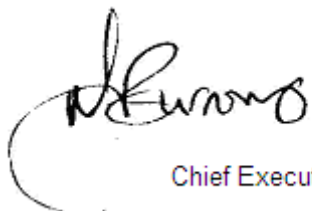


SUMMONS TO COUNCIL

date Thursday, 20 December 2012 venue County Hall, West Bridgford,
commencing at 10:00 Nottingham

You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as under.


Chief Executive

- | | | |
|-------------|--|---------|
| 1 | Minutes of the last meeting held on 1st November 2012 | 7 - 36 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below) | |
| | (a) Disclosable Pecuniary Interests | |
| | (b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Chairman's Business | |
| | Presentation of Awards/Certificates (if any) | |
| 5 | Constituency Issues (see note 5 below) | |
| 6a | Presentation of Petitions (if any) (see note 6 below) | |
| 6bi | Petitions Responses Report from Children & Young People's Committee | 37 - 40 |
| 6bii | Petitions Responses Report from Transport & Highways Committee | 41 - 52 |

7	Questions	
	(a) Questions to Nottinghamshire and City of Nottingham Fire Authority	
	(b) Questions to Committee Chairmen	
8	Clarification of Committee Meeting Minutes published since the last meeting on 1st November 2012	53 - 54
9	Winter Readiness	55 - 122
10	Update on the initial findings from the 2012 Nottinghamshire Annual Residents' Satisfaction Survey	123 - 136
11	Nottinghamshire and Nottingham Waste Core Strategy - Submission to Secretary of State	137 - 172
12	Nottinghamshire Local Broadband Plan Update	173 - 180
13	First Review of the Committee System after Six Months	181 - 196

14 NOTICE OF MOTION

“That Nottinghamshire County Council

(i) Supports the bottom up process in the Sustainable Communities Act that enables councils to drive action and assistance that central government gives councils to promote thriving local economies and sustainable communities;

(ii) Notes that the Act gives councils the power to

- make proposals to government for action and assistance from government to promote sustainable communities, and that
- those proposals can be for, but are not restricted to, new powers or a transfer of powers or public money from central control to local control;

(iii) Notes that the Act defines sustainable communities broadly, that definition having the four aspects of

- the improvement of the local economy,
- protection of the environment,
- promotion of social inclusion and wellbeing, and
- participation in civic, political and democratic activity;

(iv) Resolves to use the Act by responding to the government’s open invite for proposals and submit proposals for action and assistance from central government each year for the next three years and to then review the outcome of this activity and consider whether to continue to use the Act;

(v) Resolves that a draft policy be developed on how the Council will take advantage of the opportunities set out in the Act for approval by Policy Committee; and

(vi) Further resolves

- to inform the local media of this decision;
- to write to local MPs, informing them of this decision; and
- to write to Local Works c/o Unlock Democracy, informing them of this resolution to use this Act.”

Councillor Jason Zadrozny

Councillor Rachel Madden

15 Adjournment Debate (if any)

NOTES:-

(A) For Councillors

(1) Group meetings of Members will be held as follows:-

Thursday 13th December 2012

Liberal Democrat Group - 10.00 am

Monday 17th December 2012

Independent Group - 1.30 pm

Wednesday 19th December 2012

Conservative Group - 10.00 am

Labour Group - 1.30 pm

(2) The Chairman has agreed that the Council will adjourn for lunch at their discretion.

(3)(a) Persons making a declaration of interest should have regard to the Code of Conduct and the Procedure Rules for Meetings of the Full Council. Those declaring must indicate whether their interest is a disclosable pecuniary interest or a private interest and the reasons for the declarations.

(b) Any member or officer who declares a prejudicial interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted. Members or officers requiring clarification on whether to make a declaration of interest are invited to contact the Monitoring Officer or Democratic Services prior to the meeting.

(c) Declarations of interest will be recorded and included in the minutes of this meeting and it is therefore important that clear details are given by members and others in turn, to enable the Team Manager, Democratic Services to record accurate information.

(4) Members are reminded that these papers may be recycled. Appropriate containers are located in the respective secretariats.

(5) Members are given an opportunity to speak for three minutes on any particular issue which relates to matters relevant to their constituencies or any particular issues arising in their electoral division. This would not give rise to a debate on the issues or a question or answer session.

(6) Members are reminded that petitions can be presented from their seat with a 1 minute time limit set on introducing the petition.

(7) Members' attention is drawn to the questions put to the Chairman of the Transport & Highways Committee under paragraphs 31 and 38 of the Procedure Rules and the answers thereto which are included at the back of the Council book.

(B) For Members of the Public

(1) 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

(2) The papers enclosed with this agenda are available in large print if required. Copies can be requested by contacting the Customer Services Centre on 0300 500 80 80. Certain documents (for example appendices and plans to report) may not be available electronically. Hard copies can be requested from the above contact.

(3) Information in respect of this meeting is available in a wide range of languages which can be provided in large print, Braille and audio. Please contact the number referred to above.

Meeting COUNTY COUNCIL

Date Thursday, 1st November 2012 (10.00 am – 6.07 pm)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Carol Pepper (Chairman)
L B Cooper (Vice Chairman)

	Reg Adair	Bruce Laughton
	John Allin	Keith Longdon
	Fiona Asbury	Rachel Madden
	Chris Barnfather	Geoff Merry
	Victor Bobo	Mick Murphy
	Joyce Bosnjak	Philip Owen
	Richard Butler	Sheila Place
	Steve Carr	Darrell Pulk
	Steve Carroll	Mike Quigley MBE
	Allen Clarke	Mrs Wendy Quigley
	Ged Clarke	Alan Rhodes
	John Clarke	Ken Rigby
	John Cottee	Kevin Rostance
	Michael J Cox	Mrs Sue Saddington
	Jim Creamer	Mel Shepherd MBE
A	Bob Cross	S Smedley MBE JP
	Mrs Kay Cutts	Mark Spencer MP
	V H Dobson	June Stendall
	Dr John Doddy	Andy Stewart
	Sybil Fielding	Martin Suthers OBE
	Stephen Garner	Lynn Sykes
	Michelle Gent	David Taylor
	Glynn Gilfoyle	Parry Tsimbiridis
	Keith Girling	A Gail Turner
	Kevin Greaves	Keith Walker
	John M Hemsall	Stuart Wallace
	Stan Heptinstall MBE	Gordon Wheeler
	Rev. Tom Irvine	Chris Winterton
	Richard Jackson	Brian Wombwell
	Rod Kempster	Martin Wright
	Eric Kerry	Liz Yates
	John Knight	Jason Zadrozny

OFFICERS IN ATTENDANCE

Mick Burrows	(Chief Executive)
Steve Bradley	(Children, Families and Cultural Services)
Anthony May	(Children, Families and Cultural Services)
Caroline Baria	(Adult Social Care, Health and Public Protection)
David Pearson	(Adult Social Care, Health and Public Protection)
Jon Wilson	(Adult Social Care, Health and Public Protection)
Paul Simpson	(Environment and Resources)
Carl Bilbey	(Policy, Planning and Corporate Services)
Heather Dickinson	(Policy, Planning and Corporate Services)
Claire Dixon	(Policy, Planning and Corporate Services)
Martin Done	(Policy, Planning and Corporate Services)
Chris Holmes	(Policy, Planning and Corporate Services)
Sara Allmond	(Policy, Planning and Corporate Services)
Karen Townrow	(Policy, Planning and Corporate Services)
Anna Vincent	(Policy, Planning and Corporate Services)
Michelle Welsh	(Policy, Planning and Corporate Services)

OPENING PRAYER

Upon the Council convening, prayers were led by the Chairman's Chaplain.

1. MINUTES

RESOLVED: 2012/048

That the Minutes of the last meeting of the County Council held on 20th September 2012 be agreed as a correct record and signed by the Chairman.

2. APOLOGIES FOR ABSENCE

The following apologies for absence were received:-

Medical/Illness
Councillor Bob Cross

Other
Councillor Gail Turner

3. DECLARATIONS OF INTEREST

Councillor Reg Adair declared a private interest in item 15 – Notice of Motion as he was a member of the Cricket Club

Councillor Chris Barnfather declared a private interest in item 15 – Notice of Motion as he was a member of the Cricket Club

Councillor Mrs Kay Cutts declared a private interest in item 15 – Notice of Motion as her husband was a member of the Cricket Club

Councillor David Taylor declared a private interest in item 15 – Notice of Motion as he was a member of the Cricket Club

Councillor Steve Carr subsequently declared a private interest in item 14 – Treasury Management Half-Year Report 2012-13 as he was employed by Royal Bank of Scotland.

4. CHAIRMAN'S BUSINESS

(a) RUFFORD BY-ELECTION RESULT

Councillor Mrs Kay Cutts introduced the report and moved a motion in terms of the resolution 2012/049 below.

The motion was seconded by Councillor Martin Suthers OBE.

RESOLVED: 2012/049

That the report be noted.

(b) Broadband B0 Assurance Requirements Letter

Members were advised that a letter had been received from BDUK which informed the Council that the proposed Broadband project had conditionally passed the BDUK Checkpoint B0 assurance requirements meaning that the Council was ready to commence stage 2 of the project. A copy of the letter was provided to all Members for information.

(c) Presentation of Awards

Divisional Commander's Commendation – Car Cruising

The Chairman presented Councillor Mick Murphy with a Divisional Commander's Commendation which acknowledged his work in Netherfield and Colwick to stop vehicle nuisance in and around the local retail park.

Westfield Folkhouse – SCALA Civic Building of the Year

Councillor Reg Adair presented the SCALA Civic Building of the Year award for the Westfield Folkhouse. The Chairman presented the award to

Giri Kanagasabai, Senior Structural Engineer, Environment and Resources.

Great British Care Awards – East Midlands Event

Councillor Kevin Rostance introduced the Great British Care Awards – East Midlands Event in which the Council had nominees in three categories – the Dignity in Care Award, Care Team Award and Care Trainer Award. Councillor Rostance congratulated all nominees and was pleased to announce that Veronica Bell had won the Dignity in Care Award. The Chairman presented the award to Veronica Bell.

Olympic Torch Relay Certificate

Councillor John Cottee introduced the Olympic Torch Relay Certificate which was awarded to recognise the role played by the Council when the torch passed through Nottinghamshire on 30th June 2012. Councillor Cottee presented the certificate to the Chairman.

5. CONSTITUENCY ISSUES

Set out in Appendix A to these minutes is a full note of the issues discussed by Councillors as follows:-

Councillor Chris Winterton – parking on Montague Street, Mansfield

Councillor Rachel Madden – road safety in Ashfield

Councillor Jason Zadrozny – Ash trees in Ashfield

6. PETITIONS

(a). PRESENTATION OF PETITIONS

The following petitions were presented to the Chairman as indicated below:-

1. Councillor Andy Stewart – Petition regarding creating a cycle lane on Epperstone Bypass
2. Councillor Reg Adair – Petition requesting speed limits at Costock
3. Councillor Keith Girling – Petition requesting traffic calming measures for Grange Road, Newark
4. Councillor Stuart Wallace – Petition requesting a residents parking scheme on Lime Grove, Newark

5. Councillor V H Dobson – Petition regarding a pedestrian crossing for Friary Road, Newark
6. Councillor Stephen Garner – Petition requesting double yellow lines on Robin Down Lane, Mansfield
7. Councillor John Peck JP – Petition concerning school transport in Bilsthorpe

RESOLVED: 2012/050

That the petitions be referred to the appropriate Committees for consideration in accordance with the Procedure Rules.

7. QUESTIONS

(a) QUESTIONS TO NOTTINGHAMSHIRE POLICE AUTHORITY AND NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY

A question for the Nottinghamshire Police Authority was received as follows:-

1. from Councillor Jason Zadrozny regarding transition arrangements for the Police & Crime Commissioner (Councillor Glynn Gilfoyle replied)

A question for the Nottinghamshire and City of Nottingham Fire Authority was received as follows:-

2. from Councillor Jason Zadrozny regarding financial information from the Fire Authority (Councillor Darrell Pulk replied)

The full responses to these questions are set out in Appendix B to these Minutes.

(b) QUESTIONS TO COMMITTEE CHAIRMEN

Seven questions had been received as follows:-

1. from Councillor Jason Zadrozny about impact on residents at Care Homes which fail Care Quality Commission inspections (Councillor Kevin Rostance replied)
2. from Councillor Kevin Greaves concerning Intercity East Coast Franchise – Council's response (Councillor Richard Jackson replied)
3. from Councillor Jason Zadrozny concerning visitors centre at Sherwood Forest (Councillor John Cottey replied)

4. from Councillor Chris Winterton about funding cuts (Councillor Reg Adair replied)
5. from Councillor Rachel Madden regarding Highways IT systems (Councillor Richard Jackson replied)
6. from Councillor June Stendall concerning redecoration and refurbishment of the six County Care Homes (Councillor Kevin Rostance replied)
7. from Councillor Jason Zadrozny regarding the Ash Tree infection (Councillor Richard Jackson replied)
8. from Councillor John Clarke regarding Asbestos in County Hall (Councillor Reg Adair replied)
9. from Councillor Jason Zadrozny about highways solutions in Sutton-in-Ashfield North (Councillor Richard Jackson replied)
10. from Councillor Chris Winterton regarding lifting of suspended care home contracts (Councillor Kevin Rostance replied)
11. from Councillor Rachel Madden about maintenance of pitches adjoining schools (Councillor Philip Owen replied)

The full responses to these questions are set out in Appendix C to these Minutes.

The time limit of one hour allowed for questions was reached before the following two questions were asked. A written response to each question would therefore be provided to the Councillor who asked the question within 15 days of the meeting and be included within the papers for the next Full Council meeting.

12. from Councillor June Stendall about maintenance of Highways adopted footpaths (Councillor Richard Jackson to reply)
13. from Councillor Jason Zadrozny concerning department guidelines for work in kind (Councillor Richard Jackson to reply)

8. CLARIFICATION OF MINUTES

The report provided Members with the opportunity to raise any matters of clarification on the minutes of Committee meetings published since the last meeting.

9. ARMED FORCES COMMUNITY COVENANT

Councillor Mrs Kay Cutts introduced the report and moved a motion in terms of the resolution 2012/051 below.

The motion was seconded by Councillor Martin Suthers OBE.

RESOLVED: 2012/051

1. That the Armed Forces Community Covenant Pledge for Nottinghamshire and the actions set out to honour the pledge be agreed
2. That the Covenant would be signed publically.

10. REPLACEMENT OF THE MOSAIC OUTSIDE COUNTY HALL

Councillor Mrs Kay Cutts introduced the report and moved a motion in terms of the resolution 2012/052 below.

The motion was seconded by Councillor Martin Suthers OBE.

RESOLVED: 2012/052

1. That the replacement of the current mosaic be agreed in principle and the LIS Team be commissioned to undertake detailed design and costing work.
2. That a further report on the design and costing be brought to Council for approval as soon as possible.

11. ELECTORAL REVIEW OF RUSHCLIFFE

Councillor Mrs Kay Cutts introduced the report and moved a motion in terms of the resolution 2012/053 below.

The motion was seconded by Councillor Martin Suthers OBE

RESOLVED: 2012/053

That the following comments be approved and sent to the Local Government Boundary Commission in response to the consultation on the Electoral Review of Rushcliffe:-

- a) Kneeton should be with East Bridgford
- b) Langar and Barnstone should not be divided
- c) Keyworth should be called Keyworth and the Wolds

- d) There was concern regarding Langar being teamed up with Kinoulton

Following consideration of this item, Council adjourned from 12.37 pm until 1.45 pm for lunch.

12. QUALITY IN CARE SERVICES

Councillor Kevin Rostance introduced the report and moved a motion in terms of the resolution 2012/054 below.

The motion was seconded by Councillor Stuart Wallace.

RESOLVED: 2012/054

That the activities undertaken by the Adult Social Care, Health and Public Protection Department in working in partnership with providers of care and support services and with other statutory agencies to help improve the quality of care services provided to service users across the county be noted.

13. PROVISIONAL PERFORMANCE FIGURES FOR NOTTINGHAMSHIRE SCHOOLS AND ACADEMIES – SUMMER 2012

Councillor Philip Owen introduced the report and addendum which had been circulated and moved a motion in terms of the resolution 2012/055 below.

The motion was seconded by Councillor Allen Clarke.

RESOLVED: 2012/055

That the report be noted.

14. TREASURY MANAGEMENT HALF-YEAR REPORT 2012/13

Councillor Reg Adair introduced the report and moved a motion in terms of the resolution 2012/056 below.

The motion was seconded by Councillor Eric Kerry.

RESOLVED: 2012/056

That the treasury management activities for the first half of 2012/13 be noted.

Following consideration of this item, Council adjourned from 4.05pm until 4.10pm.

15. NOTICE OF MOTION

It was moved by Councillor Alan Rhodes and seconded by Councillor Joyce Bosnjak:-

“This Council condemns the recent decision of the Policy Committee to award £900,000 to Nottinghamshire County Cricket Club towards the cost of a new scoreboard, at a time when deep cuts to Public Services are causing hardship in our communities.”

The following amendment to the motion was moved by Councillor Stan Heptinstall MBE and seconded by Councillor Jason Zadrozny.

“This Council ~~condemns~~ **notes** the recent decision of the Policy Committee to award £900,000 to Nottinghamshire County Cricket Club towards the cost of a new scoreboard, at a time when deep cuts to Public Services are causing hardship in our communities. **This Council therefore calls for the award to be replaced by a loan and / or for contributions from other Local Authorities to reduce the impact on Nottinghamshire County Council.**”

Following an adjournment from 4.45pm to 4.52pm, the amendment to the motion was not accepted by the mover of the motion. The amendment to the motion was put to the meeting and after a show of hands the Chairman declared that it was lost.

Following a further debate, the original motion was put to the meeting and after a show of hands was carried.

The requisite number of Members requested a recorded vote and it was ascertained that the following 15 Members voted ‘**For**’ the motion.

‘FOR’

John Allin
Joyce Bosnjak
Steve Carroll
John Clarke
Jim Creamer
Sybil Fielding
Glynn Gilfoyle
Kevin Greaves

John Knight
John Peck JP
Sheila Place
Darrell Pulk
Alan Rhodes
S Smedley MBE JP
Parry Tsimbiridis

The following 34 Members voted ‘**Against**’ the motion.

‘AGAINST’

Reg Adair
Chris Barnfather
Victor Bobo
Richard Butler
Allen Clarke
Ged Clarke
L B Cooper
John Cottee
Michael J Cox
Mrs Kay Cutts
Dr John Doddy
V H Dobson
Keith Girling
John M Hemsall
Richard Jackson
Eric Kerry
Keith Longdon

Mick Murphy
Philip Owen
Carol Pepper
Mike Quigley MBE
Mrs Wendy Quigley
Kevin Rostance
Mrs Sue Saddington
Mel Shepherd MBE
Mark Spencer MP
Andy Stewart
Martin Suthers OBE
Lynn Sykes
David Taylor
Keith Walker
Stuart Wallace
Gordon Wheeler
Liz Yates

Councillors Stephen Garner and June Stendall abstained.

The Chairman declared that the motion was lost.

The meeting closed at 6.07 pm

CHAIRMAN

M_1NOV12

APPENDIX A

COUNTY COUNCIL MEETING HELD ON 1ST NOVEMBER 2012

3-MINUTE SPEECHES

Councillor Chris Winterton

"I'd like to raise an issue about parking on Montague Street. Montague Street is in Mansfield, it's a terrace street which is one way due to the narrowness of the kerb way. From time to time people with a disability have asked the County Council to afford a disabled parking bay outside the premises.

It is with regret that I have to report this to the Council. I do believe that after giving the appropriate correspondence to the Chief Executive, he is still looking into it. But a letter purported to come from a highways officer advising that people with a disabled bay outside their house that they were not legally enforceable. They couldn't deny anybody else from parking outside their property causing great distress.

This was a letter from county hall newspaper and it was said from a Highways Officer at the bottom, it was not signed – quite clearly this letter had been put about to every resident on the street, which caused quite a considerable amount of distress, but was not an official letter from the County Council.

Now I think that to put a letter out on Council headed newspaper which wasn't actually a letter from the highways officer which caused great distress is something that we should guard against at this Council. I do hope that Members, even if they feel that they have a justifiable position, wouldn't put a letter in the name of a council officer because that act reflects badly to the residents in this particular street on the County Council.

So I do hope that the perpetrator of this letter and I have actually passed on the envelope which was handwritten, and the letter was funnily enough posted here in Nottingham to all the residents on the street.

So I do hope that the person responsible, that the perpetrator of great hurt caused to many people who have got a disability on this street is taking note. I did say I would raise it as a three minute speech at the County Council to the residents of that particular area.

I want to put on record that I am grateful for the support of the highways officers who acted to put a subsequent letter refuting the..."

Councillor Rachel Madden

“As with my speech at the last Full Council this one may also resonate amongst all Councillors present today. In case you didn't know, tomorrow Friday 2nd November is All Souls Day when the dead, including my brother are remembered.

My brother died in 1984 of injuries sustained in a road traffic accident. A good friend of mine was recently involved in a very nasty accident and I am sure there are many here also who know of people close to them who have been injured in or have died as a result of such an event, hence Councillor Rhodes' announcement earlier.

Many of our residents frequently bring up the subject of road safety so I've several things to raise.

Firstly with regard to speeding, I welcome the different efforts made by this Authority from reducing the speed limit on the A611 down to 50 mph through to the installation of interactive road signs and down to the markings even on our roads.

But may I ask if this Council is considering introducing the 20mph speed limit in our residential areas, and if the answer is 'yes', when would this arrive in my division given the problems highlighted recently by the Headmaster at Orchard School?

My next point is the visibility of various road signs advising drivers of hazards or speed limits further along the road. A resident of mine who is a driving instructor frequently sends me photos of signage, which I do report, obscured by overhanging or tall vegetation and/or warning signs obscured by other signs such as directional boards placed immediately in front of them in such a way that drivers cannot see such a warning until they are actually parallel with that sign. He is particularly concerned about this problem on roads such as the A38 or A611 as vehicles reach quite high speeds along these types of roads so may not be aware of any hazards or restrictions until too late.

Is there maintenance or any other programme in place to cover these aspects of highway safety?

My final point is a more strategic thing; Ashfield District Council, as you may all be aware, is currently in a period of consultation regarding the Draft New Local Plan. Several residents have commented that the County's Highways section appears to have said that it is happy with the siting of the various allocation sites including those for large housing developments.

Given that some of these housing allocations may exit onto busy roads such as the A611, is the Chair of the Transport Committee happy with that submission?

Knowing the A611 as I do, I would urge a rigorous review of all the possibilities that may arise.”

Councillor Jason Zadrozny

“I rise to talk about the recent outbreak of disease within ash trees. My division in Ashfield has many wooded areas including Silverhill Wood and parts of Brierley Forest.

As you will be aware the Old English name for Ashfield is 'an open land (feld) where ash-trees (aesc) grow'. It is first recorded as Esfeld as part of Kirkeby in Esfeld as far back as 1216.

Some of you might be interested to know that in ancient Norse times the sap was fermented and said to be the drink of inspiration and that is maybe why I speak so wisely in this Chamber.

In February 2012 the disease *Chalara Fraxinea* was found in a consignment of infected trees sent from a nursery in the Netherlands to Buckinghamshire. Since then it has been found in a number of locations and situations in England and Scotland, including an infamous car park in Leicester; a Forestry Commission site in Knockmountain woodland, Scotland; a college campus in South Yorkshire; and in County Durham. All these sites had received stocks of young ash plants from nurseries within the past five years. Further cases have been confirmed in the nursery trade.

The disease attacks the *fraxinea* plant which is the family of olives, lilacs and ash trees. It's a type of fungus that affects the root. In cotton it's called the black root disease that wipes out the crops. It causes terrible leaf loss, crown dieback, and will eventually lead to tree death.

In October 2012, Fera (Food and Environmental Research Agency) scientists confirmed a number of cases in East Anglia in ash trees which do not appear to be associated with any nursery stock.

That means that the *Chalara Fraxinea* is being treated as a quarantine pest under national emergency measures, and it is important that suspected cases of the disease are reported.

Last Friday, DNA tests confirmed that ash trees were among the first in ancient woodlands to succumb. There are many answers which raise terrible questions similar to the Dutch Elm disease which killed 25 million trees.

Scientists agree that the most likely cause of the current outbreak is extraordinary in international tree trades.

Most people will know that the ash tree is almost like a weed and grows very quickly so it's bizarre that we're importing many Ash trees. What's even more

bizarre is that for things like the Diamond Jubilee we were planting many new forests; there were lots of new trees planted; 460-acres in Leicestershire.”

APPENDIX B

COUNTY COUNCIL MEETING HELD ON 1ST NOVEMBER 2012 **QUESTIONS TO NOTTINGHAMSHIRE POLICE AUTHORITY AND** **NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY**

Question to the Nottinghamshire Police Authority from Councillor Jason Zadrozny

“Will the chairman of the Police Authority take this opportunity to outline for members the transitional arrangements from himself to the new Police and Crime Commissioner, will he outline the challenges he feels he leaves for the new incumbent?”

Response by Councillor Glynn Gilfoyle, Vice-Chairman of the Nottinghamshire Police Authority

“I would like to thank Councillor Zadrozny for giving me the opportunity to inform members just how effectively the Transition Programme has been fulfilled, highlight the praise that we have received for this work from bodies such as HMIC and the Audit Commission; and draw attention to the improvements in policing across the county over recent years.

The Transition programme has been overseen by the Nottinghamshire PCC Transition Programme Board. This multi-partner board has considered the Programme's projects and milestones and will endorse the final recommendations and options for handover briefings for the PCC to enable the successful candidate to make legal decisions immediately they take up office.

At the outset, twelve project streams were set up to drive transition to the new regime, covering every area of business and these have been progressed in both a timely and effective fashion. Members may be interested to learn that County Council officers Chris Walker, Yvette Armstrong, Anne-Marie-Hawkins, Martin Done, Mick Burrows and Jayne Francis-Ward have been involved in the stewardship and leading on work streams and we thank the county council for its on-going support.

A detailed 130 day plan has been compiled to capture national and local issues and events, together with identifying timescales for statutory decisions and local decisions to facilitate the PCC to commence work from day one of office.

A Service Level Agreement is being drawn up for the PCC and the Chief Constable to cover shared common resources in support of their powers and duties under the Police Reform and Social Responsibility Act 2011, and ensure full cooperation for the delivery of efficient and effective policing services to the communities of Nottinghamshire.

Our work has been assessed robustly, both through our own internal audits and a series of HMIC PCC Transition Preparedness Support and Challenge meetings which have summarised that we have robust planning and that we are managing and delivering the Transition Programme.

HMIC found that the commitment of members to ensure effective governance through to transition is particularly strong, and key decisions have been identified. Stakeholder engagement has also been positive.

In the most recent report HMIC described plans for anticipating the practical needs of the PCC from the day they take office (22 November) as at “at advanced stage”.

With regard to the second part of the question, a report considered by the Authority in September recognised the remarkable achievement seen over recent years to reduce crime in the county. Continued efforts to drive up performance and make Nottinghamshire residents safer had delivered record lows in crime over the past two years and the best detection results in decades.

Despite the financial challenges, overall performance across the city and county areas is strong. There are areas that have been identified for priority attention by the Force and partners. This provides the PCC with the best possible platform to build on this legacy of success in the future.

Crime rates in the county are currently at their lowest level in 32 years. In 2011/12, a total of 77,421 crimes were recorded – the fewest number since 1979/80. The Force is in eighth place nationally out of 42 forces for crime reduction and in the four years since 2008/09 has recorded the biggest reduction in crime nationally.

I’m pleased to inform you that council tax payers in Nottinghamshire are receiving better value for money for policing services than ever before thanks to organisational change and a more efficient way of working.

Funding will always be a challenge. In 2012, the CSR required the Force to identify savings of £42.3m. In 2011/12, savings worth £10.3m were delivered and the Force remains on target to achieve a further £10.3m in 2012/13.

The challenge will always be to deliver more, with less, and I believe that there is still more to be done. But there is always more to be done, but I am confident that we have prepared the best possible foundation on which the PCC will be able to build and deliver still further improvements.

Chairman, in finishing, can I take this opportunity on behalf of the Police Authority to thank members of the Council who were also members of the Police Authority both past and present for their contribution over the years to making Nottinghamshire, both our City and County a safer place.”

Question to the Nottinghamshire and City of Nottingham Fire Authority from Councillor Jason Zadrozny

“At the last meeting of the County Council I asked the Chairman of the Fire Authority to ensure that figures relating to the future financial pressures of the Fire Authority were made available to all members of that Authority. He assured this chamber that we would have them ahead of the next meeting of the Fire Authority, which was also that week. That meeting and six further weeks have passed by.

Can I ask the Chairman, when are we going to get them?”

Response by Councillor Darrell Pulk, Chairman of the Nottinghamshire and City of Nottingham Fire Authority

“Clearly, you would have received an email the very same day of the Council meeting with a response which gave you the information you requested. I will use this as a way to illustrate a course of events,

The question was asked and the last paragraph of my response said that the Fire Authority meets on the 21st September, which was the following day to the question being asked which was on the 20th September, and said that budget guidelines to the Finance and Resources Committee will be directed to prepare a range of budget options based on council tax rises between 0-3.5%.

Subsequently, the following day the 21st September we had a meeting of the Fire Authority and an eight page paper headlined ‘Budget Guidelines’ was produced, of which you should have had a copy as you were actually at that meeting and my record shows you did attend that meeting so you should be aware of that.

The papers made suggestions about tasking the Finance Committee with taking this matter further and producing another report to the Fire Authority.

The Finance Committee met on the 12th October and the papers for the Finance Committee, I don’t know whether you get them yourselves directly, but they are available as are all Committee papers via accessing the City Council website. So you would have access to those papers.

At the Finance Committee meeting on the 12th October, another different eight page Budget Guidelines paper was produced highlighting options and financial implications. That was actually supplemented by yet another three page paper because the day prior to this meeting the Government announced that Councils were only allowed to increase precepts by 2%. So this was discussed at length. So this is also here – I will let you have these afterwards because this is information which you have access to but through errors you might not have seen. So I can show you that.

And I also have a copy of the as yet unconfirmed copy of the draft minutes of the Finance Committee which highlights the options and financial implications on what that Committee agreed, for approval so I'm quite happy for you to have a look at that.

Having said that, Madame Chairman, I will read out a response which I've drawn up;

Councillor Zadrozny will be aware that at the meeting of the Fire Authority which took place on 21st September 2012 (the day after his original question) item 7 on the agenda was the discussion of budget guidelines for the Fire Authority for 2013/2014. This was a very comprehensive paper which set out all of the implications and uncertainties of the present financial position including details of likely grant reductions, implications arising from the localisation of business rates and Council Tax Benefits.

The paper also discussed at length the implications for revenue budgets and proposed to Members that the Finance and Resources Committee be instructed to prepare a range of budget options requiring Council tax increases of between 0 and 3.5%.

I think it was a suggestion made by Councillor Kerry at the meeting that in the event the Fire Authority decided to remove the constraint of the range of increases and ask the Finance and Resources Committee to present a range of options to the Fire Authority for consideration in February.

The subsequent meeting of the Finance and Resources Committee on 12th October considered a joint report from the Treasurer and the Chief Fire Officer setting out the implications of various budget scenarios, the potential impact on balances and on front line services. This report is in the public domain and obviously we've made that report available as I've said to Councillor Zadrozny.

A further paper was distributed to Members at this meeting following the announcement on the previous day of proposals from government for Council Tax Freeze grant and a limit above which referendums would be required. This clearly changed the planning scenarios for the budget and the Finance and Resources Committee under Councillor Carroll instructed officers to develop two budget models for discussion. One of these would assume a rise in council Tax of 1.9% and the other a rise of zero percent and taking the Government's freeze grant.

Fire Authority members will be aware that there are a number of complex issues surrounding the budget for 2013/2014 and beyond and it is my view that Members have been kept as informed as possible of the development of this budget and its implications.

What I would say Madame Chairman, communication is a two way thing; you transmit communication and you receive it. Now clearly I believe that the Fire

Authority has transmitted under a number of ways the information that's required. If Councillor Zadrozny as a member of the Fire Authority has difficulty perhaps understanding or receiving that information, he does have the opportunity to talk directly to members of the management team and Chief Finance people at the Authority so I am somewhat surprised at him asking this question."

APPENDIX C

COUNTY COUNCIL MEETING HELD ON 1ST NOVEMBER 2012 **QUESTIONS TO COMMITTEE CHAIRMAN**

Question to the Chairman of the Adult Social Care & Health Committee from Councillor Jason Zadrozny

"Will the Chairman of the Adult Social Care committee please take this opportunity to outline for members exactly what the impact is for existing residents of Care Homes which have failed their Care Quality Commission inspections?"

Response by Councillor Kevin Rostance, Chairman of the Adult Social Care & Health Committee:

"Every instance where services fall short of what is expected is a matter of concern. However, the impact on residents is generally minimal. The CQC will ask the Provider to make improvements in the care homes and to complete these within appropriate timescales.

The impact will vary from issues which are relatively easy to correct and many matters can be resolved within days or a few weeks.

Together with the CQC and the Health Service we make a judgement about the impact of the concern and decide what action to take. If necessary the agencies will monitor improvements very closely until they are achieved."

Question to the Chairman of the Transport & Highways Committee from Councillor Kevin Greaves

"Within the response made by Nottinghamshire County Council to the Department for Transport's consultation on the Intercity East Coast Franchise, it mentions Retford Railway Station. Please could the Chairman for the Transport and Highways Committee inform the Council why the response did not feature recommendations that would substantially increase accessibility and the infrastructure of the station and instead recommended superficial changes?

Would the Chairman agree with me that it would have been more beneficial to the Retford Rail Station if the County Council had recommended at the very least an improved Car Parking Facility?"

Response by Councillor Richard Jackson, Chairman of the Transport & Highways Committee:

"I have to say I am a little surprised to receive the question given that Councillor Greaves supported a unanimous vote at the Transport & Highways Committee in

this Chamber two weeks ago almost to the minute to vote in favour of our response to the Department for Transport's East Coast consultation.

I can now however tell the Council that issues regarding the parking facilities at Retford Rail Station are a concern to me and I accept that they should have been mentioned in the initial response.

