

## **Communities and Place Committee**

**Thursday, 09 January 2020 at 10:30**

**County Hall, West Bridgford, Nottingham, NG2 7QP**

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### **AGENDA**

1	Minutes of the last meeting held on 5 December 2019	3 - 8
2	Apologies for Absence	
3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
4	Your Nottinghamshire Your Future - Departmental Strategy Six Month Review of Progress (April - September 2019)	9 - 26
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## **Notes**

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Noel McMenamin (Tel. 0115 977 2670) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting	Communities and Place Committee
Date	5th December 2019 (commencing at 10:30 am)

**Membership**

Persons absent are marked with an 'A'

**COUNCILLORS**

John Cottee (Chairman)  
Phil Rostance (Vice-Chairman)  
John Handley (Vice-Chairman)

Pauline Allan	Tom Hollis <b>A</b>
Jim Creamer	Vaughan Hopewell
Glynn Gilfoyle	Bruce Laughton
Kevin Greaves	John Ogle

**OTHER COUNCILLORS IN ATTENDANCE**

Maureen Dobson  
Errol Henry  
Roger Jackson  
John Knight  
John Longdon  
Gordon Wheeler

**OFFICERS IN ATTENDANCE**

Mike Barnett	-	VIA
Doug Coutts	-	VIA
Rob Fisher	-	Place Department
Sally Gill	-	Place Department
Cathy Harvey	-	Place Department
Derek Higton	-	Place Department
Sue Jaques	-	Place Department
Emily Mayle	-	Environment Agency
Steve Osborne-	-	Place Department
James		
Steve Pointer	-	Place Department
Kevin Sharman	-	Place Department
Mark Walker	-	Place Department

Gary Wood - Place Department

Noel McMenamin - Chief Executive's Department

**1. MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 7<sup>th</sup> November 2019 having been circulated to all Members, were taken as read and were signed by the Chairman.

**2. APOLOGIES FOR ABSENCE**

None received.

Councillor Jim Creamer replaced Councillor John Knight for this meeting only.

**3. DECLARATIONS OF INTERESTS**

None.

**4. COMMUNITIES AND PLACE PERFORMANCE AND FINANCE REPORT FOR QUARTER 2 – PLACE CORE DATA SET**

It was confirmed that a detailed report on the HM Coroner's budget would be considered at the January 2020 Finance and Major Contracts Committee.

**RESOLVED 2019/091**

That, subject to receiving more detailed financial information in future performance and finance reports, that no further actions be required in relation to the performance information on the Council's services for communities and place for the period 1 July to 30 September 2019.

**5. NOTTINGHAMSHIRE AND NOTTINGHAM LOCAL AGGREGATES ASSESSMENT – 2018 SALES DATA**

**RESOLVED 2019/092**

To approve the Nottinghamshire and Nottingham Local Aggregates Assessment – 2018 sales data.

**6. REGISTRATION SERVICE FEES FOR 2020-2021 THROUGH TO 2023-2024**

**RESOLVED 2019/093**

That:

- 1) the fee increases set out at Appendix A to the report be approved;

- 2) future registration fees reports provide fees for ceremonies over a four-year period;
- 3) the Family History Research Package be withdrawn; and
- 4) the Living Eulogy Service be withdrawn.

## **7. LOCAL IMPROVEMENT SCHEME**

### **RESOLVED 2019/094**

That:

- 1) The updates given regarding the impact and progress of the Local Improvement Scheme 2018-2019 be ratified; and
- 2) The timelines and revised application criteria for the 2020-2021 Local Improvement Scheme Capital Fund round as detailed in the Appendix to the report be approved.

## **8. FLOOD RISK MANAGEMENT UPDATE**

Emily Mayle from the Environment Agency attended the meeting and provided the Agency's perspective on the recent floods in Nottinghamshire and on actions and timescales to alleviate flooding in future.

### **RESOLVED 2019/095**

That:

- 1) the report be endorsed, and that a further report with Section 19 Reports be submitted to the Committee's March 2020 meeting; and
- 2) the proposed Flood Risk Management staffing structure as detailed in the report be approved, with final approval delegated to the Corporate Director (Place) in line with normal HR processes.

## **9. GEDLING ACCESS ROAD – PROGRESS REPORT**

### **RESOLVED 2019/096**

That:

- 1) the update on the current progress of the Gedling Access Road be endorsed, with main construction works commencing in January 2020 as previously reported to Committee;
- 2) the target cost of £27.189 million for the construction works for the Gedling Access Road be endorsed; and

- 3) the formal contractual instruction being issued to commence the main construction works, subject to D2N2 budget approvals on 19<sup>th</sup> December 2019 be approved.

**10. THE NOTTINGHAMSHIRE COUNTY COUNCIL A6005 BYE-PASS ROAD, CHILWELL AND NOTTINGHAM ROAD, ATTENBOROUGH (RESTRICTED ROAD) ORDER 2019 (5261)**

**RESOLVED 2019/097**

That the Nottinghamshire County Council A6005 Bye-Pass Road, Chilwell and Nottingham Road, Attenborough (Restricted Road) Order 2019 (5261) be made as advertised and that the objectors be informed accordingly.

**11. MAIN STREET CALVERTON – PROPOSED HUMPED ZEBRA CROSSING**

**RESOLVED 2019/098**

That the zebra crossing proposed for Main Street Calverton be implemented as per drawing no. EMD/HW21005/03, and that the objectors be informed accordingly.

**12. THE NOTTINGHAMSHIRE COUNTY COUNCIL (CASTLE GATE, NEWARK) (TAXI CLEARWAYS) TRAFFIC REGULATION ORDER 2019 (3293)**

**RESOLVED 2019/099**

That the Nottinghamshire County Council (Castle Gate, Newark) (Taxi Clearways) Traffic Regulation Order 2019 (3293) be made as advertised and the objectors be advised accordingly.

**13. HICKINGS LANE, STAPLEFORD – PROVISION OF ZEBRA CROSSING**

**RESOLVED 2019/100**

That the zebra crossing for Hickings Lane be implemented as advertised (Option 1) and that the objectors be informed accordingly.

**14. PROPOSED BUS STOP CLEARWAYS – MANTON ESTATE, WORKSOP (BA0037, BA0052, BA0039, BA0010, BA0006, BA0005, BA0004 AND BA0656)**

**RESOLVED 2019/101**

That the bus stop clearways proposed on the Manton Estate, Worksop (BA0037, BA0052, BA0039, BA0006, BA0005, BA0004 and BA0656) be implemented and that the objectors be informed accordingly.

## **15. OUTSIDE BODIES**

### **RESOLVED 2019/102**

That:

- 1) the list of outside bodies that are relevant to the Committee, and the proposed approaching for requesting updates in the future, be endorsed;
- 2) no updates from outside bodies are required at this time.

## **16. WORK PROGRAMME**

### **RESOLVED 2019/103**

That the Committee's work programme be agreed.

The meeting concluded at 12.27pm

**Chairman**





**9 January 2020****Agenda Item:4****REPORT OF THE CORPORATE DIRECTOR COMMUNITIES AND PLACE****YOUR NOTTINGHAMSHIRE YOUR FUTURE – DEPARTMENTAL STRATEGY  
SIX MONTH REVIEW OF PROGRESS (APRIL – SEPTEMBER 2019)****Purpose of the Report**

1. This report provides the Communities and Place Committee with an overview of performance against the Communities and Place Departmental Strategy at the end of quarter 2 of the year 2019-20.

**Information**

2. The Council Plan - Your Nottinghamshire, Your Future - sets out the strategic ambition for the future of Nottinghamshire and the Council. It is focused on the future of Nottinghamshire as a prosperous place where people want to live, work, visit and invest.
3. The Council Plan is the core component of the Council's Planning and Performance Framework. The Framework sets out that delivery of the Council Plan will be through four Departmental Strategies detailing the activity and key measures to achieve the Council's strategic ambition. The first four Departmental Strategies – for Adults, Children's, Place and Resources - were developed during 2017 and agreed by Policy Committee in January 2018.
4. The Planning and Performance Framework also sets out how the Council will plan and manage its performance. The approach and format for reporting this was agreed by the Improvement and Change Sub-Committee on 12 March 2018. As part of that approach Members agreed that progress against the four departmental strategies will be reported to committee every six months.

**Review of Progress from April 2019 – September 2019**

5. The Dashboard set out at Appendix A provides an overview of performance for the key activities and measures set out at part 3 & 5 of the Communities and Place Departmental Strategy. The Dashboard is focused on the 12 Council Plan commitments and covers the first six months of April – September 2019.
6. During this period the Council has continued to operate in a challenging financial landscape with ongoing change to local authority funding coupled with many Council services experiencing continued increases in demand.

7. Progress has been made against the Communities and Place Departmental Strategy, with the actions contributing across the range of Council Plan Commitments, highlights include:

**Commitment 2 – Children are kept safe from harm**

- Children at risk are appropriately identified supported and protected – The report highlights the work of the Council and Via East Midlands, who have implemented a suite of casualty reduction programmes to ensure injuries on our roads, involving children and young people, continue to fall. This can be evidenced by the 8 road traffic collision incidents that have occurred for the period of April 2019 to September 2019, which constitutes a reduction of 69% on the 2005-2009 average and is on target for the 40% reduction by 2020.

**Commitment 5 – Nottinghamshire is a great place to live, work, visit and relax**

- People enjoy a wide range of leisure and cultural activities – The report demonstrates the Councils ability to support people and communities to help themselves through encouraging more people to become active citizens, support each other and taking responsibility for their own neighbourhoods and communities. Of the Local Improvement Schemes that have had funding approved, 869,040 volunteering hours have contributed to the delivery of those services or activities for the period of quarter 2. This will contribute towards ensuring that those projects have the greatest chances of success and once complete will deliver on the Council Plans priority of making Nottinghamshire a great place to live, work, visit and relax.

8. Particular attention will be given to any commitment where delivery of an action has not yet been matched by a change in the measure of success linked to it. This will include:

**Commitment 6 – People are healthier**

- Healthy life expectancy increases – As set out in the appendix, there is still work to be done to achieve the target for the number and value of unsafe items and products removed from or prevented from entering the supply chain, however the work is intelligence led based on the threat risk and harm posed to our communities, with quarter 2 being a very quiet period for product safety complaints. Additionally, while quarter 1 figures did not meet quantitative targets, the products involved were locally manufactured high risk baby and children's products, which posed serious potential choking hazards.

**Commitment 7 – People live in vibrant and supportive communities**

- Communities will support each other through volunteering and involvement in local organisations – The growth in the number of Friends Against Scams and Nominated Neighbours has been slow for the period of April 2019 to September 2019. Work is ongoing to identify further areas that may benefit from the Nominated Neighbour scheme and help protect vulnerable residents from unwanted doorstep callers, and further opportunities being explored to actively promote the Friends Against Scams scheme.

9. The Committee is invited to consider the progress reported in the appendix and any further information that it might require.

## **Other Options Considered**

10. The matters set out in the report are intended to provide effective and proportionate performance management reporting to the Department and the Committee. This approach was agreed by the Improvement and Change Sub-Committee in March 2018 and no other options were considered

## **Reason/s for Recommendation/s**

11. The Council's Constitution requires each Committee to review performance in relation to the services provided on a regular basis. The recommendation contributes to this requirement.

## **Statutory and Policy Implications**

12. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

13. There are no financial implications arising directly from this report.

## **RECOMMENDATION/S**

1) The Communities and Place Committee consider the performance issues outlined in the report and whether any additional information or actions are required in relation to them.

**Adrian Smith**  
**Corporate Director for Place**

**For any enquiries about this report please contact:**

Matthew Garrard, Performance, Intelligence and Policy Team Manager

## **Constitutional Comments (SDS 23/12/2019)**

14. The Committee is the appropriate body to consider the content of the report.

## **Financial Comments (SES 20/12/2019)**

15. There are no specific financial implications arising from this report.

### **Background Papers and Published Documents**

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

- None

### **Electoral Division(s) and Member(s) Affected**

- All

# Your Nottinghamshire Your Future Council Plan

## Place Department

### Our commitments measuring our success

#### Priority 1 - A great place to bring up your family

##### Commitment 1 - Families prosper and achieve their potential

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
More families in work	Total Value of Local Authority Accelerated Construction (LAAC) Funding to deliver new housing on Council owned sites (A)	Annual Measure	-	-	-	-
More families will live in good quality housing	Number of people supported through the Building Better Opportunities Programme in 2019/20 (A)	Annual Measure	300	High	-	-
	Number of schools engaged by Nottinghamshire Enterprise coordinators in 2019/20 (A)	Annual Measure	32	-	-	-

##### Commitment 2 - Children are kept safe from home

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
Children at risk are appropriately identified supported and protected	Number of children and young people seriously injured/killed in road traffic accidents	8	43	Low	-	-

##### Commitment 3 - Children and Young People go to good schools

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
Children and young people are provided with sufficient early years provision and school places in their local communities	Number of young people not in education, employment and training (NEET) (A)	Annual Measure	5%	Low	5.7%	-
	Number of additional school places required by CYO created (A)	Annual Measure	100%	High	100%	-
	Capital projects completed on time (from Arc) (A)	Annual Measure	100%	High	100%	-
	% of Project Cost (Total) < Base Budget (from Arc) (A)	Annual Measure	100%	High	100%	-

#### Priority 2 - A great place to fulfil your ambition

##### Commitment 4 - Nottinghamshire has a thriving jobs market

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
People leave education with better qualifications and skills	Number of new jobs created from D2N2 Local Enterprise Partnership funded Town Centre Programme (A)	Annual Measure	655 by 2022	High	-	-
More people are in higher paid and skilled jobs						
More apprenticeships available for people of all ages						
More graduates choose to stay in Nottinghamshire for further work or study						

## Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
People live in communities supported by good housing and infrastructure	Number of volunteer hours per year contributing to the delivery of those services or activities receiving Local Improvement Scheme support (Q)	<b>869,040</b>	800,000	High	-	-
People enjoy a wide range of leisure and cultural activities	% of Member and Service Inquiries in respect to property responded to within 5 working days. (Q)	<b>Awaiting Measure</b>	90%	High	-	-
	% of buildings maintained as accessible (A)	Annual Measure	100%	High	-	-
People can travel safely and quickly across urban and rural Nottinghamshire	% of investment properties occupied (A)	Annual Measure	90%	High	-	-
	% of asset valuations completed on time. (A)	Annual Measure	90%	High	-	-
People look after and enjoy the local environment	Number of properties with enhanced levels of flood protection as a result of NCC schemes (Q)	<b>8,682</b>	426	High	426	-
	Percentage of street lighting faults under the control of the Highway Authority repaired within response time – 7 days (Q)	<b>96%</b>	85%	High	82%	-
	Readiness of Nottinghamshire County Council to respond to emergencies of all kind. (A)	Annual Measure	Strong Assurance	High	-	-
	% of deaths registered within five days (with Medical Certificate of Cause of Death present and no coronial involvement) (Q)	<b>81%</b>	78%	High	77%	-
	% of Household Waste reused, recycled and (Q) composted	<b>43.30%</b>	45.50%	High	-	-
	% of Household Waste diverted from Landfill (Q)	<b>94.50%</b>	94%	High	-	-
	Number of visits to libraries (Q)	<b>1,264,652</b>	2,500,000	High	2,500,000	-
	Customer satisfaction levels at libraries (A)	Annual Measure	96%	High	96%	-
	Increase in average journey time per mile during the morning peak on the urban centre networks in the county (A)	Annual Measure	1% increase	Low	-	-

## Commitment 6 - People are healthier

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
Healthy life expectancy increases	Retail value of illicit tobacco seized (Q)	<b>£35,450</b>	£600,000	High	£579,000	-
	Number and value of unsafe items/products removed from or prevented from entering the supply chain. (Q)	<b>923 (value £4,050)</b>	5,000	High	-	-

### Priority 3 - A great place to enjoy later life

#### Commitment 7 - People live in vibrant and supportive communities

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
Communities will support each other through volunteering and involvement in local organisations	Growth of Friends Against Scams Schemes (C)	70	500 new friends	High	351	-
	Number of Vulnerable Individuals with Nominated Neighbours (C)	27	50 additional Individuals	High	51	-
	% of victims of doorstep crime, scams or other frauds who feel safer in their own homes following tailored interventions. (O)	91%	100%	High	-	-
	Number of doorstep crime, scam, or fraud vulnerable victims assisted. (C)	127	450	High	432	-

### Priority 4 - A great place to start and grow a business

#### Commitment 10 - Nottinghamshire is a great place to invest and do business

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
An increased amount of inward investment in the county	Total of external funding leveraged by Place Department in support of Council Plan projects/programmes (A)	Annual Measure	-	High	-	-
High quality business accommodation is available for businesses to start and grow	Directly engage and support Nottinghamshire businesses in their growth ambitions and where appropriate, support their growth plans via a grant award. (A)	Annual Measure	-	High	60	-

#### Commitment 11 - Nottinghamshire is a well-connected County

Success means	Council Plan Key Measures of Success	Latest	Target	Good is	Previous	National
Improved roads and transport infrastructure with better connectivity across the county and region	Percentage of A Roads in good condition and not requiring maintenance (A)	Annual Measure	>96%	High	98.30%	-
	Percentage of B and C Roads in good condition and not requiring maintenance (A)	Annual Measure	>91%	High	96.10%	-
	Percentage of Unclassified Roads in good condition and not requiring maintenance (A)	Annual Measure	>81%	High	79.20%	-
Improved superfast broadband coverage	Overall satisfaction with the bus journey (A)	Annual Measure	93%	High	93%	-
Local people have the right skills to benefit from employment opportunities generated by HS2 and other major infrastructure	Number of premises able to access a super or ultrafast digital network (C)	1,221	2,573	High	-	-

# Your Nottinghamshire Your Future Council Plan

## Place Department

### Our commitments measuring our success

#### Priority 1 - A great place to bring up your family

##### Commitment 1 - Families prosper and achieve their potential

Success means	Council Plan Key Measures of Success	Progress
More families in work	We will begin the development of Top Wighay Farm near Hucknall, including new County Council offices as anchor tenant of the employment space alongside new housing and infrastructure.	This is a key development which is expected to deliver 843 houses (38 already built) as well as a local centre, primary school and up to 8.5 hectares of employment land. There are future proposals to add up to a further 700 dwellings within the safeguarded land once the initial allocated land has been fully developed. Work commenced in early 2019 to secure a planning application for the infrastructure as well as a contractor to complete the infrastructure prior to the Homes England deadline of the end of March 2021.
More families will live in good quality housing	We will bring forward developments at Lindhurst at Mansfield, and White Hills Park at Bramcote.	<p><b>Lindhurst:</b> The Council's Policy Committee (18th September 2019) supported the Lindhurst Group proposal to dispose of plots 8a and 8b to Linden Homes. When the sale is completed this will conclude Phase One of the project. The disposal process is now at the legal stage and is expected to be concluded by the end of November. On the latest information available a total of 105 dwellings have been legally completed. The new bus service, funded through S106 contributions, 'The Berry Hill Flyer' commenced in October 2019.</p> <p><b>Whitehills:</b> This project aims to provide a new school for the White Hills Park Federation Trust. This will be achieved by selling surplus land near the school for residential development. Arc has completed a number of design drawings and have shown key stakeholders a 'fly through' presentation of the proposed new school. At the same time, an independent development surveyor has prepared a detailed appraisal of the development potential for the land identified for residential development. A financial review of the project is currently taking place and member approval to proceed will be sought.</p>
	We will support and influence the impact on Nottinghamshire of the Building Better Opportunities Programme to help unemployed or economically inactive people become equipped to enter the labour market.	We have worked closely to support the BBO Stakeholder Manager postholder for Nottinghamshire to establish and further relationships with internal service areas and external statutory and 3rd sector organisations. This work has achieved an increased number of referral pathways for the provision, enabling more Nottinghamshire residents to access support to increase their skills and move towards being in work. We have influenced the delivery of more targeted provision in areas of the County, and supported the running of Recruiting Talent events across Nottinghamshire to engage local businesses in inclusive recruitment practices.
	We will inspire and prepare young people for work by employing two Enterprise Coordinators operating in schools across Nottinghamshire.	The Council currently funds (to August 2020) two Enterprise co-ordinators hosted by Futures. A Committee Report (Sept 18) approved £50,000 with the option to extend. There are plans underway to stretch the targets from the original 40 to 44 schools engaged. A meeting is scheduled at the end of November with Futures and the D2N2 LEP. Funding options are currently being explored to cover the period Aug 2020 – 2021. A paper is being prepared for the D2N2 People and skills Board to highlight the risks and options should the Careers and Enterprise Company receive additional funding to continue the posts.
	We will secure funding and progress planning applications for Local Authority Accelerated Construction (LAAC) projects for housing and commercial development.	The Council have secured the following LAAC funding - £5.8 million for Top Wighay, £1.6 million for Lowmoor Road and £1.6 million for Cauldwell Avenue. All three projects are situated in Ashfield and are moving forward to development.



## Commitment 2 - Children are kept safe from home

Success means	Council Plan Key Measures of Success	Progress
Children at risk are appropriately identified supported and protected	<p>We will implement the recommendations of the Council's Road Safety Outside Schools review.</p> <p>We will work alongside Nottinghamshire Children's and Families Services to establish a county-wide compact with employers to support, work experience, employment and apprenticeship opportunities for looked after children and care-leavers.</p> <p>We will work with Council owned companies such as Via East Midlands and Arc Partnership to develop employment opportunities for Nottinghamshire care leavers and those with disabilities.</p>	<p>A new camera car is now operational from October 2019.</p> <p>We have worked closely with the Project Manager for the Employment, Skills and Apprenticeship element of the care leavers offer to develop a work experience readiness programme which includes preparation training, careers guidance and supported work experience placements. The first provision will support 40 Looked after children to access work experience in early 2020</p> <p>Colleagues from Children's and Families Services and Adult Social Care have attended Place Leadership Team to provide more detail about the schemes operated and consideration is currently taking place in regards to how Council owned companies can support these activities.</p>

## Commitment 3 - Children and Young People go to good schools

Success means	Council Plan Key Measures of Success	Progress
Children and young people are provided with sufficient early years provision and school places in their local communities	<p>We will deliver a number of significant education capital projects, including:-</p> <ul style="list-style-type: none"> <li>• The replacement Hawthorne Primary School in Bestwood Village in September 2019</li> <li>• The new Hucknall Flying High Academy in September 2019</li> <li>• The replacement Orchard School, Newark (opening April 2020, alongside the replacement Newark Day Centre)</li> <li>• Beginning the building of a new primary school for West Bridgford (opening Autumn 2020)</li> <li>• Beginning the building of the replacement White Hills Park Academy in Broxtowe</li> </ul>	<p>Hawthorne Primary School and The Flying High Academy in Hucknall both opened in September 2019. Orchard school has commenced construction and is on programme for opening in Spring 2020. Rushcliffe Spencer Academy (previously know as Sharphill West Bridgford) commenced on site in October 2019, and although the school will not be fully open for September 2020, contingency accommodation arrangements are agreed with the school and have been incorporated in the build project. Whitehills redevelopment is awaiting consideration by Committee following feasibility work undertaken by Arc on behalf of the property strategy and assets group.</p>

## Priority 2 - A great place to fulfil your ambition

### Commitment 4 - Nottinghamshire has a thriving jobs market

Success means	Council Plan Key Measures of Success	Progress
<p>People leave education with better qualifications and skills</p> <p>More people are in higher paid and skilled jobs</p> <p>More apprenticeships available for people of all ages</p> <p>More graduates choose to stay in Nottinghamshire for further work or study</p>	<p>We will work with Futures to maximise funding opportunities develop and deliver programmes to raise skill levels, productivity and apprenticeship numbers across Nottinghamshire.</p>	<p>Our Group Manager for Growth &amp; Economic Development now sits on the futures Board, alongside 2 County Councillors. Futures is currently developing a bid for two ESF Open calls - Active Inclusion and Health and Social Care Workforce Development. This will be a partnership approach and involves colleagues from Adult Social Care and Health. Council's Personnel Committee (on 3rd October) agreed to transfer up to 25% of the Council's Apprenticeship Levy to Futures for a 12 month period initially. A kick off meeting around how this will work from an operational perspective has taken place. Derby City Council, Nottingham City Council, and Nottinghamshire County Council are seeking to jointly commission evidence-informed services that support children and young people in local authority care, and on the edge of care, to achieve better social outcomes. DN2 is looking for an investor-provider consortium to deliver this through a Social Impact Bond. To support the delivery of this project, DN2 has been successful in securing up to £3m of external funding from the 'Life Chances Fund'. The project aims to help up to 400 children and young people across the three local authorities over 4 years. The expected age range of the main cohort will be aged between 10 and 16. Futures is supporting the consortium to bring this opportunity to life.</p>
	<p>We will support the delivery of our Compact with Nottingham Trent University to support employment, skills and graduate retention in Nottinghamshire.</p>	<p>We have been working with the University of Nottingham to find out more about their current offer to encourage Nottinghamshire pupils to enter Higher Education, and to explore additional actions that can be done to further this work, particularly for some of our priority groups, such as looked after children.</p>

## Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax

Success means	Council Plan Key Measures of Success	Progress
People live in communities supported by good housing and infrastructure	We will support at risk communities to be more resilient to flooding risk, and we will begin major flood resilience works in Southwell.	The delivery of the Southwell scheme is progressing well with hard engineering measures, individual property flood resilience measures and natural flood management schemes delivered on the ground. Communities across the County are being supported with village resilience investment, training and education to help reduce the risk of flooding, protect our communities quality of life and reduce the economic impacts of flooding.
People enjoy a wide range of leisure and cultural activities		
People can travel safely and quickly across urban and rural Nottinghamshire	We will lead work across the Council to respond to emergencies that impact on our communities.	Emergency planning work, training and exercises organised by the emergency planning team informed and guided the Council response to the flooding that affected parts of Nottinghamshire in November 2019. Debriefing events will follow to capture learning from this experience, and this will be added to the lessons promulgated nationally from the Kerslake Inquiry into the Manchester Arena bombing and Phase 1 of the Grenfell Tower Fire Inquiry. Plans will be reviewed and revised, and further training and exercises will follow.
People look after and enjoy the local environment	We will continue to deliver effective registration and celebratory services to support Nottinghamshire families at landmark moments in their lives.	A full range of statutory and income-raising non-statutory birth, death and marriage services have been provided. Services from the Worksop Registration Office were successfully relocated to the Turbine and alternative ceremony venues following severe flooding of the Worksop Library site in November 2019. Also, officers from Nottinghamshire Registration Service have taken up the opportunity to represent the East Midlands on the National Panel for Registration.
	We will bring forward proposals for new recycling centres to serve Rushcliffe and central Nottinghamshire.	Problems have been encountered securing a suitable location in Rushcliffe therefore a further site search is taking place to explore more options.
	We will continue our investment in LED street lighting, renewable energy and energy efficiency measures across the corporate estate and schools to reduce energy use, and cut carbon dioxide emissions.	Installation of LED lighting and low energy technologies continues, including reviewing and updating design standards as part of the development of the Corporate Environment Strategy to incorporate whole life costings and low carbon technologies in new build and investment decisions.
	We will explore the potential for income generation and environmental improvement through the development of new incineration/energy through waste initiatives.	Work is currently being led by planning as part of wider redevelopment and investment proposals.
	We will continue to protect and enhance our library and community learning services across the county, including the development of more Community Partnership Libraries.	Refurbishment works are ongoing at Retford library, and Inspire continue to seek opportunities to increase the number of CPL's across the County. An LGA peer review of the Library service is due to commence in early 2020.
	We will explore opportunities for further enhancement of our public offer at Rufford and Sherwood Country Parks and Holme Pierrepont Country Park.	Discussions continue with Parkwood and Serco to develop the offer at Rufford Country Park, and Holme Pierrepont Country Park in line with the approved Visitor Economy Strategy.
	We will deliver the Local Improvement Scheme Capital Fund and Talented Athletes Fund to support the improvement of local community facilities and our talented young people.	Between July 2018 and June 2019, the Council awarded over £2.2m in funding to communities across Nottinghamshire. This breaks down as:  •£1.1 million to 126 Revenue projects (for every year of the three-year period); •£1.1 million to 76 Capital projects; and •£21,000 to 118 Talented Athletes.
	We will complete a whole system review of Nottinghamshire's public transport arrangements including:  • Developing proposals for Community Transport provision; • Reviewing our current Home to School transport arrangements; • Reviewing our current public transport network arrangements and developing new solutions to support public access to transport.	<b>Community Transport</b> , an officer is now in post and working with community groups to develop a strategy for future community provided services  <b>Home to school transport</b> , service requirements are reviewed regularly prior to any procurement exercise, new route planning software is being rolled out to improve this process.  <b>Public Transport review</b> , a number of pilot schemes have been developed and discussed with the Committee Chair, these will be introduced in December, April and September with analysis and review of the pilots reported back to Committee in early 2021

We will develop and begin to implement a Green Spaces Strategy for Nottinghamshire.	A review of income is underway (particularly through rents and grazing licences) A framework is being developed for procurement of major work streams including tree surveys and associated urgent works, water safety measures being implemented. Work is underway to develop a feasibility study for the Calverton line with a view to re-opening as a multi-user route to link from Bestwood through to routes in to Sherwood.
We will deliver the newly adopted Rights of Way Management Plan for Nottinghamshire to support enhanced public access to the network.	A report was presented to Communities and Place Committee on 7th November 2019 reporting on the progress of the Plan's six key aims. Highlights and successes include liaison with land managers on the reinstatement of paths across arable land; replacement of stiles with accessible kissing gates; working with volunteers on the development of the Trent Vale Trail; production of a walk leaflet aimed at primary care patients; resolving a number of public path anomalies and the processing of public rights of way orders.

We will continue to ensure that Nottinghamshire's economy is supported by a high quality natural and historic environment that highlights Nottinghamshire as an attractive place to live, visit and work.	Work is ongoing with partners to develop projects to enhance and improve access to the County's natural and historic environment. An example of this is Trent Gateway.
We will adopt a revised Minerals Plan for Nottinghamshire.	Consultation has just ended on the submission version of the plan. The plan will be submitted to the Planning Inspectorate with the examination expected to take place Spring 2020
We will deliver in partnership the £3m "Miner to Major" Heritage Lottery Fund scheme.	Year 1 is underway - A Scheme Office team is now in place and developing detailed programmes of delivery, including skills delivery with Inspire and other partners.
We will deliver in partnership the "King and Miller to Kingfisher" Heritage Lottery Fund project at Kings Mill Reservoir near Sutton In Ashfield.	Awaiting further updates from the lead partner (Ashfield District Council).
We will support the partners in the delivery of the Heritage Lottery Funded 'Mansfield Townscape Heritage Project'.	Progress has been limited to date but we are trying to progress this with the Lead Partner(MDC).
We will adopt a strengthened approach to environmental sustainability through a new corporate environmental strategy	Development of an Environment Strategy and Environmental Policy was approved at Policy Committee on 18 September 2019, and work continues with colleagues from across the Council to define the scope and context of these documents with a view to reporting progress back to Policy Committee in early 2020.

#### Commitment 6 - People are healthier

Success means	Council Plan Key Measures of Success	Progress
Healthy life expectancy increases	We will work with Public Health to tackle the supply of illicit tobacco products, helping to support the reduction of smoking prevalence	Trading Standards continue to take a proactive approach in tackling businesses and individuals who sell unsafe and harmful illicit tobacco products. Since April 2019 the team have: <ul style="list-style-type: none"> <li>•Seized over 2,000 packets of illicit cigarettes</li> <li>•Seized over 680 packets of illicit hand rolling tobacco</li> <li>•The above items have a retail value of over £35,000</li> <li>•In addition to the above £5,000 in cash has been seized from businesses operating illegally</li> <li>•9 criminal investigations have progressed against individuals involved in the supply of illicit tobacco</li> </ul>

### Priority 3 - A great place to enjoy later life

#### Commitment 7 - People live in vibrant and supportive communities

Success means	Council Plan Key Measures of Success	Progress
Communities will support each other through volunteering and involvement in local organisations	We will build a strong "Age Friendly Nottinghamshire" community by expanding our community organising and social action training for the Council's workforce and Nottinghamshire's communities.	We have now moved to the next stage of Community Friendly Nottinghamshire – allowing for differentiated approaches which reflects each communities identity and all ages. We have expanded on the community organising and social action training offer for employees and communities providing 12 courses across county with particular focus on mid-Notts. There has been a focus on upskilling workforce development and building community capacity whilst embedding loneliness as a consideration across all service delivery. 175 volunteers have been supported.
	We will lead work to tackle fraud against those unable to protect themselves.	We have been leading on a partnership group to tackle fraud against the vulnerable to ensure a collaborative approach. Officers have met with Bassetlaw District Council regarding the nominated neighbour scheme and they are going to contact residents who they believe would benefit from the scheme. Thirty five agencies were contacted as part of scam awareness fortnight and given information packs and an Officer is starting to contact the Royal Mail Depots across Nottinghamshire to arrange to attend their sorting offices to give advice on scams and on identifying potential victims.
	We will deliver our new Communities Strategy that sets out the Council's support for those members of communities who need our support the most	We have increased the range of opportunities from which local communities including parish councils can build local improvements as a result of County Council investment - 70 Parish Council's have been supported. There has been improved management of OPCC gran, this has resulted in restoring income to act as accountable body. We have delivered an MDS policy statement for the Council. We have a refreshed/co-ordinated approach to dealing with radicalisation/prevent. We have worked with partners to develop joint approaches to fly grazing, managing illegal encampments by providing support through welfare assessments, co-ordinating the Council's support to Towney Lane, including engagement with Children's services and Emergency Planning. Developing shared problem solving techniques with partners including police, local councils and voluntary sector.
	We will support the Adult Social Care Strategy by facilitating the delivery of housing with support/care for vulnerable adults.	Work continues with Adult Social Care colleagues to determine the Council's property related requirements for supported housing projects.
	We will achieve the DERS (Defence Employer Recognition Scheme) Gold Standard for the Council's support for the armed forces.	A Covenant Forum meets at least twice a year. Elected Member champion is supported. A number of events/activities supported to promote the social, economic and healthy wellbeing of veterans and their families are being supported. For the workforce - 6 breakfast clubs organised, Commemoration of Great War. Work in progress to celebrate VE and VJ day.

## Priority 4 - A great place to start and grow a business

### Commitment 10 - Nottinghamshire is a great place to invest and do business

Success means	Council Plan Key Measures of Success	Progress
An increased amount of inward investment in the county	We will bring forward proposals for an iconic development on the County Hall campus.	The Council has now commissioned the Arc Partnership to develop concept designs for the County Hall Campus.
High quality business accommodation is available for businesses to start and grow	We will establish a development company to bring forward the East Midlands HS2 Hub at Toton.	Proposals for a Development Corporation are being developed through Midlands Engine, following the allocation of £2m government funding. Three strategic sites are being considered including land at Toton; Ratcliffe Power Station; and East Midlands Airport. Shadow interim governance arrangements have been established and feasibility work is underway to develop the business case.
Increased economic productivity across the county	We will commission and deliver a masterplan for the HS2 Hub.	Part one of the master planning commission is now complete. Key output is a set of key "asks" we will submit to HS2 Ltd and DfT. The second stage of this work has now started, which seeks to provide a comprehensive masterplan for Toton and Chetwynd, moving beyond the immediate station area and involving extensive stakeholder engagement. Final report will be capable of possible adoption as a material planning document.
More visitors spending more money in our county	We will complete a connectivity study for the HS2 Hub.	A local connectivity study has been completed in parallel to the master planning work. This technical work underpins the key asks presented to HS2. A series of proposals based on this study for tranche 2 of the DfT Toton grant were endorsed at September 2019 Toton Delivery Board and will now be submitted to DfT for consideration.
Increased economic vibrancy and improved appearance of market towns	We will submit and progress a Housing Infrastructure Fund (HIF) bid to develop a network of garden villages around the HS2 line in Nottinghamshire.	The detailed bid was submitted to MHCLG. A decision on the bid is awaited. This is unlikely to be before the General Election in December. A joint Housing Infrastructure Bid was submitted in March 2019. It is currently undergoing an assessment process led by Homes England. A final decision was expected in Autumn 2019 but this may now be postponed to after the election.
	We will develop and begin to implement an inward investment strategy for Nottinghamshire.	Work is underway to prepare a light-touch approach to the council's inward investment proposition in support of the Growth Hub and DTI. It is expected that this will be focussed around the council's own assets. A briefing outlining options will be brought forward during the next quarter.
	We will support town centre D2N2 funded regeneration schemes in Arnold, Mansfield, and Beeston and bring forward additional projects to enhance the programme.	Engagement with the district councils has begun at a senior officer level. Plans afoot to determine the 'asks' of the districts and how the council can both influence and support. Paper being prepared for CLT consideration around appropriately resourcing the schemes.
	We will bring forward a framework a framework for further investment in town centre regeneration schemes.	As above, engagement with the district councils has begun at a senior officer level. Plans afoot to determine the 'asks' of the districts and how the council can both influence and support. Paper being prepared for CLT consideration around appropriately respecting the schemes.

We will begin delivery of our Visitor Economy Strategy, with particular emphasis on preparations for the 2020 Mayflower 400th anniversary.	Policy Committee (November) approved allocating £316,500 as Nottinghamshire County Council's contribution towards the Mayflower 2020 Commemoration proposals. Rosie Cunningham, one of NCC's graduates, has been assigned bringing to life how we can make more of the local food and drinks sector. Engagement has begun with a range of partners including the Chamber and
We will develop and deliver heritage led regeneration projects and training programmes to further support visitor economy growth.	Lottery funded projects being supported for: Beeston Canalside, Bramcote Church Tower, Holme Pierrepont Hall, Worksop Priory Gatehouse, Gedling Old Station, Clipstone Headstocks (Feasibility and options appraisal). Ongoing training delivery to small heritage tourism providers. Growth and Economic Development are exploring with colleagues, the recently announced rural tourism grant opportunity from the Department for Environment Food & Rural Affairs RDPE Growth programme
We will work to ensure that businesses have simplified access to business support through developing our Growth Hub and Digital Business Growth Programme.	The Growth Hub and Digital Business Growth Programme are now combined. We are in the process of appointing 2 dedicated Nottinghamshire Business advisors to ensure simplified access to business support
We will develop a 'one stop' streamlined regulatory support & advice offer for businesses.	A memorandum of understanding has been set up between Rushcliffe BC Environmental Health and Nottinghamshire's Trading Standards Service in order to facilitate a single point of contact for businesses who are seeking regulatory advice under both Trading Standards and Environmental Health legislation. The offer of the single point of contact is now live and we have one trade association signed up to it and other businesses showing a great deal of interest in the offer of this service.
We will continue to help legitimate businesses to trade by enforcing the law to ensure a level trading playing field exists in Nottinghamshire.	<p>Following an investigation, a woman from Mansfield pleaded guilty to advertising and selling jewellery which she claimed were diamond and platinum when this was not the case, she was fined £3000 and ordered to pay £26,526. James Eaton was jailed in May 2019 for 5 years after admitting the fraud of seven elderly consumers, as well as drug offences. James Eaton claimed to be a registered installer for drive resurfacing materials, which was not the case. In one case James Eaton charged a consumer £900 for work to their drive and promised to fill in the cracks and provide a better surface, however the cracks returned the next morning and footprints were left on the drive.</p> <p>Investigations continue in relation to traders who are deceiving the public by providing low quality, misleading and fraudulent products and services to Nottinghamshire residents. There are multiple cases concerning doorstep criminals who appear to have targeted elderly and vulnerable residents offering roofing, energy efficiency products, driveways and other related services in one case the level of detriment is over one hundred thousand. The service is also investigating a second hand motor dealer that has generated a significant number of complaints about the sale of unroadworthy and faulty vehicles.</p>



Commitment 11 - Nottinghamshire is a well-connected County		
Success means	Council Plan Key Measures of Success	Progress
Improved roads and transport infrastructure with better connectivity across the county and region	We will deliver large scale traffic management and highways maintenance programmes across the County, including Year 2 of the Council's £20m highways investment programme	The Highway maintenance programme is on track for delivery in 19/20.
Improved superfast broadband coverage	We will continue to managing our highway network effectively by developing a new permit scheme for roadworks and continuing to lead Nottinghamshire's Parking Partnership.	The Streetworks Permit Scheme is on track to be implemented by April 2020. A consultation process has been completed and responses incorporated into a revised model which is due to be presented to Members to seek approval in the next few weeks. Progress has been made within the Parking Partnership which include; a third camera car is now operational, a tender is underway for the enforcement agents and a tender is being prepared for the enforcement services. Work is also on track to be able to issue virtual permits before April 2020.
Local people have the right skills to benefit from employment opportunities generated by HS2 and other major infrastructure developments	We will begin delivery of the Gedling Access Road (GAR) scheme for completion in 2021.	GAR is on track and progress is regularly reported to the Communities and Place Committee.
	We will develop business cases for improving the A38, A611 and A6097 major roads for submission for Government or LEP funding when it becomes available.	Work on an option appraisal for the A38 has been commissioned. Work on exhibition materials for a public consultation on the various options along the A611 is ongoing. Option assessment and costs for safeguarding a corridor for improvement along the A617 MARR is with VIA-EM.
	We will develop detailed schemes for the improvement of the A614 and A6097 major roads.	A Strategic Outline Business Case is with the DfT. No feedback has been received to date. Public consultation undertaken to date has raised a number of issues particularly in relation to improvements at Lowdham. Option assessment is now underway to review alternatives that still provide package benefits without the local impact on the trees / floodbank providing a gateway to the village.
	We will continue to lobby for the A46 around Newark to be developed as dual carriageway funded by the Department for Transport (DfT).	NCC has been working with MPs, EMC and MC to push the case for this improvement. At the Conservative party conference the scheme was highlighted as one to be included in the imminent RIS 2 statement but unfortunately this has not been announced before the general election was called.
	We will rollout fibre broadband services to the remaining 2% of properties in Nottinghamshire without superfast speeds.	Another milestone added to the tally as the Better Broadband for Nottinghamshire programme marked five years of superfast delivery across the county. We remain the leader of the D2N2 LEP pack for full fibre coverage. 9.2% of premises have access to full fibre (98.1% of premises have access to superfast speeds over 30 megabits per second)
	We will collaborate with the University of Nottingham to secure funding for 5G testbed activity in Nottinghamshire.	Following 16 October Policy Committee approval, an ambitious 5G Testbeds and Trial Programmes submission was sent to DCMS.
	We will collaborate with the University of Nottingham around connected and autonomous vehicle development projects in East Midlands Airport.	Proposed transport improvements to complement the recent 5G bid to enable the development of an improved visitor experience using the latest technology continue to be explored.
Commitment 12 - Nottinghamshire has a skilled workforce for a global economy		
Success means	Council Plan Key Measures of Success	Progress
People have a higher level of skills	We will collaborate with both Nottingham universities on priority areas of activity around economic development, research, and culture and heritage.	The University delivered a workshop on 14th November with NCC colleagues to begin the process of more coordinated working on this important agenda.
There is a flexible and varied workforce that is able to meet the needs of local businesses in the future	We will develop and deliver an innovative health and wellbeing project with Public Health to support businesses and employers to provide access to employment for job-seekers and inactive people across our areas of highest need.	Place rep assigned to the NCC Corporate Employment and Health Work Programme. The inclusive growth theme is of particular relevance. Work is underway to determine strategic alignment with ongoing work with Futures, DWP, D2N2 LEP and their People and Skills Board.



