

Place Select Committee

Wednesday, 18 September 2024 at 10:30

County Hall, West Bridgford, Nottingham, NG2 7QP

AGENDA

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| 1 | Minutes of the last meeting held on 22 July 2024 | 3 - 12 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below) | |
| 4 | Implementation of the Recommendations of the Scrutiny Review of the CFM Service | 13 - 18 |
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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:-

- (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 Katherine Harclerode (Tel. 0115 854 6047) 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: Place Select Committee

Date: Monday 22 July 2024 (commencing at 2:00pm)

Membership:**County Councillors**

Mike Adams (Chairman)
Tom Hollis (Vice-Chairman)

Matt Barney
Richard Butler
Anne Callaghan BEM
Penny Gowland
Kane Oliver
John Ogle

Mrs Sue Saddington
Roger Upton
Elizabeth Williamson

Substitute Members

None

Other County Councillors in attendance

Councillor Neil Clarke MBE

Officers and colleagues in attendance:

David Arnold	-	Head of Planning and Estates
Wayne Bexton	-	Director, Green Growth, Investment and Assets
Nick Crouch	-	Natural Environment Manager
Martin Elliott	-	Senior Scrutiny Officer
Sue Jacques	-	Flood Risk Manager
James Lavender	-	Democratic Services Officer
Catherine Mayhew	-	Local Nature Recovery Strategy Manager
Heather Stokes	-	Conservation Team Manager
Mark Walker	-	Service Director, Place and Communities
Gary Wood	-	Head of Highways and Transport

1. MINUTES OF THE LAST MEETING

The minutes of the last meeting held on 22 May 2024, having been circulated previously, were confirmed as correct and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. FLOOD RISK MANAGEMENT – SECTION 19 REPORTS – STORM HENK FLOODING JANUARY 2024

Councillor Neil Clarke MBE, Cabinet Member for Transport and Environment, Derek Higton, Executive Director for Place, and Sue Jacques, Flood Risk Manager, presented a report on the significant flooding incidents that had been caused by Storm Henk in January 2024 under Section 19 of the Flood and Water Management Act (2010). They highlighted the work undertaken by officers in producing the sixteen Section 19 flooding reports, as well as recognising improvements needed in the County Council's response to flooding events as the Lead Local Flood Authority (LLFA). They also recognised the work undertaken by the Council's partners at Via, Flood Wardens, and the volunteers of the communities affected by the floods in January. The following points were highlighted:

- A Section 19 report was produced when five properties or more within a catchment area were internally flooded. They did not identify specific measures to alleviate flood risk; they only identified who, when, and how properties became flooded. Further work would be undertaken to find flood mitigation measures for the areas that had been affected.
- The Storm Henk floods were along the River Trent corridor. 344 homes and 40 business across 65 communities were internally flooded. 2,000 people were affected by internal flooding. Coupled with the Storm Babet floods in October 2023, around 100 communities had been affected by flooding during the past year. There were 69 road closures that had been implemented during the flooding, with frontline volunteers operating road closure signage schemes.
- A review was taking place into how the Council could support communities to become more flood resilient. This involved examining flooding mechanism studies, drainage, natural flood management, working with landowners to provide a more sustainable approach to flooding. There will also be a review of properties which consider flood resilient building features such as concrete floors and drop-down electric sinks.
- Since the publication of the agenda, further comments had been received from Severn Trent Water (STW) and the Environment Agency (EA) on some the Section 19 reports. As such the following amendments were detailed which meant the following sections of the report were amended:

Severn Trent Water amendments:

- Burton Joyce – the word ‘misconnection’ had been replaced by ‘unauthorised connection’.
- Severn Trent Water had been added as a Risk Management Authority in paragraph 4 of Lowdham, Newark-on-Trent and Retford reports.
- Severn Trent Water had added actions in the following reports: Farndon (paragraph 25c and 31), Newark on Trent (paragraph 31) and Worksop (paragraph 33).

Environment Agency amendments

- The Environment Agency’s ‘Risk Management Authorities and their responsibilities’ section had been updated to include “the issuing of Flood Warnings using the national Flood Warning System.” in the reports on: Collingham, Farndon, Girton, Gunthorpe, Lowdham, Newark on Trent, Retford, Stapleford, Woodborough, Worksop, Zouch.
- In the Girton report, paragraph 21 had been updated to remove note of ‘Burton Joyce Community Flood Signage Scheme (CFSS)’ and instead refer to ‘Girton CFSS’.
- In paragraph 8 of the Lowdham report, the EA had suggested some minor textual amendments.
- In the Zouch report, paragraph 10 had been updated to confirm that the River Soar had reached record river levels.

In the discussion that followed, members raised the following points and questions:

- Concerns were raised that flood signage that had been put in place to protect road users was not always respected during flooding events.
- Members welcomed the work of flood wardens and volunteers to help deliver groceries and move people out of flooded properties. Members requested that people should be made more aware of how to use flood defence equipment.
- Members requested if further communication from the County Council could take place setting out the actions that residents should take if their property was flooded. Members also requested that Council staff should be on the switchboard to respond to quick enquiries during a flooding event.
- Those Members whose areas were affected by the Storm Henk thanked officers from the Place department for keeping them updated about the flooding situation as it had developed.

- Members raised issues of flooding in areas which were not subject in the Section 19 reports such as Grassthorpe, Normanton on Trent, West Drayton, and East Markham.
- Members highlighted the response from particular communities that had been affected by flooding, such as Pleasley, who had formed a Flood Resilience Group which had recently won a Flood and Coast Excellence Award for their work.
- The presence of Nottinghamshire Police during flooding events would provide greater compliance from drivers towards flooding restriction on roads and highways.
- Members wished to know the progress of the scrutiny review into flooding alleviation and asked for reassurances that many of the County's gulleys were fit for purpose.
- Concerns were raised about the lack of solutions to the flooding that had been highlighted in the Section 19 reports and the lack of communication from partner organisations such as STW and the EA with members about what actions were being taken to alleviate flood risk in a particular area.
- Flood agencies and other community partners needed to communicate more with residents about why flooding occurred.
- Members noted that changes in personnel across community partners could mean that key relationships were lost, which meant that the maintenance of certain flood defences could become more difficult.
- Some drainage gulleys needed further clearing and that blocked gulleys could contribute to the severity of flooding during heavy rainfall.
- Members asked why properties subjected to groundwater flooding did not get included in Section 19 reports.
- Members requested further information about Flood Storage Grants.
- Members highlighted the lack of powers which the Council as Lead Local Flood Authority possessed.
- Members noted that flooding alleviation solutions such as Sustainable urban Drainage Systems (SuDS) were part of conditions included within planning applications.
- Members queried STW's capacity for storing wastewater.

In relation to the points raised by the Committee, the Cabinet Member for Transport and Environment and officers provided the following responses:

- The scrutiny review into flooding alleviation that was currently taking place was considering factors raised during this meeting, such as public communication and gulley cleaning.
- The Council faced difficulties in enforcing hard road closures during flooding events. Discussions would take place with Nottinghamshire Police around the provision of additional signage outlining that drivers would be breaking the law if they did not respect the road closures during floods.
- Farmers and their vehicles could be utilised in communities to help people during heavy rainfall and snowing.
- Regular communication with members was key to coordinate flood responses. Officers would also tailor the Council's communication methods based on the needs of the different communities that were by flooding in order to best meet residents' needs.
- Residents and drivers needed to be more aware of the risk to public safety of dangerous situations under the flood water, such as lost manhole covers. Communicating this message was a key priority for the Council.
- Meetings between officers and local members on flooding created by Storm Henk, but which had not met the criteria for a Section 19 report, would take place.
- The Government intended to devolve authority to regional mayors who would work with local authorities to take a more coordinated approach to flood risk management.
- There were around 140,000 gulleys in Nottinghamshire. Members were advised that there was currently an accelerated programme of gulley cleaning was taking place. On 3 April 2024, the Cabinet Member for Transport and Environment had approved £467,000 worth of extra resources into gulley emptying and ditch clearance works, with a further £50,000 shortly to be allocated to enable additional clearing of blocked gulleys which needed digging out manually.
- Information was provided on specific flooding alleviation measures being that were being in order to mitigate the impact of future flooding events.
- Across Nottinghamshire and in the aftermath of Storms Babet and Henk, 44 drop-in sessions had been delivered to communities about the risks posed by flooding and to give officers a greater understanding of the challenges of flooding within these communities.
- A meeting of the Strategic Flood Risk Management Board had been recently hosted by the Council where representatives of the districts and boroughs, STW, the EA, and the Trent Valley Internal Drainage Board had attended. All these organisations were willing partners, however the County Council as the

LLFA acted in a coordinating role around flooding relief efforts with partners, and as such could not set down specific activities that partners should carry out around flood alleviation. The Cabinet Member for Transport and Environment stated how he hoped that, in future, LLFAs would have greater powers in around directing the delivery of specific flood alleviation measures where needed.