Following representation from Retford members I asked for an Addendum to our original response to address the issue before this question was submitted."

Question to the Chairman of the Culture Committee from Councillor Jason Zadrozny

"Would the Chairman of the committee please outline for members the perceived economic benefits through tourism and associated trade of the creation of the new £13 million "castle" visitors' centre at Sherwood Forest?"

Response by Councillor John Cottee, Chairman of the Culture Committee:

"As part of the overall evaluation of the bidding process, Council was keen to emphasise the benefits to economic regeneration and tourism and 10% of the scoring was specifically for this purpose. The preferred bidder (Discovery Attractions) made it clear they want to work very closely with local businesses and trades to ensure that there is local engagement. This is a key part of their business model.

Discovery proposals indicated that in all the design, build and operational phases there would be a strong emphasis on securing local jobs, supplies and contracts. For example, they have said that 150 construction jobs will be created to build the site and these will be active during 2013 – 2015 at which time they will be looking for local people.

Thereafter, when the centre was operating, they would be looking to source a high proportion of their workforce (65 FTE equivalents or over 100 persons) from the local area. They equate this to over £1 million in salaries and wages to the local area.

In terms of the economic benefits to local businesses, Discovery has stated that they will develop a 'local suppliers list' in which local businesses and trades are given priority or first options in terms of supplies and services and this could benefit the local community by around £950,000 per year.

Discovery Attractions envisage that the visitor numbers will increase from 360,000 at present to 525,000 in a combination of free and entry paying guests. These will be local, regional and international visitors who will contribute to the spend in the area.

The attraction will be designed to keep people in the site for at least half a day with further time spent in the National Nature Reserve. A key aspect of the proposal is not only to consider Robin Hood and Sherwood but the wider history and heritage of Nottinghamshire. There will be strong signposting to neighbouring facilities, so that they too can benefit from increased tourism.

An anticipated outcome is that there will be an increase in overnight stays in and around the new centre, which will bring a significant extra boost to the local economy and the county.”

Question to the Chairman of the Finance & Property Committee from Councillor Chris Winterton

“Can the Chairman of the Finance and Property Committee confirm that Ministers appear to have reneged on their promise that ‘a new funding system would not make Councils worse off by £1 Billion pounds within the transitional arrangements’.

The level of cuts now being proposed is shockingly higher than previously set out in the 2010 spending review.

Can the Chairman inform the Council of the financial impact this will have on Nottinghamshire County Council and can he confirm that he plans to take another £30 million from the Adult Social Care and Health Budget on top of the £65 million he has already taken?

Response by Councillor Reg Adair, Chairman of the Finance & Property Committee:

“Thank you, Chairman and can I thank Councillor Winterton for the question, which I notice actually bears an uncanny resemblance to the opening line of an article in the Local Government Chronicle.

The Local Government Finance system is in the process of being reformed. The Business Rates Retention scheme and the localisation of Council Tax Benefits are welcome changes to ensure local authorities have a greater say in how local resources are used to support their communities.

The consultation for the Business Rate Retention Scheme, which I believe is what Councillor Winterton is referring to, has recently closed and the Government are considering what their response to that consultation will be.

The Chancellor will make his Autumn Statement on 5th December and we anticipate the Local Government Financial settlement being announced on 20th December. Members will be advised of the outcome of this as soon as is practical, and as Councillor Winterton is well aware, the impact of this will be factored into our financial budget proposals that will be presented to County Council in February next year.

As regards the savings plans for the Adult Social Care and Health budget, in February 2011 the Council approved the Annual Budget 2011/12 and Medium Term Financial Strategy to 2014/15. Over the medium term, the authority identified a savings requirement of £168.7m of which £116.1m would be reinvested back into priority services (£72.9m related to budget pressures and £43.2m related to inflation increases). The Council continually reviews the deliverability of the savings proposals and refines the figures accordingly.”

Question to the Chairman of the Transport & Highways Committee from Councillor Rachel Madden

“Following on from the speeches at the last Council by myself and my colleague, Councillor Zadrozny, criticizing the service being provided by the Highways section could you inform me of action taken to improve the IT system with regard to reporting progress and/or action taken back to the person submitting the fault? Also any movement on deciding which authority is responsible for which aspect of keeping our roads clean & safe?”

Response by Councillor Richard Jackson, Chairman of the Transport & Highways Committee:

“As part of reporting of highway enquiries via the Customer Service Centre (CSC) and the public website, customers have an option to be kept up to date on the progress of their enquiries. This is done via automated messages which are sent out as highway enquiry passes through different stages of investigation and/or works ordered – the messages are sent to the email address provided by the customer and that is only done if requested.

To improve our automated message responses, more information has been circulated to managers to cascade to officers responsible for dealing with enquiries, showing how the messages are used and the implications of using incorrect status information. Reminders will be sent out on a regular basis together with the information on any future enhancements or modifications.

Configuration changes have been made to the system so highways and CSC staff are aware that the ‘email me about progress’ option has been ticked to increase awareness and visibility.

Highways will continue to monitor automated feedback to customers.”

Question to the Chairman of the Adult Social Care & Health Committee from Councillor June Stendall

“Would you please update this council as to the progress so far of the promised decoration and refurbishment of six County Care Homes? Could you offer me an approximate deadline for the finish of the work and when I am most likely to be able to arrange a visit to see the results please?”

Response by Councillor Kevin Rostance, Chairman of the Adult Social Care & Health Committee:

"I am delighted that we are investing in Care and Support Centres focusing on assessment beds and respite care as a way of helping people to live in the community for longer and support carers.

Anybody who was at the Adult Social Care & Health Committee on Monday would I'm sure have been hugely impressed with the video of the work that has been done at Leivers Court and the new vision for the service.

As reported to and approved by the Adult Social Care & Health Committee in July, we are investing £600,000 of new money in the refurbishment of the homes. You will also be pleased, Councillor Stendall, to know that we will also be using a further £300,000 of planned maintenance money.

I am keen to see this work completed as quickly as possible.

Work has started at three of the centres. These are:- Bishops Court in Boughton, near Ollerton; St Michael's View in Retford and Kirklands in Kirkby-in-Ashfield. Work is planned for the remaining homes with a completion date anticipated for all six of the Care and Support Centres by April 2013.

A visit has been arranged for yourself and other members as requested to St. Michael's View in Retford on the afternoon of November 15th.

I can get you a full and more detailed project plan of the works being carried out if that's any good to you Councillor Stendall."

Question to the Chairman of the Culture Committee from Councillor Jason Zadrozny

"Following on from my constituency speech, the Government has now imposed a ban on the importation of all Ash trees, the ban will prevent ash plants, trees and seeds being brought into the country, and the movement restrictions will stop trees from infected areas being moved elsewhere, as part of efforts to stop the spread of Chalara ash dieback, caused by the *Chalara fraxinea* fungus.

Can the chair of the committee please outline to members what precautions this Authority is putting in place for early detection and destruction of this fungus so as to protect the County's historic woodlands?"

Response by Councillor Richard Jackson , Chairman of the Transport & Highways Committee on behalf of Councillor John Cottee, Chairman of the Culture Committee:

"Can I thank Councillor Zadrozny for his question and his three and a half minute speech earlier on.

Responsibility and expertise for all tree matters within the authority lies primarily within the Highways Management department.

All highway trees are logged on a database so I can assure Councillor Zadrozny that all ash trees can be readily identified and are being inspected.

The protection of any tree from disease relies on the outbreak being controlled as close to source as possible and as soon as possible. All members of the Forestry section will afford a higher level of vigilance in terms of inspecting Ash trees with regard to this specific disease outbreak.

Through the efforts of trained Forestry officers/inspectors through and reports from the community, we hope that any local outbreak will be contained. Advice on the identification of the disease is freely available to the public from the Forestry Commission's pest and disease web page.

Country parks and Green estate sites come under the Culture Committee remit. However with Councillor Cottee's indulgence I can tell you that a particular eye is being kept out for signs of the disease as staff carry out site inspections there. Many ash trees have already started to shed their leaves this autumn so it is getting increasingly difficult to assess whether they are infected until the spring or early summer of next year.

The Forestry Commission will be responsible for coordinating surveys of ash trees within the rest of the county and will be able to provide an up to date county breakdown of any suspected infections.

The Conservation Service can assist this process by disseminating information to our community contacts via Greenwood and the Biodiversity Action Group so that people likely to be out and about in the Countryside are able to identify and report any suspected cases through the right channels.

Madame Chairman, I'll finally warn Members that I have several pages of statistics on this for any supplementary questions."

Question to the Chairman of the Finance & Property Committee from Councillor John Clarke

"Please could the Chairman of the Finance and Property Committee confirm whether Asbestos has been removed from the Nottinghamshire County Hall since 2009, as part of any renovations and/or building works, if the Asbestos has not been removed, please could he confirm why it has not been removed and how he intends to protect staff as Asbestos is the single greatest cause of work-related deaths in the UK?"

Response by Councillor Reg Adair, Chairman of the Finance & Property Committee:

"I can confirm that asbestos has been removed or treated as appropriate in accordance with established good practices, at County Hall and other County Council buildings, in order to ensure that staff and other users of our buildings are safeguarded from the dangers of exposure to asbestos.

I can assure the Council that we are very vigilant in ensuring that the management of asbestos is robust to minimise risk to the health and safety of employees, councillors, the public and contractors."

Question to the Chairman of the Transport & Highways Committee from Councillor Jason Zadrozny:

"I would like to reiterate my thanks to the Chairman of the Transport Committee for taking the time during his tenure as Cabinet Member to visit my division. We visited amongst others, the junction of Skegby Road and Dalestorth Road, which he well knows is highest on my list of priorities for needing a highways solution in my division. The Chairman agreed with me that something urgently needed doing.

Since then I have had surveys done and plans drawn up for a modest scheme, and I have raised the matter again in this chamber many *many* times. Over the past weekend there was another accident on site, resulting in minor injuries to a local resident and the destruction of a swathe of the County Council "protective" bollards.

I have to ask, when will something be done?"

Response by Councillor Richard Jackson, Chairman of the Transport & Highways Committee:

"As Councillor Zadrozny is aware, this is a complex location. It has issues which we've been trying to resolve for some time.

Proposals have been brought forward for a Zebra crossing to be installed on the site of the School crossing patrol but this was objected to by local businesses and adjacent residents, as were proposed double yellow lines in the area.

In the last three and a half years accidents haven't been unusually high for this type of junction with one slight collision at the junction and one involving a pedestrian 20 metres south of the junction. I can't comment on that pedestrian injury/accident as it's still under investigation. "

Question to the Chairman of the Adult Social Care & Health Committee from Councillor Chris Winterton:

“Please could the Chairman inform the Council, the reasons for lifting the suspended contracts at both the Spring Lane Care Home and the Red Rose Nursing Home and could he inform the Council as to whether he is confident that monitoring procedures currently used by Nottinghamshire County Council are robust enough to protect elderly people living in Care Homes across Nottinghamshire.”

Response by Councillor Kevin Rostance, Chairman of the Adult Social Care & Health Committee:

“The decisions to lift the suspensions at both Spring Lane and Red Rose were taken after long deliberation and only when the Council felt assured that the areas of concern had been responded to.

With regards to Spring Lane, officers from the Council and the Primary Care Trust worked closely with the home to support the required improvements. The Council also liaised closely with the Care Quality Commission who reported that, following the appointment of a new care home manager in June 2012, they were satisfied that areas of concern were being addressed. It was at this point that the Council also felt assured that the new Care Home Manager would be able to sustain and make further improvements. As is standard practice following the lifting of a contract suspension, and where a new Care Home Manager has been appointed, both the Council and the Care Quality Commission continue to monitor services within this care home.

With regards to Red Rose Nursing Home the decisions to both suspend and lift the suspensions were taken jointly with the staff from Nottinghamshire Primary Care Trust (who has a separate contract in place for the provision of nursing care). The main areas of concern at Red Rose have related to the management and oversight of clinical practices and the decisions to lift the suspensions were only taken when both the Council and the Primary Care Trust were assured that the required improvements had been made and could be sustained. There have been two changes in Care Home Manager at Red Rose during 2012 and both the Council and the PCT have supported, and will continue to support, this provider to achieve the required improvements.

Both the monitoring procedures and the information sharing processes that the Council have in place mean that we are able to quickly identify when required standards of care are not being met and then take appropriate action.”

Question to the Chairman of the Children & Young People’s Committee from Councillor Rachel Madden:

“In one of the parks within my Division pitches are used by the adjoining school but there appears to have been no maintenance of these pitches over the last

few years. I understand that this maintenance is the responsibility of Nottinghamshire County Council through the education budget so may I ask when any maintenance programme is to be started?"

Response by Councillor Philip Owen, Chairman of the Children & Young People's Committee:

"I understand the pitches to which Councillor Madden refers are located within Kingsway Park. I say that because she doesn't mention it in her question and it would have helped if she had. Kingsway Park as a whole is owned by Ashfield District Council and shares a boundary with Kirkby College, now an academy. The academy site is very small and does not include grass playing fields; therefore, there is an agreement between the County Council and Ashfield District Council for the academy to use a section of the Kingsway Park to meet their curriculum requirements.

In return for the use of these areas the County Council provides grounds maintenance operations to this section of the park in accordance with the requirements of the County Council's generic grounds maintenance specification.

The grounds maintenance programme to this section of park has been on-going for at least twenty years and includes the following operations in the summer period: -

- Weekly grass mowing;
- Pitch marking;
- Erecting and dismantling goal posts;
- Fertiliser application;
- Repairing goalmouths and other worn areas.

The winter programme involves continued general pitch maintenance and goalmouth repairs undertaken when the ground surface conditions allow. A County Council officer has visited the site this week and is satisfied that all of the pitches within our responsibility were being maintained as agreed and fit for use."

The time limit of one hour allowed for questions was reached before the following two questions were asked. A written response to each question would therefore be provided to the Councillor who asked the question within 15 days of the meeting and be included within the papers for the next Full Council meeting.

Question to the Chairman of the Transport & Highways Committee from Councillor June Stendall:

"We would have expected the changing of the M O Ps agreement to have seen the teething problems resolved, but it seems that there are still areas that need to be addressed. I have been told that footpath's, through my housing estates, adopted under Highways Department, have no operational cleaning or

maintenance in place, they are being left to become overgrown, with health and safety issues increasing.

Verge grass cutting has been very ad hoc with minimum attention, and in several places, poor workmanship. I have been told the current arrangement with the District Council has come to an end, with nothing yet in its place to replace it. I believe I have given ample information and opportunity to the correct people for my issues to be resolved; they still remain outstanding because officers have nowhere to go.

In respect of the above can you tell me if replacement arrangements are being made? If so, will maintenance of highway adopted footpaths be on the agenda? When do you expect the arrangements to be in place?

How long will I have to wait for an extremely poor maintained adopted highways grass verge in my Division, on Ladybrook Lane to be given attention?

Can you direct me to who can clean a well-used footpath on the estate that is dangerous in bad weather?"

Question to the Chairman of the Transport & Highways Committee from Councillor Jason Zadrozny:

"Would the chairman of the Transport and Highways Committee please outline for members what the department guidelines are for work in kind, for example if a developer is offering to remedy highways problems with their own workforce while they are doing their own adjacent development?"

**REPORT OF THE CHAIRMAN OF THE CHILDREN & YOUNG PEOPLE'S
COMMITTEE****RESPONSE TO PETITION PRESENTED TO CHILDREN & YOUNG PEOPLE'S
COMMITTEE****Purpose of the Report**

1. The purpose of this report is to inform Council of the decision of the Children & Young People's Committee on issues raised in the petition presented to the Chairman of the County Council at the Council meeting on 20 September 2012. The petition and officer response was considered and agreed by the Children & Young People's Committee at their meeting on 3 December 2012.

Information and Advice

2. A petition of 200 signatories was presented to the County Council on 20 September requesting "*the re-instatement of Sure Start Market Place Children's Centre services to the John Godber Centre, Hucknall, providing security and stability to children, parents and staff and also a fixed base from which to access these important services.*"
3. The Council currently has a Commissioned Accountable Body (CAB) agreement with County Health Partnerships to deliver Children's Centre services on its behalf in Ashfield. In Hucknall, there are three Children's Centres: Butler's Hill, High Leys and The Market Place.
4. The Market Place Children's Centre currently occupies limited rented space (at a basic rental cost of £27,840 per annum) in the John Godber Community Centre building to deliver some of its programmed work. The Community Centre is also used by a separate pre-school group every morning.
5. Following consultation with staff, families and stakeholders, County Health Partnerships have, in recent months, modified the pattern of delivery from Market Place Children's Centre, both to improve outcomes for children and families, and to reduce premises costs. In consequence, it is intended that use of the John Godber Centre for children's centre provision will cease by April 2013.
6. However, the Market Place Children's Centre is not closing. Set out below are the Centre's new arrangements:
 - staff teams and associated administrative functions have been relocated to existing staff bases in Hucknall (High Leys and Butler's Hill Children's Centres)

- community based Centre activity is being focused more upon delivery from Hucknall Library and the Interchange Young People's Centre, and other settings such as Leen Mills Pre-School.
 - in addition, resources are being more efficiently managed across Hucknall's three Children's Centres to offer more opportunities for children and families to access services at all three Centres, including the purpose built Centre premises at Butler's Hill and High Leys
 - the Interchange Young People's Centre is now regarded as the central hub for Market Place Children's Centre
7. In the period since the relocation of the Centre's provision has taken place, the number of local families registered with the Centre has increased from 66% (586) to 76% (684). In addition, the number of individual children under 5 worked with in the last 12 months has increased from 697 to 812 children.
 8. The latest user satisfaction survey (February 2012) undertaken for children's centre provision across Hucknall shows that 98% of parents surveyed are very satisfied with the service received.
 9. This data indicates that the new service delivery arrangements for the Centre have helped to make access to services for families that need them easier rather than harder.

Reason/s for Recommendation/s

10. To inform Council of the Committee's response to the issue raised in a petition presented to the Chairman of the County Council at the Council meeting on the 20 September 2012.

Statutory and Policy Implications

11. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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

- 1) That the contents of the report and actions be noted.

Councillor Philip Owen
Chairman of the Children & Young People's Committee

For any enquiries about this report please contact:

Justine Gibling
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Constitutional Comments

9. As the report is for noting only, no constitutional comments are required.

Financial Comments (KH 10/12/12)

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

Background Papers

None.

Electoral Division(s) and Member(s) Affected

Hucknall:	Councillor Kevin Rostance
	Councillor Mick Murphy
	Councillor Rev. Tom Irvine

C0145

**REPORT OF THE CHAIRMAN OF THE TRANSPORT & HIGHWAYS
COMMITTEE****RESPONSE TO PETITIONS PRESENTED TO TRANSPORT & HIGHWAYS
COMMITTEE****Purpose of the Report**

1. The purpose of this report is to inform Council of the decisions of the Transport & Highways Committee on issues raised in petitions presented to the Chairman of the County Council at the Council meeting on 20 September 2012. The petitions were considered and agreed by the Transport and Highways Committee at their meeting on 22 November 2012.
 - A. Petition requesting a pedestrian crossing on Toton Lane, Stapleford
 - B. Petition regarding road resurfacing at Chancery Close and Courtfield Road
 - C. Petition requesting a bus shelter on Beacon Hill Road, Newark
 - D. Petition concerning highways issues in Huthwaite
 - E. Petition concerning parking issues in Huthwaite
 - F. Petition regarding cars 'rat running' through residential streets in Kirby
 - G. Petition requesting a Zebra crossing near Annesley Primary School
 - H. Petition regarding street lighting in Keyworth
 - I. Petition requesting speed cameras on the A60 between Church Warsop and Cuckney
 - J. Petition requesting street lighting on Blidworth Lane
 - K. Petition requesting a speed limit reduction on Blidworth Lane
 - L. Petition regarding changes to the Number 13 Bus timetable
 - M. Petition concerning a school crossing patrol on Davies Road, West Bridgford
 - N. Petition opposing the opening of a pathway at Sulis Gardens, Worksop
 - O. Petition concerning street lighting in Styrrup

- P. Petition concerning parking on residential areas in Littleworth
- Q. Petition opposing an LIS project in Forest Road, Mansfield
- R. Petition requesting a Residents' Parking Scheme for Redhill Road, Arnold
- S. Petition concerning grass cuttings in Windmill Lane, Worksop

A. Petition requesting a pedestrian crossing on Toton Lane, Stapleford

- 1. A petition with 725 signatures was presented to the County Council on 20th September by Councillors Stan Heptinstall and Brian Wombwell. The petition requests the provision of a light controlled crossing on Toton Lane Stapleford near to the junction of New Eaton Road.
- 2. A light controlled crossing on Toton Lane is in the provisional programme for 2013/14. Consultation has also already taken place with County Councillor Stan Heptinstall and local residents.
- 3. When the programme is confirmed and a start date has been agreed there will be further consultations and the petition organisers informed accordingly.

B. Petition regarding road resurfacing at Chancery Close and Courtfield Road

- 4. An 88 signature petition was presented to the 20 September 2012 meeting of the County Council by Councillor Jason Zadrozny. The petition is from residents of Courtfield Road and Chancery Court, Sutton in Ashfield and requests that the roads be resurfaced.
- 5. Transport and Highways Committee had already approved on 13th September the inclusion of Chancery Court and Courtfield Road in the 2013/2014 resurfacing/repair programme.
- 6. This site has also been inspected by the highways inspector and found to be safe although in a state of deterioration requiring future resurfacing. The highways inspectors will continue to monitor Chancery Court and Courtfield Road in order to maintain safety and the petitioners be informed accordingly.

C. Petition requesting a bus shelter on Beacon Hill Road, Newark

- 7. A 140 signature petition was presented by Councillor Stuart Wallace to the 20th September meeting of the County Council. The petition was requesting the installation of a bus shelter on Beacon Hill Road, Newark.
- 8. Previously a request had been considered seeking the relocation of the shelter from the Wharf in Newark if it were no longer required in that location to avoid the expense of purchasing a new shelter. This did not prove possible as the specification of the shelter at the Wharf was designed for that precise location owing to the historic

conservation area of the Wharf. The request for a new shelter at Beacon Hill Road was therefore moved to the waiting list for works.

9. In September 2011 the request reached the top of the waiting list. With the assistance of Councillor Wallace providing some funding from his Councillor Divisional Fund for the works the shelter had already been ordered. Installation of the shelter is due to take place in December 2012.

D. Petition concerning highways issues in Huthwaite

10. A 104 signature petition was presented to the 20 September 2012 meeting of the County Council by Councillor Fiona Asbury. The petition is from residents of Huthwaite and requests an investigation into traffic flows and parking issues in Huthwaite.
11. At present, Highways Officers are working with developers to review parking restrictions and carry out junction improvement works at Skegby Lane. Any proposals for double yellow lines will be discussed with residents and Councillor Asbury at the appropriate time.
12. There have been no previous requests for Mill Close to be considered for parking restrictions. Investigations have revealed that there are no obstructions on a regular, frequent and extremely severe basis. As such the site should not be prioritised for double yellow lines. However, further investigations will be carried out to determine if there are specific vehicles causing obstructions and if this is the case they will be reported to the police for possible action and the petitioners be informed accordingly.

E. Petition concerning parking issues in Huthwaite

13. A 129 signature petition was presented to the County Council meeting on 20th September by Councillor Fiona Asbury requesting parking restrictions at the junction of the B6027 Common Road and Mill Lane, Huthwaite due to business parking from premises on Common Road causing obstruction at this location.
14. There is no previous record of complaints regarding this issue at this junction. The accident record shows there has been only one accident in the period between January 2009 and 31st August 2012 but this did not cite parking as a contributing factor.
15. To overcome the parking problem discussions will be held with Councillor Asbury, residents and businesses to establish the extent of any possible parking restrictions or whether there is alternative business car parking that could be provided. If the introduction of double yellow lines is the best solution then public consultation will be undertaken over the next few months and the petitioners informed accordingly.

F. Petition regarding cars 'rat running' through residential streets in Kirby

16. An 81 signature petition was presented to the 20 September 2012 meeting of the County Council by Councillor Rachel Madden. The petition is from residents of Kirkby In Ashfield and is requesting a solution to 'rat running' to avoid Kirkby town centre.

17. There have been no reported injury accidents in the previous 3 year period and as such traffic calming measures cannot be justified. However, further investigations will be carried out, including traffic counts and discussions with Councillor Madden to assess the level of traffic and any possible solutions and the petitioners informed accordingly.

G. Petition requesting a Zebra crossing near Annesley Primary School

18. A 232 signature petition was presented to the 20 September 2012 meeting of the County Council by Councillor Rachel Madden. The petition is from residents of Annesley Woodhouse and Newstead Village and requests a Zebra crossing be installed on Forest Road.
19. As a result of previous representation from residents, this request has been considered in the past. However, due to the proximity of the A611 Derby Road and Forest Road junction (the Badger Box) where there are 'red and green man' pedestrian facilities, the preferred route for pedestrians is to use the existing crossing facilities. There have been no reported injury accidents at this location and as such another Zebra crossing near to the traffic signals cannot be justified. It is recommended that the petitioners be informed accordingly.

H. Petition regarding street lighting in Keyworth

20. A 543 signature petition was presented by Councillor Cottee to the Chairman of the County Council at its meeting on 20th September. The petition requested the return of night street lighting in Keyworth and other affected areas.
21. Councillor Cottee had already raised this issue following which it has already been agreed that lights along the late night bus route and at junctions or within 250m of a junction would be returned back to all night lighting. This has now been implemented and the petitioners would be informed accordingly.

I. Petition requesting speed cameras on the A60 between Church Warsop and Cuckney

22. A 1270 signature petition, in the form of a Chad campaign, was presented to the 20th September meeting of the County Council by Councillor John Allin. The petition requests the installation of speed cameras on the A60 Mansfield Road/Cuckney Hill between Cuckney and Church Warsop following a fatal road collision.
23. All fatal road collisions are investigated by the County Council and in this case arrangements have already been made for traffic speeds and flows along this length of road to be surveyed as a matter of priority. This information will be used to make a judgement on what sort of casualty reduction measures, if any, would be appropriate.
24. Once this work has been concluded the petitioners will be informed accordingly.

J/K Petitions requesting street lighting and a speed limit reduction on Blidworth Lane

25. Two petitions signed by 416 and 740 residents respectively were presented to the 20th September meeting of the County Council by Councillor Martin Wright. They are requesting that on Blidworth Lane both the speed limit is reduced and the road is street lit.
26. Blidworth Lane is mainly rural in character and links the B6020 at Blidworth to the B6020 to the east of Mansfield. It is de-restricted between these two points.
27. In the last 3 years there have been 5 injury accidents, 4 of those have been on the same bend south of Foulevil Brook. These are being investigated in detail and a remedial treatment will be considered. This will address the accident pattern on the bend by means of surfacing or signage. There is no justification for street lighting either on a section or the whole length on casualty reduction grounds.
28. National guidelines are followed when setting local speed limits so that there is consistency across the country. This means setting local speed limits that will be obeyed by the vast majority of drivers because they can see from the road conditions and environment that it would be too risky to travel any faster. Drivers are likely to expect and respect lower speed limits, and be influenced when deciding on what is an appropriate speed, where they can see there are potential hazards, for example outside schools, in residential areas or villages and in shopping streets.
29. It is good practice to site speed limits where the general characteristics of the road change from a rural environment to an urban environment. This reinforces the message provided by speed limit signs for drivers to reduce their speed when entering the built up area. Because this length of road has little or no frontage development it would be seen as unrealistic and in all likelihood be disrespected by a significant proportion of drivers.
30. Due to development on Blidworth Lane in Blidworth itself the village has expanded. A 40mph buffer zone between the de-restricted section and the village will therefore be considered to reduce the speed of traffic entering the village and reinforced by an interactive 'Your speed' sign and the petitioners will be informed accordingly.

L. Petition regarding changes to the Number 13 Bus timetable

31. A 180 signature petition was presented to the Chairman at the 20th September 2012 County Council meeting by Councillor Steve Carr. The petition concerned changes that had been made to the timetable for the Number 13 bus to Beeston.
32. Service 13 is a wholly commercial service which runs from the City to Beeston via the QMC and the University of Nottingham campus.
33. This service was revised on Sunday 25th March 2012 when the route inbound to the City centre was changed to accommodate a new one way traffic flow introduced within the University campus.

34. The revised route takes longer to complete which means that the hourly frequency cannot be maintained without additional vehicle resources and ensuing extra costs.
35. The evening and Sunday services to Brook Road were withdrawn due to low passenger take up.
36. The County Council has discussed the possible reinstatement of the full service with Nottingham City Transport (NCT) but NCT has clarified that it has no intention of doing so at present.
37. NCT are, however, considering options for their services in the Beeston area in connection with the impending new tram services and there will be a review of bus services in the area as part of the County Council's TITAN (Towards Integrated Transport across Nottinghamshire) project.
38. It is recommended that the petitioners be informed accordingly.

M. Petition concerning a school patrol crossing on Davies Road, West Bridgford

39. A 42 signature petition was presented by Councillor Cooper to the meeting of the County Council on 20th September 2012. The petition requested the reinstatement of the School Crossing patrol on Davies Road, West Bridgford.
40. The school crossing patrol site on Abbey Road has been vacant since the patrol resigned in June 2011.
41. No recruitment to the school crossing patrol site has been undertaken since the site was vacated due to insufficient numbers of children crossing to make it sustainable as a school crossing patrol site.
43. Given the low numbers using the site it was deemed appropriate not to recruit and schools, parents and carers were informed of the intention to close the site.
45. Since the site closure 4 further site counts have been done covering both the morning and afternoon periods. A summary of the numbers crossing is attached in Appendix 1, Site Counts in School Year 2011/12.
46. A more recent site count taken a few weeks after the start of the new school year show an increase in the number of child pedestrians crossing (Appendix 1, Site Counts in School Year 2012/13). These counts show a total of 16 children in the morning and 21 in the afternoon. A further count will be undertaken within the next few weeks to confirm whether this increase is sustained and if so, recruitment to find another patrol can begin.
47. Following concerns from a parent regarding the difficulty she and other parents were experiencing when trying to cross the road during the absence of a patrol, site investigations were carried out to see if any improvements could be made to the site to support pedestrians as, even if a patrol is found, there will be occasions throughout the day when the patrol will not be present. These investigations are ongoing and the site has been included in the safer routes to school schemes for 2013/14.

N. Petition opposing the opening of a pathway at Sukis Gardens, Worksop

- 48. An 81 signature petition was presented to the 20th September meeting of the County Council by Councillor Sybil Fielding. The petitioners are objecting to the opening of a link footway by Barratt Homes.
- 49. The footpath link was part of a formal Planning requirement relating to the Barratt Homes development of which Sulis Gardens forms a part. It provides a short route for pedestrians, many of whom will be children, walking and cycling to the school and playing fields to the east. The link is located away from the highway, the alternative route being longer and adjacent to the B6041 Raymoth Lane.
- 50. The Committee agreed with the officer proposal not to close this link.

O. Petition concerning street lighting in Styrrup

- 51. A number of questionnaires were presented to the meeting of the County Council on 20th September 2012 by Councillor Sheila Place. They were in connection with night street lighting in Styrrup.
- 52. The questionnaires included a mixture of negative and positive comments.
- 53. The part night lighting scheme was introduced in April 2012, it is therefore still in its early stages. The Committee were advised that the six month crime data would not be available for several weeks. It is intended to wait until that data is available and if there has been a significant increase in night time crime then relevant action will be taken.

P. Petition concerning parking on residential areas in Littleworth

- 54. A petition of 56 signatures was presented to the County Council on 20th September 2012 by Councillor Stephen Garner requesting a parking strategy for the Council's Meadow House building to prevent parking by Council staff on adjacent roads causing obstruction and difficulties for residents and businesses.
- 55. There have been various complaints in the last 5 years regarding staff parking on the surrounding residential roads, specifically Baums Lane (7), Littleworth (2), Meadow Ave (2) and Park View Way (2).
- 56. Meadow House is situated on Littleworth in Mansfield. It accommodates roughly 500 staff and has 82 spaces in its car park with a further two spaces for loading only.
- 57. The Water Meadows pay and display car park is adjacent and all visitors to Meadow House are encouraged to use this facility.
- 58. The Council has made an agreement with the nearby local Sainsbury's and B&Q Stores for staff to park their vehicles, but this is limited to 10 spaces each. Staff are also encouraged to car share.

59. In addition, all staff are notified by email when complaints are received and are asked to be considerate to the needs of the local residents.
60. Other options using available land around the area to accommodate further parking have been explored, but have not been successful.
61. A petition was received last year from local businesses on Littleworth who said their customers were struggling to park and they could not carry out loading operations due to the all-day parking outside their premises.
62. Subsequently, a scheme has been devised consisting of two hour limited waiting bays on Littleworth between the Cromwell Street and Great Central Road junctions with double yellow lines to protect the junctions in this area.
63. This scheme will solve some of the parking problems in the area and will be subject to public consultation before Christmas and the petitioners will be informed of the consultation accordingly.

Q. Petition opposing an LIS project in Forest Road, Mansfield

64. A petition was presented to the County Council meeting on 20th September 2012 by Councillor Stephen Garner. The petition concerns an application received under the Local Improvement Scheme (LIS) for improved safety measures on Forest Road, Mansfield through the installation of physical traffic calming features.
65. The information supplied with the petition will be added to the application and considered accordingly when the application is assessed. Officers are currently evaluating applications received for the 2013/14 programme for which this scheme has been put forward.
66. Decisions on which schemes may be included in next year's programme will happen in the New Year and are based on the assessment of the benefits each individual scheme will bring. In particular considering levels of community support, quality of the local environment, what improvements the proposal will bring, deliverability and risk, how the project will be maintained and how much funding is available. The scheme applicant will be advised of the outcome of the submission in April 2013.

R. Petition requesting a Residents' Parking Scheme for Redhill Road, Arnold

67. A 10 signature petition was presented to the County Council meeting on 20th September 2012 by Councillor Ged Clarke. The petition requests that a residents' parking scheme be implemented on Redhill Road, Arnold near its junction with Cross Street.
68. With the introduction of car parking charges in Gedling, it was anticipated that some parking may have been displaced onto nearby residential streets such as Redhill Road. It is also a no through road and the turning circle is protected by double yellow lines.

