public Funds (NRPF). The East Midlands Strategic Migration Partnership is one of eleven UK partnerships.
- 1.5 The region covers the unitaries and counties of Derby, Derbyshire, Leicester, Leicestershire, Lincolnshire, North and West Northamptonshire, Nottingham, Nottinghamshire and Rutland.
- 1.6 The purpose of the East Midlands Strategic Migration Partnership is to:

- Act as the focal point allowing the sharing of expertise, advice and vital information between local authorities, asylum accommodation providers and the Home Office, Department for Levelling Up, Housing and Communities (DLUHC) health, education and police that ensures planning between all such bodies is met.
- Makes certain there is leadership to ensure that the region takes a joined up strategic approach to migration issues.

2. Membership

- 2.1 The Regional Migration Board has 15 Elected Members that reflect the region's political balance as identified by the LGA providing political representation to the group.
- 2.2 The Chair and Vice Chair(s) of the Board are nominated from amongst the Board membership and as agreed by EMC Political Group Leaders.
- 2.3 Appointments will be made on an annual basis as agreed at the EMC AGM.
- 2.4 The Regional Migration Board is supported by senior officers including, but not limited to, regional lead directors of children's services, adult services, and public health.

3. Quorum

- 3.1 The quorum for meetings of the Board shall be one quarter of its regular or alternate Members.

4. Frequency of Meetings

- 4.1 The Regional Migration Board meets quarterly either in person or virtually via MS Teams, prior to any meetings of the Executive Board, and additionally as required.

5. Agendas and Reports

- 5.1 Copies of the Agenda for meetings of the Board shall be circulated to Member representatives normally at least seven days before the meeting,

together with any relevant reports and documents.

- 5.2 Unless otherwise agreed in advance, papers shall be circulated via email.
- 5.3 Matters for inclusion in the agendas and any other reports or documents shall be sent to the Secretariat at least 10 clear days before the meeting.

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Transport for the East Midlands

Terms of Reference – July 2024

1. Purpose

- 1.1 To provide collective leadership on strategic transport issues for the East Midlands.
- 1.2 To develop and agree strategic transport investment priorities.
- 1.3 To provide collective East Midlands input into Midlands Connect (and other relevant sub-national bodies), the Department for Transport and its delivery bodies, and the work of the National Infrastructure Commission.
- 1.4 To monitor the delivery of strategic transport investment within the East Midlands, and to highlight any concerns to the relevant delivery bodies, the Department for Transport and where necessary the EMC Executive Board.
- 1.5 To provide regular activity updates to Leaders through the EMC Executive Board.

2. Membership

- 2.1 TfEM will comprise elected members nominated by the region's Local Transport Authorities (LTAs) - to be determined by each authority but with an expectation it would be the relevant portfolio holder.
- 2.2 Senior representatives of the Department for Transport, Highways England and Network Rail will be invited to attend as ex-officio members.

3. Quorum

- 3.1 The quorum for meetings shall be one quarter of its regular or alternate Members.

4. Frequency

- 4.1 TfEM meetings are held quarterly via MS Teams and additionally as required.

5. Agenda and Reports

- 5.1 Copies of the Agenda for meetings shall be circulated to Member representatives normally at least seven days before the meeting, together with any relevant reports and documents.

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Annual General Meeting

12th July 2024

Infrastructure and Growth

Summary

This report:

- Summarises the region's current economic position in the context of long-term trends of growth and investment.
- Provides a summary of recent activity, including through the East Midlands APPG.
- Seeks endorsement for the work of the East Midlands Stations Growth Board and the TfEM Board.

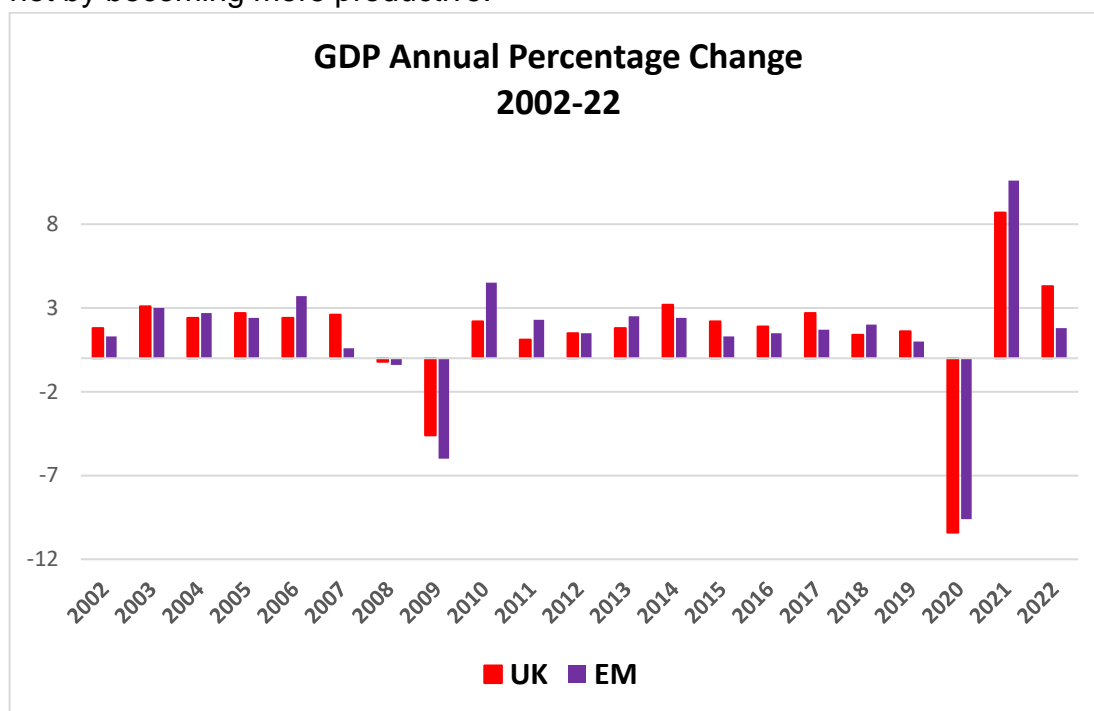
Recommendations

Members of the Executive Board are invited to:

- Endorse the work of the East Midlands Stations Growth Board and the TfEM Board.
- Note the rest of this report.

1. Growth, Productivity & Investment in the East Midlands

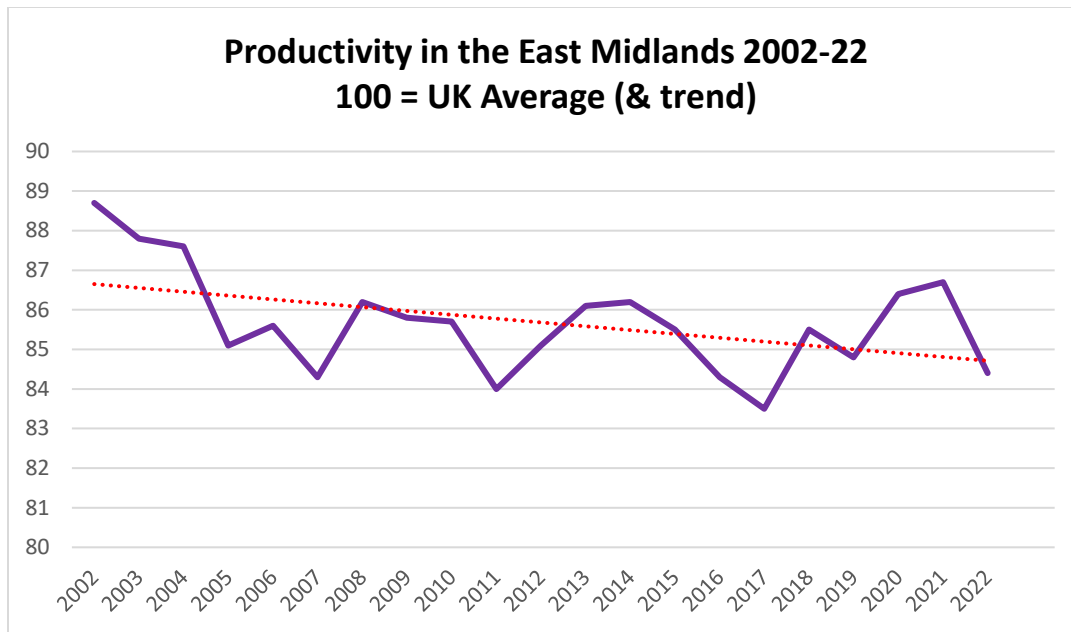
- 1.1 The East Midlands is a region of 4.87 million people and 368,000 businesses¹. Total regional output in 2021 was £134 billion, equivalent to 5.9% of the UK economy. The East Midlands employment rate is close to the UK average at 74.6% (UK=74.5%). Median weekly earnings are below the UK average: £640 pw compared to £682pw. 10.3% of the workforce work in manufacturing, compared with 7.1% for the UK – although this percentage has declined significantly in recent years. The region's unemployment rate has increased recently and is now above the UK average: currently at 5.6% compared to 4.3%.
- 1.2 GDP growth in the East Midlands over the last 20 years has been better than most other regions/nations and generally in line with the UK average. However, productivity has remained below the UK average over the last 20 years and has been declining relative to the UK to 84.4% in 2022². The region has therefore been growing its economy by growing its population - not by becoming more productive.



Source: [Regional gross domestic product: all ITL regions - Office for National Statistics](#)

¹ [Regional and National Economic Indicators - House of Commons Library \(parliament.uk\)](#)

² [Annual regional labour productivity - Office for National Statistics \(ons.gov.uk\)](#)

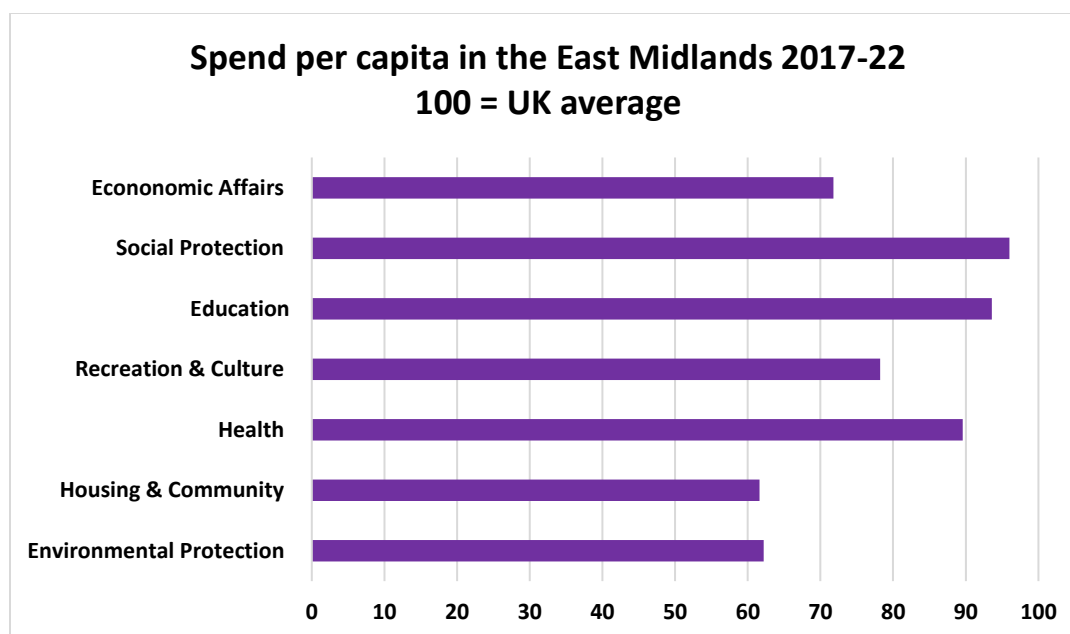


Source: [Annual regional labour productivity - Office for National Statistics \(ons.gov.uk\)](https://ons.gov.uk/publications/annual-regional-labour-productivity)

Public Investment

- 1.3 The Treasury publishes an annual Public Expenditure Statistical Analysis (PESA) every July on where public money (capital and revenue) is spent and on what, in the previous financial year.³ The data has the status of 'National Statistics' as defined by ONS and has been published on a broadly consistent basis over several decades. Over period 2017-22 total spend per head in the East Midlands on the functions listed below were all below the UK average.

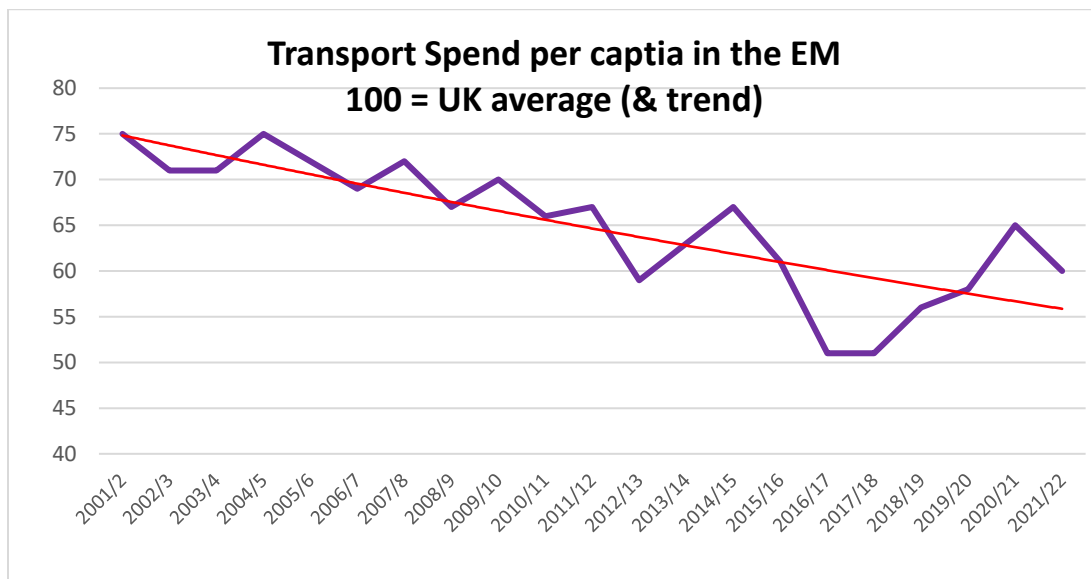
³ [Public Expenditure Statistical Analyses 2023 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk). The next update is expected to be published late-July 2024.



Source: [Public Expenditure Statistical Analyses 2023 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

- 1.4 Table 1 shows levels of transport investment. There are a number of evident trends:
- Transport spend per head has been very significantly below the UK average level for all of the last 20 years.
 - Transport expenditure per head in the East Midlands has worsened.
 - The additional financial support resulting from Covid smoothed some of the disparities, but transport spending in the East Midlands has now declined to just 60% of the UK average for 2021/22, the lowest level of any UK region or nation.
 - The disparity in levels of investment spend per head between the East Midlands (£394) and the West Midlands (£688) has significantly widened. This is likely due to large-scale infrastructure programmes including HS2.
 - If the region was funded at a level equivalent to the UK average, a not unrealistic target, the East Midlands would have an extra £1.28bn a year to spend on transport investment and services.

