

Communities and Place Review and Development Committee

Wednesday, 23 September 2020 at 10:30

Virtual meeting, <https://www.youtube.com/user/nottsc>

AGENDA

- 1 To note the appointment at Full Council on 11 June 2020 of Councillor Gordon Wheeler as Chairman and Councillor Errol Henry as Vice-Chairman of the Committee for the 2020-2021 municipal year.
- 2 To note the membership of the Committee for the 2020-2021 municipal year as follows: Councillors Brown, Butler, Henry, Garner, Longdon, Martin, Plant, Gordon Wheeler and Woodhead
- 3 Minutes of Last meeting held on 30 January 2020 3 - 6
- 4 Apologies for Absence
- 5 Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary)
- 6 Recommendations from Highway Drainage Review 7 - 10
- 7 Highway Asset Management - Introductory Report 11 - 14
- 8 Work Programme 15 - 18

Notes

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

Customer Services Centre 0300 500 80 80

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

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

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

Meeting Communities and Place Review and Development Committee

Date 30 January 2020 (commencing at 10:30 am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Gordon Wheeler (Chairman)
Errol Henry (Vice-Chair)

Richard Butler
Andrew Brown
Stephen Garner
John Longdon

David Martin
Liz Plant
Yvonne Woodhead **A**

SUBSTITUTE MEMBERS

Jim Creamer for Yvonne Woodhead

COUNCILLORS IN ATTENDANCE

Councillor Maureen Dobson
Councillor John Ogle

OFFICERS IN ATTENDANCE

Doug Coutts	-	Via East Midlands Ltd
Martin Carnaffin	-	Place Department
Gary Farnell	-	Via East Midlands Ltd
Sally Gill	-	Place Department
Kevin Heathcote	-	Via East Midlands Ltd
David Hennigan	-	Chief Executive's Department
Suzanne Heydon	-	Via East Midlands Ltd
Derek Higton	-	Place Department
Noel McMenamin	-	Chief Executive's Department
Gary Wood	-	Place Department

1 MINUTES OF LAST MEETING HELD ON 28 NOVEMBER 2019

The minutes of the meeting held on 26 November 2019 having been circulated to all Members, were taken as read and were signed by the Chairman.

2 APOLOGIES FOR ABSENCE

The following apology for absence was reported:

Yvonne Woodhead – medical/illness

3 DECLARATIONS OF INTEREST

None.

4 INTEGRATED TRANSPORT MEASURES PROGRAMME

The Committee considered a report and received a presentation, highlighting both the subjects considered since November 2018, and the actions and improvements agreed by the Committee.

Service improvements were reported in arrange of service areas, including, targeted gulley cleansing, electronic works management systems, self-provision of temporary traffic management, Artemis claims recovery service, recycling of highways waste and arisings, the Salix bid for replacing street lighting with LED units, road repair techniques, road safety and integrated transport measures.

RESOLVED 2020/01

To approve the service improvements described in the report, and that the report be submitted to a future meeting of Communities and Place Committee for its consideration.

5 HIGHWAYS ENVIRONMENTAL MATTERS - RECOMMENDATIONS

The Committee considered a report, setting out a number of proposed findings and recommendations in respect of highways environmental matters.

The findings and recommendations arose from extensive discussions at the Committee's November 2019 meeting, and covered the frequency of roadside grass cutting, the use of grass cuttings in biodigester plants, wildflower planting, weed spraying and tree maintenance.

RESOLVED 2020/02

To agree the findings and recommendations at paragraphs 3 to 7 of the report and to submit these to the Communities and Place Committee for its consideration.

6 HIGHWAYS DRAINAGE

The Committee considered a report and detailed presentation on highways-related drainage infrastructure and design, the maintenance of highways drainage, the role and responsibilities of the Environment Agency, Severn Trent Water and other companies/agencies, as well as riparian duties associated with owning land incorporating a ditch draining the highway.

RESOLVED 2020/03

That the information in the report and presentation, as well as Committee members' comments, be considered and used to inform recommendations for Committee's approval and submission to Communities and Place Committee.

7 WORK PROGRAMME

RESOLVED 2020/04

That subject to adding the PFI Waste Contract to the Work Programme for July 2020 and Green Estates and Tree planting to the November 2020 meeting, the Committee's work programme be agreed.

The meeting concluded at 12:30 pm

Chairman

23 September 2020**Agenda Item: 6****REPORT OF THE CORPORATE DIRECTOR, PLACE****RECOMMENDATIONS FROM HIGHWAY DRAINAGE REVIEW****Purpose of the Report**

1. To seek approval to take forward the recommendations contained in the report to Communities and Place Committee.

Information

2. The recommendations set out below arise from the deliberations of the Communities and Place Review and Development Committee which took place at its meeting on 30th January 2020.