69. The majority of properties are semi-detached with an even mix of on/off-street parking. A recent inspection revealed a low number of parked cars, possibly belonging to shoppers using the town centre.
70. The petitioners expressed concerns relating to the street being used by a large number of employees from a business called 'All Answers' on Cross Street, which has no off street parking facility and where staff often work evenings until 9.30pm, including weekends.
71. In light of the request the residents will be consulted to determine whether there is sufficient support for a residents' parking scheme and if so a scheme will be included in the programme for 2013/14 and the petitioners informed accordingly.

S. Petition concerning grass cuttings in Windmill Lane, Worksop

72. A 31 signature petition was presented to the 20th September 2012 meeting of the County Council by Councillor Glynn Gilfoyle. The petition related to the frequency of grass cutting on Windmill Lane, Worksop and also requested the answers to several questions:-

Q1. How come Bassetlaw Council can keep up with their grass cutting all year looking really good?

A1. Bassetlaw District Council cuts grass for amenity purposes and this can be up to 15 times per year.

Q2. Why is it that Bassetlaw Council don't cut the grass on Windmill Lane when it's a residential area?

A2. Nottinghamshire County Council is responsible for maintaining highway grassed areas on Windmill Lane. These areas will be maintained to our grass cutting frequency as stated in the Nottinghamshire Highway Network Management Plan and are cut for safety reasons.

Q3 Why is it that the grass only gets cut every two to three months?

A3. Frequencies for grass cutting vary depending on whether the area is classified as rural or urban. For grass cutting purposes an urban road is classified as a section of road subject to a speed limit of 40mph or less and a rural road is classified as having a speed limit exceeding 40mph. Windmill Lane is in an urban area and is cut five times per year.

Q4. How is it that all golf courses in Bassetlaw can keep up with their grass cutting and NCC can not?

A4. A golf course will be run as a business and will have different needs, requirements and responsibilities for grass cutting.

Q5. Why is it that Bassetlaw cut part of Windmill Lane and NCC cut the other part?

A5. As per Question 2 - Nottinghamshire County Council is responsible for maintaining highway grassed areas on Windmill Lane. These areas will be maintained to our grass cutting frequency as stated above. We are not aware that Bassetlaw District Council cut any grass on Windmill Lane.

73. The concerns and questions raised will be passed on to the grass cutting team and every effort will be made to maintain the highway verges/areas along Windmill Lane to an acceptable standard. The petitioners are to be informed accordingly.

Reason for Recommendation

74. To update Members on the petitions presented to the meeting of Full Council on 20th September 2012.

Statutory and Policy Implications

75. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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

- 1) It is RECOMMENDED that the contents and actions be noted.

Report of the Chairman of the Transport & Highways Committee

For any enquiries about this report please contact:

Peter Barker

Business Support Manager

Background Papers

None

Electoral Division(s) and Member(s) Affected

Bramcote & Stapleford, Sutton in Ashfield North, Newark East, Sutton in Ashfield West, Kirkby in Ashfield South, Keyworth, Warsop, Mansfield East, Sutton in Ashfield East, West Bridgford Central & South, Worksop North, Blyth & Harworth, Mansfield South, Arnold North, Worksop East.

APPENDIX 1

School Crossing Patrol, Davies Road, West Bridgford

Site Counts in School Year 2011/12

Date	Time	Number of Children Crossing
December 2011	08.15-08.45	7
	15.30-16.00	16
March 2012	08.15-08.45	10
	15.30-16.00	18
May 2012	08.15-08.45	10
June 2012	08.15-08.45	14
	15.30-16.00	8

Site Counts in School Year 2012/13

Date	Time	Number of Children Crossing
October 2012	08.20-08.45	18
	15.30-16.00	21

REPORT OF THE CHIEF EXECUTIVE

Clarification of Minutes of Committee Meetings published since the last meeting on 1st November 2012

Purpose of the Report

1. To provide Members the opportunity to raise any matters of clarification on the minutes of Committee meetings published since the last meeting of Full Council on 1st November 2012.

Information and Advice

2. The following minutes of Committees have been published since the last meeting of Full Council on 1st November 2012 and are accessible via the Council website:-
<http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Committee meeting	Minutes of meeting
Administration Committee	30 th October
Adult Social Care and Health Committee	29 th October
Appeals Sub-Committee	None
Audit Committee	12 th September
Children & Young People's Committee	8 th October, 5 th November
Community Safety Committee	2 nd October
Corporate Parenting Sub-Committee	None
Culture Committee	30 th November
Early Years and Youth Services Sub-Committee	17 th October
Economic Development Committee	16 th October
Environment and Sustainability Committee	30 th October
Finance and Property Committee	15 th October, 12 th November
Grant Aid Sub-Committee	11 th September
Health Scrutiny Committee	17 th September
Joint City/County Health Scrutiny Committee	9 th October, 13 th November
Joint Committee on Strategic Planning and Transport	None
Nottinghamshire Pensions Fund Committee	None
Pensions Investment Sub-Committee	4 th September
Pensions Sub-Committee	21 st June
Personnel Committee	26 th September
Planning & Licensing Committee	16 th October, 20 th November
Policy Committee	17 th October, 14 th November
Rights of Way Committee	10 th October

Shadow Health and Wellbeing Board	5 th September
Transport and Highways Committee	18 th October

* Minutes expected to be published before 20th December 2012, but not yet approved by the relevant Committee.

Mick Burrows
Chief Executive

REPORT OF THE LEADER OF THE COUNCIL**WINTER READINESS****Purpose of the Report**

1. To provide members with an overview of the plans in place to ensure essential services, assistance to local communities and public information are maintained during severe winter weather.

Information and Advice**Snow clearance, gritting routes and supplies**

2. The Council maintains high levels of gritting salt in four specially designed barns in Gamston, Newark, Bilsthorpe, Markham Moor and also in an outside depot at Kimberley. At maximum levels there are 22,000 tonnes in stock.
3. The Council sends the gritters out when road temperatures are predicted to be at or below 0°C and ice is predicted to form on the road surface.
4. Each time the gritters are sent out on main routes they cover 902 miles (approximately 34% of the County's road network) of roads and it costs approx £15,000.
5. Motorways and trunk roads in Nottinghamshire including the M1, A1, A46, A52 and A453 are the responsibility of the Highways Agency including gritting.
6. The Council has never gritted all of the roads in Nottinghamshire; no Council does. Main A and B roads and most main bus routes are gritted, however, if there is snow in a particular area and the main routes are passable then the gritters are deployed to a more extensive snow route network.
7. During severe winter weather highways teams prioritise driving gritters in shifts and clearing footways and also refilling yellow grit bins whenever possible. There are 1250 yellow grit bins provided in key locations off the usual gritting routes.
8. Where yellow bins are not available parish councils and residents groups can purchase a blue grit bin from the County Council, which will be delivered, filled with salt and ready to use, however it is then the responsibility of the parish council/residents group to arrange for it to be refilled with grit perhaps by arrangement with a local builders merchants.

9. Footways are not routinely gritted and members of the public are encouraged to clear footways outside their own houses and in their local community – guidance is available on the Council and government web sites.
10. To assist with local community action parish councils are provided with five bags of salt paid for by the County Council and can order further salt supplies at cost. Some parish councils have also appointed snow wardens who have received training and equipment from the County Council to support their local community during winter weather. It is not too late to appoint a snow warden.
11. The County Council also has arrangements with a number of farmers to assist snow clearance in rural areas. They are paid at an agreed rate.

Schools

12. Head teachers maintain health and safety responsibility to ensure safe access to school premises and therefore the decision to close a school is taken by the individual head teacher. However schools are encouraged to be creative in order to keep schools open if they can, for example by starting lessons later to allow for difficult travelling conditions.
13. The Corporate Director for Children, Families and Cultural Services has written to all head teachers reminding them of the guidance available to inform decisions taken about school closures and how to communicate this information to parents, local media and the County Council. Revised school closure procedures were also sent which includes key contact details to support head teachers, including the number of the 24-hour emergency helpline. Additional guidance continues to be available to all head teachers in relation to the clearing of snow and ice; salting, gritting and the safe storage of salt and grit and the use of volunteers to clear snow from school grounds.
14. Schools are encouraged to obtain their own salt stocks as they are responsible for gritting their own premises. The majority of schools are on or close to main gritting routes. However with the exception of the County's 11 special schools, no special arrangements are in place to grit those school roads that are not on published gritting routes.

Vulnerable people

15. A huge amount of planning is put into ensuring that vital services such as the START home care, meals at home and a variety of children's social care can still be provided regardless of the weather conditions. The Council has invested in training employees that provide critical services and staff volunteers to drive 4 x 4 vehicles (which are either hired, loaned or borrowed) to ensure that vulnerable people who rely on our services to receive adequately care.
16. The Council also works with independent care providers to encourage and support them to plan in advance for a range of emergencies, including severe weather, to ensure that essential care services can continue in these circumstances

Communications

17. Communication with the public is critical during winter weather when services may be disrupted.
18. Key communications activity to ensure the public are given timely and accurate information about services includes:
- Social media – there are approx 7,000 people following the Council on Twitter therefore using relevant hashtags (#grittertwitter, etc) and using the Council's facebook page is especially useful for real time updates and mobilising community support
 - Regular updates to the 'disruption' pages on the County Council's website which lists all services that may be affected by the weather, including a list of school closures – this is also relied upon by the Customer Service Centre in order to update callers
 - Updates, features and interviews with local and regional media about what the Council is doing to ensure business as usual as much as possible during the winter weather
 - Contact with traffic and weather reporters to ensure people are clear when the gritters are out
 - Information on the snowcode in the media, County News and parish newsletters – informing residents what they can do to safely clear snow on their area
 - Updates for employees, Members and stakeholders as required.

Members' support

19. Members play a crucial role as a link between local communities and the Council during severe weather. In addition to the Winter Weather Plan (**appendix A**) and the Elected Members' Emergency Plan, (**available as a background paper**) a pack containing key information and contacts will be distributed to all Members to act as a handy guide when responding to queries from constituents.

Reason for Recommendation

20. To ensure members are fully informed of the Council's plans for Winter Weather.

Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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.

RECOMMENDATIONS

1) It is recommended that elected members note the plans for:

- Snow clearance and gritting
- Schools
- Vulnerable people
- Communications

2) Members approve the Winter Weather Plan 2012

Report author Marie Lewis, Group Manager, Communications and Marketing

For any enquiries about this report please contact: Karen Emery, Emergency Planning

Constitutional Comments (SG 04/12/2012)

22. Full Council is the appropriate body to decide the issues set out in this Report.

Financial Comments (RWK 27/11/12)

23. The County Council's 2012/13 revenue budget includes a sum of £2.64M for Winter Maintenance. The activities detailed in the report which form the Winter Weather Plan for 2012 will be funded from this budget allocation.

Background Papers

24. 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.

- Elected Members' Emergency Plan

Electoral Divisions and Members Affected

All

Winter Weather Plan

**Version 3.0
November 2012**

Risk assessments: Severe weather low temperatures and heavy snow Ref H18

Produced by: Emergency planning team

Approved by: Risk, Safety & Emergency Management Board (RSEMB)

Approval date: 7 November 2012

Next version due: November 2013

PROTECTIVE MARKING

The purpose of protective markings is to indicate the value of a particular asset in terms of the damage that is likely to result from its compromise. The protective marking system ensures that sensitive information receives a uniform level of protection and treatment across organisations, according to its degree of sensitivity.

This plan has been given the following protective marking:

NOT PROTECTIVELY MARKED

Protectively marked information should not be made available to the public and should only be seen by those with a specific need to know.

Documents that are protectively marked must not be left unattended during working hours when staff are away from their desks and are unable to lock the office / room. Documents must not be taken out of the office unless appropriate security measures are in place.

Information classed as PROTECT may be transmitted across any email system.

Information classed as RESTRICTED must not be sent via non-secure email or published on a website.

All protectively marked information should be disposed of appropriately when no longer required. Documents should be shredded or placed within a confidential waste bin.

For more information on protective markings please contact Nottinghamshire County Council's emergency planning team.

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1. INTRODUCTION

1.1 Background

'Low temperatures and heavy snow' is classified as a 'High' risk on Nottingham and Nottinghamshire's Community Risk Register.(ref Severe weather low temperatures and heavy snow H18) In both 2009 and 2010, severe winter weather caused disruption to communities and services in Nottinghamshire. National shortages of salt in the winter of 2009-2010 exacerbated this problem, and following this it was deemed necessary to produce a winter weather plan for Nottinghamshire County Council to assist in enabling a rapid, effective response to a severe winter weather event in the future.

1.2 Aim

The aim of this plan is to facilitate and coordinate Nottinghamshire County Council's (NCC) assistance to Nottinghamshire communities during winter weather.

1.3 Objectives

To achieve this aim, the plan has the following objectives:

- Outline gritting routes, and the impact of salt conservation on Nottinghamshire communities
- Establish a flexible activation procedure to ensure a timely response to a severe winter weather event
- Outline the measures in place to ensure effective communications with Nottinghamshire communities, NCC staff, elected members and partner organisations prior to and during a severe winter weather event
- Document the system for recording school closures
- Detail arrangements for obtaining additional resources to help maintain critical services (e.g. 4x4 vehicles).

1.4 Scope

This plan will cover Nottinghamshire County Council's response to winter weather, specifically low temperatures and heavy snowfall. The plan is not designed to cover other severe weather events such as floods or high winds, or incidents which may arise as a result of winter weather, such as disruption to utilities.

1.5 Links to other plans

This plan links to the following NCC plans and Local Resilience Forum (LRF) plans:

- NCC Highways Winter Service Operational Plan 2012/2013
- NCC Major Emergency Plan
- NCC Corporate and Departmental Business Continuity Plans
- NCC County Emergency Centre Plan
- NCC Elected Members' Plan
- NCC Transport plan
- NCC 4x4 plan
- LRF Communicating with the Public Plan
- LRF Community Resilience Plan

1.6 Distribution and Version control

The following service groups hold copies of this plan:

- Risk, Safety and Emergency Management Board
- Policy, Planning and Corporate Services
- Children, Families and Cultural Services
- Adult Social Care, Health and Public Protection
- Environment and Resources

The following organisations hold copies of this plan:

- Ashfield District Council
- Mansfield District Council
- Broxtowe Borough Council
- Gedling Borough Council
- Bassetlaw District Council
- Newark and Sherwood District Council
- Rushcliffe Borough Council
- Nottinghamshire Fire and Rescue
- Nottinghamshire Police
- NHS Nottinghamshire County
- NHS Nottingham City
- NHS Bassetlaw
- Nottinghamshire Healthcare NHS trust
- EMAS
- Environment agency
- St John Ambulance
- British Red Cross
- NESST
- Nottinghamshire 4x4 Response

The latest version of this document is available online at:

<http://www.nottinghamshire.gov.uk/caring/emergencies/emergencyplanning/ouremergencyplans/>

Recipients of this plan should ensure they have the most up-to-date version of this document.

1.7 Preservation of documents

In the event of an emergency it is important that all documentation, both historic and current, is preserved. An official investigation into the cause and circumstances of an incident is possible and evidence may be required by:

- The appropriate enforcement authority (e.g. Health and Safety Executive, Environment Agency, Air Accidents Investigation Branch)
- A judicial inquiry
- A coroner's inquest
- The police
- A civil court hearing compensation claims.

Organisations may be required to provide access to documents, created or received, which are potentially relevant to the emergency.

1.8 Legislation

Nottinghamshire County Council is subject to the following legislation:

- The Data Protection Act 1998
- The Freedom of Information Act 2000
- The Environmental Information Regulations 2004
- The Equality Act 2010.

For more information on Nottinghamshire County Council's legal responsibilities when responding to an incident, please contact the emergency planning team.

1.9 Contact details

Any queries about this document should be directed to Nottinghamshire County Council's emergency planning team.

Telephone: 01159 773 471

Email: emergency.planning@nottscc.gov.uk

2. WEATHER FORECASTING CAPABILITIES

2.1 Road weather forecast

Nottinghamshire County Council (NCC) Highways Division has access to road weather stations across Nottinghamshire which use sensor technology to measure and monitor road surface temperatures and surface conditions. In addition, the Met Office provide a road weather forecast service which includes a five day forecast, a daily forecast and immediate notification of any critical amendments to this forecast.

The decision to salt routes is taken on road temperatures and not air temperatures. Salting is likely to occur when road temperatures are at or below 0°C and moisture is present or likely to be present to form ice.

Based on the information received from the road weather stations and the met office, the Highways Maintenance Manager / Duty Controller will make a decision as to whether treatment of road surfaces is required.

2.2 Severe weather warnings

The National Severe Weather Warning Service (NSWWS) provides warnings to the general public and emergency responders, giving up to five days advance notice of disruptive weather conditions. The warnings are issued by the Met office.

The emergency planning team receive and distribute these severe weather warnings within Nottinghamshire County Council departments and to District and Borough councils.

In office hours, severe weather warnings are distributed by fax and email to all recipients, and by text to Highways staff. Out of office hours, warnings are distributed by text and / or telephone to specific recipients who have requested out of hours contact.

Individuals or service areas within NCC can be added to the distribution list for severe weather warnings by contacting the emergency planning team.

2.3 Public Weather Service (PWS) weather advisor

The Met Office have a team of regionally based public weather service advisors with responsibility for government office regions in England and Wales. They are able to provide more detailed information in advance of periods of severe weather in addition to the severe weather warnings. These are received by email and distributed by the emergency planning team if appropriate to those on the severe weather warning distribution list.

2.4 Cold weather health watch system

A cold weather health watch system operates in England and Wales from the 1st November to 31 March each year, this is issued by the met office in conjunction with the Department of health. The system supports the Department of Health cold weather plan for England and Wales aimed at social care services

The cold weather health watch comprises four levels of response based on cold weather thresholds. The thresholds have been developed to trigger an alert when severe cold weather is likely to significantly affect people's health. The alerts take account of temperatures along with other winter weather threats such as ice and snow.

There are three thresholds only one of which needs to be breached for an alert to be issued.

- Mean temperatures below 2 degrees Celsius for 48hrs or longer.
- Heavy snow
- Widespread ice

The alert levels are

Green Level 1 Winter preparedness - long term planning

This is the minimum state of vigilance during the winter.

Yellow Level 2 Alert and readiness

Severe winter weather is forecast 60 per cent risk of extreme cold lasting more than 48 hours.

Amber Level 3 Cold weather action

Weather which breaches any of the three thresholds.

Red Level 4 emergency

Exceptional widespread winter weather causing disruptions.

* The winter weather of November 2010 would have only been a level 3 alert

The emergency planning team receive and issue cold weather alerts internally to NCC departments by email. As the alerts are based on the potential affect on public health. The distribution list is aimed at social care services.

3.SALTING ROUTES AND SALT SUPPLIES

3.1 Salt stocks

Nottinghamshire County Council (NCC) maintains high levels of salt stock in preparation for the winter season. At maximum levels, there are 21,500 tonnes in stock.

NCC obtains its salt supply from Cleveland Potash and stocks are replenished as they are used to ensure provision of sufficient salt for severe weather.

If there are issues nationally with the supply and provision of salt for road treatment, a 'Salt Cell' may be set up by the Government to centrally control supplies of salt to local areas. If this is instigated, then replenishment of salt stocks will be decided by the Salt Cell and will no longer be a local decision.

3.2 Salting routes

All trunk roads are gritted by the Highways Agency, which in Nottinghamshire includes the M1, A1, A46, A52 and A453.

Other public roads are then managed by local authority highways teams. For the purposes of salting, roads may be classified as Main Routes and Severe Weather Routes.

Main Routes are the published lengths of roads collectively forming a strategic network and which are treated by the highways teams as a first call on its precautionary salting and snow clearance resources.

The criteria for defining main routes are as follows:

- i) All non-trunk A and B classified roads plus the following which are further considered against the criteria i) to iv) below;
- ii) Strategic routes carrying high traffic flows (>1500 vehicles per day) and generally defined as Category 3 or higher in the current County Council Structure Plan hierarchy;
- iii) Major urban distributor roads;
- iv) Main bus routes (carrying 8 or more bus services an hour)

Severe Weather Routes are a further defined network of roads of identified importance such as bus routes, roads leading to essential industrial, military or emergency service establishments or roads providing access to major settlements not served by main routes. Severe weather routes will also include those roads that establish at least one link to each settlement.

Gritters are on standby 24hrs a day from October to April to ensure a prompt and effective response to bad weather.

In icy conditions (other than in severe weather) individual locations on the public highway not on Main Routes will only be salted if in the opinion of the police, conditions at the location concerned are abnormally hazardous with accidents occurring or very likely to occur.

Partner organisations and NCC departments should be aware that not all emergency service establishments or NCC sites are necessarily sited on salting routes. This should be taken into consideration when undertaking organisational business continuity planning.

3.3 Salt conservation criteria

After lessons learned from the 2009- 2010 winter operations when the supply of salt was determined by the central Salt Cell a salt conservation criteria has been written to enable limited stocks to be used as effectively as possible.

The decision to implement salt conservation is solely the responsibility of the Service Director for Highways or their deputy in their absence

During normal operation, with regular replenishment of salt supplies, there will be full salting of Main and Severe Weather routes.

The proposed reductions will follow the sequence

1. Full salting of Main and Severe Weather routes until only ten days stocks remain then:
2. Full salting of Main routes only until only six days stocks remain then:
3. Salting of A and B roads with limited other routes of strategic / essential amenity until six days stocks remain then:
4. Salting of A roads only.

*In snow conditions one of the four daily runs may be of sand.

This has a two fold purpose, firstly it can be applied as a salt conservation measure and secondly the abrasive nature of sand can act to improve vehicle traction when applied on top of ice and snow.

Should salt conservation be required it may not be possible to salt access routes to emergency service establishments which do not lie on the above reduced routes. Partner organisations should take this into account as part of their business continuity planning.

3.4 Grit bins

There are 1200 grit bins throughout the county. These are placed on roads that experience localised issues and are not placed on Main Routes. The purpose of grit bins is to enable isolated patches of ice to be treated, for example at road junctions. Highways routinely refill high use bins.

Grit bins are provided as a way of self help for communities to treat local roads. They are not intended for use on pavements or individual driveways.

Grit bins will be replenished using a 1:1 ratio of salt and sand.

Grit bin replenishment may cease if it is necessary to implement a salt conservation criteria.

3.5 Salting of pavements

The pre treatment of pavements is NOT routine. The salting of every pavement with the County is not an obtainable target. In snow conditions, the treatment of any pavements/footways will be dependent upon a risk assessment, available resources and the condition of Main and Severe Weather Routes.

Members of the public will be encouraged to clear footpaths in their own community through local media.

3.6 Salt supply to schools

Schools are responsible for the treatment of school premises. NCC Schools are able to make advanced purchases of grit via County Supplies.

3.7 Salt supply to Parish Councils

Parish councils can order salt they require for the winter from Nottinghamshire County Council. An offer is made from the council to deliver five bags of salt free of charge and any supplies over and above this will be at the cost of the parish council. 25kg bags or 1 tonne bags can be purchased

There is a deadline for the ordering of this salt so that winter operations are not impeded.

From 2010 parish councils have been able to purchase their own grit bins through NCC highways. These are coloured blue to distinguish them from NCC owned yellow bins. Upon purchase the grit bins are delivered and filled once by NCC highways. Any additional refills in subsequent years is the responsibility of the parish council and at their own cost.

3.8 Snow wardens

Snow wardens are appointed by the parish council as a link to NCC during winter conditions. Snow wardens receive training and basic levels of equipment from NCC and are able to carryout basic clearance work within their community. They act as a local contact point providing up to date information on local conditions to highways area offices

3.9 Farmers snow clearance

A scheme has been set up by NCC Highways to enable farmers to assist with snow clearance during times of snow. Routes for snow clearing are pre arranged and farmers must have machinery for snow ploughing. Farmers are paid a fixed fee for clearing pre arranged routes and are activated through highway area offices. (NCC highways hold further details of the scheme)

3.10 Partner organisation salt stocks

It is the responsibility of partner organisations to ensure their salt stocks meet their requirements for site access and to deliver their business continuity plans

4. SCHOOLS

4.1 Closure of schools due to severe weather

During severe winter weather schools can close for a variety of reasons, such as:

- Access road to the school is not on a priority or severe weather route and is therefore untreated
- Insufficient staff are able to reach the school to maintain minimum teacher to pupil ratios
- Pupils are unable to reach the school
- School buses stop operating
- Problems with the school heating supply
- Access routes within the school site are considered hazardous.

The decision to close a school rests with the head teacher. Nottinghamshire County Council (NCC) does not have the power to insist schools stay open or to prevent schools from closing.

Guidance to schools on emergency school closures has been issued by NCC, which emphasises the importance of schools remaining open if safe to do so and is available on wired.

4.2 School closure recording system

As during a period of severe winter weather a number of schools may close, it is essential that access to up to date records of school closures is available to the authority, parents/carers, pupils and the local media.

To streamline the process of recording school closures, the County Council have worked in partnership with the BBC to develop a school closure system which covers the whole of the county including Nottingham city. Schools will be encouraged to sign up for the system in advance of any winter weather.

4.3 How the system operates

- The Head teacher or a nominated deputy log onto the system and record why their school has closed and how long they expect to be closed.
- The information will be recorded and displayed on the on a school closure page on the BBC Nottingham website.
- This information will also be available on www.nottinghamshire.gov.uk/schoolclosures on the Council's website
- The information will be broadcast via BBC Radio Nottingham to parents/carers and they can access the information off either website

(Those schools not in the BBC Radio Nottingham broadcast area are asked to report closures as per the above system and also to contact their local radio station)

In the event of school closures, a message and a link to the school closure page will be posted on the County Council's twitter feed – twitter.com/NottsCC

4.4 Salting routes to schools

Not all schools will be located on Main and Severe Weather routes. By their very nature many schools are located in residential areas. It is impractical to salt all routes to all schools, and in any case this would not prevent school closure due to significant numbers of pupils and staff being unable to access the school. It is however recognised that special schools need to be treated as a priority due to the service they provide as outlined in Section 4.5.

4.5 Special schools

There are 11 special schools in the county. Pupils who attend these schools may receive medical and other services whilst at school.

To assist special schools to stay open, NCC Highways have included the salting of access roads to these schools from the nearest priority route on their salting routes during severe weather conditions.

See section 10.5 for the redeployment of suitable staff to assist with the clearing of access paths to special schools.

4.6 Promotion of self help to schools

Schools are encouraged to obtain their own stocks of salt to treat school vehicular and pedestrian access points and other surfaces. As discussed in section 3.6 these can be purchased through county supplies.

Children Families and Cultural Services have updated the advice to schools on emergency school closures, which links into the Coping with a School Emergency guidance, which encourages schools to develop an emergency plan to cover a range of incidents, including severe weather.

Schools could consider using text alerts to parents and social media to encourage local communities to support them during an emergency e.g. calling for volunteers to clear snow from their driveway. (NCC health and safety team have an advice document available on wired. The school would need to co-ordinate this event and provide a representative from the school for volunteers to liaise with.

The County Council's Facebook page (www.facebook.com/nottinghamshire) will be available for both schools and the public to post messages to organise a community response

4.7 Property Stability & Snow Loading

Accumulated snow can overload building elements (e.g. roofs, canopies etc) and trees to the point where they can deform and even collapse. Similarly snow and ice can suddenly fall from building elements, particularly during thaws, and cause injury or property damage. Property managers should monitor the condition of trees and building elements and the stability of accumulated snow and ice. If features are showing signs of damage or stress it is advisable to restrict access to areas below the feature and contact an expert (e.g. Property Careline) for an opinion as to the stability of the feature.

5. COMMAND, CONTROL AND COORDINATION

5.1 Coordination of Nottinghamshire County Council response

During a minor winter weather event, the emergency planning team are responsible for coordinating Nottinghamshire County Council's (NCC) response, calling out relevant departments, personnel and resources as appropriate.

For more major winter weather incidents, the Risk, Safety and Emergency Management Board (RSEMB) would be activated to co-ordinate NCC's overall response to the emergency.

More information on the coordination of NCC's response to an emergency and the role of the County Emergency Centre is contained in the following two plans, both available on the NCC intranet:

- NCC Major Emergency Plan
- NCC County Emergency Centre Plan

5.2 The County Emergency Centre

NCC maintains a County Emergency Centre (CEC) facility in the basement of County Hall. This facility stands ready and equipped with the IT and communications provision to manage an emergency.

Consideration should be given to opening the CEC early on in the response to a severe winter weather event to facilitate the coordination of the response and sharing of information between service areas.

5.3 Multi-agency coordination structure

A Strategic / Tactical / Operational structure is used to coordinate the multi-agency response to a major emergency. Each agency involved in the response is expected to provide an officer with the appropriate decision making powers to attend meetings of these groups.

Depending on the severity of winter weather, the response is likely to be conducted largely at the operational and tactical levels of coordination. This makes it unlikely that a Strategic Coordinating Group will need to be set up. However, the formation of a Tactical Coordinating Group (TCG) may be beneficial.

Issues which may be discussed at a TCG relating to winter weather may include identification of vulnerable people and the coordinated deployment of 4x4 vehicles according to priority need amongst agencies.

Any responding organisation can request for a Tactical or Strategic coordinating group to be called – for NCC, this should be requested via the emergency planning team.

5.4 NCC representatives at TCG

A representative from the County Council, ideally at Service Director level should attend a Tactical (or Strategic) Coordinating Group if one is set up. They may be supported by a member of the emergency planning team.

NCC's representative at a Tactical (or Strategic) Coordinating Group should ideally have attended the relevant multi-agency training course. The emergency planning team holds a list of those people who have been trained to fulfil this role.

5.5 LRF Logistics cell

During a prolonged incident the LRF Tactical Coordinating group TCG may request that a logistics cell is set up to coordinate the distribution of 4x4. The cell will be established to advise on logistics procedures and to manage the sourcing and distribution of multi-agency resources at a tactical level. If set up, the Logistics Cell will be situated within the multi agency coordination centre (MCC) and will have access to suitable IT, mapping and communications.

See appendix 9 LRF logistics terms of reference

The logistics cell will coordinate and source all 4x4's available and prioritise their use amongst organisations requiring assistance.

- Use will be prioritised by the strategy set by the TCG.
- The logistic cell will not organise individual journeys, it will allocate vehicles to organisations/ departments and it will be for organisations to decide how they are best utilised
- The logistics cell will not seek to solve NCC internal business continuity issues.

To assist with travel in snow conditions the logistics cell may not always meet in person but may meet using telephone/video conferencing.

6. ACTIVATION

6.1 Triggers

Activation of this plan may be triggered by one or more of the following occurrences:

- An episode of heavy snow and / or low temperatures which results in disruption to critical services
- Severe weather warnings indicating a high probability of heavy snow and / or low temperatures which could cause service disruption.

6.2 Activation

As Chair of the Risk, Safety and Emergency Management Board (RSEMB), the service director (promoting independence and public protection) will take the decision on whether to activate this plan. If the chair is unavailable, the deputy chair of the RSEMB will take this decision.

Other members of the RSEMB or senior managers may request that the plan is activated by contacting the Chair of the RSEMB.

Information contained within this plan may be used when responding to minor incidents which may not necessitate activation of this plan.

6.3 Activation of other plans

It may be necessary to activate other plans to help manage the impact of winter weather, for example:

- Corporate and departmental business continuity plans
- NCC County Emergency Centre Plan
- NCC transport plan
- NCC 4x4 plan
- LRF Community Resilience Plan

7. IMPLEMENTATION AND STAND DOWN

7.1 Initial actions

Once this plan has been activated, the emergency planning team will initiate the call out of Risk, Safety and Emergency Management Board (RSEMB) members and the opening of the County Emergency Centre (CEC) as appropriate. The process for this is outlined in the NCC Major Emergency Plan and the NCC County Emergency Centre Plan.

Once the CEC is open, the CEC management team will inform partner organisations that the centre has been opened to facilitate response to the winter weather event.

7.2 Implementation prior to a winter weather event

This plan may be activated in anticipation of a winter weather event, if deemed necessary from forecasts (see Section 2). In this situation, the RSEMB should meet to ensure Nottinghamshire County Council (NCC) is ready to respond to the weather and has undertaken any possible mitigating actions.

The following actions may be carried out in advance of the winter weather:

- Put out general community resilience messages to the public through relevant media around being prepared for bad weather,
- Communicate with schools advising head teachers to consider their preparations for winter weather
- Identify sources of resources which may be required – for example, 4x4 vehicles – and make initial contacts (or possibly put on standby)
- Ensure the Customer Service Centre (CSC) have scripts for commonly asked questions
- Consider which critical services may be affected and arrangements that could be put in place in advance to mitigate the impact
- If appropriate, make contact with community contacts to advise them of the potential for severe weather.

7.3 Implementation during a winter weather event

If this plan is activated during a winter weather event, consideration should be given to carrying out the actions outlined in Section 7.2 in addition to those listed below.

The following actions may be carried out during a winter weather event:

- Identify the impact of the winter weather on critical services
- Identify priority sites affected by the winter weather (see Appendix 2 for list of priority sites) and divert resources if necessary to assist these sites
- Ensure that the public, staff and partner organisations are kept updated on changes to gritting patterns and the impact of the winter weather on NCC services (including schools) and any other relevant information
- Issue HR guidance to staff on attending work (guidance outlined in Appendix 3 but this should be checked with HR prior to distributing)
- Liaise with partner organisations regarding the identification of vulnerable people and how to meet their needs
- Contact community representatives to ensure coordination with any local response to the winter weather (this may depend on how widespread the winter weather is)
- Respond to requests for support or resources from NCC service groups, partner organisations and communities
- Coordinate redeployment of staff if this is required.

NCC's response to a winter weather incident may be hampered by the ability of key staff to travel to work due to poor conditions. The CEC contains teleconferencing and videoconferencing facilities which may be of use in these circumstances.

7.4 Recovery

The recovery process may take much longer than the response. The RSEMB should consider if they will need to meet before the stand down of the response to coordinate recovery arrangements.

7.5 Stand down

The Risk, Safety and Emergency Management Board will take the decision to stand down once it is clear that the emergency response is over, and the incident is now in its recovery phase.

This decision should be communicated to all those involved in the response to the winter weather, including community representatives.

One or more debriefs should be held following the stand down to identify lessons from the response. These ideally should include

- Internal departments
- Corporate NCC
- LRF partners

8. ROLES AND RESPONSIBILITIES

8.1 Chair of the Risk, Safety and Emergency Management Board (RSEMB)

The role of the service director (promoting independence and public protection) as chair of the RSEMB is to lead the work undertaken by the RSEMB in response to a winter weather event.