**9 January 2020****Agenda Item:5****REPORT OF THE CORPORATE DIRECTOR, PLACE****PROVISIONAL HIGHWAYS CAPITAL & REVENUE PROGRAMMES 2020/21****Purpose of the Report**

1. The purpose of this report is to seek Committee approval for the provisional Highways capital and revenue programmes to be delivered during 2020/21. The proposed programmes detailed in this report and its appendices set out how the Council proposes to use the £54m it is investing in Nottinghamshire's highways during 2020/21. This figure includes successful external funding bids as well as a proportion of the Authority's additional £21.4m investment in highways improvements during the period 2018/19 to 2021/22 to help deliver local highway priorities.
2. The programmes will be reviewed and updated following the Council's 2020/21 budget decisions. Similarly, the programmes would need to be reviewed and updated if indicative Department for Transport (DfT) allocations are revised or not made. Approval of the provisional programmes at this time, however, provides an opportunity for comments on the programmes to be given by County Council members, local communities, residents, interested groups and road users which will be considered and reported to Committee as necessary when approval of the final 2020/21 highway programmes is sought. Approval at this time also enables development of the programmes to start (e.g. advance design and consultation; as well as publicity and media activity) which in turn enables delivery of the programmes to start in April 2020.

**Information**

3. The Nottinghamshire Local Transport Plan and its accompanying Implementation Plan sets out the County Council's long-term transport strategy and how it will be implemented. The proposed programmes, investing in Nottinghamshire's highways to improve our transport networks, form part of the County Council's strategy to help deliver its objectives related to supporting:
  - The economy – by improving access to jobs, training, local centres, and visitor attractions; by reducing the impacts of journey time delay; and to help deliver growth in the county
  - Health and wellbeing – by making our networks safer for all road users; encouraging and enabling more active lifestyles; and by reducing harmful emissions from transport
  - Thriving place and communities – by better connecting communities to each other, as well as to work, training, leisure activities and essential services.

4. The capital and revenue allocations for all highway improvements (including the integrated transport and highway capital maintenance block allocations) will be determined at the 27 February 2020 County Council meeting but the provisional programmes detailed in this report and its appendices have been developed based on the provisional 2020/21 allocations approved in February 2019. The proposed 2020/21 highways programmes, comprising of £53.62m capital and £0.69m revenue funding, include:
- £20.43m allocated to capital maintenance schemes to improve local roads and other highway assets – which includes £3.018m of additional County Council funding. Having listened to local communities across the county, in order to help address communities' highest priorities the additional funding available for highway maintenance will primarily be used to deliver improvements to residential unclassified roads
  - £5.57m allocated to integrated transport schemes (e.g. pedestrian crossings, capacity improvements, speed management schemes) – which includes £0.75m of additional County Council funding for schemes that address journey time delay for motorists, and £0.35m of additional County Council funding for road safety schemes; as well as allocations to fund enhanced rail services and major transport scheme business cases
  - £27.62m of funding secured to deliver Gedling Access Road, Southwell Flood Risk Alleviation scheme, and street lighting upgrades.
5. All County Council members were invited to give their priority integrated transport and maintenance scheme suggestions during August 2019-October 2019 and this resulted in over 350 suggestions. Given the large number of suggestions, feasibility work is still ongoing on the majority of them and therefore the outcome of the members' scheme suggestions will not be available until April 2020 when the final highways programmes are scheduled to be considered for approval by this Committee.

## 2020/21 capital and revenue funding allocations

6. The 2020/21 capital and revenue allocations for all highways improvements will be determined at the 27 February 2020 County Council meeting but the provisional allocations based on the DfT allocation and additional funding for such schemes, as set out in the current Medium-Term Financial Strategy, are detailed below.

<b>Capital maintenance funding</b> <i>*Indicative allocations still subject to confirmation</i>	<b>£m</b>
Highway capital maintenance (DfT allocation)	£12.006
Additional County Council capital allocation for road maintenance	£3.018
Highway capital maintenance (DfT Incentive Fund allocation)*	£2.501
Highway maintenance (DfT Pothole Fund allocation)*	£1.000
Flood alleviation and drainage (County capital allocation)	£0.900
Street lighting renewal (County capital allocation)	£1.000
<b>Total funding available for capital maintenance improvements</b>	<b>£20.425</b>

<b>Integrated transport funding</b>	<b>£m</b>
Integrated transport block allocation	£4.416
Additional County Council capital allocation to address congestion	£0.750
Additional County Council capital allocation for road safety	£0.350
County Council allocation for enhanced rail services	£0.055
<b>Total funding available for integrated transport improvements</b>	<b>£5.571</b>

<b>Externally funded schemes</b>	<b>£m</b>
Gedling Access Road	£25.421
Southwell Flood Risk Alleviation scheme (figure includes £500k contribution from the County Council)	£ 1.000
Salix street light fund	£ 1.100
<b>Total external funding available for specific improvement schemes</b>	<b>£27.521</b>

<b>Revenue funding</b>	<b>£m</b>
Traffic management revenue	£0.525
Public health reserves (travel planning)	£0.165
<b>Total external funding available for specific schemes</b>	<b>£0.690</b>

## Capital programmes

### Additional funding for maintenance and integrated transport improvements

7. Having listened to local communities across the county, the County Council has allocated £21.4m of additional funding during the period 2018/19 to 2021/22 to help deliver local highway priorities, specifically:
  - £17m to help address the backlog of structural maintenance on residential unclassified roads
  - £3m to help address local journey time delay for motorists
  - £1.4m to help address reported road traffic collisions that result in injuries to road users.
8. In 2020/21 an additional £3.018m funding allocation has been made available for highway maintenance and will primarily be used to deliver improvements to residential unclassified roads (including on those roads prioritised by the local members) reducing the impacts that deteriorated highway conditions have on local communities. The funding will be concentrated on the roads we know are going to deteriorate in the next few years, making the 'right repair at the right time' with the use of a range of repair techniques (including both preventative maintenance and patching techniques). £1m per annum of the capital maintenance allocation has been allocated to 'Alternative Road Repair Techniques' including mechanised patching as described in the report approved by Communities & Place Committee on 7 February 2019. The additional funding available to help tackle local journey time delay will be used to support the A614/A6097 improvements and 'pinch point' programme (see 'Potential future funding opportunities' section below) should these bids be successful.

### Capital maintenance block

9. As detailed in the table in paragraph 6 above, the capital maintenance block funding is made up of several different funding allocations and the DfT maintenance funding is allocated based on three elements:
  - 'Needs based' formula elements – the basic DfT allocation and the Pothole Action Fund (currently an indicative allocation) – which are calculated based on an authority's highway assets

- An incentive element – the Maintenance Incentive Fund (currently an indicative allocation) – which is based on an assessment of the authority’s use of asset management best practice
  - Bidding elements – the Local Highways Maintenance Challenge Fund – which are announced periodically and have historically been available to enable local highway authorities to bid for major maintenance projects that are otherwise difficult to fund through the normal ‘needs based formula’ funding they receive (further information on the maintenance challenge fund bids are included in the ‘Potential future funding opportunities’ section below).
10. The detailed provisional capital maintenance programme is set out in appendix 1 of this report. The highway capital maintenance block accounts for 79% of the discretionary capital transport funding (excluding major schemes) in 2020/21 and is used to carry out planned structural maintenance across a range of highways assets throughout the seven Nottinghamshire districts. Prioritisation of the maintenance works programme involves analysis of technical condition survey data supplemented with local knowledge/judgement.
11. In addition to the formal process of identifying schemes through a planned asset management approach to highway maintenance, each County Council member was asked to identify the locations within their division that they consider should be a priority for maintenance works. This year members have identified over 200 potential locations through the scheme suggestions submitted in August 2019-October 2019, which are currently being investigated and where possible will be incorporated into the programme to be considered by this Committee in April 2020.

### **Integrated transport block**

12. Funding for local transport improvements, such as improving accessibility, addressing congestion or road safety, and promoting sustainable travel, is called the integrated transport block; and it is allocated by DfT based on a number of formulae.
13. The detailed provisional integrated transport programme is set out in appendix 2 of this report. A balanced range of integrated transport measures has been developed that contribute to delivering corporate priorities; national transport priorities; and the local transport goals and objectives. The proposed packages of measures (and the individual schemes detailed in the appendix) reflect corporate commitments; a balance of member, public and stakeholder requests and priorities; evidence of need and value for money; delivery of the County Council’s vision and transport objectives; and the ability to draw in external funding. Each County Council member was asked to identify the locations within their division that they consider should be a priority for integrated transport schemes. This year members have identified over 160 potential locations through the scheme suggestions submitted in August 2019-October 2019 which are currently being investigated.
14. The County Council has been successful in securing significant amounts of external funding for a number of highway schemes, including the Gedling Access Road (detailed below). To help secure external funding and to be ready to bid for funding (as and when opportunities arise) the County Council will need to develop a range of schemes to a point where the Council can demonstrate they offer value for money and can be delivered within the funding timescales. The provisional integrated transport programme therefore includes an allocation within the ‘Traffic monitoring and advanced development/design of future schemes’ sub-block



towards the development of future schemes (e.g. feasibility, business case assessments, and advance design).

## Externally funded capital schemes

### Gedling Access Road

15. Gedling Access Road (GAR) is a proposed new access road bypassing Gedling village and is being provided as supporting infrastructure for the mixed-use residential and employment development on the former Gedling colliery/Chase Farm site. The necessary funding arrangements, planning approvals and statutory processes are now in place and the construction of the new £40.9m road is planned to start in January 2020. It is currently anticipated that GAR will be complete and open to traffic by Summer 2021. The current funding allocations for this scheme (based on the latest delivery programme) are shown in the table below.

	Funding contribution (£m)								TOTAL
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	
County Council	0.017	0.207	0.604	0.540	0.488	2.000	1.544		<b>5.400</b>
D2N2 LEP LGF			0.500		1.800	8.500			<b>10.800</b>
Developer contributions/ Gedling BC					1.750	8.500	6.529	0.750	<b>17.529</b>
Homes & Communities Agency	0.003	0.140	0.110	0.197	2.720	1.500	1.500	1.000	<b>7.170</b>
<b>TOTAL</b>	<b>0.020</b>	<b>0.347</b>	<b>1.214</b>	<b>0.737</b>	<b>6.758</b>	<b>20.500</b>	<b>9.573</b>	<b>1.750</b>	<b>40.899</b>

### Flood risk management

16. The Southwell Flood Mitigation and Natural Flood Management schemes commenced delivery in 2018/19, having received National Project Assurance Board sign off, jointly securing £5.3m of investment from DEFRA. The schemes have several other funding partners including the Environment Agency, Newark and Sherwood District Council, Southwell Town Council and community partners. The proposed mitigation measures are scheduled to be completed by Spring 2021 and will benefit approximately 240 properties and 60 businesses. The delivery of the £1m individual property level resilience work is scheduled to complete in December 2019.

17. A project to protect 86 properties from flooding along the Titchfield Park Brook catchment has been allocated £0.912m of Flood Defence Granting Aid and Local Levy funding for delivery in 2019 and 2020 with support from County Council capital. The business case was approved in August 2019 and project completion is expected in May 2020.

18. To maximise the £0.6m capital allocation for flood risk management several successful external funding opportunities have been realised and are now being delivered. These include £1.88m from Local Levy, £5.1m Flood Defence Grant In Aid (FDGID), plus district council and community contributions.

19. In addition to the Southwell mitigation scheme detailed above, flood risk management schemes led by the County Council currently in delivery include schemes in Southwell, Daybrook, Calverton, Normanton on Soar, Sutton on Trent, Egmonton, Newthorpe and Hucknall. Schemes supported by the County Council but being progressed by the Environment Agency include schemes in Gunthorpe, Lowdham and Carlton on Trent.

20. Nottinghamshire's Local Levy revenue contributions for 2020/21 will be in the region of £0.293m to support the work of the Regional Flood and Coastal Committee (RFCC) to facilitate investment into mitigating surface water flooding. This annual fund allows the County Council to bid for funding contributions, especially for smaller schemes, that are subject to a lesser cost benefit requirement of 1:1 rather than the more substantial 8:1 requirement for significant schemes. This allows greater flexibility to finance schemes which protect smaller communities that would not otherwise be eligible. RFCC elected members, including the County Council, will vote in 2020 on any proposed increases to the levy; which has been set at 2% for the last 4 years.

#### Street lighting energy saving programme

21. Salix offer interest free loans to local authorities for energy saving projects and this has been utilised to deliver a programme of LED lantern upgrades on the network, resulting in the assets being more efficient to run and maintain. An additional £2.2m Salix loan has been secured (£1.1m allocated in 2020/21) for further LED lighting upgrade works to upgrade remaining low/high pressure sodium in the Ashfield and Broxtowe areas. This funding will result in 12,000 lanterns being changed between April 2019-2021.

## **Revenue Programmes**

### **Traffic management revenue programme**

22. The County Council has historically prioritised a small amount of revenue funding for the delivery of small-scale transport improvements such as lining schemes (e.g. junction protection), signing improvements (e.g. warning signs), and other minor improvements such as dropped kerbs, hand rails or bollards. It was acknowledged by Members that there was a need to react to emerging traffic management problems 'in-year', and as such, the funding available for the traffic management revenue programme has been increased by £0.210m in 2020/21 to accommodate these requests. Consequently, in 2020/21 the Council has allocated £0.525m for such schemes which is distributed equally between the seven districts in the county. A significant number of these small-scale schemes are requested each year, which are prioritised for consideration within each district. Appendix 3 details the schemes provisionally prioritised for delivery using this funding during 2020/21 (an element of the funding has been retained for in-year requests, such as for disabled parking bays).

### **Road safety education, training and awareness**

23. The benefits of a broad, multi-disciplinary approach to casualty reduction have been long recognised by the Council. In addition to the highway infrastructure local safety schemes (detailed in Appendix 2) the County Council therefore, working in partnership with stakeholders such as the DfT, emergency services, and neighbouring authorities, also develops and delivers an annual programme of road safety education, training and promotional activities. The education, training and awareness raising programme is based on the concept of lifelong learning to ensure that it encompasses the issues faced by people of all ages at the appropriate time. This programme includes a range of evidence led road safety education and awareness raising activities to support national campaigns and to address identified local road safety and travel awareness issues; and the proposed draft programme is attached as Appendix 4.



## **Public Health General Reserves programme**

24. The 10 December 2018 meeting of the Adult Social Care and Public Health Committee approved a number of proposals to be funded from the Public Health General Reserves programme. These proposals included a successful bid to fund personal travel planning with residents and workplaces in Ashfield and Bassetlaw districts.
25. The personal travel planning will provide tailored travel advice to targeted residents and workplaces in Ashfield and Bassetlaw districts to encourage people to walk and/or cycle (as well as using public transport or car-sharing) on their commute to work or to services such as shops. The travel planning will also be used to promote active leisure activities such as using the countryside access network in the county which provides opportunities for walkers, cyclists and horse riders. The County Council's free publication, 'Routes and Rides', which details self-guided walks and rides, will be promoted and distributed as part of the travel planning undertaken. The project will be similar to that currently being delivered in Mansfield and Newark funded by the DfT but will target areas that have a greater prevalence of inactivity and obesity/overweight. The travel planning will be delivered during Spring/Summer 2020.

## **Further scheme/programme development, design and consultation**

26. Each of the schemes detailed in this report and the attached appendices is still subject to the necessary consultation, statutory undertakings and other issues arising from feasibility studies, detailed scheme investigation, and design. This will involve consultation and/or pro-active information provision on the majority of schemes. For most individual schemes detailed within appendices 1, 2 and 3 statutory or non-statutory consultation will be undertaken with affected households and businesses only (i.e. households or businesses along the route of a proposed scheme).
27. Formal consultation will be undertaken on all schemes that require statutory consultation. These include any schemes that require a formal Traffic Regulation Order and include the introduction of (or changes to) parking restrictions, environmental weight limits, changes to mandatory speed limits, and changes that ban traffic movements (e.g. the introduction of a one-way system). Whilst not legally required the County Council also undertakes formal consultation on bus clearways.
28. Non-statutory consultation, or information provision (i.e. informing people that works will take place) will also be undertaken with households and businesses immediately adjacent to schemes that fall wholly within the highway boundary such as maintenance schemes, new crossing facilities, or new footways and cycleways.
29. Several proposed schemes in the programmes included in this report and its appendices will require more pro-active communications with local residents, including:
- The pro-active travel planning engagement with residents and businesses throughout the year; and a marketing and communications programme for this programme has been developed. This will also include pre and post-programme monitoring and wider surveys on transport options
  - The road safety education, training and awareness programme (as detailed in appendix 4) which will require pro-active engagement with targeted groups/road users throughout the year. Some of this work may require support from the media

- Strategic parking reviews which require discussion with local district/town councils, residents and businesses to determine the parking requirements of all of the community and the most effective ways of implementing them
  - Flood risk management schemes led by the County Council which will require consultation with local communities on the recommended options.
30. The project manager responsible for the delivery of the scheme will ensure that County Council members are also advised of any proposed consultation prior to it occurring; and will liaise with communications and marketing colleagues where appropriate.
31. Work is also ongoing to identify, secure and maximise external funding opportunities for transport improvements (such as developer contributions) and this report and the attached appendices include the schemes utilising external funding where it has already been secured.

## **Potential future funding opportunities**

### **Maintenance Challenge Fund bid**

32. In July 2019, the DfT announced the next tranche of the Maintenance Challenge Fund which will be available for 2019/20 and 2020/21, with a total of £198m on offer (£98m in 2019/20 and £100m in 2020/21). Local authorities were able to bid for projects that will carry out improvements to the quality of roads and surrounding infrastructure (including bridges and viaducts) to benefit the local economy and make driving safer.
33. Each local highway authority was eligible to submit one bid for up to £5m for 2019/20 as well as expressions of interest – but not bids – for larger projects with a minimum DfT contribution of £5m to be delivered in 2020/21. The County Council subsequently submitted two bids:
- £4.92m (including a £0.25m County Council contribution) Resilient River Crossing Route Maintenance bid for funding to undertake:
    - resurfacing and structural works on sections of the A6097 between Lowdham roundabout and the A46 Fosse Road, as well as drainage repairs and footway resurfacing
    - resurfacing on sections of the A612 between Burton Joyce and Lowdham roundabout
    - resurfacing on sections of the A6211 Radcliffe Road and Lady Bay Bridge, West Bridgford
    - resurfacing the A60 Loughborough Road/Wilford Lane junction, West Bridgford
  - An expression of interest was also submitted to bid for 'Resilient Network Resurfacing' on sections of the A38 and A617 in and around the Mansfield/Sutton in Ashfield area (A617 Rainworth By-pass [Millennium Way]; A38 Alfreton Road [M1 to Coxmoor Road]; and A617 Pleasley Hill Way [Abbott Road to Pleasley Hill] for delivery in 2020/21.
34. The outcome of the Bid is still to be announced by DfT but should the 'Resilient River Crossing Route Maintenance' bid be successful the capital programme will need to be reconfigured to accommodate the £0.25m County Council contribution. Should the 'Resilient Network Resurfacing' on sections of the A38 and A617 be short-listed the County Council will be invited to submit a full DfT business case assessment.

## **A614/A6097 junction improvements**

35. The County Council has submitted an 'outline business case' (OBC) to the DfT for 'conditional approval', to support the proposal to improve six junctions on the A614/A6097 Major Road Network (MRN) corridor in Nottinghamshire. The A614 is an important north-south route from Nottingham in the south towards Worksop and Retford and beyond in the north. The A6097 provides a spur from the A614 to the A46 (which is a trunk road linking Leicester with Newark and Lincoln). Between the bid area junctions, the A614 is a two-way single carriageway road; and the A6097 is two-way single carriageway which becomes a dual carriageway through Lowdham.
36. The OBC was submitted this summer and the County Council has not yet had any detailed feedback from the DfT but it is proposed that a 'full business case' will be submitted for 'full approval' in early 2021.
37. The Benefit Cost Ratio (BCR) for these improvements should deliver a positive economic case which represents 'high value' for money (i.e. a BCR between 2 and 4). Other appraisal objectives which have not been monetised but should be taken into account include:
- Journey-time reliability benefits (expected to be 'moderate' beneficial impact)
  - Tourism benefits (expected to be 'moderate' beneficial impact)
  - Planning gain (land value uplift) associated with unlocking the dependent development (expected to be a 'large' beneficial impact).
38. Further detailed design is ongoing, along with public consultation events, to move this scheme forward in anticipation of a positive sign-off by the DfT. This process will inevitably lead to some detailed design alterations to minimise the localised impacts of the scheme whilst maintaining the overall benefits of the package.

## **Pinch Point Fund**

39. The Budget 2018 announced a competitive Pinch Point Fund for local authorities to bid for high-impact schemes to help address congestion pinch points and to reduce congestion on local roads. The £150m funding (with £75m in each of the 2021/22 and 2022/23 financial years) is available to all local highway authorities in England outside London to deliver capital infrastructure improvements supporting economic growth by tackling barriers on the local highway network that may be restricting the movement of goods and people. The first stage of the application process asks for authorities to make brief expressions of interest by 31 January 2020.
40. Analysis of journey time delay on routes across the county which are not on the local Major Road Network (MRN) – as roads that form part of the MRN are not eligible for the funding – is ongoing to identify potential locations/deliverable schemes that are likely to be eligible for the funding. Following completion of this work it is proposed that bids are to be submitted (and Committee will be updated on these bids in due course).

## **Access Fund**

41. The DfT has announced that the Access Fund will potentially be extended for a further year and has invited previously successful highway authorities to bid to continue all or elements of their existing programmes. The County Council subsequently submitted a bid to continue the

personal travel planning with jobseekers, residents and at workplaces during 2020/21. The outcome of the Bid is due to be announced by DfT in early 2020.

## **Other Options Considered**

42. Other options considered are set out within this report. Whilst the highway capital programmes are detailed within the appendices to this report, scheme development work is underway for future years' programmes as well as feasibility work on schemes which have been included as reserve schemes in the programmes. Reserve schemes could potentially be delivered during the 2020/21 financial year should other schemes become undeliverable or if other funding sources become available enabling schemes to be brought forward for delivery.

## **Reason/s for Recommendation/s**

43. The capital programmes detailed within this report and its appendices have been developed to help ensure delivery of County Council priorities, national priorities and local transport goals and objectives. The packages of measures and the programmes detailed in the appendices have been developed to reflect a balance of member, public and stakeholder requests and priorities, evidence of need (including technical analysis), value for money (including the co-ordination of works) and delivery of the County Council's vision and transport objectives.

## **Statutory and Policy Implications**

44. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

45. The financial implications, including budget allocations, are set out within the report and are in line with future allocations determined at the 28 February 2019 County Council meeting. The allocations are made up of a combination of capital grant, borrowing and successful external funding bids. The programmes included within this report are still subject to the Council's 2020/21 budget decisions and confirmation of the DfT indicative allocations.

## **Public Sector Equality Duty implications**

46. All programmes detailed within this report comply with the Public Sector Equality Duty. An equality impact assessment was undertaken on the Nottinghamshire Local Transport Plan 2011/12-2025/26 in March 2011 to ensure that the strategy and its capital programmes to deliver it met the duty.

47. Equality impact assessment of individual significant and major transport schemes (schemes costing more than £250,000) and Bid programmes are also undertaken by project managers to ensure that they comply with the Public Sector Equality Duty, based on advice from the policy and equality officers. Such assessments include those undertaken on the Access Fund

programme (undertaken in September 2016) and the A634 Safer Roads Fund programme (undertaken in April 2017).

## **Implications for Sustainability and the Environment**

48. Surveys undertaken with the public and local businesses identified reducing traffic congestion as the highest transport priority for both groups. The County Council also has a statutory obligation to address air quality issues resulting from road traffic on its managed roads (there are currently two air quality management areas on County Council managed roads). All the programmes and measures contained within this report have therefore been developed to address congestion, its knock-on effects on air quality and its impacts on local communities. The recycling of materials and aggregates is also considered when delivering highways schemes whenever possible.

## **RECOMMENDATION/S**

It is recommended that Committee:

- 1) approve the proposed provisional highway capital maintenance programme for implementation as contained in this report and detailed in Appendix 1 subject to the provisions set out in paragraphs 2 and 26;
- 2) approve the proposed provisional integrated transport block programme for implementation as contained in this report and detailed in Appendix 2 subject to the provisions set out in paragraphs 2 and 26;
- 3) approve the proposed provisional highway traffic management revenue programme for implementation as contained in this report and detailed in Appendix 3 subject to the provisions set out in paragraphs 2 and 26;
- 4) approve the proposed provisional road safety education, training and awareness programmes as contained in this report and detailed in Appendix 4 subject to the provisions set out in paragraphs 2 and 26;
- 5) approve the proposed consultation, information provision and publicity required to deliver each of the schemes and work programmes detailed in this report and its appendices.

**Adrian Smith**  
**Corporate Director, Place**

**For any enquiries about this report please contact:** Sean Parks – Local Transport Plan Manager Tel: 0115 9774251

## **Constitutional Comments (SJE – 25/11/2019)**

49. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the exercise of the Authority's functions relating to the planning, management and maintenance of highways (including traffic management and residents' parking schemes), and the development of integrated transport systems, has been delegated.

## **Financial Comments (GB – 30/12/2019)**

50. The provisional 2020/21 capital allocations are set out in paragraph 6 of the report. These provisional allocations and any proposed variations required to the capital programme will be

included for formal approval as part of the Annual Budget Report 2020/21 to Full Council in February 2020.

## **Background Papers and Published Documents**

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

- Nottinghamshire Local Transport Plan Strategy 2011/12-2025/26
- Nottinghamshire Local Transport Plan Implementation Plan 2018/19-2021/22
- Nottinghamshire Local Transport Plan Evidence Base 2010
- Gedling Access Road – Progress Report – 5 December 2019 Communities & Place Committee report
- Place Departmental Strategy – January 2018
- Street Lighting Energy Saving – 11 January 2018 Communities & Place Committee report
- Highway Infrastructure Asset Management Plan (HIAMP) – 12 November 2015 Transport & Highways Committee report
- Electric Vehicle Charging Infrastructure – 18 July 2018 Policy Committee report
- Electric Vehicle Charging Infrastructure – 19 July 2018 Communities & Place Committee report
- Nottingham Go Ultra Low City Bid to the Office of Low Emission Vehicles
- Nottingham Go Ultra low City Bid to the Office of Low Emission Vehicles (OLEV) Transport & Highways Committee – 8 October 2015
- Nottingham Go Ultra low Bid to the Office of Low Emission Vehicles (OLEV) Transport & Highways Committee – 17 March 2016
- Personal Travel Planning – 9 February 2017 Transport & Highways Committee report
- Flood Risk Management Update – 5 December 2019 Communities & Place Committee report
- Miner to Major: The Real Sherwood Forest Stage 2 Application– 11 January 2018 Communities & Place Committee report
- Alternative Road Repair Techniques – 7 February 2019 Communities & Place Committee report
- Use of Public Health General Reserves – 10 December 2018 meeting of the Adult Social Care and Public Health Committee report.

## **Electoral Division(s) and Member(s) Affected**

- All



**Appendix 1 - 2020/21 Capital maintenance programme**

	Financial allocation
Highway maintenance programme sub-block	2020/21 (£m)
Bridges (including condition assessments)	1.400
Carriageway maintenance (A, B & C, Unclassified roads)	5.457
Surface dressing (added protection to the carriageway surface, sealing it from the ingress of water while also enhancing its skid resistance, including pre-patching)	2.500
Footway maintenance	1.300
Structural drainage	0.500
Flood alleviation (part of 5year allocation)	0.900
Street lighting renewal and improvement	1.000
Traffic signal renewal	0.350
Safety fencing	0.300
Network structural patching	2.700
Preventative maintenance	1.000
Additional County capital maintenance allocation	3.018
Salix street light energy savings initiative	1.100
<b>TOTAL</b>	<b>21.525</b>

\*The DfT Pothole Funding is already included in the carriageway maintenance figure detailed in the table above.

Similarly, £4m of the additional County capital maintenance allocation will be included in the carriageway maintenance sub-block allocation. The remaining £1m will be allocated to fund 'Alternative Road Repair Techniques' machinery.

Sub-block/scheme	District	Scheme budget (£000)
<b>Bridges</b>		
River Ryton Bridge - Relevel approach settlement	Bassetlaw	£10k-£25k
Bridges and Culverts miscellaneous work	Countywide	≤£10k
General repairs work	Countywide	£200k-£250k
Minor Bridge painting	Countywide	£50k-£100k
Principal Inspections	Countywide	£150k-£200k
Rights of Way Bridge repairs	Countywide	£200k-£250k
Lincoln Road Viaduct - Concrete repairs	Newark and Sherwood	£50k-£100k
Old Crow Park Railway Bridge - Concrete repairs	Newark and Sherwood	£50k-£100k
Trent Bridge - Maintenance painting	Rushcliffe	£300k-£350k
<b>Block Allocation</b>		<b>£1,400</b>

Sub-block/scheme	District	Scheme budget (£000)
<b>Carriageway maintenance - Principal classified road network (A roads)</b>		
A611 Hucknall Bypass, Hucknall - Resurfacing / Renew HFS	Ashfield	£50k-£100k
A632 Langwith Road, Nether Langwith - Resurfacing	Bassetlaw	£150k-£200k
A6005 Queens Road West, Chilwell - Resurfacing	Broxtowe	£75k-£100k
A6211 Gedling Road, Arnold - Resurfacing*	Gedling	£100k-£150k
A6191 Chesterfield Road North, Mansfield - Renew HFS	Mansfield	£50k-£75k
A6075 Mansfield Road / Ollerton Road, Edwinstowe - Resurfacing	Newark and Sherwood	£75k-£100k
A60 Loughborough Road, Bunny - Structural patching / Resurfacing	Rushcliffe	£100k-£150k
<b>Block Allocation</b>		<b>£850</b>

\*Contribution to maintenance works to be completed at the same time as Gedling Access Road

Sub-block/scheme	District	Scheme budget (£000)
<b>Carriageway maintenance - Non-principal classified road network (B &amp; C roads)</b>		
C147 Chesterfield Road, Huthwaite - Resurfacing	Ashfield	£100k-£150k
C11 Scrooby Road, Harworth (Central) - Resurfacing	Bassetlaw	£200k-£250k
C11 Scrooby Road, Harworth (West) - Resurfacing	Bassetlaw	£100k-£150k
C164 Pinfold Lane, Stapleford - Resurfacing - Tar recycling site	Broxtowe	£150k-£200k
B6011 Forest Lane, Burntstump - Resurfacing	Gedling	£100k-£150k
B684 Plains Road, Mapperley - Resurfacing*	Gedling	£100k-£150k
B6030 Clipstone Road West, Forest Town - Resurfacing	Mansfield	£100k-£150k
B6035 Forest Road, Warsop (Phase 2) - Structural patching / Resurfacing	Mansfield	£150k-£200k
B6030 Mansfield Road, Clipstone - Resurfacing	Newark and Sherwood	£150k-£200k
B6034 Church Street, Edwinstowe - Resurfacing	Newark and Sherwood	£100k-£150k
C17 Bleasby Road, Station Road, Bleasby - Resurfacing	Newark and Sherwood	£50k-£75k
C26 Wysall Road / Costock Road, Costock - Structural patching	Rushcliffe	£100k-£150k
C51 West Leake Lane, New Kingston - Resurfacing and HFS	Rushcliffe	£50k-£75k
C80 Woodgate Road, East Leake - Resurfacing	Rushcliffe	£150k-£200k
<b>Block Allocation</b>		<b>£2,300</b>

\*Contribution to maintenance works to be completed at the same time as Gedling Access Road

Appendix 1 - 2020/21 Capital maintenance programme

Sub-block/scheme	District	Scheme budget (£000)
<b>Carriageway maintenance - Unclassified road network</b>		
Fishers Street, Kirkby in Ashfield - Resurfacing	Ashfield	£50k-£75k
Glebe Street, Hucknall - Resurfacing	Ashfield	£25k-£50k
Queen Street, Hucknall - Resurfacing	Ashfield	£25k-£50k
Woodland Avenue, Huthwaite - Resurfacing	Ashfield	£50k-£75k
Anston Avenue, Worksop - Resurfacing	Bassetlaw	£10k-£25k
Chain Bridge Road, Lound - Resurfacing	Bassetlaw	£50k-£75k
Meden Bank, Bothamsall - Resurfacing	Bassetlaw	£25k-£50k
Mill Lane, Normanton on Trent - Resurfacing	Bassetlaw	£50k-£75k
Plantation Hill, Worksop - Resurfacing	Bassetlaw	£150k-£200k
Sherwood Road, Worksop - Resurfacing	Bassetlaw	£25k-£50k
Cleve Avenue, Toton - Resurfacing	Broxtowe	£75k-£100k
Edale Rise, Toton - Resurfacing	Broxtowe	£25k-£50k
Linwood Crescent, Eastwood - Resurfacing	Broxtowe	£75k-£100k
Maple Avenue, Beeston - Resurfacing - Deferred from 2019/20	Broxtowe	£100k-£150k
Baslow Avenue, Carlton - Resurfacing	Gedling	£25k-£50k
Belper Crescent, Carlton - Resurfacing	Gedling	£10k-£25k
Cross Street, Arnold - Resurfacing / Structural Patching - Deferred From 2019/20	Gedling	£150k-£200k
Park Hall Road, Mansfield Woodhouse - Resurfacing	Mansfield	£100k-£150k
West Hill Drive, Mansfield - Resurfacing	Mansfield	£50k-£75k
Winthorpe Street, Mansfield - Resurfacing	Mansfield	£100k-£150k
Curzon Close, Rainworth - Resurfacing / Micro Asphalt	Newark and Sherwood	£25k-£50k
Whitewater Lane, Ollerton - Resurfacing - Tar recycling site	Newark and Sherwood	£200k-£250k
Adams Hill, Keyworth - Resurfacing	Rushcliffe	£10k-£25k
Farmer Street, Bradmore - Resurfacing	Rushcliffe	£75k-£100k
Mill Lane, Orston - Resurfacing	Rushcliffe	£200k-£250k
<b>Block Allocation</b>		<b>£2,307</b>

Sub-block/scheme	District	Scheme budget (£000)
<b>Footway maintenance</b>		
Albion Road, Sutton in Ashfield - Resurfacing	Ashfield	£10k-£25k
Columbia Close, Selston - Resurfacing	Ashfield	£50k-£75k
Manitoba Way, Selston - Resurfacing	Ashfield	£50k-£75k
A161 Beckingham Road, Walkeringham - Resurfacing	Bassetlaw	£100k-£150k
Carlton Road, Worksop - Resurfacing	Bassetlaw	£75k-£100k
Worksop Road, Blyth - Resurfacing	Bassetlaw	£50k-£75k
Central Avenue, Beeston - Resurfacing	Broxtowe	£25k-£50k
Myrtle Avenue, Stapleford - Resurfacing	Broxtowe	£25k-£50k
Tattershall Drive, Beeston - Resurfacing	Broxtowe	£25k-£50k
B6011 Main Street, Papplewick - Resurfacing	Gedling	£75k-£100k
Lambley Lane, Burton Joyce - Resurfacing	Gedling	£75k-£100k
Mansfield Town Centre - Paving Repair/Replacement - Continuation	Mansfield	£75k-£100k
Stainsby Drive, Mansfield - Resurfacing	Mansfield	£25k-£50k
Montgomery Road, Newark - Resurfacing	Newark and Sherwood	£25k-£50k
Riverside Road, Newark - Resurfacing	Newark and Sherwood	£150k-£200k
St Peters Close, Farndon - Resurfacing	Newark and Sherwood	£50k-£75k
Beckside, Gamston - Resurfacing	Rushcliffe	£75k-£100k
West Leake Road, East Leake - Resurfacing	Rushcliffe	£75k-£100k
<b>Block Allocation</b>		<b>£1,300</b>

Sub-block/scheme	District	Scheme budget (£000)
<b>Drainage</b>		
Detailed works programme is under development. It is proposed that the majority of this funding will be utilised to undertake discrete lengths of drainage replacement where systems have failed and there are known capacity issues. Provide new gully and offlet at known ponding locations and improve the existing drainage infrastructure countywide.		
<b>Block Allocation</b>		<b>£500</b>