Mud on the Highway

3. Officers in Via EM Ltd. have adopted a zero tolerance approach towards mud on the highway. In the past Via EM Ltd.'s ability to respond to mud on the highway was limited by the availability of its staff however, a number of compliance officers have recently been recruited which will allow a greater degree of monitoring and enforcement activity to take place.
4. County Council officers now produce more robust planning comments which relate to housing developer's responsibilities to manage surface water run off from their sites during construction and any mud on the highway which may be deposited as a result of their activities.

Appointments within Via EM Ltd.

5. Via EM Ltd. has recently appointed four 'Drainage Champions' who are responsible for co-ordinating the response to highway drainage enquiries and undertaking liaison with the County Council's Flood Risk Management Team. The four 'Drainage Champions' will be shortly be supplemented by the appointment of a an experienced drainage engineer (*this post currently being advertised*) who will support the highways District Managers and act as their intermediary with Via EM Ltd.'s highway design teams.

Gully Cleansing

6. ACL – the subcontractor which provides the County Council's cyclic gully cleansing works – has recently cleansed their 24,000th gully (*correct on the 25th August 2020*) in the County this financial year. ACL's works are subject to a contractual KPI that compares their completed works with their annual programme which is agreed with Via EM Ltd at the beginning of each financial year. In 2019/20 ACL achieved their KPI (*i.e. they attempted to clean 100% of the programmed gullies and actually cleaned 96% of these gullies, the missed gullies were either inaccessible because of parked vehicles or subject to a defect of some kind*).

Procurement of Telemetry and CCTV Equipment

7. Nottinghamshire County Council officers are currently exploring a range of telemetry and CCTV options which will enable Risk Management Authorities – (i.e. the County Council, the Environment Agency, Internal Drainage Boards and District & Borough Councils) to inspect key high-risk drainage assets such as trash screens, culverts, weirs, grills and other structures remotely. The equipment will enable Risk Management Authorities to decide whether maintenance is required and allow them to monitor the condition of their drainage assets during storm events.
8. Via EM Ltd. have recently procured CCTV equipment to undertake highway drainage investigations. This equipment will allow operatives to swiftly identify defects and arrange for the appropriate remedial actions to be taken. The proposed CCTV equipment will also allow Via EM Ltd. to generate an income by offering a drainage investigation service to other parties and eliminate the costs of hiring equipment when it is required.

Recommendations

9. The following recommendations relate to gully cleansing:
 - Officers in Via EM Ltd. shall provide Members - *and parishes where applicable* - with advanced notification of the cyclical gulley emptying activities which are programmed to take place within their Divisions.
 - Officers in Via EM Ltd. shall provide Members - *and parishes where applicable* – with lists of the gulleys which have been emptied within their Divisions and details of any problems encountered such as parked vehicles or drainage defects that require further investigation.
 - Officers in Via EM Ltd. shall review the County Council's current cyclical gulley cleansing arrangements to ensure that concerns about areas prone to flooding and repeat reactive visits are included in the decision making process about gully emptying frequencies.
 - Officers in Via EM Ltd. shall ensure that any information relating to the County Council's drainage assets obtained during their works is recorded and made available for future use.

Communications with other Authorities

10. The following recommendation relates to communications with other Authorities:
 - Officers in both Via EM Ltd. and the County Council shall continue to build upon their partnership working arrangements with other agencies such as Seven Trent Water and the Environment Agency.
 - Officers in Via EM Ltd shall produce - *and keep updated* - a list of locations which are prone to flooding because of issues associated with Seven Trent Water apparatus. Officers from Via EM Ltd. shall also regularly meet with representatives from Seven Trent Water to discuss potential remedial actions.

Communications with the Public

11. The following recommendations relate to communications with members of the public:
 - Via EM Ltd. will seek to improve the public's perceptions of its drainage works, this shall include the production of a number of short videos that will be available on-line. These videos shall explain how highway drainage systems work, the difference between cyclic &

reactive drainage works and address common misconceptions associated with highway drainage.

- Officers in both Via EM Ltd. and the County Council will improve their communication arrangements with riparian owners to ensure that they are aware of their responsibilities, this shall include the proactive identification of watercourses where maintenance is required.

Reason/s for Recommendation/s

12. The recommendations set out above have been arrived at following due consideration of the available options by the Committee and in response to the exceptionally wet winter conditions which took place in 2019.