This may involve:

- Responding out-of-hours as necessary
- Activating the NCC Winter Weather Plan
- Chairing meetings of the RSEMB
- Ensuring that a clear aim and objectives are set to give direction and priority to NCC's response to the winter weather event
- Liaising with the group manager for emergency management and registration and the emergency planning team
- Leading the overall response of NCC to the emergency
- Liaising with Corporate Leadership Team (CLT) and elected members regarding NCC's response to the winter weather
- Taking the decision, in consultation with the RSEMB, to stand down the response
- Ensuring a record is kept of key decisions and actions, in line with the log keeping policy

8.2 Risk, Safety and Emergency Management Board members

The role of the Risk, Safety and Emergency Management Board (RSEMB) is to lead the overall response and co-ordinate the deployment of resources of NCC to any major emergency.

This may involve members of the group:

- Responding out-of-hours
- Activating / calling out other service group staff, to assist in the response to the winter weather event
- Authorising expenditure (except for Highways Winter Service activities)
- Managing / authorising the deployment of resources (except for Highways Winter Service activities)
- Participating in emergency meetings of the RSEMB
- Providing specialist advice on particular areas of expertise
- Forming and leading functional teams specialising in specific areas of the response to the emergency
- Co-ordinating the overall response associated with that area of work
- Ensuring the full RSEMB, functional teams and NCC representatives sent to multi-agency groups or other organisations' control centres, are fully briefed on the response to the emergency
- Representing NCC on a Tactical Coordinating Group if trained to do so
- Sharing information and co-operating with partner agencies
- Ensuring that NCC continues to provide its critical services throughout the emergency response
- Initiating the recovery planning process at an early stage of the response.
- Ensuring a record is kept of key decisions and actions, in line with the log keeping policy

8.3 Emergency Planning Team

During a major emergency the emergency planning team (EPT) will work closely with departments to support the response to the emergency by providing direct advice, guidance and assistance.

This may involve:

- Initiating the call-out procedure for NCC staff
- Facilitating Risk, Safety and Emergency Management Board meetings
- Calling out and maintaining close contact with other agencies including district and borough councils, voluntary agencies and faith groups
- Providing support to NCC representatives at multi-agency meetings
- Opening and managing the County Emergency Centre (CEC)
- Facilitating the recovery process.
- Ensuring a record is kept of key decisions and actions, in line with the log keeping policy
-

8.4 Representatives on functional teams

Each Functional Team will be led by a member of the RSEMB. They will be responsible for managing and co-ordinating the response associated with their team's specific area of work. They should ensure this work is carried out within existing and agreed departmental emergency plans and procedures.

Care and Support functional team

The role of the Care and Support functional team is to ensure the safe welfare of anyone affected by the winter weather event.

This may involve:

- Ensuring that essential services can continue to be delivered to service users (e.g. homecare, meals at home)
- Supporting requests for welfare provisions from individuals and communities
- Liaising with the communications functional team regarding accurate schools closure information
- Coordinate 4x4 requests and the use of 4x4 allocated to CFCS & ASCH&PP.
- Provide an overview of 4x4 requirements to the NCC representative attending the LRF logistics cell (if convened)
- Liaise with the Works team regarding specialist additional transport if required and replacement transport for staff and non specialist transport for staff
- Liaising with health services regarding coordination of visits to vulnerable people
- Providing solutions for other welfare issues that may arise
- Providing support for schools/youth centres/day centres etc
- Calling out/mobilising key personnel
- Maintaining a log of actions taken and requests received via AIMS

Keeping 'Task' requests up to date via AIMS

Communications functional team

The role of the Communications functional team involves dealing with any media related enquiries, managing the warning and informing response and information gathering and reporting

This may involve:

- Updating the NCC website/intranet with up to date information regarding NCC's response to the winter weather, closures of schools and disruptions to other services and salting information
- Calling out/mobilising key personnel
- Providing media statements
- Liaising with Public Relations (PR) officers from other agencies (Police, Fire etc.) in accordance to the LRF Communicating with the Public Plan
- Liaising with communication staff at tactical and strategic command (if applicable)
- Co-ordinating any requests for information from the press
- Monitoring media coverage, including NCC interviews
- Providing information to libraries and the Customer Service Centre as appropriate
- Maintaining a log of actions taken and requests received via AIMS
- Keeping 'Task' requests up to date via AIMS

Resources functional team

The role of the Resources functional team is to procure resources, offer legal/health and safety/HR and main corporate property advice. They are also responsible for managing the finance of an emergency response.

This may involve:

- Calling out/mobilising key personnel
- Procuring equipment and resources required by other functional teams.
- Maintaining a record of all resources appropriated into the field
- Advising on any legal/health & safety and corporate property matters
- Maintaining a system to track all expenses
- Maintaining a log of actions taken and requests received via Aims
- Keeping 'Task' requests up to date via Aims

Works functional team

The role of the Works functional team is to manage the response of any works related requests during a winter weather event, including salting.

This may include: road blocks, traffic diversions, removal of debris, transport, manual labour, and NCC building advice/inspections.

This may involve:

- Arranging for provision of additional hired transport. 4x4 and non 4x4
- Ensuring the Communications Functional Team is updated with all service interruptions within service group e.g. parks closed, road closed
- Providing advice and sourcing appropriate transport methods taking into account related issues around the weather.
- Liaising with partner organisations regarding salt stocks and distribution
- Calling out/mobilising key personnel
- Dealing with requests relating to salting
- Initiating road blocks where requested and set-up and maintain road diversions
- Providing advice on animal health/welfare issues
- Maintaining a log of actions taken and requests received via Aims
- Keeping 'Task' requests up to date via Aims
- Providing appropriate resources when requested

8.5 Partner organisations

Although this is a Nottinghamshire County Council (NCC) plan, partner organisations may be affected by NCC's response to a winter weather event, particularly in regard to salting of roads.

Partner organisations should:

- Ensure they are aware of this plan and its contents, particularly the information relating to salting routes.
- Be aware of their sites which aren't on main gritting routes.
- Have arrangements in place as part of their business continuity plans, if necessary, to obtain salt stocks and salt access routes to key sites.

9. COMMUNICATIONS

9.1 Public perceptions

During the winters of 2009/2010 and 2010/2011 the public expectations of the County Council's responsibilities were far higher than what was reasonably practical. To manage the public's and partners expectation in future winter weather events, community resilience messages have been developed which will be promoted prior to winter weather and continued during the incident.

See appendix 1

One of the key areas to be promoted to the public, staff and partners concerns the salting routes within the county. There is a perception that every road will be treated which is an unrealistic expectation of Nottinghamshire County Councils highways department.

Salting route information is currently available on the Council's website (www.nottinghamshire.gov.uk/gritting) and is also available in leaflet format. To encourage the public and partners to access this information in assisting them planning journeys and business continuity the routes are available via an interactive online map.

- An address or street name can be inputted
- A map of that street will appear clearly showing if the road is on a salting route or not.
- The system will also show surrounding streets to enable people to locate the nearest treated road.

This information can be updated if the salt conservation strategy is activated and the salting routes are reduced to A and B roads only.

This system will be promoted to our partners and the public in advance of winter weather to enable households and business to prepare for winter.

Updates about the gritters will also be posted on www.twitter.com/nottsc

Proactive messages will be sent out using the local media and other communications channels (e.g. County News, the website and social media) to showcase the hard work the County Council is doing to keep services going and keep the county moving. This will help to boost the County Council's reputation. Corporate communications will work with departments to find good staff case studies and will set up photo and interview opportunities

9.2 Snow code

The public have a perception that there are legal implications if they try to help themselves and their communities by clearing paths and driveways etc. This fear has prevented people from helping themselves.

National guidance has been developed to address this issue and a Snow code has been written to advise the public over the legal position of clearing snow and ice. The advice is available on www.Directgov.gov.uk.

Nottinghamshire County Council will follow this advice in communications with the public and partners.
See appendix [1](#).

9.3 Disruption to NCC services

During winter weather NCC services may be affected by the snow and whilst every effort is made to maintain normal service delivery it may not be possible to deliver some services as normal or indeed at all. As with school closures this could be for a variety of reasons.

Staff are encouraged to send information about any closed or disrupted County Council services by following the procedure outlined on the Council's intranet in the Managers' Resource Centre. Corporate communications put the information on the NCC website for everyone to access. The information will also be sent out to the relevant media and will be posted on social media sites (www.facebook.com/nottinghamshire and www.twitter.com/nottsccl).

The procedure for NCC service groups to report disruptions to services is available on the NCC intranet.

(managers resource centre >managing change>business continuity>emergency management>disruption to services)

9.4 Customer service centre

During winter weather the opening hours of the customer service centre can be extended. The customer service centre is also able to host a helpline if a need is established as part of the incident to enable vulnerable people to access assistance.

To maintain access to the customer service centre and to ensure the Nottinghamshire County Council customer service golden number can operate and extended hours maintained, access to Sherwood business park has been included on the salting routes.

9.5 Staff and Managers.

It is important to keep staff updated with information on the response to the incident to assist with the delivery of their NCC duties but also as members of the community themselves. This information can be issued via the SMS TXT service as well as on the intranet and internal briefings. This ensures that staff have access to live updated information in a rapidly changing incident.

To prepare staff before winter weather the in house publications can be used to promote the good neighbour message and to promote staff knowing if the roads they live on and use to journey to work are on the salting routes

To enable managers to work with their employees during winter weather conditions when staff may struggle to get to work, or have caring responsibilities, HR advice is available around maintaining services and employee issues

See appendix 3

9.6 Communities

Communities in Nottinghamshire have been encouraged to work together to plan and prepare for emergencies such as winter weather. A community emergency plan template and guidance document is available to all on the NCC website, and a copy has been sent to each parish and town council. The NCC emergency planning team provides advice, guidance and training to community groups and parish/town councils to assist with community emergency planning.

The template plan assists communities in identifying resources and skills which they could use to help themselves during an emergency. For winter weather, relevant resources could include 4x4 drivers and vehicles, tractors, and people who would be willing to clear snow from pavements, footpaths and access to the homes of vulnerable members of the community.

Communities are encouraged to send copies of their completed community emergency plans to the NCC emergency planning team.

A Local Resilience Forum Community Resilience Plan was issued in March 2011. It aims to establish a mechanism whereby communities can work with responding agencies to plan for, and respond to, emergencies which affect them.

Under this plan, when an emergency occurs which has an impact on an identifiable community in Nottinghamshire, NCC and relevant district/borough councils will work together to contact representatives from the affected communities to support them in taking action to help themselves, and to feed information and requests for help and resources into the multi-agency response

In emergencies which affect a localised area this contact will be direct by telephone. However in wide area emergencies such as winter weather, it is likely that much of the contact will be by email, SMS text or online communication tools, with direct telephone contact reserved for any specific communities which are more seriously affected.

The County Council's Facebook page (www.facebook.nottinghamshire) will be promoted as a tool to be used for requesting and offering help within the community.

9.7 Elected members

During an emergency, the Service Director (promoting independence and public protection) will ensure that the Leader, Portfolio Holder for Community Safety, and relevant local Councillor(s) are kept informed of events.

The Chief Executive will discuss significant issues of strategy and policy with the Leader.

The County Council's intranet site will be updated as frequently as practicable with information about the emergency. Other methods of keeping Elected Members informed, such as emails, text messages and briefings, will be used as appropriate.

In addition the Emergency Planning Team has provided within the County Emergency Centre a dedicated Elected Member information line. This information line is specifically for the use of Elected Members, and is only operational during an emergency.

9.8 District and Borough Councils

To ensure that Districts and Boroughs have up to date information regarding the County Council's response to a winter weather event a district and borough regular update will be issued to emergency planning officers

10. RESOURCES

10.1 4 x4 vehicles

To maintain the delivery of critical services it may be necessary to provide 4x4 vehicles to departments who require access to inaccessible parts of the county.

A NCC 4x4 plan was produced in 2011 and details the arrangements that are already in place to aid critical services with their winter weather planning.

Vehicles have been prioritised for the delivery of critical services that are required to visit vulnerable people at home and for maintaining safeguarding duties.

Services pre identified that will receive priority use are: (in no particular order)

- Meals at home
- START Team Bassetlaw/ Newark
- START Team Mansfield/Ashfield
- Emergency duty team
- Children's services countywide
- Mental Health team Mansfield (mental capacity act assessments)
- START Team Gedling, Broxtowe and Rushcliffe

Due to the nature of these services, vehicles will be required out of hours and in particular throughout weekend hours

10.2 NCC staff 4x4 vehicles

Work has been conducted to identify NCC staff who have their own 4x4's and would be prepared to drive their vehicles to assist critical services.

Volunteers should be

- NCC staff in a non critical service
- Have their line manager's permission
- Have their vehicle insured for business use
- Have breakdown cover
- Have a valid MOT certificate
- Be confident to drive in the conditions
- Have vehicles in good working order and repair

This work also included staff who do not own a 4x4 but have experience of driving 4x4 in their current or previous job who would be willing to drive redeployed vehicles
A central list of volunteers is held by the emergency planning team.

To assist critical service staff who may need to drive 4x4s for the delivery of their duties, arrangements have been made with, NCC transport and travel, and NCC highways to provide familiarisation sessions of 4x4 vehicles. Staff will not require separate specific 4x4 training as the vehicles will not be driven off road. **This training is mandatory**

As a 4x4 vehicle does not negate the fact that the vehicle is being driven on snow and ice, line managers are still responsible for risk assessing the work of their staff.

Appendix 4 details generic 4x4 risk assessment

Appendix 5 details guidance for driving of 4x4 in snow and ice

10.3 Use of Voluntary agency 4x4

The additional use of 4x4's can be arranged through voluntary agency partners.

- British Red Cross
- St John Ambulance
- Nottingham Emergency Scout Support team (NESST)
- Nottinghamshire 4x4 response team.

The Nottinghamshire 4 x4 response team have 28 members based in 4 teams who may be available to provide assistance mainly evenings and weekends although they have a handful of staff who could assist during working hours.

10.4 Hire of external 4x4

Nottinghamshire transport service (NTS) have access to vehicle hire firms and can source 4x4 vehicles. It should be noted that 4x4 vehicles to hire are limited and that once snow conditions hit, demand for them from all agencies is high. If weather forecasts provide suitable information in advance of predicted snow departments should consider hiring in vehicles on a standby basis to supplement the NCC fleet.

10.5 Redeployment of suitable staff to assist snow clearing of priority services

Services which would be unable to deliver their normal duties during winter weather have been pre identified. These are outdoor staff who already poses suitable PPE and who could be used to assist with clearing of paths and access to priority sites. Staff will not be involved in clearing access on any highways.

- NCC landscape services (19 depots throughout the county)
 - Staff to clear access
- Tarmac staff (currently in partnership with highways)
 - Staff to clear access

Sites that may require assistance have been pre identified in consultation with departments delivering critical services and included in appendix 2

District and Borough Councils have a staff resource that could be redeployed within their area to assist in winter weather once they are unable to conduct their normal duties.

11. TRAINING AND EXERCISING

11.1 Training needs

The following training needs have been identified, for those with specific roles in this plan:

1. Knowledge of the winter weather plan and NCC's response to a winter weather event
2. Knowledge of the major emergency plan and specific roles within it
3. Knowledge of multi-agency emergency planning arrangements in Nottinghamshire
4. Knowledge and skills for working in multi-agency tactical and strategic co-ordinating groups
5. Knowledge of the County Emergency Centre Plan
6. Skills for using the software and equipment provided in the County Emergency Centre
7. Skills for driving 4x4 vehicles in winter weather conditions (mandatory)

These training needs link to the roles of the following individuals:

- Members of the Risk, Safety and Emergency Management Board – training needs 1, 2, 5
- NCC representatives at Tactical or Strategic Coordinating Groups – training needs 1, 2, 3, 4
- Departmental staff working in the County Emergency Centre – training needs 1, 2, 5, 6
- Front-line staff supporting the emergency response by driving 4x4 vehicles – training need 7
- Partner organisations – training need 1

The training which will cater for the needs identified in this plan are detailed below. Dates and further information on these training courses is available from the emergency planning team.

11.2 NCC training

The following training courses are provided by the emergency planning team:

- Major Emergency Plan / County Emergency Centre training (links to training needs 2, 3 and 5)
- Training on software packages and equipment used in the CEC (links to training need 6)

Nominees for courses are usually arranged through department Risk, Safety and Emergency Management Groups.

Familiarisation training around the use of 4x4 is available for pre identified critical service staff that may require access to 4x4. **This training is mandatory.**

Departments are responsible for arranging training for their own staff, the emergency planning team have taken responsibility for arranging training for staff volunteers who have volunteered to drive their own 4x4 or have experience of driving 4x4

See the NCC 4x4 plan for trainers contact details.

Risk safety and emergency management groups will be used to raise awareness of this plan and NCC's response to a winter weather event.

Awareness will also be raised by incorporating into existing training covering the County emergency centre and major emergency plan.

Links to training need 1

11.3 Multi-agency training

The following training courses are provided by the Local Resilience Forum:

- General awareness training (links to training need 3)
- Tactical management of incidents training (links to training needs 3 and 4)
- Strategic management of incidents training (links to training needs 3 and 4)

The training courses are designed to be multi-agency, with participants from different responding agencies in Nottingham and Nottinghamshire – this enables participants to meet and work together with the people they may be working with in an emergency. The courses are planned and delivered by a multi-agency team.

Nominees for courses are arranged through the emergency planning team.

11.4 Exercising

An exercise to test the principles and procedures will be carried out within 3 years. Lessons identified from the exercise will be fed back into the planning process.

If the plan is activated to respond to a winter weather event within the time frame of the plan, this may be used instead of an exercise if deemed appropriate and lessons identified from the County Council's response fed back into the next version of the plan.

APPENDIX 1: COMMUNITY RESILIENCE MESSAGES

Snow Code: Clearing snow and ice

There is no law stopping you from clearing snow and ice on the pavement outside your property, pathways to your property or public spaces.

If an accident did happen, it's highly unlikely that you would be sued as long as you:

- are careful
- use common sense to make sure that you don't make the pavement or pathway clearly more dangerous than before

People using areas affected by snow and ice also have responsibility to be careful themselves.

Tips and advice on clearing snow and ice

- Start early - it's much easier to clear fresh, loose snow compared to compacted ice that has been compressed by people walking on it
- Don't use hot water - this will melt the snow, but may replace it with black ice, increasing the risk of injury
- Be a good neighbour - some people may be unable to clear snow and ice on paths from their property
- If shovelling snow, think where you are going to put it so that it doesn't block people's paths or drainage channels
- Make a pathway down the middle of the area to be cleared first, so you have a clear surface to walk on
- Spreading some salt on the area you have cleared will help stop ice forming - table salt or dishwasher salt will work, but avoid spreading on plants or grass as they may be damaged by it
- Pay particular care and attention to steps and steep gradients
- Use the sun to your advantage - removing the top layer of snow will allow the sun to melt any ice beneath; however you will need to cover any ice with salt to stop it refreezing overnight
- If there's no salt available, sand or ash are good alternatives

(Taken from Directgov.com. advice issued 22nd October 2010)

Community resilience message

Winter driving

Driving in snow and ice

- Reduce speed and allow extra space to slow down – it can take ten times longer to stop in icy conditions than on a dry road
- use the highest gear possible to avoid wheel spin whilst maintaining appropriate speed
- manoeuvre gently, avoiding harsh braking and acceleration
- get into a low gear earlier than normal when braking on ice or snow, allow the vehicle's speed to fall and use the brake pedal gently to avoid the wheels locking
- ease off the accelerator but do not brake suddenly if skidding occurs
- use car visors and reduce speeds in the event of being dazzled by winter sun.

Before setting out

- Is your journey absolutely essential?
- Have you checked 'NCC road checker' can you use treated routes.
- Are the windscreen wipers and lights working properly
- Are your windows, mirrors and lights clear, clean from frost and snow
- Do you have a full tank of fuel

In case you breakdown or become stranded

- Never leave home without a coat.
- Is your mobile phone charged in case you break down.
- Do you have details of your breakdown/recovery service
- Do you have a shovel or spade in your boot
- Do you have Wellingtons or walking boots.
- Do you have a warm flask and food
- Does anyone know where your going and the route you plan to use.

If you are forced to abandon your vehicle, give the local police details.
0300 300 99 99

Being prepared for winter weather:

- Have you checked if your house is on a salting route?
- Plan where you will park your car
- Have you got sturdy footwear for walking in snow? Do you own any Wellington boots?
- Have a week's worth of food and safety supplies, including bread in the freezer, long life milk and non-cook foods. If you live far from other people, have more supplies on hand.
- Keep a water supply. Extreme cold can cause water pipes in your home to freeze and sometimes break.
- Learn how to shut off water valves (in case a pipe bursts)
- Have a supply of your prescription drugs and other medicine
- Have a wind up torch and radio, in case of power cuts.
- Have you thought about producing a household emergency plan?
- Add the following supplies in preparation for winter weather to you emergency kit:
 - **Rock salt or table salt** to melt ice on walkways
 - **Snow shovels** and other snow removal equipment.
 - Also include **adequate clothing and blankets** to keep you warm.

If you become housebound you might find the following advice useful:

- Have regular hot drinks and at least one hot meal a day if possible, eating regularly helps to keep energy levels up during winter
- Wear several light layers of warm clothes
- Keep as active as possible

For household emergency plan templates and further advice on being prepared for emergencies please visit www.nottinghamshire.gov.uk/emergencyplanning and follow the links to "Ready to React"

Be a good neighbour:

Elderly and vulnerable people are particularly at risk during times of cold weather. Ask in advance of bad weather if there is anything, you might be able to do to help friends or relatives.

During bad weather, be a good neighbour and check they have enough food, water, medical supplies, heating and adequate clothing. You could offer to do their shopping or you might offer to clear driveways or pathways so that they or their carers can move about more easily.

It might also be a good idea to set up a “buddy” system for people making essential journeys, so you can let people know you’ve got to your destination safely.

For household emergency plan templates and further advice on being prepared for emergencies please visit www.nottinghamshire.gov.uk/emergencyplanning and follow the links to “Ready to

APPENDIX 2: LIST OF PRIORITY SITES

Departments/ functional teams are responsible for contacting the identified priority sites during an incident to confirm if they require assistance.

<u>Children and Young Peoples Services</u> Special school Priority list	<u>Adult Social Care and Health</u> Older persons residential and day care and physical disability day care.
Fountaindale School (Physical disabilities, mixed, 3 to 19) Nottingham Road Mansfield Notts NG18 5BA Ashfield	Leivers Court - Older persons residential Douro Drive Arnold Nottingham Nottinghamshire NG5 8AX Gedling
St Giles School (Mixed, 3 to 19) North Road Retford Notts DN22 7XN Bassetlaw	Newark and Sherwood day service <i>London Road, Balderton,</i> Newark, Notts, NG24 3AL Newark
Ash Lea School (Mixed, 3 to 19) Owthorpe Road Cotgrave Notts NG12 3PA Rushcliffe	Moorlands Day care 104 Church Lane, Brinsley, Nottingham NG16 5AB Broxtowe
Yeoman Park School (Mixed, 3 to 19) Park Hall Road Mansfield Woodhouse Notts NG19 8PS Mansfield	
Orchard School (Mixed, 2 to 19) London Road New Balderton Newark Notts NG24 3AL Newark	

Carlton Digby School (Mixed, 3 to 19) Digby Avenue Mapperley Nottingham NG3 6DS Gedling	
Foxwood School (Mixed, 3 to 19) Off Derby Road Bramcote Hills Beeston Nottingham NG9 3GF Broxtowe	
Bracken Hill School (Mixed, 3 to 19) Chartwell Road Kirkby in Ashfield Notts NG17 7HZ Ashfield	
Beech Hill School (Mixed, 11 to 16) Fairholme Drive Mansfield Notts NG19 6DX Tel: 01623 626008 Mansfield	
Redgate School (Mixed, 3 to 11) Somersall Street Mansfield Notts NG19 6EL Mansfield	
Derrymount School (Mixed, 3 to 16) Churchmoor Lane Arnold Notts NG5 8HN Gedling	

APPENDIX 3: HR GUIDELINES

SEVERE WEATHER CONDITIONS **GUIDELINES FOR MANAGERS**

1. Introduction

In the event of a period of severe weather conditions, e.g. snow, fog, floods etc. Corporate Directors will need to manage the situation within their department in order to continue to maintain County Council services, feeding into the corporate Risk Safety and Emergency Management Board through their departmental Business Continuity lead officer.

However, this must be balanced against the need to consider the extremity of prevailing and anticipated weather conditions.

These guidelines have been prepared to assist managers in all departments, but are not exhaustive.

2. Maintaining Services

- 2.1 All avenues should be explored to continue to maintain County Council services. Managers may wish to consider minimal cover being provided by employees who do not have particularly long or difficult journeys home, or by those who do not have specific personal or domestic needs. Also the possibility of diverting services elsewhere as well as using any locally agreed measures that are already in place for emergencies of this nature.
- 2.2 Where cover is required in critical service areas managers may request that staff work additional hours on a volunteer basis. Time off in lieu will normally apply in these circumstances.
- 2.3 In exceptional circumstances, managers may consider it necessary to close an establishment. This should be done in consultation with the Corporate Director or their representative. Suitable notices should be displayed at the entrance of premises to inform the public of the closure and how they may obtain emergency assistance if needed. Answering machine messages with appropriate details should be used where available. Blanket notification of closures using e-mail should only be used where all of the service is affected.
- 2.4 Where a decision has been taken by a Head Teacher to close a school it may be possible for teaching staff to undertake work activities at home. Support staff may also be able to work from home.
- 2.5 Head Teachers should consider the option that school staff report for work to engage in professional activity even where a decision has been taken to close a school to pupils.

Employment Issues

- 3.1 Employees should make all reasonable efforts to travel into work during periods of severe weather.
- 3.2 Where managers are satisfied that this has occurred, then employees should not be penalised for non/part attendance. As a guideline, employees should be paid for absences due to severe weather conditions if: -
 - * the manager is satisfied that every attempt has been made by the employee to attend work.
 - * their place of work is closed due to the loss of power/water supplies or damage caused by the weather.
 - * normal care arrangements break down at short notice e.g. school closures.
- 3.3 Where appropriate, managers should consider whether it is possible for staff to work from an alternative Local Authority workplace, or to work from home in line with the council's guidelines on Homeworking (see Section B35 Health and safety manual).
- 3.4 Managers should also consider the potential for staff to use flexi time provisions (see Section D 26 Personnel Handbook) to manage their journey into work as necessary.
- 3.5 It may also be appropriate, by mutual agreement, to treat an absence due to severe weather as part of an employee's paid annual leave.
- 3.6 Where employees remain at work to continue to provide County Council services, heating must be maintained at the appropriate level and not turned down. Security must also be maintained and it is suggested that, where practical, there should be a minimum of two people in those premises which are remote or deemed to be vulnerable.
- 3.7 Managers should monitor prevailing weather conditions and the ongoing availability of public transport and risk assess these factors, balanced against critical service needs, to reach and communicate a decision on allowing staff to leave work early if necessary in order to maintain a safe environment for employees when leaving their place of work, particularly where buildings are isolated.

4. Conclusion

- 4.1 In a period of severe weather conditions it is hoped that, with the co-operation and flexibility of managers and employees, arrangements can be mutually agreed in order to minimise the effects on County Council services and its workforce.
- 4.2 Where Managers have evidence that there may be abuse of these guidelines then the council may treat absence, or lateness, as unauthorised absence

APPENDIX 4: HEALTH AND SAFETY RISK ASSESSMENT. 4 X 4 USAGE

Safety Manual Section No. B2	Nottinghamshire County Council Policy and Guidance – Risk Assessment (Risk Assessment Form)	
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Operations/Work Activities covered by this assessment:		Driving 4x4 vehicles in snow & ice conditions By NCC Staff- (NCC Vehicles & Grey Fleet)										
Site Address/Location:		Various locations across county				Department/Service/Team:		Nottinghamshire County Council Volunteers				
Note: A person specific assessment must be carried out for young persons, pregnant women and nursing mothers												
Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions <i>Step 4 (Clause 3.4)</i>			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Safe Driver												
Lack of competency for severe weather driving	Road traffic collision (RTC) Vehicle overturn, vehicle damage, loss of mobility injury potential to driver passengers & third party	Volunteer drivers should be experienced in the safe operation of the vehicle., ideally in severe weather conditions. Familiar with gear ratio selection, 4 wheel drive select & differential lock functions. If towing forms part of task , towing experience essential	L	H	M	Managers to discuss vehicle familiarity & severe weather driving experience with volunteer driver. Towing equipment should be suitable for purpose and in serviceable condition						

Appendix 4

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Lone working	<i>Lack of support in emergency situation,</i>	Minimise lone working where practicable. Managers to know planned routes and timings. Call back / lone working procedure established. Vehicle occupants should have means of communicating with manager/ supervisor and summoning assistance in an emergency ie charged mobile phone (ensure network coverage).	L	M	L							
Pre existing medical conditions if applicable (enter detail).			L	M	L							
Sun glare-driver vision impaired	Impaired driver visibility leading to RTC <i>potential to driver passengers & third party</i>	Sunglasses worn as required. Ensure clean windscreen and screen wash function prior to journey.	M	M	M							

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Safe vehicle												
Obscured windscreen visibility	Collision with vehicle or obstruction <i>injury potential to driver passengers & third party</i>	Ensure windscreen ,windows & mirrors are clear before journey. Top up screen wash with correct mix. Keep dirt, snow & ice build up free from windows.	M	M	M							
Vehicle high centre of gravity	Vehicle overturn leading to crushing & entrapment injury <i>injury potential to driver passengers & third party</i>	Familiarisation with specific vehicle & capabilities of driven vehicle. Guidance from vehicle handbook Limit speed on turning. Ensure correct vehicle loading to maintain stability. Avoid driving across slopes beyond vehicle capability. Avoid turning up slopes.	L	M	L	Prove safe route –void awareness.						

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Vehicle loss of surface grip, skid on ice & snow Longer stopping distances and over confidence of 4X4 capabilities from inexperienced drivers	<i>RTC, contact with obstruction</i> <i>injury potential to driver passengers & third party</i>	Drive to road conditions. Ensure correct tyre pressures. (refer to vehicle handbook) Leave adequate stopping distance. Use minimum acceleration when pulling away. Avoid violent movements on the steering wheel. Drive slowly and brake with great caution to avoid locking the wheels.	M	M	M							
Safe journey												
Low visibility driving conditions		Regulate speed according to visibility & road conditions Leave adequate stopping distance										
General road conditions due to severe weather - snow & Ice	<i>Road traffic collision (RTC)</i> <i>Vehicle overturn, vehicle damage, loss of mobility</i> <i>injury potential to driver passengers & third party</i>	Route planning prior to journey. Use of local knowledge of clear routes. Where practicable journey should follow main roads (A&B) that are more likely to have been cleared & gritted.	M	M	M	Updates on cleared & gritted routes via Customer Service Centre –highways 08449808080 or Gritter twitter, or online gritting routes						

Appendix 4

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Buried / hidden obstructions off road	vehicle damage & associated injury <i>injury potential to driver & passengers</i>		M	M	M	Prove off road routes safe prior to driving .						
Unstable surface / ice including over water feature	Vehicle overturn or submersion in water. Crushing & entrapment injury Drowning & hypothermia <i>injury potential to driver passengers & third party</i>	Avoid off road driving where practicable.	L	H	M	Prove off road routes safe prior to driving . Topographical knowledge.						
Overhead structures	Raised running surface leading contact with obstruction. <i>injury potential to driver & passengers</i>	Route planning. In particular if driving off road or on compacted drifts observe route for over head hazard inc compromise of powerline safe proximity distances. NB powerlines may be Sagging due to snow or fallen poles.	L	M	L							

Appendix 4

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Struck by moving vehicle	Struck on highway due to static position or as pedestrian out of vehicle on highway <i>injury potential to driver passengers & third party</i>	Wear high visibility –(Ideally long sleeve high visibility clothing with reflectivity- EN471 class 3) outside vehicle on Highway. Consider use of beacons/ lights to indicate hazard. Move to safe position away from immobile vehicle where there is the potential for vehicle to vehicle impact./RTC. Avoid walking on carriageway. Cleaning snow, dirt & ice from vehicle lights to improve visibility. Do not stand behind vehicle assisting to push for traction.	L	H	M							
Carbon monoxide poisoning	Fumes if running static vehicle for prolonged periods With exhaust outlet compromised or if in confined areas <i>injury potential to driver passengers & third party</i>	Do not run vehicle for prolonged periods in confined area. Clear snow from exhaust outlet if static for long periods with engine running.	L	H	M							

Appendix 4

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
Low temperatures	Hypothermia particularly if stranded for prolonged periods due to breakdown of loss of mobility	Additional warm & waterproof clothing inc gloves , suitable & footwear appropriate to weather conditions. Flask with warm drinks In case of breakdown. Emergency numbers carried. Including personal breakdown recovery numbers if held (ie AA/RAC for Grey Fleet , Workshops on call mechanic for NCC vehicles). Whereabouts of journey known by manager in event of breakdown or loss of mobility. Charged mobile communications.	M	L	L							
Consider if any additional hazards are created and control measures are required if this activity is undertaken in non-routine or emergency conditions							Review Date (<i>Step 5</i>) :					
<p>General</p> <ul style="list-style-type: none"> Managers should ensure that the requirements of B37 Managing Occupational Road Risk are followed by NCC drivers . Volunteer drivers should have access to B37 Managing occupational Road Risk Policy and the associated Drivers Handbook Ensure all drivers carry out vehicle safety checks prior to their Journey. This should include sufficient fuel for journey 												

Appendix 4

Hazards Considered <i>Step 1 (Clause 1.3)</i>	Who might be harmed and how <i>Step 2 (Clause 3.2)</i>	Existing Control Measures: <i>Step 3 (Clause 3.3)</i>	Risk Rating			Further action <i>Step 3</i> <i>Consider hierarchy of controls i.e. elimination, substitution, engineering controls, signage/warning and/or administrative controls, (PPE as a last resort)</i>	Actions Step 4 (Clause 3.4)			Risk Rating		
			Likelihood	Severity	Risk Rating		who (Name)	when (Date)	complete (Date)	Likelihood	Severity	Risk Rating
<ul style="list-style-type: none"> Vehicle occupants should have means of communicating with manager/ supervisor and summoning assistance in an emergency ie charged mobile phone (ensure network coverage) Managers should know vehicle details including vehicle registration number of vehicles tasked to make essential journeys in severe weather. <p>Managers <u>must</u> modify this model risk assessment to be journey/task/person specific.</p>												
Assessors Signature: John Nilan			Date: 07/11/12			Authorised By: J Nilan			Date: 07/11/12			

Issue No. 4 Revision No.	50 of 10	Date of Issue: 0711/12
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APPENDIX 5: 4 x4 DRIVING IN SNOW AND ICE GUIDANCE

Subject : Driving 4X4 Vehicles in Snow & Ice	
Type of Alert : Information & Action	Alert Number : 02V2
Date of Issue: 11/1/2010	Display Until :

Firstly always ask yourself, 'Is this journey necessary?'