- When a flooding event took place, it was managed by the Local Resilience Forum (LRF). The LRF was made up of the districts and borough councils, the emergency services, the County Council, and other partners. Their responses took the form of several meetings including the Tactical Coordinating Group (TCG), which deals with situations which could lead to potential risk to life, followed by risk to property. During Storm Henk, the TCG issued a county-wide warning of the risk to life and hence relief efforts were focused on reducing the risk to life. Such measures included evacuating people from isolated companies such as Girton and others. Through the work of the LRF and TCG, there was the opportunity to build working relationships with colleagues in the district and borough councils.
- The County Council recorded and followed-up instances of groundwater flooding. If five or more properties were subjected to flooding via groundwater, then they should be subjected to a Section 19 report.
- After the flooding caused by Storm Henk, Via moved quickly to make sure bridges were viable, inspecting the roads adjacent to the Trent Valley to ensure that they were viable, and gulleys were cleared.
- Flood Warden and Road Closure training could be offered to Members.
- The main strategy behind flood risk management was to slow the amount of water going into the rivers whether this was through gulleys or SuDS. Within the creation of flood defences, there was a move towards softer flood management schemes such as rain gardens and swales.
- STW were licenced by the EA to discharge sewage discharge into other water courses in the event of sewer flows becoming too high.

The Chairman thanked the Cabinet Member for Transport and Environment, the Executive Director for Place, and the Flood Risk Manager for attending the meeting and answering members' questions.

RESOLVED 2024/09

- 1) That the Section 19 reports, in line with the Flood and Water Management Act 2010 and the Council's, as the Lead Local Flood Authority, responsibilities, and as detailed at Appendix A-P of the report, be received.
- 2) That the comments of members in their consideration of the Section 19 reports be noted.

3) That the following issues raised by the Committee in its consideration of the report be progressed:

- a) That the work of the Council's Flooding Team in supporting communities impacted by flooding be commended.
- b) That the Chairman of the Place Select Committee writes to the Secretary of State Secretary of State for Environment, Food and Rural Affairs regarding the committee's considerations around the role and responsibilities of Lead Local Flood Authorities.
- c) That information on the Flood Warden/Road Closure training programme be circulated to the members of the Place Select Committee.

5. NOTTINGHAMSHIRE AND NOTTINGHAM LOCAL NATURE RECOVERY STRATEGY

Councillor Neil Clarke MBE, Cabinet Member for Transport and Environment, Wayne Bexton, Director for Green Growth, Investment and Assets, David Arnold, Head of Planning and Environment, and Catherine Mayhew, Local Nature Recovery Strategy Manager, attended the meeting to present a report on the development of the Nottinghamshire Local Nature Recovery Strategy (LNRS). The following points were highlighted:

- The draft version of the LNRS would be ready by the end of March 2025. The consultation process was currently taking place with communities and key stakeholders on the impact of the LNRS.
- The LNRS would provide a coherent strategy developed for nature recovery and bio-diversity restoration and enhancement. It was a new statutory system of spatial strategies for nature's recovery brought in by the Environment Act 2021 to provide a national nature recovery network across the whole of England. All 48 county councils in England had to provide this strategy. The strategy was designed to be locally led, transparent and collaborative and NCC will be delivering this on behalf of the seven borough and district councils, as well as the City Council, and Natural England.
- The strategy would map the most valuable existing areas for nature, including areas which already possess statutory or local planning protections. Together with the key partners stakeholders, priorities would be agreed for nature's recovery in terms of spaces, habitats, and species. This will also include special proposals for creating and improving habitats to provide natural flood management and resilience to climate change.
- Regulations and guidance were provided by the Department for Environment, Food and Rural Affairs (DEFRA) to County Councils around the process for developing an LNRS. This included mapping existing areas of natural importance within Nottinghamshire for the purpose of protecting and improving biodiversity.

- Various advisory and working groups were assisting with the delivery of the LNRS. Political oversight of the strategy was provided by the City of Nottingham and Nottinghamshire Economic Prosperity Committee. The East Midlands Combined County Authority (EMCCA) would also be working alongside the districts, boroughs, and the City of Nottingham.
- The LRNS would be delivered through the provision of 10% bio-diversity net gains as part of planning permission for new developments.
- The public consultation process and subsequent delivery of the LNRS would encourage the public to deliver action for the protection, recovery, and enhancement of nature within Nottinghamshire. The initial stakeholder and public consultation would take place throughout Summer 2024, after which a draft engagement of the strategy would need approval by the Council's Cabinet in September 2024, followed by approval by the involved local authorities. The formal public consultation would take place from November to December 2024. The final publication of the LNRS would be by the end of March 2025. The regulations state that there will be a review every three to ten years.

In the discussion that followed, members raised the following points and questions:

- Members requested further details of funding from DEFRA that would be available for the delivery of the LNRS in addition to the funding that had been made available to the Council to support its development.
- Members requested that 'No Mow May' areas, woodland, and hedgerows be marked on the online Habitat Map. Members also requested if the Habitat Map was now available on the Council's website.
- Members sought further information on how residents were being engaged with on the creation of the LNRS.
- Members welcomed the LNRS strategy and noted that the involvement of farmers would play an important role in its development and successful delivery.
- Members asked if they could refer nature sites within their own divisions to be included within the LNRS.
- Members queried about what the LNRS guidance said about invasive species.

In relation to the points raised by the Committee, the Cabinet Member for Transport and Environment, and officers provided the following responses:

- No further funding had been granted by DEFRA to the Council beyond what had already been received, but officers were awaiting further information from DEFRA on this issue.
- DEFRA provided a prescribed list of habitats to be included on the map, so some woodland could be included under nature reserves and wildlife sites. No

Mow May areas could also be included in the LNRS as priority areas for biodiversity.

- Public engagement sessions would take place to raise awareness of nature recovery. The Habitat Map was now available on the Council's Planning and Environment webpages that highlighted different habitats.
- The EMCCA was looking to establish a Biodiversity Commission for the East Midlands. The LNRS would feed into this process. Wider conversations within the EMCCA would take place into how the strategy would benefit the visitor economy of the East Midlands.
- The planning application process would enhance the impact of the LNRS through the 10% contribution from developers towards biodiversity net gains on-site or elsewhere.
- Work was ongoing to manage invasive species such as American Signal Crayfish and American Mink within Nottinghamshire.
- Feedback would be provided by Members about habitats within their areas which could be included within the LNRS and the Habitat Map.

The Chairman thanked the Cabinet Member for Transport and Environment, the Director for Green Growth, Investment and Assets, the Head of Planning and Environment, and the Local Nature Recovery Strategy Manager for attending the meeting and answering members' questions.

RESOLVED 2024/10

- 1) That the statutory duties placed on the Council as the Responsible Authority in preparing the Local Nature Recovery Strategy to cover Nottinghamshire and Nottingham and the role of the Supporting Authorities in shaping the LNRS be noted.
- 2) That the progress made so far and the key milestones that need to be achieved over the next 10 months (including the proposed timetable for decisions that need to be taken by the County Council, City Council and the Nottinghamshire District and Borough Councils) in endorsing the LNRS plan, be noted.
- 3) That the following issues raised by the Committee in its consideration of the report be progressed:
 - a) That members of the Place Select Committee inform the Conservation Team of any sites that they feel should be considered for inclusion in the Local Nature Recovery Strategy.
 - b) That the link to the interactive local habitat map be circulated to the members of the Place Select Committee.

6. WORK PROGRAMME

The Senior Scrutiny Officer presented the Work Programme.

RESOLVED 2024/11

- 1) That the Work Programme be noted.
- 2) That Committee Members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the work programme, in consultation with the relevant Cabinet Member(s) and senior officers, and subject to the required approval by the Chairman of Overview Committee.

The meeting closed at 3:44pm.

CHAIRMAN

18 September 2024

Agenda Item 4

REPORT OF THE CABINET MEMBER FOR COMMUNITIES AND PUBLIC HEALTH

IMPLEMENTATION OF THE RECOMMENDATIONS OF THE SCRUTINY REVIEW OF THE CATERING AND FACILITIES MANAGEMENT SERVICE

Purpose of the Report

1. To update the Committee on the progress to implement the recommendations from the scrutiny task and finish review of the Catering and Facilities Management Service.