Appendix 1 - 2020/21 Capital maintenance programme

Sub-block/scheme	District	Scheme budget (£000)
<b>Surface dressing</b> (added protection to the carriageway surface, sealing it from the ingress of water while also enhancing its skid resistance, including pre-patching)		
A611 Derby Road, Kirkby in Ashfield - Structural patching	Ashfield	£100k-£150k
Briar Close, Hucknall - Micro Asphalt	Ashfield	£10k-£25k
C221 Nottingham Road, Hucknall - Structural patching	Ashfield	£25k-£50k
Chillon Way, Hucknall - Micro Asphalt	Ashfield	≤£10k
Greenholme Close, Kirkby in Ashfield - Micro Asphalt	Ashfield	£10k-£25k
Quarrydale Road (Cul de sac), Sutton in Ashfield - Micro Asphalt	Ashfield	£10k-£25k
Queen Street, Kirkby in Ashfield - Micro Asphalt	Ashfield	≤£10k
Strathmore Close, Hucknall - Micro Asphalt	Ashfield	£10k-£25k
Wordsworth Avenue, Hucknall - Micro Asphalt	Ashfield	≤£10k
A620 Straight Mile, Ranby - Surface dressing	Bassetlaw	£75k-£100k
C2 Ragnall to Fledborough - Surface dressing	Bassetlaw	£75k-£100k
C89 Springs Road, Misson - Surface Dressing	Bassetlaw	£10k-£25k
Central Avenue, Worksop - Micro Asphalt	Bassetlaw	£25k-£50k
Grove Road, Grove - Structural patching	Bassetlaw	£100k-£150k
Hillview Crescent, Clarbrough - Micro Asphalt	Bassetlaw	£10k-£25k
King Street, Worksop - Micro Asphalt	Bassetlaw	£10k-£25k
Pine Close, Everton - Micro Asphalt	Bassetlaw	≤£10k
Town Street, Lound - Micro Asphalt	Bassetlaw	£50k-£75k
Alexandra Street, Eastwood - Micro Asphalt	Broxtowe	£10k-£25k
Beardsall Road, Eastwood - Micro Asphalt	Broxtowe	≤£10k
Birkin Avenue, Toton - Micro Asphalt	Broxtowe	≤£10k
Bishop Street, Eastwood - Micro Asphalt	Broxtowe	≤£10k
Bridle Road, Bramcote - Micro Asphalt	Broxtowe	£10k-£25k
Church Walk, Eastwood - Micro Asphalt	Broxtowe	£10k-£25k
Devonshire Drive, Eastwood - Micro Asphalt	Broxtowe	£100k-£150k
Kirby Close, Eastwood - Micro Asphalt	Broxtowe	≤£10k
Kirby Road, Eastwood - Micro Asphalt	Broxtowe	£10k-£25k
Mill Road, Newthorpe - Micro Asphalt	Broxtowe	£50k-£75k
Old Mill Close, Toton - Micro Asphalt	Broxtowe	≤£10k
Queen's Square, Eastwood - Micro Asphalt	Broxtowe	£10k-£25k
Ratcliffe Street, Eastwood - Micro Asphalt	Broxtowe	£10k-£25k
Rutland Avenue, Toton - Micro Asphalt	Broxtowe	£10k-£25k
Serlby Road, Newthorpe - Micro Asphalt	Broxtowe	≤£10k
Whitby Road, Newthorpe - Micro Asphalt	Broxtowe	≤£10k
Avon Road, Gedling - Micro Asphalt	Gedling	£10k-£25k
B6386 Nottingham Road, Calverton - Surface Dressing	Gedling	£50k-£75k
B6386 Oxton Road, Calverton - Surface Dressing	Gedling	£100k-£150k
Broom Road, Calverton - Micro Asphalt	Gedling	£50k-£75k
Exeter Close, Gedling - Micro Asphalt	Gedling	≤£10k
Glendale Gardens, Arnold - Micro Asphalt	Gedling	≤£10k
Grimesmoor Road, Calverton - Micro Asphalt	Gedling	£25k-£50k
Saltford Close, Gedling - Micro Asphalt	Gedling	≤£10k
C6 Netherfield Lane, Meden Vale - Structural patching	Mansfield	£150k-£200k
Charles Street, Mansfield - Micro Asphalt	Mansfield	≤£10k
Jennision Street, Mansfield - Micro Asphalt	Mansfield	≤£10k
Pheasant Hill, Mansfield - Micro Asphalt	Mansfield	≤£10k
Slant Lane, Mansfield Woodhouse - Micro Asphalt	Mansfield	£25k-£50k
The Fairways, Mansfield Woodhouse - Micro Asphalt	Mansfield	£25k-£50k
A612 Upton Road, Southwell - Structural patching	Newark and Sherwood	£25k-£50k
A614 Old Rufford Road, Farnsfield - Structural patching	Newark and Sherwood	£100k-£150k
C22 Blidworth Lane, Blidworth - Surface Dressing	Newark and Sherwood	£50k-£75k
C25 Lower Kirklington Road, Southwell - Surface Dressing	Newark and Sherwood	£75k-£100k
Chatsworth Avenue, Southwell - Micro Asphalt	Newark and Sherwood	£10k-£25k
Churchfield Drive, Rainworth - Micro Asphalt	Newark and Sherwood	£10k-£25k
Marlock Close, Fiskerton - Micro Asphalt	Newark and Sherwood	£10k-£25k
Queen Street, Balderton - Micro Asphalt	Newark and Sherwood	£25k-£50k
Brockdale Gardens, Keyworth - Micro Asphalt	Rushcliffe	≤£10k
Brockwood Crescent, Keyworth - Micro Asphalt	Rushcliffe	£10k-£25k
C125 Willow Brook, Keyworth - Micro Asphalt	Rushcliffe	£25k-£50k
C18 Kinoulton Road, Cropwell Bishop - Surface Dressing	Rushcliffe	£50k-£75k
C19 Tollerton Lane, Tollerton - Surface Dressing	Rushcliffe	£100k-£150k
Church Street, Cropwell Bishop - Micro Asphalt	Rushcliffe	£25k-£50k
Clifford Close, Keyworth - Micro Asphalt	Rushcliffe	≤£10k
Crossdale Drive, Keyworth - Micro Asphalt	Rushcliffe	£10k-£25k
Dark Lane, Bingham - Micro Asphalt	Rushcliffe	£10k-£25k
Franklyn Gardens, Keyworth - Micro Asphalt	Rushcliffe	≤£10k
Radnor Grove, Bingham - Micro Asphalt	Rushcliffe	≤£10k
Stockwell Lane, Cropwell Bishop - Micro Asphalt	Rushcliffe	£10k-£25k
<b>Block Allocation</b>		<b>£2,500</b>

Appendix 1 - 2020/21 Capital maintenance programme

Sub-block/scheme	District	Scheme budget (£000)
<b>Flood risk management</b>		
Works programme under development		
Block Allocation		£900
Sub-block/scheme	District	Scheme budget (£000)
<b>Street lighting replacement/upgrades - Programme in development</b>		
Felley Mill Lane North, Underwood - Column replacement	Ashfield	≤£10k
Garden Lane area, Sutton in Ashfield - Column replacement	Ashfield	£10k-£25k
Kilton Hill, Worksop - Column replacement	Bassetlaw	£50k-£100k
Plantation Hill, Worksop - Column replacement	Bassetlaw	£25k-£50k
Rayton Spur, Worksop - Column replacement	Bassetlaw	£10k-£25k
Tenby Grove, Worksop - Column replacement	Bassetlaw	≤£10k
Seaburn Road, Toton - Column replacement	Broxtowe	£25k-£50k
Swiney Way, Toton - Column replacement	Broxtowe	£10k-£25k
Whitburn Road, Toton - Column replacement	Broxtowe	£10k-£25k
Broadfields, Calverton - Column replacement	Gedling	£25k-£50k
Church Road, Burton Joyce - Column replacement	Gedling	£50k-£100k
Bull Farm Estate, Mansfield - Column replacement	Mansfield	£150k-£200k
Back Lane, Ollerton - Column replacement	Newark and Sherwood	£10k-£25k
Beast Market Hill / Bar Gate, Newark - Column replacement at banner locations	Newark and Sherwood	£10k-£25k
Main Road/Retford Road, Boughton - Column replacement at banner locations	Newark and Sherwood	£25k-£50k
Wellow Road, Ollerton - Column replacement	Newark and Sherwood	£10k-£25k
A60 Loughborough Road, West Bridgford - Column replacement at banner locations	Rushcliffe	≤£10k
A6011 Radcliffe Road, West Bridgford - Column replacement at banner locations	Rushcliffe	≤£10k
Long Acre, Bingham - Column replacement at banner locations	Rushcliffe	≤£10k
Block Allocation		£1,000
Sub-block/scheme	District	Scheme budget (£000)
<b>Street lighting energy saving initiative</b>		
Lantern upgrades - Various locations	Broxtowe	
Sub -block allocation		£1,100
Sub-block/scheme	District	Scheme budget (£000)
<b>Traffic signal renewal</b>		
Forest Street / High Pavement, Sutton in Ashfield	Ashfield	£100k-£150k
Stockwell Gate / Rosemary Street, Mansfield	Mansfield	£150k-£200k
Sub -block allocation		£350
Sub-block/scheme	District	Scheme budget (£000)
<b>Safety fencing</b>		
Works programme developed in year		
Block Allocation		£300
Sub-block/scheme	District	Scheme budget (£000)
<b>Network structural patching</b>		
Works programme developed in-year		
Block Allocation		£2,700
Sub-block/scheme	District	Scheme budget (£000)
<b>Preventative maintenance</b>		
Works programme developed in-year		
Block Allocation		£1,000
Sub-block/scheme	District	Scheme budget (£000)
<b>Additional County Capital Allocation</b>		
Schemes to be determined		
Block Allocation		£3,018

Integrated transport programme sub-block	Funding allocation
	2020/21 (£m)
Access to local facilities (e.g. footway improvements and new crossings)	1.290
Bus improvements (e.g. bus stop infrastructure and bus stop clearways)	0.416
Capacity improvements (e.g. traffic signal and junction improvements to reduce congestion)	0.500
Cycling and health (match funding for Miner2Major project and visitor economy related route improvements)	0.210
Environmental weight limits (e.g. HGV weight limits and HGV route signing)	0.050
Traffic monitoring and advanced development and design of future schemes	0.600
Parking (e.g. review of parking in town centres, and delivery and review of new residents' parking schemes)	0.050
Rail improvements (e.g. small scale improvements to services and stations as well as feasibility studies on large scale improvements)	0.055
Safety improvements (e.g. local safety schemes, including £100k for the provision of crossing facilities on routes to school and £50k for safety schemes that currently don't meet the intervention criteria)	0.870
Smarter choices (e.g. measures to help people access work by bus or walking and support for businesses developing travel plans)	0.250
Speed management (e.g. addressing local speed concerns, 20mph speed limits and interactive signs)	0.125
Additional County Council capital allocation for integrated transport measures	0.750
Additional County Council capital allocation for road safety	0.350
Enhanced rail services	0.055
<b>TOTAL</b>	<b>5.571</b>

The £750k additional County Council capital allocation for integrated transport measures will be included in the capacity improvements sub-block

The £350k additional County Council funding for road safety will be included in the safety improvements sub-block to address injury accidents

Sub-block/scheme	District	Scheme budget (£000)
<b>Access to local facilities</b>		
<b>New crossings are prioritised based on the number of people crossing and the volume of traffic at the proposed crossing location. New footways are based on the costs of provision compared to their likely useage</b>		
A38 Alfreton Road (west of B6023 Alfreton Road), Sutton in Ashfield - dropped kerbs	Ashfield	≤£10k
Curtis Street, Hucknall - dropped kerbs	Ashfield	£10k-£25k
Derbyshire Lane/Yorke Street/Central Avenue, Hucknall - build outs [contribution to AIU scheme]	Ashfield	£10k-£25k
Papplewick Lane, Hucknall - crossing improvements and parking restrictions	Ashfield	≤£10k
B6024 Newcastle Avenue, Worksop - footway improvements	Bassetlaw	£10k-£25k
B6045 Carlton Road, Worksop - footway improvements	Bassetlaw	£50k-£100k
Scrooby Road, Harworth - pedestrian crossing and footway widening [2019/20 Member's request]	Bassetlaw	£50k-£100k
Wharf Road (near Carolgate), Retford - pedestrian refuge widening	Bassetlaw	£10k-£25k
Church Street, Beeston - dropped kerb	Broxtowe	≤£10k
Church Street, Eastwood - dropped kerb	Broxtowe	≤£10k
City Road, Beeston - cycle access improvements	Broxtowe	£10k-£25k
Hall Drive, Chilwell - pedestrian crossing improvements [2019/20 Member's request]	Broxtowe	£10k-£25k
Kimberley FP35	Broxtowe	£10k-£25k
Nottingham Road, Eastwood - dropped kerb	Broxtowe	≤£10k
Giltway, Giltbrook - dropped kerb	Broxtowe	≤£10k
ROW signing improvements	Countywide	≤£10k
ROW upgrades	Countywide	£10k-£25k
Front Street, Arnold - dropped kerb (with drainage kerbs)	Gedling	≤£10k
Howbeck Road, Arnold - dropped kerb	Gedling	£10k-£25k
Thackeray's Lane (across Hereford Road), Arnold - dropped kerb	Gedling	≤£10k
Mansfield FP17 & FP43	Mansfield	£25k-£50k
Park Lane, Mansfield - dropped kerb	Mansfield	≤£10k
Pelham Street, Mansfield - route improvements	Mansfield	£25k-£50k
A6075 Forest Road/Whinney Lane, Ollerton - pedestrian crossing improvements [2019/20 Member's request]	Newark & Sherwood	£25k-£50k
Cauntton to Hockerton - signing [2019/20 Member's request]	Newark & Sherwood	≤£10k
Gotham Road, East Leake - village centre improvements (subject to securing external funding)	Rushcliffe	£200k-£250k
Main Street, Newton - footway extension	Rushcliffe	£200k-£250k
Ruddington FP5	Rushcliffe	£10k-£25k
Sub-block allocation		£1,290
External funding		£271
<b>Sub-block total</b>		<b>£1,561</b>



Appendix 2 - 2020/21 Integrated transport programme

Sub-block/scheme	District	Scheme budget (£000)
<b>Bus improvements</b>		
<b>Schemes are targeted at locations to increase bus patronage by improving journey times and reliability of services, as well as the passenger transport experience</b>		
Annesley Cutting - bus stop accessibility improvements	Ashfield	£10-25k
Ashfield Traffic Light Priority programme	Ashfield	£50k-£100k
Sutton to Huthwaite Infrastructure Improvements - bus stop improvements	Ashfield	£25-50k
Bassetlaw Clearway Programme- Faraday Avenue, Tuxford & High Street, Walkeringham	Bassetlaw	<£10k
Bassetlaw Infrastructure Improvements- bus stop improvements	Bassetlaw	£25-50k
Gibbet Hill, Scrooby - bus stop improvements	Bassetlaw	£10-25k
High Street, Walkeringham - bus stop improvements	Bassetlaw	<£10k
Broxtowe Clearway Programme- Hickings Lane, Stapleford	Broxtowe	<£10k
Gedling Clearway Programme- Wright Street, Netherfield & Shelford Road, Gedling	Gedling	<£10k
Main Street, Woodborough - accessibility improvements	Gedling	£10-25k
Nottingham Road, Burton Joyce - bus stop improvements	Gedling	£25-50k
Somersby Road & Nordean Road, Woodthorpe - bus stop access improvements	Gedling	<£10k
Mansfield Clearway Programme- Station Street, Mansfield Woodhouse & Brick Kiln Lane, Mansfield	Mansfield	<£10k
Mansfield Traffic Light Priority programme	Mansfield	£50k-£100k
Stuart Avenue, Forest Town - bus stop accessibility improvements	Mansfield	£10-25k
B6030 Mansfield Road, Kings Clipstone - bus stop accessibility improvements	Newark & Sherwood	£10-25k
Main Street, Bleasby - bus stop improvements	Newark & Sherwood	<£10k
Newark & Sherwood Clearway Programme- Marsh Lane, Farndon; Whinney Lane, Ollerton	Newark & Sherwood	<£10k
Newark bus station - digital displays	Newark & Sherwood	£50k-£100k
Nottingham Road, Lowdham - bus stop accessibility improvements	Newark & Sherwood	£10-25k
Nottingham Road, Southwell - bus stop improvements	Newark & Sherwood	£10-25k
Brookside Avenue, East Leake - bus stop access improvements	Rushcliffe	£10-25k
Dark Lane, Whatton - infrastructure improvements	Rushcliffe	£10-25k
Manor Road, Keyworth - bus stop accessibility improvements	Rushcliffe	£10-25k
Park Road, Keyworth - bus stop accessibility improvements	Rushcliffe	£10-25k
Queens Road, Radcliffe on Trent - bus stop improvements	Rushcliffe	<£10k
Rushcliffe Clearway Programme- Ring Leas, Cotgrave & Bingham Road, Radcliffe on Trent	Rushcliffe	<£10k
<b>Sub-block total</b>		<b>£416</b>

Sub-block/scheme	District	Scheme budget (£000)
<b>Capacity improvements</b>		
<b>Schemes are prioritised based on their ability to address journey time delay</b>		
Ashgate Road/Station Road, Station Road/Torkard Way and High Street/Watnall Road, Hucknall - CCTV	Ashfield	£25k-£50k
Lammas Road/Hack Lane, Sutton in Ashfield - MOVA & puffin facilities	Ashfield	£100k-£150k
Retford Road/High Hoe Road, Worksop - pedestrian detection	Bassetlaw	£100k-£150k
A60 Nottingham Road/Baums Lane/Park Lane, Mansfield ( <i>subject to feasibility</i> )	Mansfield	>£250k
Oak Tree Lane/Lingforest Road, Mansfield - MOVA	Mansfield	£25k-£50k
Southwell Road/Kirkington Road, Rainworth - pedestrian detection	Newark & Sherwood	£100k-£150k
Match funding for:		
A614/A6097 improvements	Gedling/Newark & Sherwood	>£250k
Pinch Point programme bid	TBD	>£250k
<b>Sub-block allocation</b>		<b>£500</b>
<b>Additional County Council capital allocation for integrated transport measures</b>		<b>£750</b>
<b>External funding</b>		<b>£31</b>
<b>Sub-block total</b>		<b>£1,281</b>



Rail improvements	£55
Enhanced rail services	£55

Sub-block allocation	£50
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Sub-block total	£600
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Sub-block allocation	£50
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Rail improvements	£55
Enhanced rail services	£55



Sub-block/scheme	District	Scheme budget (£000)
<b>Safety improvements</b>		
<b>Schemes are prioritised at locations with a history of reported road casualties</b>		
A6075 Beck Lane (Ashland Farm), Mansfield - signing and/or lining	Ashfield	£10k-£25k
A611 Derby Road (near Stonehills Farm), Sutton in Ashfield - drainage improvement	Ashfield	£10k-£25k
A611 Derby Road (Two Oaks Farm), Mansfield - signing and/or lining	Ashfield	£10k-£25k
Derbyshire Lane/Yorke Street/Central Avenue, Hucknall - build outs	Ashfield	£10k-£25k
B6026 Huthwaite Road/B6023 Lammas Road, Sutton-in-Ashfield - signing and/or lining	Ashfield	≤£10k
B6028 Stoneyford Road (near Rose and Crown PH), Sutton-in-Ashfield - signing and/or lining	Ashfield	≤£10k
Outram Street and Portland Street, Sutton-in-Ashfield - traffic calming	Ashfield	£25k-£50k
Southwell Lane/Bannerman Road, Kirkby in Ashfield - parking restriction	Ashfield	≤£10k
Spring Street/Annesley Road, Hucknall - signing and/or lining	Ashfield	≤£10k
A57, Dunham - changes to speed limit	Bassetlaw	£10k-£25k
A57 Lincoln Road (at Dunham-on-Trent Toll Bridge) - signing and/or lining	Bassetlaw	≤£10k
A632 Langwith Road (between Boon Hills and Park House Farms), Nether Langwith - surfacing	Bassetlaw	£10k-£25k
B6040 Retford Road (bend west of B6079), Worksop - surfacing	Bassetlaw	£10k-£25k
B6045 Mattersey Road, Ranskill - signing and/or lining	Bassetlaw	≤£10k
B1403 Walkeringham Road (south of Lowland Farm), Gringley on the Hill - surfacing	Bassetlaw	£10k-£25k
Chapel Gate car park entrance, Retford - signing and/or lining	Bassetlaw	≤£10k
Gainsborough Road (entrance to power station), Sturton Le Steeple - signing and/or lining	Bassetlaw	≤£10k
Hazelwood Lane (bend at bottom of Woodbeck Farm), Nether Headon - signing and/or lining	Bassetlaw	≤£10k
Newington Road/Hagg Lane, Newington - signing and/or lining	Bassetlaw	≤£10k
Poplar Street, Retford - street lighting improvement	Bassetlaw	≤£10k
Tuxford Road, East Markham - signing and/or lining	Bassetlaw	≤£10k
A6002 Bilborough Road (Trowell Road to College Way) - speed management [County Capital]	Broxtowe	£150k-£200k
A610, Eastwood - signing scheme	Broxtowe	≤£10k
Dead Lane (bend approx 350m SE of Mill Lane), Cossall - signing and/or lining	Broxtowe	≤£10k
A614 Ollerton Road/Burnstump Hill, Calverton - signing and/or lining	Gedling	£10k-£25k
A6211 Thackeray's Lane (opposite Vale Hotel PH), Daybrook - surfacing	Gedling	£10k-£25k
Bank Hill, Woodborough - signing and/or lining	Gedling	≤£10k
Georges Lane (bend at Spindle Lane), Calverton - signing and/or lining	Gedling	£10k-£25k
Lambley Road (outside Hywinds Farm), Lambley - signing and/or lining [County Capital]	Gedling	£10k-£25k
Rigg Lane/Longdale Lane, Ravenshead - signing and/or lining	Gedling	≤£10k
A60 Church Road/Eastlands Lane, Church Warsop - interactive sign	Mansfield	£10k-£25k
A6117 Oak Tree Lane approach to A6191, Mansfield - modification to traffic signals	Mansfield	≤£10k
B6407 Sookholme Road (near bridge over The Bottoms), Warsop - surfacing and signing [County Capital]	Mansfield	£25k-£50k
New Mill Lane/Sandlands Way, Mansfield - interactive sign	Mansfield	£10k-£25k
A6075 Ollerton Road (near sewage works), Edwinstowe - surfacing with verge works and marker posts	Newark & Sherwood	£25k-£50k
A6097/A612 Lowdham roundabout - signing and/or lining	Newark & Sherwood	£10k-£25k
A1133/Moor Lane, South Clifton - signing and/or lining	Newark & Sherwood	≤£10k
A17 NW of Drove Lane, Newark - signing and/or lining	Newark & Sherwood	£10k-£25k
A612 Upton Road (150m SW of Normanton Road), Southwell - surfacing	Newark & Sherwood	£10k-£25k
A614 Old Rufford Road/Baulker Lane/Longland Lane, Farnsfield - surfacing [County Capital]	Newark & Sherwood	£25k-£50k
A614 Old Rufford Road (between May Lodge Drive and B6034), Rufford - signing and/or lining	Newark & Sherwood	£10k-£25k
B6166 Lincoln Road (vicinity of Co-op and Community Centre), Newark - signing and/or lining	Newark & Sherwood	£10k-£25k
Grange Lane (bend at St. Mary's Church), Kilvington - signing and/or lining	Newark & Sherwood	£10k-£25k
Stonish Hill & Newark Road, outside Eakring - signing and/or lining	Newark & Sherwood	£10k-£25k
A6011 Radcliffe Road/Abbey Road, West Bridgford - signing and/or lining	Rushcliffe	£10k-£25k
Cropwell Road (bend at Stroom Dyke), Langar - surfacing	Rushcliffe	£10k-£25k
Kegworth Road (bend SW of Wood Lane), Gotham - surfacing	Rushcliffe	£25k-£50k
Kegworth Road/Wood Lane, Gotham - signing and/or lining	Rushcliffe	£10k-£25k
Radcliffe Road (bridleway at The Grove), Cropwell Butler - signing and/or lining	Rushcliffe	£10k-£25k
Rugby Road, West Bridgford - improvement to zebra crossing	Rushcliffe	£10k-£25k
<b>Crossing improvements on routes to schools</b>		
Gilt Hill, Kimberley - additional warning signs outside Gilthill Primary School [2019/20 Member's request]	Broxtowe	≤£10k
Safety schemes allocation		£720
County Capital allocation		£350
Improvements (e.g. crossings) on routes to schools		£100
Safety schemes that currently don't meet the intervention criteria		£50





Sub-block/scheme	District	Scheme budget (£000)
<b>Smarter choices</b> <b>Schemes are prioritised based on their ability to address journey time delay. Grants to businesses are subject to eligibility criteria</b> Match funding for Public Health General Reserves/Potential Access Fund: - Jobseeker, residential and workplace personal travel planning - Sustainable transport infrastructure capital grants for organisations undertaking travel planning  Rural and on-street EV charging infrastructure study EV charging infrastructure grants	  Ashfield/Bassetlaw Ashfield/Bassetlaw  Countywide Countywide	  £50k-£100k £50k-£100k  £25k-£50k £25k-£50k
<b>Sub-block total</b>		<b>£250</b>

Sub-block/scheme	District	Scheme budget (£000)
<b>Speed management</b>  <b>Speed limit changes are only delivered where they meet DfT guidelines and are prioritised based on traffic speeds, traffic volumes, reported road casualty accidents, population size, and the road purpose/use. Interactive speed signs are only delivered where the speeds of traffic exceeds police enforcement guidelines and are prioritised based on the speed and volume of traffic</b> A634 Retford Road (SE of Ryton Fields), Blyth - Interactive speed sign Ordsall Road (SE of entrance to Recreation Ground), Ordsall - Interactive speed sign Spring Lane, Mapperley - 30 mph limit [2019/20 Member's request] Kersall - 30 mph limits Staythorpe Road (Rolleston to A617) - 50 mph [2019/20 Member's request] Thurgarton - 40 mph buffer zones [2019/20 Member's request] Ambleside (west of Windermere Close), Gamston - Interactive speed sign Cotgrave Road (between Tollerton and Normanton on the Wolds) - 50 mph limit Leake Road (north of Hill Road), Gotham - Interactive speed sign Radcliffe Road/Cropwell Road (between Radcliffe on Trent and Cropwell Butler) - 50 mph limit	  Bassetlaw Bassetlaw Gedling Newark & Sherwood Newark & Sherwood Newark & Sherwood Rushcliffe Rushcliffe Rushcliffe Rushcliffe	  ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k ≤£10k
<b>Sub-block total</b>		<b>£125</b>

Appendix 3 - 2020/21 Traffic management revenue programme

Location/Scheme	District	Scheme budget (£000)
A608 Laybys either side of junc 27 Underwood/Annesley - waiting restriction in laybys	Ashfield	≤£5k
A611 Annesley Road, Hucknall - National speed limit repeater sign	Ashfield	≤£5k
Annesley Road, Hucknall - waiting restrictions from roundabout to Police entrance	Ashfield	≤£5k
Ashfield - Disabled Bays	Ashfield	≤£5k
Brook Street/King Street, Sutton - extend single yellow line across KEEP CLEAR and include Disabled Bay in TRO	Ashfield	≤£5k
Cavendish Street/Skegby Road, Sutton - junction protection	Ashfield	≤£5k
Croft Avenue/Beardall Street, Hucknall - junction protection	Ashfield	≤£5k
Davies Avenue/Carsic Lane, Sutton - junction protection	Ashfield	≤£5k
Forest Road/Park Avenue, Kirkby - junction protection	Ashfield	≤£5k
Kirkby Folly Road, Sutton - 30/40 terminal signs on side roads	Ashfield	≤£5k
Lime Street, Sutton o/s Laundrette - reduce double yellow lines	Ashfield	≤£5k
Lime Tree Avenue, Skegby - install handrail	Ashfield	≤£5k
Loundhouse Road/Close, Sutton - Give Way on junction	Ashfield	≤£5k
North Street, Huthwaite - removal of waiting restrictions outside old factory	Ashfield	≤£5k
Northern View/Priestsic Road, Sutton - junction protection	Ashfield	≤£5k
Priestsic Road /Langford Road, Sutton - KEEP CLEAR in LHS carriageway	Ashfield	≤£5k
Selston Lengthsman Scheme	Ashfield	≤£5k
Wild Hill, Teversal - Welcome to Nottinghamshire Sign	Ashfield	≤£5k
Winter Closes, Underwood - Extension to double yellow	Ashfield	≤£5k
A60/A616, Cuckney – Junction Protection	Bassetlaw	≤£5k
A614 Gibbet Hill Lane, Bawtry – Elderly People Crossing signs	Bassetlaw	≤£5k
Anston Av/Stanley Street, Worksop - Junction protection (MOP)	Bassetlaw	≤£5k
Ashley Road/Valley Road, Worksop - Junction protection	Bassetlaw	≤£5k
Aurillac Way, Retford – addition restrictions to assist with HGV manoeuvres on the Estate	Bassetlaw	≤£5k
Avenue Road/London Road, Retford – junction protection	Bassetlaw	≤£5k
B1403 Clayworth Common, Hayton – Advance Warning & Reduce Speed Now Sign	Bassetlaw	≤£5k
Bawtry Road, Blyth – Advance Warning of 30mph limit	Bassetlaw	≤£5k
Bracken Lane, Retford – new chevrons/bend warning sign (MOP)	Bassetlaw	≤£5k
C91, Treswell – additional chevron	Bassetlaw	≤£5k
Clarence Road/Carlton Road, Worksop - Yellow box/keep clear	Bassetlaw	≤£5k
Dunham Cluster - Lengthsman scheme	Bassetlaw	≤£5k
Everton – Horse Warning Signs	Bassetlaw	≤£5k
Everton - Lengthsman scheme	Bassetlaw	≤£5k
Kilton Hill/Larwood Crescent, Worksop - request for tactile paving on the crossing	Bassetlaw	≤£5k
Lime Grove, Retford – Junction protection	Bassetlaw	≤£5k
Mattersey Cluster - Lengthsman scheme	Bassetlaw	≤£5k
Misson - Lengthsman scheme	Bassetlaw	≤£5k
New Street, Retford – Additional one way signage	Bassetlaw	≤£5k
Norton & Cuckney - Lengthsman scheme	Bassetlaw	≤£5k
Old Blyth Road/Chequers Close, Ranby - dropped kerb and crossing point	Bassetlaw	≤£5k
Rampton - Lengthsman scheme	Bassetlaw	≤£5k
Replacement of the temporary interactive speed signs for Bassetlaw	Bassetlaw	£5k-£10k
Rotherham Baulk, Carlton in Lindrick – HGV signage leaving industrial estate	Bassetlaw	≤£5k
Stokeham Road/Retford Road, Dunham on Trent – Slow Markings	Bassetlaw	≤£5k
Sturton Cluster - Lengthsman scheme	Bassetlaw	≤£5k
Truckstop Main Street, Milton/Markham Moor – additional signage to reduce traffic through Milton	Bassetlaw	≤£5k
Tuxford - Lengthsman scheme	Bassetlaw	≤£5k
Welbeck Road/Ollerton Road, Ordsall – Junction Protection	Bassetlaw	≤£5k
Welbeck Road/Westhill Road, Retford - junction protection	Bassetlaw	≤£5k
Wheatley Road, Clayworth – Wildlife signs	Bassetlaw	≤£5k
Wingfield Avenue/Carlton Road, Worksop - Junction protection	Bassetlaw	≤£5k
19-22 The Lane, Awsworth - remove limited waiting restrictions	Broxtowe	≤£5k
B600 Nottingham Road, Nuthall - parking restriction in bus lane	Broxtowe	≤£5k
Broxtowe - Disabled Bays	Broxtowe	≤£5k
Carter Road/Swiney Way, Chilwell - pedestrian dropped crossing	Broxtowe	≤£5k
Cornfield Road/Maws Lane and opp Co-op entrance, Kimberley - no waiting restrictions	Broxtowe	≤£5k
Dunster Road/St Peters Close, Newthorpe - single yellow line and junction protection	Broxtowe	≤£5k
Giltway, Giltbrook - H bars over dropped pedestrian crossings	Broxtowe	≤£5k
Gorse Close, Giltbrook - Pedestrian Guardrail	Broxtowe	≤£5k
Knowle Hill/63 and o/s pub Nottingham Road, Kimberley - junction protection	Broxtowe	≤£5k
Larkfield Road, Nuthall - H bar extension	Broxtowe	≤£5k
Nottingham Road/Russley Road, Bramcote - junction protection	Broxtowe	≤£5k
Opp Chapel Place/Pub Station Road, Kimberley - parking restrictions	Broxtowe	≤£5k
Recreation Ground Queens Road, Beeston - Hedgehog warning signs	Broxtowe	≤£5k
Redwood Crescent, Beeston - junction protection and GIVE WAY	Broxtowe	≤£5k
Shilo Way either side Newtons Lane, Awsworth - Plate over redundant sign	Broxtowe	≤£5k
Sovereign Court/Grove Street, Beeston - no waiting restrictions	Broxtowe	≤£5k
Swinton Close/Giltway, Giltbrook - Pedestrian Guardrail	Broxtowe	≤£5k

Location/Scheme	District	Scheme budget (£000)
A60 Mansfield Road, Arnold - Merge Improvement Signing & Lining	Gedling	≤£5k
A612 Daleside Road East, Colwick - Keep Clear Markings x 2	Gedling	≤£5k
A612 Nottingham Road, Burton Joyce - Gateway Upgrade	Gedling	≤£5k
Bonner Lane/Moor Lane, Calverton - Duck Warning Signs x 2	Gedling	≤£5k
Chandos Street, Midland Grove, Clumber Avenue & Belvoir Road, Netherfield - Junction Protection DYs (Netherfield Combined TRO)	Gedling	≤£5k
Coppice Road, Arnold - Playground Warning Signs x 2	Gedling	≤£5k
Foxwood Lane, Woodborough - Marker Posts & Enlarge/Add Chevron Bend Signs	Gedling	≤£5k
H-Bar markings & advisory markings for the mobility impaired – various locations TBC	Gedling	≤£5k
Lingwood Lane, Woodborough - 2x Road Narrows Signs & 1 School Warning Marking	Gedling	≤£5k
Longdale Lane, Calverton - Car Park Direction Signs	Gedling	≤£5k
Main Street/Woods Lane, Calverton - Junction Protection (Calverton Combined TRO)	Gedling	≤£5k
Mews Lane, Calverton - Bollard	Gedling	≤£5k
Mile End Road/Crosslands Meadow, Colwick - Junction Protection (Colwick Combined TRO)	Gedling	≤£5k
Morris Street, Netherfield - Parking Bay Amendment (Netherfield Combined TRO)	Gedling	≤£5k
Newstead cluster lengthsman scheme (various)	Gedling	≤£5k
Ramblers Close/Mile End Road, Colwick - Parking Restrictions (Colwick Combined TRO)	Gedling	≤£5k
Renals Way/Main Street, Calverton - Junction Protection Extension (Calverton Combined TRO)	Gedling	≤£5k
Spring Lane/Catfoot Lane, Calverton - Parking Restrictions TRO (Calverton Combined TRO)	Gedling	≤£5k
Stoke Lane, Stoke Bardolph - Upgrade 30mph Gateway(s)	Gedling	≤£5k
The Elms/Meadow Road, Netherfield - Junction Protection DYs (Netherfield Combined TRO)	Gedling	≤£5k
Vale Road/Chaworth Road to Shop on bend, Colwick - Parking Restrictions (Colwick Combined TRO)	Gedling	≤£5k
Willow Lane bend near Railway Bridge, Gedling - Bend & Junction Protection DYs (TRO)	Gedling	≤£5k
Wollaton Avenue, Gedling - Removal of Redundant Signs/Lining	Gedling	≤£5k
Woodborough lengthsman scheme	Gedling	≤£5k
A60 Mansfield Road, Spion Kop/Mansfield Woodhouse - Reposition 3no Lamp Columns/Footway Widening	Mansfield	≤£10k
A60 Nottingham Road, Robin Down Lane & side roads, Mansfield - Parking Restrictions (TRO)	Mansfield	≤£5k
A6009 Rosemary Street/Pedestrian Crossing, Mansfield - Drainage Improvement	Mansfield	≤£10k
B6014 Skegby Lane, Mansfield - Improve 30mph Signing	Mansfield	≤£5k
Bath Lane & Clipstone Avenue Area, Mansfield - Parking Restrictions/Bays (Mansfield Combined TRO)	Mansfield	≤£5k
Blackthorn Drive, Mansfield - Bollards	Mansfield	≤£5k
Clipstone Road East, Forest Town - Soakaway Replacements	Mansfield	≤£10k
Crow Hill, Pleasley - Duck Warning Signs x2 or 3	Mansfield	≤£5k
Forest Road near Savannah Rags, Mansfield - Bollard	Mansfield	≤£5k
Greenshank Road, Warsop Vale - 2 Sets of Dropped Kerbs	Mansfield	≤£5k
H-Bar markings & advisory markings for the mobility impaired – various locations TBC	Mansfield	≤£5k
Kingsway Community Project, Forest Town – lengthsman scheme	Mansfield	≤£5k
Mansfield BID – lengthsman scheme	Mansfield	≤£5k
Mansfield Woodhouse Community Development Group – lengthsman scheme	Mansfield	≤£5k
New Mill Lane, Mansfield Woodhouse - Keep Clear Markings (2 junctions)	Mansfield	≤£5k
Watson Avenue, No 16, Mansfield - Parking Bay Amendment (Mansfield Combined TRO)	Mansfield	≤£5k
West Hill Drive, No 63, Mansfield - DYL Removal (Mansfield Combined TRO)	Mansfield	≤£5k
Winthorpe Street area, Mansfield - Junction Protections (TRO)	Mansfield	≤£5k
Wynndale Drive, Mansfield - Give Way Signing/Lining	Mansfield	≤£5k
100-102 Beacon Hill Road, Newark – Limited waiting outside shops	Newark & Sherwood	≤£5k
A616 (sugar beet factory to A46), Newark - Parking restrictions	Newark & Sherwood	≤£5k
B6387 New Hill/Retford Road, Walesby – Junction protection, advance warning signage for the School and assessment of the continuous white lining	Newark & Sherwood	≤£5k
Bathley – Pedestrians in Road signs	Newark & Sherwood	≤£5k
Bilthorpe – Additional EWR signage in the village	Newark & Sherwood	≤£5k
Bilthorpe - Additional EWR signage and advanced signage off A614	Newark & Sherwood	≤£5k
Bleasby - Lengthsman scheme	Newark & Sherwood	≤£5k
Brake Road, Walesby - Horse Warning Signs	Newark & Sherwood	≤£5k
Branston Avenue, Farnsfield area - junction protection	Newark & Sherwood	≤£5k
Cavendish Road, Clipstone – Roundabout signing	Newark & Sherwood	≤£5k
Clipstone - Lengthsman scheme	Newark & Sherwood	≤£5k
Cotham (Bend south of village) - additional chevron	Newark & Sherwood	≤£5k
Cromwell – Parking restrictions & AWS for 2 way traffic	Newark & Sherwood	≤£5k
Farnsfield - Lengthsman scheme	Newark & Sherwood	≤£5k
Gorsethorpe Lane, Kings Clipstone – Reduction of weight limit to 7.5 T and signage improvements	Newark & Sherwood	≤£5k
Hockerton – Verge Marker Posts	Newark & Sherwood	≤£5k
Kirklington Road, Rainworth – TRO to make the Disabled Parking Python Hill School enforceable	Newark & Sherwood	≤£5k
Lime Grove/Jubilee Street, Newark – Junction protection	Newark & Sherwood	≤£5k
Magdalene View/Beaconhill Road, Newark – Junction Protection	Newark & Sherwood	≤£5k
Ollerton Cluster Lengthsman	Newark & Sherwood	≤£5k
Fredwood	Newark & Sherwood	≤£5k
Replacement of the temporary interactive speed signs for Newark & Sherwood	Newark & Sherwood	£5k-£10k
Rufford Ford – Additional signage	Newark & Sherwood	≤£5k
South Muskham – A616 review of signage and markings	Newark & Sherwood	≤£5k
Southwell - Lengthsman Scheme	Newark & Sherwood	≤£5k
Southwell – Lowes Wong School additional Signage	Newark & Sherwood	≤£5k
Spring Lane, Farnsfield – no through road sign	Newark & Sherwood	≤£5k
Swinderby Road/High Street, Collingham - stop sign improvement	Newark & Sherwood	≤£5k
Westgate, Southwell - in advance of Holy Trinity School Slow Markings	Newark & Sherwood	≤£5k



Appendix 3 - 2020/21 Traffic management revenue programme

Location/Scheme	District	Scheme budget (£000)
A60 Loughborough Road, Rempstone - Lane Designation Sign & Extra Lane Marking	Rushcliffe	≤£5k
Alford Road, West Bridgford - SLOW Adj Rdbt Warning Sign	Rushcliffe	≤£5k
Ascott Gardens to Compton Acres Cycleway Link - Redesign to Remove Split Level	Rushcliffe	≤£5k
B679 Wilford Lane/Gresham Park Road Rdbt, West Bridgford - Signing & Marker Post Improvements	Rushcliffe	≤£5k
Bunny Lane, Keyworth - Jcn Protection Parking Restrictions (Keyworth Combined TRO)	Rushcliffe	≤£5k
Candleby Lane/Near School, Cotgrave - Parking Restrictions (Cotgrave Combined TRO)	Rushcliffe	≤£5k
Church Gate, Colston Bassett - Flap Down Flood Warning Signs	Rushcliffe	≤£5k
Colston Road, west of Lime Kiln Crossroads, Cropwell Bishop - Bend Warning Signs and Lining	Rushcliffe	≤£5k
Costock Road, Wysall - 5 x Reflective Marker Posts and Edge Lining	Rushcliffe	≤£5k
Cotgrave – lengthsman scheme	Rushcliffe	≤£5k
Cropwell Bishop – lengthsman scheme	Rushcliffe	≤£5k
Cropwell Road, Cropwell Butler - Signing & SLOWs	Rushcliffe	≤£5k
Debdale Lane, Dale Road & Highfield Road Staggered Junction, Keyworth - Parking Restrictions (Keyworth Combined TRO)	Rushcliffe	≤£5k
East Acres, Cotgrave - Pedestrian Dropped Kerbs	Rushcliffe	≤£5k
Giles Avenue, West Bridgford - Pedestrian Dropped Kerbs	Rushcliffe	≤£5k
H-Bar markings & advisory markings for the mobility impaired – various locations TBC	Rushcliffe	≤£5k
Kinoulton Lane, Kinoulton - Horse Warning Signs x 4	Rushcliffe	≤£5k
Langar cum Barnstone – lengthsman scheme	Rushcliffe	≤£5k
Leake Lane, Stanford-on-Soar - Cattle Crossing Warning Signs x 2	Rushcliffe	≤£5k
Main Street, Newton - Horse Warning Signs	Rushcliffe	≤£5k
Main Street, Normanton Lane & Leake Lane, Stanford-on-Soar - Speed Limit Gateway Signing & Bend Warning Upgrades	Rushcliffe	≤£5k
Main Street, Normanton-on-Soar - Upgrade of 2no School Signs with FAWLs	Rushcliffe	≤£5k
Musters Road (near school), West Bridgford - Junction protection parking restrictions	Rushcliffe	≤£5k
Nottingham Road opposite Primary School, Keyworth - Parking Restrictions (Keyworth Combined TRO)	Rushcliffe	≤£5k
Nottingham Road, Church Street & St Giles Way, Cropwell Bishop - Parking Restrictions Review (Cropwell Bishop Combined TRO)	Rushcliffe	≤£5k
Nottingham Road/Adams Hill, Keyworth - Parking Restrictions (Keyworth Combined TRO)	Rushcliffe	≤£5k
Old Melton Rd, Normanton-on-the-Wolds - Amend Advanced Give Way Sign	Rushcliffe	≤£5k
Owthorpe Road, Ash Lea Close & Adjacent Junctions - Parking Restrictions (Cotgrave Combined TRO)	Rushcliffe	≤£5k
Patrick Road, West Bridgford - Pedestrian Dropped Kerbs	Rushcliffe	≤£5k
Plumtree Road & Church Lane, Cotgrave - Parking Restrictions (Cotgrave Combined TRO)	Rushcliffe	≤£5k
Selby Lane, Keyworth - Removal of Single Yellow Lines (Keyworth Combined TRO)	Rushcliffe	≤£5k
The Banks, Bingham - H-Bar Markings	Rushcliffe	≤£5k
The Old Park/Bingham Road, Cotgrave - Parking Restrictions (Cotgrave Combined TRO)	Rushcliffe	≤£5k
Tollerton Lane, Tollerton - Dropped Pedestrian Kerbs	Rushcliffe	≤£5k
Trent Lane, East Bridgford – Access Restriction Scheme (TRO & Barriers/Signing)	Rushcliffe	≤£10k
Trevor Road, West Bridgford - SLOW Markings x 2	Rushcliffe	≤£5k
Walton Drive (Church Drive end), Keyworth - Extend Existing Double Yellow Lines	Rushcliffe	≤£5k
Widmerpool Road, Wysall - Signing Amendments	Rushcliffe	≤£5k
<b>Civil parking enforcement related schemes</b>		
School keep clear markings - introduction of permissable appropriate markings to provide clear crossing points for pedestrians	Various	£5k-£10k