Table 1: Expenditure on Transport (£ per head)						Per head (indexed)
	2017-18	2018-19	2019-20	2020-21	2021-22	
London	938	893	836	1,384	1,212	184
South East	355	448	530	796	628	95
England	440	478	494	494	653	99
UK	450	484	501	504	658	100
East	395	477	465	686	621	94
North West	481	450	452	585	588	89
West Midlands	342	488	505	630	688	105
North East	270	321	358	557	448	68
Yorks & Humber	301	309	336	524	457	70
South West	292	301	343	484	423	64
East Midlands	227	278	310	487	394	60



Source: [Public Expenditure Statistical Analyses 2023 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk) & previous releases

Table 2: Expenditure on Railways (£ per head)					
	2017-18	2018-19	2019-20	2020-21	2021-22
London	834	707	653	925	842
South East	200	240	249	446	328
East	160	236	233	433	363
England	279	283	275	427	388
West Midlands	233	289	288	388	473
North West	243	245	243	338	352
Yorks & Humber	132	133	130	240	228
South West	140	139	148	230	195
East Midlands	79	118	119	213	190
North East	141	114	111	201	183

- 1.5 Table 2 shows levels of rail investment over the period 2017-18 to 2021-22. On rail spending specifically, aside from wider transport investment, there are slightly different trends.
- All regions, with the exception of the North West and West Midlands, have seen a reduction in expenditure on rail from 2020-21 levels.
 - Rail investment per head in the East Midlands is only 40% of that of the West Midlands, and the gap has recently widened and risks further doing so as HS2 and IRP investment is delivered.
 - With reference to the actual levels of investment, the disparity between the East and West Midlands is higher, with the East Midlands receiving only 33% of the investment received by the West Midlands (£930m and £2,815m respectively).
 - On rail investment, Yorkshire & Humber and the South West both perform slightly better than their overall transport standing – leaving the North East and the East Midlands clearly the two regions with the lowest levels of rail spending per head.
- 1.6 Some of these issues were discussed at a well-attended Member briefing session on 8th December 2023 in Leicester and at EMC's General Meeting in February 2023, referenced in 'Missions Impossible? - Levelling Up the East Midlands' available at: [Missions: Impossible? Levelling Up the East Midlands \(emcouncils.gov.uk\)](https://emcouncils.gov.uk)
- 1.7 On 15th March 2024, the Public Accounts Committee published a critical report into levelling up funding for local government and highlighted a lack of compelling examples of delivery so far as delays continue to hold back

spending, with a warning that councils have been able to spend just a fraction of the Government's promised Levelling Up funding, with only just over 10% of the funds provided to reduce inequality under the Levelling Up agenda actually spent and making a difference on the ground. The report also warned of concerns regarding transparency and waste of public resources in the funding approach. The full report is available [here](#)

2. Transport for the East Midlands (TfEM)

2.1 Transport for the East Midlands brings together the Region's ten Local Transport Authorities under the auspices of East Midlands Councils to provide collective leadership on strategic transport issues and meets on a quarterly basis. TfEM is chaired by Sir Peter Soulsby the City Mayor of Leicester, Cllr Richard Davies, Transport Lead of Lincolnshire County Council, is the Vice Chair.

2.2 Key issues for the TfEM Board during 2023-24 include:

- A refresh of the the **TfEM-Midlands Connect Shared Priorities** document following the publication of Network North. The document is available on the TfEM page of the EMC website at: [Our Shared Vision for the East Midlands \(emcouncils.gov.uk\)](#), and in Appendix 10(a). The revised priorities are set out below:
 - Full Electrification of the Midland Main Line
 - Improved Rail Connectivity between Nottingham, Leicester, and Coventry
 - Improved Rail Connectivity between the Midlands, Leeds, and the NE
 - Improvements on the A46 Growth Corridor including delivery of the A46 Newark Northern Bypass
 - Improvements to the A50/A500 Growth Corridor
 - Improvements to the A5 Growth Corridor
 - Improving safety and reliability on the A1
 - Improving capacity around the M1 Junction 24
- Agreement and publication of '**The Future's Electric**' which sets out the benefits of the electrification of the Midland Main Line, available at: [TheFuturesElectric.pdf \(emcouncils.gov.uk\)](#)

- Commissioning and publishing consumer research on to public attitudes to using the **A1 in the East Midlands** from both residents and businesses [Drivers and businesses back call for improvements on 'unsafe' and costly A1 \(emcouncils.gov.uk\)](https://emcouncils.gov.uk/news/2024/04/drivers-and-businesses-back-call-for-improvements-on-unsafe-and-costly-a1/)
 - Contributing evidence through the **TfEM-DfT Rail Collaboration Agreement** in support of £60m investment to refurbish EMR's regional (Class 170) and electric commuter (Class 360) rolling stock and joint funding work with EMR to identify timetabling improvements which has resulted in an application to ORR for pathing rights to run two trains per hour between Lincoln and Nottingham over the Newark flat crossing: [EMR Application to ORR](#)
 - The publication of **Network North** confirmed the cancellation of HS2 to the East Midlands and the potential for further extensions to Leeds and the North East. However, the strategic need to improve rail connectivity along a corridor comprising 13 million people, six million jobs and 20% of the UK's GDP) remains. The DfT has commended the **Midlands Yorkshire & North East (MYNE) Study** to identify a preferred infrastructure solution. To inform a decision about Midlands Rail Hub (MRH) East (driven by the need to determine the scope of the MRH Transport & Works Act Order next year), the MYNE study is looking to make recommendations to inform initial decisions by Ministers in mid-2025. DfT has convened an officer Steering Group (including TfEM) to inform the MYNE Study which is meeting on a regular basis.
- 2.3 The TfEM Board last met on the **19th June 2024** and was joined by EMCCA Mayor Claire Ward. The Board agreed a final draft of 'Platform for Growth', a prospectus for growing the regional railway in the East Midlands, which will be published later in July 2024. The Board also agreed to make representations to the new Government in respect of:
- A46 Newark Bypass (imminent funding decision required)
 - Midland Main Line Electrification (imminent funding decision required)
 - EMR proposal for 2 trains per hour between Lincoln and Nottingham from December 2025.
- 2.4 TfEM Board meeting papers are available on the TfEM webpage at: [Transport for the East Midlands \(emcouncils.gov.uk\)](https://emcouncils.gov.uk/news/2024/04/drivers-and-businesses-back-call-for-improvements-on-unsafe-and-costly-a1/)

3. East Midlands Station Growth Board

- 3.1 The former HS2 Executive Board met for the last time on 6th December 2023 and agreed interim governance arrangements pending the full establishment of the EMCCA.
- 3.2 The new 'East Midlands Stations Growth Board' met for the first time on 19th March 2024 and received a progress update from EMDevCo on the DfT funded Stations Growth Strategy. The next meeting is planned to take place on **19th September 2024**.

4. All Party Parliamentary Group on the East Midlands

- 4.1 The APPG for the East Midlands in the 2019-24 Parliament was Co-chaired by Nigel Mills MP (Amber Valley) and Alex Norris MP (Nottingham North). To raise the profile of the East Midlands the APPG decided to launch an Inquiry into '***the wider social and economic benefits (and opportunities) of major infrastructure investment in the East Midlands***' – for which EMC has provided the secretariate, supported by East Midlands Chamber and the Institution of Civil Engineers (East Midlands). The final report is available at: [APPG REPORT \(emcouncils.gov.uk\)](https://emcouncils.gov.uk/appg-report)
- 4.2 To improve the visibility of key regional priorities EMC worked with the APPG to host a Parliamentary event on 20th February 2023, sponsored by Brown Jacobson and EMR. The event attracted over 80 attendees and a considerable amount of press and regional media coverage. It was an opportunity to highlight imminent Ministerial funding decisions on Midland Main Line Electrification and A46 Newark Northern Bypass. [Investment in East Midlands takes centre stage at Westminster event \(emcouncils.gov.uk\)](https://emcouncils.gov.uk/investment-in-east-midlands-takes-centre-stage-at-westminster-event)

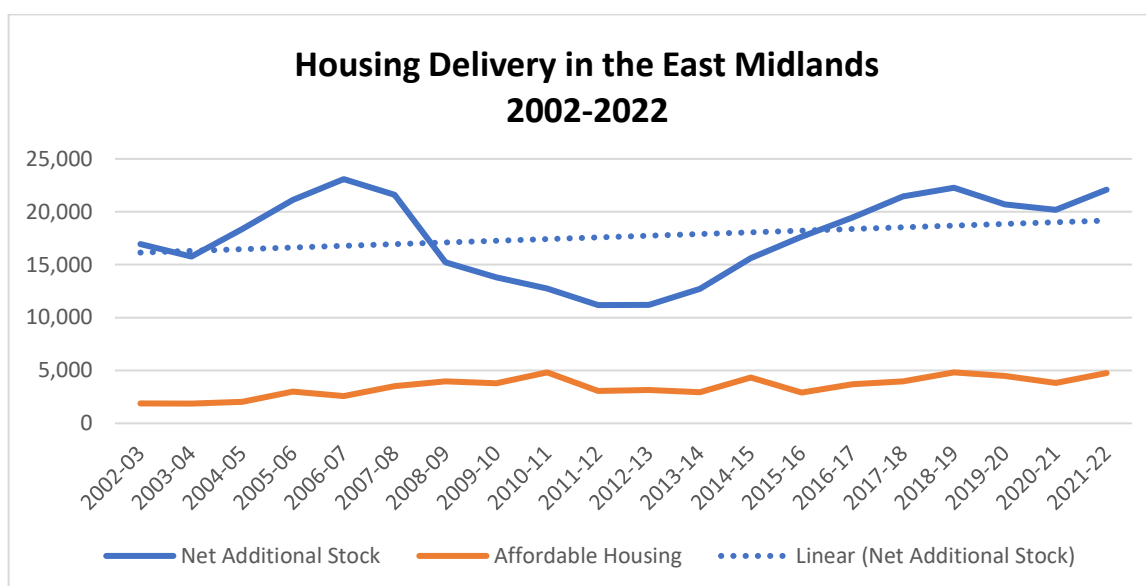
5. Midlands Connect

- 5.1 During 2023-24 the region is represented on the Midlands Connect Strategic Board by Sir Peter Soulsby (Leicester City Council and Chair of TfEM), Cllr Ben Bradley MP (Nottinghamshire County Council) and Cllr Nick Rushton (Leicestershire County Council). Cllr Carolyn Renwick (Derbyshire County Council) has acted as an 'Alternate' member.
- 5.2 The Midlands Connect Strategic Board met on **5th March 2024** and agreed the 2024-5 Midlands Connect Annual Business Plan for submission to DfT

and revised proposals for the delivery of the Midlands Rail Hub. The most recent meeting took place on **27th June 2024** with Sir Peter Soulsby and EMCCA Mayor Claire Ward in attendance. The meeting discussed priorities for a new Government and agreed the 2023/4 financial outturn. The next meeting is planned for **14th November 2024**.

6. Housing Delivery

- 6.1 Housing delivery in the East Midlands over the last 20 years is set out below. As elsewhere, the scale of delivery has been largely determined by macro-economic conditions rather than local policies. Levels of affordable housing have been more consistent, although the definition of what constitutes 'affordable' has changed radically over this time.



- 6.2 Nationally, the perception has been that planning is the major blocker to housing delivery - although planning permissions in England have been averaging 300,000 units p.a. since 2017⁴.
- 6.3 All three main parties set ambitious targets for housebuilding over the next five years in their election manifestos: Labour, 1.5 million; Conservatives, 1.6 million; Liberal Democrats, 1.9 million.

⁴ See for instance [TCPA-White-Paper-OUR-SHARED-FUTURE_160124.pdf](#)

6.4 Labour's manifesto commitments for housing are set under its 'Mission' to 'Kick Start Economic Growth' under the heading 'Planning reform to build 1.5 million new homes'.

6.5 Key proposals include:

- Immediate review of the National Planning Policy Framework to restore 'mandatory' housing targets and strengthen the 'presumption in favour of sustainable development'.
- Measures to ensure that all councils have up-to-date local plans.
- Funding for additional council planning officers.
- Brownfield first approach including 'fast-track' approval of brownfield sites.
- Preserve the general extent of the Greenbelt but take strategic approach to releasing land for housing in the 'right places', including prioritising the release of so called 'grey-belt' land.
- Work with local leaders and communities to build a new generation of new towns along with urban extensions and regeneration projects.
- Introduce effective mechanisms for cross-boundary strategic planning and require all Combined Authorities to strategically plan for housing growth in their areas.
- Reform compulsory purchase compensation rules to improve land assembly.
- Give landowners 'fair compensation' for land rather than based on 'hope value' for specific types of development.
- Strengthen planning obligations to ensure new developments provide more affordable homes.
- Prioritise the building of new social rented homes and review the 2012 right-to-buy discounts to better preserve existing stock.
- Take steps to improve housing quality and create places that are climate resilient and promote nature recovery.
- Implement solutions to unlock homes affected by nutrient neutrality without weakening environment protections.
- Work with local authorities to give first-time buyers the first chance to buy homes and stop entire developments being sold off to international investors.
- Introduce a permanent, comprehensive mortgage guarantee scheme, to support first-time buyers who struggle to save for a large deposit, with lower mortgage costs.

- 6.6 In relation to proposals for a new generation of new towns (an ambition shared with the Liberal Democrats) the new Deputy Prime Minister made a speech just before the election setting out some further detail:

“In the spirit of Clement Attlee, our approach to housebuilding will be both proactive and strategic”

“We want homes on these sites within the first term of a Labour government. But these new large settlements must be built in the right place, in partnership with local people”.

“This is why an expert independent taskforce will be set up to help choose the right sites and a list of projects will be announced within our first 12 months of government, so we can start building the towns of the future within months, not decades.”

- 6.7 The emphasis on early delivery suggests an initial focus on locations that are already in the planning system and have a measure of local support rather than completely new sites. This would avoid one of the major weaknesses of the last Labour Government’s ‘ecotowns’ policy.

7. Recommendations

Members of the Executive Board are invited to:

- 7.1 Endorse the work of the East Midlands Stations Growth Board and the TfEM Board.
- 7.2 Note the rest of this report.

Andrew Pritchard
Director of Policy & Infrastructure
East Midlands Councils



Our Shared Vision for the East Midlands





“The East Midlands has a strong track record in delivering high levels of housing and employment growth in the national interest. But with better connectivity we could so much more. The eight strategic priorities we have highlighted will unlock growth across the region and allow our towns and cities to thrive. Delivery will also contribute to increasing the level of national spending on transport in the East Midlands towards the UK average.”