Information

2. Members will recall that the Catering, Cleaning and Facilities Management Service is a large and complex set of services that offers a range of provision to a variety of customers, both internal and external to the Council. The services offered are all discretionary in nature and are not statutory services of the Council.
3. The Service is a Traded Service of the Council and is expected to cover the full costs incurred through service delivery. Current forecasts suggest that the cost of delivering the services this year will exceed the income generated by £2.7m.
4. As a traded service, the Service is subject to market conditions and competition. Many external competitor organisations are thought to be able to operate with a lower cost base than the Council. Global events such as the Covid-19 pandemic and more recent inflationary pressures have meant the service has faced unprecedented financial challenges.

Scrutiny Review

5. At the December 2023 Place Select Committee, members received a report regarding the Catering and Facilities Management Service and resolved ***“That further scrutiny work be undertaken through the establishment of a task and finish group to consider the issues being faced by the Catering and Facilities Management Service and to offer subsequent recommendations to the Cabinet Member for Public Health and Communities.”***
6. Following the completion of the task and finish process, the report ‘*Outcomes of the Scrutiny Review of the Catering and Facilities Management Services*’ detailing the findings of the review was considered at Place Select Committee on 22 May 2024. The report set out 5

recommendations that were accepted by the Committee to be made to the Cabinet Member. It also recorded the dissenting views of one of the Members of the Review Group.

Cabinet

7. On the 25 July 2024, a report was presented to Cabinet that provided an update on the ongoing review and the findings and recommendations of the Place Select Committee's scrutiny task and finish review group. The report also sought approval to commence a procurement exercise to find a partner(s) for the Service and to develop a partnership operating model.
8. Cabinet approved:
 - The commencement of a procurement exercise and other work to identify a preferred partner and partnership operating model for the future delivery of the catering and facilities management services currently offered by the Council.
 - That the key commercial parameters for the detailed design of the procurement exercise be determined by the Executive Director for Place in consultation with the Cabinet Member for Communities and Public Health.
 - The authorisation of the Interim Service Director Place and Communities to conduct negotiations required during the procurement process, consulting at regular milestones with an officer Senior Steering Group consisting of the Executive Director for Place, the S151 Officer and the Monitoring Officer and supported by appropriate procurement, legal, financial, and technical advice relevant to the project.
 - That the outcome of the procurement exercise be reported back to a future Cabinet Meeting for the formal approval of any proposed new Operating Model and preferred partner.

Progress To Date

9. An appropriate procurement exercise, complying with the Public Contract Regulations 2015, has now been designed and has already commenced. The approach follows expert procurement and legal advice and will enable the Council to gain a detailed understanding of the potential benefits and limitations of a partnership.
10. To ensure a flexible and responsive approach, key commercial parameters for the detailed design and delivery of the procurement process are being determined by the Executive Director, Place in consultation with the Cabinet Member for Communities and Public Health. Work is being prioritised so that any new partnership can commence in Spring 2025 with a view to the partnership being fully operational for the 2025/26 academic year.
11. The outcome of the procurement exercise will be reported back to the Cabinet meeting in February 2025, for formal consideration and approval. This would include any proposed future operating model for the services involved, and the partner or partners that the process identifies as being the most suitable for the Council, by reference to tender criteria.
12. The key steps in the process and timelines are:

Contract Notice/Invitation to Tender	2 August 2024
Deadline for initial proposals	2 September 2024
Completion of evaluation & shortlisting initial proposal	9 September 2024
Dialogue commencement	10 September 2024
Dialogue end and call for final bids	5 November 2024
Deadline for final tenders	16 December 2024
Completion of evaluation and moderation of final tenders	15 January 2025
Cabinet Decision	6 February 2025
Standstill	26 February 2025
Enter into contract	27 February 2025
Completion of Mobilisation of Service	1 September 2025

13. Proportionate engagement and communication with staff and customers will continue to be a priority. As such, the communication strategy and supporting plans continue to be reviewed to ensure customers and staff are informed of progress. Trade Unions colleagues have been invited to engage in the review and redesign process.

14. A key part of the specification that has been issued as part of the exercise details the importance of future growth within the Service and that any suitable partner works with the Council to identify new business and look to develop, grow and maximise opportunities for County Enterprise Foods operations and assets, thereby realising its full potential.

15. Further, a building rationalisation programme is underway within the Council. A review of the 15 landscape depots that form part of the Facilities Management service will be included within the programme.

Key Partner Requirements

16. As part of the procurement exercise, Members will recall that several key requirements have been identified that will be critical in determining the appropriate partner:

- **Reduce/Eliminate the Financial Risk** – minimise or eliminate the future financial risk to the Council through a partner that allows us to achieve cost efficiencies, reduced overheads, and improved performance. A partner that is able to demonstrate and develop a commercially sustainable model in the short, medium, and longer term.
- **Robust Governance of the Partnership** – the Council would retain an ongoing interest in, and influence over, the operation of the partnership through appropriate commercial and governance documentation setting up any arrangements, allowing input on key

strategic decisions, such as school meal pricing, quality, and Meals at Home. In addition, the Council would expect to have an appropriate presence on the Board of Directors.

- **Assurances for Existing Staff, a Smooth Transfer, and the Local Government Pension Scheme** – full adherence to the Transfer of Undertakings (Protection of Employment) Regulations, admitted body status to the Local Government Pension Scheme and a commitment to the ongoing development of the workforce.

17. It is proposed that a further progress report will be brought to the Place Select Committee in December.

Reason/s for Recommendation/s

18. To provide a progress update on the implementation of the scrutiny review recommendations, approved by Cabinet on 25 July.

Statutory and Policy Implications

19. 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

20. The current financial pressures faced by the Service and the Council are unsustainable and require action to mitigate as soon as practical. A joint venture partnership presents the potential opportunity to manage the services within the current budget envelope whilst ensuring service continuity and quality.

21. Financial provision has been made by the Council for this financial year to meet the expected £2.7m deficit against the existing budget whilst the proposed work proceeds.

Best Value

22. The Best Value Duty relates to the statutory requirement for local authorities and other public bodies to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness”. In practice, this covers issues such as how authorities exercise their functions to deliver a balanced budget, provide statutory services, including adult social care and children’s services, and secure value for money in all spending decisions.

23. The challenge of operating the various services with its current cost base and limited income sources will continue to challenge the Council’s Best Value duty. The work of the Place Select Committee task and finish group, and the approach to date has considered a number of options, including retaining the current model and has included the testing of those options through structured soft market testing. It is the Council’s view that any solution to limit/remove deficit, through partnership, offers a better value proposition than the current operating model.

RECOMMENDATIONS

- 1) That the Committee notes the progress made on the implementation of the scrutiny review recommendations.
- 2) That the Committee considers how they would like to receive further progress reports on the implementation of the recommendations from the scrutiny task and finish review of the Catering and Facilities Management Service.

Cllr Scott Carlton
Cabinet Member for Communities and Public Health

For any enquiries about this report please contact: Mark Walker, Interim Service Director, Place and Communities

Tel: 0115 9772173, e-mail: mark.walker@nottsc.gov.uk

Constitutional Comments (CM 04/09/2024)

24. The report falls within the terms of reference of the Place Select Committee.

Financial Comments (PAA29 05/09/2024)

25. The financial implications are set out in paragraphs 20 and 21 of the report. The proposed course of action is recognised as an effective way of ensuring the Services can be operated within the resources available.

Background Papers and Published Documents

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

[Report to Place Select Committee 22 May 2024](#)

[Report to Cabinet 25 July 2024](#)

Electoral Division(s) and Member(s) Affected

- All

September 2024

Agenda Item: 5

REPORT OF THE CABINET MEMBER – ECONOMIC DEVELOPMENT AND ASSET MANAGEMENT

DIGITAL CONNECTIVITY PROGRESS REPORT

Purpose of the Report

1. To detail to the Place Select Committee the work of the Digital Connectivity Team to improve mobile and broadband connectivity across the county, and to note the need to prepare a Digital Connectivity framework to identify the priority areas of intervention.