Statutory and Policy Implications

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

Financial Implications

14. The recommendations contained in this report will be accommodated from within existing budgets.

RECOMMENDATION/S

- 1) To seek approval to take forward the recommendations contained in the report to Communities and Place Committee.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Martin Carnaffin – Contract Manager Tel: 0115 9774229

Constitutional Comments (SG 27/08/2020)

15. I confirm that the recommendation falls within the remit of the Communities and Place Committee by virtue of its terms of reference.

Financial Comments (SES 29/07/2020)

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

Background Papers and Published Documents

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

- Nottinghamshire County Council's Highway Network Management Plan
<https://www.nottinghamshire.gov.uk/media/110443/highwaynetworkmanagementplan.pdf>

Electoral Division(s) and Member(s) Affected

- All

23 September 2020

Agenda Item: 7

REPORT OF THE CORPORATE DIRECTOR, PLACE

HIGHWAY ASSET MANAGEMENT – INTRODUCTORY REPORT

Purpose of the Report

1. To allow Members to review the information contained within this report – *and in the presentation to be available at the meeting* - and propose recommendations which officers will develop and present in a further report to this Committee.

Information

2. This report will be accompanied by a presentation which will provide Members with further information and details about each of the topics covered below.
3. The presentation will refer to the guidance document for '*Highway Infrastructure Asset Management*' produced by UK Roads Liaison Group. produced. This document sets out a series of recommendations which all local Highway Authorities should employ to demonstrate they are following Asset Management principles in all aspects of Highway Maintenance Management.
4. Section 41 of the Highways Act 1980 places a duty on the County Council to maintain the highway in a reasonably safe condition so that traffic can pass along it during all seasons of the year.

The County Council's Highway Assets

5. The County Council maintains a large and diverse number of highway assets, these include:
 - 583 kilometres of A roads
 - 297 Kilometres of B roads
 - 821 kilometres of C roads
 - 2,737 kilometres of unclassified roads
 - 4302 kilometres of footway
 - 93,894 street lighting columns
 - 7,706 traffic signs
 - 5,927 bollards and beacons
 - 1211 bridges, subways, culverts & retaining walls
6. Nottinghamshire's highways are critical to the county's economic and social wellbeing, they provide access to employment, recreational, health and educational opportunities which are fundamental to our way of life. Virtually every journey made within Nottinghamshire and every movement of goods or commodities will require access to the highway network at some point.

The Purpose of Highway Asset Management

7. The definition of Highway Asset Management as detailed in the UK Roads Liaison Group's guidance document is:

'A systematic approach to meeting the strategic need for the management and maintenance of highway infrastructure assets through long term planning and optimal allocation of resources in order to manage risk and meet the performance requirements of the authority in the most efficient and sustainable manner.'

8. The UK Roads Liaison Group's guidance document identifies the requirement for Highway Authorities to produce a Highway Infrastructure Asset Management Plan (HIAMP) to embed the principles of asset management into their working practices. During development of Nottinghamshire's HIAMP, the UK Roads Liaison Group recommendations were used to determine good asset management practice.

The County Council's Highway Infrastructure Asset Management Plan

9. The County Council's HIAMP was first published in 2015 and is specific to Nottinghamshire, it was updated in 2018 following the publication of the *'Well-Managed Highway Infrastructure: A Code of Practice document'* which advocates a *'Risk-Based'* approach to the maintenance management of highway assets. The HIAMP is written with these principles in mind and addresses the issues of network hierarchy and inspection frequency to build in the principles of the new code.
10. In addition to carriageways and footways the HIAMP also contains an embedded structures plan which sets out how the county's bridge stock and other structures are to be maintained. It is also notable that street lighting has been the subject of major innovation and development over the last decade and with the introduction of cost effective LED lamps, the maintenance of this asset group has changed significantly.

Highway Asset Management

11. As time goes by Highway Assets that are currently in good condition will deteriorate. To mitigate this deterioration the County Council must continually invest in maintenance. Whilst the County Council is unlikely to ever be in the position where it has enough money to maintain every asset that forms part of the maintenance backlog in a single year, it is prudent to make the best use of the resources it has to get the best investment results for its stakeholders.
12. In a climate where budgets and resources are precious, the County Council is facing significant challenges in deciding how to manage its assets effectively. The adoption of Asset Management principles can deliver a systematic approach to this by planning well into the future and making informed decisions based on sound engineering.
13. It is recognised that adopting these principles will enable the County Council to identify the best allocation of resources for the management, operation, preservation and enhancement of the highway infrastructure to meet the needs of current and future customers. Asset management therefore supports business decisions and provides longer term financial benefits.
14. To supplement the approach described in the HIAMP – *and in direct response to concerns raised by residents* - the County Council has also committed to spend an additional £20million between 2018 and 2021 on the county's residential roads. This additional funding forms part of the £142million in capital expenditure which will have been invested in the county's roads during the same period and has allowed a significant

number of maintenance schemes to be undertaken at locations identified by Members and which were of concern to local communities.