Appendix 4 – 2020/21 Road safety education, training and awareness programme

2020/21	Road Safety Issue	Target Audience	Key messages	Activity / Event(s)	Campaign	Press Release / Publicity May include local press, and social media
Winter 2020	Winter Driving	Drivers, Riders	<ul style="list-style-type: none"> <li>Tyres</li> <li>Weather related advice</li> </ul>	X NRSP awareness Events at local stores		X
	Driver/ Rider Behaviour	Drivers & Riders	<ul style="list-style-type: none"> <li>Attitudes to driving</li> <li>Influences on your driving/riding behaviour</li> </ul>	X NRSP awareness Events at local stores		X
	Drink / Drugs	Drivers, Riders & Pedestrians	<ul style="list-style-type: none"> <li>Designated Driver</li> <li>Morning After</li> </ul>	x Mocktails & advice events		X
Spring 2020	British Summer Time begins	All Road Users	<ul style="list-style-type: none"> <li>Change in driving conditions (commute)</li> </ul>			X
	Distraction	Teenage Pedestrians	<ul style="list-style-type: none"> <li>Headphones, mobile phones</li> </ul>			X
	Cycle Safety	Adult Pedal Cyclists, Drivers	<ul style="list-style-type: none"> <li>Road positioning</li> <li>Close Pass Campaign</li> <li>Cycle helmets</li> </ul>	X NRSP Partnership events and awareness raising	X Road side campaigns & targeted Police enforcement operations of 'Close Pass'	X
Summer 2020	Drink / Drugs	Drivers, Riders & Pedestrians	<ul style="list-style-type: none"> <li>Designated Driver</li> <li>Euro 2020-Football</li> <li>Morning After</li> </ul>	X Mocktails & advice events		X
	Cycle Safety	Adult Pedal Cyclists	<ul style="list-style-type: none"> <li>Road positioning</li> <li>'Close Pass' campaign</li> <li>Conspicuity</li> <li>Cycle helmets</li> </ul>	X		X
	Pedestrian Safety	Pedestrians	<ul style="list-style-type: none"> <li>Use of crossings, safe place to cross</li> <li>Distraction</li> </ul>	X	X	X
	In Car Safety	Drivers	<ul style="list-style-type: none"> <li>Car Seat advice</li> <li>Seatbelt wearing</li> </ul>	X Car Seat Advice Events		X
Autumn 2020	Back to School	All Road Users	<ul style="list-style-type: none"> <li>Children on school journey</li> <li>Route planning</li> </ul>			X
	Eyesight	All Road Users	<ul style="list-style-type: none"> <li>Eye Health</li> <li>Vision Checks</li> <li>Eyesight Week</li> </ul>	X Partnership events & Education sessions		X
	British Summer Time End	All Road Users	<ul style="list-style-type: none"> <li>Change in driving conditions (commute)</li> <li>Use of lights (in working order)</li> </ul>			X
	Conspicuity	Pedestrians, Pedal Cyclists & Motorcyclists	<ul style="list-style-type: none"> <li>Visibility of road users</li> <li>Reflective &amp; Hi Vis clothing</li> </ul>	X Support and RSE in schools through the JRSO programme		X
Winter 2021	Winter Driving	Drivers, Riders	<ul style="list-style-type: none"> <li>Tyres</li> <li>Weather related advice</li> </ul>	X Partnership events		X
	Driver/ Rider Behaviour	Drivers & Riders	<ul style="list-style-type: none"> <li>Attitudes to driving</li> <li>Influences on your driving/riding behaviour</li> </ul>	X Partnership events		X
	Drink / Drugs	Drivers, Riders & Pedestrians	<ul style="list-style-type: none"> <li>Designated Driver</li> <li>Morning After</li> </ul>	X Mocktails & advice events		X
All Year Round	Road Safety Education	Primary & Secondary Pupils, Colleges & Universities	<ul style="list-style-type: none"> <li>The resource package has been developed for each year group</li> <li>Road Accident data used to target message appropriately for each age group</li> <li>Particular emphasis on Secondary age group</li> </ul>	X Freshers Fayres and Partnership events in schools		X An occasional press release may be considered for special circumstances or events that promote the 'service' and NCC
		Adults of All ages including businesses & Older Drivers	<ul style="list-style-type: none"> <li>Occupational Road Risk with Businesses</li> <li>'Drive On' workshop with Older Road Users</li> <li>Adult events</li> </ul>	X		X As above
	Awareness Raising	All Road Users	<ul style="list-style-type: none"> <li>Messages appropriate to the audience attending</li> </ul>	X Public and Partnership events		X As above
	Partnership Events & Campaigns	All Road Users as appropriate	<ul style="list-style-type: none"> <li>Specific to target group e.g. Young Drivers</li> <li>Any activity will be 'data led'</li> <li>Key partners include 'NRSP' – Nottinghamshire Road Safety Partnership</li> </ul>	X Partnership events Supporting Police	X Road side campaigns & targeted Police enforcement operations	X

2020-21	Activity	Training Module	Target Age Group
Pedal Cycle Training (Bikeability) including school holidays	Bikeability Core Activities and Training	Level 1	Years 3 -6
		Level 2	Primary
		Level 3	Primary & Secondary
	Bikeability Plus Modules	Balance Bikes	KS1
		Learn to Ride	KS1 & 2
		Bikeability Fix	All Ages
		On Show	Parents
		Bikeability Parents	Adults
		Bikeability Promotion	All Ages
		Bikeability Ride	All Ages
		Transition	Year 6 Primary children
	Partnership events	Fix Track & Road	11-14 yr olds
School Holidays: Easter, Summer and half-terms	Pre Driver Events	All day event	15-17 year olds (prior to learning to drive)



9 January 2020

Agenda Item: 6

## **REPORT OF THE SERVICE DIRECTOR, PLACE & COMMUNITIES**

### **LOCAL IMPROVEMENT SCHEME: TALENTED ATHLETES 2019-2020**

#### **Purpose of the Report**

1. To seek approval for the Talented Athletes awards for 2019-20.

#### **Information**

2. The Talented Athletes Fund is part of the Local Improvement Scheme (LIS) which helps to deliver the Council's strategic priorities. The Fund runs on an annual basis, and the annual budget for 2018-21 is £21,000.
3. Applications were invited from 12<sup>th</sup> September 2019 to 14<sup>th</sup> October 2019. The Fund was promoted throughout the County using a wide range of media including local press, social media, Email Me, and websites. Case studies from previous recipients were used to showcase achievements and encourage applications.
4. 90 applications were received, most requesting the maximum award of £400, as a contribution towards costs associated with their sport, such as coaching, competition fees and travel. The total amount requested was £35,300 – £14,300 in excess of available funding.
5. Assessment criteria corresponded to the application form, such as performance improvement and achievements over the past 12 months. Applicants were also required to submit supporting endorsements from their National Governing Body.
6. The full eligibility and assessment criteria are listed in the Appendix to this report. All applications were assessed and moderated by Officers to ensure consistency of approach, and Active Notts were consulted with any queries.
7. 82 (91%) of the applications were eligible and have been recommended for funding, totalling £21,000. The recommended applications cover all Districts, and 29 sport disciplines. The appendix to this report includes:
  - Table 1: Number of applications received and recommended by district; and
  - Table 2: Number of recommendations by sport / discipline.
8. Due to the high volume of applications, applications were grouped by assessment score, and allocations adjusted according to the score. The maximum award of £400 is recommended for the top 6 highest scoring athletes. The number of athletes recommended for each funding level is provided in Table 3 in the appendix.

9. A total of eight applications were not eligible for funding:

- Three athletes do not live in the County; and
- Five did not meet the full eligibility criteria.

10. Recipients of Talented Athletes funding agree to:

- Act as 'Sporting Ambassadors' for Nottinghamshire, which includes providing information about their sporting performance and achievements throughout the year. The Council use this to promote the Talented Athletes Fund, the athlete's achievements, and relevant sporting events / promotional campaigns; and
- Complete an 'End of Year Monitoring Report', which includes information about their sporting performance and achievements.

11. Talented Athletes are also encouraged to post their own success stories on social media and to tag Nottinghamshire County Council with **#NottsLIS** and **#NottsTalentedAthletes**.

12. All applicants will be signposted to other possible sources of funding and support via Active Notts.

### **Other Options Considered**

13. All the applications received have undergone the rigorous assessment and moderation process.

### **Reasons for Recommendations**

14. The applications recommended for funding meet the published criteria and contribute to the Local Improvement Scheme and the wider strategic priorities of the Council. Athletes have demonstrated:

- A high level of sporting achievements locally, nationally, and internationally, and many have overcome significant adversity; and
- Positive contributions to the wider community as sports ambassadors, volunteer coaches for younger, aspiring athletes, and charitable fundraising and support.

### **Statutory and Policy Implications**

15. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Data Protection and Information Governance**

16. The Talented Athletes Fund had been administered in line with the General Data Protection Regulation (GDPR). The Nottinghamshire County Council Local Improvement Scheme Privacy Notice (as published on the Council's website), explains how the Council uses information about grant applicants and how we protect their privacy. As part of the application form, applicants were asked to confirm that they have read and accept the Local Improvement Scheme Privacy Notice.

## **Financial Implications**

17. These are detailed at paragraphs 1-7 of this report.

## **Public Sector Equality Duty implications**

18. The Council has taken steps to advance equality of opportunity, for example by encouraging Countywide participation through a wide-reaching Communications and Marketing campaign. Consequently, the Council received applications from across all districts, from para-athletes and from athletes with disadvantaged backgrounds.

## **Safeguarding of Children Implications**

19. As part of the application process, a parent/legal guardian was required to give their consent for athletes under the age of 16. The Council received applications from 52 athletes under 16 years old (44% of the total applications).

## **RECOMMENDATIONS**

That the Committee approve:

- 1) The funding awards as set in the Appendix to the 82 eligible athletes; and
- 2) That the next round of Talented Athletes Funding continues be promoted widely across the County of Nottinghamshire.

**Derek Higon**  
**Service Director, Place & Communities**

**For any enquiries about this report please contact:** Cathy Harvey, Team Manager, Communities, Tel: 0115 97 73415

## **Constitutional Comments [CEH 05/12/2019]**

20. The recommendations fall within the remit of the Communities and Place Committee under its terms of reference.

## **Financial Comments [RWK 04/12/2019]**

21. The 2019/20 revenue budget contains an allocation of £21,000 for awards to Talented Athletes. The funding awards proposed in the report can be met from this allocation.

## **Background Papers and Published Documents**

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

- None

## **Electoral Division(s) and Member(s) Affected**

- All

## APPENDIX

### Talented Athletes Recommendations 2019-20

#### Eligibility Criteria

- Athletes must be residents of Nottinghamshire.
- Athletes must compete in a sport that is recognised by Sport England and governed by a National Governing Body that is also recognised by Sport England.
- Applicants must have represented the country of their choice within the last 12 months and / or be nationally ranked within the top 5 in their age group. If the applicant is applying as an individual from a team sport, they must be a member of a national squad.

#### Assessment Criteria

- Does the athlete meet the eligibility criteria?
- Competition level (e.g. county, regional, national level)
- Individual ranking or frequency of team sport appearances
- Performance improvement over the last 12 months
- Achievements over the last 12 months
- Goals for the next 12 months
- Has the athlete provided an endorsement letter from their National Governing Body (NGB), in support of their application?
- Is the applicant requesting funding as a contribution towards eligible expenditure, such as coaching, competition fees, travel expenses, sports equipment, and training?
- Evidence of contributing to the sport or community in a voluntary capacity

**Table 1: Talented Athletes: Number of applications received and recommendations by district**

District	Number of Applications	Number of Applications Recommended for Approval	Number of Applications <u>Not</u> Recommended
Ashfield	11	9	2
Bassetlaw	12	12	0
Broxtowe	13	13	0
Gedling	3	3	0
Mansfield	5	4	1

<b>Newark and Sherwood</b>	9	9	0
<b>Rushcliffe</b>	34	32	2
<b>Outside of Nottinghamshire</b>	3	0	3
<b>Total</b>	<b>90</b>	<b>82</b>	<b>8</b>

**Table 2: Talented Athletes: Number of applications recommended by sport / discipline**

<b>Sport / Discipline</b>	<b>Number of Recommended Applications</b>
Archery	2
Athletics ( <i>including Para</i> )	14
Canoe/Kayak ( <i>including Para</i> )	14
Climbing	1
Cycling	2
Equestrian ( <i>including Para</i> )	3
Fencing	1
Golf	1
Gymnastics	1
Handball	1
Ice Hockey	2
Ice Skating ( <i>including, Figure Skating, Synchronised Skating, Ice dance</i> )	7
Karate	1
Karting	1
Powerlifting	1
Sailing	1
<i>Slopestyle Skiing</i>	1
Speed Skating	6
Swimming ( <i>including Para</i> )	12
Table Tennis	4
Tennis	2
Volleyball	1
Water polo	3

**Table 3: Recommended Funding Awards**

Due to the high volume of applications and limited budget, applications were grouped by the assessment score, and the funding, recommended based on the assessment score. The maximum grant award of £400 is recommended for the top 6 highest scoring athletes as shown in Table 3, below.

Amount of Funding Recommended		Number of Athletes	
£400		6	
£300		34	
£200		42	
Total amount of funding:	£21,000	Total applications recommended:	82

### Summary

- The Council received a total of 90 Talented Athletes applications requesting funding for 2019-20. Of these, 82 (91%) were eligible and recommended for funding.
- Three applications were ineligible due to residing outside the County.
- Five applications did not meet core eligibility conditions (and therefore, were not eligible for funding).



**9 January 2020****Agenda Item:7**

## **REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES**

### **TRADING STANDARDS: WORKFORCE STRATEGY AND CHANGES TO STAFFING STRUCTURE**

#### **Purpose of the Report**

1. To seek approval for the Trading Standards Workforce Strategy.
2. To seek approval for associated changes to the Trading Standards Staffing structure, arising from the Workforce Strategy.

#### **Information**

3. Nationally there is a recognised shortage of qualified Trading Standards Officers (TSOs). Nottinghamshire like many other authorities is struggling to both recruit and retain TSOs that have the comprehensive skills and qualifications mix required going forward.
4. As a result, the Trading Standards part of the Trading Standards and Communities Service is currently carrying numerous TSO vacancies with the associated impacts this has on effective service delivery, staff morale, and well-being.
5. A Trading Standards Workforce Strategy (Appendix A) has been developed to ensure the Service has the skilled and flexible workforce needed for future delivery of a high performing Trading Standards service.
6. An associated delivery action plan (to be implemented by managers) is needed to address the shortfall in qualified TSO resource in both the short term (next 2 years), and medium term (2 to 4 years).
7. The Strategy developed and attached sets out several high-level actions already identified. It also includes the TSO Career Grade scheme which sets out the differing requirements for the four different levels of TSO in the Service.
8. **Recent Changes to the structure** - Several recent changes have been already been made to the Trading Standards structure:
  - a) Number of Band D Team Managers increased from 4 to 5 FTE (C&P Committee, 4<sup>th</sup> July 2019), with a corresponding decrease in the number of Band A Level 3 Trading Standards Officers from 7 FTE to 6 FTE to fund the additional Team Manager role.
  - b) Creation of an Intelligence Analyst Apprenticeship role (by increasing a 0.5FTE vacant Intelligence Support Officer roles to a 1FTE role) (C&P Committee, 4<sup>th</sup> July 2019)

- c) Creation of 2 FTE fixed term (2 years) Grade 4 level 1 Trading Standards Officer roles to undertake the Regulatory Compliance Officer (RCO) Apprenticeship (C&P committee, 7<sup>th</sup> November 2019).

**9. Proposed Additional Structure Changes** - This report seeks approval for the following additional changes to the Trading Standards staffing structure, that flow from the Strategy:

- a) At Committee on 8th March 2018, approval was given to create 1 FTE temporary 2-year fixed term Accredited Financial Investigator (AFI) post using funding from a vacant level 3 TSO role. This report seeks approval to make this change permanent.

The AFI capability continues to achieve significant successes in recovering proceeds of crime from individuals prosecuted for serious criminal offences. This capability is also charged out. This income generated contributes to the overall strategy to generate income to offset the costs of service delivery.

- b) To increase the number of level 1/2 Trading Standards Officers from 6.6 FTE to 7.4 FTE. The change is the net combined effect of two flexible working requests to vary two level 2 TSOs' working hours, and the recent successful recruitment of an experienced Animal Health officer into a level 2 TSO role to address a pressing skills gap within the Service.
- c) To approve the creation of a 1 FTE 12 months fixed term Grade 5 Trading Standards Investigator role. The role could help provide a short-term partial where recruitment exercises fail to attract sufficient recruits to fill all TSO roles.

The role would be funded by underspends from one vacant level 4 TSO role. The level 4 TSO role would be retained as a substantive post on the structure to give the flexibility needed for the future advancement of officers through the career scheme. The situation would be reviewed at the end of the 12 months fixed term period.

Ex-police investigators are currently employed within the Service on an agency basis. They are employed on "Fair Trading" type investigations into rogue traders, car clocking etc, where their investigatory skills and ability to enforce legislation such as the Consumer Protection from Unfair Trading Regulations 2008 and Fraud Act 2006 are transferrable.

The Trading Standards Investigator job description and person specification would require substantial proven experience of working in an investigatory role and the associated knowledge of legal procedural legislation etc. It would enable the Service to recruit experienced investigators, from other law enforcement backgrounds, on a more permanent basis. The role will reduce reliance on agency workers to back fill vacant TSO roles.

10. The tables below provide a summary of the recent and proposed changes to the Trading Standards Staffing structure.

<b>FTE by role April 19 – Existing</b>	<b>FTE</b>
Level 1/2 TSO	<b>6.6</b>
Level 3 TSO	<b>8</b>
Level 4 TSO	<b>9.6</b>
Principal TSO (Commercial)	<b>1</b>
Team Managers	<b>4</b>
Group Manager	<b>1</b>
Accredited Financial Inv. (AFI)	<b>2</b>
Intelligence Manager	<b>1</b>
Information Manager	<b>1</b>
Intelligence Support Officer	<b>2</b>
Technical Assistants	<b>2</b>
<b>TOTAL FTE</b>	<b>38.2</b>
<b>TOTAL COST</b>	<b>£1,542.6K</b>

<b>FTE by role April 20 – Proposed</b>	<b>FTE</b>
Level 1/2 TSO	<b>7.4</b>
Level 3 TSO (2 vacant roles funding RCO apprentices for 2 years)	<b>6</b>
Level 4 TSO (1 vacant role funding TS Investigator role for 1 year)	<b>9.6</b>
Principal TSO (Commercial)	<b>1</b>
Team Managers	<b>5</b>
Group Managers	<b>1</b>
Accredited Financial Inv. (AFI)	<b>3</b>
Intelligence Manager	<b>1</b>
Information Manager	<b>1</b>
Intelligence Support Officer	<b>2.5</b>
Technical Assistants	<b>2</b>
<b>TOTAL FTE</b>	<b>39.5</b>
<b>TOTAL COST</b>	<b>£1,551K</b>
<b>NET ADDITIONAL COST</b>	<b>£8.4K</b>

### Other Options Considered

11. Another option considered regarding the 12 months fixed term Trading Standards Investigator post was to continue employing agency officers to back-fill vacant TSO roles. However, this proposed recommendation is in line with the NCC People Strategy's aim to reduce reliance on agency workers.

### Reason/s for Recommendation/s

12. The making permanent of the third Accredited Financial Officer (AFI) within the Service provides more certainty in the Service's ability to further develop our successful Proceeds of Crime capability to both combat crime and generate income by selling the services of our Accredited Financial Officers.

### Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

14. The proposed new structure involves a net additional cost of £8,400 which can be met from within the Trading Standards budget

## **Human Resources Implications**

15. To make a temporary 2-year fixed term 1 FTE Accredited Financial Officer (AFI) post permanent and to disestablish a level 3 Trading Standards Officer post 1 FTE. To increase the number of level 1/2 Trading Standards Officers from 6.6 FTE to 7.4 FTE. To create a temporary 12 months fixed term Grade 5 Trading Standards Investigator role 1 FTE.

## **RECOMMENDATION/S**

It is recommended that the Committee approve:

- 1) The Trading Standards Workforce Strategy, as the way forward to develop the workforce needed for future delivery of a high performing Trading Standards function;
- 2) The proposed changes to the Trading Standards staffing structure, as detailed in paragraph 9.

**Derek Higton**  
**Service Director, Place and Communities**

**For any enquiries about this report please contact:** Mark Walker, Group Manager Trading Standards & Communities x72173 or Sarah Houlton, Team Manager Trading Standards x 72460.

## **Constitutional Comments [KK 10/12/2019]**

16. The proposals in this report are within the remit of the Communities and Place Committee.

## **Financial Comments [RWK 04/12/2019]**

17. The proposed changes to the Trading Standards staffing structure detailed in the report will result in an additional estimated annual cost of £8,400. This cost can be met from within the existing budget allocation for the Trading Standards service which is £926,000 for 2019/20.

## **HR Comments [JP 4/12/2019]**

18. The proposal have been subject to consultation with staff and the recognised trade unions. The implementation of the recommendations will be undertaken in accordance with the County Councils agreed employment policies and procedures, including recruitment.

## **Background Papers and Published Documents**

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

- None

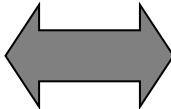
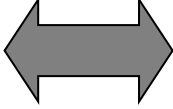
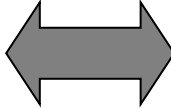
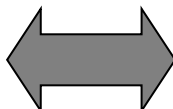
## **Electoral Division(s) and Member(s) Affected**

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- All



**NOTTINGHAMSHIRE TRADING STANDARDS: CAREER GRADE SCHEME 2019-**

Grade 4  (Level 1 TSO)		B A R	Grade 5  (Level 2 TSO)		B A R	Band A  (Level 3 TSO)		B A R	Band B  (Level 4 TSO)
Estimated Time  18-24 mths  			Estimated Time  12-18 mths  	Estimated Time  12-18 mths  		Estimated Time  18-36 mths  			
New entrant joins Service and studies for <b>Regulatory Compliance Officer</b> apprenticeship	THEN:  <b>TS Law Part 1</b> (part of UNIT 3) to attain:  <b>Stage 1 CTSI Professional Competency Framework</b>		<b>Stage 2 CTSI Professional Competency Framework:</b>			Officer to attain <b>one</b> additional UNIT 4 option module from Stage 2:  <ul style="list-style-type: none"><li>○ Food Stds</li><li>○ Feed</li><li>○ Product Safety</li></ul>	PLUS:  Continued development of professional knowledge, skills & expertise.		Officer with:  <ul style="list-style-type: none"><li>○ <b>Stage 2 CTSI Professional Competency Framework</b> (or equivalent*).</li></ul>
Attains <b>Stage 1</b> (or equivalent*)  PLUS  NCC TSS Legal competency  <b>Advances automatically to Grade 5 Level 2 TSO post on attainment of the above</b>  (*Equivalent: FCATS or CSCATs)			<ul style="list-style-type: none"><li>• <b>UNIT 4:</b> Weights &amp; Measures (mandatory)</li></ul> PLUS <ul style="list-style-type: none"><li>• <b>one</b> of:<ul style="list-style-type: none"><li>○ Food Stds</li><li>○ Feed</li><li>○ Product Safety</li></ul></li></ul> (Note: Choices of options and order UNITs done in will be agreed with Management Team)	<ul style="list-style-type: none"><li>• <b>UNIT 5:</b> Investigations</li><li>• <b>UNIT 6:</b> Regulating Markets</li></ul>  <b>Note: no progression beyond Grade 5 qualification bar without:</b> <ul style="list-style-type: none"><li>○ <b>Stage 2 (or DCATS/DCA/DTS) and Vacancy at Level 3 being available and</b></li><li>○ <b>Success in Level 3 TSO recruitment process.</b></li></ul>		<b>Note: no progression beyond Band A qualification bar without:</b> <ul style="list-style-type: none"><li>○ <b>Stage 2 (or DCATS/DCA/DTS) and Additional Stage 2 UNIT 4 option module and</b></li><li>○ <b>Vacancy at Level 4 being available and</b></li><li>○ <b>Success in Level 4 TSO recruitment process</b></li></ul>			PLUS  <ul style="list-style-type: none"><li>○ <b>Additional Stage 2 option</b></li></ul>  PLUS <ul style="list-style-type: none"><li>○ Continued development</li></ul>  *(Equivalent: DTS/DCA /DCATS)

CSCATS=Core Skills Certificate in Consumer Affairs and Trading Standards  
DCATS=Diploma in Consumer Affairs and Trading Standards  
FCATS= Foundation Certificate in Consumer Affairs and Trading Standards

DCA=Diploma in Consumer Affairs.  
DTS=Diploma in Trading Standards.





## **TRADING STANDARDS**

### **WORKFORCE STRATEGY 2020-24**

This Workforce Strategy aims to build on the visions, aims and objectives of the corporate NCC People Strategy 2019-2021 to develop the highly skilled and flexible workforce needed to enable the continued future delivery of a high performing Trading Standards service within Nottinghamshire.

Nationally there is a recognised shortage of qualified Trading Standards Officers (TSO) and Nottinghamshire like many other authorities is struggling to both recruit and retain TSOs. As a result, the Trading Standards part of the Trading Standards & Communities Service is currently carrying numerous TSO vacancies with the associated impacts this has on effective Service delivery, staff morale, and well-being.

A Trading Standards workforce strategy and associated delivery action plan is needed to address the shortfall in qualified TSO resource in both the short term (next 2 years) and the medium term (2 to 4 years).

#### ***The Short Term (next 2 years – 2020-2022)***

- 1) ***Recruitment to vacant Trading Standards Officer (TSO) roles:*** We are adopting a flexible and proactive approach to recruitment, encouraging applications from both fully and part-qualified TSOs, who can be appointed at the appropriate level within our 4- tier career structure, and then further developed to attain the full Trading Standards qualification.

All officers are being encouraged to do all they can to raise awareness of our advertised vacancies and to encourage interest from suitable applicants they know within the profession.

- 2) ***Re-allocation of work:*** We will ensure that our qualified TSOs are being deployed on the Trading Standards work that requires specific professional Trading Standards qualifications and experience, such as food, feed, product safety and metrology. Tasking processes will be used to carefully manage the allocation and workload of our staff.
- 3) ***New “Trading Standards Investigator” role:*** Ex-police investigators are currently employed within the Service on an agency basis. They are employed on “Fair Trading”

investigations into rogue traders, car clocking etc, where their investigatory skills and ability to enforce legislation such as the Consumer Protection from Unfair Trading Regulations 2008 and Fraud Act 2006 are transferrable.

To reduce our reliance on agency workers, a new Grade 5 “Trading Standards Investigator” role has been developed. The person specification requires substantial proven experience of working in an investigatory role and the associated knowledge of legal procedural legislation etc. The new role would enable the Service to recruit experienced investigators, from other law enforcement backgrounds, on a more permanent basis within the Service.

- 4) **Level 1 TSOs:** The Service employs three level 1 TSOs, who were recruited in October 2018. They are currently undertaking the Regulatory Compliance Officer (RCO) Apprenticeship. Officers who successfully complete the RCO apprenticeship gain exemptions from all but the Trading Standards Law Part 1 exam in Stage 1 of the CTSI Professional Competency Framework. Stage 1 is needed for the level 1 TSOs to advance to level 2 TSO in our career scheme.

It has been agreed that the three level 1 TSOs can undertake the training for their Trading Standards Law Part 1 exam in tandem with their training for their RCO apprenticeship. This should accelerate their advancement to level 2 TSO and expedite them gaining detailed knowledge of key “Fair Trading” legislation that will enable them to undertake doorstep crime and related investigations.

To advance to level 2 TSO in the career scheme, level 1 TSOs must also have completed the Service’s Legal Competency. This Legal Competency, which has recently been refreshed, complements the national qualifications to ensure that new officers have the legal skills and knowledge needed to conduct effective and procedurally robust investigations.

- 5) **Training Contracts:** Training up a highly skilled level 3 or level 4 TSOs takes a considerable investment of both time (4 years) and funding (£11.8k+). When trained, due to the current situation with the job market within the profession, there is a high chance of officers being poached by other authorities offering higher salaries or locations more favourable to the officers’ circumstances or preferences.

To combat this risk the Service has in the last few years introduced a training contract that officers receiving professional training must sign. They sign to agree that they will repay the cost of the qualification if they leave the Service within 2 years of being awarded the qualification. A training contract will be signed for each stage of the qualification

- 6) **Intelligence Analyst Apprenticeship:** Our “Understanding Demand Unit” (UDU) acts as the front door of the Service analysing all complaints and other intelligence sources to ensure that the Service’s officer resources are targeted most effectively. In November 2019 we successfully recruited to a new Intelligence Analyst Apprenticeship

post to increase intelligence capacity within UDU and to release TSO resource from UDU that can be deployed elsewhere in the Service.

- 7) **Retention of TSOs:** Managers will work with a TSO working group to consider further steps that can be taken to make Nottinghamshire Trading Standards an “employer of choice” within the very competitive Trading Standards employment market.

In line with the NCC People Strategy 2019-2021, consideration will be given to such issues as:

- Engaging all employees in delivering change and enabling them to maximise their potential and improve performance.
- Continuing to embed a culture of smarter working.
- Maximising the opportunities provided by new technologies and flexible working practices
- Rewarding and celebrating success and tackling inappropriate behaviour.
- Recognising the importance of the contributions of everyone in the Service towards developing and maintaining a positive culture.
- Promoting effective workload management and prioritisation techniques and supporting all staff to maintain their personal well-being and resilience.
- Improving the Service’s operational procedures.
- Adopting a more strategic approach to learning and development within the Service to more effectively identify and address skills and knowledge gaps, as the workforce and demands on the Service evolve.

- 8) **Place Department Values and Behaviours Framework** – Managers will lead work to bring to life and further embed the values and the behaviours set out in this framework. This will ensure that all staff have clarity on what positive values and behaviours are expected of all, and again will help to make Nottinghamshire Trading Standards the employer of choice.

### ***The Medium Term (2-4 years – 2022-2024)***

- 1) **Level 1 TSOs:** There is a current drive within Trading Standards authorities within the region and nationally to “grow their own TSOs” to address the staffing shortfall within the profession. At the 7<sup>th</sup> November 2019 Communities & Place committee approval was gained to create two new fixed term (2 years) Grade 4 level 1 Trading Standards

Officer roles. These officers will again undertake the Regulatory Compliance Officer (RCO) apprenticeship before continuing into the CTSI Professional Competency Framework. Recruitment processes commenced in November 2019.

The posts will be funded by underspends from two unfilled Band A level 3 TSO roles. These level 3 posts will remain on the structure for the future advancement of the current level 1 TSOs, as they progress through stage 2 of the professional qualification. This forward planning will ensure we can retain the new talented officers that we are training up by providing opportunities within the Service for future advancement under the career scheme.

- 2) **Upskilling of our TSOs:** Current TSOs will be actively encouraged and supported to undertake additional modules under the national Trading Standards qualification framework, the CTSI Professional Competency Framework. This will enable the officer to further develop their DCATS professional qualification and the breadth of their knowledge and skills base, whilst providing the Service much needed qualified expertise in pinch areas such as Food, Feed and Product Safety. The cost of the training will be met from within the Service's training budget.
- 3) **Updated Career Structure:** Trading Standards authorities are adapting their current career structures to incorporate the new national Trading Standards professional qualification, the CTSI Professional Competency Framework, which was introduced in 2019.

The table below shows how the amended career scheme will align with the CTSI Professional Competency Framework:

<b>Level</b>	<b>Grade</b>	<b>Qualification needed</b>
<b>Level 1 TSO</b>	Grade 4	5 GCSE passes (including English and Maths) with at least two at A level.
<b>Level 2 TSO</b>	Grade 5	Stage 1: Trading Standards Practitioner Certificate (TSPC) + Legal Competency.
<b>Level 3 TSO</b>	Band A	Stage 3: Trading Standards Practitioner Diploma (TSPD)
<b>Level 4 TSO</b>	Band B	Trading Standards Practitioner Diploma (TSPD) + experience at level 3 TSO + additional optional unit from Stage 2 (i.e. food, feed or product safety)

To ensure future level 4 TSOs have the breadth of knowledge needed for future service delivery, an additional subject area will be needed in addition to the TSPD for an officer to advance to level 4 TSO. A copy of the updated career scheme is included as **Appendix 1**.

**9 January 2020****Agenda Item:8****REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****UPDATE ON KEY TRADING STANDARDS AND COMMUNITIES MATTERS****Purpose of the Report**

1. To update the Committee on key Trading Standards and Communities matters, including progress to raise income in the Service; and
2. To address a question previously raised by Committee regarding Nicotine Inhaling Products.

**Information****TRADING STANDARDS**

3. **Workforce Strategy and Changes to the Staffing Structure** – as identified previously, the Service is struggling to recruit and retain fully qualified Officers. A separate report sets out how the Service intends to address these issues.
4. **Checkatrade Approved Trader Partnership** - After 5 successful years working together, Officers and Checkatrade have jointly agreed to end the Trading Standards Approved offer to Checkatrade members in the County. The partnership will come to an end on 31st March 2020.
5. The Council will continue to work with Checkatrade as the scheme comes to a close, meaning that some Nottinghamshire members of Checkatrade will remain approved and be able to display the Trading Standards Approved logo until 31<sup>st</sup> March 2021.
6. People can check to see whether a business is still Trading Standards Approved at [www.checkatrade.com](http://www.checkatrade.com). We would like to thank Checkatrade and the members of Checkatrade in Nottinghamshire for their support and services over the past 5 years.
7. **Nicotine Inhaling Products** – A question was raised at the November meeting regarding 'vaping' products.
8. These products are estimated by Public Health England to be 95% safer than smoking tobacco, with a lifetime cancer risk under 0.5% that of smoking. There have been recent reports that have linked products to incidents of ill health. The Council's Public Health Service is currently in the process of drafting the Authority's position.
9. E-cigarettes and nicotine liquids are covered by Trading Standards legislation. Further, each product must be notified to the Medicines and Healthcare Products Regulatory Agency

(MHRA) before sale. The MHRA maintains a public register so that side effects or safety concerns about any product can be reported and monitored. For e-liquids, Trading Standards has product labelling enforcement responsibilities.

10. The Council has carried out business advice exercises between 2016 and 2018. The last one informed businesses of the changes in legislation, new product requirements and the traders' obligations, and covered age restricted sales, labelling requirements, and the electrical safety of chargers. The Service has also responded to complaints about compliance in these areas.
11. In 2018, the Chartered Trading Standards Institute undertook a compliance review. The law restricts the size of e-cigarette tanks and refill containers, nicotine strength, child resistant packaging, information and health warnings. 80% of both E-cigarette products and refill containers were complaint.
12. Non-compliance was generally dealt with by business advice. The review noted that the MHRA had commissioned a separate report relating to the laboratory testing of several E-liquids.
13. Further, there have been reports that criminal drug producers may be selling illegal drugs in the form of liquids for e-cigarettes. These include that cannabinoids and other synthetic psychoactive substances may be available.
14. Trading Standards would share any intelligence received concerning the illegal sale of drugs with the Police. Such products are covered under the Psychoactive Substances Act 2016, which give the Police powers to search, seize, test and destroy products and take criminal enforcement action.
15. The Service has not referred any intelligence to the Police recently concerning the sale of e-liquids containing Novel Psychoactive Substances (NPS) or Synthetic Cannabinoid Receptor Agonists (SCRA). This is because the Service has not received any new intelligence about this issue that Police do not have knowledge of. Trading Standards has received some intelligence from the Police in the form of Crimestoppers Reports.
16. The reports received has concerned home sellers reported to also be selling illicit tobacco along with other classified drugs.
17. Trading Standards takes an intelligence led approach to Nicotine Inhaling Products and they are considered as part of the Service's tasking and co-ordination system which considers risk, threat and harm in order to target resources at the issues causing the most detriment.
18. **Nominated Neighbour** – Officers are working with Nottinghamshire Police and Local Borough Councils officers to expand the Scheme, which helps protect residents vulnerable to unwanted doorstep callers. Dialogue is progressing with Bassetlaw District Council who are promoting the Scheme and identifying residents and neighbourhoods who may benefit.
19. A presentation has been given to the Adult Access Team on scams and the Nominated Neighbour Scheme. The Team regularly comes into contact vulnerable people over the telephone, and this information will help to identify anyone that may have been a victim of a scam or doorstep crime.
20. **Sparkler Concerns** – Officers carried out an emergency response in November after receiving reports that people had suffered burns from using Turbo Sparklers, manufactured by Klasek.



21. Officers worked with national retailers to ensure effective product recalls and carried out media and publicity work to spread warnings as widely as possible, targeted in the areas where product had been sold. Media work included, live radio, television interviews, social media, press releases and announcements at organised bonfires in the Nottinghamshire. Investigations are currently ongoing.
22. **Illicit Tobacco** – Officers continue to apprehend and disrupt businesses and individuals involved in the sale of illicit products.
23. Recent operations include:
- Following complaints against a Daybrook shop, two test purchases were made, and officers were sold counterfeit cigarettes. £2,200 worth of illicit tobacco products were subsequently seized, and two persons have been interviewed and cautioned.
  - A Workshop shop with history of selling illicit tobacco was recently inspected, and £1,700 of product seized. A suspect has been interviewed and reported for prosecution.
  - A warrant was executed at a Mansfield residence resulted in a seizure of £19,000 worth of products, and £4,700 in cash. Two persons are to be interviewed and investigations continue.
  - A joint operation with Nottinghamshire Police, Derbyshire Trading Standards and HMRC looked at storage facilities holding illicit tobacco in the Nottinghamshire and Derbyshire area. Five were visited in Nottinghamshire, and advice provided regarding their responsibilities and legal requirements to prevent illicit products being stored.
24. **Intelligence Apprentice** - a new apprentice, the fourth for Trading Standards, has now been appointed. She will help support the Intelligence Manager and continue to develop our intelligence function.
25. **Preventing Fraud Against the Vulnerable – call blockers.** Six additional call blockers have been obtained from National Trading Standards and will help to protect some of our most vulnerable consumers who have lost money to telephone scams.
26. For example, one blocker will be installed in the home of a Rushcliffe consumer that Trading Standards and Social Workers have been supporting. The person has lost money to telephone scams and financial abuse previously. The blocker will stop unwanted and scams telephone calls.
27. **Safeguarding the Vulnerable** – recent interventions include:
- A disabled, vulnerable Mansfield person had paid for work which had not been completed. Following intervention, the trader agreed to refund all monies. Officers are monitoring.
  - Trading Standards and Social Workers in Gedling have been supporting a scams victim, putting practical steps in place to prevent the consumer from becoming a victim again.
  - An older Newark consumer has been supported following a doorstep crime incident where she paid £2000 for work not completed. Again, advice and practical measures were put in place to prevent further incidents. A witness statement was also taken to support a criminal investigation by another Trading Standards service.