Information

Policy background

2. The **UK Government** has primary responsibility for broadband policy and coverage targets because telecommunications are a reserved power. The delivery of broadband infrastructure projects involves local authorities as key stakeholders. BDUK (Building Digital United Kingdom) are the executive government department responsible for Broadband and Mobile roll out. As part of this roll out, subsidy rules were set up within the **National Broadband Scheme 2016**. This was to help support houses/businesses where no commercial organisation is providing or planning to provide services.
3. Since December 2022, new developments have been required to provide Gigabit Services and the **Levelling Up White Paper** published in February 2022 set a target of “nationwide” gigabit-capable broadband by 2030. Nationwide means ‘at least 99%’ of houses/businesses. It is expected that this will require further public intervention.
4. The **Nottinghamshire Plan** identifies nine ambitions, one of which is to improve transport and digital connections. A specific objective is to increase coverage of Gigabit capable broadband across the county.
5. The Council’s **Economic Transition Plan (ETP)** identifies “Digital Connectivity” as one of the six key drivers for a successful economy. The ETP sets three priorities within the Digital Connectivity theme:
 - Digital Infrastructure: Identify ways in which digital technologies can be used to improve business productivity.
 - Digital Innovations: Preservation, development, and use of our assets for the future

- Digital Inclusion: Ensuring digital connectivity is accessible to all through partnership and proactive working.
6. As part of ensuring these three priorities are met, the Digital Connectivity team work closely with a range of partners to identify how our digital infrastructure (broadband and mobile connectivity) can be improved or coverage expanded. Once identified, Officers work closely with private providers to encourage improvements, influence the need for further improvement and secure funding to lead improvement schemes. Whilst Officers can help to facilitate the provision of high-speed broadband to the curtilage of the premises, it is not within their control whether the property owner or user takes the offered service.

Current situation and our role

7. Nottinghamshire is the second most connected county in England (in terms of Gigabit coverage, as shown in Appendix A). Nottinghamshire is also higher than the region and national levels for all broadband coverage, as shown below (taken from ‘thinkbroadband’ statistics which are accepted by UK Government, Network Providers and Local Bodies as a independent source for coverage statistics.)

Area	Superfast %	Gigabit %	Full Fibre %
Nottinghamshire	98.80	86.10	62.90
EMCCA	98.30	80.67	67.30
UK	98.00	83.17	67.20

- Nottinghamshire has 98.8% of premises able to access a superfast broadband service (superfast broadband is defined as a broadband connection being able to achieve at least 30Mbps download speeds). Therefore, 1.2% of Nottinghamshire premises (approx. 6,600 houses/businesses) are unable to access a minimum of superfast service, which was regarded as the minimum requirement for broadband connectivity.
- Looking forward, we are now pushing for Gigabit broadband service provision (download speeds are much quicker at 100Mbps or over). Currently, only 13.86% of premises (approx. 76,200 houses/businesses) do not have access to this provision. This makes us the second most connected county in the country.

Broadband projects

Commercial delivery

8. Across Nottinghamshire, we have 15 Alternative Network Providers with Openreach as the traditional Network Provider and then Virgin Media O2/Nexfibre as the next largest more traditional network providers. There will be some areas where 2-4 providers may be able to offer separate network provision to a single property which gives a far wider choice and potential for savings. Officers will focus working with the Network Providers and Backhaul providers who build the networks.

Gigahub broadband scheme (public buildings)

9. In March 2022, the Government pledged to ensure that “*every school across the country*” would be able to access “*high speed internet*” by 2025. This statement was backed up by £82m investment by BDUK and the Department for Education (DfE). This was part of a wider

Gigahub programme of ensuring public buildings, including up to 3,000 primary schools, in rural locations across England that would otherwise be unlikely to be connected through commercial build-plans will gain access to full-fibre broadband offering speeds of up to 1000Mbps.

10. The DfE Schools Gigabit Broadband team have identified 15 Nottinghamshire schools which meet their criteria for connection. Officers within the Digital Connectivity and School Property Teams have met with the DfE team and are supporting them in the roll-out process, the first stage of which is to gather information from the schools in a questionnaire. Once the schools' data has been collected and the contractor has completed pre-delivery survey work, DfE anticipate that delivery of connections to schools will commence from 1st September 2024 and be completed by the end of 2025.
11. Furthermore, the Council secured £1.2m from DLUHC as part of the emerging devolution deal to provide Gigahubs across the East Midlands County Combined Authority area. This will connect 28 locations, such as rural primary schools, GP Surgeries and Libraries.

Project Gigabit

12. Project Gigabit builds on previous schemes to ensure that fast, reliable internet is delivered to premises that will not attract commercial broadband network builds or investment. £58m of investment (Lot 10) is being made available to Nottinghamshire and West Lincolnshire premises since the contracts were signed in February 2024. At this stage, the estimated investment into Nottinghamshire alone is circa £33m*. It is expected that 34,400 premises will be included within initial scope of the contract across both Counties. There are circa 20,000 premises in Nottinghamshire which will be eligible to receive a gigabit capable broadband connection.
13. The first 1,000 premises are expected to be connected by March 2025, with delivery completed by beginning of 2027. At this stage, we would expect that this has the potential to extend by anything up to 24 months. This will be refined as the deployment and discovery completes.
14. The Digital Connectivity Team has liaised with Via EM and all the impacted Parish Councillors and Ward Councillors and the respective District Councils. There will need to further work to ensure that Road Traffic Permits and closures are in place at the appropriate time.

Mobile connectivity projects

Mobile connectivity mapping

15. The UK's Wireless Infrastructure Strategy outlines key commitments to extend 4G coverage to 95% of the population by 2030 and for all populated areas to be covered by 'standalone' 5G by 2030. The same targets of 80% commercial coverage by 2025 and 5% subsidised also applies.
16. One of the key aspects to our residents, businesses and services is that not only is there a requirement for better fixed broadband but also mobile, as Smartphones and devices take hold. Estimates show that there has been a significant growth in the use of mobile devices,

going from 15m to 150m Internet Of Things devices (such as smart mobiles) in 2024. However, there are other uses, such as digital signage, transport (buses), Electric Vehicle Charging Points, Vending Machines, Traffic Management, etc.

17. As part of the Project Gigabit, BDUK has created a program Shared Rural Networks (SRN) where areas with not spots or no coverage for at least one Mobile Network Operator will be subsidised by the Government. The four Mobile Network Operators (MNOs) are tasked as part of this scheme to build and contribute Partial not spot masts. At of the time of writing, Officers are unaware of any designated SRN mast sites being defined or processed as part of this Scheme.
18. The Digital Connectivity team secured funding from the Local Government Association's (LGA) 'Digital Pathfinders Programme'. This programme focused on supporting councils seeking to innovate and develop pioneering initiatives to advance digital inclusion, digital connectivity, and cyber security. The Council was awarded this funding and selected Birmingham City University (BCU) as the academic partner for the project. Work began in May 2022 to develop a monitoring device and a software application to collect accurate 4G and 5G mobile connectivity data.
19. BCU and the Council are developing connectivity maps of each district following the successful completion of the mapping in each phase. This data has been collected and BCU and the Council are currently finalising a map of mobile connectivity in Nottinghamshire. This will help inform the need for other interventions in the future.
20. The initial findings have identified numerous areas for each supplier where there are "not spots" of no coverage and areas where there may be a signal but for data purposes this will offer up an unreliable connection or poor data transfer rates. Understanding this is essential for all our communities. It enables us to work with communities and MNOs on improving coverage in an area and the barriers preventing added masts or capacity. It should be noted that 5G whilst not as widely present as 4G also delivered not or poor performance areas where 5G signal was identified.

Small cells project

21. As detailed above, the demand for mobile connectivity and capacity, is significantly increasing. Therefore, the current Mobile Market across the world is trying to deal with what they call densification which in essence refers to the year on year growth in data and use with existing Mobile Data users. Some estimates suggest that mobile data traffic is estimated to grow by a factor of around 3 between 2023 and 2029. This problem is compounded by the fact that Mobile providers cannot simply continue adding masts to their current network. They have a limited number of frequencies and there is a real issue that each mast will cancel the other out in places.
22. Officers have identified this as a significant issue and initiated a "small cells project". This project focuses on attaching small mobile connectivity cells on our street assets (mainly streetlamps, but could also include bus shelters, advertising boards etc). The Digital Connectivity Team have worked with other Council Departments to create a licence that permits agreed providers the ability to place masts on lampposts. All the necessary approvals are now in place to ensure that when/if providers would like to talk to us this opportunity is there to explore (which has had slow take up nationally).

Summary / next steps

23. The Council has limited direct responsibility for the service provision as described in this report but continues to act as a convenor to improve the digital connectivity across the county – both access to broadband and mobile connectivity. Whilst the statistics (in Appendix A) show that we are the second most connected county council (in Gigabit broadband terms), there are still areas that require focus. In order to achieve this, the Digital Connectivity team are now preparing a Digital Connectivity Framework document, which will set out the vision, objectives and priorities for intervention in the future. This document will be prepared alongside colleagues in the districts and boroughs, internal colleagues and providers. This will be reported back to the Economic Development and Asset Management Cabinet Member. Sitting underneath this document, will be an action plan which will set out the work programme required to deliver the objectives.