Unless circumstances demand it, if your journey or task can wait, then let it wait and do something else until conditions improve.

Whilst your vehicle may cope with the driving conditions, be vigilant and aware of other drivers whose vehicles may be less well equipped and the inherent risk that may bring.

Therefore when using a service vehicle staff are asked at all times to drive courteously and with due care.

In weather such as ice and snow four wheel drive vehicles are often seen as the answer to all the problems these conditions can create. Some of the conditions can be very demanding of both staff and vehicle. Nottinghamshire County Council vehicles are there to help the staff provide an effective service, Nottinghamshire County Council Staff and their vehicles need to be prepared.

Ensure prior to your journey, routine daily vehicle checks are completed, and driver visibility isn't compromised by snow & ice.

It is important to remember that when driving in a 4x4 in snow you have more traction than in two wheel drive but the same brakes. By all four wheels being driven it gives the advantage over two wheel drive by allowing the same power to be put through 4 wheels and not just 2 wheels.

This in effect asks less of the surface in terms of grip and so you are less likely to experience the vehicle spinning its wheels and going nowhere fast.

This advantage is fine but you have to remember that you have the same type of braking as a two wheel drive vehicle. The feeling of confidence that a 4x4's tractive performance gives in snow generates is that the method of stopping is just the same as being in your car.

That is four wheels on the ground, each one's rotation retarded by the brakes. Because 4X4's are heavier they have a corresponding increased amount of kinetic energy to stop.

Which means that they take longer to stop and can slide. You are therefore not invincible and just like driving a two wheel drive car, you can end up in a ditch.

So always be gentle with the accelerator and the brakes.

- ✓ Select the highest gear possible for the conditions.
- ✓ Engage the Centre Differential Lock and disengage as soon as non icy ground is reached.
- ✓ Use minimum acceleration when pulling away. Avoid violent movements on the steering wheel. Drive slowly and brake with great caution to avoid locking the wheels.

Snow and ice can affect road conditions in a variety of ways. You have to remember what lies beneath the surface of snow/ice, which will extend or reduce the limits of traction of your vehicle.

Be careful and be prepared

- 1. Are you the first vehicle on the road?** If as often is the case you and your four wheel drive vehicle are the first vehicle on the road after the first snow on untreated roads, this is the best traction you will have in snow. The Off Road Bias tyre will cut through the soft snow either to the ground beneath or will make the first compressed snow 'rails' for you to travel on. These conditions are as grippy as they will ever be. Conditions will become worse from now on.
- 2. Are you the second vehicle on the snow or later?** When others have been on the roads first, their compressed tracks will make the going slippery, if you drive out of these tracks you will achieve more traction but no improvement in braking. On long descents or tight bends stay in low gear.
- 3. Subsequent snowfalls.** Snowfall on top of previous compressed tracks which may in places have slicked over into streaks of pure ice is a situation where a heavy four wheel drive needs to be driven very delicately allowing the four wheel drive to obtain traction. Braking will be fractionally better than a car by reason of your tyre selection but only if it is done gently.
- 4. Snowdrifts.** The combination of a four wheel drive's big wheels, locked centre differential and appropriate tyres driven on all four wheels allow drifts to be driven through or they can be an ingredient for the vehicle to become stuck as the vehicle bottoms out on compressed snow. This can result in the vehicle having to be dug out. Do not be too ambitious with what you attempt to barge through. Also what is the drift hiding that you may hit? Anything above hub depth is starting to become marginal for sustained travel. Individual small drifts deeper than this can often be successfully tackled. Use Low box, probably 2nd or 3rd with diff lock engaged to allow the driver to make progress.
- 5. Snow off Road.**
Unless specifically trained to drive off-road, NCC drivers are not expected to take vehicles off-road
As there is not a smooth potentially slippery surface beneath it, snow off road is easier to cope with than snow on tarmac carriageways. A moment's thought, however, highlights the dangers of minor drifting of the snow covering potentially destructive obstacles such as ditches, small rock outcrops or gullies. Firstly do you really need to be driving over this terrain? Can you walk? If you need to drive then check for hidden obstructions by checking on foot first and prod with a stick in doubtful areas. It could save a long walk out or a long wait for recovery

APPENDIX 6 Guidance for head teachers and nominated property officers.

GUIDANCE FOR HEAD TEACHERS AND NOMINATED PROPERTY OFFICERS ABOUT MANAGING BUILDING ACCESS ROUTES DURING PERIODS OF SNOW AND ICE

1. INTRODUCTION

Health and safety legislation requires employers to ensure, so far as is reasonably practicable, safe access to, and exit from, premises used as a workplace. This guidance is issued to assist you in the task of maintaining safety during bad weather, particularly ice and snow.

2. RESPONSIBILITIES AND ARRANGEMENTS

During adverse weather conditions, the overall responsibility for making arrangements for the clearance of snow and ice and the spreading of salt/grit rests with the Head Teacher or Nominated Property Officer. This responsible person should determine how on site resources are best used particularly the priority areas for snow and ice clearance and the application of salt/grit. A plan for dealing with severe weather should be drawn up in good time for each site.

Implementation of the plan will normally be the responsibility of site-based employees but they may want to refer to the responsible person for advice in particular circumstances. Details should be drawn to the attention of all employees working on the premises so they are aware of the safest ways of entering and leaving the premises. Reasonable steps must be taken to inform service users and the public of the arrangements.

Adults, including carers of people in their charge, are expected, legally, to behave as reasonable people. They need to take responsibility for the choices they make during severe weather, although NCC is expected to provide information to inform those choices. Ultimate responsibility for employee's health and safety rests with NCC.

3. FACTORS TO BE TAKEN INTO ACCOUNT IN DRAWING UP THE ARRANGEMENTS

Factors that should be considered when making decisions about what counts as reasonable steps are:

- The number and nature of people accessing the building
- The availability of employees able to implement the severe weather plan
- The scale of any clearance operations

Where there is early warning of snow or icy conditions, the Responsible Person should consider arranging for priority areas to be salted and gritted in advance. Clearly the priority will be for maintaining the main pedestrian access route to the building. The responsible person will need to use their discretion in determining other priority areas that people may need to use. Signage and other information should be used to inform people about which access routes to use. Snow and ice clearing duties should as far as possible be counted as part of normal working hours of caretaking staff, and as such, other non-essential duties may have to be left. If this causes particular difficulties, contact your caretaking Area Manager.

As a general rule, NCC is not expected to fully treat or clear its car parks. However, pedestrian routes to and from the car parks must be considered and also whether it is reasonable to clear car park spaces for disabled drivers or specialist transport.

All staff should be reminded of the need to wear appropriate footwear when coming to work in severe weather conditions as it will seldom be possible to clear all snow and ice from a site. In particular, walking from a parked car to the nearest access path may be more hazardous. Pupils, service users and visitors should be made aware of the arrangements so far as it is reasonable to do so.

Whatever action is taken, care must be taken not to make ground conditions more hazardous than if no action was taken. Ultimately, decisions about what is reasonably safe is a matter of judgement on the day and this may need to be revised as the weather changes.

SEE ALSO:

NCC Winter Weather Plan, Section 3 “Weather Forecasting Capabilities”

NCC Winter Weather Plan, Section 5 “Schools”

NCC Winter Weather Plan, Appendix 2 “Priority Sites”

Service Business Continuity Plans

4. SUPPLY AND STORAGE OF SALT AND GRIT

In the interests of safety it is advised that salt/grit is the most effective and economical method of over- covering slippery conditions. The Responsible Person must make arrangements to ensure that a sufficient supply of salt and grit is available for use by designated employees at the start of the cold season. Supplies should be ordered well in advance of adverse weather conditions. An appropriate container will enable a reasonable amount of salt and grit to be kept on site ready for use. The container also overcomes the problem of finding a suitable storage space for this bulky and occasionally used commodity. When ordering salt and grit, give consideration to the ability of employees to handle the bags and apply the mixture.

IMPORTANT

In the past, there has been at least one instance of pupils in a first school picking some crystalline salt granules off the playground and tasting them, thinking they were snow or ice particles. Heads Teachers and NPOs of buildings with young children are therefore advised to purchase salt/grit mixture rather than pure crystalline salt for treating icy surfaces. Children should be warned accordingly.

5. SAFETY OF EMPLOYEES NOMINATED TO SPREAD SALT/GRIT AND CLEAR SNOW AND ICE

Nominated employees will be at risk of injury from slipping over and from the task of handling grit/salt and clearing quantities of snow and ice. Suitable clothing and footwear will be needed when working outside. The personal capabilities of the individual must be considered and sufficient time allowed for the task taking account of welfare breaks. A balance needs to be struck, especially at small, low occupancy sites, between the risk to the individual carrying out route maintenance and the risk to small numbers of people accessing the building.

6. MONITORING THE EFFECTIVENESS OF THE PLAN

Arrangements should be made for access routes to be inspected regularly following the salting and gritting to monitor its effectiveness. It is recommended that this is done before the end of each session or working day. Additional information including signage about safe routes may be necessary. Check forecasts and weather warnings again and review the plan if necessary.

If there are any incidents related to the weather conditions or the task of maintaining the routes these must be recorded on Wellworker. Include observations about the ground conditions, measures taken to reduce risk and information about the individual(s) involved, including what they were doing and their footwear at the time of the incident.

7. CHECKLIST FOR HEADS TEACHERS AND NPOS

- ☐ Develop a written plan to ensure that clearance of ice and snow and salting and gritting are as effective as possible (See below)
- ☐ Receive forecasts about severe weather

- ☐ Acquire an adequate supply of salt/grit available, suitably stored with appropriate tools for the moving & distributing the salt/grit.
- ☐ Site-based employees have appropriate warm and protective clothing and footwear for the job
- ☐ Communication arrangements exist to ensure that employees, pupils and visitors are made aware of the arrangements for safe access to and exit from the buildings?
- ☐ There is a suitable and sufficient risk assessment for snow and ice clearing activities.

CONTACTS

The Health and Safety Team at 01623 434032/3

PLAN FOR MANAGING ACCESS ROUTES DURING PERIODS OF SNOW AND ICE

Property name:

Head Teacher / NPO:

Date:

Review Dates:

Weather Warnings

NCC Emergency Planning Team

BBC Radio Nottingham / Local Radio

Met office: http://www.metoffice.gov.uk/weather/uk/em/em_forecast_warnings.html

Communication with employees, service users and public (Describe how warnings and advice will be distributed to relevant people)

Details of the routes and areas that will be, where reasonable to do so, gritted and cleared of snow & ice. (Describe routes or provide an annotated area plan)

Location of grit/salt supply and equipment

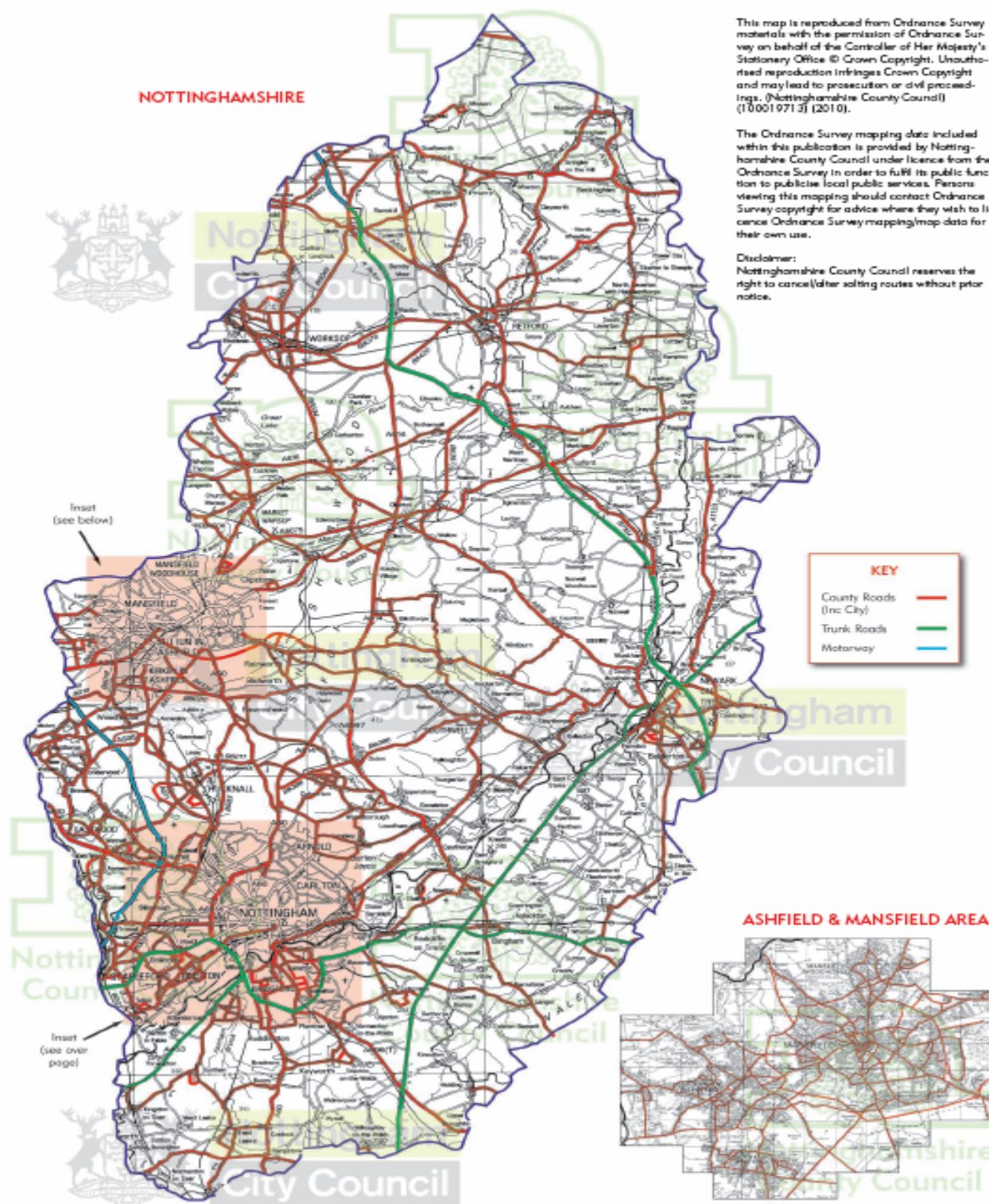
APPENDIX 7: NCC OWNED 4X4 VEHICLES

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	Service area	Location	Vehicle	Seating capacity	Open or closed back	Drivers	Availability	Reg and MOT
1	Country Parks	Sherwood Forest National Nature reserve Ollerton (2 miles from Bassetlaw ASCH locality office ollerton)	Landrover 110 Defender	5	Open	No	7 days a week	FJ04PHF MOT due 3rd March
2	Country Parks	Bestwood Country Park Nottingham	Landrover defender	5	Closed	Yes	7 days a week	FN52 XUX mot 30 Jan
3	Outdoor adventure	Mill adventure base Sutton in Ashfield	Ford ranger	5	Closed Truckman top	4	7 days a week possibly OOH	FJ07 0RV / March MOT
4	Outdoor adventure replacement vehicle sept 2011	Mill adventure base Sutton in Ashfield	Ford ranger pick up	2	Open back	See above	7 days a week possibly OOH	
5	Highways training	Highways training centre Newark	Long wheeled base Landrover	5		no	7 days a week if accessed mon to fri	

Service area	Location	Vehicle	Seating capacity	Open or closed back	Drivers	Availability	Reg and MOT	Service area
6	Country Parks	Rufford Country Park Ollerton	Toyota hilux	2	Closed	No	7 days a week	FH55 XPL 20 Feb
7	Country Parks	Bestwood Country Park Nottingham	Vauxhall Brava	5	Closed	possibly	7 days a week	P574 ERR (mot:7/2/11)
8	Community Rangers hosted by Forestry commission	Sherwood pines Edwinstowe. FC 1	Vauxhall brava	5	closed	no	7 days a week	X474ERA
9	Community Rangers hosted by Forestry commission	Rainworth FC 2	Ford ranger	5	closed	no	7 days a week	FE03YXL
10	Green estates	Rufford country Park Ollerton	1 shogun 4x4 Automatic	2	closed	No	7 days a week	FN05CVE
11	ASCH	Bishops court Ollerton	Landrover freelander	5	Closed Back	Yes	7 days a week	FM57CZE

APPENDIX 8: SALTING ROUTES



An interactive electronic version of the NCC gritting routes can be found at <http://www3.nottinghamshire.gov.uk/travelling/roads/winter-roads>

APPENDIX 9: LOGISTICS CELL TERMS OF REFERENCE

Terms of reference

Purpose

To act as a multi agency coordination group, coordinating the acquisition, distribution and replenishment of resources essential for the response and recovery to an emergency.

Role

To prioritise resources in line with the strategy set by the SCG/TCG

To identify resources required

To identify stockpiled resources

To identify owners of resources and agree the responsibilities of owners of items(this may be done on a case by case basis)

To collate available resources..(this could be done virtually)

To identify any gaps in the resources required

To identify alternative sources of procurement of items, (if not owned by partners) to fill any resource gaps identified

To recommend for distribution of resources on a priority basis

To arrange suitable transport if required for distribution of resources

Where a cost is involved, agree the funding.*

Chair of the group to report back to the SCG/TCG

Membership

The chair and secretariat will be determined by the SCG/TCG at the time of the incident

The logistics cell should be open to category 1 and category 2 responders and to others who have a role in procuring and distributing supplies essential to the incident.

Member organisations could include

Nottinghamshire Police

Nottinghamshire Fire

Nottinghamshire County Council

Nottingham City Council

EMAS

Health

Environment agency

St John Ambulance

British Red Cross

Salvation Army

The cell should have access to procurement/transport specialist staff members, including military Joint Regional Liaison Officers

Staff representatives at the logistics cell should have

- Knowledge of resources their organisations own and have a capacity to procure.
- Knowledge of resources their organisation require from the cell.

The cell will normally be based at the MCC at either Highfields or the Arrow centre

The cell may also meet virtually be using telephone/video conferencing

*The owner of a resource is not necessarily responsible for providing the funding. Eg 4x4 vehicle is maintained and owned by a voluntary agency but the cost of using the vehicle may be passed onto the agency using the vehicle

APPENDIX 10: TEMPLATE MEMBERS BRIEFING



Severe Weather Members' briefing No. X Date

1. Weather summary

Insert text

2. Nottinghamshire County Council response

Insert text

Our Winter Weather plan is available on the intranet:

<http://intranet.nottscc.gov.uk/index/departments/communities/coms-yourdivision/coms-safety/communities-emergencymanagement/emergency-plans/>

3. Gritting update

The County's A and B roads, main bus routes and snow routes were gritted overnight – 905 miles in total – one third of the county's entire road network.

Insert text

An interactive map showing gritting routes in Nottinghamshire is available on the NCC internet.

<http://www.nottinghamshire.gov.uk/travelling/roads/road-design-and-maintenance/winter-roads>

4. Summary of how County Council services have been affected

Latest information on disruption to services is available on the homepage of the County Council's website at www.nottinghamshire.gov.uk

Customer Service Centre:

Meals at Home service:

Day centres and services:

Children's Centres:

Youth Centres:

Country Parks:

Libraries:

Register Offices:

Any other services

5. School closures

Insert text

Schools are responsible for deciding if they need to close due to the weather conditions. The decision is taken by the headteacher and depends on local weather conditions, staff availability and access to the school grounds.

6. Proactive action being taken to maintain services

Insert text

7. Communicating with the public and employees

Insert text

Proactive media work before the start of the severe weather has helped to raise awareness of what the Council does, how people can help themselves and where to find out further information.

Information from the disruption@ email address is being used to update the Council's website, employee intranet, Twitter and Facebook accounts and shared with the media through press releases and phone calls.

Employees have been reminded of what to do in severe weather through items in Team Talk and the intranet.

8. Local Resilience Forum LRF response (if applicable)

Insert text

Further information for Elected Members

- Visit the County Council's website for the latest updates about how the weather has affected our services
- www.nottinghamshire.gov.uk
- Call the Members' emergency information line on 0115 xxxxxxxx - please note information will not be updated over the weekend.
- For general queries, please contact the Emergency Planning Team on 0115 xxxxxxxx.
- In an emergency, or out of office hours, please call the duty officer on 0115 xxxxxxxx.

REPORT OF THE LEADER**UPDATE ON THE INITIAL FINDINGS FROM THE 2012
NOTTINGHAMSHIRE ANNUAL RESIDENTS' SATISFACTION
SURVEY****Purpose of the Report**

1. To report on the initial findings from the 2012 Nottinghamshire annual residents' satisfaction survey, which shows the Council's satisfaction rating has increased by 16 percentage points since 2011 to 63%, and to look at the key drivers of satisfaction.

Background

2. Understanding residents' views is a key element of assessing the effectiveness of an authority, alongside cost and performance information. Furthermore, understanding resident satisfaction and being able to make informed comparisons can strengthen local accountability and be a key part of the Council's approach to managing its own performance. The Strategic Plan contains priorities around 'To provide good quality affordable services' and 'To be financially robust and sustainable' and key measures include the delivery of efficient services, keeping residents informed about the services and benefits the Council provides, treating residents with respect and consideration and residents being satisfied with their local area as a place to live.
3. The County Council's Strategic Plan includes eight measures of resident satisfaction/perception which contribute to the achievement of our priorities. In previous years, these have been measured in a number of different ways:
 - In 2003/4 and 2006/7 the Council was under the Best Value regime and all local authorities were required to conduct a Best Value Performance Indicator (BVPI) survey. The Department for Communities and Local Government (DCLG) were extremely prescriptive about how the survey should be conducted and how the findings should be analysed and reported.
 - In 2008 the BVPI survey was replaced by the Place Survey, again to a prescribed methodology and weighting scheme. Originally the Place Survey was due to be carried out every two years, however Government announced its abolition in 2010.
 - In 2009/10 and 2011 the County Council continued to carry out its own consultation exercises to gather residents views on the services delivered and this has been done by consulting members of our citizens' panel. However, the panel may lack statistical validity if it is used annually to measure overall satisfaction and, as such, it is not considered an appropriate mechanism to measure overall satisfaction ratings for the Council on an annual basis.

4. At its meeting on 20 June 2012, Policy Committee provisionally agreed to conduct an annual satisfaction tracker survey for the County Council, not only to measure headline satisfaction but to include other key performance indicators such as public perceptions of value for money, communication, quality of life, and health and wellbeing. This was fully approved by Policy Committee on 12 September 2012, when a report on the outcome of the procurement process was presented. The survey took place between 1 – 26 October 2012.
5. The key feature of the survey methodology used, was that all interviews were carried out on a face-to-face basis, which is considered superior to postal when conducted effectively. Face-to-face interviews were the chosen methodology as this allows people to fully express their real views in a personable way. Face-to-face interviews also have an unrivalled reputation for producing robust population based samples which stand up to scrutiny.
6. The brief was to undertake at least 150 face-to-face interviews in each of the seven districts, making a total county sample size of 1,050. However, slightly more interviews were conducted and a sample size of 1,063 was achieved. A sample of 1,063 respondents has given results that are accurate to approximately +/- 3% at the 95% confidence interval. This means with a result of 50%, we can be 95% sure that if all residents were interviewed then the result would be between 47% and 53%. The survey design used location based quota sampling techniques to achieve a sample that was representative of the Nottinghamshire population (nearly 785,800 according to the Census 2011 data).
7. This research cost £14,223 in total. The Council's contribution was £4,223, with the remainder of the costs being funded by partners, therefore, demonstrating good value for money due to effective procurement and partner contribution.
8. The eight key measures in the Council's Strategic Plan that are measured via the annual residents' survey are:
 - % people satisfied with the way the Council runs things
 - % people agreeing that the Council provides 'value for money'
 - % people who feel they can influence decisions in their local area
 - % people satisfied with their area as a place to live
 - % people feeling informed about the services and benefits the Council provides
 - % people feeling safe outside in their local area after dark
 - % people feeling safe when outside in their local area during the day
 - % people undertaking voluntary/community work in the last 12 months
9. The County Council set indicative targets against these measures for 2012/13 based on historical data that was available at the time i.e. the 2008 Place Survey and subsequent citizens' panel surveys.
10. The 2012 annual residents' satisfaction survey should be considered to be the baseline for current performance from which the Council is to set targets for future years. This will take a number of factors into account including trend data (but applying caution), comparative information from other local authorities and knowledge about the services we provide, any impact from budget changes and planned future activity.

Summary of key findings from the 2012 annual residents' satisfaction survey

11. The summary findings below are based on comparison of 2011 results with those of 2012. It must be noted that the two surveys differ in that one (2011) was postal and the second (2012) being face-to-face. However, even taking this into consideration, the results appear to be very positive. Further details are contained in *Appendix A*.
12. *Appendix B* details contextual and comparative data from previous surveys.

Council satisfaction

- The Council's satisfaction rating has increased by 16 percentage points since 2011 to 63% satisfied. This is above the Ipsos MORI average (taken from the 2011 national survey) (55%). A major influence on satisfaction with the County Council is feeling it provides value for money. Almost half (47%) of respondents *agree* that the County Council provides them with value for money, compared to only a quarter (25%) that *disagree*. A significant increase of 22 percentage points since 2011. The Ipsos MORI average across the country is 41% agree and 26% disagree.

Local decision making

- A total of 36% *agree* they can influence decisions affecting their local area. This score has remained unchanged since 2009.

Perceptions of the local area

- Over four in five (84%) of Nottinghamshire respondents are *satisfied* with their local area as a place to live. This is an increase of just one percentage point since 2011. Only 6% are *dissatisfied*.

Information provision

- Whether people in Nottinghamshire feel informed or not appears to influence their attitudes to various aspects of the local area and local public services, such as their perceptions of crime and safety and of value for money from the council. In Nottinghamshire, 62% of respondents *feel informed* about the services and benefits provided by the Council; an increase of three percentage points since 2011.

Community safety

- Perceptions of crime and safety are often central to whether residents see an area as a good place to live or not. In Nottinghamshire, although most (95%) of respondents *feel safe during the day*, just under three-quarters (74%) *feel safe outside at night*, an increase of 8 percentage points and 3 percentage points respectively. A total of 90% of respondents *feel safe at home alone at night*.

Helping out and getting involved

- The proportion of respondents who volunteer regularly in Nottinghamshire is one in seven (14%). This is in line with the Place Survey data of 2008.

Analysis of findings

13. There are a number of key areas of work that need to be progressed using the data from the 2012 annual residents satisfaction survey, which include the mapping of activity that may have contributed to high/low levels of satisfaction across the Council, looking at links to cost and quality of service and other available data and future comparisons with other local authorities through the LGA's LG Inform.

14. The key areas of work, referenced in paragraph 13 above, will be undertaken by the Policy, Performance and Research Team with the administration of the survey process remaining with the Communications and Marketing Team.
15. Tracking changes in satisfaction alongside questions on other related issues about residents' local areas can provide valuable information on what is driving resident perceptions and therefore what the Council can do to serve their local communities better. Many additional factors will influence resident views of councils at a local level, including local demographics. It is important therefore that these results are seen as part of a wider approach to understanding and responding to local communities at a local level.
16. Research by the Local Government Association shows perceived value for money has the strongest correlation with overall satisfaction. Councils whose residents feel they get good value for money are the most popular, and those who score badly on value for money are the least popular. The strongest driver of 'perceived value for money' and the primary driver of resident satisfaction with councils, is effective information about council services. Councils whose residents feel well informed about services are the most popular and vice versa. Other key drivers of satisfaction are perceptions of the overall quality of services, and treating all types of people fairly, and taking residents' views into account - research suggests that these measures link into perceptions of trust and fairness and also highly correlate with the overall satisfaction rating for a council.
17. People are influenced by many factors when forming their view of the Council, including coverage of local government in the media. There have been improvements in the Council's media relations activity over the last 3 years alongside significant improvements in the way that media coverage is monitored and recorded. Coverage has increased four-fold, the number of enquiries has increased by 25% and press releases issued by 43%. There has also been a 17% increase in positive/neutral coverage.
18. Keeping residents informed about any changes in services is important and council publications play a key role in this. Previous MORI research has shown that the most frequently cited (and also most preferred) channels of council information tend to be council newspapers/newsletters. Recall rates of council magazines/newspapers vary between 40 per cent and 95 per cent. This may reflect various factors such as time of the year, frequency of distribution, salience of issues reported or effectiveness of distribution. The results from the 2012 annual resident satisfaction survey show that 55 per cent of Nottinghamshire residents remember receiving a copy of County News in the last 12 months. This is a drop of 25 percentage points compared to 2011 and further work needs to be done in this area.
19. Consistent use of our corporate identity (brand) is important for recognition of the Council. It enables people to recognise council services, access them and shows public accountability. It also plays an important part in contributing to overall satisfaction with the council. The Council's revised brand and how it should be used and governed was approved on 26 January 2012. For the first time the Council has gained consistency and control over its visual identity. Having an improved visual identity enables people to recognise Council services better. This is reflected in the fact that at the Diamond Jubilee event in June, 84% of people surveyed knew that Nottinghamshire County Council was the organiser of the event, and 76% of people surveyed at the Robin Hood Festival in August knew that the County Council was the organiser.

20. There are many potential drivers for improvement in satisfaction levels and the following are examples of such activity:-

- *Community safety*: Overall crime reductions in recorded crime across Nottinghamshire have been above the national average (all crime down 18%), contributing to people feeling safer and less likely to be a victim. Targeting of 15 'Partnership Plus Areas' in Nottinghamshire has led to significant reductions in the areas with the highest levels of crime and anxiety about crime. Successful approaches to car cruising, especially at Junction 27 and Netherfield, the work of the Family Intervention Project, Victim Support Anti Social Behaviour advocates and the Vulnerable Persons' Panels in each district, have improved the response to those areas and those individuals suffering from Anti Social Behaviour. Targeted work with young people by the Targeted Support Youth Justice Services teams and also, through projects such as "I Pledge" and "I Belong, You Belong", have led to positive engagement with young people and families in Partnership Plus Areas.
- *Five or more GCSEs Grade A*-C including English and maths*: This is the first time since the 'gold standard' measure was introduced in 2006 that Nottinghamshire has been above national outcomes. Early provisional results for 2012 show that Nottinghamshire has closed the gap on national outcomes on the Government's main measure of the percentage of pupils gaining 5+ A*-C including English and mathematics. Just over 60% of Nottinghamshire pupils gained this measure (an increase of 2.7 percentage points from 2011) compared to 58.6% nationally (which saw a decrease of 0.4% from 2011). The Education Improvement Service (EIS) are actively engaged in schools working to secure improvement in educational achievement. One of the key initiatives is to partner strong schools with weaker ones to help them improve and boost education standards. For schools that are in an Ofsted category (special measures or notice to improve) this includes brokering support and partnership arrangements with Local Leaders of Education schools, advisor support, the development of action plans and frameworks for improvement and reviewing progress prior to visits from the inspectorate.
- *Highways and transport*: A good improvement has been achieved in customer satisfaction with Nottinghamshire's overall Highways and Transport service to a ranking of 2nd at 56.6%, just half a percentage point behind the top score of 57%, and customer satisfaction with the Nottinghamshire's road safety service also now ranked 2nd at 55%, again just half a percentage point behind the top score of 55.5%. This is supported by the continued commitment of highway teams across the service from routine inspection, improvements and repairs to winter gritting and response to flooding. Current improvements to the highway service are being implemented with improved customer contact support and early notification of planned works which may have contributed to this increasing level of customer satisfaction. Further improvements including project delivery arrangements and a new highways contract will be put in place early next year to ensure continual improvement and customer satisfaction.
- *Personal budgets*: Our performance to date is very positive, with more people than ever managing their own care – as the percentage of adult social care service users and carers in Nottinghamshire now receiving a personal budget stands at 79%. This is better performance than targeted for and places Nottinghamshire amongst the top performers nationally. Building on this success, countywide information events took place in November 2012, involving employees, service users and personal assistants to help celebrate progress to date and tackle the challenges ahead.

21. It is crucial that individual councils have the best possible tools to manage their performance and drive their own improvement. Therefore, it is proposed to use the Local Government LG Inform database as a mechanism for benchmarking our resident satisfaction data with other councils. This is a free online service which allows anyone in the public sector to access, compare and analyse data, and present their findings. Clearly, to have effective benchmarking, the data needs to be consistent, robust and meet certain quality standards. To this end LGA commissioned Ipsos MORI to develop a standard set of benchmarking questions and accompanying benchmarking criteria for councils to use. The County Council has already adopted these benchmarking questions as part of its performance monitoring, and therefore, will be able to input local results from the 2012 annual residents' satisfaction survey into LG Inform, to enable direct comparison with other authorities. LG Inform encourages local authorities to use public opinion research to help councils aim to be the best, not just comforted by the national benchmark.

RECOMMENDATIONS

- 1) That the increased levels of satisfaction evidenced by the 2012 Nottinghamshire annual residents' satisfaction survey be noted.
- 2) That the Council uses this survey data as the baseline and looks to set meaningful targets for future years based on this.
- 3) That further detailed analysis, including mapping of activity that may have contributed to high/low levels of satisfaction across the Council, looking at links to cost and quality of service and other available data, be undertaken.
- 4) The Council continues with annual satisfaction surveys in future years.