- Another Newark consumer, in her 70's has been supported following a bogus caller incident. She was given advice and equipment at her home, to deter further incidents.
28. **Income Progress 2019-20** The current level of income at the time of writing this report is £426k which is marginally ahead of where it needs to be to meet the annual target of £729k for 2019/20. The Service remains confident it will meet or exceed this target by year end.
  29. **Knife sales** – all Primary Authority companies affected by the proposed changes regarding the sale of knives were recently contacted to make them aware of the possible outcomes of recent consultations. The Service has subsequently been approached by 3 of those companies requesting detailed support to help preparations.
  30. **County Enterprise Foods** - recently won the National Association of Care Catering on Meals on Wheels award. The nomination focused on the work that they had undertaken with Trading Standards to embed changes in food legislation and address scams.
  31. **Railweight tests** - the Service has been carrying out a programme of tests at Power Stations, testing the on-line weighing equipment used to weigh coal trains. As a consequence, the customer recently asked us to carry out tests at Immingham Docks.
  32. **Regulation of Investigatory Powers Act 2000 (RIPA)** - the Council has power to undertake covert surveillance in relation to certain investigations. There is a strict authorisation process set out in the legislation.
  33. Since 2017, the Investigatory Powers Commissioner's Office (IPCO) has been responsible for the oversight of the use of RIPA, and the Council is required to submit an annual statistical return to the IPCO.
  34. The Council is also able to obtain communications data through the National Anti-Fraud Network (NAFN), an expert provider accredited by the IPCO and the Home Office. NAFN submits the annual statistical return to the IPCO on the number of submissions made by the Council.
  35. A programme of monitoring and review is set out in the Council's RIPA policy and guidance. Since 2017, annual reports are made to the Governance and Ethics Committee.
  36. Throughout 2019, the Council overall has used RIPA sparingly, and at the end of the year, the Council successfully completed an IPCO inspection. The next IPCO inspection will be in 2022, and it is anticipated that this will consist of a physical inspection.
  37. Throughout 2019 two new Trading Standards authorisations for directed surveillance have been made in relation to the same investigation of illicit and counterfeit cigarettes and tobacco.
    - The first authorisation was cancelled once the conditions no longer applied.
    - The second authorisation yielded evidence which is currently being assessed for future criminal proceedings.
  38. There have been 5 new Trading Standards applications for communication data access so far in 2019. One relates to an ongoing investigation, whilst the others relate to the same doorstep crime case. Due to problems identifying those behind the crime, unless further evidence comes to light, we are currently unable to progress.



39. Throughout January and February 2019, 44 staff, including managers, undertook refresher training. In June 2019, Trading Standards Group Manager and an Enforcement Team Manager attended a National Anti-Fraud Network roadshow.

40. **Regional Investigations Team (RIT) - National Trading Standards Board (NTSB) Case Reviews** – in 19/20, the Team has been awarded £320k for its core budget, and £649k of additional funding for three investigations of national importance, a total of £969k.

41. Annual reviews are carried out to ensure that:

- investigations are managed and undertaken in accordance with appropriate legal frameworks and practice;
- funding is being used effectively;
- there is appropriate Local and Regional governance, and
- identify best practice.

42. Three officers from the NTSB National Tasking Group recently reviewed the investigations and made the following findings:

- investigations are well managed from the outset;
- funding is used effectively;
- significant results have been achieved at the Crown Court during 2019/20;
- the flexible model resourcing model used is an effective use of funding;
- there is good support both locally, regionally and nationally;
- the Team Manager plays an active role in the Regional Tasking Group;
- the Team links well with external enforcement agencies through the Government Agency Intelligence Network (GAIN); and
- Best practice was identified regarding a comprehensive risk management process for conducting complex criminal investigations.

43. Best practice will be shared across the 9 RIT teams, Trading Standards regional colleagues, and our own main Service.

## COMMUNITIES

44. **Armed Forces Work** - On Remembrance Sunday, Poppies projected on the Victoria Embankment war memorial provided a fitting tribute to the fallen servicemen and women of Nottinghamshire. Working with local groups and partners including the City Council, the cascade of falling poppies was projected onto the memorial between 4pm and 8pm. The event formed part of wider commemorative services and parades across the county and city which saw record numbers of attendance.

45. **Victory in Europe Day 75 - A Civic Reception** has now been planned for the Assembly Room at County Hall on Tuesday 6th May 2020, to honour those of the WW2 generation. High Tea will be served from 3.30pm to an invited guest list, as well as Nottinghamshire residents born on or before 8th May 1945. Numbers are limited to 128. Wartime 1940's Vintage Harmony Trio, a group of female singers, will provide entertainment.

46. On Friday 8<sup>th</sup> May 2020, 75 years to the day itself, the Council will host a special concert for peace and commemoration to mark 'Victory in Europe' Day. A swing band, vintage singers,

the band of the South Notts Hussars (local regiment), and Nottinghamshire's Army Cadet Force band will entertain residents of the county at Rufford Abbey Country park.

47. The concert will last approximately 5 hours and will be repeated on Saturday 9<sup>th</sup> May. Throughout the day current servicemen and women from all three services will be showcasing modern equipment and vehicles.
48. Historical societies, local museums and community groups will also highlight Nottinghamshire and commonwealth life during the period. Re-enactors will provide historical elements including a M10 (British Variant) Tank buster, and a Flying Flea.
49. The day will settle in the evening with a showing of clips from the 8<sup>th</sup> May 1945 Pathe news, followed by the film 'Brief Encounter', before ending with a spectacular fireworks display.
50. The Lord Lieutenant and the Dean of Southwell will lead a county-wide multi-faith Commemoration Service at Southwell Minster on Sunday 10<sup>th</sup> May. Civic and Military representatives will be joined by Nottinghamshire residents in respecting the memory of those who lived through the war and particularly remembering those who gave their lives in order to give the many freedoms enjoyed today.
51. **Victory in Japan (VJ) Day 75** - otherwise known as 'Victory in the Pacific' Day, it falls on Saturday 15<sup>th</sup> August 2020.
52. Working with the City Council, a Commemorative Service and exhibition will be held at St Mary's Church, Nottingham. Elements of the Armed Forces Community including the South Notts Hussars, The Sherwood Rangers, The Sherwood Foresters Association, and current military units of 7 Infantry Brigade will take part in a march past on the way to a Civic Reception at the Council House in Nottingham.
53. **Community Friendly Nottinghamshire - Community Organising Training workshops.** 10 workshops have been delivered in 2019, with a further 2 planned before year end. A further 10 more workshops have been scheduled between January and July 2020. The workshops provide residents and stakeholders with the skills required to inspire and instigate new resident-led community activities/projects.
54. Active Notts have commissioned a Listening Skills for community organising workshop, due to be delivered 16<sup>th</sup> January 2020.
55. Since January 2019, the following outcomes have been achieved:

- 141 people have attended Community Organising workshops;
- 16 New activities / projects are up and running with 5 in development;
- 46 additional businesses are now supporting the Take a Seat scheme (324 total);
- 229 new Dementia Friends have been recruited (including 91 in the Council); and
- 2 new Dementia Champions have been recruited.

### **Other Options Considered**

56. None.

### **Reason/s for Recommendation/s**

57. To ensure appropriate political oversight of key Trading Standards and Communities matters.

## **Statutory and Policy Implications**

58. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

59. The Service has achieved £426k in income so far, which means it is on target to meet the annual target set of £729k for 2019/20 by year end.

## **RECOMMENDATION/S**

That the Committee:

- 1) Considers the updates and highlights any actions required, specifically in respect of income generation and nicotine inhaling products.

**Derek Higton**  
**Service Director, Place and Communities**

**For any enquiries about this report please contact:** Mark Walker, Group Manager Trading Standards & Communities, Tel: 0115 977 2173

## **Constitutional Comments (KK 22/11/2019)**

60. The proposals in this report are within the remit of the Communities and Place Committee.

## **Financial Comments (RWK 04/12/2019)**

61. The financial implications are set out in paragraph 59 and indicate income of £426,000 has been received to date against a budget of £729,000. The net budget for the Trading Standards Service for 2019/20 is £926,000, and the service is forecasting a net underspend of £12,000.

## **Background Papers and Published Documents**

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

- None

## **Electoral Division(s) and Member(s) Affected**

- All



**09 January 2020****Agenda Item:9**

## **REPORT OF THE CORPORATE DIRECTOR, PLACE**

### **STREETWORKS PERMIT SCHEME: CONSULTATION UPDATE**

#### **Purpose of the Report**

1. A follow-up to the July 2019 report (agenda item 7) to seek approval to legally introduce a streetworks permit scheme in Nottinghamshire following a regulatory consultation process.

#### **Information**

2. Members approved at the July 2019 Committee the commencement of a formal consultation with the statutory utilities and other interested parties for the introduction of a permit scheme for streetworks in Nottinghamshire. The report detailed the changes and benefits that would be expected from adopting the powers available under Traffic Management Act (2004). Briefly these are:
  - i. All organisations wishing to carry out works on the highway must under a permit scheme apply for permission to work and pay a fee if required. Under the current system, such organisations only have to notify the Council of proposed works with no fee.
  - ii. The income from the fees paid is allocated to the additional costs that arise from exercising the powers. These primarily are for the costs of additional staff to receive and approve all requests and for the increased capacity to check works on site.
  - iii. The permit application process ensures that the Council is able to check all proposed works (with the exception of emergency works) as well as all variations of agreed work.
  - iv. Standard national conditions will be applied to ensure that works are managed as efficiently as possible. Additional inspectors will be employed from the fee income to check the compliance of works and Fixed Penalty Notices can be issued to any organisations that are considered to have failed to adhere to the stated conditions.

- v. All works including those of our own Highways promoters within VIA will be treated with parity. Although charges are not applied by legislation for our own works, the permit scheme requires all organisations to apply for a permit before commencing work to ensure that coordination and communication is as efficient as possible.
3. Utility companies have the legal right to place and maintain their apparatus in the public highway and must do so in accordance with national codes of practice. This work inevitably causes some disruption at times to road users. The introduction of a permit scheme to manage streetworks does not prevent this work taking place but it does provide a framework to improve our ability to control and check the work. This ensures that the network is managed more efficiently for the benefit of all road users in accordance with our network management duty (as referred to in Section 4.1.1 of the LTP).
4. Over 70% of the English Councils have now introduced a permit scheme to manage streetworks. In 2017 The Department for Transport commissioned a report into the effectiveness of schemes introduced since 2010. This evaluation determined that permit schemes typically reduced the duration of works and therefore any congestion and disruption caused by these works. Subsequent to this, the DfT wrote to all Councils not operating a permit scheme (including Nottinghamshire County Council) requesting that they introduce one and that, should they not do so, the DfT would consider using its powers of direction.
5. Further to the July 2019 Committee, the Council developed a draft permit scheme that detailed the scope of the scheme and the proposed fees. It is intended to apply a fee for works on all roads within the Council's administrative area but this will be on a sliding scale depending on the nature of the works and the type of road directly affected. The charges reflect the amount of additional management and control required to minimise disruption from works. Discounted permit charges will also be applied where utilities work collaboratively or phase works so as to lessen inconvenience to road users.
6. In accordance with the Traffic Management Permit Scheme (England) Regulations 2007 (as amended) a formal consultation of the draft scheme was undertaken between 27th September 2019 to 8th November 2019. The consultation was undertaken with utility companies and other key stakeholders.
7. The consultation resulted in 62 comments from the following organisations:
  - i. Network Rail
  - ii. Nottinghamshire County Council – Transport and Travel Services
  - iii. Severn Trent Water;
  - iv. Stagecoach East Midland
  - v. Western Power Distribution
  - vi. Virgin Media
  - vii. Openreach
  - viii. Anglian Water

8. All comments received are detailed in **Appendix A** together with a response from the Authority and a note of whether the comment requires a change to the Permit Scheme document. Overall the responses received were either relatively minor comments on the permit scheme design, positive support or questions relating to the operation of the scheme. A number of comments have led to minor changes to the draft permit scheme and these are shown in **Appendix A**. Such changes include for example, accepting where content could potentially cause confusion with the prevailing legislation and increasing clarity as to where fees will not be levied.
9. The final proposed Permit scheme is attached in **Appendix B**. The scheme is designed to deliver the anticipated benefits from administering a permit scheme with the following outcomes:
  - To proactively manage the highway network in order to maximise the efficient use of road space and to reduce congestion
  - To improve the quality of works information
  - To improve the reliability and accuracy of works activity information to the public
  - To protect the right of the public to use the highway in a lawful manner
  - To protect the structure of the street and the utility apparatus
  - To ensure parity for all works promoters
  - To support and improve public transport reliability
10. Operationally, the team responsible for delivering the permit scheme would be based within Via East Midlands as an extension to the existing streetworks coordination team. There will be a form of Service Level Agreement between NCC and VIA detailing expected performance indicators from the operation of the permit scheme that will be subject to regular monitoring.

## **Next Steps**

11. If Members approve the recommendations to this Report, the next stage will be to complete the process to bring a permit scheme into legal effect, thereby signing a legal order made under powers conferred by Section 33A of the Traffic Management Act 2004 and undertake the necessary changes to operate the permit scheme. The scheme appended in **Appendix B** will form the appendix to the legal order. Members are requested below to also approve the delegation to the Service Director of Place and Communities the power to make minor amendments to the permit scheme in future. For clarity, such amendments would not affect the substantive content of the scheme.
12. Formal notice will be issued to all affected parties and will be sent at least 4 weeks prior to the legal introduction of the permit scheme.
13. Work with VIA to undertake the necessary steps to both introduce the permit scheme to process permit applications and to submit permits for the Council's own works.
14. It is intended to commence the permit scheme in April 2020. Prior to the introduction of the scheme the Council will undertake a trial, effectively operating the scheme as if it were in legal effect albeit without applying the fees and charges.



15. The permit scheme will be evaluated annually for the first 3 years of operation (and thereafter every 3 years) and a report will be presented to Members accordingly and made available to stakeholders.

### **Other Options Considered**

16. The DfT have sent a clear indication to the Council that it is expected to introduce a permit scheme and therefore we are considering its introduction as per their request. Various financial models have been considered to calculate the level of charges necessary to deliver a service that will deliver the tangible benefits of a permit scheme whilst remaining commensurate with the level of works within the County. The figures shown within the permit scheme document in Appendix B reflect this and are considered reasonable and justified.

### **Reason/s for Recommendation/s**

17. The Council has been asked by DfT to consider the introduction of a permit scheme. Our initial work suggests the scheme proposed in Nottinghamshire should deliver the benefits of enhanced streetworks management described above that have been evidenced by other Authorities that have already adopted these powers and will support and advance the Council's transport goals (as referred to below). The costs of issuing permits to utilities can be met fully from charges applied to applicants wishing to undertake works in the highway.

### **Statutory and Policy Implications**

18. The County Council's long-term transport strategy is set out within the Local Transport Plan 2011-2026 (LTP). The LTP identifies three transport goals, two of which the proposed permit scheme will help deliver (the third being to improve access to key services):
  - i. Provide a reliable, resilient transport system which supports a thriving economy and growth whilst encouraging sustainable and healthy travel
  - ii. Minimise the impacts of transport on people's lives, maximise opportunities to improve the environment and help tackle carbon emissions.
19. 'Making best use of the existing transport networks' is one of the key elements of the Council's strategy contained within the LTP to deliver the above transport goals. With regards to managing disruption on the network caused by street works, incidents and other activities, the LTP specifically states that "The County Council will also explore the opportunity to introduce measures to control activities in a more prescriptive manner than has been possible in the past, such as .....examining the provisions relating to permit schemes, including whether to introduce such a scheme".
20. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

21. The introduction of a permit scheme would require an increase in current resources to administer the permit regime as detailed in Human Resources Implications below. In addition, additional ICT hardware and software would also be required. All of these additional direct costs together with a proportion of overheads including pensions, accommodation, central services, monitoring of the scheme, KPIs and invoicing would be met by the income from the permit fees.
22. In addition to income from the permit fees, a permit scheme also creates a new potential source of income from two new sanctions: (1) working without a permit with a £500 fixed penalty notice; and (2) working in breach of a permit condition with a £300 fixed penalty notice. Net proceeds received from Fixed Penalty Notices are ringfenced by the Permit Regulations to be applied to promoting and encouraging safe, integrated, efficient and economic transport facilities and services within the area covered by the permit scheme.

## **Human Resources Implications**

23. The introduction of a permit scheme would require an increase in the current staff resources to administer the permit regime, primarily for the coordination and inspection of works. The costs of this would be met from the permit fees. In the main these additional staff will be placed within VIA. The impact within the client side at the County Council is currently under consideration and will be subject to a subsequent report to Committee.

## **Implications for Service Users**

24. The introduction of a permit scheme is anticipated to reduce the disruption and impact of roadworks for all Service Users.

## **Implications for Sustainability and the Environment**

25. Reduced traffic congestion will subsequently reduce emissions from queuing vehicles.

## **RECOMMENDATION/S**

- 1) That Members approve the making of the legal order required to implement the introduction of the proposed permit scheme for streetworks in Nottinghamshire as set out in Appendix B and delegates authority to the Group Manager (Legal, Democratic & Complaints) to draft and finalise the form of that Order.
- 2) That Members delegate to the Service Director, Place and Communities the authority to make minor changes to the permit scheme in the future.

**Adrian Smith**  
**Corporate Director Place**

**For any enquiries about this report please contact:** Gareth Johnson, CPU and Enforcement Manager, [gareth.johnson@nottsc.gov.uk](mailto:gareth.johnson@nottsc.gov.uk); Tel: 0115 8040388

## **Constitutional Comments (SJE – 04/12/2019)**

26. Communities & Place Committee is the appropriate body to consider the content of this report.

## **Financial Comments (SES – 20/12/2019)**

27. The report proposes the implementation of a permit scheme for street works with effect from 1<sup>st</sup> April 2020. The implementation of the scheme will incur additional costs for the council which it is able to offset through additional income from charging for permits.
28. Prior to the commencement of the scheme, and experience of operating the scheme, it is difficult to fully quantify the additional costs. However, these will include additional payments to VIA to employ staff to operate the scheme, additional staff employed by the County Council, which will be subject of a future report to committee, the acquisition and running of vehicles, additional ICT hardware and software, and administration costs in raising bills for permits and in collecting the income.
29. The Council is proposing to set fees initially at the levels as set out in section 10.2.2 of the final draft of the Nottinghamshire County Council Permit Scheme which forms Appendix B to the report to recover the costs of operating the permit scheme. It is difficult to accurately forecast the level of income which will be received from the permit scheme as this will depend upon the number and mix of permits issued. However, it is estimated that the income received will be in the region of £1 million to £1.5 million per annum.
30. In order to ensure that the Council is recovering its costs in operating the permit scheme but not receiving income in excess of those costs, and thus operating within the regulations and guidance for permit schemes, the permit scheme will be evaluated annually for the first 3 years of operation and thereafter every 3 years. Reports on these evaluations will be presented to Members and made available to stakeholders.
31. Under the terms of the scheme the Council will also be able to issue fixed penalty notices. There will be 2 types of penalty notices set at £500 and £300. Any income from these penalties does not have to be applied to any specific areas. Again, it is difficult at this stage to estimate the level of income that will be obtained from penalty notices and an initial figure of £50,000 will be included in the 2020/21 budget.

## **Background Papers and Published Documents**

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

- None

## **Electoral Division(s) and Member(s) Affected**

- All

## APPENDIX A

### CONSULTATION COMMENTS AND RESPONSES

	ORGANISATION	CONSULTEE TYPE	DOCUMENT LOCATION	COMMENT	RESPONSE	SCHEME AMENDMENT
1	Western Power Distribution	Works Promoter	1.1.3	No date provided.	This will be provided in the final version once the start date is known.	No
2	Western Power Distribution	Works Promoter	1.2.5	No clarity of proposed transitional arrangements for comment, as it appears these will just be attached to the legal Order which will only provide 4 weeks' notice of the arrangements to be complied with and no opportunity to comment or challenge those arrangements.	The transition will follow the rules set out within the Statutory Guidance for Highway Authority Permit Schemes (October 2015) (section 9.7). These are the same transition rules used for all operational permit schemes. Scheme amended to reference these.	Yes
3	Western Power Distribution		2.1.9	Minor format point with use of bold text "and where possible".	Scheme amended.	Yes
4	Western Power Distribution	Works Promoter	2.2.1	It is not clear how NCC intends to measure the success of the permit scheme against the objectives listed in 2.2.1, or what the current situation is for these objectives to establish a baseline for progress to be evaluated against.	It is not practical for the permit scheme to contain the evaluation methodology. In principle the evaluation will seek to identify direct changes made from the operation of the permit scheme and quantify the benefits from these. In addition, the HAUC (England) Advice Note No. 001/2016 defines a 'Report Template for the Evaluation of Permit Schemes'.	No

5	Western Power Distribution	Works Promoter	2.3.2	The objectives and benefits set out here will need to be reflected in the annual permit evaluation reports to demonstrate that the permit scheme has provided these benefits over and above the existing noticing regime.	Agreed.	No
6	Western Power Distribution		3.2.3	Minor format point with missing text from the sentence “such as”.	Text removed.	Yes
7	Anglian Water Services	Works Promoter	3.2.3	Whilst promoters may be encouraged to include conditions the legislation is quite clear that it is the responsibility of the Authority to impose any relevant conditions. The paragraph ending is not complete and needs to remove or provide the example	Noted. Text removed.	Yes
8	Virgin Media	Works Promoter	4.3.1	Virgin Media are disappointed that Nottinghamshire shire County Council’s Permit Scheme and associated fees will apply to all classification of roads. If the council chooses to apply permits to 100% of streets, contrary to advice from Ministers, Virgin Media requests that Nottinghamshire County Council grant permits for category 3 and 4 roads by default and for those permits to be at zero fee levels.	NCC do not agree with this comment. The DfT’s March 2008 Code of Practice (which has not been withdrawn) indicates that a scheme may properly be applied to all streets. The reason for the application of fees across the network is provided in the Consultation Overview and follows the legal definition of a ‘street’.	No
9	Anglian Water Services	Works Promoter	4.4.3	I would suggest that a provision is included in the scheme for such works to have a Permit for Coordination purposes.	Agreed. This is essentially the guidance provided in the Code of Practice for Coordination.	No

10	Western Power Distribution		4.4.4	As per the existing HAUC Advice Note (HAUC UK Advice Note 2017/03 explains that provision of temporary traffic control is not in itself a registerable activity, as it is not included in the 2007 Regulations (SI 1951)), and the recent consultation on the Code of Practice for Co-ordination, Chapter 7, it may be better to simply refer to the definitions in the Code or in other Statutory Guidance that may be issued.	The Permit Scheme has been amended to reference the Code of Practice.	Yes
11	Anglian Water Services	Works Promoter	4.4.4	c. This is a lift from the previous CoP and doesn't constitute registerable works and is not part of any legislation. It may be best practice but cannot be enforced as there is no legislative background. Example of this is where "it is best practice" to notify of signal heads but not mandatory. If an Undertaker is breaking up the street the requirement for a Permit is satisfied.	The Permit Scheme has been amended to reference the Code of Practice.	Yes
12	Anglian Water Services	Works Promoter	4.4.13	Where works are temporary reinstated they may satisfy for works stop/works clear etc. however, they will not be complete? Is this paragraph therefore correct?	Yes.	No
13	Western Power Distribution	Works Promoter	4.4.16	The use of "must" is not correct.	Amended to 'should'	Yes
14	Virgin Media	Works Promoter	4.6	Virgin Media would like to make reference that only the HAUC (England) national Permit Condition matrix should be used.	Noted.	Yes
15	Anglian Water Services	Works Promoter	4.8.1	Does this require cater for Street Manager communications?	Yes.	No
16	Anglian Water Services	Works Promoter	4.9.9	I question this paragraph reference as there are specific Regulations pertaining to s.74 other than the Permit Scheme Regulations.	This paragraph is to confirm those arrangements and how both regulations apply.	No

17	Virgin Media	Works Promoter	4.9.9	Virgin Media believe that if the extension of permit duration has been granted by the Authority, then this would invalidate any overrun charges, during the extended period of the permit.	Section 8.3 of the HAUC (England) Guidance 'Operation of Permit Schemes' sets out an industry process related to this. NCC will follow this process for consistency.	No
18	Western Power Distribution	Works Promoter	5.2.2	Needs rewording as the Promoter should contact the Authority as soon as it becomes known positive traffic control is needed, and in any event permission must be sought within 2 working hours of the placing of portable traffic signals on the highway; rather than on commencement of works.	The term "must" has been changed to "should" and the criteria "immediately on commencement of works" changed to "as soon as possible". This wording aligns to the Code of Practice: Safety at Street Works and Road Works.	Yes
19	Severn Trent Water	Works Promoter	5.2.2	Page 11, section 5.2.2 – The statement in this section about Immediate Activities is incorrect and cannot be enforced, NCC cannot state a Promoter must contact the permit Authority immediately on commencement of works when using positive traffic control. This statement should be in line with Regulation 13 which states Promoters of Immediate activities should be required to apply for a permit within two hours of the activity starting or by 10 am on the next working day. Can NCC please remove their proposed statement as it will lead to confusion between Highway and Utility staff who may not be has familiar with this regulation.	The term "must" has been changed to "should" and the criteria "immediately on commencement of works" changed to "as soon as possible". This wording aligns to the Code of Practice: Safety at Street Works and Road Works.	Yes



20	Anglian Water Services	Works Promoter	5.2.2	This requirement was omitted from the legislation and whilst best practice cannot be made mandatory by an individual scheme the word "Must" should be replaced with "Should".	The term "must" has been changed to "should" and the criteria "immediately on commencement of works" changed to "as soon as possible". This wording aligns to the Code of Practice: Safety at Street Works and Road Works.	Yes
21	Anglian Water Services	Works Promoter	5.4.2	Any coordination with another Highway Authority is the duty of the original Authority under their Network Management Duty. A promoter will not necessarily know where the boundaries lie.	In practice the work will cross into multiple USRNs, each requiring an application (to the relevant Authority).	No
22	Severn Trent Water	Works Promoter	5.4.3	Page 11, section 5.4.3 – This is not a requirement and cannot be enforced, it should be picked up by the HA when they are fulfilling their Permit evaluation, as this time is covered by the Permit Fee. Can NCC please remove this statement to stop any future confusion?	The word 'should' implies this.	No
23	Anglian Water Services	Works Promoter	5.4.3	Please see 5.4.2 above	Refer to response for 5.4.2.	No
24	Severn Trent Water	Works Promoter	5.6.1	Page 12, Sections 5.6.1 & 5.6.2 - Talks about things that are not a requirement and cannot be enforced, interested parties can under the current system register to get an alert as interested parties, it sits in the NSG, and can NCC please remove these sections?	The use of the term 'must' has been clarified within the Terminology section.	Yes

25	Anglian Water Services	Works Promoter	6.3.3	Whilst this is desirable, there are circumstances where an unforeseen occurrence will necessitate a variation being requested at less than the minimum times given. This should be considered on a specific case by case arrangement and granted accordingly if the circumstances meet the requirement making it impossible to predict or apply within the given time scales	Noted. The timescales are set out within the Statutory Guidance for Highway Authority Permit Schemes (section 3.62).	No
26	Severn Trent Water	Works Promoter	6.3.10	Page 14, Diagrams 1, 2, & 3 - Does NCC wish to have these in this document as they have the potential to change under the consultation and Street Manager changes which if they did change, would then require NCC to change their document at the implementation stage?	There is no suggested change to permit lead times as a result of the Street Manager implementation.	No
27	Severn Trent Water	Works Promoter	7.2.1	Page 16, section 7.2.1 – This section expects a contact to coordinate information, but NCC cannot insist that the contact will be the manager of the work. Can NCC please reword this section?	Section amended	Yes
28	Western Power Distribution	Works Promoter	7.2.1	The use of “must” is not correct.	Disagree. In the scope of the permit scheme this information is required, otherwise a decision on the application cannot be made. Refer to Summary Notes regarding the application of legislation.	No
29	Western Power Distribution	Works Promoter	7.3.1	The use of “must” is not correct.	Disagree. In the scope of the permit scheme this information is required, otherwise a decision on the application cannot be made. Refer to	No

					Summary Notes regarding the application of legislation.	
30	Western Power Distribution	Works Promoter	7.8.1	The use of “must” is not correct.	Disagree. In the scope of the permit scheme this information is required, otherwise a decision on the application cannot be made. Refer to Summary Notes regarding the application of legislation.	No
31	Western Power Distribution	Works Promoter	8.1.4	The use of “must” is not correct.	Disagree. In the scope of the permit scheme this information is required, otherwise a decision on the application cannot be made. Refer to Summary Notes regarding the application of legislation.	No
32	Anglian Water Services	Works Promoter	8.3.3	Where an AIV has been imposed and no response is received from the Promoter within 2 hours the AIV is deemed to have been accepted. Before issuing a revocation the Authority must comply with 8.4.2 below. Obviously it is good practice to acknowledge an AIV	Noted. This process is reference to section 8.4 of the HAUC (England) Guidance 'Operation of Permit Schemes'.	No
33	Western Power Distribution	Works Promoter	9.1.2	There is the ability to start after the proposed start date on 0,1,2 TS Streets, and the validity window for 3 & 4 Streets will be now explained in a new Chapter 9 (Validity) of the Code of Practice for Coordination (this is currently out for consultation). Street Manager is to be designed to support the use	Noted. Until such time the Code of Practice and/or systems change the current versions apply.	No

				of validity periods in an improved way to that in EToN.		
34	Western Power Distribution	Works Promoter	9.3.1	Please clarify where in Regulations the “must” used in the section is covered. In our experience Permit Authorities have informally modified the application of this section. The references to “must” are taken from the withdrawn Code of Practice for Permits and do not appear in legislation.	The use of "must" has been checked and amended, as appropriate, throughout section 9.3.	Yes
35	Severn Trent Water	Works Promoter	9.4.1	Page 22, section 9.4.1 & 9.4.2 – This is not a requirement and cannot be enforced, normal Permitting rules are the only legal requirement. Can NCC please remove these sections to stop future confusion and wasting all concerns time in potential disputes?	This section and the requirement has been removed.	No
36	Western Power Distribution	Works Promoter	9.4.2	Regarding the warning for immediate activity on designated streets, please can you provide further details as to the way this will be presented on the ASD, and how the contact should take place? We will endeavour to support this request, however please note that this is not enforceable through penalties. Please clarify how this requirement will be managed out of normal working hours, and whether it is for all immediate activities, or just those requiring active traffic control and what action the Authority will take on receipt of this information.	This section and the requirement has been removed.	Yes

37	Western Power Distribution	Works Promoter	9.6	Please ensure the costs of these inspections are not included in the calculations for the permit fees.	Permit fees will recover any prescribed costs.	No
38	Virgin Media	Works Promoter	10.1	What happens to revenue generated from permit fees if they exceed the allowable cost of the scheme?	The Council will need to make adjustment to the fees to ensure they do not maintain a sustained surplus.	No
39	Severn Trent Water	Works Promoter	10.4.2	Page 24, sections 10.4.2 – STW would like to praise NCC for offering a discount for advanced coordination as it will help drive the right behaviours by all concerned	Noted	No
40	Virgin Media	Works Promoter	10.4	Although concessions are welcomed, Virgin Media believe the administrative burden associated with the incentives and fee discounts will make the process impracticable	This is disappointing as the principle to lessen the impact to the road user should be of more importance than the potential discount or administration cost.	No
41	Openreach	Works Promoter	10.5	Openreach request that Authorities present Permit draft charges on a monthly basis and in Excel spreadsheet format as the charges need to be uploaded to our system as a .csv file. Openreach are not able to convert PDF format into Excel spreadsheet or .csv format. Production of charges in Excel format will enable us to process these charges in a timely manner.	Noted.	No
42	Openreach	Works Promoter	10.5	Openreach request that process of reconciliation and payment of permit fees is provided to us prior to Permit Scheme commences. Openreach request 4 weeks to review draft charges. We operate on a national scale and receive multiple charges of	Noted.	No

				which some of them are invalid therefore the onus is us to review every charge individually.		
43	Western Power Distribution	Works Promoter	Definitions	Definitions Remedial Works “defects” should be “non-compliance”.	The term has been changed to include 'or inadequacies'.	Yes
44	Western Power Distribution	Works Promoter	Definitions	PAA Minor format point with use of bold text “Means a” and “which is an”.	Agreed. Scheme amended.	Yes
45	Western Power Distribution	Works Promoter	General	An overview cost benefit analysis was included in the consultation sent out by Nottinghamshire County Council.	Noted	No
46	Virgin Media	Works Promoter	General	As you are aware all new permit schemes now have to follow the January 2013 DfT Additional Advice Note for developing and operating Permit Schemes focusing only on the busiest streets (strategically significant streets). Permit authorities must also encourage works promoters to work wholly outside of traffic-sensitive times by offering discounted fees. By following DfT advice both the Council and works promoters will be able to focus on working together to plan those works likely to cause the most disruption, rather than a blanket approach including streets that are not traffic-sensitive.	The January 2013 DfT Additional Advice Note has been withdrawn.  Noted. Section 10.2.3 includes a discounted fee for works wholly outside of TS times. We encourage active collaboration with all Promoters to offer discounts to lessen any potential impact of work.	No
47	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	For ‘Immediate Works’ to bus stops i.e. accident damage repair to a shelter or RTI pole etc. will our sub-contractors be expected to apply for a permit as per Section 6.2 of the Consultation Document or will they be exempt?	If these works are specified works then yes, they would need to apply for a permit.	No

48	Network Rail	Works Promoter	General	Network Rail feel that this is a very succinct and well written scheme.	Noted	No
49	Network Rail	Works Promoter	General	Network Rail would ask to be exempted from the payment of permit fees as we are a government funded organisation and this would be the movement of taxpayers' money from one government organisation to another.	These works are not classed as works for road purposes, and therefore are not exempt of fees and charges.	No
50	Western Power Distribution	Works Promoter	General	Nottinghamshire County Council is consulting to introduce a stand-alone Permit Scheme. We note that the scheme will apply to all streets in Bath and North East Somerset (excluding private streets and the Highways England network) and the permit fees have been set below the maximum allowable rates. The introduction of a permit scheme will increase the resources and costs required to carry out our statutory and customer driven business, and introduce a level of uncertainty around costs and timeframes for customer funded works.	Noted. The reference to Bath and North East Somerset is not relevant for this permit scheme. Noted. The Council has been requested by the DfT to introduce this scheme.	No
51	Openreach	Works Promoter	General	Openreach accept that highway authorities need to recoup the cost of running the scheme from permit fee revenue, however we believe that the focus and the higher fees should be on category 0, 1, 2 and traffic sensitive roads.	Disagree. Refer to Consultation Overview for the response to this comment (and section 2.4 in particular).	No

52	Openreach	Works Promoter	General	Openreach request that the permit fees are reviewed taking into account the Statutory Guidance for Permit Schemes, 'it is strongly recommended that permit fees are only applied to the more strategically significant roads: Category 1, 2 roads and Traffic Sensitive roads. This will mean that although permits would still be required for works on non-strategic routes, it should be very unlikely that these works would attract a permit fee. These permit applications would receive only 'notice' equivalent treatment by the authority.'	Noted. The DfT Advice Note (June, 2016) refers to the key objective of a permit scheme being on minimising delays to road users, and especially on significant routes. NCC has prepared its scheme cognisant of this and of the 'knock-on' effect of traffic and has holistically evaluated its network. Disagree. Refer to Consultation Overview for the response to this comment.	No
53	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	Our team commission work on the highway to install and upgrade bus stops. Would our bus stop works fall within category of works for road purposes (Section 2.7.3 of the Overview)?	Yes	No
54	Stagecoach East Midlands	Transport Provider	General	Thank you for your letter of 27 September 2019 outlining the arrangements to introduce the above scheme across Nottinghamshire. Road works and major traffic schemes can cause significant disruption to bus services, especially where these arise suddenly and without the provision to agree diversionary routes or alternative arrangements for buses. In these circumstances, people can be considerably inconvenienced or frustrated, which may discourage them from using buses. Against this background, I can confirm that Stagecoach East Midlands supports the	Thank you for your support.	No



				proposed permit scheme, which should ensure better management control over road works and also emphasise the need to consider the effects on bus services.		
55	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	The Permit Scheme must introduce a culture of strict enforcement with inspectors encouraged to identify non-compliance and a team-wide willingness to issue penalties.	Noted	No
56	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	The Permit Scheme should lead to far greater consideration of works impact on bus services. This should include a requirement for the applicant to evidence that they have considered/identified the impact on bus services and place responsibility on the Coordination Team to consider the impact and approve the works based on meeting certain criteria.	Noted. This will be supported by the Coordination process.	No
57	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	We note a requirement for a Description or Plan where positive traffic control is required (7.7.2, Consultation Document). We would like a Plan and Description to be required in all positive traffic control applications. This level of detail will better inform those wishing	Noted. This will be supported by the Coordination process.	No

				to determine the level of impact on the highway, especially impact to bus stops.		
58	Nottinghamshire Council - Transport & Travel Services	Interested Party	General	We would like an illustration and/or Traffic Management Plan to be a requirement of a permit application rather than optional (Section 7.5, Consultation Document). Possibly this could be limited to work involving breaking ground in the carriageway? This detail should help confirm if works will impact on existing bus stops.	Noted. This will be supported by the Coordination process.	No
59	Openreach	Works Promoter	General	We're in agreement that there is a cost incurred from processing permits on non-strategically significant streets, however the cost should remain the same as when Nottinghamshire was operating a noticing scheme as there needn't be any additional scrutiny above what currently exists. If Nottinghamshire wish to charge for non-strategically significant streets we would expect to see evidence in your CBA which suggests that this additional scrutiny provides benefits for all highway users.	Noted. DfT advice refers to the key objective of a permit scheme being on minimising delays to road users. NCC has prepared its scheme cognisant of this and of the 'knock-on' effect of traffic and has holistically evaluated its network. The cost-benefit-analysis clearly demonstrates a high value for money from the permit scheme across all road categories.	No
60	Western Power Distribution	Works Promoter	General	Western Power Distribution has concerns around the introduction of an all street permit scheme with fees for all streets, and that the consultation period was reduced to 6 weeks compared to the DfT recommended minimum 8 weeks.	Noted. The proposed scheme has been prepared having regard to other schemes already in operation since 2007 and the request from the DfT that NCC also implement a scheme as soon as possible.	No

				However we feel the scheme document is clear and concise.		
61	Virgin Media	Works Promoter	General	Will Nottinghamshire County Council be sending out draft invoices prior to the final invoice being generated, to avoid delay in case of any discrepancies?	Yes. This is the industry process that NCC will follow.	No
62	Nottinghamshire Council - Transport & Travel Services	Interested Party	Consultation Overview (2.11.3) Consultation Edition Works (10.3.1)	Are TTS sub-contractors working on the street and/or footway installing bus stop infrastructure exempt from the proposed charges (Section 2.11.3 of the Overview & 10.3.1 of the Consultation Edition Works)?	Yes, they are exempt from charges.	No





# The Traffic Management Act 2004

## Nottinghamshire County Council

### Permit Scheme

### Final Draft

In legal effect under The Traffic Management Act (England) Permit Scheme (England) (Amendment) Regulations (2015)

## Foreword

The Nottinghamshire County Council, acting as a local highway authority and a traffic authority, has a legal duty to maintain the roads under its control and ensure that these roads can be used for safe and efficient travel within and across the entire road network.

The Council has a range of powers and duties under which they maintain and improve the network, and manage its use and the activities taking place on it, such as:

- the Highways Act 1980 principally covering the structure of the network;
- the New Roads and Street Works Act 1991("NRSWA") covering utility Street Works;
- and the Road Traffic Regulation Act 1984 regulating the activities of road users.

The Traffic Management Act ("TMA") was introduced in 2004 and this placed more legal responsibility under a network management duty to ensure the efficient operation of the network and to act under legislative controls to deliver this objective.

The scope of the network management duty has the following main considerations:

- manage the road space for all users;
- identify current and future causes of congestion, and to plan and act accordingly;
- take a proactive approach to the coordination of works on the road, including unplanned emergency works;
- gather and publish accurate information about planned works and events;
- manage unforeseen incidents and events on the network;
- establish and implement contingency plans for incidents and issues; and
- manage cross-border network travel and demands.

The duty includes managing the road space for all users – those who need to travel on the road and those who need to work on their asset, on or underneath the road.

Works undertaken on the road are essential to maintain, improve and add services, in addition to maintaining the road infrastructure itself.

Part 3 of the TMA allows the Council to introduce and operate a permit scheme to support the delivery of this duty and create a common procedure to control works on the highway.

Permit schemes are not intended to stop works taking place. The primary objective of a permit scheme is to enable the Council to take a more active involvement in the planning and execution of works to reduce congestion and to control any potential disruption on the network.

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## Terminology

The key words 'must', 'required', 'should', 'recommended', 'encouraged', and 'may', used in this document are to be interpreted as follows:

- The word 'must', or the term 'required', mean that the scope of the Permit Scheme is an absolute requirement.
- Wherever possible the term 'must' is associated to a requirement under legislation, however in some instances the term is used to denote that a process will be required. For example, the provision of information on the permit is defined as a must, even though there is no legal provision for this. Without this information the Permit Authority cannot process an application and therefore it must be provided.
- The word 'should', or the adjectives 'recommended' or 'encouraged' mean that there may exist valid reasons in particular circumstances to ignore a particular item of scope in the Permit Scheme, but the full implications must be understood and carefully weighed before choosing a different course.
- The word 'may' means that an item of scope in the Permit Scheme is optional.

## References

References within the Permit Scheme to other documents, such as Regulations, Acts, Statutory Guidance or Codes of Practice, include all future revisions and updates.

Should any changes made to these documents reflect a fundamental change to the scope of the Permit Scheme, and associated definitions, the Permit Scheme will also be updated.