Other Options Considered

24. The Council could take a ‘do nothing’ approach and not continue with this work to improve the digital connectivity across the county. However, this would mean the relevant objectives contained within the ETP and the Nottinghamshire Plan could not be addressed.

25. The Council could adopt an approach which minimises the resources allocated to this area of work. However, this would mean that the advantages gained through work done to date may be lost or the full economic benefits for Nottinghamshire residents and businesses are not released.

Reason/s for Recommendation/s

26. The reasons for these recommendations revolve around the County Council’s intention to help improve digital connectivity and maximise those opportunities under the Levelling Up Agenda, meet the aspirations within the Nottinghamshire Plan and Council’s ETP.

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 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

28. The recommendations themselves have no immediate financial impact. Proposals resulting from the actions will be costed and considered and subject to the usual scrutiny and democratic process.

RECOMMENDATION/S

It is recommended that Place Select Committee considers and comments on:

- a) the work the County Council has been progressing to improve mobile and broadband connectivity across Nottinghamshire.
- b) the need for a digital connectivity framework to help inform the priority areas of intervention.

Councillor Keith Girling
Cabinet Member for Economic Development and Asset Management

For any enquiries about this report please contact: Joelle Davies, Group Manager 0115 977 4857 joelle.davies@nottscc.gov.uk

Constitutional Comments (EKH 06/07/2024)

29. It is appropriate for the Place Select Committee to consider this report.

Financial Comments (PAA29 02/07/2024)

30. There are no specific financial implications arising directly from this report. Any requests for approval to proceed with projects to improve mobile and broadband connectivity across the county that are not already in the Council's budget will include estimated revenue and capital costs and the proposed funding for these.

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: List of County Councils in England

Council	Superfast	Gigabit	Full Fibre
Hertfordshire County	98.70%	88.40%	58.70%
Nottinghamshire County	98.80%	86.10%	62.90%
Oxfordshire County	98.90%	84.70%	57.70%
Cambridgeshire County	98.40%	84.40%	67.10%
County of Herefordshire	96.40%	84.00%	84.00%
Surrey County	98.60%	83.00%	57.70%
Lancashire County	98.60%	82.90%	73.50%
Warwickshire County	98.80%	82.10%	51.50%
Worcestershire County	98.40%	81.30%	68.00%
Essex County	98.70%	80.40%	61.00%
Staffordshire County	97.20%	78.70%	62.00%
Leicestershire County	98.50%	78.30%	43.00%
Kent County	97.00%	78.20%	66.10%
Gloucestershire County	98.20%	77.30%	58.50%
Hampshire County	97.60%	77.00%	45.90%
Derbyshire County	97.80%	75.20%	71.80%
West Sussex County	98.00%	72.50%	65.30%
East Sussex County	98.60%	70.90%	69.80%
Suffolk County	98.20%	70.10%	66.20%
Lincolnshire County	95.00%	69.90%	60.60%
County Durham	97.50%	65.30%	64.30%
Devon County	93.90%	63.90%	60.60%
City and County of the City of London	68.00%	62.40%	62.40%
Norfolk County	97.00%	59.40%	51.70%

Appendix B: District Council Figures

Council	Superfast	Gigabit	Full Fibre
Ashfield District	99.40%	94.60%	50.60%
Bassetlaw District	97.40%	70.80%	69.70%
Broxtowe District	99.60%	96.10%	84.60%
Gedling District	99.40%	93.70%	75.20%
Mansfield District	99.60%	91.80%	49.80%
Newark and Sherwood District	98.00%	76.70%	57.00%
Rushcliffe District	98.70%	81.10%	53.70%

18 September 2024

Agenda Item 6

REPORT OF THE CHAIRMAN OF PLACE SELECT COMMITTEE

OUTCOMES OF THE SCRUTINY REVIEW OF RESIDENTS' PARKING

Purpose of the Report

1. To share findings from the scrutiny task and finish review of Residents' Parking Schemes by members of Place Select Committee.
2. To seek Place Select Committee's endorsement for the review's recommendations to be submitted to Cabinet for consideration.

Background

3. Place Select Committee considered an agenda item on 27 March 2024 in respect of residents' parking schemes. This included consideration of the various stages of the applications process as well as process for removal of schemes that are no longer needed. During the scrutiny discussion of this item, Members discussed streamlining the application process, taking a broad strategic approach that gives consideration to the indirect impacts of potential schemes, and ensuring schemes are enforced effectively and fairly.
4. As a result of the discussion at the meeting, members agreed that the issue would benefit from further detailed scrutiny work being undertaken through the establishment of a task and finish group that would enable members to fully consider in detail a range of possible amendments around residents' parking schemes. It was also agreed that, in consultation with officers, the Chair and Vice Chair of Place Select Committee would develop a scope, or detailed work plan, for the review.
5. Areas of consideration that members agreed would benefit from further activity included:
 - How support for new schemes is gauged.
 - How the application process works, and how the process might be sped up.
 - How the status and progress of applications is communicated to applicants.
 - How implementation in town centres or neighbourhoods affects surrounding areas.
 - How the Council ensures schemes are effectively and fairly enforced.

Scoping the Review

5. The above areas members identified for further scrutiny were added to a draft document that set out the scope for the review. The scope was then circulated in draft form to all members of Place Select Committee. All members of the committee were invited to express their interest in taking part in the review group or to nominate another member of their Group to take their place.
6. The scope identified two main objectives of the review:
 - To examine the process for setting up a residents' parking scheme in Nottinghamshire with a view to making this process clearer and more efficient for residents.
 - To consider the impacts of schemes on enforcement, and within surrounding areas.
7. The scope also outlined key lines of enquiry exploring three areas:

Potential improvements to residents' experience of the process.

- Any barriers encountered by residents who seek to set up a new scheme or remove an existing scheme.
- How best to incorporate additional supporting materials into the consultation process.
- Timescales for the full process and potential improvements that might speed the process.
- Communication with residents regarding a proposed scheme that is being progressed.

The decision-making process for implementing or removing a scheme.

- The County Council's policy on Residents Parking Schemes and its powers to introduce and enforce residents' parking schemes.
- Circumstances that often motivate residents to apply for a new scheme.
- Guidance available to residents around the application process to set up or remove a scheme.
- The consultation processes in place and steps taken to reach all residents who may be affected by a prospective scheme.

How the Council ensures a fair and consistent approach is taken to administering permits and enforcing schemes that have been implemented.

The Nottinghamshire Plan 2021-2031

8. Scrutiny works as a check and challenge to help ensure the Council is achieving its strategic vision and providing the best possible services to Nottinghamshire residents. The Nottinghamshire Plan 2021-31 sets out ten Ambitions to achieve 'a healthy, prosperous and greener future for everyone' in Nottinghamshire. This review supports three Ambitions within the Plan by taking a close look at one of the Council's policies, the Residents' Parking Policy. Whilst this policy guides only a small part of the Council's overall activity, this policy intersects with three significant Ambitions within the Plan. The objective of the review, to make

recommendations for a clearer and more efficient approach to Residents Parking, contributes to each of the following Ambitions:

Ambition 6: Making Nottinghamshire somewhere people love to live, work, and visit

As part of Ambition 6 of the Plan, the Council aims to make Nottinghamshire somewhere people love to live, work and visit by considering how access to local areas benefits residents and businesses.

Ambition 8: Improving transport and digital connections

As part of Ambition 8, the Council pledges to improve transport connectivity by strengthening enforcement of parking restrictions to help reduce congestion and make roads safer.

Ambition 10: A forward-looking and resilient Council.

As part of Ambition 10, the Council aspires to embrace new technologies and ways of working that improve outcomes for residents.

The Review Group

9. The members of the review group were:

- Councillor Mike Adams (Chair)
- Councillor Penny Gowland
- Councillor Mrs. Sue Saddington

Evidence Gathering Session

10. On 12 June 2024 the review group received a presentation from the Council's Traffic Manager, Gareth Johnson who has responsibility for enforcement of residents' parking schemes, who was joined by Mark Walker, Interim Service Director of Place and Communities and Gary Wood, the Highways and Transport Group Manager. Members considered relevant policy and requirements, maps and case studies relating to residents' parking schemes in Nottinghamshire and nearby areas. The following issues were discussed during the evidence gathering session.

Purpose of residents' parking schemes

11. Residents' parking schemes are controlled parking zones where parking is only permitted for vehicles displaying a valid resident or visitor's permit that is issued by the County Council. Schemes are typically used where demand for on-street parking exceeds the road space available and this excess demand is caused by the vehicles of non-residents or their visitors. With a valid permit, residents can park within the restricted area. Drivers without a permit can pick up and drop off passengers and make deliveries but cannot leave their cars within the zones.