SIR PETER SOULSBY
CHAIR OF TRANSPORT FOR THE EAST MIDLANDS



“At Midlands Connect we are committed to working closely with TfEM to help deliver growth opportunities and better connections. Investment in this region’s transport will have a remarkable benefit for the whole country and create a positive ripple effect to boost the development of industry, skills and infrastructure. Taking forward these joint priorities will help lay the groundwork for improved connectivity across the Midland, unlocking the potential of major economic hubs such as the EmDevCo and the two Freeports – opening the region’s businesses to the world.”

SIR JOHN PEACE
CHAIRMAN OF MIDLANDS CONNECT

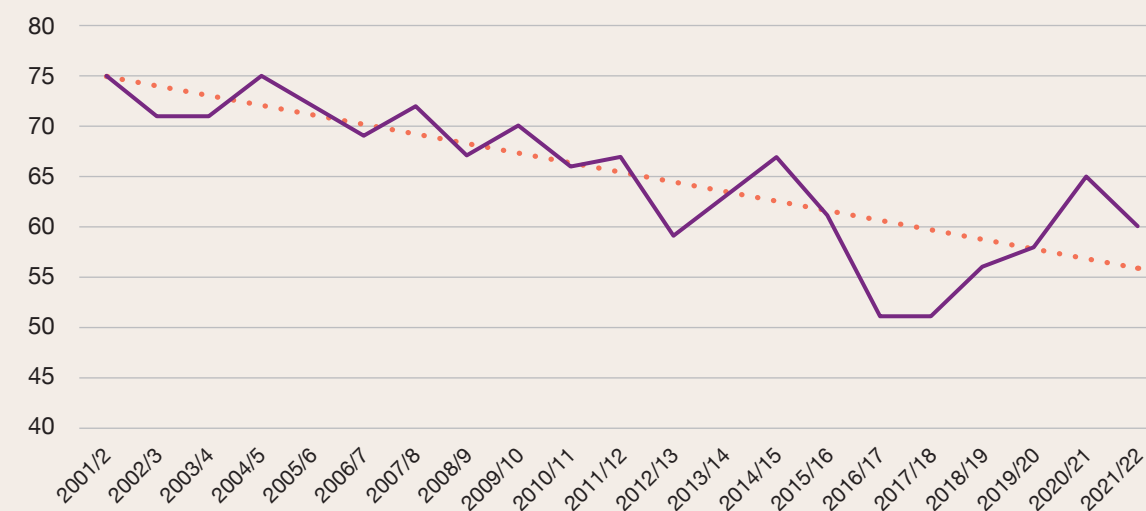
Our Shared Vision for the East Midlands

TfEM & Midlands Connect have a shared vision for the rollout of electric vehicle charging points and alternative fuels such as hydrogen. We are also working together to promote eight key strategic investment priorities that will contribute to the Government’s ‘Levelling Up’ and ‘net zero’ commitments and help to address the historic underfunding of the East Midlands:

- ▶ Midland Main Line Electrification
- ▶ Nottingham-Leicester-Coventry Rail Connectivity
- ▶ Midlands-Leeds & North East Rail Connectivity
- ▶ A46 Growth Corridor & Newark
- ▶ A50/A500 Growth Corridor
- ▶ A5 Growth Corridor
- ▶ Improving Safety & Reliability on the A1
- ▶ M1 Junction 24 & Surrounding Area

Transport spend per capita in the East Midlands

100 = UK Average (& trend)



Source: <https://www.gov.uk/government/statistics/public-expenditure-statistical-analyses-2023> and previous releases.



Midland Main Line Electrification (MMLe)

Electrification of the Midland Main Line will reduce the running costs of the railway, improve reliability and punctuality, reduce CO2 emissions and improve air quality. Electrification will complement exciting proposals to regenerate Leicester Midland Station led by the City Council and similar plans for Derby, Nottingham and Chesterfield stations which are being developed by the East Midlands Development Company.

There is also a major industry opportunity to use the MMLe project to develop a permanent skilled electrification workforce and deploy new technology to minimise costs and avoid rebuilding bridges and tunnels. This will be particularly important through Derbyshire, where the integrity of the 'Stephenson Bridges' is key to maintaining the Derwent Valley Mills World Heritage Site designation.

The MML remains the only mainline route not to be fully electrified. After pausing the project in 2015 and then cancelling it in 2017, the Government's 2021 Integrated Rail Plan committed to electrifying the MML to Leicester, Derby, Nottingham and Sheffield by the early 2030s. This will enable EMR's new Aurora Class intercity trains to run in electric mode when the wires south of Bedford are upgraded from 100mph to 125mph.

TfEM has published a comprehensive assessment of the wider benefits of MMLe titled *The Future's Electric!*

Nottingham-Leicester-Coventry Rail Connectivity

Leicester and Coventry are two important and rapidly growing Midlands cities - just 25 miles apart - and without a direct rail connection. Passengers from Leicester and Nottingham must get off one train at Nuneaton, change platforms and board another, resulting in a slow, inconvenient service. Because of this, just 3% of trips between Coventry and Leicester are made by rail, compared to 30% of trips between Coventry and Birmingham.

In May 2021, Midlands Connect published an initial business for improvements at Nuneaton, creating space for services to pass through the station area, alongside plans to improve line speed along the route. Journey times would be cut significantly. Trips from Coventry to Leicester would fall from 54 to 38 minutes, with trips from Coventry to Nottingham down to 70 minutes from 108 minutes.

Midlands Connect is currently updating the Strategic Outline Business Case with new analysis and growth assumptions post-Network North, and plan to resubmit this to government during 2024. We will continue to raise the profile of the project politically in light of the upcoming general election.

Further development and delivery will now require investment from the Rail Network Enhancement Pipeline (RNEP), which has yet to be agreed by the Government.

Midlands-Leeds & North East Rail Connectivity

The publication of Network North confirmed the cancellation of HS2 to the East Midlands and the potential for further extensions to Leeds and the North East.

However, the strategic need to improve rail connectivity along the route of the former Eastern Leg of HS2 – a corridor comprising 13 million people, six million jobs and 20% of the UK's GDP – remains.

TfEM is working with Network Rail and Midlands Connect to understand the most effective package of interventions, along with a credible delivery strategy, making the most of existing and planned infrastructure including the Midlands Rail Hub and the new Birmingham Curzon Street Station.

Improved rail connectivity between the East and West Midlands, Yorkshire and the North East will bring people and businesses closer together, improve supply chains through additional rail freight capacity and contribute to the delivery of the Government's 'Levelling Up Missions'.

These economic benefits, alongside improved reliability, will make rail travel more attractive to passengers and industry, also helping to deliver the Government's 'net zero' commitments.



A46 Growth Corridor & Newark

The A46 forms a nationally significant trade route linking the Humber and East Midlands Freeports with Bristol, identified by Midlands Connect as the 'Trans-Midland Trade Corridor'. Delivery of the A46 Newark Northern Bypass remains TfEM's top strategic road priority. The A46 around Newark from Farndon to the interchange with the A1 and A17 has been a 'bottleneck' for many years, which has caused congestion, pollution and safety issues.

National Highways have identified a preferred route for enhancement to the A46 around Newark, including improving the junctions with the A1 and A17, which will enable ambitious plans for growth and development in and around Newark to be fully realised, including the recently agreed 'Town Deal'. It would also improve connectivity to the Lincolnshire Food Hub to support the 'Levelling Up' agenda across the County. But, delivery funding has yet to be agreed by the Government.

Further south, Midlands Connect has also prioritised the A46 around Syston for investment in RIS3 to ease congestion and help support sustainable growth to the north of Leicester. There are also capacity and safety issues between M1 Junction 21 and 21a.

Rail services between Lincoln and Nottingham are infrequent and slow and do not offer an attractive alternative to the car. The IRP raised the prospect of replacing the 'enduring constraint' of the 'flat crossing' at Newark between the Lincoln-Nottingham Line and the ECML (also enabled by the A46 improvement), which would allow for more regional services. In the shorter term, there is an opportunity to raise the line speed from 50mph to 75mph by enhancing planned re-signalling, which would make better use of rolling stock (including the Lincoln-London Azuma trains) and help make rail travel more competitive.



A50/A500 Corridor

Running from Derby to Stoke, this 56-mile corridor is home to around a million people and half a million jobs, many in globally significant firms like Toyota, JCB, Rolls Royce and Alstrom. However, at several pinch points, the A50/A500 corridor is slow and unreliable, with average rush hour speeds below 20mph.

Improving transport reliability and shortening journey times will open job opportunities to a wider pool of skilled workers and give businesses more reliable access suppliers and international markets. Access to the A50 is also crucial to unlocking East Midlands Intermodal Park adjacent to Toyota's manufacturing facility, one of the three key sites in the East Midlands Freeport proposition.

Working with partners, Midlands Connect has developed a phased programme of interventions along the route, which, if delivered, will provide the capacity, resilience and reliability required to unlock sustainable growth, increase productivity and support the transition to electric and hybrid vehicles.

Consistent with Network North, TfEM & Midlands Connect are keen to work with the Government and national bodies like National Highways to find ways to progress these interventions to ensure the businesses and communities along the route can reach their potential.

Improving Safety & Reliability on the A1

The A1 corridor is a nationally significant freight artery linking the North and Scotland with London and the South East. The route is particularly vital for connections to major ports on the East Coast, including Felixstowe, Grimsby, Immingham and then Dover (via the M25).

The A1 corridor also has a key economic role within the East Midlands, particularly for agri-food, logistics, manufacturing and tourism, with very significant levels of proposed housing (up to 100,000 units) and employment growth - in addition to the ground-breaking 'Step Fusion' Facility at the West Burton Power Station site in Nottinghamshire.

In sharp contrast to the motorway standard sections immediately to the north and south, the A1 through the East Midlands is a dual carriageway 'A' road characterised by sub-standard junctions and right turn movements,



collision blackspots and a lack of resilience or alternative routes during closures. There have been 201 closures of the A1 in the East Midlands (in at least one direction) over the past 5 years, some of which have lasted up to 10 hours.

National Highways (Midlands) have made available funding to improve lane markings and signage to reduce collisions, but a more strategic approach is required to enhance the route to improve reliability and resilience and bring the road up to a standard reflecting its national and regional economic role.

A5 Growth Corridor

The A5 through Northamptonshire, Leicestershire, Warwickshire and Staffordshire is a key freight route and an alternative to the M6. The A5 is also driving major housing and employment growth – including the MIRA Enterprise and Technology Park, DIRFT near Daventry and Magna Park in Lutterworth. But congestion and safety are major problems because of the sub-standard nature of much of the road, and as a result, the route requires major investment.

The Government has recognised the strategic importance of the route in Network North and previously allocated funding to develop a strategic enhancement to the A5 between the M69 and the M42 (Hinckley to Tamworth) – although a preferred route has yet to be published by National Highways.

In the shorter term, Midlands Connect has identified potential for an improvement to the junction between the A5 and A426 at Gibbet Hill, which would enable existing planning permissions for new employment to be implemented ahead of the full National Highways scheme.



M1 Junction 24 & Surrounding Area

The East Midlands Freeport is one of only eight such designations made by the Government across the country and the only 'Inland' Freeport based around the freight operation at East Midlands Airport.

EMDevCo is a company owned by five local authorities in the East Midlands that brings together the ambition of partners from business, academia, and government.

Together, EM Freeport and EMDevCo support four key growth locations that sit between the cities of Derby, Leicester and Nottingham: East Midland Airport & Gateway industrial cluster; East Midlands Intermodal Park; Ratcliffe-on-Soar Power Station and Toton & Chetwynd Barracks.

Together, these locations have the potential to deliver transformational levels of employment growth and new models for living and working fit for the 21st century. However, the area has a congested road network and very poor levels of public transport provision. The key to unlocking growth will be improving capacity in and around M1 Junction 24, which is close to capacity and heavily constrained. TfEM is working with regional and local partners to ensure that National Highways give priority to investment in and around M1 Junction 24 within the RIS3 period.



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Agreed for publication: Wednesday, 20 March 2024



Annual General Meeting

12th July 2024

Asylum and Refugee Resettlement Report

Summary

This report sets out the key issues relating to asylum and refugee resettlement in the East Midlands, specifically asylum dispersal, UASC and Afghan refugee resettlement.

Please note that this report remains confidential due to the inclusion of sensitive data.

Recommendations

Members of East Midlands Councils are invited to:

- Consider the impact of asylum and refugee resettlement programmes and provide advice in relation to the on-going work of EMC in addressing the concerns of local authorities.
- Consider the impact of the new Full Asylum Dispersal Model on Local Authorities
- Consider the use of larger sites and the current and future impact on local authorities.
- Advise on current impact of the proposed Streamlined Asylum Process.

To reflect recent and significant developments, the following report provides EMC Members with an update on asylum dispersal, including the revised version of the Full Dispersal Model, new streamlined asylum decision process, closure of asylum contingency hotels, UASC and the resettlement of Afghan refugees.

Work continues on the Ukrainian support programmes, Hong Kong BN(O) visa schemes and wider resettlement, including work to put in place better ESOL provision.

1. Asylum Dispersal

- 1.1 Nationally, at end-March 2024, there were approximately 61,400 asylum seekers supported in initial, contingency and dispersal accommodation.
- 1.2 Within the East Midlands, there were 5,571 asylum seekers being supported in initial, contingency and dispersed accommodation across the region.
- 1.3 Since the launch of the Full Dispersal model in April 2023, an additional 15 local authorities are now dispersal areas taking the number to 21 across the East Midlands. A full breakdown of local authorities including numbers can be found below. A heatmap showing the impact of Asylum across the region can be found at appendix 11(a).