## Definitions

Term	Definition
<b>Application</b>	Unless specified otherwise, the term application will refer to the submission of an application for a Provisional Advanced Authorisation, a permit or a permit variation.
<b>Bank Holiday</b>	As defined in Section 98 (3) of NRSWA, 'Bank Holiday means a day which is a Bank Holiday under the Banking and Financial Dealings Act 1971 in the locality in which the street in question is situated'.
<b>Breaking Up (the street)</b>	Any disturbance to the surface of the street (other than Opening the Street).
<b>Carriageway</b>	As defined in Section 329 of HA 1980, 'Carriageway means a way constituting or comprised in a highway, being a way (other than a cycle track) over which the public have a right of way for the passage of vehicles'.
<b>Code of Practice for Coordination</b>	NRSWA Code of Practice for the Coordination of Street Works and Works for Road Purposes and Related Matters.
<b>Day</b>	Unless explicitly stated otherwise, the reference to 'day' means a working day.

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<b>Emergency works</b>	As defined in Section 52 of NRSWA, 'emergency works means works whose execution at the time when they are executed is required in order to put an end to, or to prevent the occurrence of, circumstances then existing or imminent (or which the person responsible for the works believes on reasonable grounds to be existing or imminent) which are likely to cause danger to persons or property'.
<b>Excavation</b>	Means 'Breaking up' (as defined above).
<b>Fixed Penalty Notice</b>	As defined in schedule 4B to NRSWA, 'fixed penalty notice means a notice offering a person the opportunity of discharging any liability to conviction for a fixed penalty offence by payment of a penalty'.
<b>HAUC(UK)</b>	The Highway Authorities and Utilities Committee for the UK.
<b>Highway</b>	As defined in Section 328 of the HA 1980, 'highway means the whole or part of a highway other than a ferry or waterway'.
<b>Highway Authority</b>	As defined in Sections 1 and 329 of the HA 1980.
<b>Immediate Works</b>	Immediate Works are either Emergency Works, Urgent Activities or works as defined in Regulation 3, The Street Works (Registers, Notices, Directions and Designations) (England) Regulations 2007.
<b>Local Highway Authority</b>	As defined in Section 329 of HA 1980, 'local highway authority means a highway authority other than the Minister'.
<b>Local Street Gazetteer</b>	A subset of the NSG containing details of all streets in a local highway authority area, being a self-contained entity created and maintained by the local highway authority covering all streets in their geographic area regardless of maintenance responsibility.
<b>NRSWA</b>	The New Roads and Street Works Act (1991) (as amended)
<b>NSG</b>	National Street Gazetteer
<b>Opening (the Street)</b>	Removing a lid or cover to a manhole, inspection chamber, meter box or other structure embedded in the street without any 'Breaking Up' of the street.
<b>Order</b>	Unless otherwise specified, 'Order' means a document signed by a person authorised by the Council to give effect, to vary or revoke a permit scheme.
<b>PAA</b>	Means a Provisional Advanced Authorisation which is an indication of the likely future issue by the Permit Authority of a permit for certain proposed works.
<b>Permit Authority</b>	Means The Nottinghamshire County Council, as the relevant Local Highway Authority which has prepared a permit scheme under Section 33(1) or (2) of the TMA.
<b>Permit condition</b>	A condition that may be attached to a permit in relation to Part 10 of the Permit Scheme Regulations.
<b>Permit Fee</b>	Refers to the fee due for a PAA, permit or permit variation, as set out within section 10 of this document.

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<b>Positive traffic control</b>	Forms of traffic control as set out within the Code of Practice: Safety at Street Works and Road Works.
<b>Promoter</b>	<p>A person or organisation responsible for commissioning works [registerable activities] in streets covered by the Permit Scheme.</p> <p>Promoters will be either a Statutory Undertaker or a participating Local Highway Authority or traffic authority, and transport authority.</p>
<b>Registerable activities</b>	Has the same meaning as 'specified works' in the Traffic Management Permit Schemes (England) Regulations 2007 (SI2007/3372).
<b>Reinstatement</b>	As defined in Section 105 (1) of NRSWA, 'reinstatement includes making good'.
<b>Remedial Works</b>	Remedial Works are those required to put right defects or inadequacies identified in accordance with the provisions of the Code of Practice for Inspections and associated regulations.
<b>Road Works</b>	Works for Road Purposes.
<b>Specified Area</b>	The area covered by the Permit Scheme is the geographical area encompassed by Nottinghamshire County Council's administrative boundary.
<b>Specified Streets</b>	All streets that are publicly maintainable by or on behalf of the Permit Authority are included in the Permit Scheme.
<b>Specified Works</b>	Specified works corresponds to the term 'registerable activities' and comprise both Streets Works and Works for Road Purposes.
<b>Statutory Guidance for Permit Conditions</b>	Means the 'Statutory Guidance for Highway Authority Permit Schemes – Permit Scheme Conditions', the most recent publication, issued by the Secretary of State pursuant to section 33(5)(b) of the Traffic Management Act 2004.
<b>Statutory Undertaker</b>	As defined in Section 48 (4) of NRSWA, 'undertaker in relation to Street Works means the person by whom the relevant statutory right is exercisable (in the capacity in which it is exercisable by him) or the licensee under the relevant Street Works licence, as the case may be'.
<b>Street</b>	As defined in Section 48 (1) of NRSWA, 'street means the whole or any part of any of the following, irrespective of whether it is a thoroughfare (a) any highway, road, lane, footway, alley or passage; (b) any square or court; (c) any land laid out as a way whether it is for the time being formed as a way or not'.
<b>Street Reinstatement Category</b>	This means one of the road categories specified in paragraph 1.3.1 of Chapter S.1 of the code of practice entitled 'Specification for the Reinstatement of Openings in Highways' dated April 2010, or where revised or reissued from time to time.

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<b>Street Works</b>	As defined in Section 48 (3) of NRSWA, 'Street Works means works of any of the following kinds (other than Works for Road Purposes) executed in a street in pursuance of a statutory right or a Street Works licence: (a) placing apparatus; or (b) inspecting, maintaining, adjusting, repairing, altering or renewing apparatus, changing the position of apparatus or removing it, or works required for or incidental to any such works (including, in particular, breaking up or opening the street, or any sewer, drain or tunnel under it, or tunnelling or boring under the street'.
<b>The FPN Regulations</b>	Means the Street Works (Fixed Penalty) (England) Regulations 2007.
<b>The Noticing Regulations</b>	Means the Street Works (Registers, Notices, Directions and Designations) (England) Regulations 2007.
<b>The Permit Scheme Regulations</b>	Means the Traffic Management Permit Schemes (England) Regulations 2007 (SI2007/3372) as amended.
<b>TMA</b>	Means the Traffic Management Act 2004.
<b>Traffic Regulation Order (TRO)</b>	This means an Order made under the Road Traffic Regulation Act 1984.
<b>Traffic-Sensitive Street</b>	This means a street designated by a street authority as traffic-sensitive pursuant to Section 64 of NRSWA and in a case where a limited designation is made pursuant to Section 64 (3) any reference to works in a traffic- sensitive street shall be construed as a reference to works to be executed at the times and dates specified in such designation.
<b>Traffic-Sensitive Time</b>	In relation to a traffic-sensitive street, means: the times or dates specified in the case of a limited designation; and any time in any other case.
<b>USRN</b>	Means Unique Street Reference Number as defined in British Standard BS7666.
<b>Urgent Activities or Works</b>	<p>Immediate activities are those::</p> <p>a) activities (not being Emergency Works) whose execution at the time they are executed is required (or which the person responsible for the activity believes on reasonable grounds to be required) i) to prevent or put an end to an unplanned interruption of any supply or service provided by the undertaker; ii) to avoid substantial loss to the undertaker in relation to an existing service; or iii) to reconnect supplies or services where the undertaker would be under a civil or criminal liability if the reconnection is delayed until after the expiration of the appropriate notice period; and</p> <p>(b) Includes activity that cannot reasonably be severed from such activities.</p>
<b>Working day</b>	Means a day other than a Saturday, Sunday, Christmas Day, Good Friday or a Bank Holiday; and for the purposes of the Permit Scheme the commencement of a working day will be treated as being 08:00 and its end as 16:30.
<b>Works</b>	Which term includes 'Street Works' or 'Works for Road Purposes'.

### Works for Road Purposes

As defined in Section 86 (2) of NRSWA, 'Works for Road Purposes means works of any of the following descriptions executed in relation to a highway: (a) works for the maintenance of the highway; (b) any works under powers conferred by Part V of the HA 1980 (improvement); (c) the erection, maintenance, alteration or removal of traffic signs on or near the highway; or (d) the construction of a crossing for vehicles across a footway or grass verge or the strengthening or adaptation of a footway for use as a crossing for vehicles'.



# 1 Introduction

## 1.1 The Permit Scheme

- 1.1.1 This permit scheme, known as the **Nottinghamshire County Council Permit Scheme** and within this document as the 'Permit Scheme', is based on Part 3 of the Traffic Management Act 2004 ('TMA') (Sections 32 to 39) and the Traffic Management Permit Scheme (England) Regulations 2007, Statutory Instrument 2007 No. 3372 made on 28 November 2007 and the Traffic Management Permit Scheme (England) (Amendment) Regulations, Statutory Instrument 2015 No. 958
- 1.1.2 This Permit Scheme comes into force through the powers conferred by Section 33A (2) of the TMA by an Order made by The Nottinghamshire County Council, known in this document as the Permit Authority acting in its capacity as a Local Highway Authority.
- 1.1.3 This Order came into effect on **INSERT DATE**.
- 1.1.4 The Permit Scheme is a single-authority permit scheme. This Permit Scheme may also be operated by other local highway authorities, and therefore has a single set of rules which each Permit Authority operating the scheme applies independently to their own highway, subject to normal boundary liaison and coordination.

## 1.2 Permit Scheme design

- 1.2.1 The Permit Scheme is designed to control the undertaking of registerable works on the public highway. It evolves the 'noticing system' under the New Roads and Street Works Act 1991 (NRSWA) whereby the Permit Authority is informed of an organisation's intention to carry out works in their area.
- 1.2.2 The Permit Scheme uses similar concepts to the notice system in a number of key areas, such as works categories. This is to ensure consistency and facilitate coordination.
- 1.2.3 The Permit Scheme will apply to a person or organisation responsible for commissioning works on streets covered by the Permit Scheme. In the Permit Scheme these persons or organisations will be referred to as a Promoter
- 1.2.4 The development of the Permit Scheme has had regard to the requirements of the Equality Act 2010. In developing the Permit Scheme due consideration and attention was given to the needs of all road users.

## 1.3 Transition arrangements

- 1.3.1 When the Permit Scheme comes into legal effect the Permit Authority will apply rules of transition – moving from a notice regime to a permit scheme – as set out within the Statutory Guidance for Highway Authority Permit Schemes (October 2015).
- 1.3.2 These rules provide opportunity to complete works under specified circumstances, without the need to resubmit a permit application.

## 2 Permit Scheme Background

### 2.1 The Network Management Duty

- 2.1.1 The objectives of the Permit Scheme are aligned to the objectives of the TMA network management duty:
- securing the expeditious movement of traffic on the authority's road network; and
  - facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority.
- 2.1.2 The TMA is clear that this duty should consider the movement and needs of all road users: pedestrians and cyclists, as well as motorised vehicles – whether engaged in the transport of people or goods, as well as those undertaking works on the network.
- 2.1.3 The Permit Authority has to manage the road space for everyone and make decisions on balance between competing demands according to the end results and the particular circumstances of the part of the network being considered.
- 2.1.4 The duty is also qualified in terms of practicability and other responsibilities of the Permit Authority and it does not take precedence. As an example, securing the expeditious movement of vehicles should not be at the expense of road safety.
- 2.1.5 The Permit Authority whilst undertaking this duty will consider its own network and the likely effects of its actions on adjacent networks. This is to avoid effective management being prevented by moving the problem elsewhere, or conflicting policies causing problems across administrative boundaries. This should achieve the best operation of the network as a whole.
- 2.1.6 The TMA defines action that the Permit Authority may take in performing the duty as including anything that would contribute to securing the more efficient use of the network, or that would avoid, eliminate or reduce congestion or disruption.
- 2.1.7 It is important that the Permit Authority undertakes proactive coordination of the network. This involves gathering and publicising accurate information about planned works, considering how to coordinate them to minimise their impact, and agree (or stipulate) their timing and conditions to best effect.
- 2.1.8 As works on the road network can have a significant impact on traffic, the Permit Authority will wish to ensure that works are carried out with sufficient urgency, as appropriate, to minimise the potential for congestion and disruption. Works should not be coordinated in isolation.
- 2.1.9 Consideration must be given to the effect of concurrent works on the road network, how they may affect established network plans or their impact on other known activities, and where possible promote collaboration.
- 2.1.10 Seasonal variations of network demand, such as expected peaks on Bank Holidays will also be taken into consideration by the Permit Authority.
- 2.1.11 In addition to works, the Permit Authority must coordinate around regular or one off 'events' such as *carnivals, street markets, sporting fixtures and seasonal weather conditions*.
- 2.1.12 Safety and environmental considerations remain important as does the operation, maintenance, repair and provision of the network. In meeting the duty, the Permit Authority also needs to consider its other responsibilities under other highways and traffic legislation, environmental protection legislation, the Equality Act 2010, Health and Safety and planning legislation.

- 2.1.13 The Permit Authority will work collaboratively with partners and stakeholders, such as the emergency services, passenger transport executives or integrated transport authorities, bus operators, other Highway Authorities such as Highways England and the public.
- 2.1.14 Nothing in the duty requires the Permit Authority to disregard considerations of value for money and the proportionality of any of their actions. Therefore, any approach towards coordination should also include affordability and economic impact.
- 2.1.15 Parity is an important principle in exercising the duty. The Permit Authority will apply the same standards and approaches to both Road Works and Street Works.

## 2.2 Permit Scheme objectives

- 2.2.1 Nottinghamshire County Council aims to enable works to be carried out in an appropriate manner with due regard to the impact on road users. Therefore, in consideration to the Permit Authority's network management duty, the main objectives of the Permit Scheme are:
- To ensure effective coordination;
  - To ensure adherence to health and safety and the Construction (Design and Management) Regulations 2015;
  - To protect apparatus, assets and structures;
  - To minimise unnecessary disruption and inconvenience;
  - To tackle causes of congestion;
  - To encourage collaboration;
  - To provide better communication to road users; and
  - To demonstrate parity to all Promoters.
- 2.2.2 The objective is to better control works to minimise disruption and inconvenience. It is not to prevent the legitimate right of Promoters and others to access their equipment, nor to prevent necessary maintenance to the highway itself.
- 2.2.3 Effective works coordination and management by the Permit Authority are essential to ensure that traffic disruption is minimised whilst allowing Promoters the required time and space to complete their works.

## 2.3 Permit Scheme evaluation

- 2.3.1 In accordance with Part 3 of the Permit Scheme Regulations, the Permit Authority will undertake an evaluation of the Permit Scheme. This evaluation will determine whether the Permit Scheme is meeting the stated objectives.
- 2.3.2 Any evaluation will include assessment of Key Performance Indicators, as outlined within the Statutory Guidance for Permits.

## 3 Works Coordination

### 3.1 Principles for works coordination

- 3.1.1 In association with the Permit Scheme objectives, the key principle for works coordination is to ensure works are undertaken with the least amount of disruption to the road user, whilst also ensuring adherence to health and safety.
- 3.1.2 The Permit Authority will therefore use principles that achieve these objectives, such as:
- requiring that work is only undertaken at certain times of the day and/or on certain days of the week *i.e. scheduling work to avoid peak times*;
  - applying different requirements for work on different types of road *i.e. a busy commuter route may benefit from night working, but on a quiet residential road, daytime working would be preferable so that residents' night time is not disturbed*;
  - identifying alternative routes on which planned works are prohibited until the other road is clear (often referred to as road pairing);
  - providing information on 'paired roads' so that others can use this to plan their work;
  - promoting the use of shared work space, *i.e. planned work undertaken on the same stretches of road at the same time*;
  - ensuring the use of temporary traffic control is effective, *such as vehicle-actuated traffic signals or, at appropriate times, be operated manually*;
  - providing accurate information of works on a public website to allow road users to make decisions on mitigation.

### 3.2 Permit conditions

- 3.2.1 In applying conditions to a permit, the Permit Authority will consider the potential for proposed works to cause disruption. Where possible, conditions attached to a permit will provide flexibility for the Promoter by requiring an outcome rather than stipulating the method by which the work must be carried out.
- 3.2.2 When setting any condition, the Permit Authority is required to act reasonably and to take account of how feasible it is for the Promoter to comply with that condition. All conditions applied will be fully in accordance with legislation.
- 3.2.3 Promoters are encouraged to consider the inclusion of proposed conditions on their permit during the initial application as well as the exclusion of those which will not be relevant to the proposed works such as a permit condition for temporary traffic control where this will not be deployed. By doing so, the likelihood of the Permit Authority refusing a permit with any subsequent re-application could be minimised. This would include any permit applications that are not relevant to the permit or work.
- 3.2.4 If the Promoter has safety concerns about any condition requested by the Permit Authority, it should immediately raise these concerns with the Permit Authority providing relevant reasons for the challenge.

### 3.3 Imposed variations and revocation

- 3.3.1 Once a permit has been granted, a Promoter should have reasonable confidence that the road occupation will be available for them. Circumstances beyond the Permit Authority's control may occur, which may result in a required change to or the removal of the permit.
- 3.3.2 In accordance with The Permit Scheme Regulations a statement of policy as to the circumstances in which a Permit Authority will revoke permits on its own initiative is as follows:
- a) where circumstances arise that cause the Permit Authority to review the permit, it may conclude that the permit needs to be revoked rather than simply being varied; and
  - b) revocation will be the exception and will only happen when the new circumstances could not have been reasonably predicted or where the impact is significant.
- 3.3.3 Examples of unplanned events where this policy may apply are; floods and other adverse weather conditions, burst mains, dangerous buildings, and road traffic accidents. These events may result in traffic being diverted onto the road where the work was underway or about to start.

### 3.4 Operational guidance

- 3.4.1 Different forms of permit scheme operation guidance exist, which contain explanation for working process and practices within a permit scheme. Whilst the Permit Authority recognises that these documents do not contain any legal standing, *and therefore cannot substitute or supersede legislation*, where appropriate the Permit Authority will operate the Permit Scheme in accordance to published operational guidance.
- 3.4.2 Operational guidance may also take the form of a HAUC Advice Note or Code of Conduct.

## 4 Scope of the Permit Scheme

### 4.1 Principles for the scope of the Permit Scheme

- 4.1.1 Any Promoter who wishes to carry out Specified Works on Specified Streets in the Specified Area must obtain a permit from the Permit Authority.
- 4.1.2 The permit will allow the promoter to carry out the specified work: at the specified location; between the dates shown; and subject to any conditions of that permit.

### 4.2 Specified area

- 4.2.1 The area covered by the Permit Scheme is the geographical area encompassed by Nottinghamshire County Council's administrative boundary. This is the 'Specified Area' as set out within the Permit Scheme Regulations.

### 4.3 Specified streets

- 4.3.1 All streets that are publicly maintainable by or on behalf of the Permit Authority are included in the Permit Scheme. These streets are the 'Specified Streets' as set out in the Permit Scheme Regulations.
- 4.3.2 Trunk roads and motorways, for which Highways England is the responsible highway authority, are not included in scope of the Permit Scheme.
- 4.3.3 Privately maintained streets are not included in the scope of the Permit Scheme.
- 4.3.4 The designation and categorisations of streets within the National Street Gazetteer (NSG) and additional street data are definitive.

### 4.4 Specified works

- 4.4.1 Specified works corresponds to the term 'registerable activities' and comprise both Street Works and Works for Road Purposes.
- 4.4.2 All works comprising and categorised as 'specified works' will require a permit.
- 4.4.3 Specified works do not include works executed in a street pursuant to a Street Works licence issued under section 50 of the NRSWA.
- 4.4.4 Works that are classified as registerable works are set out within the Code of Practice for Coordination.
- 4.4.5 Where any Promoter carries out Works for Road Purposes these will be treated as such and not as Street Works.
- 4.4.6 Specific works that are excluded are also defined within the Code of Practice for Coordination and do not require a permit.
- 4.4.7 Promoters are encouraged, wherever possible, to submit a permit application for these works to aid in the coordination of all works across the network. As a non-registerable work they would be exempt from the scope of the Permit Scheme.
- 4.4.8 Work categorisation
- 4.4.9 Works fall under one of four categories: Major, Standard, Minor and Immediate.
- 4.4.10 The scope of the Permit Scheme aligns to the work categories set out within the Code of Practice for Coordination (refer to table below).



Table 1: Overview of the definition of work categories

Work Category	Description
Major	Works requiring a TTRO <u>or</u> over 10 days in planned duration
Standard	Works with a planned duration of between 4 to 10 days
Minor	Works with a planned duration of 3 days or less
Immediate	Emergency Works or Urgent Activities or Works as defined under Section 52 of NRSWA

### 4.4.11 Work phases

4.4.12 One permit can only contain one phase of work.

4.4.13 A phase of work is a period of continuous occupation of the street (whether or not work is taking place for the whole time) between the start and completion of the related works.

4.4.14 The dates in a permit will denote the dates for that phase.

4.4.15 A phase can only end only when all the plant, equipment and materials, including any signing, lighting and guarding have been removed from the site.

4.4.16 A Promoter must clarify that work is to be carried out in multiple phases, if known, on the initial application and all applications must reference the related phases of the works.

## 4.5 Specified dates and times

4.5.1 A permit must specify a start date and an end date for the specified works - a permit is inclusive of these dates.

4.5.2 The start and end dates are calendar days and will include weekends and Bank Holidays even if these are not working days.

## 4.6 Permit conditions

4.6.1 The Permit Authority may attach conditions to a permit as set-out within the Statutory Guidance for Permit Scheme Conditions.

4.6.2 Promoters must comply with the terms of the permits and the conditions attached.

4.6.3 The Permit Authority shall use the wording and reference identification for conditions as set out in the Statutory Guidance for Permit Conditions.

4.6.4 The Statutory Guidance for Permit Scheme Conditions includes mandatory conditions that apply to all permits. These conditions apply whether or not they are specified within the permit content. This applies equally to permits for Immediate Works.

## 4.7 Parity treatment for Promoters

4.7.1 The Permit Authority will operate the Permit Scheme with parity treatment for all Promoters; whether for Street Works or Works for Road Purposes.



- 4.7.2 It should be accepted that Promoters have differing requirements for access to the highway and working methodologies. As such there may be varying working practices in the application of the Permit Scheme between Promoters under the principle of parity.
- 4.7.3 In accordance with the Permit Scheme Regulations the Permit Scheme will be operated in a non-discriminatory way.

### 4.8 Form of communication and registers

- 4.8.1 All communications related to the Permit Scheme, including applications and associated notices, must be sent by a Promoter and the Permit Authority using the respectively prescribed form of electronic communication for each of the following regulations as specified by each:
- the Noticing Regulations;
  - the Permit Scheme Regulations; and
  - the FPN Regulations.
- 4.8.2 In circumstances where electronic communication is temporarily unavailable for either the Permit Authority or a Promoter then alternate arrangements may be agreed between parties. These arrangements are outlined separately from the Permit Scheme.
- 4.8.3 With prior agreement the Permit Authority may accept non-electronic forms of communication where access to a suitable electronic system is not possible.
- 4.8.4 A permit will be issued as a form of electronic communication unless temporarily unavailable.
- 4.8.5 The permit will contain all relevant content and permit conditions, ensuring zero ambiguity about the validity and terms of the permit.
- 4.8.6 In accordance with Part 7 of the Permit Scheme Regulations and The Noticing Regulations the Permit Authority will maintain a register of permits and named specified streets and relevant street designations.

### 4.9 Relationship with other legislation

- 4.9.1 All current legislation, including the New Roads and Street Works Act (1991) and the Traffic Management Act 2004, apply to this Permit Scheme.
- 4.9.2 Where a Promoter considers there is any conflict with any current legislation, they should immediately bring this to the attention of the Permit Authority who will then be responsible for resolving the issue in accordance with legislation.

#### 4.9.3 Relationship with New Roads and Street Works Act

- 4.9.4 The Permit Scheme is designed to complement NRSWA and run alongside the provisions set out within the Act. The Permit Scheme Regulations disapply or modify specific sections of NRSWA.
- 4.9.5 The Permit Scheme uses similar definitions and requirements, which will allow a NRSWA regime and permit regime to operate effectively together.

#### 4.9.6 Relationship with restrictions on further works (NRSWA Section 58 and 58A)

- 4.9.7 The provisions of sections 58 and 58A of NRSWA (restrictions on works following substantial Street Works or substantial road works) will operate alongside the Permit Scheme as modified by the Permit Scheme Regulations.

### 4.9.8 Charges for over-running works (NRSWA Section 74)

- 4.9.9 Charges for over-running Street Works, under section 74 of NRSWA, will apply alongside the Permit Scheme as modified by the Permit Scheme Regulations.

## 5 Permit Applications

### 5.1 Principles for permit applications

- 5.1.1 Except for Immediate Works, a Promoter must obtain a permit before starting work.
- 5.1.2 One permit can only cover work on one street (USRN). Where works cover more than one street, each permit must reference the other applicable permits.
- 5.1.3 One permit can only cover one phase of work.

### 5.2 Permits for Immediate Works

- 5.2.1 Immediate Works require a permit, but due to the emergency or urgent nature of these works, a Promoter can start work before applying for a permit – refer to section 6.2 for application timings.
- 5.2.2 Where Immediate Works involve any form of positive traffic control the Promoter should contact the Permit Authority as soon as possible.

### 5.3 Provisional Advanced Authorisation

- 5.3.1 For all major works a Provisional Advance Authorisation (PAA) is required.
- 5.3.2 A PAA is not a permit – it provides the Permit Authority with advanced notice of major works and is an indication of the likelihood of the Promoter obtaining a permit for these works.
- 5.3.3 An application for a PAA should include a description of the work and specify start and end dates, although the start date may be considered as provisional and can be amended in the application for a final permit.
- 5.3.4 The granting of a PAA does not prevent the Permit Authority from subsequently refusing to grant a permit to which the PAA relates.

### 5.4 Cross-boundary works

- 5.4.1 Where works cover more than one street across a boundary between the Permit Authority and an adjacent Permit Authority, separate permit applications, including a PAA, must be submitted to both Permit Authorities.
- 5.4.2 If a cross-boundary work involves working on a street of a Highway Authority which is not operating a Permit Scheme, the application to the Permit Authority should identify the work in the other Highway Authority area for which a relevant notice must be given to that Authority.
- 5.4.3 For all cross-boundary works, a reference to each application should be included on all applications, and notices (as applicable) so that Permit Authorities can coordinate the works collaboratively.

### 5.5 Collaborative working

- 5.5.1 Collaborative working refers to cooperation and coordination between Promoters with respect to concurrent works on a single street within the same work footprint.
- 5.5.2 For all collaborative works one promoter must take on the role of primary promoter. They will take overall responsibility for:
  - the agreed point of contact with the Permit Authority;

- detailing the other promoters involved and the scope of the collaborative working in the initial application;
  - ensuring estimates of total work duration are agreed and/or confirmed with the secondary promoter(s) when submitting applications.
- 5.5.3 The secondary promoter(s) retain(s) the same responsibility for submitting permit applications for work to be carried out by them or on their behalf. Only permit applications submitted by the primary promoter must show the estimated inspection units attributable to the works.
- 5.5.4 A permit will be issued to all Promoters involved in a collaborative work. All permits will record the identity of the primary and secondary Promoters.

## 5.6 Other parties

- 5.6.1 When requested, a copy of each application for a PAA or permit should be provided by the Promoter to a neighbouring Permit Authority and any person having apparatus in the street to which the application relates.
- 5.6.2 Where these recipients do not have access to an electronic system to receive the application, or other information contained in the application, information should be given by an agreed alternative method such as email.

## 6 Application Timings and Responses

### 6.1 Principles for application timings and responses

- 6.1.1 Promoters are encouraged to give as much notice as possible to ensure that the coordination process can be facilitated effectively.
- 6.1.2 Where work is dependent on an application for a separate, but related authorisation, *such as a Temporary Traffic Regulation Order*, the relevant timescales should be considered by the Promoter in association with the permit application timings and responses.
- 6.1.3 Application timings are a minimum application period ahead of the proposed start date. It may be necessary to provide more time than the minimum to enable effective coordination, especially when a positive form of traffic control is required for the works.

### 6.2 Application timings

- 6.2.1 The timing of applications for PAA, permits and permit variations and the Permit Authority's response to these applications will vary according to the proposed work category. The minimum times are given below:

Table 2: Application and response times

Work Category	Minimum application period ahead of proposed start date		Response time for the Permit Authority to issue a permit after application	
	Application for a PAA	Application for a permit	Application for a PAA	Application for a permit
Major	3 Months	10 Days	1 Calendar Month	5 Days
Standard	Not Applicable	10 Days	Not Applicable	5 Days
Minor	Not Applicable	3 Days	Not Applicable	2 Days
Immediate	Not Applicable	2 Hours after works start or by 10:00 on the next working day	Not Applicable	2 Days

- 6.2.2 The following rules apply in relation to application timing:
  - for electronic applications, the application time will be the time of receipt of the application by the Permit Authority, as recorded within the register of permits;
  - for non-electronic applications, the application time will be the time the application is recorded by the Permit Authority within the register of permits and;
  - calculation of the application and response timing for any application received after 16:30 will use the next working day as the day of application.

### 6.3 Timing of permit variations

- 6.3.1 A permit variation application may be submitted any time after a permit has been granted until the end date of the permit. Once the end date has passed, applications for variations cannot be made.

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- 6.3.2 Promoters are encouraged to telephone the Permit Authority to discuss the proposed variation prior to application to ensure the likelihood of the variation being accepted and to aid the coordination of works.
- 6.3.3 The minimum period for an application for a permit variation is 2 days or 20% of the original duration (whichever is longer) before the permit end date.
- 6.3.4 The response time for an application for a permit variation is 2 days.
- 6.3.5 Until such time that a permit variation is granted, the content of a permit has not changed to reflect the proposed variation. Therefore, given the response time for a permit variation, a Promoter should apply for a permit variation at least 2 days prior to the end date of the permit.

### 6.3.6 Response to applications

- 6.3.7 A 'response' means a decision by the Permit Authority to grant or refuse a permit.
- 6.3.8 Where the Permit Authority decides to refuse an application, a reason for the refusal will be given by the Permit Authority within the response.
- 6.3.9 If the Permit Authority fails to respond to an application within the designated response time, the relevant permit, PAA or permit variation is **deemed to be granted** under the terms of the application.
- 6.3.10 The following diagrams provide an illustration of application and response timings for a minor and immediate category work:

Diagram 1: Timing for a minor work to start on a Friday

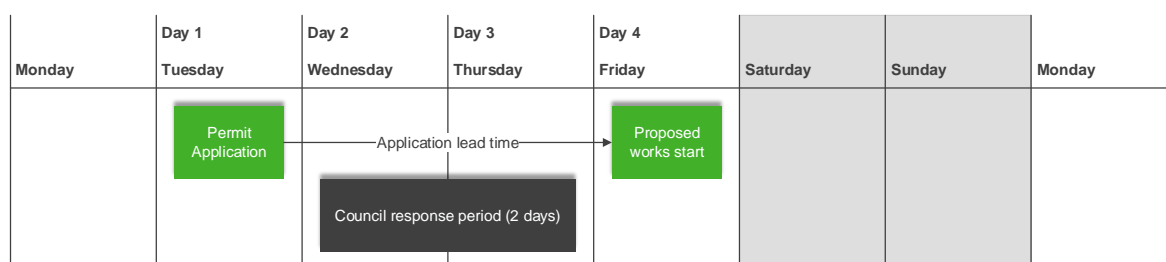


Diagram 2: Timing for a minor work to start on a Monday

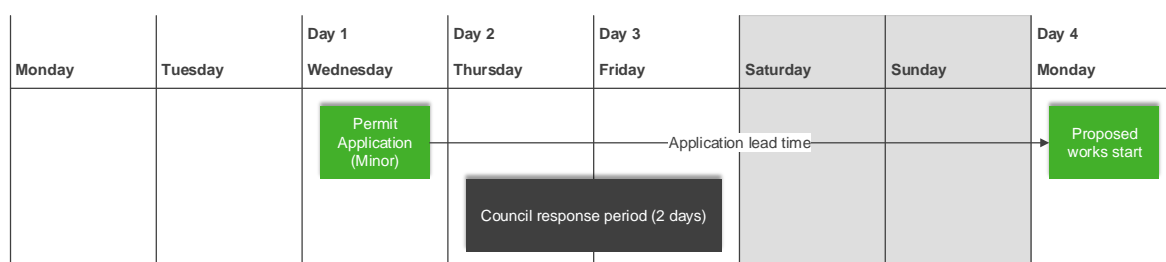
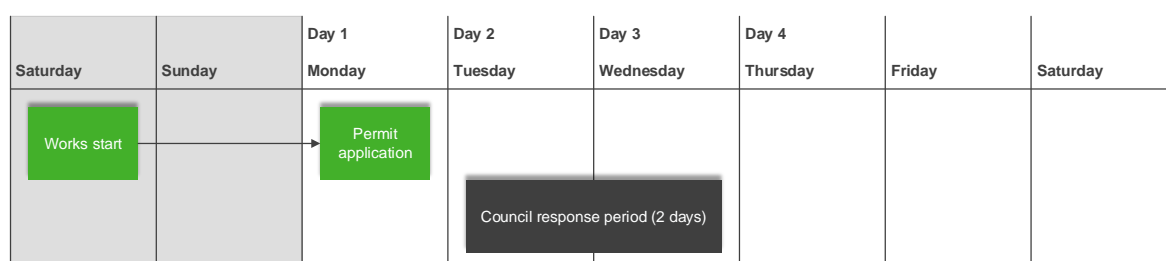


Diagram 3: Timing for an immediate work starting on a Saturday



## 6.4 Early start

- 6.4.1 Where a Promoter wants to start works inside the minimum application period, thereby not providing the minimum application timing, they can apply for an early start.
- 6.4.2 All applications requiring an early start should include a valid reason for the early start. The Permit Authority will not unreasonably refuse a request, but it is the responsibility of the Promoter to satisfy the Permit Authority regarding the necessity for an early start.
- 6.4.3 A Promoter is encouraged to telephone the Permit Authority prior to submitting any application for work that requires an early start to discuss the likelihood of obtaining a permit.

## 7 Permit Content

### 7.1 Principles for permit content

- 7.1.1 A permit should contain the following information and as such this information should be provided within any relevant application:
- Contact details
  - Location
  - Permit conditions
  - Reinstatement and inspection details
  - Supplementary information
  - Timing and duration
  - Traffic management
  - Work description and methodology.
- 7.1.2 For Provisional Advance Authorisations, a Promoter should provide the most accurate information available at the time of making the application.
- 7.1.3 The quality of the information provided should allow the Permit Authority to make an informed decision and coordinate the work effectively.
- 7.1.4 All information provided should be in plain English, succinct and avoid any jargon or use of language that is not easily understood. The Promoter should also consider the use of this information to inform members of the Public.

### 7.2 Contact details

- 7.2.1 All applications must include the contact details. The contact details provided must enable the Permit Authority to contact the Promoter at any time to discuss planned or active works, including problems that may occur during the work or outside of working hours.

### 7.3 Location

- 7.3.1 Promoters must give an accurate location using USRN together with a spatial feature (point, line or polygon) covering the extent of the works area based on National Grid References (NGRs).
- 7.3.2 The area identified needs to cover the entire area used by the work, including storage of materials, working space, safety zone, provision for pedestrians and traffic management (as applicable).
- 7.3.3 For Major works, if the proposed works deviate from a straight line, *for example to follow the curvature of a street*, a poly-line (line centre of site) will be preferred by the Permit Authority.
- 7.3.4 For Standard, Minor and Immediate Works, a centre point NGR should be supplied. A poly-line will be preferred by the Permit Authority when:
- The work or trenches are expected to be over 10 metres in length;
  - Work locations on the application in the same street are separated;
  - Work areas or trenches deviate from a straight line.



## 7.4 Reinstatement and inspection details

- 7.4.1 Permit applications should indicate wherever possible, whether the proposed work is intended to be completed with interim or permanent reinstatement or a mixture of both.
- 7.4.2 A Promoter is required to indicate the provisional number of inspection units appropriate to the work in accordance with the rules laid down in the Inspections Code of Practice and in The Street Works (Inspection Fees) (England) (Amendment) Regulations 2004.
- 7.4.3 Where there is trench sharing, only the primary promoter is required to give the inspection units.

## 7.5 Supplementary information

- 7.5.1 A Promoter is encouraged to provide any supplementary information, including illustrations, to support an application and to provide sufficient detail for the permit content.
- 7.5.2 The Permit Authority may request supplementary information during the application process, which may include:
- An illustration of the work;
  - Traffic management plan; or
  - Digital photographs of the worksite.

## 7.6 Timing and duration

- 7.6.1 Each permit must include the proposed start and end dates of the work **in calendar days** and the times of the day when the work is to be carried out.
- 7.6.2 A Promoter should also indicate if they intend for work to continue over weekends and Bank Holidays and if night working is required.

## 7.7 Traffic management

- 7.7.1 A Promoter should supply full details of their traffic management proposals including any requirement for further related authorisation by the Permit Authority, such as the need for Temporary Traffic Regulation Orders (TTROs).
- 7.7.2 The Permit Authority do not require a separate application for temporary traffic light signals, as set out within Schedule 14 of the Traffic Signs Regulations and General Directions 2016. However, when applying for works involving positive traffic control a Promoter should provide sufficient information as would be deemed necessary to obtain approval for use of this type of traffic management.
- 7.7.3 This information would include, but is not limited to, the following:
- Description and/or drawing of the traffic signal arrangement;
  - Specified dates and hours of traffic control use;
  - Proposed method of signal operation; and
  - Contact details of the traffic management provider, including any out-of-hours arrangements.
- 7.7.4 A Promoter is encouraged to provide evidence, or reference, of any application or agreement for a TTRO within a PAA or permit application.

## 7.8 Work description and methodology

- 7.8.1 A Promoter must detail a description of the works, clearly setting out the works and their purpose.
- 7.8.2 Details of any planned work, including open cut, trench share, minimum dig technique or no dig, should be detailed on the permit.
- 7.8.3 Promoters should detail their best estimate of the excavation depth of the work. This may be expressed as a range where appropriate.

## 8 Permit Variation

### 8.1 Principles for permit variation

- 8.1.1 A permit's content must reflect the proposed or current works and must be varied when changes are required.
- 8.1.2 A permit variation can take place at any time after the granting of a permit and before the end date of the permit, including before or during any on site work.
- 8.1.3 There is no mechanism in the Permit Scheme for formally suspending or postponing a permit, only for varying or revoking one. Part 3 of the Permit Scheme Regulations allows the Permit Authority to vary or revoke a permit and permit conditions.
- 8.1.4 Applications for permit variations must contain all relevant information in relation to the proposed changes to allow the Permit Authority to decide on the proposed variation.

### 8.2 Varying a Provisional Advanced Authorisation

- 8.2.1 A PAA cannot be varied once granted.
- 8.2.2 Where a PAA has been granted, but a permit application has not been submitted, and the proposed work has varied, a Promoter should inform the Permit Authority of the proposed changes. Depending on the scale of the changes, the Permit Authority may request a revised PAA application or for the permit application to reflect the changes.
- 8.2.3 Where a PAA has not been granted, and the proposed work has varied, the original PAA can be cancelled and a new PAA application can be submitted.

### 8.3 Imposed variation

- 8.3.1 If the Permit Authority has to suspend or postpone a work for which a permit has been granted the Permit Authority will contact the Promoter to discuss the best way of dealing with the situation.
- 8.3.2 In such circumstances the Permit Authority will issue an imposed variation, requesting the Promoter to take the appropriate action.
- 8.3.3 If a Promoter fails to respond to this request from the Permit Authority, the Permit Authority may choose to revoke the permit.

### 8.4 Permit revocation

- 8.4.1 If the Permit Authority considers that a Promoter is failing to comply with a permit, including the conditions of a permit, it may revoke the permit.
- 8.4.2 Before revoking a permit, the Permit Authority will contact the Promoter to warn them of its intention and to discuss the arrangements of the revocation.
- 8.4.3 A Promoter will be committing the offence of working without a permit if it continues to work after a permit has been revoked.
- 8.4.4 In accordance with Permit Scheme Regulations the statement of policy as to the circumstances in which the Permit Authority will revoke permits on its own initiative is as follows:
  - as with variations, where circumstances arise which cause the Permit Authority to have to review the permit, they may conclude that the permit needs to be revoked rather than simply being varied;

- revocation will be the exception and will only happen when the new circumstances could not have been reasonably predicted or where the impact is significant;
- revocation can occur through no fault of a Promoter, for example where an unplanned event on the network requires occupation on diversion routes to be removed.