12. Currently, residents' parking schemes are initially funded through Department for Transport (DfT) Integrated Transport Block funding. They are introduced in locations where they will help deliver local transport and corporate objectives relating to increasing active and low carbon

travel (i.e., walking, cycling, and public transport), reducing local congestion, and improving the vitality of local centres. There are thirty residents' parking schemes currently in the County, covering a total of 474 streets. These schemes are typically in or near town centres where the cost and availability of parking otherwise would displace vehicles into nearby residential areas.

13. The Council's Traffic Management team oversees the decision-making process around initiating and implementing new residents' parking schemes and, where appropriate, the removal of existing schemes. This process is guided by the Council's policy that is derived from requirements outlined in the Road Traffic Regulation Act 1984 (the Act), which gives the Council powers to take appropriate action to resolve traffic issues. Although most of the process around the introduction of schemes are defined by the Act, the Council has added some additional features to the Nottinghamshire policy.
14. Resident's parking schemes are unique Traffic Regulation Orders because their purpose is to meet the parking needs of residents rather than to improve road safety. On streets where residents generally have access to off-street parking or where there is plenty of space to park, residents' parking schemes are not considered appropriate. This is because where there is off-street parking, the parked cars do not prevent residents from accessing their homes. In situations where residents have off-street parking but where there are too many cars being parked on the street, schemes such as single or double yellow lines may be used. These schemes which are different to residents' parking schemes can be used where too many parked cars are causing road safety or environmental issues.
15. Residents' parking schemes are implemented to address concerns voiced by residents and to aid in traffic management. Schemes can be put in place only where there is a significant local demand for them. Where there is not wide support, a scheme will not be introduced. Achieving community-wide support can take time because of the engagement with residents that is required to ensure their good will toward a proposed scheme. Officers and elected councillors support the engagement process and respect the views of residents. The engagement process helps to ensure that a scheme is not implemented that does not have the support of a majority of local residents.
16. Schemes can also be changed or removed if the conditions for modification or removal of a scheme are met. The first scheme in Nottinghamshire was implemented in 1977 in response to a parking problem around a factory. The factory employed thousands of people and was located within a residential area. Many workers parked within the local residential area if they did not commute by train. After the factory closed, very few people parked there. The scheme was removed in 2010 because the residents no longer wanted the scheme. Following charges for permits being brought in from 2010, the local residents did not wish to pay for permits when there was no longer a parking problem.
17. Currently, very few areas near town centres in Nottinghamshire do not have a residents' parking scheme. Where schemes are not in place close to a town centre, this is usually because a proposed scheme was opposed by residents. This leaves fewer opportunities to implement new schemes in areas where there are sustained parking issues.

The NCC Residents' Parking Policy

18. The Council's Residents' Parking Policy is published on the Council's website as part of the Highway Network Management Plan, which the Council is currently redeveloping. According

to the Policy, the Council administers permits to residents, enabling them to park within a designated parking zone for residents who live in the specific streets within the zone. It is important to remember, as noted previously, that without a permit, loading, unloading, and waiting are still allowed; however, drivers without a permit are expected not to leave their cars unattended for any longer than is strictly necessary to load/unload, etc.

19. The Service is designed to assist residents in finding opportunities to park near where they live at a neutral cost to the Council. Much like neighbouring County Councils, Nottinghamshire likewise has implemented a permit fee to make it possible to run the service at a neutral cost to the Council. A permit costs £40 annually for a resident's permit. Each property is also entitled to purchase a visitor's permit for £40. Permits are free for blue badge holders, and free for residents over age 75. A health worker's permit is also available to allow carers and social workers an hour of free parking in any residential area in Nottinghamshire. There are also permits available for tradespeople.

Assessing a parking problem

20. In line with the Council's Policy, if a complaint is received about a parking problem in an area, the Council undertakes a consistent, iterative process to assess and address the problem. The Council works with its partner organisation, Via East Midlands Ltd, to find out if a new residents' parking scheme is appropriate, and if so, how best to implement it.
21. The process for initiating a new scheme begins when a complaint is received that there is a parking problem in a residential area. The Service assesses the complaint to understand the situation and determine the appropriate action. This assessment considers whether the resident has access to off-street parking. If off-street parking is available, the resident may be asking for the vehicles to be removed off the street for safety reasons. This could be due to congestion or visibility problems, for example. If this is the case, other solutions are explored, such as single yellow lines for daytime or double yellow lines where a 24-hour solution is required. In these cases, a residents' parking zone would not offer the best solution because the residents already have access to parking opportunities. Consequently, there is very little uptake of permits in places where there is off-street parking.
22. The assessment also considers whether the intrusive parking is sustained. In areas near schools, for example, there may be an issue during only two short periods in the morning and afternoon on school days. Where this is the case, a residents' parking scheme would not prevent parents from dropping off their children and picking them up later, because drivers are allowed to pick up and drop off passengers within residents' parking zones. However, if the area is near a town centre, there may be people who are shopping or working for several hours at a time, creating a sustained parking issue.

Seeking permission from the Cabinet Member

23. If there is evidence of a parking problem, details of the area are submitted in a report to the Cabinet Member for Transport and Environment. This report is considered by the Cabinet Member twice yearly. Once the Cabinet Member has approved the initial request for a new scheme the Service is then able to undertake the rest of the implementation process as set out in the Council's Policy.

24. The Service must then consider what will happen if the scheme were to be implemented in the areas where the problem is severe. The scheme's potential effects on the surrounding areas also influences how far the scheme should extend. The implementation process starts with an informal initial consultation phase to test the proposed boundaries of the scheme.

Informal consultation phase

25. This informal consultation phase was added to the Policy due to the risk that a new scheme could cause displacement of the parking problem. Displacement moves a parking problem to just outside the boundaries of a scheme. This happens because cars will park on the closest street that does not have a parking restriction. For this reason the team informally consults with residents who live in the area experiencing the problem and in the peripheral areas where more cars would likely begin parking if the scheme were to be implemented.

26. The informal consultation process consists of a questionnaire that is sent out to residents who live in the relevant areas. The Council's Highway Network Management Plan requires the consultation to generate a minimum 35% response rate with at least 65% of these responses being in favour of the scheme. Many schemes fail at this phase of the process because they do not generate enough support from residents.

27. The informal consultation process offers an opportunity to expand schemes before they come into force if this is desired by residents. At the informal consultation phase any feedback from residents can be used to adjust the scheme before the process moves into the formal consultation phase. Proposed schemes often change significantly as a result of the feedback received in the initial consultation phase.

28. Even though the Service consults with residents in the wider area about the risk of displacement, residents in areas not experiencing the problem are less supportive of a scheme which will have a financial cost to them. The Council does not impose a scheme where this is not wanted by residents. If displacement does occur later and a new scheme is then desired in the nearby area, the process of assessment, signoff and consultation will start again.

Formal consultation phase

29. If the informal consultation stage gathers enough support for a proposed scheme, the formal consultation begins. The formal consultation is a statutory process required by the Road Traffic Regulation Act 1984 and described in detail in the Local Authorities' Traffic Order (Procedure) (England and Wales) Regulations 1996. The formal consultation involves advertising the proposed scheme. The Act requires a two-stage process with the statutory consultees such as emergency services, public transport operatives and local stakeholders, to be consulted initially for a minimum of 21 days. The stakeholder consultation is followed by a full public consultation also for a minimum of 21 days. The NCC consultation periods for both is four weeks, to extend the opportunity for responding and reduce the risk of complaints further into the process.

30. During the formal consultation, if objections to the proposed scheme are received that cannot be resolved, a report of the objections goes to the Service lead and to the Cabinet Member for Transport and Environment for consideration. If the objections are significant and cannot be resolved, the proposed scheme will not be implemented. If the objections result in changes being made to the proposed scheme, the scheme would be delayed for further consultation to

be done on the redesigned scheme. The Service undertakes the informal consultation prior to the formal, statutory consultation to minimise the likelihood of significant objections by ensuring a proposed scheme meets the needs of residents.

Implementing a new scheme

31. Following a successful formal consultation, and if necessary, a Cabinet Member decision on any objections, the scheme is passed on to Via partners to implement. Usually, implementing the scheme is done by installing entry and reminder signs rather than by marking lines or bays in roads. Once signs have been installed and checked, the Order is made active with enforcement in place. Approximately five schemes are implemented each year with thirty schemes currently active across Nottinghamshire.
32. The review group agreed that the resources on the Council's website could be clearer regarding implementation timescales. The review group agreed that where a local resident has proposed a new scheme, they should be able to receive status updates regarding the progress of their proposal.