Local Authority	Current Occupancy (as of 28/4/24)
Ashfield	44
Bassetlaw	14
Blaby	8
Bolsover	27
Boston	5
Broxtowe	56
Charnwood	3
Derby City	889
Gedling	14
High Peak	10
Leicester City	1099
Mansfield	26
Melton	13
Newark & Sherwood	4
North Northamptonshire	97
North West Leicestershire	6
Nottingham City	1125
Oadby & Wigston	41
South Holland	8
West Lindsey	9
West Northamptonshire	2
TOTAL	3500

- 1.4 Home Office statistics confirm that 84,425 asylum claims were made in 2023, including applicants and dependants. This figure is comparable to the peak of 84,132 recoded in 2002.
- 1.5 295,160 (33%) of applicants were refused at initial decision, of these three-quarters (221,370) chose to appeal this decision, almost a third of which (97,402) were allowed to appeal. Approximately 40,000 applications for asylum were withdrawn and 35,600 refused. The refusal rate for all applications that have been decided (excluding withdrawn) was approximately 12%.
- 1.6 As of June 2023, the back log or 'work in progress' asylum caseload consisted of 215,500 cases: 138,000 were awaiting initial decisions, 5,100 were awaiting the outcome of an appeal and approximately 41,200 were subject to removal directions.
- 1.7 The Ministry of defence publish weekly number of migrants detected in small boats. These figures show that 80,964 migrants were detected in 1,750 small boats from 14/4/22 to 13/6/24. Details can be found at <https://www.gov.uk/government/publications/migrants-detected-crossing-the-english-channel-in-small-boats>

Contingency Accommodation

- 1.8 With small boats continuing to arrive on the South Coast, and with insufficient dispersal accommodation, the Home Office and accommodation providers have housed Asylum Seekers in contingency accommodation (mostly hotels) throughout the UK including in the East Midlands.
- 1.9 At end-March 2024, approximately 38,500 asylum seekers were accommodated nationally in contingency accommodation, with the East Midlands providing 1,613 bed spaces across 12 Sites. This is approximately 4% of the national total:

Leicester City (625)	Nottingham (230)	Derby (272)
Chesterfield (66)	Charnwood (224)	Erewash (141)
East Lindsey (55)		

- 1.10 Following the announcement in October 2023 by the Secretary of State for Immigration relating to hotels being exited as asylum accommodation, the East Midlands has seen 20 hotels being closed across the region.

Full Asylum Dispersal Model (FADM)

- 1.11 The FADM was launched in April 2023 with the aim to increase bed spaces by 3,405 across the region by 31st December 2023. Despite an increase in new dispersal areas the numbers of bed spaces have only increased slightly from the original baseline figures of 3,422 to 3,500, an increase of 3% against the target.
- 1.12 Serco continue to identify properties in current and new dispersal areas with indications that 4,756 bed spaces are in the process of being procured with 1,299 bed spaces in the qualified pipeline. If these spaces were to be fully procured the East Midlands would achieve 70% towards the target.
- 1.13 The asylum model will be funded (£750 per existing bed space and £3,500 per new bed space) for the 2023/2024 financial year. The Department for Levelling Up, Housing and Communities (DLUHC) are currently conducting a costings exercise which has provided local authorities the opportunity to outline the current and updated asylum pressures faced. Details of the exercise will be announced in due course.

Full Dispersal - Proposed New Approach

- 1.14 The current full dispersal model has a number of shortcomings and has failed to deliver the expected number of bed spaces. In January 2024, the Home Office outlined their intentions of the next phase for Full Dispersal. The new model is proposed to be more evidence based, with a greater focus on market availability but also factoring in social pressures within local authority areas.
- 1.15 The proposal includes:
- Increasing dispersal accommodation bed spaces by 37,971 to a total of 128,854 bedspaces.
 - weighting Regional Allocation Plans by housing market and viability (70%), social factors including pressures on services (15%), population including extant Home Office cohorts (15%).
 - Commitment to review and adapt the plans every quarter.
 - Resume procurement in paused local authorities where the new number is higher.
 - Factor in an occupancy gap.
 - Include contingency and initial accommodation in the plans. Does not include Large Sites but looking at ways to factor in in the future.
- 1.16 The feedback provided by East Midlands raised concerns several concerns which included:
- A significant increase in the regional numbers on new plan.
 - The need to include Large Sites such as RAF Scampton which will see a significant increase of bed spaces in the region along with pressure likely

to be experienced by statutory and voluntary sector agencies both locally and regionally with a site of this magnitude.

- Despite some LA areas appearing to be prime locations for dispersal, there has been very few properties being procured by SERCO and so what do the providers the Home Office propose to do in order to address the lack of progress in new dispersal areas.
- The Afghan hotels index should be removed from the modelling and replaced with MoD Afghan Reception Centres.
- The UASC weighting does not clarify whether this includes UASC Care Leavers. The East Midlands currently has 939 UASC Care Leavers with this figure likely to increase resulting in additional demand for social housing.
- Funding. Current funding available to LAs (£750 per existing bed space) (£3500 per new bed space) is wholly insufficient with a proper funding model that recognises the huge and financially devastating impact of asylum on local authorities.
- Homeless Housing Demand in the indexing especially since the implementation of the SAP along with the increased pressures on homelessness services which has resulted in an exponential increase in presentations to LAs requesting housing support.
- The Home Office must focus on providers to increase and create their presence in more rural locations relieving the pressures on urban areas.
- Households in temporary accommodation and homelessness demand is not accurately reflected in the data proposed. The issue relates to TA and suitable permanent accommodation at affordable levels, before these number increase (using Leicester as an example, the financial pressure from homelessness linked purely to asylum will be £23m in 24/25).

- 1.17 A draft version of the new model was shared with Local Authorities in June 2024 to provide an opportunity to highlight issues and concerns regarding the plans.

Larger Sites

- 1.18 Since the proposal to use of RAF Scampton to accommodate up to 1200 individuals, EMC have continued to convene and chair a Multi-Agency Forum (MAF) on a weekly basis which brings together representatives from the Home Office, Local Authorities, Health, Police, operational delivery contractor (Serco) and voluntary sector to discuss current developments relating to the strategic and operational aspects of the site.
- 1.19 In March 2024, a Special Development Order (SDO) was laid in Parliament which would come into force in April 2024. The SDO grants temporary planning permission for development at RAF Scampton, relating to the provision of

accommodation and other forms of support to single adult male asylum-seekers and failed asylum-seekers.

- 1.20 Within the SDO, 29 pre-conditions are required to be met prior to any service user being accommodated in the site. Details of the pre-conditions can be found at the following <https://www.legislation.gov.uk/ukxi/2024/412/made>
- 1.21 There continues to be questions surrounding the go-live date with no date confirmed by the Home Office.

Streamlined Asylum Process (SAP)

- 1.22 In July 2023, the Home Office announced its plan to clear the backlog of asylum application by 31st December 2023, with 73,033 decisions to be made nationally with 4,441 within the East Midlands. The streamlined asylum processing model will concentrate on legacy claimants from Afghanistan, Eritrea, Libya, Syria, and Yemen. Despite the Home Office's ambition to clear the backlog by the end of 2023, not all cases have been resolved.
- 1.23 The Home Office projected by 31st December 2023 that a total of **73,033** decisions would be made nationally, and **4,441** within the East Midlands as of the 20th May there has been:

Simplified Outcome	Total
Granted	2514
Refused	483
Unknown	29
Total	3026

- 1.24 EMC are currently waiting for an update from the Home Office to provide details on progress through the scheme and expected date of completion for delivery.
- 1.25 Since this process was introduced, along with the financial pressures the scheme has placed on Local Authorities, EMC has received reports from local authorities relating to a direct link to a spike in homelessness.

2. Afghan Resettlement Schemes (ARAP and ACRS)

- 2.1 The latest official data (May 2024) shows 27,182 arriving under the Afghan ARAP and ACRS schemes.

- 2.2 The Government has announced 3 rounds of the Local Authority Housing Fund - a capital fund for Local Authorities to support housing provision for those on the Afghan Schemes, Ukraine schemes and wider homelessness.
- 2.3 Since November 2023, Afghans are being resettled directly from Pakistan. This is an accelerated programme of resettlement into vacant military Service Family Accommodation.
- 2.4 As part of this programme, the MoD site in Charnwood (Garats Hay) was stood up along with 8 other reception sites across the UK. To date approximately 3000 ARAP and ACRS have been evacuated.
- 2.5 In order to source accommodation, the MoD contracted Mears to procure available properties in the private rented sector. To date, 33 SFA properties and 33 Mears PRS properties have been procured, a total of 66 units operational in the East Midlands region.

3. Cap on Safe and Legal Routes – Response to Government Consultation

- 3.1 Local Authorities were consulted on capacity for resettlement. A regional response was co-ordinated by EMC. A government response to this consultation was expected this summer, with an expectation for the cap to be introduced in 2025. However, this has been delayed due to the General Election.

4. Unaccompanied Asylum-Seeking Children, the National Transfer Scheme and Spontaneous Arrival

- 4.1 The National Transfer Scheme (NTS) for Unaccompanied Asylum-Seeking Children (UASC) was introduced on 1st July 2016 and Local Authority participation became mandatory in December 2021.
- 4.2 The Home Office is currently operating two funding incentives to support NTS transfers from Kent County Council. NTS transfers that take place within five working days attract an additional £6,000 funding payment, and NTS transfers that take place within two working days attract £15,000. Both incentives are running until 30 September 2024.
- 4.3 East Midlands Councils through the Strategic Migration Partnership is supporting local authorities across the region in their response to the NTS. The NTS will be kept under review and the length of time for mandating will be dictated by a range of factors including intake levels, ability to place children in local authority care in a timely manner, and the viability of a return to a voluntary NTS that works effectively.

East Midlands Position

- 4.4 Between July and November 2021, the East Midlands received 33 transfers under the new voluntary NTS rota arrangements. Transfers from the 23 November 2021 are counted towards mandated allocations. Nationally, 4 cycles of the rota equate to 652 transfers, including an allocation of 55 referrals to the East Midlands. Under the mandated NTS, at the time of writing, the region has received 624 transfers:
- 4.5 Local authorities with numbers of UASC in care above 0.1% of their general child population are not required to accept transfers. Rutland dipped below its 0.1% threshold but is now again above the level for mandatory participation. All other East Midlands authorities remain below their 0.1% threshold.
- 4.6 Referrals to the region continue to be coordinated by East Midlands Councils.
- 4.7 The total number of unaccompanied children looked after by East Midlands authorities was 604 at the end of April. This is 13% higher than the same time last year. The number of former UASC care leavers in the region is currently 1,064, which represents a year-on-year increase of 26%.

Safety of Rwanda Act 2024

- 4.8 Local Authorities have highlighted their concern regarding the potential impact on young people and support services as a result of the Safety of Rwanda Act 2024 and the Illegal Migration Act 2023. While the Home Office has stated that there is no intention to remove unaccompanied children under the age of 18, the position is uncertain regarding care leavers who are former UASC who claimed asylum on or after 1st January 2022 and who arrived via irregular means, who may be at risk of removal.
- 4.9 In addition, the expectation of a cohort of care leavers whose asylum claims are inadmissible and hence have no recourse to public funds is causing concern in relation to local authority placement capacity and finances. EMC is continuing to work with the Home Office and DfE in addressing these concerns.

Asylum Contingency Hotels and Age Assessments

- 4.10 The effectiveness of age decisions by the Home Office at port of entry continues to be raised by EMC with the Home Office at senior officer level. So far this year, 64% of NTS referrals to the region have been young people whose age is disputed by the Home Office, compared to 60% in 2023. A possible

unintended consequence of the Illegal Migration Act 2023 could be more unaccompanied young people claiming to be minors on arrival to the UK.

- 4.11 Since July 2021, a total of 333 unaccompanied young people claiming to be children in adult asylum hotels have been taken into care in the region, with particular pressure in Derby City, Derbyshire and Leicestershire. The closure of hotels has seen a reduction in the number of referrals to LAs for age disputed young people over the last few months.
- 4.12 Between January and May 2024, there has been 43 spontaneous arrivals (particularly 'lorry-drops') in the region, a 79% increase in the same period last year. The reasons for this are not yet determined but may be due to one or more possible factors: an alternative means of entry when the weather prohibits small boat crossings; for economic reasons; and/or a reaction to the Illegal Migration Act. EMC officers are continuing to monitor this.
- 4.13 The Home Office acknowledges that this is a key issue for affected councils and is working to address it, including working with individual local authorities to investigate cases. However, this remains a long-standing matter but became more acute as hotel usage increased over the last two years, adding pressure on placements and Children's Services capacity to support the NTS. The issue has been raised by the East Midlands on several occasions with the Home Office at senior officer level, with the region proposing immediate mitigations: agreement for the higher funding rate; and young people identified as UASC be included in the NTS allocations.

5. Recommendations

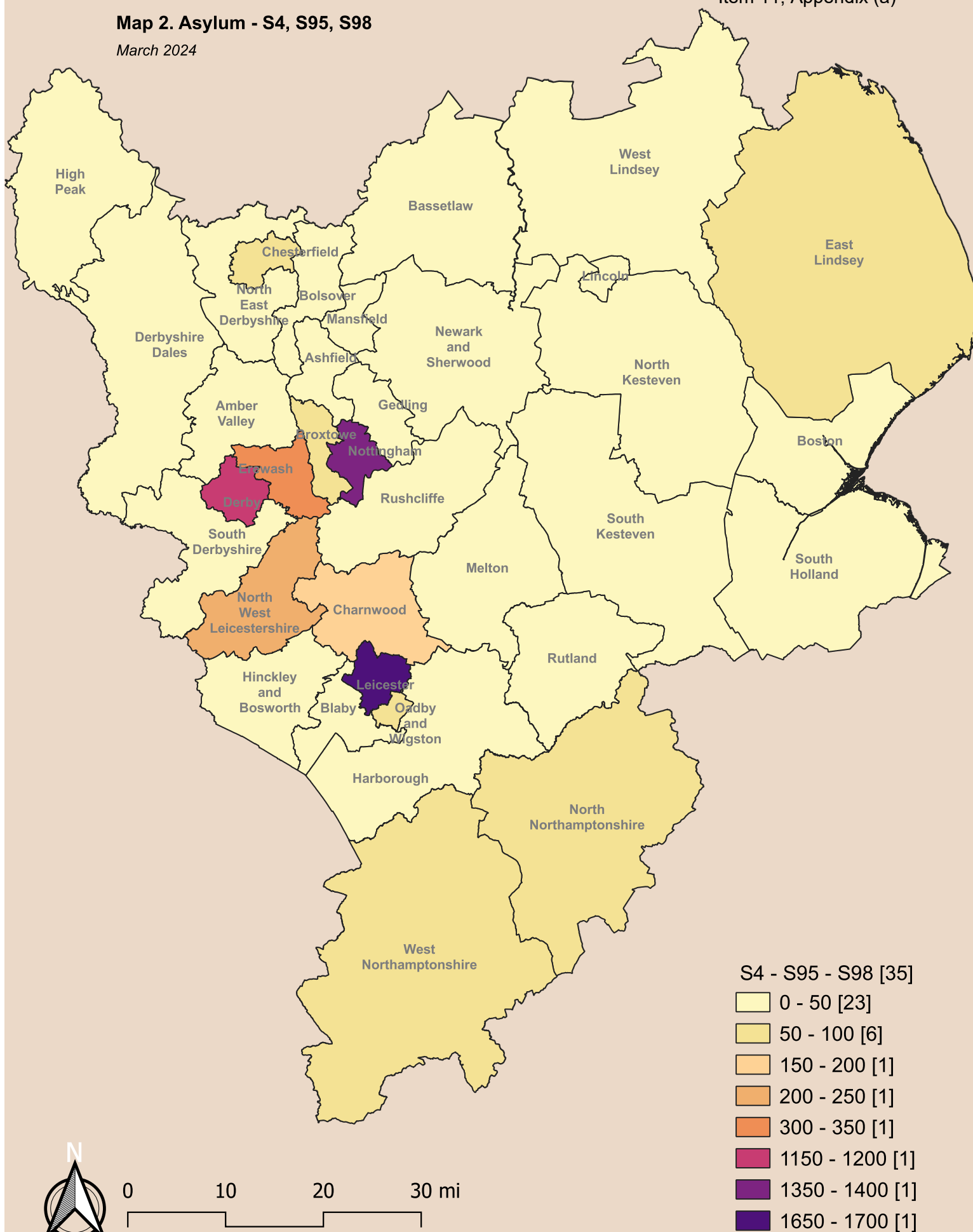
Members of East Midlands Councils are invited to:

- 5.1 Consider the impact of asylum and refugee resettlement programmes and provide advice in relation to the on-going work of EMC in addressing the concerns of local authorities.
- 5.2 Consider the potential impact of the new Full Asylum Dispersal Model on Local Authorities
- 5.3 Consider the use of larger sites and the current and future impact on local authorities.
- 5.4 Advise on impact of the proposed Streamlined Asylum Process.