### 8.5 Permit cancellation

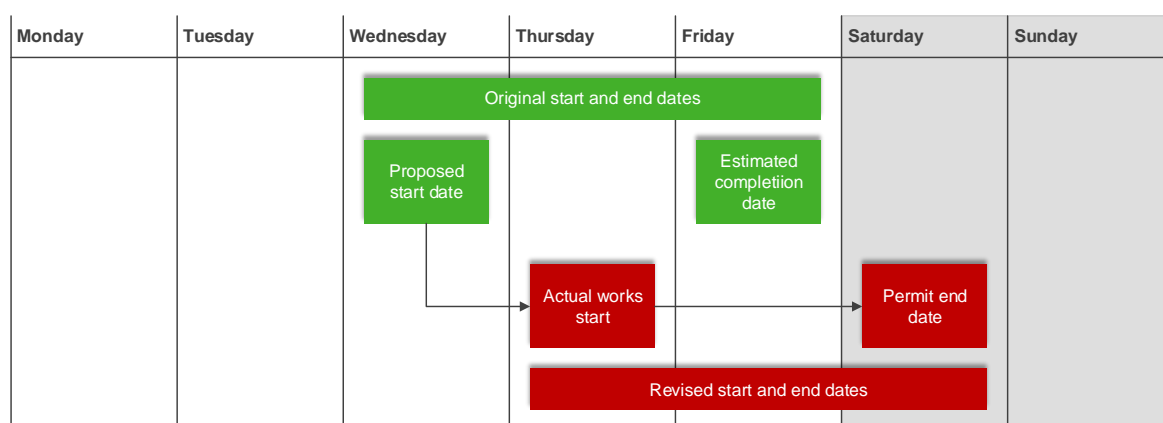
- 8.5.1 Promoters are encouraged to cancel a permit, or application, at any time that a permit is no longer required.

## 9 Working under a Permit

### 9.1 Start and end dates (permit duration)

- 9.1.1 A permit is valid from the start date to the end date (inclusive) – this period is the duration of the works.
- 9.1.2 Works on street reinstatement category 0, 1, 2, and designated as traffic-sensitive streets must be undertaken within the start and end dates specified in the permit.
- 9.1.3 Works on street reinstatement category 3 and 4 streets that are not designated as traffic-sensitive may start later than the stated start date but within a ‘starting window’ – which is equivalent to the Notice Validity set out within the Code of Practice for Coordination.
- 9.1.4 These starting windows are:
- 5 days for major and standard works; and
  - 2 days for minor works.
- 9.1.5 Where works start within the ‘starting window’ the permit end date will move to allow for the agreed duration of works (refer to diagram below for illustration).

Diagram 4: Starting window for a minor work planned to start on a Wednesday



### 9.2 Information on site

- 9.2.1 The Permit Authority recognises the importance for the Promoter work-force to have access to the permit detail, including conditions when carrying out the planned activity.
- 9.2.2 Working in breach of a condition, or without a valid permit, on the basis of lack of knowledge from the Promoter work-force will not be accepted by the Permit Authority as any form of mitigation for this failure.

### 9.3 Fault-finding work

- 9.3.1 In the event of Immediate Works requiring a series of fault-finding excavations or openings, *for example locating a gas leak*, the following procedure should be applied where it is necessary to undertake works beyond the initial excavation or opening covered by the first application.
- 9.3.2 As they are Immediate Works, the Promoter must submit the first Permit application within 2 hours of starting work or by 10.00am the next morning. That first application will contain the location of the initial excavation or opening:

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- 9.3.3 For any further excavations or openings on the same street within 50 metres of the original hole, the Promoter is encouraged to telephone the Permit Authority with the new location. No permit variation will be needed, and no variation charge will apply.
- 9.3.4 A Promoter should apply for a permit variation for the first excavation in each new 50 metre band away from the original hole in the same street, *i.e. 50-100 metres, 100-150 metres, etc.* Permit variation charges will not apply in these instances.
- 9.3.5 For additional excavations within each band, the Promoter is encouraged to telephone the Permit Authority with the new location. No Permit variation will be needed, and no variation charge will apply.
- 9.3.6 If the search continues into a different street or a new USRN, (including if the street changes to a different Permit Authority), then a separate Permit application will be needed.
- 9.3.7 Conditions for these works may be varied to consider the fact that a new location, even within the permissive bands, can be more disruptive.

## 9.4 Interrupted works

- 9.4.1 If a work is interrupted, for instance where a Promoter finds that they need specialist plant or materials not originally planned for, the Promoter must contact the Permit Authority to notify them and agree a course of action.
- 9.4.2 Depending on the situation the Permit Authority may take different courses of action, including:
- a permit variation where the work site will remain open; or
  - closure of the worksite, with a subsequent application to complete the works at a later date.
- 9.4.3 If the work is interrupted because Promoter has caused third-party damage, then it is the Promoter's responsibility to seek a permit variation to allow the third-party damage to be repaired.
- 9.4.4 The work site remains the responsibility of the Promoter until work is complete, as such the Promoter should maintain regular contact and updates with the third-parties and the Permit Authority.

## 9.5 Permit compliance inspections

- 9.5.1 The Permit Authority may undertake ad-hoc inspections on active sites to check for compliance with the permit and any permit conditions.
- 9.5.2 A record of this inspection will be recorded, together with any required action as a result of the inspection.

## 10 Permit Fees

### 10.1 Principles for permit fees

- 10.1.1 To meet the additional costs of operating the Permit Scheme, Part 6 of the Permit Scheme Regulations allow the Permit Authority to charge a fee to recover these costs.
- 10.1.2 For the purposes of section 37(9) of the 2004 Act (Permit Scheme Regulations) and Regulation 32, the prescribed costs in any financial year are that proportion of the total costs incurred by the Permit Authority in connection with operating a permit scheme in that year attributable to the costs of operating that scheme in relation to statutory undertakers.

### 10.2 Permit fees

- 10.2.1 In accordance to the Permit Scheme Regulations, the Permit Authority may charge a fee in respect of each of the following:
- the issue of a permit;
  - an application for a permit, where the Permit Scheme requires a provisional advance authorisation to be obtained as part of that application; and
  - each occasion on which there is a variation of a permit or the conditions attached to a permit.
- 10.2.2 The table below sets out the PAA, permit and permit variation fees.

Table 3: Permit fees

	Street Reinstatement Category	
Work Category	Category 0, 1 and 2 and all traffic-sensitive streets	Category 3,4 and non-traffic sensitive streets
Major (PAA)	£70	£50
Major	£160	£100
Standard	£85	£50
Minor	£45	£30
Immediate	£40	£25
Permit variation	£45	£35

- 10.2.3 Where works on a Traffic Sensitive Street are carried out wholly outside designated Traffic-Sensitive Times the Permit Fee will reflect that for a category 3, 4 and non-Traffic-Sensitive Street for that work.
- 10.2.4 Where a major work does not require a Temporary Traffic Regulation Order, a fee representing the type of work category by its **duration** will apply, *i.e. Standard or Minor*.

- 10.2.5 Where a permit variation would move a work into a higher category, a Promoter will be required to pay the difference between the permit fee for the two categories in addition to the permit variation fee.

### 10.3 Works without a permit fee

- 10.3.1 Fees will not be payable in the following circumstances;

- By any Promoter for Works for Road Purposes, including works undertaken by statutory undertakers for a local highway authority (4.4.5);
- Any exempt works (4.4.6);
- Where a Permit is deemed to be granted (6.3.9);
- Where a follow-up PAA and/or permit application is required following a permit revocation through no fault of the Promoter (8.4.4);
- Where a permit variation is initiated by the Permit Authority through no fault of the Promoter (8.3);
- Where a Promoter cancels an application, which has not yet been responded to by the Permit Authority (8.5.1);
- Permit variation charges will not apply in instances of fault finding (9.3.4);

### 10.4 Discounts

- 10.4.1 At its discretion, the Permit Authority can waive or reduce permit fees, as a **discount** of the fee.

- 10.4.2 A discount of at least 30% will be given in the following circumstances:

- **Collaborative works**, where at least two or more Promoters intend to collaborate their works within the same site over the same period, they should submit applications at the same time or ensure the applications are at least received by the Permit Authority within three working days of each other, beginning with the day on which the first application is received
- **Phasing of works to lessen risk and inconvenience to the road user** - where temporary reinstatement is required by the Permit Authority to minimise risk to the public and allow safe passage. The Permit Authority in these particular circumstances will request that the Promoter submits a new permit application for the remaining works.
- **Advanced coordination** - for planned major works where a PAA application is made at least six months prior to the proposed work start date and the proposed works do not vary.

- 10.4.3 Further discount may be applied where it is demonstrated that works provide significant economic benefit to Nottinghamshire. Promoters are encouraged to discuss these works with the Council at the earliest opportunity.

### 10.5 Fee payment and reconciliation

- 10.5.1 Permit fees will be collected by the Permit Authority in arrears in a monthly period.
- 10.5.2 A list of the fees due, *together with relevant details of the works*, will be issued to a Promoter for reconciliation prior to payment.
- 10.5.3 The process for reconciliation and payment of permit fees will be issued by the Permit Authority to a Promoter on request.



## 11 Permit Sanctions

### 11.1 Principles for permit sanctions

- 11.1.1 Part 5 of the Permit Scheme Regulations provide two sanctions specifically related to permit schemes allowing the Permit Authority to act in response to unauthorised works.
- 11.1.2 It is an offence for a statutory undertaker, or a person contracted to act on its behalf to undertake specified works in a specified street in the absence of a permit, except to the extent that a permit scheme provides that this requirement does not apply.
- 11.1.3 It is an offence for a statutory undertaker, or a person contracted to act on his behalf to breach a permit condition.

### 11.2 Action by the Permit Authority

- 11.2.1 The Permit Authority can act where a Promoter, or a person contracted to act on its behalf, commits an offence.
- 11.2.2 Any action, including the giving of a Fixed Penalty Notice or prosecution will be in accordance to the Permit Scheme Regulations.

### 11.3 Parity treatment for offences

- 11.3.1 The Permit Authority will apply and record unauthorised works for all Promoters. However, prosecution and Fixed Penalty Notices do not apply to Works for Road Purposes.

## 12 Dispute Resolution

### 12.1 Principles for dispute resolution

- 12.1.1 There are no prescribed statutory dispute resolution procedures, therefore the approach taken is to build on arrangements that already exist through the Highways Authorities and Utilities Committee (HAUC) (UK) at local and national level for resolving disputes.
- 12.1.2 The Permit Authority and Promoter are expected to use their best endeavours to resolve disputes without having to refer them to a formal appeals procedure.
- 12.1.3 The dispute resolution procedure for appeals under the Permit Scheme may be by way of dispute review, adjudication or arbitration.

### 12.2 Dispute review

- 12.2.1 If agreement cannot be reached locally on any matter arising under any part of the Permit Scheme the dispute will be referred for review on the following basis:
  - a) Where the two parties consider that the issues involved in the dispute are relatively **straightforward**, the matter will be referred to impartial members of a regional HAUC (those not representing parties directly involved in the dispute) for review. That review should take place within five working days from the date of referral. Both parties are recommended to accept the result as binding.
  - b) If the parties to the dispute think the issues are particularly **complex**, they should ask HAUC (UK) to set up a review panel of four members - two statutory undertakers and two Permit Authority representatives. One of the four people will be appointed as Chair of the panel by the HAUC (UK) joint chairs.
- 12.2.2 Each party must make all relevant financial, technical and other information available to the review panel. The review would normally take place within ten working days from the date on which the issue is referred to HAUC (UK). It is recommended that both parties accept the advice given by the review panel as binding.

### 12.3 Adjudication

- 12.3.1 If agreement cannot be reached through a Dispute Review, the dispute will be referred to independent adjudication provided that the parties agree the decision of the adjudicator is deemed to be final.
- 12.3.2 The costs of adjudication will be borne equally unless the adjudicator considers that one party has presented a frivolous case, in which case costs may be awarded against them. Where the adjudication route is followed, the parties should apply to the joint chairs of HAUC (UK), who will select and appoint the independent adjudicator from suitable recognised professional bodies.

### 12.4 Arbitration

- 12.4.1 Disputes may also be settled by arbitration where provided for in Section 99 of NRSWA.

## 13 Appendix 1: Disapplication of NRSWA

NRSWA Section		Change	Permit Scheme Regulations - Revised Arrangements
Section 53	The Street Works register	Disapplied	Permit Scheme Regulations prescribe similar provisions for permit registers
Section 54	Advance notice of certain works	Disapplied	Replaced by applications for provisional advance authorisation
Section 55	Notice of starting date	Disapplied	Replaced by applications for permits
Section 56	Power to direct timing of Street Works	Disapplied	Replaced by permit conditions and variations including those initiated by the Permit Authority
Section 57	Notice of emergency works	Disapplied	Replaced by applications for Immediate Works
Section 66	Avoidance of unnecessary delay or obstruction	Disapplied	Replaced equivalent provisions for permit authorities to require Promoters in breach of the permit requirements to take remedial action and failing that for the authority to act. 24-hour compliance period to be replaced with a requirement for Promoters to comply within a reasonable specified period determined by circumstances

## 14 Appendix 2: Modification to NRSWA

NRSWA Section		Change	Permit Scheme Regulations – Revised Arrangements
Section 58	Restriction on works following substantial road works	Modified	<p>The authority's ability to issue permits with start and end dates replacing directions to start works covered in NRSWA S58 (5) to (7)</p> <p>The Permit Scheme Regulations provide the equivalent of S58A powers by allowing authorities to take into account whether Promoters responded to the S58 notice by submitting an application for their planned works</p>
Section 58A	Restriction on works following substantial Street Works	Modified	Schedule 3A is modified to work in conjunction with permits
Section 64	Traffic-sensitive Street	Modified	Permit Scheme Regulations provide the requirement for notifying permit applicants the proposals to designate streets as traffic-sensitive.
Section 69	Works likely to affect other apparatus in the street	Effectively extended	Permit Scheme Regulations create an equivalent requirement on highway authority promoters
Section 74	Charge for occupation of the highway where works are unreasonably prolonged	Modified	Permit Scheme Regulations make provision to operate S74 powers in parallel with Permits
Section 88	Bridge, bridge authorities and related matters	Modified	Modified to work in conjunction with permits



**9 January 2020****Agenda Item:10****REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****SCHOOLS WASTE ACTION CLUB PROGRAMME****Purpose of the Report**

1. To seek approval from Committee for the cessation of the Schools Waste Action Club (SWAC) programme, and an associated reduction in the staffing establishment in the Place Commissioning Group.

**Information**Background

2. The County Council has provided a free SWAC programme for schools since the early 2000's, initially through one post employed on a consultancy basis by "Waste Watch", and most recently through two Waste Education Officer Posts employed directly by the Council and located in the Waste Strategy and Development Team in the Place Commissioning Group.
3. It is important to note that the Council has no statutory responsibility for providing waste education in schools and is therefore unable to influence which schools take up the offer of the SWAC programme. As such, it has proved difficult to engage with hard to reach groups and geographic areas with high levels of contamination in the kerbside recycling
4. The feedback from individual schools which receive the SWAC programme is excellent due to the high quality of the teaching delivered. Recently, however, a much greater understanding of, and changing attitudes towards, waste and recycling together with an increased awareness of sustainability issues amongst the wider population have resulted in waste education forming a more integrated part of the national curriculum.
5. In addition, through the current Waste PFI Contract Veolia employ a Recycling and Education Officer and provide a range of recycling and waste advice to schools, community and voluntary groups including guided tours of, and educational visits to, the Mansfield Materials Recovery Facility (MRF).
6. The MRF has a dedicated education room, and Veolia provide free transport for schools to the site and have also produced educational videos and other resources which are available to schools and others to support recycling knowledge and help increase awareness.
7. Unfortunately, it is not possible to effectively measure any impacts of SWAC activity on overall recycling and landfill diversion performance. This has led the Council to consider that the continued provision of this free service to schools is no longer desirable, either in terms of impact or return on investment..

8. It is proposed therefore that the SWAC programme is no longer provided to schools, and the two posts allocated to the programme are removed from the establishment in the Place Commissioning Group, and the funding associated with the employment of the current officer is released as a budget saving with effect from 1 April 2020.
9. Presently, only one of the posts has an incumbent, and although two posts are still within the establishment only one of those posts is currently funded.

### **Other Options Considered**

10. To continue to provide the service free of charge to schools or seek to offer the service to schools on a chargeable basis was deemed unaffordable, as no guarantee could be made as to the likelihood of recovering any or all of the costs incurred by retaining the posts.

### **Reason/s for Recommendation/s**

11. As noted in the Background of this report the national position on recycling within the wider environmental agenda and the context of the national curriculum has changed significantly over the course of the last 20 years and the current SWAC model is considered no longer appropriate.

### **Statutory and Policy Implications**

12. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

13. As noted above although two SWAC related posts are identified within the approved establishment only one post is currently funded.
14. Cessation of the SWAC programme will save around £42,000 per annum in direct and indirect employee costs, however should it not prove possible to redeploy the current incumbent redundancy costs will be incurred.

### **Human Resources Implications**

15. Standard County Council processes will apply to the structural changes, and any staffing implications.
16. A draft of this report has been shared with the trade unions and no comments have been received.
17. As described the identified employee has been consulted formally of the proposed changes to the effected post. The changes will mean an overall loss of 1fte, as one post is currently vacant.

Support will be offered to the employee at risk and every effort will be made to redeploy using the Councils agreed Redeployment Policy.

## **RECOMMENDATION/S**

That Committee:

- 1) Approve the cessation of the Schools Waste Action Club (SWAC) programme with effect from 1 April 2020, and the associated reduction in the staffing establishment in the Place Commissioning Group;
- 2) Approve any statutory processes necessary to reduce the staffing establishment including redundancy of the current incumbent if required.

**Derek Higton**  
**Service Director, Place and Communities**

**For any enquiries about this report please contact:** Mick Allen, Group Manager, Place Commissioning, Tel: 0115 9774684

## **Constitutional Comments [KK - 23/9/2019]**

18. The proposals in this report are within the remit of the Communities and Place Committee

## **Financial Comments [RWK 23/09/2019]**

19. The proposal in the report to cease the Schools Waste Action Club with effect from 1 April 2020 will result in an annual saving estimated at £42,000.
20. Any redundancy costs incurred would be funded from the contingency budget for which a sum of £4.6 million is included in the 209/20 revenue budget.

## **HR Comments [EC 24/10/2019]**

21. Any proposals will be subject to a formal consultation period with staff and the recognised trade unions, and standard County Council processes will apply to the structural changes, and any staffing implications.

## **Background Papers and Published Documents**

None

## **Electoral Division(s) and Member(s) Affected**

- All





**09 January 2020****Agenda Item:11`****REPORT OF THE CORPORATE DIRECTOR, PLACE****THE NOTTINGHAMSHIRE COUNTY COUNCIL (CHURCH STREET,  
EASTWOOD) TRAFFIC CALMING SCHEME****CONSIDERATION OF OBJECTIONS****Purpose of the Report**

1. To consider objections received in respect of the above Traffic Calming proposal and if it should be implemented as advertised.

**Information**

2. Church Street is a residential road in Eastwood which links the A610 with the A608 and Eastwood town centre. In addition to residential properties, there are some local businesses: the Raleigh Factory, a primary school, a church, a medical centre, a nursery, a recreational park and an elderly person's care home. The carriageway is fairly wide, about 8.5 m, with the exception of some sections where the width drops to 6m. In the proximity of the school, there are two existing humped zebra crossings and pedestrian refuges. The speed limit is 30mph, with a reduction to 20mph close to the school. At the northern end of the road there are 'Turn Left' traffic restrictions and double yellow lines on both sides. Church Street is currently a bus route. The Eastwood Fire Station and the Eastwood Police Station are within 700m distance from Church Street. The majority of the properties have off-road parking, although there are some cars parked on both sides of the carriageway, especially near to the church.
3. About 1km from the south end of Church Street there is the MFN Club, a weekly meeting place for motorbikes, which causes a high volume of powered two-wheeler vehicles along Church Street.
4. Church Street has been subject to an accident investigation by Via East Midlands and the result was that during the period between 1/5/14 and 31/10/17, a total of 7 road injury accidents were recorded by the police, 3 of which were classified as serious. Although there is no obvious pattern to these, several vulnerable road users were involved. The accident investigation report recommended the installation of road humps on Church Street.
5. It is therefore proposed to introduce 5 No. road humps on Church Street, specifically 4 No. modified round top (sinusoidal) road humps and 1 No. flat top road hump. The sinusoidal humps would be 75mm high and 4m long, and the flat top hump would be 75mm high and 10.2 m long (8m long plateau and two 1.1m long ramps). These types of humps would be suitable for buses and large vehicles. The proposed humps would be installed on the section between Midland Road and south of the junction with Lydia Gardens. The proposals are detailed on the attached drawing EMD/HW30041/01.

## Responses Received

6. In order to achieve prompt implementation, the two phases of the standard consultation process, as defined by the Nottinghamshire County Council Traffic Calming Design Guide, have been merged together to a single-phase consultation including both the “initial consultation” with affected frontages and the “formal consultation” with the public and external organisations. All the local residents and businesses on Church Street received a questionnaire requesting their views on the proposals, together with an explanatory letter, a plan showing the proposed locations of the humps, and a notice. At the same time, all statutory consultees were consulted, notices were posted in the area, the proposals were advertised on the internet, and a notice was placed in the local press, in accordance with the Highways Act 1980. The consultation took place from 05/08/19 to 27/08/19.
7. A total of 153 questionnaires were delivered to the local residents and businesses. The number of questionnaires returned was 46 (30.1 %), of which:
  - In favour: 38 (82.6%)
  - Not in favour: 8 (17.4%)No responses were received from the other statutory consultees.
8. This consultation did not meet the threshold of 35% returned questionnaires set by the Nottinghamshire County Council Traffic Calming Design Guide for schemes to be implemented on environmental grounds. However, given that the scheme is being promoted on accident reduction grounds, it is considered appropriate to progress further with the proposals, hence this report.

## Comments

9. The objecting comments received during the consultation can be grouped in relation to:
  - Cost-effectiveness
  - Motorbikes
  - Preferred alternatives
  - Evidence of accidents
  - Damage to vehicles
  - Environmental impact
  - Effectiveness in slowing traffic
10. Cost-effectiveness – Three residents considered road humps to be a waste of money and suggested that the money would be better spent on maintaining the road.
11. Motorbikes – Three residents considered motorbikes to be an issue but do not think that the road humps would slow them down. One of them suggested to close the MFN club permanently.
12. Preferred alternatives – Two residents suggested consideration of alternative options, i.e. the introduction of a 20mph speed limit or speed cameras, as a more effective and less disruptive solution.
13. Evidence of accidents – Two residents stated that they consider there was insufficient evidence of accidents along the road to justify road humps.

14. Damage to vehicles – One resident was concerned that the road humps will cause damage to vehicles and mentioned his vehicle had been damaged by the existing humped zebra, which he believes is higher than 100mm.
15. Environmental impact – One resident objected to the proposals saying that the road humps would increase pollution due to slowing and accelerating of vehicles, which he considers not to be appropriate close to a school.
16. Effectiveness in slowing traffic – One resident expressed their concern regarding the effectiveness of the road humps to slow traffic down, stating that currently the existing humped zebras are not slowing cars down.

## **Responses**

17. Cost-effectiveness – From the collision monitoring carried out by Via East Midlands, road humps have been found to be effective in reducing casualties and have been proven to be one of the best all-round casualty reduction treatments.
18. Motorbikes – Sinusoidal profile humps are as wide as the carriageway, apart from a 200mm gap at each side to accommodate the surface water drainage of the road. Powered two-wheeler vehicles would not be able to by-pass them.
19. Preferred alternatives – Road humps have a physical influence on drivers, whereas interactive speed signs and speed limits rely on driver compliance and, as a result, have proven to be less effective than road humps in casualty reduction situations such as this.
20. Evidence of accidents – During the period between 1/5/14 and 31/10/17 a total of 7 road injury accidents were recorded by the police, 3 of which were classified as serious and several vulnerable road users were involved.
21. Damage to vehicles – The shape of the humps is such that it would not cause any damage to vehicles driving over the humps at a speed compliant with the speed limit. Cars with low slung bodies might have to take extra care when driving over humps but would be able to drive over the humps without being damaged.
22. Environmental Impacts – The number of humps, their visibility and the intervening distances are designed to allow drivers to maintain an acceptable speed, without the need for a sudden change of speed just before/after humps, so should not have an unacceptable environmental impact.
23. Effectiveness in slowing traffic – Traffic calming is a proven technique for effecting road accident casualty reduction and to alleviate problems caused by excessive speed. The Nottinghamshire County Council has had wide experience with traffic calming by vertical deflection, since the early 1990s. These road hump schemes were monitored over the years and have been found to be successful in reducing casualties.

## **Other Options Considered**

24. The following options have been considered:
  - a. The use of speed cushions was considered but was discounted as these do not affect the travel speed of powered two-wheeler vehicles.

- b. The use of standard round top road humps was considered but it was discounted as these are not suitable for bus routes.
- c. The utilisation of speed cameras was considered but it was discounted as the location does not meet the required criteria set by Government guidelines.
- d. The use of a 20mph speed limit without physical alterations to the highway was considered but was discounted as it would be unlikely to be self-enforcing given that the road is quite wide and may give the impression that may be appropriate to drive faster than 30mph.

### **Comments from Local Members**

25. County Councillor Tony Harper, Member for Eastwood, was informed about the proposal at feasibility stage and was subsequently consulted, he did not provide any comment.

### **Reasons for Recommendations**

26. The proposed scheme is considered the most appropriate means of reducing traffic speed and therefore reducing road traffic collisions and corresponding injuries occurring along the route.

### **Statutory and Policy Implications**

27. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the public-sector equality duty, safeguarding of children and vulnerable adults, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Crime and Disorder Implications**

28. Nottinghamshire Police raised no objections to the proposals.

### **Financial Implications**

29. The Scheme is funded from the 2019/20 Safety Improvements (Integrated Transport Measures) at an anticipated cost of £30,000.

### **Human Rights Implications**

30. The implementation of the proposals within this report might be considered to have a minimal impact on human rights (such as the right to respect for private and family life and the right to peaceful enjoyment of property, for example). However, the Authority is entitled to affect these rights where it is in accordance with the law and is both necessary and proportionate to do so, in the interests of public safety, to prevent disorder and crime, to protect health, and to protect the rights and freedoms of others. The proposals within this report are considered to be within the scope of such legitimate aims.

### **Public Sector Equality Duty Implications**

32. As part of the process of making decisions and changing policy, the Council has a duty 'to advance equality of opportunity between people who share a protected characteristic and those who do not' by thinking about the need to:
- Eliminate unlawful discrimination, harassment and victimisation.
  - Advance equality of opportunity between people who share protected characteristics (as defined by equalities legislation) and those who don't.
  - Foster good relations between people who share protected characteristics and those who don't.
33. Disability is a protected characteristic and the Council therefore has a duty to make reasonable adjustments to proposals to ensure that disabled people are not treated unfairly. Equality Impact Assessments (EIAs) are a means by which a public authority can assess the potential impact that proposed decisions / changes to policy could have on the community and those with protected characteristics as a means of ensuring this. An EIA may also identify potential ways to reduce any impact that a decision / policy change could have, and if it is not possible to reduce the impact, the EIA can explain why. Decision makers must understand the potential implications of their decisions on people with protected characteristics.
34. An EIA has been undertaken to assess the potential impact of the proposal, the results of the consultation and any appropriate mitigation. This EIA is included as a background paper to this committee report. Decision makers must give due regard to the implications for protected groups the potential implications of their decisions on people with protected characteristics.

### **Safeguarding of Children and Adults at Risk Implications**

35. The proposals are intended to have a positive impact on all highway users. Being in close proximity to a school, they should also help to safeguard and promote the welfare of children.

### **Implications for Sustainability and the Environment**

36. By creating a safer walk to school environment, the proposals may help to promote sustainable transport choices for staff and pupils accessing the school and may thereby reduce travelling by private transport.

## **RECOMMENDATION/S**

It is **recommended** that:

- 1) The traffic calming measures proposed for Church Street, Eastwood be implemented as proposed.

**Adrian Smith**  
**Corporate Director – Place**

**Name and Title of Report Author**  
Cathy Gillespie – Team Manager (Environmental Management and Design)

**For any enquiries about this report please contact:**  
Dave Collins – Principal Project Engineer – Tel 0115 9774460

### **Constitutional Comments (SJE 04/12/2019)**

37. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the exercise of the Authority's functions relating to the planning, management and maintenance of highways (including traffic management) has been delegated.

### **Financial Comments (GB 2/12/2019)**

38. The estimated cost to implement the works outlined in this report is £30,000. This will be funded from the 2019/10 Integrated Transport Measures capital budget which totals £7.3m and is already approved as part of the Communities and Place capital budget."

39. The estimated cost to implement the works outlined in this report is £30,000. This will be funded from the 2019/10 Integrated Transport Measures capital budget which totals £7.1m and is already approved as part of the Communities and Place capital budget.

### **Background Papers and Published Documents**

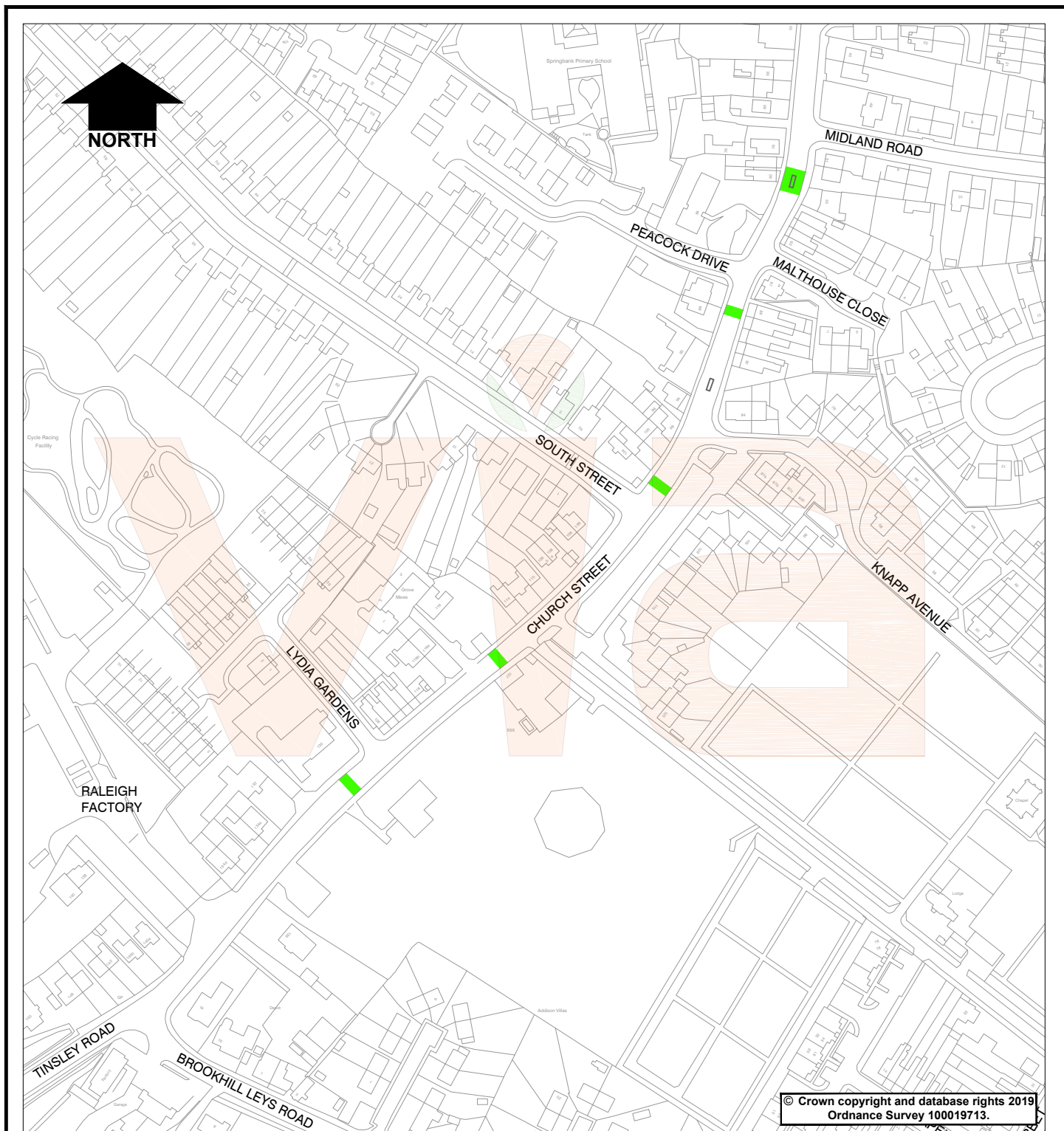
- All relevant documents for the proposed scheme are contained within the scheme file which can be found in the Environmental Management and Design section at Trent Bridge House, Fox Road, West Bridgford, Nottingham, NG2 6BJ.
- A drawing of the proposed traffic calming scheme is attached to the report.
- Equality Impact Assessment of Church Street, Eastwood – Traffic Calming scheme is attached to the report.

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

### **Electoral Division(s) and Member(s) Affected**

Eastwood                      Councillor Tony Harper





## KEY

- ◆ Proposed road humps



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Rev.	Description	Drawn	Ch'kd	Auth	Date
		BC			11/07/19
		DC			16/07/19
		DC		BC	
Project		Date			
Church Street, Eastwood - Traffic Calming		11/07/19			
Project No.		Date			
HW30040		16/07/19			
Drawing Title		Scale			
Proposed Layout		NTS @A4			
Drawing No.		Rev.			
EMD/HW30040/01					





# Equality Impact Assessment (EqIA)

## Introduction

This EqIA is for:

THE NOTTINGHAMSHIRE COUNTY COUNCIL (CHURCH STREET, EASTWOOD) TRAFFIC CALMING

Details are set out:

EMD/HW30040/01

Officers undertaking the assessment:

- Cathy Gillespie, Team Manager, Via East Midlands Ltd
- David Collins, Principal Project Engineer, Via East Midlands Ltd

Assessment approved by:

Gary Wood, Group Manager Highways and Environment, Nottinghamshire County Council.

Date: 21st November 2019

The Public Sector Equality Duty which is set out in the Equality Act 2010 requires public authorities to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation; Advance equality of opportunity between people who share a protected characteristic and those who do not; Foster good relations between people who share a protected characteristic and those who do not.

The purpose of carrying out an Equality Impact Assessment is to assess the impact of a change to services or policy on people with protected characteristics and to demonstrate that the Council has considered the aims of the Equality Duty.

## Part A: Impact, consultation and proposed mitigation

### 1 What are the potential impacts of proposal? *Has any initial consultation informed the identification of impacts?*

Church Street is a residential road in Eastwood which links the A610 with the A608 and Eastwood town centre. In addition to several residential properties, there are some local businesses, the Raleigh Factory, a primary school, a church, a medical centre, a nursery, a recreational park and an elderly person's care home. The carriageway is approximately 8.5 m wide, with the exception of some sections where the width drops to 6m. In the proximity of the school, there are two humped zebra crossings and pedestrian refuges. The speed limit is 30mph, with a reduction to 20mph close to the school. At the northern end of the road there are 'Turn Left' traffic restrictions and double yellow lines on both sides. Church Street is currently a bus route. The Eastwood Fire Station and the Eastwood Police Station are within 700m distance from Church Street. The majority of the properties have off-road parking, although there are some cars parked on both sides of the carriageway, especially near to the church.

Church Street has been subject to an accident investigation by Via East Midlands and the result was that during the period between 1/5/14 and 31/10/17 a total of 7 road injury accidents were recorded by the police, 3 of which were classified as serious. Although there is no obvious pattern to these, several vulnerable road users were involved. The accident investigation report recommended the installation of road humps on Church Street.

As a result of this accident investigation, it is proposed to introduce 5 No. road humps on Church Street, specifically 4 No. modified round top (sinusoidal) road humps and 1 No. flat top road hump.

The sinusoidal humps would be 75mm high and 4m long, and the flat top hump would be 75mm high and 10.2 m long (8m long plateau and two 1.1m long ramps). These types of humps would be suitable for buses and large vehicles. The proposed humps would be installed on the section between Midland Road and south of the junction with Lydia Gardens. The proposals are detailed on the attached drawing EMD/HW30041/01.

The proposed scheme will not impact on the amount or location of on-street parking available, nor will it impede access to off road parking.

The anticipated impact of the scheme will be to reduce traffic speeds thereby making the crossing of the road by children, elderly and other vulnerable users safer than is the current case. The installation of road humps may give some discomfort to motorists suffering from complaints such as arthritis or back complaints, however this is outweighed by the positive impact on the same people as pedestrians.

## 2 Protected Characteristics: Is there a potential positive or negative impact based on:

Age	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Disability	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Gender reassignment	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Pregnancy & maternity	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Race including origin, colour or nationality	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Religion	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Gender	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Sexual orientation including gay, lesbian or bisexual	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact

## 3 Where there are potential negative impacts for protected characteristics these should be detailed including consideration of the equality duty, proposals for how they could be mitigated (where possible) and meaningfully consulted on:

How do the potential impacts affect people with protected characteristics <i>What is the scale of the impact?</i>	How might negative impact be mitigated or explain why it is not possible	How will we consult
No negative impact.		

## Part B: Feedback and further mitigation

### 4 Summary of consultation feedback and further amendments to proposal / mitigation

All the local residents and businesses on Church Street received a questionnaire requesting their views on the proposals, together with an explanatory letter, a plan showing the proposed locations of

the humps, and a notice. At the same time, all statutory consultees were consulted, notices were posted in the area, the proposals were advertised on the internet, and a notice was placed in the local press, in accordance with the Highways Act 1980. The consultation took place from 05/08/19 to 27/08/19.

A total of 153 questionnaires were delivered to the local residents and businesses. The number of questionnaires returned was 46 (30.1 %), of which:

- In favour: 38 (82.6%)
- Not in favour: 8 (17.4%)

No responses were received from the other statutory consultees.

The objecting comments received during the consultation can be grouped in relation to:

- Cost-effectiveness
- Motorbikes
- Preferred alternatives
- Evidence of accidents
- Damage to vehicles
- Environmental impact
- Effectiveness in slowing traffic

No specific objection was received in relation to particular concerns relating to protected characteristics. No negative comment has been received in response to consultation from bus operators and the emergency services. However, positive comments were received citing the need to reduce traffic speeds particularly in respect of safeguarding vulnerable pedestrians.

Therefore, no alteration to the scheme is proposed as a result of the EQIA.

Completed EqIAs should be sent to [equalities@nottsc.gov.uk](mailto:equalities@nottsc.gov.uk) and will be published on the Council's website.



**09 January 2020****Agenda item:12****REPORT OF CORPORATE DIRECTOR, PLACE****THE NOTTINGHAMSHIRE COUNTY COUNCIL (SHERBROOK ROAD,  
DAYBROOK) TRAFFIC CALMING SCHEME****CONSIDERATION OF OBJECTIONS****Purpose of the Report**

1. To consider objections received in respect of the above Traffic Calming proposal and if it should be implemented as advertised.

**Information**

2. Sherbrook Road is a link between two main distributors, the A60 Mansfield Road and the B6004 Oxclose Lane. There are several properties, some local shops, including a post office, a secondary school and three business centres. The speed limit is 30mph along the whole length of the road. At both ends of the road there are traffic restrictions: a 'No Entry' at the western end and a 'Turn Left' at the eastern end. The section between the junction with Sherbrook Terrace and Prior Road is currently a bus route. The Arnold Fire Station is less than 200m away from Sherbrook Road. Nottingham University Hospitals NHS Trust and the Oxclose Lane Police Station are within 1km distance. Both sides of the carriageway are used for on-road parking, significantly reducing the road width and causing 'give and take' situations at some points.
3. Given its location, Sherbrook Road provides a convenient shortcut to avoid congestion on Mansfield Road. This causes an increase in the volume of traffic on Sherbrook Road to a level that is considered unsuitable for this type of road.
4. Sherbrook Road has been subject to an accident investigation by Via East Midlands and the result was that during the period between 1/1/13 and 31/10/17 a total of 4 road injury accidents were recorded by the police. All the collisions were classified as serious and involved vulnerable road users. In particular, three of them involved powered two-wheeler vehicles and the other involved a child pedestrian. Three of the collisions occurred near the shops opposite Prior Road. The accident investigation report recommended the installation of road humps on Sherbrook Road.
5. As a result of the accident investigation report's recommendation, it is proposed to introduce 6 No. modified round top (sinusoidal) road humps on Sherbrook Road. These would be 75mm high and 4m long and their sinusoidal profile would make them suitable for buses and large vehicles. The proposals are detailed on the attached drawing EMD/HW30042/01.

## Responses Received

6. In order to achieve prompt implementation, the two phases of the standard consultation process, as defined by the Nottinghamshire County Council Traffic Calming Design Guide, have been merged together to a single-phase consultation including both the “initial consultation” with affected frontages and the “formal consultation” with the public and external organisations. All the local residents and businesses on Sherbrook Road received a questionnaire requesting their views on the proposals, together with an explanatory letter, a plan showing the proposed locations of the humps, and a notice. At the same time, all statutory consultees were consulted, notices were posted in the area, the proposals were advertised on the internet, and a notice was placed in the local press, in accordance with the Highways Act 1980. The consultation took place from 05/08/19 to 27/08/19.
7. A total of 255 questionnaires were delivered to the local residents and businesses. The number of questionnaires returned was 71 (27.8 %), of which:
  - In favour: 56 (78.9%)
  - Not in favour: 13 (18.3%)
  - Indifferent: 2 (2.8%)In addition to that, we received 2 comments by email from residents concerned about the proposals. No responses were received from the other statutory consultees.
8. This consultation response did not meet the threshold of 35% returned questionnaires set by the Nottinghamshire County Council Traffic Calming Design Guide for schemes to be implemented on environmental grounds. However, given that the scheme is being promoted on accident reduction grounds, it is considered appropriate to progress further with the proposals, hence this report.