Developer-led residents' parking schemes

33. As opposed to schemes initiated when requested by residents, some schemes are requested by developers. When a development such as a supermarket or a sports arena is built in a residential area a planning condition can be put in place to address any issues with parking that may arise. This can lead to a plan to establish a new scheme to protect resident parking nearby. In line with the Policy a scheme can be implemented only if there is support from residents following the consultation process.

Administering permits

34. The Council's permit process is designed to be as easy as possible for residents and visitors to use. A vehicle becomes exempt immediately upon completion of the application over the phone when the fee is paid. The Council sends out the physical permit in the post. Before the permit is received, enforcement officers can reference all valid permits instantly using a handheld device. The permit does not have to be physically located in the car. For ease of enforcement and to prevent any complaints from other residents, permit holders are encouraged to display their permits within their vehicles.
35. Vehicles of tradespeople that are parked without a permit are prompted to go online to get the trade permit that is available to confirmed tradespeople. Warnings are issued to advise residents to contact the Council in the early days of an active scheme if they have not already done so. Then, prior to renewal, letters are sent in the post reminding residents to renew online.
36. Some misconceptions about fees have emerged since the fees were introduced in 2010. Some residents thought that the Council administers permits as a profit driver for the Council, or that paying a fee should enable a higher standard of enforcement. These are misconceptions because permits contribute to paying only for the cost of administering the schemes. This allows schemes to be run at a neutral cost to the Council. Services that are cost-neutral to the Council are considered self-funding services. The permit charges enable the Council to run the schemes in a financially sustainable way.

37. The review group noted that, where appropriate, information on the Council's website could be clearer around how the charges for permits contribute to running the scheme in a financially sustainable way, making it possible for the Council to establish and enforce schemes that assist residents in finding parking opportunities close to where they live. An example of clear communication around the financial sustainability of schemes can be seen on the Derbyshire County Council website, which describes the criteria for a proposed scheme to be financially viable to implement. This helps ensure residents understand the importance of fees to running cost-neutral schemes within the challenging financial context in which the Council continues to operate.

Enforcing a scheme

38. Some residents who live in a resident's parking zone have expressed disappointment that even with enforcement in place vehicles sometimes continue to park in contravention of the restrictions. This is because it is not possible to place officers on duty on every street at all times. The presence of a civil enforcement officer in uniform does deter parking in contravention of a scheme; however, vehicles often will not be parked in contravention where there are officers present. For this reason, sometimes parking behaviour observed by residents may be different when enforcement officers are on duty.

39. Residents can also find at times that they still have difficulty parking on their street after a parking scheme has been implemented. This can happen if schemes become oversubscribed, for example, on terraced streets that may have many households which have multiple cars. The scheme improves this situation because otherwise there would be the additional cars of non-residents in the mix.

Ways to improve the process

40. Having established the process around the implementation of residents' parking schemes, members of the review group considered whether there were any parts of the process within the control of the Council where potential changes could be made that would improve the experience of residents who seek to set up a scheme. The Council is always looking for ways to improve and has refined the Residents' Parking Policy through experience over many years. Although the initial desk-based assessment of a parking problem is usually completed within a week of the complaint being received, the other phases of the process can incur delays. The most significant risk of delay occurs if changes to a scheme are needed after the formal consultation phase has begun. Therefore, the informal consultation phase was added to the Council's policy to help ensure feedback could be received and adjustments made to the scheme at this earlier phase. The Review Group considered how each phase affects the overall timeline of introducing a scheme to identify where it would be possible to speed up the process.

Increasing the reporting frequency

41. Following the full consultation and consideration process proposed schemes that receive final approval by the Cabinet Member for Transport and Environment are added into the Highways Capital Programme which is reported twice each year. As only around five proposals are requested each year members of the review group agreed that schemes that are recommended for approval by the Cabinet Member for Transport and Environment following

consultation and consideration could be inserted into the Highways Capital Programme at the time of Cabinet Member approval rather than waiting for the bi-annual Highways Capital Programme reports. This could save up to six months from the overall implementation timescale.

Working with residents during the informal consultation phase

42. The informal consultation phase included in the Council's policy is not required in the Act but improves the process for residents. This adds value for residents in three significant ways by providing an opportunity to:
- gauge support for a scheme so that any scheme carried forward has robust support from residents.
 - engage with residents who may not yet understand the full impact and potential displacement of a scheme.
 - flexibly adapt a scheme based on feedback received.
43. As such the value added by the informal consultation phase makes it an indispensable part of the Council's process of implementing new schemes. This process saves time and resources and also works to promote good will between the Council and residents. The resulting benefits of conducting an informal consultation in advance of a formal consultation far outweighs the reduced timescale that could be achieved by removing this stage. Members agreed that removing this step could mean that many schemes could be rejected by residents during the formal consultation. If this happened, schemes would have to be redesigned, and the consultation process would have to be repeated, making the process even longer.
44. This approach does not preclude the Council from partnering with proactive residents who are enthusiastic about ensuring that a proposed scheme succeeds. Local residents are well placed to assist the Council in getting the word out that a scheme is being considered, and to encourage residents to respond to the initial consultation questionnaire with their feedback.
45. Residents who wish to gather support for a scheme to ensure its success can be provided with clear guidance that is easy to access on the Council's website. Members of the review group agreed that the Council's guidance should welcome additional information that residents may provide in support of a scheme, such as photographs, videos, petitions, and statements of other kinds that could help demonstrate widespread support for a scheme. A positive example of this is seen in the webpages of West Northamptonshire Council. Guidance should encourage residents to engage with their neighbours in the immediate area and in the peripheral areas who could be affected by displacement. Residents should also be advised to engage with the appropriate local councillor who can provide further guidance.
46. To remove ambiguity and prevent confusion, members of the review group agreed that the guidance should make clear that materials submitted in support of a scheme usually initiate rather than replace the informal consultation process. The reasons for this should be provided, emphasising the importance of targeted consultation with residents who live in the relevant areas only. Furthermore, costs and displacement risk must be clearly communicated so that constructive feedback can inform boundary development. Only when residents have all the

facts regarding what the scheme would cost and how it would work can they decide whether they support it or not.

47. Members agreed that local councillors played an essential role in working with residents who wished to have a new residents’ parking scheme put into place. Councillors can support residents by signposting them to relevant guidance on the Council’s website. Local councillors can also assist in managing residents’ expectations around what a scheme has the potential to deliver.

Reducing the formal consultation to the minimum requirement of 21 days

48. The Council’s policy includes four weeks for the formal consultation. The Council has opted for a slightly longer formal consultation window than required. In addition to the required 21 days, an extra week is given to allow any objections to the scheme to be received. Members noted the potential to shorten the formal consultation period from four weeks to three weeks, although this would not significantly reduce the overall timeline. The additional week for informal consultation had been added to the process to give residents even more time to submit their comments on a proposed scheme.

49. In keeping with the practice of some neighbouring councils, members expressed support for the 21-day formal consultation requirement to be stated clearly in guidance available on the Council’s website. Members of the review group were also in favour of removing ambiguity around how long the various phases of the process can take, including the two consultation phases. In the interest of greater transparency, it was suggested that timescales be provided and that it be possible to request an update on the status of an active proposal.

50. Summary of recommendations

	Recommendation
1.	That the following feedback from the members of the review group on the Council’s Residents’ Parking Policy be considered as part of the work being carried out to refresh the policy
2.	That, once updated, the Residents’ Parking Scheme Policy be made available on the Council’s website as part of the redeveloped Highway Networks Management Plan.
3.	That the guidance on Residents’ Parking schemes that is available on the Council’s website should provide clear information on the estimated timescales for the implementation of a new residents’ parking scheme.
4.	That the possibility of providing a service that enables residents to view the status of a proposed residents’ parking scheme on the Council’s website be explored, including a means to reference the status of a proposed scheme as it progresses in accordance with the policy.
5.	That the Council’s website should include additional information that encourages residents who want to propose a new residents’ parking scheme to engage and

	work with other local residents and their local County Councillor at the earliest opportunity.
6.	That the guidance on the Council's website in respect of Residents' Parking scheme proposals provide information on why additional supporting materials such as petitions usually initiate rather than replace the required informal and formal consultation activity.
7.	That the information on the Council's website regarding Residents' Parking schemes should provide clarity that the fees charged for resident parking permits only cover the cost of the delivering the schemes and that they do not generate revenue for the Council.
8.	That, to help reduce the time taken to implement new schemes: <ul style="list-style-type: none"> a. schemes that are recommended for approval by the Cabinet Member for Transport and Environment following consultation and consideration should be inserted into the Highways Capital Programme at the time of Cabinet Member approval rather than waiting for the bi-annual reports. <li style="padding-left: 40px;">and b. the formal consultation period be shortened from the four weeks currently provided to the minimum of 21 days required by the Road Traffic Regulation Act 1984.