Councillor Kay Cutts
Leader of the County Council

For any enquiries about this report please contact: Angela Smeeton, Senior Consultation Officer on 0115 977 2937 or email angela.smeeton@nottsc.gov.uk

Constitutional Comments [NAB 30/11/12]

Council has authority to consider and approve the recommendations set out in this report by virtue of its terms of reference.

Financial Comments [MB 30/11/12]

The cost of the survey is met from the budget for Marketing and Engagement.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All

STRATEGIC PERFORMANCE INDICATORS (PI's)

Note: It is recommended that caution be applied when making assumptions about how far we have travelled using our own historical data as the methodologies used are not consistent.

	% Satisfied
Satisfaction with the way Nottinghamshire County Council runs things	(2012/13 strategic target 47%)
2012 Annual residents satisfaction survey	63%↑
2011 Citizens' panel survey (wave 6)	47%
2009/10 Citizens' panel survey (wave 5)	34%
2008 Place Survey	40%*
2006/07 BVPI survey	47%
2003/04 BVPI survey	47%
Providing value for money	(2012/13 strategic target 25%)
2012 Annual residents satisfaction survey	47%↑
2011 Citizens' panel survey (wave 6)	25%
2009/10 Citizens' panel survey (wave 5)	24%
2008 Place Survey	29%*
2006/07 BVPI survey	41%
2003/04 BVPI survey	Nil
People feel they can influence decisions in locality	(2012/13 strategic target 37%)
2012 Annual residents satisfaction survey	36%↔
2011 Citizens' panel survey (wave 6)	36%
2009/10 Citizens' panel survey (wave 5)	36%
2008 Place Survey	28%*
2006/07 BVPI survey	30%
2003/04 BVPI survey	Nil
Citizens satisfied with their local area as a place to live	(2012/13 strategic target 83%)
2012 Annual residents satisfaction survey	84%↑
2011 Citizens' panel survey (wave 6)	83%
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	79%*
2006/07 BVPI survey	74%
2003/04 BVPI survey	Nil
How well informed does Nottinghamshire County Council keep you about the service and benefits (public services) it provides	(2012/13 strategic target 59%)
2012 Annual residents satisfaction survey	62%↑
2011 Citizens' panel survey (wave 6)	59%
2009/10 Citizens' panel survey (wave 5)	48%
2008 Place Survey	43%*
2006/07 BVPI survey	44%
2003/04 BVPI survey	41%
Feel safe outside in their local area AFTER DARK	(2012/13 strategic target 65%)
2012 Annual residents satisfaction survey	74%↑
2011 Citizens' panel survey (wave 6)	66%
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	49%*
2006/07 BVPI survey	41%
2003/04 BVPI survey	Nil
Feel safe when outside in their local area DURING THE DAY	(2012/13 strategic target 90%)
2012 Annual residents satisfaction survey	95%↑
2011 Citizens' panel survey (wave 6)	92%
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	88%*
2006/07 BVPI survey	89%
2003/04 BVPI survey	Nil

Volunteering - giving unpaid help to group(s), club(s) or organisation(s) (2012/13 strategic target 30%)	
2012 Annual residents satisfaction survey	Nil *
2011 Citizens' panel survey (wave 6)	50%
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	30%*
2006/07 BVPI survey	Nil *
2003/04 BVPI survey	Nil
BUSINESS PLAN PERFORMANCE INDICATOR	
Treated with respect and consideration by local public services (2012/13 business plan target 72%)	
2012 Annual residents satisfaction survey	82%↑
2011 Citizens' panel survey (wave 6)	69%
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	75%*
2006/07 BVPI survey	Nil
2003/04 BVPI survey	Nil
OTHER PERFORMANCE INDICATORS	
Local area is a place where people from different backgrounds get on well % Agree	
2012 Annual residents satisfaction survey	58%↓
2011 Citizens' panel survey (wave 6)	62%
2009/10 Citizens' panel survey (wave 5)	66%
2008 Place Survey	77%*
2006/07 BVPI survey	Nil
2003/04 BVPI survey	Nil
Advocacy : Speak positively/neutral of the County Council	
2012 Annual residents satisfaction survey	41% positive : 44% neutral = 85%↑
2011 Citizens' panel survey (wave 6)	17% p : 52% n = 69%
2009/10 Citizens' panel survey (wave 5)	16% p : 50% n = 66%
2008 Place Survey	Nil
2006/07 BVPI survey	Nil
2003/04 BVPI survey	Nil
Feeling of being safe at home alone at night	
2012 Annual residents satisfaction survey	90%↑
2011 Citizens' panel survey (wave 6)	Nil
2009/10 Citizens' panel survey (wave 5)	Nil
2008 Place Survey	Nil
2006/07 BVPI survey	74%
2003/04 BVPI survey	Nil
Perceptions of Anti-Social Behaviour : % Very big / Fairly big problem	
Rubbish or litter lying around	
2012 Annual residents satisfaction survey	19%↑
2008 Place Survey	34%*
2006/07 BVPI survey	41%
2003/04 BVPI survey	63%
Groups (teenagers) hanging around the streets	
2012 Annual residents satisfaction survey	16%↑
2008 Place Survey	46%*
2006/07 BVPI survey	61%
2003/04 BVPI survey	60%
People being drunk or rowdy in public places	
2012 Annual residents satisfaction survey	14%↑
2008 Place Survey	29%*
2006/07 BVPI survey	29%
2003/04 BVPI survey	54%
People using or dealing drugs	
2012 Annual residents satisfaction survey	14%↑
2008 Place Survey	35%*
2006/07 BVPI survey	45%
2003/04 BVPI survey	69%

Vandalism, graffiti and deliberate damage to property or vehicles

2012 Annual residents satisfaction survey	11%↑
2008 Place Survey	35%*
2006/07 BVPI survey	39%
2003/04 BVPI survey	68%

Noisy neighbours or loud parties -

2012 Annual residents satisfaction survey	10%↑
2008 Place Survey	12%*
2006/07 BVPI survey	14%
2003/04 BVPI survey	20%

People being attacked/harassed because of their skin colour/ethnic origin/religion

2012 Annual residents satisfaction survey	3%
2008 Place Survey	Nil

Abandoned or burnt out cars

2012 Annual residents satisfaction survey	3%↑
2008 Place Survey	9%*
2006/07 BVPI survey	11%
2003/04 BVPI survey	49%

COUNTY NEWS**Remember receiving a copy in the last 12 months**

2012 Annual residents satisfaction survey	55%↓
Citizens' panel 'wave 6' (Oct - Nov 2011)	75%
Citizens' panel 'wave 5' (Dec - January 2010)	73%

Read it thoroughly, read selected articles or glanced at it

2012 Annual residents satisfaction survey	91%↓
Citizens' panel 'wave 6' (Oct - Nov 2011)	96%
Citizens' panel 'wave 5' (Dec - January 2010)	97%

Find it very informative or fairly informative

2012 Annual residents satisfaction survey	78%↑
Citizens' panel 'wave 6' (Oct - Nov 2011)	74%
Citizens' panel 'wave 5' (Dec - January 2010)	74%

Health and General Well-Being results reported separately**Notes:**

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* **2008 Place Survey:** DCLG guidance stated those respondents who's preferred option was 'Don't know' are excluded from some, but not all, of the calculations.

Volunteering: The variations in the wording of this question has meant it has been difficult to compare the results to previous surveys

Nil: No comparative data

2012 ANNUAL RESIDENTS' SATISFACTION SURVEY

Research findings

- **Overall satisfaction with Nottinghamshire County Council**

Respondents were asked how satisfied or dissatisfied they are with the way Nottinghamshire County Council runs things. The purpose of this question is to monitor overall attitudes and it is generally regarded as the key perceptual indicator of how well regarded Nottinghamshire County Council is by its residents. Just under two-thirds (63%) of respondents across Nottinghamshire are *very* or *fairly satisfied* with the way the Council runs things. An increase of 16 percentage points since 2011. Just 16% were *dissatisfied* and a further 21% were *neither satisfied nor dissatisfied/don't know*.

- **Value for money**

Perceptions of value for money are strongly linked with overall satisfaction with councils. However, value for money has consistently rated lower than overall satisfaction and this pattern remains. Respondents were asked to think about the range of services Nottinghamshire County Council provides to the community as a whole, as well as the services their household uses. They were then asked to consider the extent to which they agree or disagree that the County Council provides value for money. Almost half (47%) of the respondents *agree* that the County Council provides them with value for money, compared to only a quarter (25%) that *disagree*. A significant increase of 22 percentage points since 2011. A total of 28% of respondents said they *neither agree nor disagree/don't know*.

- **Influencing local decision-making**

Respondents in Nottinghamshire were asked the extent to which they agree/disagree that they can influence decisions affecting their local area. Two in five (40%) of respondents *disagree* that they can influence decisions affecting their local area. Slightly less, just over a third (36%), *agree* that they can influence decisions. This score has not changed since 2009. Just under 25% of respondents said they *neither agree nor disagree/don't know*.

- **Overall satisfaction with the local area**

Understanding how people feel about where they live provides important context to help the Council understand attitudes on other local issues. Respondents were asked how satisfied or dissatisfied they are with their local area as a place to live (their local area was defined as the area within 15-20 minutes walking distance from their home). Over four in five (84%) of Nottinghamshire respondents are *satisfied* with their local area as a place to live. This is an increase of 1 percentage point since 2011. Only 9% were *dissatisfied*. A total of 7% of respondents said they were *neither satisfied nor dissatisfied*.

- **Being kept informed about the services and benefits Council provides**

There is a strong relationship between how well informed residents' feel they are kept by their council and their perception of its performance. Understanding residents' views on this is therefore important both as an indicator of the effectiveness of council communications and as one of the most important drivers of reputation among local residents. Respondents across Nottinghamshire were asked for their overall view about how well informed they think Nottinghamshire County Council keeps residents about the services and benefits it provides: 62% of respondents feel *well informed* (17% feel *very well informed* and 45% *fairly well informed*). An increase of 3 percentage points since 2011. A total of 34% feel *not well informed* and 5% *don't know*.

- **Safety in the local area**

Respondents across Nottinghamshire were asked a series of questions which focus on the degree to which they feel safe in their local area after dark, during the day and at home at night.

- Three quarters (74%) of Nottinghamshire respondents feel *safe* when outside in their local area after dark. An increase of 8 percentage points since 2011. Only one in six (17%) report feeling *unsafe*. A total of 9% of respondents said they feel *neither safe nor unsafe/don't know*.
- Nearly all (95%) of Nottinghamshire respondents feel *safe* when outside their local area during the day. An increase of 3 percentage points since 2011. Just two percent of respondents report feeling *unsafe*. A total of 2% of respondents said they feel *neither safe nor unsafe*.
- Nine in ten (90%) of Nottinghamshire respondents report feeling *safe* when alone in their home at night, just six percent report feeling *unsafe*. A total of 4% of respondents said they feel *neither safe nor unsafe/don't know*. This indicator has not been measured since 2006/07 and it is not a strategic plan indicator.

- **Participation in regular volunteering – giving unpaid help to groups, clubs or organisations**

Respondents were asked about how long they spend doing voluntary (unpaid) activities in their local community. One in seven (14%) of Nottinghamshire respondents participate in voluntary (unpaid) activities in a typical week. Most commonly, respondents spend *over one and up to two hours per week* or *over two and up to five hours per week* (4% and 4% respectively). Two percent spend *up to one hour per week*, a further two percent *over five and up to ten hours per week* and a further two percent spend *more than ten hours per week*. Although this result is similar to the findings from the 2008 Place Survey, the options presented were slightly different. Just over 85% of respondents say they *don't undertake any volunteering in a typical week*.

- **Treated with respect and consideration by local public services**

Nottinghamshire respondents were asked how often (in the last year) they have been treated with respect and consideration by local public services. Just over two in five (42%) feel they have been treated with respect and consideration *most of the time*, almost a quarter (23%) of respondents feel *all of the time*, and one in six (17%) feel *some of the time*; total 82%. An increase of 13 percentage points since 2011. Only four percent feel *rarely* and three percent feel *never*. A total of 12 of respondents said *don't know/no opinion*.

- **The local area is a place where people from different backgrounds get on well together**

Respondents in Nottinghamshire were asked the extent to which they agree or disagree that their local area is one where people from different ethnic backgrounds get on well together. Almost three in five (58%) *agree* that people from different ethnic backgrounds get on well together in Nottinghamshire. A decrease of 4 percentage points since 2011. One in ten (10%) *disagree*. A total of 32% of respondents said they *neither agree nor disagree/don't know/too few people in local area/all the same background*.

- **Advocacy**

Respondents were asked to indicate which, of a number of statements, comes the closest to how they feel about the County Council. Over two in five (44%) of Nottinghamshire respondents indicated *I have no view one way or the other (neutral)*. A third (33%) stated *I speak positively of the Council if I am asked about it*, and 8% said *I speak positively of the Council without being asked* (41% positive). Almost 12% said either *I speak negatively about the Council if I am asked about it* or *I speak negatively about the Council without*

being asked. A total of 3% of respondents replied *don't know*. This is a significant increase of 24 percentage points (positive score) compared to 2011.

- **Perceptions of anti-social behaviour**

Respondents in Nottinghamshire were asked how much of a problem are the certain types of anti-social behaviour in their local area. *Rubbish or litter lying around* (19%), *Groups hanging around the streets* (16%), *People being drunk or rowdy in public places* (14%), *People using or dealing drugs* (14%) are the most commonly cited forms of anti-social behaviour. *People being attacked/harassed because of their skin colour / ethnic origin / religion* and *Abandoned or burnt out cars* are forms of anti-social behaviour respondents are least likely to identify as a problem (3% and 3% respectively).

- **County News**

Respondents were asked if they remember receiving a copy of 'County News' in the last 12 months. Over half (55%) of Nottinghamshire respondents *recall receiving 'County News'* in the last 12 months, whilst one in three (32%) said *no*. A decrease of 20 percentage points compared to 2011. A further thirteen percent said they *don't know* or *can't recall*.

Notes:

1. Where percentages do not sum to 100, this may be due to computer rounding.
2. Comparisons with the Council's historical data should be interpreted with caution, due to different methodologies used (*face-to-face interviews as opposed to a postal survey*), change in question design, question ordering, and timing of fieldwork.



**REPORT OF CHAIRMAN, ENVIRONMENT AND SUSTAINABILITY
COMMITTEE**

**NOTTINGHAMSHIRE AND NOTTINGHAM WASTE CORE STRATEGY –
SUBMISSION TO THE SECRETARY OF STATE**

Purpose of the Report

1. To seek Council approval for submission of the Nottinghamshire and Nottingham Waste Core Strategy, along with the Schedule of Proposed Changes and other relevant supporting documents, to the Secretary of State for independent examination.

Information and Advice

2. The Planning and Compulsory Purchase Act (2004), as amended by the Localism Act (2011), along with the Town and Country Planning (Local Planning) (England) Regulations (2012), requires the production of a 'Local Plan'. The Waste Core Strategy is the first part of a new local plan to replace the existing Nottinghamshire and Nottingham Waste Local Plan (2002). Other documents containing development management policies and site-specific allocations are being prepared separately, once the Waste Core Strategy is in place.
3. The Waste Core Strategy looks ahead to 2031 and will provide the strategic planning policy framework against which all future waste management proposals will be determined. This includes proposals for recycling and composting plants, energy from waste plants, landfill and other waste infrastructure, such as sewerage works. It will cover all types of waste and not just the municipal waste that Local Authorities are responsible for collecting and managing.
4. Preparation of the Waste Core Strategy has gone through three informal consultation stages on Issues and Options (2006), Further Issues and Options (2010) and the Preferred Approach (2011). The Draft Waste Core Strategy (Proposed Submission Document) was then published for a formal period of public representations between 5 March and 30 April 2012. This 'publication' stage coincided with the introduction of the new National Planning Policy Framework and the Councils subsequently prepared a Schedule of Proposed Changes to the Waste Core Strategy which took account of both the representations received and significant national policy changes. A further 6 week period for formal representations on these changes finished on 12 November 2012. A list of previous Council meetings and reports is attached for reference at Appendix 1.

Summary of Key Responses to the Proposed Changes

5. A total of 49 representations were received from 15 organisations and individuals. Of these, there are 25 objections to Proposed Changes and 24 supporting representations. Late objections were received from Nottinghamshire Wildlife Trust and have been included in this report. Two members of the public submitted new representations that do not relate to the Proposed Changes but these have been accepted in order to address the concerns raised. A full schedule of the representations received on the Proposed Changes, including late representations, is attached to this report at Appendix 2. Two representations from the previous Draft Waste Core Strategy stage have now been withdrawn unconditionally and a number of parties have also indicated that they would be willing to withdraw some or all of their representations subject to further, minor changes.
6. The main objections to the Proposed Changes maintain previous concerns about the underlying waste data, the role of energy recovery, and the degree of environmental protection provided. No modifications are proposed in response to the issue of waste data as advice has been sought from the Environment Agency at all key stages, and the data that is presented is the most up to date and relevant that is available. There is also a clear undertaking to update this through regular monitoring as and when new data is published. Objections from People Against Incineration (PAIN) continue to argue that the Waste Core Strategy approach to energy recovery is not in line with the waste hierarchy and would 'maximise' the amount of waste used for energy at the expense of recycling. PAIN are seeking a further detailed wording change which is not considered necessary as the Waste Core Strategy gives a very strong and clear commitment to the waste hierarchy. Policy WCS2 establishes the very high aspirational recycling target of 70% for all waste and this is reinforced within the vision, strategic objectives, and supporting text which all clearly refer to the principles of re-use and recycling before energy recovery and finally disposal.
7. The Nottinghamshire branch of the Campaign to Protect Rural England (CPRE) and Nottinghamshire Wildlife Trust and have maintained their objections to Policy WCS12 as they do not consider that the Proposed Change goes far enough to address their concerns about the need to reference specific environmental assets such as biodiversity and landscape within the policy. As this is a strategic policy that will be supported by a range of separate, more detailed, development management policies, it is not considered appropriate to provide an exhaustive list of environment assets within Policy WCS12. Changes were made at the previous stage to improve the supporting text to the policy to address these concerns and no further changes are considered necessary at this stage.
8. Peel Environmental Limited has objected to the re-wording of Policy WCS11 and its supporting text. They feel that the policy is unclear as to what meant by non-local waste and that the sustainability requirements set out in the policy criteria are more onerous to a developer than those contained in national policy. In response, a minor modification is proposed to clarify that non-local is intended to cover any waste from outside the plan area i.e. Nottinghamshire and Nottingham. However, it is not considered that policy imposes an unreasonable burden on developers. The Waste Core Strategy has a role to play in interpreting national policy at the

local level and it is therefore reasonable for Policy WCS12 to set out what factors will be considered in assessing the sustainability of proposals. This provides an appropriate level of clarity and does not impose any additional burden beyond that already set out in the National Planning Policy Framework and Planning Policy Statement 10 (PPS10) 'Planning for Sustainable Waste management'.

9. The addition of the new 'model' policy WCSSD on the presumption in favour of sustainable development has been generally welcomed but one objector (PAIN) is seeking a further statement of presumption against unsustainable development. This is not considered necessary as it is not required by national policy and would duplicate the effect of the other Waste Core Strategy policies, which should be read as a whole.
10. Both Northamptonshire County Council and Leicestershire County Council have indicated that the Proposed Changes have met their concerns in relation to hazardous waste disposal and managing waste from outside the plan area.
11. In response to this most recent consultation stage, thirteen minor additional modifications are proposed which will be put forward at the independent Examination. These modifications are a combination of factual updates and clarification to the supporting text. This includes a minor change to reflect the new Green Belt policy wording in the National Planning Policy Framework. No further changes to the plan policies are proposed. As these are minor changes, there is no requirement for further consultation. These minor additional modifications are set out in Appendix 3.

Next steps

12. Following approval from both Councils the draft Waste Core Strategy will be submitted to the Secretary of State, along with the Schedule of Proposed Changes, additional minor modifications and responses to consultations. These will form part of a bundle of submission documents which will also include the Sustainability Appraisal, Habitats Regulation Assessment screening, Strategic Flood Risk Assessment and other relevant evidence, statements and background papers.
13. The formal submission of the Plan will be the start of the Examination process and an Independent Planning Inspector will be appointed to consider the representations that have been made and to test the overall soundness and legal compliance of the Plan. Part of this process will involve a public hearing where the Inspector will hold round-table sessions to discuss specific issues. He/she will invite further supporting evidence from the Councils and respondents as necessary. Participation in the public hearing will be at the discretion of the Inspector. The public hearing stage of the Examination process is currently expected to be held in Summer 2013.
14. Prior to the hearing stage, the Inspector is likely to hold a pre-hearing meeting with all interested parties. This is normally used to explain the arrangements for the hearing sessions. However, if, at this stage, the Inspector considers that there are

likely to be any insurmountable issues of soundness or legal compliance, they may advise the Councils not to proceed but to withdraw the plan and re-submit it at a later stage following any necessary re-drafting and consultation. The Councils have therefore taken all reasonable steps to satisfy themselves that the Plan is sound prior to submission, including carrying out their own self-assessment of soundness and participating in an advisory visit from the Planning Inspectorate which did not identify any significant issues. Following the Examination, the Inspector will publish a report which will set out whether or not the Plan is sound. Where it is not considered to be sound they will suggest any further changes, agreed at the Examination hearing, which should be made to make it so. These will subsequently need to be approved by both Councils before the Plan can be adopted formally.

15. In order to ensure the smooth running of the this process, some changes may therefore need to be agreed in principle by officers at the Examination hearing stage, subject to final approval by Members at the adoption stage. It is anticipated that, if the plan is found sound, the Councils will adopt the Waste Core Strategy in Autumn 2013.

Reason/s for Recommendation/s

16. To seek approval to submit the Waste Core Strategy for independent Examination. Production of the Waste Core Strategy is a statutory requirement and the Councils could be subject to European Union fines if they do not have an up to date Waste Plan.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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

- 1) That the County Council approves submission of the Nottinghamshire and Nottingham Waste Core Strategy to the Secretary of State for Communities and Local Government for Examination.
- 2) That the Corporate Director, Policy, Planning and Corporate Services be authorised, in consultation with the Chairman of Environment and Sustainability Committee, to agree in principle any necessary amendments to the Submission Core Strategy during the Examination process, subject to adoption of the final plan by Full Council.

Councillor Richard Butler
Chairman of Environment and Sustainability Committee

**Report Author: Sally Gill
Group Manager, Planning**

**For any enquiries about this report please contact: Sally Gill 0115 969 6536
or Lisa Bell, Planning Policy Team, 0115 977 4547.**

Constitutional Comments (SLB 22.11.2012)

1. County Council is the appropriate body to consider the content of this report. It is responsible for determining all policies and plans statutorily reserved to Full Council including plans and alterations which together comprise the Development Plan.

Financial Comments (DJK 6.12.2012)

2. The contents of this report are duly noted; there are no financial implications arising. A reserve of £325,000 has been established to cover the costs of the Examination of the plan by the independent Inspector.

Background Papers

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

Responses to consultation received. A summary of each response is included in Appendix 2.

Electoral Division(s) and Member(s) Affected

All

Appendix 1 - Details of previous meeting dates and approvals

Date	Meeting
12.11.04	Joint Committee on Planning and Transport approval for joint working arrangements to prepare new waste development documents.
20.10.06	Joint Committee on Planning and Transport information report on informal Issues and Options Consultation.
30.03.07	Joint Committee on Planning and Transport update on informal consultation on Issues and Options.
05.08.10	County Council Portfolio Holder approval to carry out consultation on Further Issues and Options.
08.07.11	County Council Cabinet approval to carry out consultation on Preferred Approach.
26.01.12	County Council approval of publication of draft Waste Core Strategy (Proposed Submission Document).
20.09.12	County Council approval of publication of Schedule of Proposed Changes to the Waste Core Strategy.
20.12.12	County Council approval to submit Waste Core Strategy, Proposed Changes and Additional Modifications to Secretary of State for Communities and Local Government for Examination

Nottinghamshire and Nottingham Waste Core Strategy Schedule of Changes

Councils' Responses to Representations

November 2012

<i>Respondent</i>	<i>Rep No. (Response no.)</i>	<i>Nature</i>	<i>Summary</i>	<i>Change to Plan Sought</i>	<i>Councils' Response</i>	<i>Action</i>
<i>Proposed Change 3 – Key principles and policy background – National policy (para 2.5)</i>						
People Against Incineration (Shlomo Downen) [1595]	23064 (10317)	Support	Endorse proposed change.	n/a	Support noted	n/a
<i>Proposed Change 4 – Key principles and policy background – National policy (para 2.7)</i>						
Peel Environmental Ltd (Rachael Copping) [1940]	23075 (10337)	Object	Welcome proposed change 4 which recognises the publication of the National Planning Policy Framework (NPPF) and the implications for the Waste Core Strategy. Nevertheless, we consider that the proposed change needs to go further in its reflection of the NPPF by confirming within the Core Strategy that a positive approach which reflects a presumption in favour of sustainable development will be followed.	Peel Environmental Ltd considers that the addition of the following text within the Core Strategy will ensure that the Plan is sound through being consistent with national policy; "The Councils will take a positive approach to considering development proposals that reflects the presumption in favour of sustainable development contained in the National Planning Policy Framework".	Accepted - this is seen as a sensible addition to the text.	Propose an additional modification to add the following final sentence to paragraph 2.8: 'The Councils will therefore take a positive approach to considering development proposals that reflect the presumption in favour of sustainable development contained in the National Planning Policy Framework'
<i>Proposed Change 5 – Key principles and policy background – National policy (para 2.9)</i>						
Welbeck Estate Co Ltd [633]	23089 (10332)	Support	Paragraph is sound and legal, but reference to PPS10 is not necessary as the new paragraph no. 2.9 covers this point.	n/a	Support noted.	n/a
<i>Proposed Change 12 – What is our existing waste management capacity? (para 4.16)</i>						
Leicestershire County Council (Mr Phil Larter) [2620]	23027 (10312)	Support	Support proposed change.	N/A	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
People Against Incineration (Shlomo Downen) [1595]	23056 (10338)	Object	Proposed wording does not accurately reflect current situation.	Modify to reflect the following: (1) Rainworth incinerator refusal is no longer subject to legal proceedings; (2) Sinfen (Derby) now has planning permission for a 190,000 tpa incinerator; (3). A 300,000 tpa incinerator in Shepshed, Leicestershire was approved in June 2012; (4) planning application for 350,000 tpa biomass burning facility for "Energy Park Sutton Bridge", (Wingland), Sutton Bridge submitted September 2012; (5) Planning permission for a 150,000 tpa incinerator at North Hykeham, Lincoln granted in July 2009; (6) A planning application for a 96,000 tpa incinerator proposed for "Magnetic Park Energy Centre" Kettering submitted in July 2012; (7) figures for the proposed Eastcroft expansion should reflect plans for four 100,000 tpa lines for C&I and MSW, with current operational capacity of 200,000 tpa and consented capacity of 300,000 tpa. Make explicit reference to Veolia's application (Ref 12/03137/FUL) to allow for, inter alia, 65,000 tpa MSW and C&I to be taken from North Nottinghamshire to Veolia's existing Sheffield incinerator.	Partially accepted - the factual updates to permitted and operational facilities mentioned are considered relevant to the Plan. However, the details of facilities for which planning permission is being sought, but has not been granted at the time of writing, are considered more relevant as background information. Whilst it is important that the context to the Plan is as up to date as possible, there needs to be a balance in terms of what may or may not happen in future and consideration of this is therefore, in the Councils' view, more appropriate as technical, supporting, information.	Propose additional modification to update planning situation for Rainworth Derby and Shepshed and include the additional 40,000 tonnes per annum permit increase at Eastcroft.
Proposed Change 13 – What is our existing waste management capacity (para 4.18)						
People Against Incineration (Shlomo Downen) [1595]	23065 (10318)	Support	We endorse the proposed change.	N/A	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 14 – What is our existing waste management capacity? (para 4.20)						
People Against Incineration (Shlomo Downen) [1595]	23057 (10339)	Object	Proposed wording does not accurately reflect current situation.	Modify to reflect that: "It is anticipated that as Nottingham and Nottinghamshire reduce residual municipal waste arisings a greater proportion of the existing Eastcroft capacity will be available for C&I waste, allowing for C&I capacity of more than 100,000 tpa." Paragraph should also note that Eastcroft's permit now allows for up to 300,000 tpa of C&I.	Partially accepted – the EA operating permit would allow for 300,000 tpa of either municipal or commercial and industrial waste, but this may be subject to contractual arrangements beyond the scope of the Waste Core Strategy.	Propose additional modification to read: 'Should there be a reduction in municipal waste inputs in future, this could theoretically provide additional capacity here for commercial and industrial waste subject to any contractual arrangements that may be in place.'
Proposed Change 15 – What is our existing waste management capacity? (Table 1: Summary of existing waste treatment capacity)						
People Against Incineration (Shlomo Downen) [1595]	23058 (10340)	Object	Data used is not justified and source is not made clear.	PAIN maintains the view that better data should be included in the WCS document. In circumstances where further data is provided in background documents then this needs to be properly referenced within the WCS and sources for data need to be made explicit.	Not accepted - the Councils' have made use of all available sources of data and have worked with the Environment Agency to refine the information to the local level where it is possible to do so. Table 1 provides a summary of the position at the time of drafting. Where more recent information becomes available this will be updated through the monitoring and review process. Details of the sites and capacity estimates that support Table 1 were published at the previous consultation stage and therefore form part of the public evidence base. Table 1 is clearly referenced as being drawn from Environment Agency and Waste Planning Authority records. It is therefore unclear what additional information is being sought by the objector.	No modification proposed.
Proposed Change 21 – Issues and challenges for the future – Protecting our environment, health and quality of life (footnote 23)						
People Against Incineration (Shlomo Downen) [1595]	23066 (10319)	Support	Endorse proposed change.	N/A	Support noted	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 23 – Vision and strategic objectives (Vision)						
People Against Incineration (Shlomo Downen) [1595]	23059 (10329)	Object	Maximising energy recovery is inconsistent with Government policy and legal obligations in relation to the waste hierarchy, and has not been justified as desirable over minimising residual waste arisings. The Waste Review 2011 states: "Our aim is to get the most energy out of genuinely residual waste, not to get the most waste into energy recovery"(para 22). Waste Strategy for England 2007 makes clear that '...energy should be recovered only from residual waste that cannot viably be recycled, as well as certain biomass wastes such as wood and food waste (via anaerobic digestion) where there are clear carbon benefits of doing so...' (para 52, Annex K)	"We will then look to recover the maximum value from any leftover waste in terms of materials or energy." should either be amended to read: "We will then look to recover the maximum value from any genuinely residual waste in terms of materials or energy, where this represents the best environmental outcome and is consistent with relevant policies and objectives, e.g. regarding environmental protection.", or the new sentence should be removed and PAIN's previous suggestions should be adopted.	Not accepted - whilst the Councils understand the concern that is being expressed here, they do not agree that Proposed Change 23 implies that the amount of waste used for energy recovery would be maximised. The wording clearly refers to 'leftover' waste after re-use and recycling. Policy WCS2 also reinforces this stance within the specific policy criteria which are set out in order of the waste hierarchy.	No modification proposed.
Peel Environmental Ltd (Rachael Copping) [1940]	23076 (10330)	Support	Peel Environmental Ltd supports the amended vision including the additional wording added to the vision, which recognises the importance of energy recovery through the following wording; "We will then look to recover the maximum value from any leftover waste in terms of materials or energy".	n/a	Support noted.	n/a
Welbeck Estate Co Ltd [633]	23090 (10333)	Support	Support reference to County Council looking to 'recovery the maximum value from any leftover waste in terms of materials or energy' within the revised vision for the Core Strategy.	n/a	Support noted.	n/a
Proposed Change 24 – Strategic Objectives (SO1)						
People Against Incineration (Shlomo Downen) [1595]	23067 (10320)	Support	Endorse proposed change.		Support noted	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 25 – Strategic Objectives (SO2)						
People Against Incineration (Shlomo Downen) [1595]	23068 (10316)	Support	Endorse proposed change.		Support noted	n/a
English Heritage (Mr Tom Gilbert-Wooldridge) [1962]	23074 (10316)	Support	Thank you for consulting English Heritage on the proposed changes to the Waste Core Strategy. We do not wish to comment on any of the proposed changes, except to welcome the minor amendment to Strategic Objective 2 as suggested by us in our original representation (22768).	n/a	Support noted	n/a
Proposed Change 29 – Strategic Objectives (SO6)						
People Against Incineration (Shlomo Downen) [1595]	23060 (10341)	Object	Maximising energy recovery is inconsistent with Government policy and legal obligations in relation to following the waste hierarchy, and has not been justified as desirable over minimising residual waste arisings. The Waste Review 2011 states: "Our aim is to get the most energy out of genuinely residual waste, not to get the most waste into energy recovery" (para 22). Waste Strategy for England 2007 makes clear that "...energy should be recovered only from residual waste that cannot viably be recycled, as well as certain biomass wastes such as wood and food waste (via anaerobic digestion) where there are clear carbon benefits of doing so..." (para 52, Annex K) The strategy should maintain the position on avoiding incineration over-capacity as per previous representations.	Replace second sentence with: "Manage our waste sustainably by meeting, and where possible exceeding, current and future targets for recycling our waste, reducing residual waste arisings, separately collecting food waste where possible, and moving away from the landfill of untreated waste."	Not accepted - the text here does not propose to maximise energy recovery but recognises national policy in that it has a role to play in sustainable waste management in accordance with the EU waste hierarchy. The stance throughout the document is that energy recovery may be an appropriate means of diverting waste from landfill as is clearly set out within Policy WCS2 and supporting text at paragraphs 7.10 -7.11.	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 32 – Presumption in favour of sustainable development						
People Against Incineration (Shlomo Downen) [1595]	23061 (10326)	Object	The proposed wording does not take account of other relevant plans outside of the WCS, and does not include an explicit presumption against unsustainable development. Any presumption in favour of sustainable development should be complemented by a prohibition or presumption against unsustainable development, to reflect Government policy on the importance of sustainability (detailed quote supplied from Greg Clarke Ministerial Statement). This is reflected in Eastbourne Policy D1: Sustainable Development was proposed to be modified to state that: "All new development should be sustainable..."	Rather than "and, where relevant, with policies in neighbourhood plans" PAIN suggests: "in other plans which form part of the Development Plan" Include a presumption against unsustainable development.	Partially accepted. The proposed policy wording is based upon a suggested form of model policy wording intended to apply to all Local Plans. The Councils agree that referring to 'other plans which form part of the Development Plan' rather than 'neighbourhood plans' would be more accurate in the case of the Waste Core Strategy. However, it is not considered necessary to add further text in relation to unsustainable development as this is already covered by the other policies of the plan which should be read as a whole and are supported by the saved Waste Local Plan policies until such time as they are replaced.	Put forward an additional modification to Policy WCSSD to replace 'neighbourhood plans' with 'other plans which form part of the Development Plan'.
Welbeck Estate Co Ltd [633]	23088 (10334)	Support	New policy WCSSD is consistent with the Framework and makes clear the Authority's intentions to support growth.	n/a	Support noted.	n/a
Proposed Change 33 – Waste Core Strategy Policy – Waste prevention and re-use (section heading)						
People Against Incineration (Shlomo Downen) [1595]	23069 (10321)	Support	Endorse proposed change.		Support noted	n/a
Proposed Change 36- Waste Core Strategy Policy – Delivering sustainable waste management facilities (para 7.9)						
People Against Incineration (Shlomo Downen) [1595]	23070 (10322)	Support	Endorse proposed change.		Support noted	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 38 – Waste Core Strategy Policy – Delivering sustainable waste management facilities (para 7.11)						
People Against Incineration (Shlomo Downen) [1595]	23062 (10327)	Object	The bottom rung of the waste management hierarchy is disposal, not landfill.	This paragraph should be about untreated biodegradable and unsorted waste going to disposal to be consistent with the waste hierarchy which does not differentiate between landfill and other forms of disposal. Inert waste to inert landfill is not a problem.	Accepted - the text should state disposal rather than landfill in order to be consistent with the waste hierarchy. This will be corrected.	Propose additional modification to paragraph 7.11 to replace 'landfill' with 'disposal'
Proposed Change 44 – Waste Core Strategy Policy – Finding suitable sites for waste disposal (Policy WCS4)						
Mr David King [1838]	23025 (10310)	Object	No overfilling of present landfill sites- specifically Dorket Head.	Add following text: 'Any present landfill site with a record of complaints logged against it would not be considered for re-opening'	Not accepted - this objection does not relate to the proposed change text but to the original policy wording. The plan policies and supporting text should be read as a whole. Whilst policy WCS4 establishes a sequence of search which favours the extension of existing sites 'in principle', it does not identify any specific site. The supporting text at paragraph 7.23 explains that extension may not be practical or acceptable in all cases and policy WCS12 (as proposed to be changed) specifically states that new or extended waste treatment or disposal facilities will be supported only where it can be demonstrated that there would not be an unacceptable impact, including cumulative effects. The additional safeguard sought by the objector has therefore already been addressed.	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Mr Paul Hancock [2019]	23091 (10342)	Object	<p>Landfill sites should be far away from residential areas. The site is supposed to be reinstated to its original level when full. The prospect of land raise is therefore illegal. The prospect of an extension is horrifying. Extra pollution - the stench and toxins getting closer. I am starting to hate living here. This site is supposed to be for inert waste. Please re-consider your proposals for this site.</p> <p>(N.B. this representation form was submitted as a strong objection on behalf of many Arnold residents to what is described as 'the stench at Dorket Head' and lists numerous concerns over odour, gas, toxic chemicals, groundwater, noise, nuisance from birds, and public health. It has therefore also been treated as a complaint about the site and a copy has been passed to the County Council's monitoring and enforcement team for investigation)</p>	Do not allow extension of Dorket Head landfill site.	Not accepted – this objection does not relate to the proposed change text but to the original wording. As with the previous objection, the Councils are aware of residents' on-going concerns about the Dorket Head landfill site but have to stress that the Waste Core Strategy is not site-specific and is not therefore allocating the extension of Dorket Head. Policy WCS4, as proposed to be amended, allows only for the extension of existing sites 'in principle', subject to this not creating 'any additional environmental impacts or making existing problems worse' as set out in the supporting text at Paragraph 7.23. This safeguard would specifically address the environmental concerns at this site. In addition the Plan policies should be read as a whole and Policy WCS12 is designed to ensure an appropriate level of environmental protection alongside the saved policies of the existing Waste Local Plan until such time as they are replaced. The Councils therefore feel that it is appropriate for the Waste Core Strategy to consider the option of extending existing sites 'in principle' but that this should not necessarily be seen as a 'green light' to all proposals. There are adequate safeguards in place to ensure that this policy cannot be used to maintain an inappropriate site. At the planning application stage, the Waste Planning Authority would need to be satisfied that relevant planning conditions on noise, odour, and groundwater, amongst others, could be met and would take into account any known operational issues.	No modification proposed.