## Comments

9. The objecting comments received during the consultation can be grouped in relation to:
  - Damage to vehicles
  - Irresponsible road use
  - Environmental impact
  - Noise
  - Effectiveness in reducing accidents
  - Evidence of accidents
  - Impact on large vehicles
  - Preferred alternatives
  - Cost-effectiveness
  - Motorbikes
10. Damage to vehicles – Four residents are concerned that the road humps will cause damage to vehicles.
11. Irresponsible road use – Three residents suggested that the road humps would encourage fast drivers to drive irresponsibly. Another resident stated that road humps would only affect responsible drivers and would not slow fast drivers down.
12. Environmental impact – One resident objected to the proposals saying that the road humps would increase pollution due to slowing and accelerating of vehicles.

13. Noise – Three residents raised concerns relating to noise caused by vehicles driving over the road humps, especially HGVs. One of them was concerned particularly about the road hump close to the entrance to the business unit, saying that this would cause a high increase of noise levels due to the frequent transit of HGVs in and out the business unit. They added also that it is not necessary to have a road hump at that location because the majority of the accidents occurred in other locations.
14. Effectiveness in reducing accidents – Two residents stated there is no evidence that road humps reduce the number of accidents. One of them suggested that the accidents occurred on Sherbrook Road were caused by the inconsiderate parking around the post office, which will not improve after the installation of the road humps.
15. Evidence of accidents – Three residents stated that they consider there was insufficient evidence of accidents along the road to justify road humps.
16. Impact on large vehicles – Three residents raised the potential negative impact on buses, emergency vehicles and HGVs driving along the road.
17. Preferred alternatives – Three residents suggested the need to consider the introduction of a 20mph speed limit as a more effective and less disruptive alternative solution, one of them also suggesting the installation of an interactive speed sign.
18. Cost-effectiveness – One resident considers road humps to be not worth as they cause more problems than benefits. Another resident suggested that the money to build the road humps would be better spent for maintaining the road.
19. Motorbikes – One resident stated that the road humps would not slow motorbikes down as they can easily drive around them

## **Responses**

20. Damage to vehicles – The nature, dimensions and location of the proposed road humps is in accordance with the national specifications set out in the Highways (Road Humps) Regulations 1999 (SI 1999/1025). As such, the proposed humps should present no greater risk of damage to vehicles than other road humps nationally.
21. Irresponsible road use – The impact of the road humps is anticipated to discourage irresponsible road use by reducing vehicle speeds.
22. Environmental impacts – The number of humps, their visibility and the intervening distances are designed to allow drivers to maintain an acceptable speed, without the need for a sudden change of speed just before/after humps, so should not have an unacceptable environmental impact.
23. Noise – The profile of the humps is designed to minimise the effect of the ride over the hump. These design measures seek to minimise noise and vibration impacts associated with a humped crossing.
24. Effectiveness in reducing accidents – Traffic calming is a proven technique for effecting road accident casualty reduction and to alleviate problems caused by excessive speed. The Nottinghamshire County Council has had wide experience with traffic calming by vertical



deflection, since the early 1990s. These road hump schemes were monitored over the years and have been found to be successful in reducing casualties.

25. Evidence of accidents – During the period between 1/1/13 and 31/10/17 a total of 4 road injury accidents were recorded by the police. Each of them were classified as serious and involved vulnerable road users.
26. Impact on large vehicles – Emergency services, bus operators and local businesses were included in the consultation process. No objection or comment relating to impact on access has been received from those organisations.
27. Preferred alternatives – Government guidelines state that fixed cameras should only be used where there have been at least three fatal or serious collisions per kilometre in the last three calendar years and where the majority of drivers are exceeding the speed limit. This is not the case for Sherbrook Road. Whilst road humps have a physical influence on drivers, interactive speed signs and 20mph speed limit rely only on driver compliance and have proven to be less effective than road humps in casualty reduction situations such as this.
28. Cost-effectiveness – From the collision monitoring carried out by Via East Midlands, road humps have been found to be effective in reducing casualties and have been proven to be one of the best all-round casualty reduction treatments. This scheme achieves a significant anticipated cost benefit.
29. Motorbikes – Sinusoidal profile humps are as wide as the carriageway, apart for 200mm gap at each side to not affect the surface water drainage of the road. Vehicles would not be able to by-pass them.

### **Other Options Considered**

30. The following options have been considered:
  - a. The use of speed cushions was considered but it was discounted as these do not affect the travel speed of powered two-wheeler vehicles.
  - b. The use of standard round top road humps was considered but it was discounted as these are not suitable for bus routes.
  - c. The use of horizontal traffic calming, i.e. chicanes and central refuges, was considered but it was discounted as they are not as effective as road humps and they have a negative impact on parking.
  - d. The utilisation of speed cameras was considered but it was discounted as it does not meet the required criteria set by Government guidelines.
  - e. The use of a 20mph speed limit was considered but was discounted as it would be unlikely to achieve an appropriate level of compliance without physical measures (such as road humps) being installed anyway.

### **Comments from Local Members**

31. County Councillors John Clarke and Muriel Weisz, Members for Arnold South, were informed about the proposal at feasibility stage and were subsequently consulted. Cllr John Clarke did

not provide any comment. Cllr Muriel Weisz responded with a resident's view, but she has no specific view on this scheme.

## **Reasons for Recommendations**

32. The proposed scheme is considered the most appropriate means of reducing traffic speed and therefore reducing road traffic collisions and corresponding injuries occurring along the route.

## **Statutory and Policy Implications**

33. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the public-sector equality duty, safeguarding of children and vulnerable adults, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Crime and Disorder Implications**

34. Nottinghamshire Police raised no objections to the proposals.

## **Financial Implications**

35. The Scheme is funded from the 2019/20 Safety Improvements (Integrated Transport Measures) at an anticipated cost of £45,000.

## **Human Rights Implications**

36. The implementation of the proposals within this report might be considered to have a minimal impact on human rights (such as the right to respect for private and family life and the right to peaceful enjoyment of property, for example). However, the Authority is entitled to affect these rights where it is in accordance with the law and is both necessary and proportionate to do so, in the interests of public safety, to prevent disorder and crime, to protect health, and to protect the rights and freedoms of others. The proposals within this report are considered to be within the scope of such legitimate aims.

## **Public Sector Equality Duty implications**

38. As part of the process of making decisions and changing policy, the Council has a duty 'to advance equality of opportunity between people who share a protected characteristic and those who do not' by thinking about the need to:
- Eliminate unlawful discrimination, harassment and victimisation.
  - Advance equality of opportunity between people who share protected characteristics (as defined by equalities legislation) and those who don't.
  - Foster good relations between people who share protected characteristics and those who don't.
39. Disability is a protected characteristic and the Council therefore has a duty to make reasonable adjustments to proposals to ensure that disabled people are not treated unfairly. Equality Impact Assessments (EIAs) are a means by which a public authority can assess the

potential impact that proposed decisions / changes to policy could have on the community and those with protected characteristics as a means of ensuring this. An EIA may also identify potential ways to reduce any impact that a decision / policy change could have, and if it is not possible to reduce the impact, the EIA can explain why. Decision makers must understand the potential implications of their decisions on people with protected characteristics.

40. An EIA has been undertaken to assess the potential impact of the proposal, the results of the consultation and any appropriate mitigation. This EIA is included as a background paper to this committee report. Decision makers must give due regard to the implications for protected groups the potential implications of their decisions on people with protected characteristics.

### **Safeguarding of Children and Adults at Risk Implications**

41. The proposals are intended to have a positive impact on all highway users. Being in close proximity to a school, they should also help to safeguard and promote the welfare of children.

### **Implications for Sustainability and the Environment**

42. By creating a safer walk to school environment, the proposals may help to promote sustainable transport choices for staff and pupils accessing the school and may thereby reduce travelling by private transport.

## **RECOMMENDATION/S**

It is **recommended** that:

- 1) The traffic calming measures proposed for Sherbrook Road, Daybrook be implemented as proposed.

**Adrian Smith**  
**Corporate Director – Place**

**Name and Title of Report Author**  
Cathy Gillespie – Team Manager (Environmental Management and Design)

**For any enquiries about this report please contact:**  
Dave Collins – Principal Project Engineer – Tel 0115 9774460

### **Constitutional Comments (SJE 04/12/2019)**

43. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the exercise of the Authority's functions relating to the planning, management and maintenance of highways (including traffic management) has been delegated.

### **Financial Comments (GB 2/12/2019)**

44. The estimated cost to implement the works outlined in this report is £45,000. This will be funded from the 2019/20 Integrated Transport Measures capital budget which totals £7.1m and is already approved as part of the Communities and Place capital budget.

## **Background Papers and Published Documents**

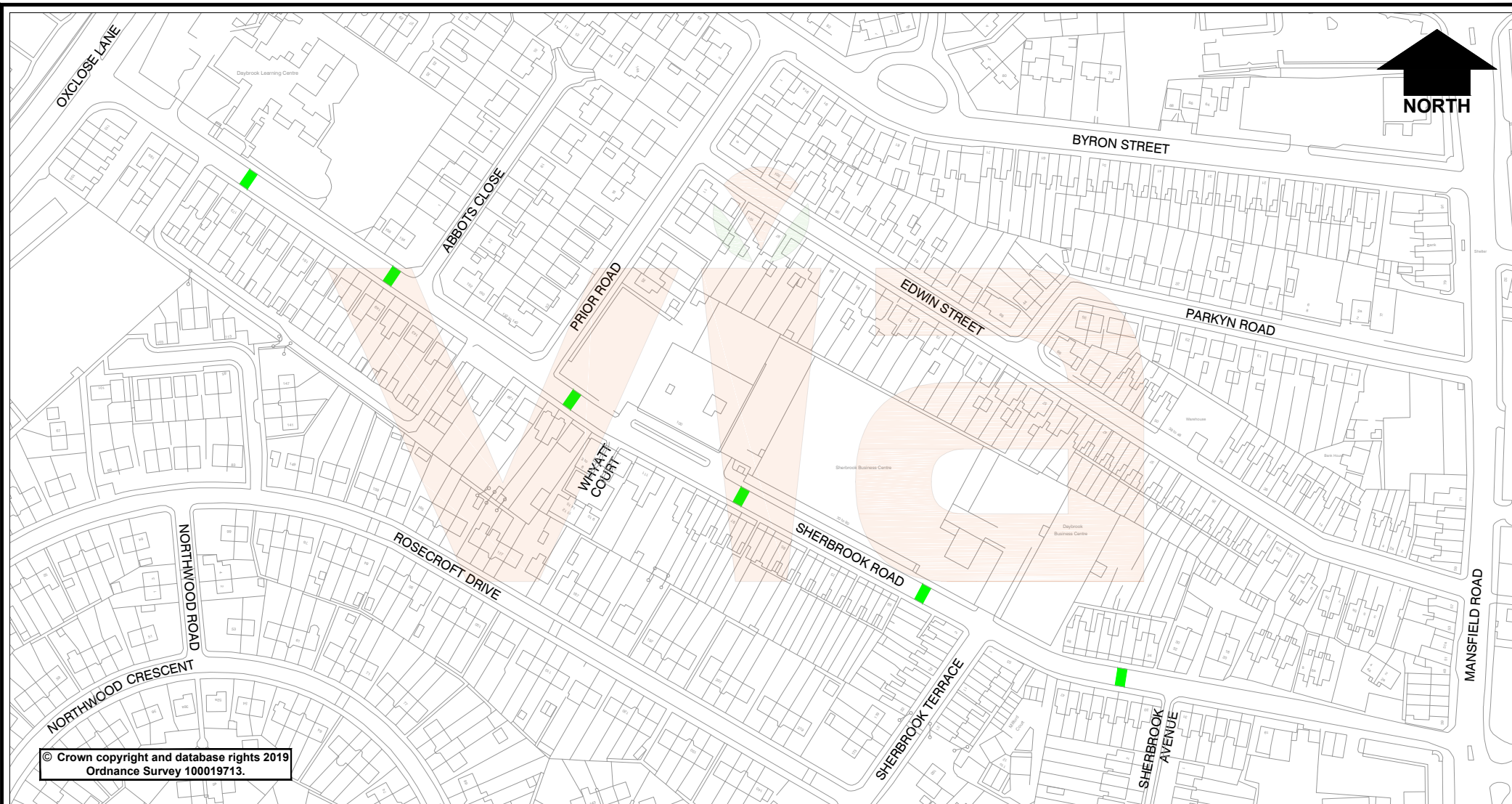
- All relevant documents for the proposed scheme are contained within the scheme file which can be found in the Environmental Management and Design section at Trent Bridge House, Fox Road, West Bridgford, Nottingham, NG2 6BJ.
- A drawing of the proposed traffic calming scheme is attached to the report.
- Equality Impact Assessment of Sherbrook Road, Arnold – Traffic Calming scheme is attached to the report.

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

## **Electoral Division(s) and Member(s) Affected**


Arnold South	Councillor John Clarke
Arnold South	Councillor Muriel Weisz





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Ordnance Survey 100019713.

## KEY

-  Proposed road humps



in partnership with



**Nottinghamshire  
County Council**

www.viaem.co.uk Tel 0115 804 2100

Bilthorpe Depot, Bilthorpe Business Park, Bilthorpe,  
Nottinghamshire, NG22 8ST

Project

Sherbrook Road, Arnold - Traffic Calming

Status

Project No.

HW30042

Drawing Title

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Proposed Layout

Drawing No.

EMD/HW30042/01

Rev.	Description	Drawn	Ch'kd	Auth	Date
		BC			12/07/19
		DC			16/07/19
		DC		BC	
		Rev.	Scale		NTS @A4





# Equality Impact Assessment (EqIA)

## Introduction

This EqIA is for:

THE NOTTINGHAMSHIRE COUNTY COUNCIL (SHERBROOK ROAD, ARNOLD) TRAFFIC CALMING

Details are set out:

EMD/HW30042/01

Officers undertaking the assessment:

- Cathy Gillespie, Team Manager, Via East Midlands Ltd
- David Collins, Principal Project Engineer, Via East Midlands Ltd

Assessment approved by:

Gary Wood, Group Manager Highways and Environment, Nottinghamshire County Council.

Date: 21st November 2019

The Public Sector Equality Duty which is set out in the Equality Act 2010 requires public authorities to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation; Advance equality of opportunity between people who share a protected characteristic and those who do not; Foster good relations between people who share a protected characteristic and those who do not.

The purpose of carrying out an Equality Impact Assessment is to assess the impact of a change to services or policy on people with protected characteristics and to demonstrate that the Council has considered the aims of the Equality Duty.

## Part A: Impact, consultation and proposed mitigation

### 1 What are the potential impacts of proposal? *Has any initial consultation informed the identification of impacts?*

Sherbrook Road is a link between two main distributors, the A60 Mansfield Road and the B6004 Oxclose Lane, about 600m long. There are several properties, some local shops, including a post office, a secondary school and three business centres. The speed limit is 30mph along the whole length of the road. At both ends of the road there are traffic restrictions: a No Entry at the western end and a Turn Left at the eastern end. The section between the junction with Sherbrook Terrace and Prior Road is currently a bus route. The Arnold Fire Station is less than 200m far from Sherbrook Road and the Nottingham University Hospitals NHS Trust and the Oxclose Lane Police Station are within 1km distance Both sides of the carriageway are used for on-road parking, significantly reducing the road width and causing give and take situations at some points.

Sherbrook Road has been subject to an accident investigation by Via East Midlands and the result was that during the period between 1/1/13 and 31/10/17 a total of 4 road injury accidents were recorded by the police. All the collisions were classified as serious and involved vulnerable road users. In particular, three of them involved powered two-wheeler vehicles and the other involved a child pedestrian. Three of the collisions occurred near the shops opposite Prior Road. The accident investigation report recommended to install road humps on Sherbrook Road.

As a result of this accident investigation, it is proposed to introduce 6 No. modified round top (sinusoidal) road humps on Sherbrook Road. These would be 75mm high and 4m long and their



sinusoidal profile would make them suitable for buses and large vehicles. The proposals are detailed on the attached drawing EMD/HW30042/01.

The proposed scheme will not impact on the amount or location of on-street parking available, nor will it impede access to off road parking.

The anticipated impact of the scheme will be to reduce traffic speeds thereby making the crossing of the road by children, elderly and other vulnerable users safer than is the current case. The installation of road humps may give some discomfort to motorists suffering from complaints such as arthritis or back complaints, however this is outweighed by the positive impact on the same people as pedestrians.

## 2 Protected Characteristics: Is there a potential positive or negative impact based on:

Age	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Disability	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Gender reassignment	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Pregnancy & maternity	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Race <small>including origin, colour or nationality</small>	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Religion	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Gender	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Sexual orientation <small>including gay, lesbian or bisexual</small>	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact

## 3 Where there are potential negative impacts for protected characteristics these should be detailed including consideration of the equality duty, proposals for how they could be mitigated (where possible) and meaningfully consulted on:

How do the potential impacts affect people with protected characteristics <i>What is the scale of the impact?</i>	How might negative impact be mitigated or explain why it is not possible	How will we consult
No negative impact.		

## Part B: Feedback and further mitigation

### 4 Summary of consultation feedback and further amendments to proposal / mitigation

All the local residents and businesses on Sherbrook Road received a questionnaire requesting their views on the proposals, together with an explanatory letter, a plan showing the proposed locations of the humps, and a notice. At the same time, all statutory consultees were consulted, notices were posted in the area, the proposals were advertised on the Internet, and a notice was placed in the local

press, in accordance with the Highways Act 1980. The consultation took place from 05/08/19 to 27/08/19.

A total of 255 questionnaires were delivered to the local residents and businesses. The number of questionnaires returned was 71 (27.8 %), of which:

- In favour: 56 (78.9%)
- Not in favour: 13 (18.3%)
- Indifferent: 2 (2.8%)

In addition to that, we received 2 comments by email from residents concerned about the proposals. No responses were received from the other statutory consultees.

The objecting comments received during the consultation can be grouped in relation to:

- Damage to vehicles
- Irresponsible road use
- Environmental impact
- Noise
- Effectiveness in reducing accidents
- Evidence of accidents
- Impact to large vehicles
- Preferred alternatives
- Cost-effectiveness
- Motorbikes

No specific objection was received in relation to particular concerns relating to protected characteristics, beyond ease of access for buses and emergency vehicles. No negative comment has been received in response to consultation from bus operators and the emergency services. However, positive comments were received citing the need to reduce traffic speeds particularly in respect of safeguarding vulnerable pedestrians.

Therefore, no alteration to the scheme is proposed as a result of the EQIA.

Completed EqlAs should be sent to [equalities@nottsc.gov.uk](mailto:equalities@nottsc.gov.uk) and will be published on the Council's website.



**9 January 2020****Agenda Item:13****REPORT OF CORPORATE DIRECTOR, PLACE****RESPONSES TO PETITIONS PRESENTED TO THE CHAIRMAN OF THE  
COUNTY COUNCIL****Purpose of the Report**

1. The purpose of this report is to recommend to Committee the responses to the issues raised in petitions presented to the County Council at its 10 October 2019 meeting.

**Information****A. Road surface at the entrance to Lydney Park (Ref: 2019/0359)**

2. A petition consisting of 28 signatures was submitted by Councillor Gordon Wheeler requesting that the entrance to Lydney Park is resurfaced.
3. This site does not currently feature on the County Council's 'candidate list' of sites for potential inclusion in a future works' programme as there are currently no actionable defects. The condition of the whole of Lydney Park is such that a micro-asphalt treatment would be the best option for this type of road in the future, as this treatment provides a thin overlay which removes imperfections in the carriageway surface and improves ride quality. We will continue to monitor the site and keep the road safe until such time as it can be included in a future works' programme.
4. It is recommended that the leading petitioner be informed.

**B. Road resurfacing on Nottingham Road, Cropwell Bishop (Ref: 2019/0360)**

5. A petition consisting of 839 signatures was presented by Councillor Neil Clarke. The petition requested that Nottingham Road is resurfaced from its junction with Church Street to the Memorial Hall.
6. Nottingham Road, Cropwell Bishop is on the County Council's 'candidate list', its condition having been highlighted initially by the annual technical survey, along with subsequent recommendations from the Highway Inspectors and Councillor Clarke. Consequently, a maintenance scheme is already included in the 2019/20 capital maintenance programme (as described in the petition) and is scheduled to be delivered in February 2020.
7. It is recommended that the lead petitioner be informed.

**C. Vehicle speed and HGV traffic management Blyth Road, Ranskill (Ref: 2019/0361)**

8. A 45-signature petition was presented by Councillor Tracey Taylor expressing concern about excessive speed on the B6045 and the use of that road as a through-route by lorries.

9. Section 5.11.13 of the County Council's Highway Network Management Plan states that:

*Environmental Weight Restrictions will be considered to overcome problems of the use of unsuitable roads by heavy goods vehicles provided that:*

- i. a restricted area can be defined which does not transfer the problem from one community to another*
- ii. a suitable alternative route exists which does not create such a major increase in route mileage for operators such that their economic viability would be seriously affected, does not result in increased highway maintenance costs and does not increase safety risks.*

*Advisory signing of suitable lorry routes and of unsuitable routes will be provided where appropriate.*

10. The B6045 acts as a key east-west route across Bassetlaw, providing a link between Gainsborough and Worksop, and as such it is expected that it will carry HGV traffic. More locally, the road provides access to the A1 for businesses located in the Ranskill and Sutton cum Lound areas.

11. The alternative route would be along the A638 and A634 via Barnby Moor. On the face of it, this would appear to be the more appropriate route given the higher classification of the roads that form it. However, this alternative route would add approximately 4.3km to each journey and would cause lorry traffic to pass the frontages of an additional 40 residential properties.

12. It is clear that the alternative route fails to meet both of the above tests: that is, it will transfer the problem from one community to another and will create a major increase in route mileage for operators.

13. The B6045 presently has an excellent safety record (only one accident involving injury in the last three years) which suggests that the presence of lorry traffic is not in itself a safety concern.

14. It is considered, therefore, that a lorry ban on the B6045 Blyth Road is not appropriate.

15. The petition also raises concern about excessive speed on the road. A survey carried out in November 2018 confirmed that speeds are indeed high. The survey, sited 200m within the 30mph limit recorded the 85<sup>th</sup> percentile speed (i.e. the speed at or below which 85% of traffic travels) was recorded as being over 40mph in both directions.

16. Requests for vehicle activated speed signs are prioritised at locations that have both high speeds and high volumes of traffic. Whilst the recorded speed of traffic met the existing criteria traffic flows on Blyth Road are low, with the peak traffic flow over 100 vehicles lower than the minimum threshold for prioritisation. As a result, it wasn't possible to include this location in the current financial year's programme of works, it will, however, be considered for inclusion in the 2020/21 programme of work (alongside all other requests for interactive speed signs) which will be considered by Communities & Place Committee in April 2020.

17. Given the high speed of traffic, it is suggested that the local police are contacted with a view to carrying out enforcement.

18. It is recommended that the lead petitioner be informed.

**D. Extend an existing residents' permit parking scheme on Queen Street, Retford (Ref: 2019/0362)**

19. A 29-signature petition was presented by Councillor Mike Quigley requesting a residents' permit scheme on the section of Queen Street between Clumber Street and Prince of Wales Street. Queen Street is located near the railway station, and this section comprises the southern end of the street, nearest to the station.

20. The County Council received an initial request for a permit scheme in the vicinity of the railway station in 2010. A consultation was carried out in August 2010 on a proposed area-wide residents' parking scheme that included Queen Street as well as Albert Road, Artillery Terrace, Clumber Street, Cobwell Road, Darrel Road, Pelham Road, Prince of Wales Street, Station Road, and Victoria Road.

21. Even though residents were warned of the possibility of migration of parking by station users if the scheme did not cover the entire area, objections were received from residents living in the streets further away from the station. As a result, the roads further away from the station were removed from the proposed scheme which was reduced in size to cover Clumber Street, Darrel Road, part of Cobwell Road, part of Victoria Road, and one side of Station Road. Prior to being implemented all residents (including those on the roads omitted from the revised proposal) were consulted again. The revised proposal received an appropriate level of support from residents and was introduced.

22. As anticipated, the County Council received complaints from residents on streets outside the permit area for several years. In 2017, the creation of additional parking spaces in the station site allowed the council to consider extending the scheme to cover the roads that were removed from the original proposal. A proposal to extend the scheme to include Queen Street (including the section subject to the present petition), Cobwell Road and Victoria Road was included in the 2017/18 integrated transport programme but was not implemented because once again it failed to receive sufficient support from residents.

23. The County Council's policy regarding the implementation of permit schemes requires that, in any consultation, 35% of those consulted respond and, of those responses, 65% are in favour. While the threshold for responses was met (37% returned the questionnaire), only 58% were in favour. An analysis of the responses confirmed that there were no streets where the target was met and, as a result, the proposal was abandoned.

24. Given that residents have been consulted twice – the last time only two years ago – and have twice failed to demonstrate that a permit scheme would command sufficient levels of support to be delivered, it is not clear that any further consultation would achieve a different outcome. As a result, it is not considered appropriate to propose a permit scheme again.

25. It is recommended that the lead petitioner be informed.

**E. Request for a partial road closure on Landcroft Lane, Sutton Bonnington (Ref: 2019/0363)**

26. A 57-signature petition was submitted by Councillor Andrew Brown requesting that if planning permission is granted for a nearby housing development that a partial road closure is introduced on Landcroft Lane, Sutton Bonnington.
27. The County Council, as Highway Authority, provided formal comments with regard to the proposed development to Rushcliffe Borough Council on the 16 October 2019. The County Council's comments highlighted a number of issues with the proposed development which would need to be resolved in order to attract a recommendation of approval. Amongst the issues highlighted was the apparent lack of consideration within the applicant's 'Transport Assessment' to the potential increase of traffic on Landcroft Lane. The Council has highlighted the fact that Landcroft Lane provides an attractive link from development to East Leake and beyond and will likely result in increased traffic levels should the development proceed. The Council has also highlighted that Landcroft Lane is a single track for much of its length and is not considered suitable to accommodate the likely additional vehicle movements associated with the development.
28. The planning process is ongoing and the County Council is yet to receive a response from the applicant. Nonetheless, the County Council will highlight the concerns of local residents and the content of the petition to the developer when undertaking future discussions on the matter. It should be noted, however, that whilst the County Council, as the Highway Authority, are able to recommend mitigation measures they consider necessary to make a development acceptable, the final decision as to whether such measures are secured via the planning process lies with the local planning authority, in this case Rushcliffe Borough Council. Therefore, should residents have concerns about the planning application the County Council would strongly recommend they make representations directly to Rushcliffe Borough Council so their objections can be formally noted by planners and considered as part of the planning process.
29. It is recommended that the lead petitioner be informed.

**F. Dangerous parking outside Brinsley Primary School (Ref: 2019/0364)**

30. A 125-signature petition was presented by Councillor John Handley. The petitioners raised concerns at the lack of road safety measures and requested the provision of a zebra crossing or school crossing patrol outside Brinsley Primary School.
31. Typically formal crossings are provided where there are much higher numbers of pedestrians crossing throughout the day, not for just two very short periods of time during Monday to Friday; and where there are much higher volumes of traffic. Therefore for this location to be prioritised for a formal crossing the numbers of pedestrians crossing the road in the vicinity of the school throughout the day, and the volume of traffic would need to increase significantly. The installation of a zebra crossing would also not be appropriate for a residential road as the requirements for the controlled area (zig-zag markings) would have a negative impact on residents with limited off-street parking.
32. The school crossing patrol site at this location has been vacant since 2008 due to the low number of children using it, making it unsustainable as a school crossing site. The road safety



team will, however, undertake a new survey shortly to determine if the site meets the necessary criteria for a crossing patrol. The lead petitioner will be updated on the results of the survey once it has been undertaken.

#### **G. Request for crash barriers along Hoveringham Road, Hoveringham (Ref: 2019/0365)**

33. A petition consisting of 4,755 signatures was presented by Councillor Roger Jackson requesting that crash barriers should be installed along a section of Hoveringham Road that runs adjacent to the River Trent. A fatal road traffic collision occurred here on 24 September 2019 and, as Councillor Jackson has noted, the circumstances are still under investigation.
34. Central Government have charged local highway authorities with reducing accidents involving death and serious injury and this is where resources are targeted within Nottinghamshire. Locations where there is a pattern of accidents receive detailed investigations, and where appropriate remedial measures are implemented.
35. The County Council collects, maintains and analyses reported injury road traffic accident data. The data at this location has been investigated and there have been no previously reported injury accidents involving vehicles leaving the road on the river side at this location in almost 30 years. Investigations are, however, ongoing and the conclusion of the police's investigation and Coroner's inquest will inform any appropriate mitigation in due course.
36. It is recommended that Communities & Place Committee and the lead petitioner will be updated once the investigation and Coroner's inquest are completed, and any recommendations coming from these are considered.

#### **H. Request for resurfacing the B6030, Mansfield Road through Clipstone (Ref: 2019/0366)**

37. A petition consisting of 195 signatures was presented by Councillor John Peck. The petition requested that Mansfield Road, Clipstone is repaired.
38. The B6030 Mansfield Road through Clipstone is on the County Council's 'candidate list', its condition having been highlighted initially by the annual technical survey, along with subsequent recommendations from the highway inspectors and Councillor Peck. The condition of this particular section of road has been monitored and kept safe through routine safety inspections in the interim while major works were carried out on the higher priority sections of the B6030. The main section of Mansfield Road through Clipstone itself is currently being considered for inclusion in the provisional 2020/21 capital maintenance programme which will be considered for approval at this meeting.
39. It is recommended that the lead petitioner be informed.

#### **I. Request for a residents' parking scheme for Redwood Crescent, Beeston (Ref: 2019/0367)**

40. A 31-signature petition was presented by Councillor Kate Foale. The petitioners raised concerns with obstructive parking on Redwood Crescent from non-residents and drivers parking on the road to utilise the railway station. The petitioners have requested a residents' parking scheme to address this; and have also requested 'Give Way' lining at the entrance to the Crescent.



41. Requests for residents' parking schemes are prioritised in locations where residents do not have off-street parking and where a scheme won't negatively affect nearby streets and town centres, or increase rat running or traffic speeds. Nearly all of the properties subject to this request have off-street parking and therefore this request would not be considered a priority for inclusion in a future year's integrated transport programme; and so no further assessment will be undertaken. If residents are experiencing issues with people parking across their driveways they are, however, able to pay to have white H-bar markings installed to help ensure access to their driveways.
42. It is, however, acknowledged that the entrance to the Crescent may benefit from the provision of parking restrictions to reinforce the fact that vehicles should not be parking obstructively on the junctions at its entrance and across the tactile pedestrian dropped crossings near to the Ireland Avenue junction.
43. The introduction of double yellow lines at the Redwood Crescent junction with Ireland Avenue; in addition to junction protection markings at the entrance to Redwood Crescent itself (adjacent to numbers 2 and 37 Redwood Crescent) have therefore been included in the provisional 2020/21 traffic management revenue programme which will be considered for approval at this meeting. Should the scheme be approved consultation on the proposals will be undertaken in due course.
44. The introduction of 'Give Way' lining at the junction adjacent to numbers 2 and 37 Redwood Crescent, to mirror the existing junction lining where Ireland Avenue junction meets Redwood Crescent, is also included in the provisional 2020/21 traffic management revenue programme which will be considered for approval at this meeting.
45. It is recommended that the lead petitioner be informed.

#### **J. Gypsy Traveller and Show People Site, Sherwood Hall (Ref: 2019/0368)**

46. A petition sent to Mansfield District Council was presented by Councillor Stephen Garner.
47. The County Council has already informed Mansfield District Council, in response to a consultation on site options for Gypsy and Traveller development, that it does not consider the site to be appropriate for Gypsy and Traveller development and that it has alternative plans to bring the site forward for residential use.
48. Mansfield District Council are currently considering all responses to the consultation, including this petition, will be reviewing sites following the consultation, and will be preparing a Plan in 2020. The County Council will continue to engage with Mansfield District Council as necessary. The petition has been sent to the Council's property team for information and it is recommended that the lead petitioner is notified accordingly.

#### **K. Concerning traffic calming on Bransdale Avenue, Forest Town (Ref: 2019/0369)**

49. A 26-signature petition was presented by Councillor Vaughen Hopewell on behalf of residents of Bransdale Avenue, Forest Town requesting the introduction of traffic calming measures, as residents are becoming concerned with the increase of traffic and safety for residents, pedestrians and school children.

50. Nottinghamshire County Council have not received any previous requests or concerns in relation to traffic calming, traffic issues or parking for Bransdale Avenue, Forest Town. Fortunately, there have been no reported road traffic collisions resulting in injuries during the period January 2016 through to July 2019 and therefore there is currently no justification for the introduction of traffic calming on this road. This road will, however, continue to be monitored (as are all roads in the county) for further reported injury accidents in order that prompt action can be taken if a pattern of treatable injury accidents occur.
51. It is recommended that the lead petitioner be informed accordingly.

**L. Request for a compulsory speed restriction/interactive speed sign and weight restriction on Moore Road, Mapperley (Ref: 2019:0370)**

52. A 105-signature petition was presented by Councillor Muriel Weisz requesting the introduction of a 20mph speed limit and lorry ban, along with an interactive speed sign on Moore Road, Mapperley.

20mph speed limit

53. 20mph speed limits (with associated traffic calming measures) are introduced to help reduce vehicle speeds at locations where there is a pattern of reported road traffic collisions that result in injuries to road users; and where there they are the most appropriate measure to address the cause of the accidents. During the last three years, up to and including end of August 2019, there have been only three injury accidents along the whole length of Moore Road; one of which was at its junction with Porchester Road and one was at its junction with Westdale Lane. Analysis of these accidents shows that speed of traffic was not a contributory factor in any of them and therefore there is currently no justification for the introduction of a lower speed limit or traffic calming on this road to address a pattern of road traffic accidents. This road will, however, continue to be monitored (as are all roads in the county) for further reported injury accidents in order that prompt action can be taken if a pattern of treatable injury accidents occur

Interactive speed sign

54. Interactive speed signs are generally only introduced where they meet both a minimum speed and flow criteria. The flow threshold is 250 vehicles in any direction in the peak. Speed surveys have not been undertaken as the very low flow on Moore Road (only 133 vehicles in the peak hour) mean that an interactive speed sign would not currently be prioritised at this location.

Lorry ban

55. A traffic survey undertaken in October 2018 recorded only one lorry on Moore Road; and this lorry would not have been subject to a ban had one been in force. Even if this number was not representative of 'normal' circumstances, it is unlikely that the volume of lorries on Moore Road is sufficiently high to justify a lorry ban. In any event, such a ban would merely serve to move such traffic on to other adjacent roads, requiring an area-wide ban. There is currently no evidence that such a ban is necessary in this vicinity.
56. As a result of the above assessments, it is not considered appropriate to introduce any of the proposals requested and it is recommended that the lead petitioner be informed accordingly.

## **Statutory and Policy Implications**

57. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

It is recommended that:

- 1) the proposed actions be approved, and the lead petitioners be informed accordingly;
- 2) the outcome of Committee's consideration be reported to Full Council.

**Adrian Smith**  
**Corporate Director, Place**

**For any enquiries about this report please contact:** Sean Parks, Local Transport Plan Manager, Tel: 0115 977 4251

## **Constitutional Comments (SJE – 21/11/2019)**

58. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the consideration of petitions concerning matters falling under the remit of that Committee and the reporting back to Full Council in relation to the same has been delegated in accordance with the County Council's Petition Scheme.

## **Financial Comments (RWK 21/11/2019)**

59. There are no specific financial implications arising directly from the report.

## **Background Papers and Published Documents**

- None

## **Electoral Division(s) and Member(s) Affected**

- Arnold South – Cllr John Clarke and Cllr Muriel Weisz
- Beeston and Central Rylands – Cllr Kate Foale
- Bingham West – Cllr Neil Clarke
- Greasley and Brinsley – Cllr John Handley
- Leake and Ruddington – Cllr Andrew Brown and Cllr Reg Adair
- Mansfield East – Cllr Vaughan Hopewell and Cllr Martin Wright
- Mansfield South – Cllr Stephen Garner and Cllr Andy Sissons
- Misterton – Cllr Tracey Taylor
- Retford West – Cllr Mike Quigley
- Sherwood Forest – Cllr John Peck

- Southwell – Cllr Roger Jackson
- West Bridgford West – Cllr Gordon Wheeler



**9 January 2020****Agenda Item: 14**

## **REPORT OF SERVICE DIRECTOR, GOVERNANCE AND EMPLOYEES**

### **WORK PROGRAMME**

#### **Purpose of the Report**

1. To consider the Committee's work programme for 2019-2020

#### **Information**

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the new committee arrangements, each committee is expected to review day to day operational decisions made by officers using their delegated powers. The Committee may wish to commission periodic reports on such decisions where relevant.

#### **Other Options Considered**

5. None.

#### **Reason/s for Recommendation/s**

6. To assist the committee in preparing its work programme.

#### **Statutory and Policy Implications**

7. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these as required.

## **RECOMMENDATION/S**

- 1) That the Committee's work programme be agreed, and consideration be given to any changes which the Committee wishes to make.

**Marje Toward**  
**Service Director, Governance and Employees**

**For any enquiries about this report please contact: Noel McMenamin, Democratic Services Officer on 0115 993 2670**

### **Constitutional Comments (HD)**

8. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

### **Financial Comments (PS)**

9. There are no financial implications arising directly from this report.

### **Background Papers**

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

- None

### **Electoral Division(s) and Member(s) Affected**

- All

## **COMMUNITIES & PLACE COMMITTEE**

### **WORK PROGRAMME – JANUARY 2020 - MARCH 2020**

<b>Report</b>	<b>Description</b>	<b>Lead Officer</b>	<b>Report Author</b>
<b>9 January 2020</b>			
Provisional Highways Capital and Revenue Programmes 2020/21	To seek Committee approval for the provisional Highways capital and revenue programmes to be delivered during 2020/21.	Adrian Smith	Gary Wood/Sean Parks
Trading Standards Workforce Strategy	To seek approval for the Trading Standards Workforce Strategy. To seek approval for associated changes to the Trading Standards Staffing structure, arising from the Workforce Strategy.	Derek Higon	Mark Walker/Sarah Houlton
Traffic Calming – Church Street, Eastwood	To consider objections received in respect of the above Traffic Calming and if it should be implemented as advertised.	Adrian Smith	Gary Wood/Mike Barnett/VIA
Traffic Calming – Sherbrook Road, Daybrook	To consider objections received in respect of the above Traffic Calming and if it should be implemented as advertised.	Adrian Smith	Gary Wood/Mike Barnett/VIA
Update on key Trading Standards and Communities Matters	Update the Committee on key Trading Standards and Communities matters and seek appropriate approvals	Derek Higon	Mark Walker
Streetworks Permit Scheme	A follow-up to the July 2019 report to seek approval to legally introduce a streetworks permit scheme in Nottinghamshire following a regulatory consultation process	Adrian Smith	Gary Wood/Gareth Johnson
Response to Petitions	The purpose of this report is to recommend to Committee the responses to the issues raised in petitions presented to the County Council.	Adrian Smith	Sean Parks
LIS: Talented Athletes Awards 2019/21	To seek approval for the Talented Athletes awards for 2019-20.	Derek Higon	Mark Walker/Cathy Harvey



SWAC (School Waste Action Club Programme)	To seek approval from Committee for the cessation of the Schools Waste Action Club (SWAC) programme, and an associated reduction in the staffing establishment in the Place Commissioning Group.	Derek Higton	Mick Allen
<b>6 February 2020</b>			
Blidworth Library – Change in Opening Hours		Derek Higton	Peter Gaw
Nottinghamshire Highway Design	Outcome of consultation and approval of final document	Adrian Smith	Sally Gill/Clive Wood
NET Handover Update		Derek Higton	Gary Wood
Hucknall Town Centre Update	(added from C&P Pre-agenda on 11/11/19)		
Fees and Charges – 2020/21 - LAI		Derek Higton	Kirsty Blyth (Inspire)
Flood: Section 19 Kimberley		Adrian Smith	Gary Wood/Sue Jaques
<b>5 March 2020</b>			
Congestion Management		Derek Higton	Pete Mathieson
Transport and Highways charges report		Derek Higton	Pete Mathieson
Update on key Trading Standards and Communities Matters	Update the Committee on key Trading Standards and Communities matters and seek appropriate approvals	Derek Higton	Mark Walker
Minerals and Waste Local Development Scheme	To adopt an update to the timetable for the preparation of Minerals and Waste Local Plans. (Deferred from January)	Adrian Smith	Sally Gill/Stephen Pointer
Via Update Report	Update.(deferred from February)	Derek Higton	Gary Wood

2 April 2020			
7 May 2020			