Cllr Alex Dale
Chair
Regional Migration Board

Map 2. Asylum - S4, S95, S98

March 2024



Source:
Home Office, 2024
Serco, 2024

East Midlands Headline Slides

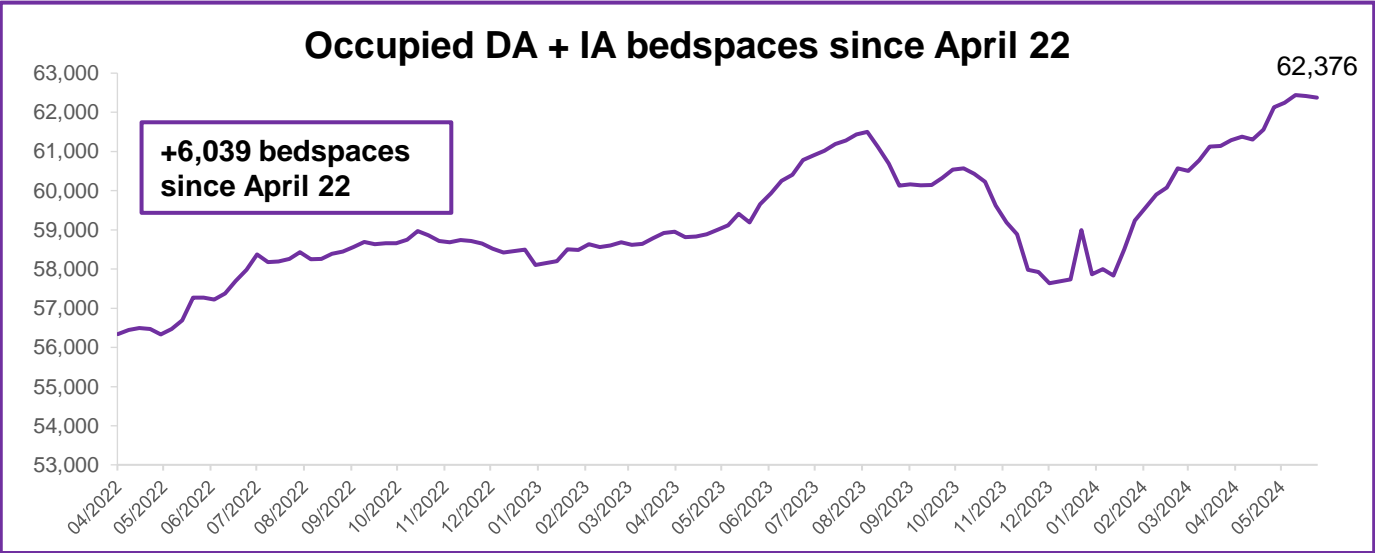
June 2024

Asylum Support, Resettlement and Accommodation

National Dispersal Plan

Data correct to 02-06-24

Region	DA+IA Occupancy April 2022	DA+IA Change since April 2022	Current DA+IA Bedspaces in Use (Change)	Current CA Bedspaces in Use (Change)	Total Occupancy (Change)
East Midlands	3,422	+205	3,627 (+127)	1,021 (-253)	4,648 (-126)
East of England	1,841	+333	2,174 (+19)	3,707 (-354)	5,881 (-335)
London	6,421	-837	5,584 (+12)	12,337 (-1,279)	17,921 (-1,267)
North East	5,726	+709	6,435 (+115)	518 (+10)	6,953 (+125)
North West	12,806	+3,295	16,101 (+309)	2,876 (+569)	18,977 (+878)
Northern Ireland	1,252	+879	2,131 (-47)	316 (+9)	2,447 (-38)
Scotland	5,108	-1,006	4,102 (-99)	1,193 (-16)	5,295 (-115)
South East	1,632	+878	2,510 (+14)	3,367 (-360)	5,877 (-346)
South West	1,385	+448	1,833 (+113)	2,121 (-219)	3,954 (-106)
Wales	2,907	+313	3,220 (+72)	72 (-32)	3,292 (+40)
West Midlands	7,087	+415	7,502 (+116)	2,960 (-552)	10,462 (-436)
Yorkshire and The Humber	6,750	+407	7,157 (+66)	2,446 (+139)	9,603 (+205)
Total	56,337	+6,039	62,376 (+817)	32,934 (-2,338)	95,310 (-1,521)

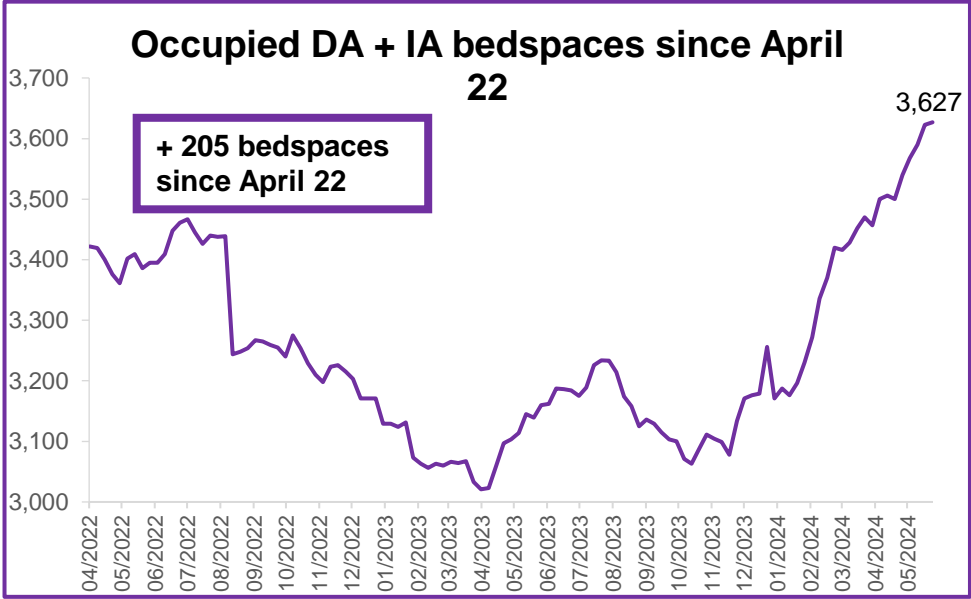


- Overall, we are seeing higher DA + IA occupancy than ever before, with an improvement in occupancy from January 2024.
- The Home Office is working with providers to increase utilisation of the dispersed accommodation estate. Overall DA occupancy has increased from 75% at the start of January to 80% as of end of May.
- 10 regions have seen growth in DA + IA occupancy since April 2022 and 2 have seen a reduction.
- The number of participating Authorities has grown by 86 from 183 in April 2022 to 269 this month, meaning the percentage of participating authorities has increased from 48% to 75%.
- There were 269 participating Local Authorities and Districts this month, compared to 267 last month.
- Currently, 65.4% of the total occupancy is currently residing in DA + IA bedspaces, with the remaining 34.6% residing in CA.

East Midlands Regional Dispersal Plan

Data correct to 02-06-24

Lower Tier Authority	Occupancy (Change)	Change since April 22	Estate Size (change)	Occupancy %	Qualified/Attrition Applied Pipeline	Projected Occupancy	Projected Estate Size
Amber Valley	6 (+6)	+6	8 (-)	75.0%	25	27	33
Ashfield	48 (+4)	+48	57 (+4)	84.2%	52	92	109
Bassetlaw	13 (-1)	+13	47 (+17)	27.7%	92	91	139
Blaby	13 (+5)	+13	14 (+5)	92.9%	17	29	31
Bolsover	30 (+3)	+30	77 (+29)	39.0%	74	93	151
Boston	8 (+3)	+8	34 (-2)	23.5%	64	62	98
Broxtowe	54 (-2)	-12	62 (-3)	87.1%	26	77	88
Charnwood	3 (-)	+3	28 (+25)	10.7%	28	27	56
Chesterfield	(-)	-	(-)	0.0%	12	10	12
Derby	888 (-1)	-46	1,071 (-11)	82.9%	0	888	1,071
Derbyshire Dales	(-)	-	(-)	0.0%	0	0	0
East Lindsey	(-)	-	16 (+1)	0.0%	81	69	97
Erewash	(-)	-	(-)	0.0%	2	2	2
Gedling	17 (+3)	+13	19 (-)	89.5%	5	21	24
Harborough	(-)	-	(-)	0.0%	1	1	1
High Peak	1 (-9)	+1	17 (-)	5.9%	8	8	25
Hinckley and Bosworth	(-)	-	(-)	0.0%	13	11	13
Leicester	1,135 (+36)	+222	1,316 (-28)	86.2%	110	1,230	1,426
Lincoln	(-)	-	(-)	0.0%	0	0	0
Mansfield	45 (+19)	+45	61 (+6)	73.8%	136	160	197
Melton	11 (-2)	+11	11 (+4)	100.0%	2	13	13
Newark and Sherwood	6 (+2)	+6	23 (+13)	26.1%	59	56	82
North East Derbyshire	(-)	-	4 (-)	0.0%	24	20	28
North Kesteven	(-)	-	(-)	0.0%	10	8	10
North Northamptonshire	122 (+25)	+122	154 (+32)	79.2%	169	265	323
North West Leicestershire	7 (+1)	+7	7 (-)	100.0%	58	65	65
Nottingham	1,155 (+30)	-297	1,137 (-25)	100%	135	1,270	1,272
Oadby and Wigston	42 (+1)	-11	60 (+1)	70.0%	13	53	73
Rushcliffe	(-)	-	(-)	0.0%	16	14	16
Rutland	(-)	-	(-)	0.0%	1	1	1
South Derbyshire	(-)	-	(-)	0.0%	12	10	12
South Holland	10 (+2)	+10	15 (+1)	66.7%	60	61	75
South Kesteven	(-)	-	14 (+14)	0.0%	38	32	52
West Lindsey	9 (-)	+9	19 (+2)	47.4%	18	24	37
West Northamptonshire	4 (+2)	+4	4 (-)	100.0%	82	86	86
Grand Total	3,627 (+127)	+205	4,275 (+85)	84.8%	1,443	110,877	5,718



- **Full Dispersal Occupancy in East Midlands is currently at its highest since the start of Full Dispersal with 3,627 occupants. Over the last month, occupancy has increased by 127.**
- **Leicester (+36) had the highest increase in occupancy over the last month whilst High Peak (-6) had the highest decrease.**
- **Home Office has achieved occupancy growth in 18 Local Authorities since April 2022. 4 Authorities have seen a reduction and 13 remain unchanged.**
- **Since April 22, an additional 205 bedspaces are occupied.**

*Projected occupancy = current occupancy + Qualified Pipeline with LA/Regional occupancy % applied, using the higher value.
E.g. if LA occupancy is 50% and Regional occupancy is 75%, Regional occupancy is used.

Pipeline provided by Serco on 3/06/24

OFFICIAL-SENSITIVE

Frequently Asked Questions – Afghan Resettlement – May 2024

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General

What arrangements are being made to bring eligible Afghan persons (ARAP/ACRS) to the UK?

- The UK has taken a leading role in the international response to supporting at-risk Afghan citizens and has made one of the largest commitments to resettlement of any country.
- We are now working to ensure that Afghans who are eligible for relocation, and who remain overseas in Pakistan and other third countries, are moved over here at pace so they can start to rebuild their lives here in the United Kingdom.
- Wherever possible, new arrivals will go straight into settled accommodation.
- For ARAP families, this accommodation is largely service family accommodation options which have been made available by the Ministry of Defence across the country. The Ministry of Defence is also providing shorter-term transitional accommodation until movement into settled accommodation is possible.
- The majority of ACRS arrivals are pre-matched to settled accommodation, however a small number of hotels with existing contracts have been extended for a limited period to accommodate those for whom housing is not yet available.

How many families might be in future cohorts?

- Over 1,000 ACRS Eligible Persons have arrived on flights since mid-December. The UK Government has committed to resettling up to 20,000 people under ACRS.
- Over 3,100 ARAP Afghans have been relocated to the UK from Pakistan since October 2023.
- There is still a way to go to bring all those who are eligible to safety in the UK. The Government continues to work with third countries to facilitate the relocation of those eligible under ARAP and ACRS.

What is the difference between the pathways?

- Under **ACRS Pathway 1**, vulnerable and at-risk individuals who arrived in the UK under the evacuation programme were the first to be settled under the ACRS. Eligible people who were notified by the UK government that they had been called forward with assurance of evacuation, but were not able to board flights, and do not hold leave in a country considered safe by the UK are also eligible under Pathway 1.
- Under **ACRS Pathway 2**, we are now able to receive referrals from the United Nations High Commissioner for Refugees (UNHCR) of vulnerable refugees who have fled Afghanistan for resettlement to the UK. UNHCR has the global mandate to provide international protection and humanitarian assistance to refugees. UNHCR will refer individuals in accordance with their standard resettlement submission criteria, which are based on an assessment of protection needs and vulnerabilities.
- **ACRS Pathway 3** was designed to offer a route to resettlement for those at risk who supported the UK and international community effort in Afghanistan, as well as those who are particularly vulnerable, such as women and girls at risk and members of minority groups. In the first stage of this pathway, the government is considering eligible, at-risk people for resettlement from 3 groups: British Council contractors, GardaWorld contractors and Chevening alumni. We will consider for resettlement all eligible principals who submitted an expression of interest and their eligible family members, subject to security and other checks.
- **The Afghan Relocations and Assistance Policy (ARAP)** is for Afghan citizens who worked for or with the UK Government in Afghanistan in exposed or meaningful roles and may include an offer of relocation to the UK for those deemed eligible by the Ministry of Defence and who are deemed suitable for relocation by the Home Office.