Acknowledgments

51. The Chairman and members of the review group would like to express their thanks to officers within the Council's Highways and Transport teams and Via colleagues who work to deliver the Service to residents. Thanks also to Mark Walker, Interim Service Director for Communities and Transport; Gary Wood, Group Manager, Highways and Transport; and Gareth Johnson, Traffic Manager who provided their time and information to this review.

Other Options Considered

52. None. The recommendations of the review, if approved and to comply with the requirements of the Constitution are required to be submitted to Cabinet their consideration.

Reason for Recommendations

53. To comply with the requirements of the Constitution that the findings of a scrutiny review are submitted to Cabinet for consideration.

Statutory and Policy Implications

54. 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

55. There are no direct financial implications relating to the recommendations of the report.

RECOMMENDATIONS

- 1) That the report describing the findings of the scrutiny review of Residents' Parking Schemes be received.
- 2) That the recommendations from the scrutiny review of Residents' Parking Schemes, as set out in the report, be endorsed, and referred to Cabinet for consideration.

Councillor Mike Adams
Chairman, Place Select Committee

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Constitutional Comments (SJE – 10/09/2024)

56. The exercise of integrated transport, traffic management, highway parking provision and road safety functions are within the remit of the Place Department. Responsibility for scrutiny and review of any matters within the remit of the Authority's Place Department has been delegated to the Place Select Committee.

Financial Comments (PAA29 02/09/2024)

57. There are no specific financial implications arising directly from this report.

Background Papers and Published Documents

58. 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.

[Full Residents' Parking Policy](#)

[Highways Network Management Plan](#)

[Residents' parking schemes | Nottinghamshire County Council](#)

[Report to Place Select Committee 27 March 2024](#)

[Place Select Committee Minutes 27 March 2024](#)

Scope - Scrutiny Review of Residents' Parking

Electoral Division(s) and Member(s) Affected

- All

REPORT OF THE CHAIRMAN OF PLACE SELECT COMMITTEE

WORK PROGRAMME

Purpose of the Report

1. To present the work programme for consideration and endorsement.

Information

2. The attached work programme will assist the management of meeting agendas, the scheduling of business and forward planning.
3. The work programme has been developed using suggestions submitted by committee members, relevant Cabinet Member(s) and senior officers and has been approved by the Overview Committee. The work programme will be reviewed at each pre-agenda meeting and committee meeting, where any member of the committee will be able to suggest items for possible inclusion.
4. The Forward Plan is available online for members to consider:
<https://www.nottinghamshire.gov.uk/dms/ForwardPlans/tabid/68/FolderID/20/Current-Forward-Plan.aspx>

Other Options Considered

5. None

Reason/s for Recommendation/s

6. To assist in preparation and delivery of the work programme.

Statutory and Policy Implications

7. 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.

RECOMMENDATIONS

- 1) That the work programme be noted.
- 2) That committee members make any further suggestions for consideration by the Chairman and Vice-Chairman for inclusion on the work programme, in consultation with the relevant Cabinet Member(s) and senior officers, and subject to the required approval by the Chairman of Overview Committee.

Councillor Mike Adams Chairman, Place Select Committee

For any enquiries about this report please contact: Martin Elliott, Senior Scrutiny Officer, martin.elliott@nottscc.gov.uk.

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 (NS)

9. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- All

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
18 September 2024	Access to Digital Services and Digital Inclusion	Cabinet Member – Economic Development and Asset Management	To receive a report on, and to scrutinise activity regarding the Council’s activity regarding access to superfast broadband and digital inclusion.	Work Programming 2022/23	Improving transport and digital connections
	Catering and Facilities Management Service	Cabinet Member – Communities and Public Health	To receive a progress report on the work being carried out on changes to the service delivery model of the Catering and Facilities Management Service.	Committee meeting	A forward looking and resilient Council Supporting communities and families
	Outcome of the review of residents’ parking schemes		To receive and consider the outcomes of the scrutiny review of residents’ parking schemes.	Committee meeting	Improving transport and digital connections

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
11 December 2024	Highways Joint Innovation and Continuous Improvement Plan	Cabinet Member – Transport and Environment	To receive a progress report on the delivery of the outcomes of the Highways Joint Innovation and Continuous Improvement Plan.	Committee meeting	Improving transport and digital connections
	Catering and Facilities Management Service	Cabinet Member – Communities and Public Health	To receive a progress report on the work being carried out on changes to the service delivery model of the Catering and Facilities Management Service.	Committee meeting	A forward looking and resilient Council Supporting communities and families
	Outcomes of the review of flooding preparation and response		To receive and consider the outcomes of flooding preparation and response		Supporting communities and families Protecting the environment and reducing our carbon footprint
	Lane Rental Scheme	Cabinet Member – Transport and Environment	To receive a report on the development of the Lane Rental Scheme	Work Programming session	Improving transport and digital connections

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
12 March 2025	Crime and Disorder	Cabinet Member – Communities and Public Health	To sit as the Council's statutory Crime and Disorder committee to scrutinise delivery of crime and disorder strategies. To meet the requirements of the Crime and Disorder (Overview and Scrutiny) Regulations 2009.	Annual item	Keeping children, vulnerable adults, and communities safe
	Added Social Value	Cabinet Member – Transport and Environment Cabinet Member – Communities and Public Health	To scrutinise how Arc/Via/Inspire deliver social value.	Work Programming session	Attracting investment in infrastructure, the economy, and green growth
	Rights of Way	Cabinet Member – Transport and Environment	To examine how the Council maintains rights of way across Nottinghamshire.	Work Programming session	Protecting the environment and reducing our carbon footprint Making Nottinghamshire somewhere people love to live, work and visit
	Inspire	Cabinet Member – Communities and Public Health	To examine how Inspire is delivering cultural, learning and library services across Nottinghamshire.	Committee meeting	Making Nottinghamshire somewhere people love to live, work and visit Supporting communities and families

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Meeting Date	Agenda Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
16 July 2025	EV Charging	Cabinet Member – Transport and Environment	To receive a progress report on the delivery of the On-Street Low Emission Vehicle Infrastructure (LEVI) Programme.	Committee meeting	Protecting the environment and reducing our carbon footprint Improving transport and digital connections
	Communication with communities and community resilience	Cabinet Member – Communities and Public Health	To examine how the Council communicates with communities and supports the development of community resilience.	Work Programming session	Supporting communities and families
	20mph Speed limits	Cabinet Member – Transport and Environment	To examine the issues around the introduction and enforcement of 20mph speed limits.	Committee meeting	Keeping children, vulnerable adults, and communities safe Improving transport and digital connections
	HWRCs	Cabinet Member – Transport and Environment	To receive a progress report on activity around the recommendations of the scrutiny review.	Committee meeting	Protecting the environment and reducing our carbon footprint

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Items pending scheduling or removal.

Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
Waste and recycling .	Cabinet Member – Transport and Environment	To consider how the Council is suitably prepared for system changes required for simpler recycling. To be scheduled once approach required from Government is clearer.	Work Programming session	Protecting the environment and reducing our carbon footprint

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Reviews

Project Start Date	Item	Cabinet Member Responsibility	Purpose of Review	Issue raised by	Nottinghamshire Plan Ambitions
TBC	Country Parks	Cabinet Member – Communities and Public Health	To scrutinise the delivery of Country Parks.	Work Programming session	Making Nottinghamshire somewhere people love to live, work and visit
TBC	Registration Services/Every Contact Counts	Cabinet Member – Communities and Public Health	To review how the service delivering services and meeting challenges.	Work Programming session	Supporting communities and families
TBC	Inward investment Framework	Cabinet Member – Economic Development and Asset Management	To feed into the development of the framework that will allow inward investment activities to be coordinated and prioritised.	Work Programming 2022/23	A forward looking and resilient Council

WORK PROGRAMME 2024/25 – PLACE SELECT COMMITTEE

Items to be scheduled for 2025/26

Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions

Items for information briefings for committee members

Item	Cabinet Member Responsibility	Purpose of the report	Issue raised by	Nottinghamshire Plan Ambitions
Visitor Economy Framework	Cabinet Member – Economic Development and Asset Management	To receive a briefing note on the delivery of the Visitor Economy Framework.	Committee meeting	Making Nottinghamshire somewhere people love to live, work and visit
Lengthsman Scheme	Cabinet Member – Transport and Environment	To receive a briefing note on the delivery of the scheme.	Work Programming session	Improving transport and digital connections Supporting communities and families