Highway Maintenance Asset Management Funding

15. In 2015 Department for Transport (DfT) announced a new funding model for highway maintenance across the country which consists of three key elements:
 - The Incentive Fund. (*Self-assessment questionnaire*)
 - A revised 'Needs-Based' Funding Formula. (*Based on Network Length*)
 - The Challenge Fund. (*Separate large scheme bid process*)
16. The purpose of the '*Incentive Fund*' introduction was to promote the adoption of good Highway Asset Management practice and drive efficiencies across all local authorities to ensure value for money.
17. Over the last few years, the '*Needs-Based*' Funding Formula has been reduced with an expectation that continuous improvement in efficiencies of delivery would continue. This level of improvement was then reflected in the funding awarded for the Incentive Fund to each Authority, through the size of the funding received.
18. The DfT Incentive fund places the requirement for a robust HIAMP at the heart of its self-assessment methodology. It is an essential requirement of the Incentive Fund that all highway authorities must have a HIAMP which demonstrates how they employ asset management principles in all areas of their highway maintenance activities.

The Role of Other Organisations and Individuals.

19. The County Council works with its neighbouring authorities to ensure that its infrastructure hierarchy is similar and that similar roads are treated in similar ways. As each authority has developed its own Policy, Strategy and Plan to manage the Highway Asset, it is completely acceptable that there will be some variation.

Other Options Considered

20. The option to not maintain the Highway Asset is not possible due to other duties under the Highways Act 1980 and the requirements of the Department for Transport.

Statutory and Policy Implications

21. 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

22. The financial implications of this report will be dependent upon the findings and recommendations of the Committee. Any findings may form future recommendations to the Communities and Place Committee.

Implications for Sustainability and the Environment

23. The implications for sustainability and the environment are set out in the report and will be discussed during the presentation.

RECOMMENDATION/S

It is recommended that Committee:

- 1) Review the information contained in this report, its accompanying presentation and propose developments which will be subject to a further report for this Committee to consider.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact:

Martin Carnaffin – Contract Manager Tel: 0115 9774229

Constitutional Comments (RHC 02/09/2020)

24. This decision falls within the Terms of Reference of the Communities & Place Review & Development Committee to whom falls responsibility for the review and development of all functions falling under the remit of the Authority's Communities & Place Committee.

Financial Comments (RWK 26/08/2020)

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

Background Papers and Published Documents

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

- Nottinghamshire County Council's '*Highway Infrastructure Asset Management Plan*'

Electoral Division(s) and Member(s) Affected

- All

23 September 2020

Agenda Item: 8

REPORT OF SERVICE DIRECTOR, GOVERNANCE AND EMPLOYEES

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for the period up to March 2020.

Information

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

Other Options Considered

5. None.

Reason/s for Recommendation/s

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

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of finance, public sector equality duty, human resources, crime and disorder, human

rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

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

Marje Toward
Service Director, Governance and Employees

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

Constitutional Comments (HD)

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

Financial Comments (PS)

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

Background Papers

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

- New Governance Arrangements report to County Council – 29 March 2012 and minutes of that meeting (published)

Electoral Division(s) and Member(s) Affected

All

COMMUNITIES & PLACE REVIEW & DEVELOPMENT COMMITTEE

WORK PROGRAMME – SEPTEMBER 2020 – JULY 2021

Report	Description	Lead Officer	Report Author
23 September 2020			
Highways Asset Management – Introductory Report	To allow Members to review the information contained within this report - <i>and its accompanying presentation</i> - and propose recommendations which officers will develop and present in a further report to this Committee.	Derek Higon	Gary Wood/Martin Carnaffin/Via
Highways Drainage – Recommendations	To seek approval for officers from Via EM Ltd. and the County Council to pursue the recommendations set out in this report.	Derek Higon	Gary Wood/Martin Carnaffin
26 November 2020			
Green Estates and Tree Planting	To Review tree planting and other ecological improvements on County Council land (non- highway land)	Adrian Smith	Sally Gill/Heather Stokes and Nick Crouch
Mid-term Contract Review of Waste PFI		Derek Higon	Mick Allen/Rachel Fowler
Highways Asset Management - Recommendations		Derek Higon	Gary Wood/Martin Carnaffin
28 January 2021			
1 April 2021			

1 July 2021			
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