Is there a timeline for Afghans left in third countries to be able to come to the UK and join their families. Is there any policy or guidance on this?

- We are committed to relocating all eligible persons who remain in Pakistan and third countries as soon as possible, and have made significant progress in the last few months. Those who have been granted refugee status (e.g. ACRS Pathway 2) can apply for family members to join them; this guidance is published here: [Family reunion: caseworker guidance - GOV.UK](#)
- For those evacuated from Afghanistan under Pathway 1 of the ACRS without their immediate family members, the Home Secretary has committed to establishing a route for separated families to be reunited. Further information will be made available in due course.
- Individuals relocated to the UK under ARAP and ACRS Pathway 1 and 3 are not eligible for Refugee Family Reunion. However, they may be eligible to apply to sponsor family members under Appendix FM of the Immigration Rules.
- We expect that in the main most eligible family members will travel together.

What progress is being made on moving to a place-based approach that would consider pressures resulting from asylum dispersal and refugee resettlement in the round?

- We are working with local government partners to develop the Place Based Approach: a system which will take account of all protection-based immigration demands on an area,

including asylum seekers, unaccompanied asylum-seeking children, resettled refugees and those resettled under Afghan protection schemes. Home Office are undertaking a “test for change” in three regions (London, Wales, and the South West) to create a more connected conversation about the pressures faced at delivery level.

- Through the cap on safe and legal routes, we are seeking to get a better idea on the capacity of local authorities to re-settle refugees. By setting the cap, based on the actual capacity of the UK, we can continue to welcome people to the UK in a sustainable way. The consultation with local authorities has now closed and we are reviewing the responses, working with Strategic Migration Partnership Leads across the UK. The cap will ensure we do not take more refugees than our public services can support.

Funding

What existing funding can councils continue to claim for the bridging hotels cohort?

- £28 per person per day wraparound funding is still available for the few households with complex medical needs that remain in interim accommodation.
- £7,100 Flexible Housing Funding (not capped for arrivals until 31 August 2023) is available for supporting move on from bridging or temporary accommodation.
- Claims for £28 per person per day wraparound funding are available for households who stayed in bridging accommodation.

What existing funding is available to councils supporting new ACRS or ARAP arrivals?

- The Home Office provides local authorities with a core tariff of £20,520 per person to cover resettlement and integration costs for those in settled accommodation who arrive through the ACRS, ARAP, and UK Resettlement Scheme.
- The tariff is available over three years to Local Authorities providing support to help people to settle in the UK and become self-sufficient. There are existing flexibilities within this funding to allow Local Authorities to explore alternative forms of provision, including working with delivery partners.
- In the first year, Local Authorities also receive up to £4,500 per child for education and £850 to cover additional English language provision for adults, and health partners receive £2,600 per individual to cover healthcare.

What new funding can councils claim for ACRS and ARAP arriving to the UK between 1 September 2023 and 31 March 2024?

- In addition to the existing funding, we will make available the funding tabled below for both ARAP and ACRS. The exact terms and conditions for this will be set out in an updated version of the existing funding instructions. We will look to provide guidance on flexibilities and the different scenarios under which this funding can be claimed. Further detail on this will be shared in due course.
- The following will be provided to ensure that LAs are able to support ACRS Pathway 2 and Pathway 3 arrivals to the UK in April. This is a continuation of the existing funding package for ACRS Pathway 3 and ARAP arrivals to the UK until 31 March.

Funding Stream	Description
£28 per person per day wraparound funding	For councils who are supporting households whilst in transitional accommodation.
£7,100 per person Flexible Housing Funding, capped at £35,000 per household.	For councils sourcing settled accommodation or helping to support a household to secure settled accommodation.
Homelessness contingency new burdens funding consisting of up to six months of wraparound funding and £9,150 homelessness tariff.	To mitigate any additional pressures of homelessness presentations from transitional accommodation. This is an exceptional arrangement to acknowledge the urgent and unplanned use of transitional accommodation at this scale.

What new funding can councils claim for ACRS and ARAP arrivals after April 2024?

- We are committed to ensuring that local authorities can support new arrivals. The support package previously agreed for LAs continues to be in place for ACRS arrivals until the end of April 2024.
- We are currently reviewing the funding package from April onwards, and additional funding which will be needed for any additional ARAP arrivals beyond 31 March. We understand the importance of ensuring councils are funded to support Afghan arrivals, and that certainty is important for LAs. We will therefore intend to update you on arrangements for the 24/25 financial year as soon as possible.

Will there be any funding considered for move-on assistance once the Afghan scheme ends and the household is unable to afford housing?

- The Home Office provides local authorities with a core tariff of £20,520 per person to cover resettlement and integration costs over a period of three years. This funding is intended to help people settle in the UK and move towards self-sufficiency in the longer-term, including finding employment where possible to increase earnings and help improve their ability to afford housing. Many will also be eligible for benefits which may include help with accommodation.

How does the benefit cap work with use of Flexible Housing Funding and Universal Credit?

- The Flexible Housing Funding can be used flexibly by councils at their own discretion, including for (but not limited to) rental top-ups, landlord incentives, resource, and capital projects. For example, if a household is benefit capped, the fund can be used to meet the shortfall between the amount that is required for the households combined living costs, and rental payments within the Universal Credit award to make a property affordable. In the longer term the objective is for the household to find employment so that they are no longer benefit capped and can sustain their rent independently.

Is there scope to simplify the process for the resettlement funding?

- The Home Office is working with local government partners to develop the Place Based Approach strategy, part of this will include reviewing funding mechanisms and exploring options to increase flexibility and streamline. The Home Office will continue to work with local authorities to streamline our existing claims processes while balancing the need to have a clear audit trail that monies claimed are correct.

Can you clarify what exceptional costs funding is available and how it can be used?

- The Integration Tariff includes an Exceptional Costs budget which covers additional essential costs incurred by the council above and beyond what could reasonably be regarded as normal expenditure and not available through other mainstream funding mechanisms. Applications to exceptional costs funding will be assessed on a case-by-case basis, and the quantum and period of payments determined on the merits of that case. Funds can be used for, but is not limited to:
 - Property Adaptations
 - Property Void Costs
 - Support for children with identified educational needs
 - Social Care provision
 - Universal Credit nominal top-up

Can councils be compensated where they have incurred expense in bringing an SFA property up to standard which was previously intended to be leased by the council, but has remained empty, and is now being directly leased by MoD to a new arrival?

- Local Authorities should raise any issues relating to SFA properties directly with the MOD for resolution.

Is there any funding available for additional transport requirements?

- At MoD transitional Service Family Accommodation and reception sites, transport is provided to take ARAP Eligible Persons to appointments off-site and to their settled accommodation. UK Government does not provide funding for additional transport once Afghan families have moved into their settled accommodation. The integration tariff can, however, be used for this purpose.

Is there an update on the Children and Young People's Resettlement Fund?

- On 26 February, we announced that 11 projects have secured funding. This £2.5 million fund facilitates projects in England until March 2025 that support young people aged 21 and under, on the Ukraine, Afghan and Hong Kong BN(O) pathways. A full list of projects is available here <https://hansard.parliament.uk/commons/2024-02-26/debates/2402266000007/ChildrenAndYoungPeople%E2%80%99sResettlementFund>

Local Authority Housing Fund (LAHF)

- As you will be aware from the Autumn Statement, we are launching a £450m third round of the Local Authority Housing Fund which will run across FY 2024-25 and FY 2025-26. LAHF 3, like previous rounds, will not be a bid-based programme. We will be writing to LAs shortly with further details.

Can we offer LAHF properties earmarked for Ukrainian families to be repurposed for Afghan families where there is no Ukrainian homeless need?

- LAHF 1 'main element' properties can be used for both Ukrainian and Afghan cohorts.
- Given the objectives of the fund, those eligible for the housing are those who are homeless, at risk of homelessness or who live in unsuitable Temporary Accommodation (including bridging accommodation) and who also meet the below definition:

- Those on the Homes for Ukraine (HfU) scheme, the Ukraine Family Scheme (UFS) and the Ukraine Extension Scheme (UES).
- Those on the Afghan Citizen Resettlement Scheme (including eligible British Nationals under this scheme) (ACRS) and the Afghan Relocations and Assistance Policy (ARAP)
- For those not in bridging accommodation, the local authority does not have to have accepted a Housing Act 1996 Part 7 homelessness duty in respect of the household for the household to be eligible, but the local authority should satisfy themselves that the household is already or would otherwise be homeless or at risk of homelessness if this accommodation was not available.

What happens if properties LA's offer through LAHF2 don't get matched? Can they be swapped to be used for TA to relieve homeless pressures in LA areas?

- If the LA does not have individuals from the eligible cohort presenting as homeless or at risk of homelessness at the time the properties are available, the LA should first consider whether neighbouring LAs have eligible cohorts who are homeless or at risk of homelessness in their areas following the closure of bridging accommodation who would be suitable for the property. SMPs can assist LAs with LAHF properties available to connect with surrounding LAs who may have households in a need of the property.
- LAs, with the support of SMPs, are expected to make all reasonable endeavours to identify an eligible household in TA under homelessness or HO interim accommodation for their property, using the above guidance.
- At the point at which LAs and their SMPs feel all options have been exhausted they should inform the LAHF team at lahf@levellingup.gov.uk. In doing so, they will need to set out the steps that were taken and confirm no eligible household could be identified. The LAHF team can then advise on appropriate use of the property, in line with the programme's objectives – for ACRS/ARAP units, this could include exploring options to offer it to ACRS individuals currently residing overseas.
- The ARAP/ACRS integration tariff has 56 days of void costs built in to enable LAs to secure properties before households arrive in their area. The Home Office will also fund void costs for properties with 4 or more bedrooms for an additional 28 days (therefore 84 days in total) as an exceptional cost in addition to the tariff. For further details see Annex E in https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1159355/Afghan_Relocation_and_Assistance_Policy.pdf

Is LAHF 3 for FY 24/25 and 25/26?

- Yes. We have responded to local authority feedback about the timelines of the previous rounds. A 2-year programme timeline allows flexibility to deliver at pace whilst also encouraging new supply projects that would not have been possible under the shorter timeframes of previous rounds.
- We will write to local authorities shortly with further details.

How are we ensuring that LAHF properties are appropriate for local need?

- We will continue to share data with LAs and SMPs on bedroom requirements for arrivals to help inform property searches and offers.
- When sourcing LAHF properties, we encourage LAs to engage their SMP to understand the local need.

- We have implemented a process to ensure ARAP/ACRS households in-country without settled accommodation can access available LAHF properties. Where there is not a match within region, LAs should engage their Strategic Migration Partnership (SMP) to see if there are suitable matches in other regions.
- Properties that are not required or suitable for those already in the UK can be offered to families arriving from overseas, with the Local Authority's agreement. Local Authorities should contact their SMP if they wish to offer a property to families overseas.

When will we be notified about the LAHF 3 funding and will it be open to all LAs?

- We have announced a £450m third round of the Local Authority Housing Fund to support them to provide housing. LAHF 3 will not be a bid-based programme and will operate in a similar way to previous rounds. It will run over financial years 2024-25 and 25-26. We will write to local authorities with further details shortly.
- LAHF 3 is a new round that will run across FY 24-25 and FY 25-26. The recent LAHF 1 & 2, potential underspend EOI process has now closed. We will be communicating the outcome to LAs who submitted EOIs shortly.

Are there any examples of what LAHF can be used for - what has worked well?

- The Local Government Association (LGA) have set up a LAHF section in their [Knowledge Hub](#) where Local Authorities can share knowledge and examples of LAHF delivery. We encourage all participating LAs to register for the forum.

Can we have an extension of LAHF 2 into FY 2024-25 as negotiations are ongoing on properties purchases that may not complete until after the end of March 2024.

- Tranche two payments are released when 60% of the tranche one payment has been committed (not spent) and signed off by your S151 officer. Completions on purchases may take place after the end of March 2024 but **we cannot make payments** for LAHF 1 & 2 beyond FY 23-24.
You **MUST** submit your statement of grant usage form by **11 March 2024**. This is a strict deadline. **No payments can be made if you miss this deadline** and you will lose the funding.
- Please contact us urgently at lahf@levellingup.gov.uk if you are concerned about meeting this deadline.

Will non stock-holding LAs be allowed to deliver temporary accommodation instead of Afghan properties through LAHF 2?

- Local authorities can choose to only accept the Afghan resettlement element of the funding, however local authorities cannot choose to only accept the Temporary Accommodation element of the funding.

LAHF funding works well for LAs with their own housing stock and repairs and management arrangements established. Other local authorities with no housing stock or housing management structures in place are struggling to procure partnerships and accommodation in the timeframes provided in a very competitive housing market.

- We have responded to local authority feedback about the challenging timelines of the previous rounds. A 2-year programme timeline allows flexibility to deliver at pace whilst also

encouraging new supply projects that would not have been possible under the short timeframes of previous rounds.

- There will be revenue funding available to support delivery and targeted external support from Homes England for local authorities with limited housing development experience and networks.

What are the matching criteria for LAHF?

- LAHF 1 'main element' properties can be used for both Ukrainian and Afghan cohorts.
- LAHF 1 'bridging element' properties can be used for the Afghan cohort.
- LAHF 2 'resettlement element' properties can be used for the Afghan cohort.
- LAHF 2 TA properties are for anyone owed a homelessness duty by the LA
- Given the objectives of the fund, those eligible for the housing are those who are homeless, at risk of homelessness or who live in unsuitable Temporary Accommodation (including bridging accommodation) and who also meet the below definition:
 - Those on the Homes for Ukraine (HfU) scheme, the Ukraine Family Scheme (UFS) and the Ukraine Extension Scheme (UES).
 - Those on the Afghan Citizen Resettlement Scheme (including eligible British Nationals under this scheme) (ACRS) and the Afghan Relocations and Assistance Policy (ARAP)
- For those not in bridging accommodation, the local authority does not have to have accepted a Housing Act 1996 Part 7 homelessness duty in respect of the household for the household to be eligible, but the local authority should satisfy themselves that the household is already or would otherwise be homeless or at risk of homelessness if this accommodation was not available.

Relating to LAHF, do you have any examples of good practice you can share on how councils have found match funding? Especially councils struggling financially, capital spend is tricky to commit to.

- The Local Government Association (LGA) have set up a LAHF section in their [Knowledge Hub](#) where Local Authorities can share knowledge and examples of LAHF delivery. We encourage all participating LAs to register for the forum.

Universal credit (UC)

Families are being matched to properties which are too large for their needs. How will you mitigate the shortfall between Universal Credit allowance and sustainable housing costs?