Proposed Change 46 – Waste Core Strategy Policy - Dealing with power station waste (Policy WCS5)

Leicestershire County Council (Mr Phil Larter) [2620]	23028 (10313)	Support	Support proposed change.	n/a	Support noted.	n/a
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Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Nottinghamshire Wildlife Trust (Janice Bradley) [1495]	23092 (10345) (Late)	Object	<p>As previously stated, NWT would support selective use of PFA to partially infill quarry voids, in accordance with BAP priorities, but are concerned that, if an existing void/lake were filled completely filled with PFA e.g. for intensive agricultural land use, this would result in less biodiversity contrary to the entire premise of the UK BAP and the LBAP, and contrary to national, regional and local policy.</p> <p>NWT welcome this improvement to the text but would still expect, however, to see a specific reference to biodiversity conservation in this text, as there may be different interpretations of what might constitute an "environmental benefit". The potential for the contribution of some waste site restoration schemes to meeting National and local BAP targets is substantial, and opportunities to use such mechanisms as a means to create appropriate habitats should not be lost. This would help to achieve the imperative in the NPPF for "enhancement" for biodiversity, such a revision to the text would make the policy more effective in this regard.</p>	<p>Suggested change to the wording of the policy:</p> <p>"....For ash that cannot be recycled in the foreseeable future, priority will be given to proposals that will use the ash to fill and reclaim mineral workings or other derelict voids, where these will provide an environmental benefit, particularly the creation of BAP-priority habitats which are appropriate to that Natural Character Area, and where significant biodiversity gain can be achieved over what is already present. Land-raising of ash for disposal will only be acceptable when no other reasonable options exist."</p>	<p>Not accepted - the reasons for this objection are understood but the Councils remain of the view that it would be inappropriate to highlight one type of environmental benefit (i.e. specific biodiversity aspects) within the policy wording. Revised wording to the supporting text has already been proposed which specifically refers to biodiversity and any planning decision on a specific proposal would take into account the extent to which national and local biodiversity targets could be met as a material consideration.</p>	No modification proposed.
Proposed Change 47 – Waste Core Strategy Policy – What types of sites are suitable for waste management? (para 7.30)						
Welbeck Estate Co Ltd [633]	23087 (10335)	Support	Support the proposed change.	n/a	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Peel Environmental Ltd (Rachael Copping) [1940]	23077 (10343)	Object	Whilst Peel Environmental Ltd supports the general approach to greenfield sites as set out in this proposed change, the additional sentence at the end of the paragraph appears to be overly restrictive and does not allow a site by site approach to be adopted. This requires sites to be considered as undeveloped where existing restoration conditions require them to be returned to greenfield yet this approach does not appear to be justified.	<p>We propose that the following sentence be removed to ensure that a more appropriate strategy is applied to greenfield sites and enables the plan to be justified;</p> <p>"However, where there are existing restoration conditions in place that require the site to be returned to greenfield, any planning decision will need to consider the site as if it was undeveloped".</p>	Not accepted - the Councils would be at risk of legal challenge if they failed to consider the existing restoration conditions on a site where this required it be reinstated to its former state such that it would be considered Greenfield. The NPPF Annex 2 definition of previously developed land specifically excludes sites used for minerals extraction or waste disposal and also remarks that sites where the remains of any previous structure have blended into the landscape in the process of time should also be excluded. In the Councils' view this implies that land which is intended to be restored, or that has taken on the appearance of undeveloped land, should properly be considered as Greenfield. The significance of this is highlighted in the High Court decision in the case of Capel Parish Council v Surrey County Council March 2009 (Case No: CO/5684/2008 & 0510/2009).	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
<i>Proposed Change 49 - Waste Core Strategy Policy – What types of sites are suitable for waste management? (para 7.39)</i>						
Mr David King [1838]	23026 (10311)	Object	I am concerned that the technique whereby old landfill sites are re-opened and the overfilled which I believe is known as landraising is being considered. As a resident who has suffered for years with the problems caused by the Dorket Head Site (particularly smell) this would seem to be an unacceptable solution. For this site specifically any such use would in addition be an eyesore.	"Any present landfill site with a record of complaints logged against it would not be considered for re-opening." - to be added	Not accepted - whilst the concerns expressed about the environmental impacts of landfill/landraise and the possibility of re-working are well understood, the Proposed Change is being put forward to recognise that re-working is technically possible and may be appropriate in some circumstances in order to recover valuable resources. Whilst it is acknowledged that there are only relatively few current or former landfill sites where this could occur, it should be stressed that the Waste Core Strategy is not promoting any specific sites. Policy WCS6 establishes general policy criteria but this is 'subject to there being no unacceptable environmental impacts' and this is further reinforced by the strategic environmental protection policy WCS12. These policies should be read in combination and are also supported by the saved, detailed policies of the Waste Local Plan until such time as they are replaced by an equivalent set of development management policies. This therefore provides an appropriate safeguard against the concerns raised.	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 53 - Waste Core Strategy Policy – Safeguarding waste management sites (Policy WCS9)						
Gedling Borough Council (Mr Graeme Foster) [2120]	23095 (10353)	Object	<p>The proposed change to Policy WCS9 to safeguard land for waste management facilities adjoining existing waste management sites raises concerns if it is to be applied in Green Belt locations (there are existing waste disposal facilities and other waste management facilities in the Green Belt within Gedling Borough). As written the policy is rather confused and could be read as promoting the principle of extending waste management development into Green Belt contrary to the aims of Green Belt policy as set out in the National Planning Policy Framework. However, the policy would still need to be read in conjunction with Policy WCS6 (as proposed to be changed) which confirms that all proposals in the Green Belt will be subject to Green Belt policy. The supporting text (paragraph 7.44) is very weak in terms of implementing Policy WCS9, although it is noted that this paragraph refers to consultation with districts, the approach outlined would unacceptably circumvent the site allocation process which should apply equally to new site allocations or extensions to existing sites and involves extensive consultation and independent examination.</p> <p>In addition, it is also unclear how the wording of this proposed change which refers to safeguarding being applied to sites and land immediately adjacent to them would be applied to areas of search which are relatively large areas.</p>	Not stated	Partially accepted – The Council's have proposed some additional minor amendments to the Core Strategy in respect of the Green Belt and in response to Gedling Borough Council's objections at the submission draft stage (AM8, AM9 & AM10) which more accurately reflects national policy on Green Belt set out in the NPPF and PPS10. The Council's understand the concerns expressed here but consider that the additional modifications provide sufficient clarification on this matter.	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 55 – Waste Core Strategy Policy – Meeting our future needs and managing our own waste (heading)						
Peel Environmental Ltd (Rachael Copping) [1940]	23078 (10347)	Object	<p>This change proposed a re-wording of the heading of the chapter from 'Meeting future needs and managing our own waste' to 'Managing non-local waste'. The change has been proposed to reflect changes to Policy WCS11 and supporting text, which we comment on in more detail below under Proposed Change 58 & 59.</p> <p>Peel Environmental Ltd considers that introducing the term 'non-local' could create confusion as it is not particularly clear what is meant by the term 'local' and hence 'non-local'. The term 'local' is not defined in the Core Strategy or by national planning policy. This potential for confusion could undermine the deliverability of the plan and hence make it ineffective.</p>	<p>We propose that further consideration is given to the revised heading and provide additional clarification on the meaning of 'non-local' within the Plan to ensure clarity and deliverability.</p> <p>Also see comments in relation to Proposed Change 58 & 59 below.</p>	Accepted – this will be defined in the Glossary	Put forward an additional modification to define what will be considered as non-local waste in the Glossary.
Proposed Change 57 – Waste Core Strategy Policy – Meeting our future needs and managing our own waste (para 7.48)						
People Against Incineration (Shlomo Downen) [1595]	23063 (10328)	Object	The revised wording has not been justified and would not be effective.	<p>The phrase "at least" should be removed. NCC acknowledges that "removal of the phrase 'at least' from the policy would make this consistent with the stated aim of providing sufficient capacity to manage the equivalent of the waste arising within the plan area and remove concerns about over-capacity."</p> <p>Also, it should be made clear that an applicant's failure to demonstrate a need for their proposed facility may mean that the proposal would not benefit from certain planning policies, e.g. policies pertaining to managing the equivalent of arisings within the Plan Area.</p>	<p>Partially accepted - removal of the phrase 'at least' would improve consistency with wording elsewhere within the Waste Core Strategy.</p> <p>The second part of this objection is not accepted. This policy was re-drafted under Proposed Change 57 to remove references to need as PPS10 does not require proposals to demonstrate a market or quantitative need where they would help to manage waste further up the waste hierarchy. The additional change sought here would not therefore be appropriate.</p>	Put forward an additional modification to delete the words 'at least' from Proposed Change 57.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Welbeck Estate Co Ltd [633]	23086 (10336)	Support	Support the amendments to Policy WCS 10. Site with the potential for alternatives to road transport should be given priority for development or redevelopment. For example the former Welbeck Colliery and Summit Colliery both offer suitable locations for resource recovery parks. Redevelopment of both sites provides an opportunity for alternatives to road transportation via the existing rail heads.	n/a	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 58 – Waste Core Strategy Policy – Meeting our future needs and managing our own waste (para 7.49)						
Peel Environmental Ltd (Rachael Copping) [1940]	23079 (10348)	Object	<p>Peel Environmental Ltd considers that proposed change 58 which seeks to amend paragraph 7.49 to reflect changes to Policy WCS11 is unsound as it is inconsistent with national policy. One of the key planning objectives in PPS10 (paragraph 3) is that the delivery of planning strategies should encourage competitiveness. In addition, the PPS10 Companion Guide (paragraph 6.46) suggests that WPAs should not restrict the movements of waste across borders. The proposed policy and supporting text are overly restrictive on this matter and require facilities which are likely to treat waste from outside Nottinghamshire and Nottingham to demonstrate factors over and above those set out in national policy.</p> <p>This is especially significant for 'merchant' facilities i.e. those that don't have committed waste contracts in place at the time of the grant of consent. They deal largely with commercial and industrial waste which makes up a significant proportion of waste arisings. It is acknowledged within the Appeal Decision for a 60MW generating station at Lostock, Cheshire (Report to the Secretary of State, dated 5 March 2012, paragraph 7.32) that restricting such facilities on the source of waste would defeat the whole purpose of such schemes and would be anti-competitive. The report also notes that the legal framework of the Waste (England and Wales) Regulations 2011 (WR2011) in Schedule 1 (Paragraph 4, Part 1), with regard to principles of self-sufficiency and proximity, does not require the demonstration that a proposal would be the, or even one of the Nearest Appropriate Installations (NAI). It is recognised that it would be surprising to find such a requirement, as it would rule out 'merchant' facilities.</p>	<p>Peel Environmental Ltd suggests that the proposed change (number 58) to paragraph 7.49 be amended so the additional text is removed and the paragraph simply reads as follows to ensure compliance with national policy;</p> <p>"It is likely that during the life of the Waste Core Strategy we may be faced with proposals that could take waste from a wider catchment area. We will therefore maintain a flexible approach and work with neighbouring authorities and applicants to understand the overall level and type of waste management provision."</p> <p>Peel Environmental Ltd suggests that Policy WCS11 (proposed change 59) be amended as follows to remove the need to demonstrate factors over and above national policy and ensure compliance with national policy;</p> <p>"In addition to supporting proposals that accord with the locational principles of the Core Strategy, waste management proposals which are likely to treat or dispose of waste from areas outside Nottinghamshire and Nottingham will also be supported where they contribute to the movement of waste up the waste hierarchy".</p> <p>Peel Environmental Ltd also suggests that consideration be given to the re-wording of the policy from 'Policy WCS11 - Managing non-local waste' in accordance with the comments expressed above with regard to proposed change 55.</p>	Not accepted - the Councils do not agree that the proposed wording imposes requirements beyond those set out within the NPPF. It is appropriate for the Waste Core Strategy to ensure that proposals support the waste hierarchy and seek the most sustainable outcome in line with Article 4 of EU Directive 2008/98/EC (the Revised Framework Directive on Waste), the National Waste Strategy for England 2007, and PPS10.	No modification proposed

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 59 – Waste Core Strategy Policy – Meeting our future needs and managing our own waste (Policy WCS11)						
Express Energy [2043]	23055	Object	<p>We would support the principle and intentions of Policy WCS11 as proposed for amendment.</p> <p>The wording of the policy is, however, considered to be ambiguous. Proposed wording is suggested by way of clarification that would improve the effectiveness of the Policy.</p> <p>Should the proposed wording changes be changed as suggested, we would withdraw our objection to Policy WCS3.</p>	<p>The suggested change to wording of the Policy is as follows:</p> <p>"In addition to proposals that accord with the locational policies of the Core Strategy, waste management proposals which are likely to treat or dispose of waste from areas outside Nottinghamshire and Nottingham will be allowed where they demonstrate that:..."</p>	<p>Accepted – this is a minor wording change which the Councils accept although they consider that it would be preferable to use the word 'permitted' rather than 'allowed' in order to be consistent with other policies within the Waste Core Strategy.</p>	<p>Propose an additional modification to re-word start of Policy WCS11 to read:</p> <p>"In addition to proposals that accord with the locational policies of the Core Strategy, waste management proposals which are likely to treat or dispose of waste from areas outside Nottinghamshire and Nottingham will be permitted where they demonstrate that:..."</p>
Leicestershire County Council (Mr Phil Larter) [2620]	23029 (10314)	Support	Support proposed change.	n/a	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Peel Environmental Ltd (Rachael Copping) [1940]	23080 (10346)	Object	<p>Peel Environmental Ltd considers that proposed change 59 which seeks to replace Policy WCS11 is unsound as it is inconsistent with national policy. One of the key planning objectives in PPS10 (paragraph 3) is that the delivery of planning strategies should encourage competitiveness. In addition, the PPS10 Companion Guide (paragraph 6.46) suggests that WPAs should not restrict the movements of waste across borders. The proposed policy and supporting text are overly restrictive on this matter and require facilities which are likely to treat waste from outside Nottinghamshire and Nottingham to demonstrate factors over and above those set out in national policy.</p> <p>This is especially significant for 'merchant' facilities. The report for the Appeal Decision for a 60MW generating station at Lostock, Cheshire (Report to the Secretary of State, dated 5 March 2012, paragraph 7.32) also notes that the legal framework of the Waste (England and Wales) Regulations 2011 (WR2011) in Schedule 1 (Paragraph 4, Part 1), with regard to principles of self-sufficiency and proximity, does not require the demonstration that a proposal would be the, or even one of the Nearest Appropriate Installations (NAI). It is recognised that it would be surprising to find such a requirement, as it would rule out 'merchant' facilities.</p> <p>The proposed policy would seem to restrict the movements of wastes across authority boundaries, yet there appears to be little evidence to show the level of cross-boundary movements of waste. It is also not clear from the documents about the level of cross-boundary consultation conducted, which is a requirement of the duty to cooperate as set out in paragraph 178 / 9 of the NPPF.</p>	<p>Peel Environmental Ltd suggests that the proposed change (number 58) to paragraph 7.49 be amended so the additional text is removed and the paragraph simply reads as follows to ensure compliance with national policy;</p> <p>"It is likely that during the life of the Waste Core Strategy we may be faced with proposals that could take waste from a wider catchment area. We will therefore maintain a flexible approach and work with neighbouring authorities and applicants to understand the overall level and type of waste management provision."</p> <p>Peel Environmental Ltd suggests that Policy WCS11 (proposed change 59) be amended as follows to remove the need to demonstrate factors over and above national policy and ensure compliance with national policy;</p> <p>"In addition to supporting proposals that accord with the locational principles of the Core Strategy, waste management proposals which are likely to treat or dispose of waste from areas outside Nottinghamshire and Nottingham will also be supported where they contribute to the movement of waste up the waste hierarchy".</p> <p>Peel Environmental Ltd also suggests that consideration be given to the re-wording of the policy from 'Policy WCS11 - Managing non-local waste' in accordance with the comments expressed above with regard to proposed change 55.</p>	<p>Not accepted - one of the key planning objectives of PPS10 is 'to help secure the recovery or disposal of waste ... and enable waste to be disposed of in one of the nearest appropriate installations' Policy WCS11 is drafted to recognise the need for flexibility in waste movements but to ensure that this is proportionate and in accordance with the waste hierarchy. The original policy wording included a quantitative assessment of need but this has been amended, through Proposed Change 59, to focus on the sustainability merits of any proposal. This is considered to bring the policy in line with the wording in PPS10 in relation to the nearest appropriate installation. The Councils do not agree that this approach prejudices merchant facilities, rather it provides for an appropriate level of waste movements. The Councils also consider that the criteria with regard to sustainability are appropriate in line with the NPPF presumption in favour of sustainable development as the policy wording sets out what factors will be assessed. The lack of published data on cross-boundary movements of waste is acknowledged earlier in the document (Chapter 4) and the Councils have worked with the Environment Agency and neighbouring Councils to identify waste movements between the Plan area and other parts of the East Midlands, and significant national shipments of waste, where it is possible to do so. This work is detailed within the Councils' Statement on the Duty to Co-operate. This provides background information to the Plan but is unclear how adding a detailed list of these waste movements would improve the soundness or otherwise of the proposed policy approach.</p>	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 61 – Waste Core Strategy Policy – Protecting our environment and quality of life (para 7.51)						
People Against Incineration (Shlomo Downen) [1595]	23071 (10323)	Support	Endorse proposed change.	n/a	Support noted	n/a
Peel Environmental Ltd (Rachael Copping) [1940]	23081 (10344)	Object	Whilst Peel Environmental Ltd recognises that the correction seeks to correct and clarify that any assessment of cumulative impact should take account of all development, not just waste development, it nevertheless places an additional requirement on the assessment in terms of proposed development. It is considered that further clarification is required on this point as to how this can be determined and the required level of consideration to be given to proposed developments i.e. are these developments which are in the planning system or are due to be submitted into the planning system or only those that have been consented and yet to be developed.	To ensure that the Plan is deliverable and consequently effective, further clarification needs to be included as to what constitutes 'proposed development' in this context. Peel Environmental Ltd suggests that consideration should be given to existing and proposed major development. Alternatively, removal of the additional wording could be considered.	Accepted - whilst the term 'proposed' development is intended to convey future development that has been granted planning permission that may not yet have been constructed or commenced operation, it is accepted that this is not made sufficiently clear within the existing text. However, the Councils do not agree that this should necessarily be restricted to major development as a cumulative impact could accrue from several smaller developments depending on the location and use proposed.	Propose an additional modification to clarify that 'proposed' development refers to development that has a valid planning permission whether or not this has yet been implemented'.
Proposed Change 64 – Waste Core Strategy Policy – Protecting our environment and quality of life (Policy WCS12)						
People Against Incineration (Shlomo Downen) [1595]	23073 (10324)	Support	Proposed change 64, whilst not our ideal wording, is considered to be an improvement over the previous draft text.	n/a	Support noted	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
CPRE (Notts Branch) (Mr Leslie Teasdale) [1005]	23085 (10349)	Object	The proposed new WSC12 is mealy-mouthed and allows everything or nothing!! Inclusion of the word "only" gives no clear statement of what is to be achieved or to be avoided.	Reword WSC12 as: 'New and extended waste treatment or disposal facilities will be supported only where it can be demonstrated that there is no unjustified detrimental effects on the landscape character or to the urban form of the district or to the purposes of including land within the Green Belt or on the overall environmental quality, or to the quality of life of the those living or working nearby and where this would not result in an unacceptable cumulative impact. All waste proposals should seek to maximise opportunities to enhance the local environment through the provision of landscape, habitat, or community facilities.'	Not accepted - the purpose of this policy is to set out an overall strategic policy for environmental protection. Individual assets and features are already protected under legislation and/or the NPPF as well as within the Local Plans prepared for each District/Borough within the Plan area. This strategic policy will also be supported by a separate set of detailed development management policies for waste. Currently this role is fulfilled by the specific saved development management policies within the existing Waste Local Plan. Hence the Councils do not think it is necessary to set out a detailed list of environmental assets within the Policy WCS12 as this would risk being seen as an exhaustive list whereas this policy is intended to be an over-arching, strategic and inclusive policy. The supporting text to this policy has been used to set out the key environmental issues that may need to be addressed including landscape, townscape, wildlife, habitats and natural resources. It is therefore considered that these references adequately cover the points raised in this objection.	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Nottinghamshire Wildlife Trust (Janice Bradley) [1495]	23093 (10350) (Late)	Object	NWT welcome the proposed change to the policy wording to include "Protecting and enhancing our environment" and support the amendment and additions to paragraph 7.52 which seeks to address our concerns about the use of "environmental quality" as a catch-all term, by providing clarification on the different types of environmental assets. We still consider, however, as per our previous representation, that this should also be explicit in the Policy wording as this makes no specific reference to the protection of biodiversity. This is essential to avoid the suggestion that environmental assets are interchangeable (e.g. losing irreplaceable habitats but gaining a landscape/ recreational improvement instead. This is not acceptable, biodiversity should not be traded for other environmental assets, and policy in the NPPF reinforces this, specifically stating that biodiversity should be protected and enhanced.	NWT recommend the following change to the policy wording: "New or extended waste treatment or disposal facilities will be supported only where it can be demonstrated that there would be no unacceptable impact on environmental quality, including natural assets such as biodiversity, or the quality of life of those living or working nearby and where this would not result in an unacceptable cumulative impact. All waste proposals should seek to maximise opportunities to enhance the local environment through the provision of landscape, habitat or community facilities."	Not accepted - whilst the Councils understand the extra degree of reassurance that is sought by this objection, this policy is intentionally drafted as a strategic policy that will, in turn, be supported by a separate, detailed, set of development management policies for waste. In not making any further changes, the Councils are not saying that biodiversity should not be considered, but rather that it is not necessary to identify this above other environmental assets within the policy. Policy WCS12 is intended to be inclusive and the Councils wish to avoid a long-list of potential assets that is then seen as exhaustive. These are already protected under national legislation and/or NPPF, District and Borough Local Plans and the saved policies of the existing Waste Local Plan. The supporting text at paragraph 7.52 (Proposed Change 62) has already been re-written to include a specific reference to biodiversity and both national and local Biodiversity Action Plans. The Councils therefore remain of the view that no further change is necessary.	No modification proposed.
Proposed Change 68 – Monitoring and implementation (para 8.1)						
People Against Incineration (Shlomo Downen) [1595]	23072 (10325)	Support	Endorse proposed change.	n/a	Support noted	n/a
Proposed Change 69 – Monitoring and implementation (Table 7: Monitoring and implementation framework)						
CPRE (Notts Branch) (Mr Leslie Teasdale) [1005]	23083 (10331)	Support	WSC1 The change is accepted.	n/a	Support noted.	n/a

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
CPRE (Notts Branch) (Mr Leslie Teasdale) [1005]	23084 (10351)	Object	WSC2 There is a great gap in not identifying the parts making up the broad groupings of waste products. This will make targeting and monitoring difficult if not meaningless. Current estimates are needed if only as a basis for setting targets.	<p>Breakdown waste product groups to allow individual targets for reduced volumes. Sub-groups could recognise:</p> <p>Municipal waste: Paper, Metals, Garden products,</p> <p>Industrial waste: Chemicals, Metals,</p> <p>Construction and demolition waste: Hardcore, Metals,</p>	<p>Partially accepted - the Councils accept that monitoring in this detail would provide a more detailed picture of waste arisings but, unfortunately, there is no reliable source of data that would provide comprehensive information at the local level. It may be possible to derive some local data for municipal waste from the national 'Wastedataflow' system but there is no equivalent data for commercial and industrial or construction waste. The Councils have attempted to use the Environment Agency (EA) Waste Data Interrogator information to estimate local waste arisings but the EA have advised that the data is only collected to show waste throughputs/inputs at licensed facilities and cannot therefore be used in this way. The Councils will look to see whether it is possible to incorporate a breakdown for municipal waste into the monitoring indicators within the Annual Monitoring Report, subject to relevant data being available.</p>	<p>Propose additional modification to Table 7 (WCS2) to include an additional indicator on waste arisings for municipal, commercial and industrial, and construction and demolition waste, where such data is available.</p>

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Proposed Change 71 – Appendix 2 (Table 8: Indicative size of waste treatment facilities)						
Peel Environmental Ltd (Rachael Copping) [1940]	23082 (10352)	Object	<p>Peel Environmental Ltd supports in principle this change which portrays a more flexible approach. However, the table does not appear to make a distinction between farm-based activities and generic organic waste treatment facilities. In practice, the throughput / treatment capacity range for these two types of facilities will be different and a distinction should be made between the two. The capacity of AD facilities processing agricultural waste typically range from 5,000 tonnes to 25,000 tonnes per annum and AD plants processing organic waste range from 25,000 to 120,000 tonnes per annum.</p> <p>Peel Environmental Ltd would draw attention to the evidence presented in the Wrap Report, AD infrastructure in the UK, September 2011 which shows that the average capacity of the operational farm based AD facilities is around 8,000 tonnes per annum. The report indicates the average capacity of the 26 organic waste-fed commercial "non industrial" AD facilities to be around 38,000 tpa. The report provides an example of a typical AD plant which operates on a standalone commercial basis in the UK.</p> <p>Peel Environmental Ltd suggests that the table recognises the difference between the two types of AD activity and presents capacity ranges which more accurately reflect the different nature of the operations.</p> <p>As it is currently shown the plan could be considered unsound as it is not positively prepared in that it is not accurately assessing development and infrastructure requirements.</p>	<p>Peel Environmental Ltd suggests that Proposed Change 71 (Table 8) be amended so that the table recognises the difference between the two types of AD activity and presents capacity ranges which more accurately reflect the different nature of the operations for farm-based AD facilities and generic organic waste treatment facilities. The ranges given for small, medium and large facilities should be amended so that they are more proportionate and reflect that the capacity of AD facilities processing agricultural waste typically range from 5,000 tonnes to 25,000 tonnes per annum and AD plants processing organic waste range from 25,000 to 120,000 tonnes per annum. These amendments will ensure that the plan is considered to be positively prepared by accurately reflecting development requirements.</p>	<p>Not accepted - whilst the Councils understand the point about the importance of distinguishing between on-farm and other commercial facilities, this is already recognised within the site criteria set out in Policy WCS6. It is accepted that there is likely to be a difference in throughput between these types of facilities, hence medium and larger facilities are directed towards existing or proposed employment/ Industrial sites whereas countryside and Green Belt locations would generally only be seen as suitable for smaller facilities of less than 5,000 tonnes per annum. The WRAP report highlights that there are some larger scale sites now operating but only gives a limited number of examples. This objection suggests that on-farm facilities typically process between 5,000 and 25,000 tonnes per annum and is presumably seeking the 'small' range within Appendix 2 to be increased to 25,000 tonnes per annum. The average figure implied by the WRAP report is just over 8,000 tonnes per annum based on the number of facilities and total throughput. The range included within Appendix 2 is indicative and it is accepted that each application will need to be considered on its merits but the Councils are keen to ensure that a reasonable balance is struck between appropriate provision of waste facilities within countryside and/or Green Belt areas in accordance with PPS10, whilst preventing the intrusion of inappropriate industrial-scale development. Should further evidence come forward in future to justify amending this figure, this will be a material consideration in determining any planning application, but the Councils do not currently consider there is sufficient evidence to support increasing the indicative range to 25,000 tonnes for a 'small' AD Plant.</p>	No modification proposed.

Respondent	Rep No. (Response no.)	Nature	Summary	Change to Plan Sought	Councils' Response	Action
Unassigned						
Mr J Potter [2108]	23094	Object	n/a	Not stated	Resubmission of original comments, with adaptation to proposed changes. Unable to assign representations to particular changes. Agreed with representor to forward the representation to the Planning Inspector in its original format.	No modifications proposed – to be forward to the Planning Inspector for consideration.
Response with no further comments						
The Coal Authority (Mark E N Harrison) [992]	23052 (10315)	Support	The Coal Authority has no comments to make at this stage.	n/a	Noted	n/a
West Lindsey District Council (Rob Lawton) [1575]	23053 (10315)	Support	No further officer level comments. Formal response will be coordinated by the Central Lincolnshire Joint Planning Unit.	n/a	Noted	n/a
Sport England (Mr Steve Beard) [1586]	23054 (10315)	Support	Sport England does not wish to make any comments.	n/a	Noted	n/a

Nottinghamshire and Nottingham Waste Core Strategy Additional Modifications November 2012

Change No.	Page No.	Para No./ Policy	Proposed modification	Reason
Chapter 2 Key principles and policy background				
<i>National</i>				
AM1	13	2.8	Add the following final sentence to paragraph 2.8: 'The Councils will therefore take a positive approach to considering development proposals that reflect the presumption in favour of sustainable development contained in the National Planning Policy Framework'	Proposed by Peel Environmental in representation on Proposed Change 4. Considered to be a sensible addition to the text.
Chapter 4 Waste management context				
<i>What is our existing waste management capacity?</i>				
AM2	27	4.16	Amend first sentence to read: 'The existing incinerator at Eastcroft in Nottingham, is licensed to take up to 200,000 tonnes of municipal waste a year...' Replace Proposed Change 12 with: 'Permission has recently been granted for an 300,000 tonne energy recovery facility at Shepshed in Leicestershire and there is a proposal for 190,000 tonne facility in Derby which is currently subject to legal proceedings.'	Factual updates regarding permitted and operational facilities in response to representations on Proposed Change 12 from PAIN.
<i>How much additional capacity will we need?</i>				
AM3	32	4.35	Insert the word 'target' after 'this' in first sentence.	In response to an objection from PAIN which was partially accepted but the proposed change was omitted from Schedule of Proposed Changes in error. The modification will clarify that this refers to a policy target.
Chapter 7 Waste Core Strategy Policy				
AM4	44	New paragraph	Replace 'neighbourhood plans' with 'other plans which form part of the Development Plan'.	Proposed by PAIN in representation on Proposed Change 32. The modification makes the policy more accurate for the context of the Waste Core Strategy.