- The removal of the spare room subsidy applies to claims for housing support where households are living in the social rented sector in a property that is deemed too large for their needs. This applies to either Housing Benefit or the housing element of Universal Credit.
- Home Office Tariff Funding is available to meet any housing shortfalls. Funding Instructions for local authorities in the support of the Afghan Citizens Resettlement Scheme and Afghan Relocation and Assistance Policy (financial year 2022-2023) can be found on [gov.uk](#). New funding instructions will be available in due course.

Is the MoD topping up rents for those in larger properties as the costs won't be met by UC?

- ARAP families of a larger size/composition (5+ bedroom need) will be placed in PRS properties sourced by the MoD contractor Mears. The MoD will cover any difference

between the LHA and the PRS rates by “topping up” the families’ rent for the 3-year lease period.

We are working hard with DWP and recognise people need to get off Universal Credit and into work, however the more they can improve ESOL and employability whilst in affordable SFA or LA accommodation, ready for move on into costly PRS, the better. Is there leeway on sanctioning when studying?

- Moving people into work and improving employability is a key priority for government. The Department for Work and Pensions provides a range of employment support to those on Afghan resettlement schemes, including tailored support from Jobcentre work coaches, access to DWP employment programmes and early access to the Work and Health Programme.
- To support newly arrived Afghans, DWP work coaches are also attending MoD sites and hotels to help with setting up Universal Credit claims.
- In general, full-time students cannot normally satisfy the entitlement conditions for Universal Credit. However, specifically relating to English language training, most ESOL courses would be part time which would allow for studying alongside employment. For those not in employment, attending appropriate ESOL provision can, where appropriate, be incorporated into the claimant commitment

Will the benefit cap be reviewed given that the LHA increase will put more people under the cap?

- The DWP Secretary of State has a statutory obligation to review the benefit cap levels at least once every five years. There are no plans to review the levels again this year as there was a significant increase following the last review in November 2022.
- The benefit cap continues to provide a balanced work incentive and fairness for hard-working taxpaying households, where possible. UC households are exempt from the cap if the household earnings are at least £793 each month. To ensure the most vulnerable are supported, households receiving disability benefits and/or entitled to carer benefits are also exempt.

Education

Will there be additional funding for education support in the initial accommodation sites?

- Local authorities in England are under a duty to ensure there are sufficient school places for all children in their area (section 14 of the Education Act 1996).
- Parents are required, by law (section 7 of the Education Act 1996) to ensure their children receive an appropriate education whilst they are in England. This duty can be met either by attending school or by parents home educating their child:
<https://www.gov.uk/government/publications/elective-home-education>
- All children in the UK (including foreign nationals) have the right, under education law, to attend state-funded and independent schools in England.
- We provide guidance to schools, local authorities and parents on foreign nationals’ rights to access schools in England whilst in the UK: <https://www.gov.uk/guidance/schools-admissions-applications-from-overseas-children>
- Department for Education’s Pupil Place Planning Advisor network also engages with councils on a regular basis to review their plans for creating additional places and to consider

alternatives where necessary. When local authorities are experiencing difficulties, we provide support and advice to resolve the issue as quickly as possible.

- Local authorities also have a duty (Section 436A of the Education Act 1996) to identify all children in of compulsory school age who are not registered pupils at a school and are not receiving suitable education otherwise than at a school. Children missing education includes those awaiting a school place. We provide guidance to local authorities on children missing education (CME):
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/550416/Children_Missing_Education_-_statutory_guidance.pdf
- We will work with the Devolved Administrations to establish the position in Scotland, Wales and Northern Ireland.

SFA

Is there any way SFA accommodation can be used to accommodate ARAP families who are housed in temporary accommodation after the closure of their hotel?

- SFA that was offered to the ARAP cohort in bridging hotels were pre-matched to families prior to Hotel Exit. The remaining SFA is to be used for the overseas ARAP cohort only.

Will the move to serviced apartments mean that Transitional Hotels will close, or is it a blended approach moving forward?

- The intention is for serviced apartments to be used as transitional accommodation for ACRS families before they are able to move into their settled accommodation. They are an alternative to hotels that will give the families more space and hopefully enable them to live more independently sooner. Hotels will still be required for new arrivals, although this may only be for a short time to triage families and provide necessary orientation information.

Where are the serviced apartments you have sourced located? Are these dispersed as small bookings across the UK or block-booked in certain locations? Will Local Authorities be notified of families accommodated in serviced apartments in their area?

- The Serviced Apartments are dispersed as small bookings across the UK. Some locations may have block bookings but we are conscious of feedback to avoid these and will engage with the relevant LAs to assess viability before any bookings are confirmed. All LAs have been approached to notify them of the serviced apartments available in their regions and have been invited to comment on how families can be provided the appropriate support within these properties.

Has all serviced accommodation been procured, or will there be further movement on this?

- The procurement of Serviced Apartments is still ongoing. LAs will be notified regularly when more accommodation becomes available in their locality.

Will any cultural training/orientation be undertaken within transitional accommodation?

- The UK government is offering a holistic package of care while Afghans are under MOD duty of care. This includes interpretation and catering services, amongst other things. The Real-Life Support team are Level 1 Safeguarding trained and a Level 4 safeguarding assessment has been conducted at each site. A contractor will provide cultural awareness at the sites to

prepare individuals for their movement into settled SFA within the Local Authority areas. The Government will provide welfare support, including access for DWP staff. Where there are some services which the government is unable to provide, we will ask that the relevant Local Authority supports. Asks of LAs may include access to primary medical care for emerging/on-going conditions. Twice weekly clinics will be provided at the sites shortly to relieve some of the primary care burden.

What is the Government doing if LAs are not able to offer integration support?

- Where LAs are unable to provide support, they are able to contract a third-party to deliver the three year integration support. There is also a short-term contracted option if an LA is not ready to take on the support. The contractor will provide the initial orientation to the family.
- We would encourage Local Authorities to discuss the options available with their SMP and how they can be supported to take on the integration support at best pace.

Has the work started yet in terms of exit strategies from SFA? Between 400 and 700 households (many large) may cause increased homelessness, especially in trying to find accommodation.

- DLUHC has established a Find Your Own (FYO) accommodation pathway to empower Afghan families to source their own accommodation in the private rented sector. Guidance is available to local authorities on how to support Afghans into settled PRS accommodation. We will be in touch regarding implementation on MOD sites in due course.
- For arrivals to-date, homelessness contingency funding has been available to support LAs in the event Afghan households present homeless. We are working with HMT on future funding and will update as soon as possible.

How are conversations progressing about looking at the longer-term strategy for end of the 3-year SFA Leases?

- *We are holding a roundtable with Local Authorities and Strategic Migration Partnerships to discuss the end of 3 year leases. As this work progresses, findings will be brought back to RLAN. Afghan families are expected to be fully integrated in their local communities at the end of the agreed three years and, like other citizens, will be free to choose where they live according to their means. Discussions are taking place at higher levels to establish an action plan to assist Local Authorities where necessary as they will be responsible for supporting Afghan families where needed.*

Can Flexible Housing Funding be used for Mears PRS properties or Service Family Accommodation?

- The FHF is intended to help local authorities to source settled accommodation or support a household to secure settled accommodation at the earliest opportunity; it cannot be used where Mears or the Ministry of Defence is providing PRS or SFA accommodation. For the ARAP scheme, funding can only be claimed where the household does not have a suitable match to accommodation allocated by the Ministry of Defence, therefore council support is needed to support a move into alternative settled accommodation. If a household has refused an allocation from MOD and then makes a homelessness application to a council, the council can claim the FHF as part of the package to mitigate homelessness.

Interim hotels

Will the Home Office be able to fund an extension to interim hotel accommodation beyond 15th December for Afghans that have been pre-matched to LAHF properties?

- There are a small number of people remaining in interim accommodation. These are exceptional medical cases where moving families is presenting formidable challenges and where local authorities have already informed us that either settled accommodation has yet to be identified or families were not move in ready by the 31 December. The Home Office has agreed that these households can remain in hotels up to 31 March 2024. Home Office, SMPs and LAs are working closely to ensure move on plans are in place to ensure hotels those accommodated under the interim hotel provisions are moved on before the end of March.

Move on

How will 'find your own' be implemented on MoD sites?

- DLUHC has established a Find Your Own (FYO) accommodation pathway to empower Afghan families to source their own accommodation in the private rented sector. Guidance is available to local authorities on how to support Afghans into settled PRS accommodation. We will be in touch regarding implementation on MOD sites in due course.

Will there be any information provided to families around the move on process?

- Home Office Liaison Officers (HOLOs) are a regular point of contact for Afghans in transitional hotels, they play an important role in arranging the right level of support for families during their stay - including raising issues and reporting concerns with security and hotel staff. Families are given appropriate notice of a move and are supported by their HOLO.

Will there be a refusal to move policy in the event of them not moving within the required timescale?

- ARAP families will be provided with one allocation of settled accommodation while in transitional accommodation, as per the One Allocation policy. If they refuse this allocation, they will be responsible for finding alternative accommodation.
- For ACRS families the Home Office operates a one accommodation allocation matching process. Under this process, households may receive a maximum of one allocation of settled accommodation. An allocation of settled accommodation may be made either while the household are still abroad or while accommodated in Government funded transitional accommodation. We strongly encourage households to accept the allocation of accommodation that is made as no further alternative accommodation offers outside of the one allocation will be given.

If individuals have failed to move and need to leave the MOD site, what is the process in terms of homelessness?

- If the household is homeless, or at risk of homelessness, they will need to make a homelessness application, and the local authority will need to assess what duties are owed to the household under homelessness legislation.
- Households can make a homelessness application to any local authority. However, it is important for the household to know that making an application to a particular local authority does not mean that they will necessarily get housing in that area, the household should be made aware that the local authority may accept a duty towards them but find housing in a different (more affordable) area if it is not reasonable or practical to house them locally, particularly in high demand areas such as London.

Communities for Afghans

How is the Communities for Afghans project different to the usual Community Sponsorship scheme?

- Alongside a range of other accommodation options, DLUHC is exploring a sponsorship project to support a limited number of ACRS households, building on learning from the Home Office's Community Sponsorship scheme and Homes for Ukraine. We plan to test an approach that strengthens the role of the voluntary sector to provide welcome and ongoing support at a local level.
- We are continuing to work with partners including the LGA, SMPs, local authorities and voluntary and civil society organisations to develop the model and are engaging with local authorities where initial sponsorships may be focussed.

How will we know if there is a Communities for Afghans group in our area?

- DLUHC is engaging with local authorities and SMPs where the project is likely to be focussed and will continue to do so as new sponsor groups are formed. This will include sending a letter and guidance to local authorities detailing the scheme.
- As part of this process, sponsor group members will also approach their local authority.
- It will be essential for councils, Citizens UK and sponsor groups to work together to support Afghan families as part of the CfA project and we will be establishing a regular forum where issues may be discussed.

What funding will be available for local authorities and sponsor groups under the scheme?

- There will be 3 years of core ringfenced integration tariff funding available for arrivals under the Communities for Afghans scheme. DLUHC will provide funding for local authorities for each CfA Afghan arrival in their area to support Afghan households of £5,900 for Year 1, £6,000 in Year 2 and £4,020 in Year 3. It is up to the discretion of local authorities of how best to target according to local need and expertise, providing that the funding is used to support the Communities for Afghans cohort.
- In addition to the core integration tariff, a separate ESOL tariff and education tariff will be available for local authorities, in line with wider ACRS funding. Funding will also be available for healthcare via Integrated Care Boards.

- Sponsor groups will be eligible for a monthly sponsor support payments based on the number of individuals within the Afghan household (£200-£500 per month).
- Payments to local authorities for the core integration, ESOL and education tariffs, and the sponsor support payments will be made via the existing quarterly Homes for Ukraine DELTA process.

Will Communities for Afghans numbers be deducted from Local Authority cap figures (for 2025) or is this in addition?

- Alongside Local Authority Housing Fund (LAHF), a limited sponsorship route for 100 families, through the Communities for Afghans Project, is being tested to support Afghan households into accommodation, drawing on learning from the Community Sponsorship scheme and Homes for Ukraine. We are engaging local authorities directly where this will be focused. As they will be arriving this year, they will not form part of the cap.

Integration

What support is available for new arrivals (Including qualified professionals) when seeking employment?

- Those granted refugee status or humanitarian protection have immediate and unrestricted access to the labour market and benefits. Unemployed refugees can receive employment support from the Department for Work and Pensions.
- The Home Office funds local authorities so they can provide a complete package of support to help families rebuild their lives, become self-sufficient and fully integrate into their communities.
- The Refugee Employability Programme (REP) went live in September 2023 and plays a key part in the Government's commitment to strengthening support provided to refugees to integrate into society, become self-sufficient and thrive in the UK.
- The REP is designed to complement existing services. There are two REP service packages with up to three elements of support, with refugees able to access one or more, depending on what support they already have access to:
 - Employment support: The main component of the package is tailored employment support. All those accessing the REP will be enrolled onto a programme of employment activities tailored to their specific needs. This could include skills courses, support with CV writing and job applications, access to employment-specific language courses, and work experience opportunities.
 - English language training: For those who do not already receive it from Government, additional English language provision will be included. This will be over and above that which is available in mainstream provision. This could include providing access to formal or informal classes, providing access to online learning and resources, and providing access to conversational classes.
 - Integration support: For those who do not already receive it from Government, integration support will be provided. This could include providing support in accessing appropriate mainstream services (such as a GP or a jobcentre), signposting to local community groups, and signposting to appropriate mental health services.
- The programme is delivered through a case-working model. Each refugee will be allocated a Case Manager to assess their needs and work with them to develop a tailored plan to

improve their employability. The Case Manager will review their progress regularly to ensure they are getting the most from the service.

- The REP will be available for refugees in England and who have arrived or been granted permission to stay under the New Plan for Immigration.

What entitlements do arrivals have to healthcare?

- The NHS is a residency-based system. All those arriving under ARAP and ACRS will be granted indefinite leave to enter, so will be entitled to access free primary and secondary healthcare from the time of arrival.
- Arrangements are in place to ensure the provision of healthcare services to individuals relocated to the UK by the Ministry of Defence under the ARAP. These include assessments of health and care needs on arrival, and health screenings and vaccinations for those remaining in transitional accommodation for an extended period.
- Healthcare arrangements will continue to evolve in response to the needs of individuals being relocated under ARAP.

Housing

The increase in the LHA rate is welcomed. However, there has been no uplift on the subsidy rate that can be claimed which is 90% of LHA since 2011. Will the subsidy rate be uplifted?

- The Local Housing Allowance policy is kept under regular review, including the Temporary Accommodation subsidy rates. We recognise that rents are increasing but the challenging fiscal environment means that difficult decisions must be made to ensure support is targeted.

What are the tenancy arrangements for privately rented settled accommodation sourced by MOD in our area (e.g. how long does this last) and are Councils required to provide any move-on accommodation in the future?

- Mears, on behalf of the MoD, will sign the tenancy agreement held with private landlords for a period of 3-years. The property will then be sublet and a tenancy agreement will be signed between Mears and the ARAP families or individuals. The MoD will cover any difference between the LHA and the PRS rates by “topping up” the families’ rent.
- We ask that Local Authorities provide integration support to the families moving into Mears-sourced properties in their area. Local Authorities have access to the Integration Tariff, worth £20,520 per person over 3 years. This is available to councils where an individual or family has settled to allow them to provide ongoing integration support.

Would ministers consider a review of national and local planning and regulatory framework to enable local authorities to work with partners to bring empty commercial and residential properties back into use and reduce red tape and time constraints in mobilising this vital potential supply of housing?

- We have already introduced a number of measures to bring empty commercial properties back into effective use, including residential:

- The commercial business and service use class (E) allows a range of commercial premises commonly found on the high street to move between uses without the need for a planning application.
- The High Street Rental Auction will help bring empty buildings back into use as a high street use.
- A national permitted development right enables the change of use from commercial business and service uses to residential, subject to prior approval by the local planning authority in respect of specific planning matters.
- Permitted development rights, including for the change of use of existing buildings such as offices, has delivered over 103,000 homes in the past 8 years.

Can selective licensing be reviewed to help LAs to police the PRS, sustain tenancies, and improve housing conditions to prevent rogue landlords profiting during this current housing crisis?

- A local housing authority may designate a selective licensing scheme on any one or more of the following conditions: low housing demand; a significant and persistent problem caused by anti-social behaviour; poor housing conditions; high levels of migration; high level of deprivation; and high levels of crime.
- We will work with local councils to gather more information about their selective licensing schemes to ensure the schemes are continuing to deliver the intended outcomes.
- Our plans to deliver a Privately Rented Property Portal will provide access to information about privately rented properties and tackle one of the biggest and most time-consuming barriers faced by local councils when enforcing standards: that is, identifying poor quality and non-compliant properties and who owns them. This will free up more local authority resource to enforce against rogue and criminal landlords.
- We will continue to review the use of selective licensing throughout the development of the Property Portal until its completion to get a better understanding of how the two systems can work together. In the meantime, selective licensing remains an effective tool for local councils to tackle their local private rented sector issues.



Annual General Meeting

12th July 2024

Local Government Workforce & Councillor Development

Summary

This paper updates Members on significant issues relevant to local government as employers and on regional support for councillor development. Workforce related issues include pay and recruitment and retention challenges.

Recommendation

Members of EMC are invited to consider the key issues identified in this report.

1. Background/Introduction

- 1.1 East Midlands Councils (EMC) through its role as the region's Employers Organisation, has the responsibility of supporting employment relations for the sector. The Regional Employers' Board provides political leadership on employment issues and forms the Employer's side of the Regional Joint Council, which meets with joint trade unions to support employment relations on behalf of councils in the East Midlands.
- 1.2 This report provides information for members on the significant issues affecting councils as employers, including national pay negotiations, workforce capacity and recruitment and retention concerns, and regional support to councils.

2. Regional Employers' Board & Regional Joint Council Update

- 2.1 Since EMC's general meeting in February, the Regional Employers' Board (REB) and East Midlands Regional Joint Council (EMRJC) have met once, on 13th March 2024; the respective Chairs agreed to cancel meetings scheduled for June following the announcement of the General Election.
- 2.2 At the March meeting, the focus of the discussion was on skills shortage areas and recruitment and retention issues. The Board also received an update on the regional councillor development programme that has been delivered by EMC to complement development provided internally by councils.
- 2.3 The EMRJC meeting received a presentation on the recruitment advertising campaign for local government that was piloted in the North East region. At that time, the pilot was in the process of being evaluated, but initial results were positive, and the pilot is now being rolled out in the East Midlands (see paragraph 4.1 below).
- 2.4 The meeting also discussed the joint unions' national pay claim for 2024. The EMRJC further agreed to have a standing item on future agendas relating to councils in financial difficulties so that support can be provided on workforce implications, eg exploring redeployment opportunities across councils to reduce redundancies.

3. Pay Negotiations for 2024

- 3.1 Pay claims have been made by the unions and representatives of the different groups of council employees for national pay awards for 2024.
- 3.2 EMC hosted a regional pay briefing in March to enable Lead Members and senior officers to meet with the national negotiators to discuss these claims and to inform the National Employers' response.
- 3.3 The National Employers met twice to consider the feedback from the regional pay briefings and in May made full and final pay offers.
- 3.4 In summary, the offers made would be effective from 1st April 2024 and are summarised as:
 - For Local Government Services employees (the largest proportion of council employees and often referred to as "Green Book" employees): an increase of £1,290 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive; an increase of 2.5% for employees paid above the national pay spine but graded below deputy chief officer and 2.5% increase on allowances set out in the national conditions of service
 - For Craftworkers: the offer of £1,290 on all pay points and an increase of 2.5% on allowances set out in the Craftworker national conditions of service
 - For Chief Officers and Chief Executives: a 2.5% increase on annual salary
- 3.5 Copies of the claims and the subsequent offers for each of the bargaining groups can be accessed here: [Pay and Rewards \(emcouncils.gov.uk\)](https://emcouncils.gov.uk/Pay-and-Rewards)
- 3.6 The unions representing the main employee group for local government are, at the time of writing, holding consultative ballots of their members on these offers. Unison's ballot closed on 28th June with the result that 81% of those who voted rejected the full and final offer from the National Employers. GMB's ballot closes on 5th July and Unite's will close on 10th July.
- 3.7 EMC is ensuring that councils are updated with developments on the national negotiations as they arise. EMC's Director of HR & Cllr

Development is an Adviser to the National Employers' Side of the National Joint Committee.

4. Recruitment and Retention Issues

- 4.1 Addressing recruitment and retention challenges is one of the regional workplan priorities agreed by the Regional Employers' Board and the Regional Joint Council. The challenges faced within the East Midlands reflect the national picture for the sector, with over 90% of councils nationally reporting difficulties in being able to recruit staff.
- 4.2 EMC is supporting regional HR networks to enable them to collaborate and work together to address some of the issues being faced by sharing information, resources and best practice. An example is the recent network for Learning & Development/Organisation Development officers which received a presentation from North East Derbyshire on their initiative to build a talent pipeline.
- 4.3 Raising the profile of local government as an employer would make a significant contribution to addressing the recruitment challenges, as our sector does not currently benefit from the national advertising campaigns that exist for other sectors such as health and armed forces.
- 4.4 A recruitment campaign for local government has been piloted by the LGA in the North East region and the evaluation of the pilot saw an increase in awareness and applications. The pilot is now being rolled out to other regions and EMC has been working with the LGA to roll out the campaign, which is funded by DLUCH, for the East Midlands.
- 4.5 The campaign will provide advertising resources for a range of media to raise the awareness and the attraction of working for your local council.
- 4.6 EMC and the LGA are hosting a meeting in Leicester on 11th July 2024 for HR and Communications Lead officers to discuss the campaign and how it should be tailored to meet the needs of councils within this region. Over 50 participants have registered to attend.

5. Workforce Data and Pay Benchmarking

- 5.1 Recruitment and retention issues are also supported by having access to quality workforce data and pay benchmarking information. This enables

councils to ensure they are competitive with others, avoiding the costs involved when recruiting, and providing evidence from an equal pay perspective to support pay and grading initiatives to address labour market factors.

- 5.2 An online HR and pay benchmarking system, Infinistats, has been developed for local authorities in London and has been operating successfully for a number of years. It is being made available to other regions, and councils in the East Midlands, are now able to use Infinistats through EMC on a subscription basis.
- 5.3 Feedback from councils who have seen Infinistats and the quality of reporting and information it provides has been positive, with some councils already confirming they want to subscribe. This approach will enable HR and pay information to be shared across the region and with comparable councils elsewhere in a co-ordinated and efficient way.
- 5.4 In addition to benchmarking on information such as pay and absence levels, Infinistats has been designed to support workforce planning and would help councils identify workforce trends within their organisation and wider so that initiatives can be put in place to help ensure the council will have the capacity required in the future.

6. Future Leadership Development – the East Midlands Challenge

- 6.1 The East Midlands Challenge is the highlight of regional leadership development opportunities and this year's event took place in April.
- 6.2 The event offers the opportunity for officers from a council to work together and experience senior management challenges in a fast-paced environment, practising, developing and demonstrating key skills such as leadership, teamworking and communication. For added motivation, the teams compete with each other. It is always a popular event, with excellent feedback from participants and their authorities on the benefits they gained from the day.
- 6.3 In this year's event 14 teams participated and the winners of awards and recognition were:

Best Team: Harborough District Council

Highly Commended: Newark and Sherwood District Council, Rushcliffe Borough Council, Melton Borough Council, South Kesteven District Council

Behaviours Award: Melton Borough Council

Highly Commended: Derby City Council, Harborough District Council

Leadership Award: Rushcliffe Borough Council

Highly Commended: Blaby District Council, Harborough District Council

Communications Award: Harborough District Council

Highly Commended: Newark & Sherwood District Council, South Kesteven District Council

Shining Star: Charlotte Highcock – Melton Borough Council

Highly Commended: Leah Douthwaite (Gedling Borough Council), Charlotte Christie Smith (Blaby District Council), Millie Connell (Ashfield District Council), Tom Delaney (Rutland County Council)

Special Mentions:

Best Presentation: Rutland County Council

Media Interactions: Gedling Borough Council

7. Regional Support on Councillor Development

- 7.1 The regional councillor development programme for 2023/24 was delivered successfully. Information on the programme and feedback is provided as appendix 12(a) to this report.
- 7.2 The programme for 2024/25 has started, but most activity has been paused due to the general election. Events specifically timed for early in the municipal cycle have taken place, eg chairing skills and Civic Heads training.
- 7.3 A 1-year on event for councillors elected in 2023 is taking place after the EMC general meeting and is a popular and effective way of providing opportunities for newer councillors to meet more experienced counterparts and have briefings on the topics they have identified as being of importance to them.

- 7.4 The Councillor Development Charter provides a framework for effective member development and EMC was pleased to recently assess Charnwood Borough Council against the Charter and award its ongoing accreditation.
- 7.5 In addition to the framework and recognition, the Charter assessment process provides independent feedback which is useful for councils to have their strengths highlighted as well as opportunities to further improve development for councils. The re-accreditation process is an effective way for councils to see their progress.

8. Networks

- 8.1 EMC provides a range of networks, some of which are for both officers and councillors, eg councillor development and scrutiny.
- 8.2 The networks enable sharing of information, as well as identifying opportunities to work jointly and inform training and development that can be provided and arranged via EMC to take place regionally or more locally. The scrutiny network agreed a programme of support which was provided free of charge and delivered in the last quarter of 2024.
- 8.3 In recent months, EMC has relaunched a performance network for performance lead officers across the region. The relaunch is timely, given the renewed focus on performance in the sector and the establishment of Oflog. The relaunch meeting provided an opportunity to engage with the LGA's consultation on the draft Improvement and Assurance Framework for the sector.
- 8.4 The Equality, Diversity and Inclusion (EDI) network was relaunched in November 2023 and has led to small working groups forming to progress work on specific issues/projects by sharing information and knowledge and to maximise resources available.

9. Consultancy

- 9.1 Councils can access individual support from EMC on a not-for-profit basis on a range of workforce issues and in-house training/development.
- 9.2 Recent assignments have included:
- Chief Executive appraisal facilitation
 - Psychometric testing

- Restructure support
- Investigations for disciplinary cases, grievances and complaints
- Mediation
- Coaching
- Job evaluations
- Policy development

9.3 In addition to this work, EMC is continuing to support the delivery of a national programme of events for the Association of Democratic Services Officers (ADSO). The programme for 2023 was delivered successfully with an increased number of events, some of which were repeated due to demand. The 2024 programme is well under way, having commenced in January.

10 Recommendation

10.1 Members of EMC are invited to consider the issues highlighted above.

Councillor Kate Foale
Chair Regional Employers' Board

Update on Councillor Development Programme 2023-24

1. Background/Introduction

- 1.1 This document provides Members with information on the Regional Councillor Development Programme for 2023-2024.

2. Member Development Programme 2023-2024

- 2.1. The following table sets out a summary of the events offered as part of the regional councillor development programme. In-person events are shown in grey and the events shaded orange were all held virtually.

Event, Date and Format	Numbers Attended
Chairing Skills, Virtual 25.5.2023	12
Role of Civic Head – F2F – 7.6.2023	14
Planning Reform F2F – Joint Cllr Officer Event as part of CPD Programme for Planners - 22.6.2023	4
Chairing Skills, Virtual – 3.7.2023	14
Hitting the Ground Running- F2F – 14.7.2023	27
Cyber Security – Virtual – 26.9.2023	11
Equality, Diversity & Inclusion – Virtual, 20.9.2023	4
Cyber Security – Virtual – 26.9.2023	3
Speed Reading – Virtual – 12.10.2023	5
Levelling Up Event – F2F 8.12.2023	19
Finance Scrutiny Virtual Bitesize, CfGS, 13.11.2023	26
Scoping and Managing Virtual Reviews Bitesize, CfGS, 4.12.2023	34
Questioning Skills Virtual Bitesize, CfGS, 11.1.2024	28
Performance Scrutiny Virtual Bitesize CfGS, 28.2.2024	13
Total attendance	226

- 2.2. In addition, an event was provided in-house for Charnwood Borough Council on Chairing Skills. This was held as a virtual training session and 12 councillors attended.

3. Evaluation and Feedback

- 3.1. A snapshot of feedback from some of the events in the programme are set out below.

Chairing Skills

“Very useful throughout” – I liked the softer approach described to asking people to “wind up”

“I gained valuable insight and knowledge about keeping time limits on objectors and agents speaking to an application at planning meetings”.

“This course gave some clear strategies and practical tips”.

“A very useful review”

“The smaller group numbers provided an opportunity to role play the techniques rather than just hearing them described; valuable to practice before doing it in real life”.

“This gave me a variety of different ways to address common problems when chairing – it was perfect”.

Role of the Civic Head

“This filled in many of the gaps in my knowledge”.

“A very informative session with lots to think about and take home!”.

“Presenters had excellent knowledge and experience in the Democratic Services environment”.

“Maybe could do a longer session as there was a lot of conversation on some of the topics)

Cyber Security

“It would be good to do the session again if it was on offer to reinforce my learning and stop me getting complacent”.

Speed Reading

“Excellent workshop to help me with the large amount of material I have to digest on a regular basis”.

“Very useful hints and tips in line with the course objectives”.

“The skimming section was really useful....this will save me hours!”