Change No.	Page No.	Para No./ Policy	Proposed modification	Reason
<i>Delivering sustainable waste management facilities</i>				
AM5	46	7.11	Replace 'landfill' with disposal'	Proposed by PAIN in representation on Proposed Change 38. The modification makes the text consistent with the waste hierarchy.
<i>Meeting future needs and managing our own waste</i>				
AM6	58	7.48	Delete the words 'at least' from para 7.48.	Proposed by PAIN in representation on Proposed Change 57. The modification makes the text consistent with wording elsewhere in the Waste Core Strategy.
AM7	58	WCS11	Re-word start of Policy WCS11 to read: "In addition to proposals that accord with the locational policies of the Core Strategy, waste management proposals which are likely to treat or dispose of waste from areas outside Nottinghamshire and Nottingham will be permitted where they demonstrate that:..."	Proposed by Express Energy in representation on Proposed Change 59. Minor text amendment. 'Permitted' rather than 'allowed' (as suggested by Express Energy) to be used for consistency with rest of the Waste Core Strategy.
<i>Broad locations for new waste management facilities</i>				
AM8	49	7.19	Add new final sentence to read: "Where waste development is proposed in the Green Belt, this would need to demonstrate very special circumstances in accordance with national policy."	In response to objections from Gedling Borough Council on the Proposed Submission Draft. This wording more accurately reflects national policy on Green Belt set out in the NPPF and PPS10 and its companion guide.
<i>What types of site are suitable for waste management? - Disposal</i>				
AM9	54	7.39	Amend Green Belt reference in fourth sentence to read: "Landfill within the Green Belt may be acceptable if very special circumstances can be demonstrated. This could include the restoration of former mineral workings."	In response to objections from Gedling Borough Council on the Proposed Submission Draft. This wording more accurately reflects national policy on Green Belt set out in the NPPF and PPS10 and its companion guide.

Change No.	Page No.	Para No./ Policy	Proposed modification	Reason
AM10	55	WCS6	Amend Green Belt text to read: "land within the Green Belt, where very special circumstances can be demonstrated. This could include derelict or previously developed land, old quarries etc. All proposals will be subject to Green Belt policies."	In response to objections from Gedling Borough Council on the Proposed Submission Draft. This wording more accurately reflects national policy on Green Belt set out in the NPPF and PPS10 and its companion guide.
Chapter 8 Monitoring and implementation				
AM11	66 - 67	Table 7	For WCS2, insert additional indicators within first column (Indicators/Targets) as follows: 'Municipal waste arisings Commercial and industrial waste arisings (where available) Construction and demolition waste arisings (where available).'	Raised by CPRE in representation on Proposed Change 69 and by Nottingham Friends of the Earth representation on the Submission Draft which was partially accepted but omitted from Schedule of Proposed Changes in error. The modification provides a more detailed picture for the indicator.
AM12	66-67	Table 7	For WCS11, delete sentence 'Any large scale proposals will help fulfil this policy (assuming it mainly takes local waste).'	In response to objections from People Against Incineration on the Proposed Submission Draft which was omitted from Schedule of Proposed Changes in error. The modification removes an unnecessary sentence.
Glossary				
AM13	58	Heading	Add glossary definition for non-local waste as follows: 'waste arising from outside the plan area i.e. from outside the administrative areas of Nottinghamshire County Council and Nottingham City Council'	For clarification in response to representation on Proposed Change 55 from Peel Environmental.

REPORT OF THE LEADER OF THE COUNTY COUNCIL

NOTTINGHAMSHIRE LOCAL BROADBAND PLAN UPDATE

Purpose of the Report

1. The purpose of this report is to update Council on the progress of the Nottinghamshire Local Broadband Plan, which will deliver significant benefits to the County's business community and residents. Over 5,000 Nottinghamshire businesses are set to benefit from next generation broadband, and the project will have targets relating to increased turnover and growth within this cohort of businesses.

Information and Advice

Background

2. The *Superfast Broadband for Nottinghamshire* Project will deliver investment to achieve improved broadband infrastructure across Nottinghamshire. This investment will come from:
 - A combined Nottinghamshire local authorities capital investment/subsidy of £4,250,000 to which Nottinghamshire County Council is contributing £2,150,000;
 - A Government investment/subsidy via Broadband Delivery UK (BDUK) of £4.25 million
 - A private sector investment, yet to be defined but likely to be no more than £8.5 million
3. The local public sector commitments to the project are as follows:

Ashfield DC	£70,000
Bassetlaw DC	£150,000
Broxtowe BC	£33,754
Gedling BC	£89,777
Mansfield DC	£157,464
Newark & Sherwood DC	£250,000
Rushcliffe BC	£245,000
Nottingham City Council	£97,448
TOTAL	£1,093,443

Notts County Council	£2,150,000
ERDF	£867,000
Combined LA contributions	£4,110,443
Funding gap as of 07 Dec 2012	£139,557

4. In September 2011, the County Council submitted a full European Regional Development Fund (ERDF) Priority Axis 2 application covering eligible parts of Nottinghamshire (Ashfield, Bassetlaw and Mansfield only due to geographic limitations set by the fund). However, on 5 December 2012, the East Midlands operational programme delivery team confirmed they are of the opinion that the Operational Programme (which sets out the region's strategy and priorities for delivering ERDF funds) does not allow for broadband infrastructure investment and the proposal will therefore not be considered for approval.
5. Given the complexities involved, the East Midlands programme delivery team and East Midlands Councils have been working jointly on a rationale to implement a technical change to the operational programme to allow broadband investment across all of Nottinghamshire and the East Midlands under Priority Axis 1. This change request was submitted to the European Commission in November and a decision is expected to take 2 to 3 months. In the meantime, the County Council has now submitted an eligible broadband outline application under Priority Axis 1. In addition, the broadband team is supporting an ERDF Broadband task and finish group so that in terms of ERDF broadband infrastructure investment the best possible results for the East Midlands are achieved.
6. The total investment in broadband infrastructure is expected to total £17 million. This will deliver 'superfast' access (i.e. in excess of 24 MBps) to over 90% (over 104,000 properties) of residential and commercial properties within the project area, which is predominantly rural. This investment will deliver a real step-change in broadband usage across the area, and will drive new business growth, inward investment and job creation. Targets for all of these are included in the broadband plan. In addition, the new infrastructure will enable greater flexibility in terms of home-working and studying. Finally, public service transformation is also being explored in terms of 'tele-health' projects (which will enable people to be seen by their GPs from home) and other initiatives which will support independent living.
7. Members of the Broadband Project Delivery Board, along with the Leader of the Council and members of the Opposition Group, will be visiting BT's technology and innovation centre, Adastral Park in Ipswich, in February 2013. This was approved by the Council's Administration Committee on 11th December. Adastral Park specialises in pioneering work in optical technologies and digital switching, through to work in advanced software techniques and protocols. It is one of the biggest centres for jobs and commercial activity in the East of England and is now home to more than 20 other companies, supporting around 4,000 jobs and bringing more than £800 million into the local economy each year.

Public sector investment

8. Public sector subsidy is both needed; and permissible under European State Aid legislation when 'Market failure' exists. Market failure arises when a commercial provider cannot justify the required level of investment for a project because there is insufficient potential demand for services and consequently insufficient revenue from customers to justify that investment.
9. Projects such as *Superfast Broadband for Nottinghamshire* are known as 'Gap Funded', with the Public Sector providing investment/subsidy to fund the gap between the amount of investment the private sector supplier can commit in order to support a commercially sustainable business case and the actual cost of the project.

Demand Registration Survey

10. The whole project hinges on finding a suitable firm willing to make the investment, and to do that the Council has had to prove demand exists through the pledge campaign. We have had a strong response with in excess of 5,000 people taking part but will continue to look for as many responses as we can to get the best deal possible for Nottinghamshire. Greater demand from the public is likely to attract more than one bidder, greater market investment and have our work performed earlier in the national programme.

Broadband Plan update and illustrative timeline

11. Over recent months the broadband project team have been working very closely with Broadband Delivery UK (BDUK) to develop the detailed procurement requirements for the Government's national rural broadband infrastructure programme. The County Council has now successfully passed three *BDUK Assurance Checkpoints*, which has enabled the authority to seamlessly pass towards the BDUK Call-Off procurement process. Furthermore, it is anticipated that following successful formal procurement during the first half of 2013, a contract will be awarded to one of the Framework providers for work to start in the County during the Autumn of 2013 (as illustrated in the table at Appendix A).
12. The *Superfast Broadband for Nottinghamshire* project aims to deliver the Government's 2015 target of every premise being able to access broadband speeds of at least 2Mbps and that superfast broadband (define as providing more than 24 Mbps) should be available to 90% of premises.

Consultation

13. An Open Market Review (OMR) with all the broadband suppliers has now been carried out to ask them where they plan to provide services on a commercial basis up to 2015. This was important as the Council cannot spend public money in areas where the private sector will already be offering next generation access internet connectivity. As a result of the information received, a range of maps is being produced to confirm the eligible intervention area.
14. Principally aimed at the telecommunications market but available for anyone to view and comment on, throughout December and January, by visiting a prominent location on the County Council webpage, the maps will be able to be viewed and checked to ensure that the intervention area has been correctly designated. By mid-January 2013, if there is a belief that the information is wrong, respondents will need to let the broadband team know. Once the Council goes out to tender in spring 2013 the areas covered by the project cannot be changed.

Areas and timing of intervention

15. The areas and timing of intervention and the mix of technologies cannot be guaranteed with any certainty until the County Council undertakes both the review of the locality and concludes the procurement phase. For the avoidance of doubt, the preference is to deploy fibre technology where it is practicable, affordable and appropriate to do so.
16. It is fully recognised that the lack of detailed information about the timing and nature of broadband improvements at community level is frustrating. However, investing significant sums of public money in a competitive commercial market is not straight-forward, and the County Council cannot put public money at risk by deviating from legal frameworks and processes set out by national Government.
17. It is some consolation to note that Nottinghamshire is ahead of other parts of the UK (particularly some of its neighbouring authorities) and this is down to the importance the County Council places on providing broadband-enabled opportunities to previously underserved communities which will lay the foundation for longer term economic development.

State Aid Update

18. State aid is a European Commission term referring to forms of assistance from a public body which is given to organisations engaged in economic commercial activity on a selective basis, with the potential to distort competition and affect trade between Member States of the European Union.

19. BDUK is now the national competence centre to assist local authorities in designing and implementing successful broadband support measures in line with EU competition rules. The umbrella scheme is being trailed as being a big step towards the achievement of the EU Digital Agenda targets and a strong impetus for growth in the UK.

Value for money within procurement of Nottinghamshire's Call-Off Contract

20. BDUK conducted a full competitive procurement via the Official Journal of the European Union (OJEU). BT and Fujitsu are the remaining two firms on the BDUK framework. To prevent the supplier from being over-subsidised, a 'reverse payment mechanism' will be used in the Council's eventual Call-off Contract with the supplier. This means that clawback will apply where the level of customer take-up exceeds the level forecast by the Supplier. If the claw-back mechanism is invoked, Nottinghamshire's Call-off Contract will require the Supplier to re-invest these funds in delivering more superfast broadband coverage and/or speed in Nottinghamshire.

Stimulating demand for broadband

21. With millions being invested in next generation broadband infrastructure through the *Superfast Broadband for Nottinghamshire* project, there is an imperative to ensure that Nottinghamshire companies and residents maximise the potential of superfast broadband in their home or work settings. Building the infrastructure is the first step, but the Council is also committed to ensuring that economic growth in particular is increased as a result of the opportunities that the new infrastructure will bring. Hence, (funded through County Council revenue and the Rural Development Programme for England (RDPE)) the County Council has appointed a locally based consortium to stimulate increased demand for broadband while explaining the specific benefits to companies. How to boost sales, cut costs and improve efficiencies, are just some of the topics that this 12-month contract will cover. Work is expected to commence early 2013.

Statutory and Policy Implications

22. This report has been compiled after consideration of implications in respect of finance, equal opportunities, 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.

Financial Implications

23. There are no specific financial implications arising as a consequence of this report.

Equalities Implications

24. An Equality Impact Assessment has been produced for the Nottinghamshire Broadband Plan and is available with the background papers.

RECOMMENDATION/S

It is recommend that:

- 1) The public support for the campaign be recognised;
- 2) That Council continue to do all in its power to bring about the delivery of broadband as quickly as possible and recognises the importance of broadband to all sections of the community, and in particular to business regeneration.

Report of the Leader of the County Council

For any enquiries about this report please contact: Nicola M^cCoy-Brown Tel: 0115 977 72580

Finance comments [DJK 12/12/2012]

The contents of the report are duly noted; the financial implications are highlighted within the report.

Constitutional comments [NAB 10.12.12]

Council has authority to consider the recommendations set out in this report by virtue of its terms of reference.

Background Papers

The Nottinghamshire Local Broadband Plan and additional documentation is available at www.nottinghamshire.gov.uk/broadband
Equality Impact Assessment

Electoral Division(s) and Member(s) Affected

All

Appendix A – Illustrative procurement timeline

Activity	Timeline
PASSED - BDUK Assurance checkpoint: Inaugural B0 assurance review	August 2012
PASSED - BDUK Assurance Checkpoint: B0 assurance review and training completed	October 2012
Open Market Review and mapping	October to December 2012
PASSED - BDUK Assurance Checkpoint: B1 assurance review	December 2012
Supplier engagement (i.e. Public Consultation, Pre-ITT and Draft ITT)	December 2012 to February 2013
BDUK Assurance Checkpoint: B2 assurance review	February 2013
ITT	February 2013 to April 2013
Evaluation	April 2013 to May 2013
BDUK Assurance Checkpoint: C assurance review underway	May 2013
Preferred supplier notified	May 2013
Contract finalisation (BDUK grant fund assurance and State Aid approval)	May to June 2013

REPORT OF THE LEADER OF THE COUNCIL**FIRST REVIEW OF THE COMMITTEE SYSTEM AFTER SIX MONTHS****Purpose of the Report**

1. To inform members of the feedback received as part of the six monthly review of the new governance arrangements.
2. To agree any changes required as a result of the review.

Information

3. The Council agreed to change its governance arrangements to a committee system on 29 March 2012. It was agreed at that time that after 6 months operation of the system a review would be undertaken by the Monitoring Officer.
4. As part of the review an analysis of the numbers and types of reports to committee and the length of meetings has been undertaken and is attached at **Appendix A**. Input to the review has been received from staff who were invited to comment on their experiences of the system. Additionally all elected members have been asked for their views on a group basis. As this review has been focused on the internal workings of the system, members of the public and partner organisations have not been invited to comment.

Frequency of Meetings

5. **Appendix A** shows that the average length of a committee meeting is 1 hour 15 minutes. Prior to launching the new system it was anticipated that meetings would last between 1 – 2 hours. The length of meetings is therefore as expected and suggests that the frequency of meetings is about right. In addition very few meetings have been cancelled through lack of business.

Number and Type of Committees

6. The Public Health function formally transfers to the Council in April 2013. Since May 2011 the Council has operated a Shadow Health and Wellbeing Board. The remit of this Board is strategic and covers the requirement to prepare a health and wellbeing strategy and promote integrated working. The Board is not charged with undertaking more operational issues. It is proposed that a new sub-committee of Policy Committee be established to deal with such in relation to Public Health. It is proposed that this Public Health Sub-Committee be chaired by the Deputy Leader. The membership of the Committee would be 9:

5 Conservative Group
2 Labour Group
1 Liberal Democratic Group
1 Independent Group

The suggested Terms of Reference for the Sub-Committee are attached at **Appendix B**.

The Work of Committees

7. Concern was expressed prior to the new arrangements coming into force that councillors would have less involvement in decision making than under executive arrangements. **Appendix A** shows that since the start of the new system in May up to 31st October, 181 decisions have been made by committees. During the same period in 2011 under executive arrangements, 167 decisions were made which if a committee system had been operational at that time would have been made by committee. This demonstrates that those concerns have not been realised.
8. Some concern was raised as part of this review that all important decisions were taken by Policy Committee and the content of agendas for other committees was as a result poor. This was not a universal view. The terms of reference for Policy Committee state that it is the Policy Committee's responsibility to "determine policies not reserved to Full Council." It is therefore inevitable that major decisions are made by this committee. The role of other committees is to implement the agreed policies of the Council, scrutinise the performance of services – including consideration of budgets, to contribute to the development of Policy and to make recommendations to Policy Committee on changes required to Policy.
9. Whilst some committees have received reports on operational decisions made by officers, on work of outside bodies and on the performance of services, this has not been consistent. Further work will be undertaken at officer level to ensure more uniform and regular reporting on these issues. In addition within Democratic Services, work will be undertaken to ensure that when committees agree recommendations that require further reports to be brought back to the committee, these reports back are scheduled in the Committee's Work Programme. This will not only act as a forward plan for the committee and departments, but as a means by which the public and parties can follow the work of the committee and the development of its policies and procedures.

Constitutional Amendments

10. It has been clear that there are a few areas within the Constitution where due to drafting issues, there is a lack of clarity over the meaning of particular paragraphs. For example:
 - a. The committee procedure rules say that 'the meeting' can decide whether a Councillor can speak at a meeting where they are not a member of the committee. To ensure the procedure rules are consistent and that chairmen are responsible for all meeting management issues, it is proposed to change this to say the committee chairman may decide to allow a Councillor who is not a committee member to speak, provided that the issue under debate is of primary importance to the division the Councillor represents and not a general matter.
 - b. Council's procedure rules have previously stated that Councillors who are not committee members cannot attend and speak where the committee is dealing with matters that are judicial in nature. This is not considered necessary for Planning and Licensing Committee and Rights of Way Committee, and the Committees' Codes of Practice already allow for Councillors to speak. It is therefore proposed to make specific provision for these two committees in the procedure rules.
 - c. The term 'Councillor' is used throughout the procedure rules; this has caused some confusion as different rules apply to Councillors who are not also committee members. It is proposed to amend 'Councillor' to 'committee member' as appropriate to provide clarification.
 - d. The procedure rules currently state that amendments to motions cannot have the effect of reversing a proposal. It is possible for an amendment to fundamentally alter the spirit of a proposal without actually reversing it; therefore a drafting amendment is proposed for clarification:
 - 'Amendments to a motion can be moved or seconded by any [committee] member to leave out words, to add words or both provided that such changes must not have the effect of fundamentally altering the spirit or intention of, or directly reversing the spirit or intention of, the original proposal (for example to recommend approval instead of refusal) and must be relevant to the original motion.'
 - e. The paragraph in the procedure rules regarding the ability to reverse decisions within 6 months requires improvement to add greater clarity:
 - 'Council/Committee decisions are final and should normally not be altered or amended for 6 months. However, where a decision proves to be unworkable for whatever reason a further report on the issue will be brought back to the original decision-making meeting for further consideration on a request from the Council's/Committee's Chairman and Vice Chairman.'
 - f. There has been some confusion around the delegation of authority to senior officers in relation to legal proceedings. It is proposed to cross-reference the two relevant paragraphs for greater clarity.

11. In order to ensure meetings run smoothly it is proposed to add a sentence to the procedure rules, for both Full Council and committees, stating that the relevant Chairman will determine any interpretation issues.
12. Policy Committee has responsibility for granting dispensations to Councillors and co-opted members from requirements relating to interests and their participation in meetings. On further consideration it is considered that this arrangement may prove impractical because dispensations will nearly always be requested at the last minute and the urgency procedure will need to be used. Council is asked to consider allocating this responsibility to the Chief Executive under the Scheme of Delegation to Officers.
13. In relation to Planning and Licensing Committee and Rights of Way Committee it is proposed to amend their terms of reference to include responsibility for responding to consultations relevant to them, in line with other committees.
14. The proposed amendments to the Constitution are set out in **Appendix C**.
15. Some members have raised concerns that they are only allowed to speak once on each item on the agenda. The purpose of this rule is to allow all committee members to contribute without turning debate into a conversation. Therefore, there are no proposals to change the current procedure rules in this regard.
16. A thorough review of the Council's Financial Regulations is being undertaken and a report on proposed amendments will be presented to Council in the New Year.

Other issues

17. There have been some concerns over the names under which reports are presented to committee. It is recommended that all reports to committees are in the name of the Corporate Director or Service Director directly relevant to the report. All reports to Policy Committee and Council should be in the name of the relevant Committee Chairman. Exceptions to the above would be staffing reports which would be in the name of the relevant Corporate Director, reports from the Monitoring Officer or Section 151 officer covering their statutory responsibilities and reports from the Chief Executive on matters of information, for example, outcome of elections.
18. The Police and Crime Commissioner (PCC) took up post on 22 November 2012. There is no statutory provision for Councils to be entitled to ask the PCC to attend and answer questions in the same way there was for the Chairman of the Police Authority to be required to attend. It is recommended that, in light of the establishment of the Police and Crime Panel and the Community Safety Committee, any questions to the Commissioner be raised through these two bodies. All references to the Police Authority and the Joint Committee on Appointments to the Police Authority will be removed from the Constitution.

Statutory and Policy Implications

This report has been compiled after consideration of implications in respect of finance, the 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.

RECOMMENDATIONS

1. That Council notes the outcome of the review process.
2. That Council agrees to the establishment of a Public Health Sub Committee chaired by the Deputy Leader, and to the Terms of Reference as set out in the report.
3. That Council agrees the constitutional amendments as set out in Appendix C to the report.
4. That Council agrees the constitutional amendment as set out in paragraph 10(c) of the report; to change 'Councillor' to 'committee member' as necessary throughout the procedure rules for committee and sub-committee meetings.
5. That Council agrees that reports to service committees be in the name of the relevant Corporate Director or Service Director and reports to Policy Committee and Council be in the name of the relevant Committee Chairman with the exceptions as set out in the report.
6. That questions to the Chairman of the Police Authority be removed from the Council procedure rules and that any questions to the Police and Crime Commissioner be directed through the Police and Crime Panel or the Community Safety Committee.

Councillor Kay Cutts
Leader of the Council

For any enquiries about this report please contact:

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Corporate Director and Monitoring Officer
Policy Planning and Corporate Services
jayne.francis-ward@nottsc.gov.uk, 0115 97 73478

Constitutional Comments (SLB 10/12/2012)

19. Full Council is required to agree any constitutional changes.

Financial Comments (MB 11/12/12)

20. There are no direct financial implications

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.

Reports to County Council:

- 26 January 2012
<http://www.nottinghamshire.gov.uk/dms/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2869/Committee/86/SelectedTab/Documents/Default.aspx>
- March 2012
<http://www.nottinghamshire.gov.uk/dms/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2871/Committee/86/SelectedTab/Documents/Default.aspx>
- 17 May 2012
<http://www.nottinghamshire.gov.uk/dms/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/93/Committee/2/SelectedTab/Documents/Default.aspx>

Electoral Division(s) and Member(s) Affected

All

APPENDIX A

REPORTS TO NEW COMMITTEES, 21 MAY - 31 OCT 2012

<u>Meeting</u>	<u>Date</u>	<u>Length of mtg</u>	<u>Presentations</u>	<u>Noting</u>	<u>Decision</u>
Adult Social Care and Health Committee	11 June	2h15	1	1	6
	2 July	2h	1	3	4
	3 Sept	2h15	2	1	6
	1 Oct	2h10	1	6	5
	29 Oct	2h15	1	3	5
Sub-total			6	14	26
Children and Young People's Committee	18 June	1h05	1	2	4
	16 July	0h20	1	3	6
	10 Sept	0h55	1	2	3
	8 Oct	1h15	2	2	0
Sub-total			5	7	13
Community Safety Committee	29 May	3h	2	2	2
	10 July	1h40	2	4	2
	2 Oct	1h15	2	3	3
Sub-total			6	9	7
Culture Committee	29 May	2h	1	2	1
	26 June	1h	0	3	0
	4 Sept	1h	0	2	1
	2 Oct	0h45	0	2	1
	30 Oct	0h45	0	3	2
Sub-total			1	12	5
Early Years & Young People	3 July	1h05	1	2	1
	24 Sept	0h35	0	2	4

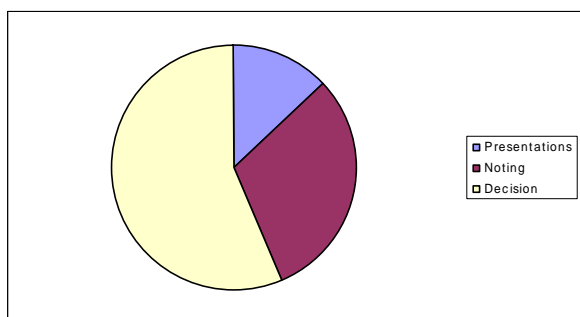
<u>Meeting</u>	<u>Date</u>	<u>Length of mtg</u>	<u>Presentations</u>	<u>Noting</u>	<u>Decision</u>
	17 Oct	0h40	1	4	1
Sub-total			2	8	6
Econ Dev Committee	26 June	1h45	0	2	1
	4 Sept	1h45	1	0	3
	30 Oct	2h05	1	2	2
Sub-total			2	4	6
Env & Sustainability Committee	31 May	2h	0	2	3
	28 June	1h05	1	1	1
	18 July	0h35	0	2	2
	13 Sept	0h25	0	0	2
	27 Sept	1h45	0	4	2
	30 Oct	0h30	0	1	3
Sub-total			1	10	13
Finance and Property Committee	28 May	0h55	1	0	7
	18 June	0h45	0	0	6
	9 July	0h55	1	1	11
	17 Sept	1h45	1	3	8
	15 Oct	0h17	0	1	3
Sub-total			3	5	35
Grant Aid Sub-Committee	19 July	2h	1	0	3
	11 Sept	1h20	1	2	2
Sub-total			2	2	5
Personnel Committee	13 June	1h10	0	3	2
	26 Sept	1h38	0	3	3
Sub-total			0	6	5
Policy Committee	23 May	0h40	0	2	1

<u>Meeting</u>	<u>Date</u>	<u>Length of mtg</u>	<u>Presentations</u>	<u>Noting</u>	<u>Decision</u>
	20 June	0h50	0	2	5
	18 July	1h47	0	2	6
	12 Sept	1h53	0	4	5
	17 Oct	1h55	0	2	6
Sub-total			0	12	23
Transport and Highways Committee	14 June	1h15	0	4	4
	12 July	1h15	0	3	15
	13 Sept	1h05	0	3	10
	18 Oct	2h05	1	0	8
Sub-total			1	10	37
TOTALS			29	99	181

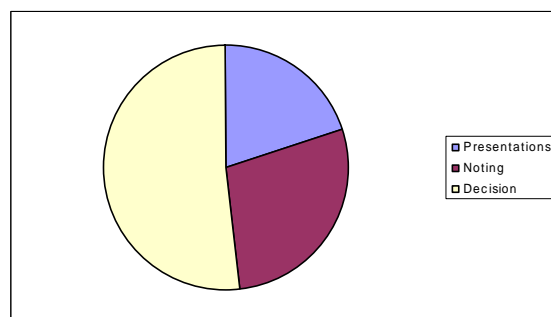
NB. Routine items (eg terms of reference, work programme) have not been included.

Committee sub-totals shown graphically:-

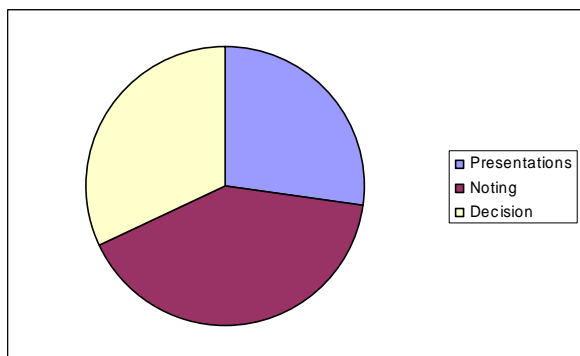
Adult Social Care & Health (46 items)



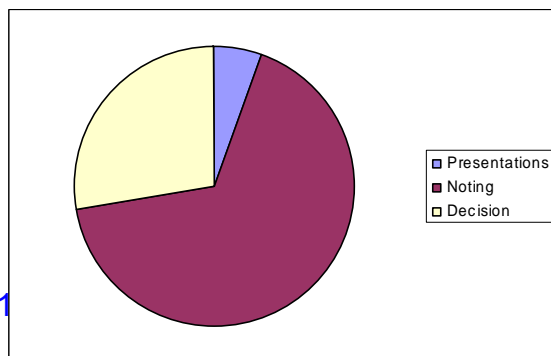
Children & Young People's (25 items)



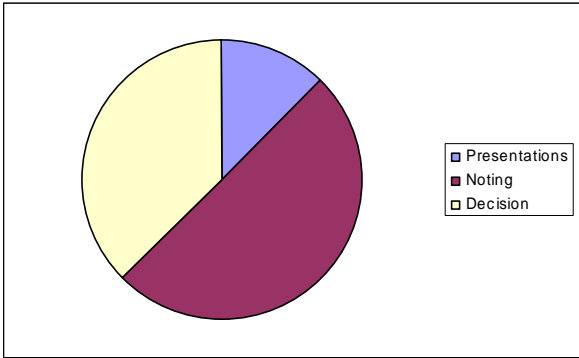
Community Safety (22 items)



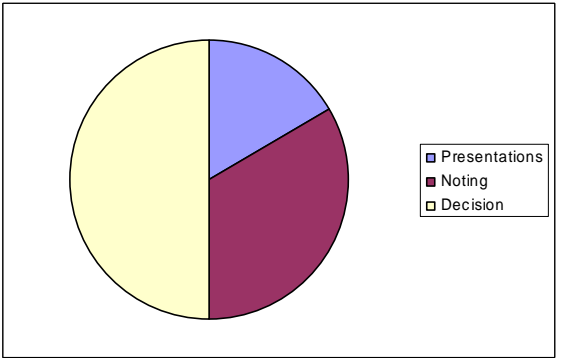
Culture (18 items)



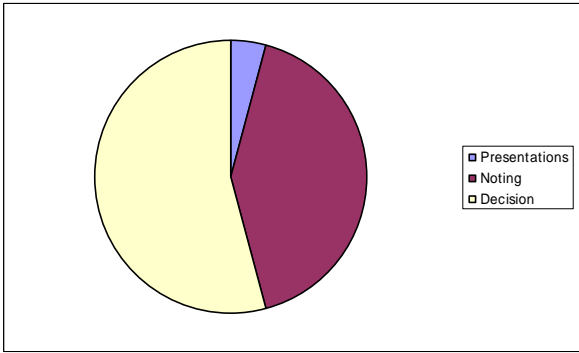
Early Years & Young People (16 items)



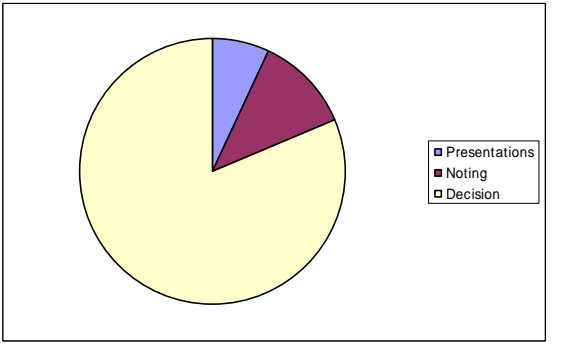
Economic Development (12 items)



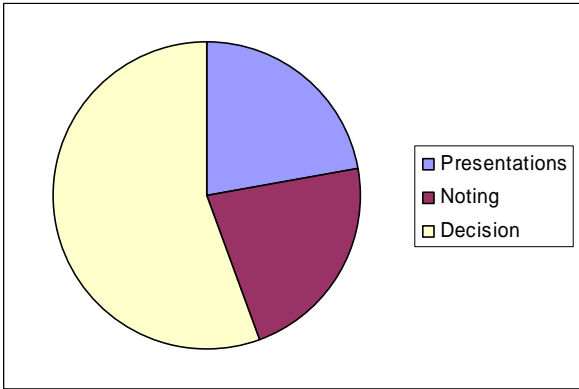
Environment & Sustainability (24 items)



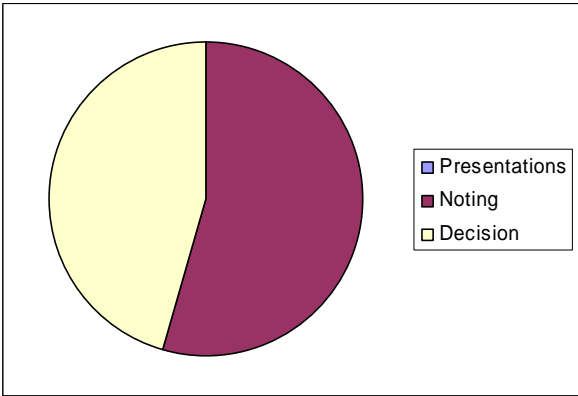
Finance & Property (43 items)



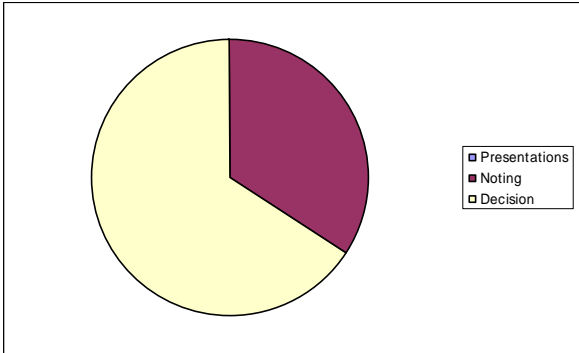
Grant Aid (9 items)



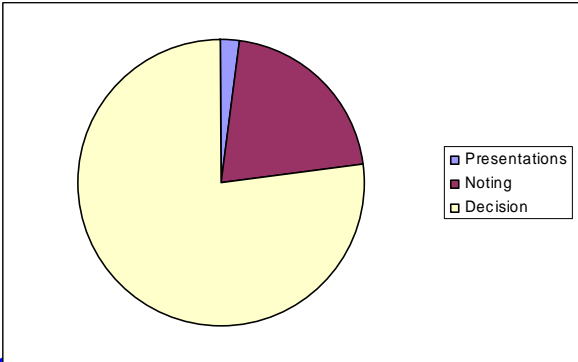
Personnel (11 items)



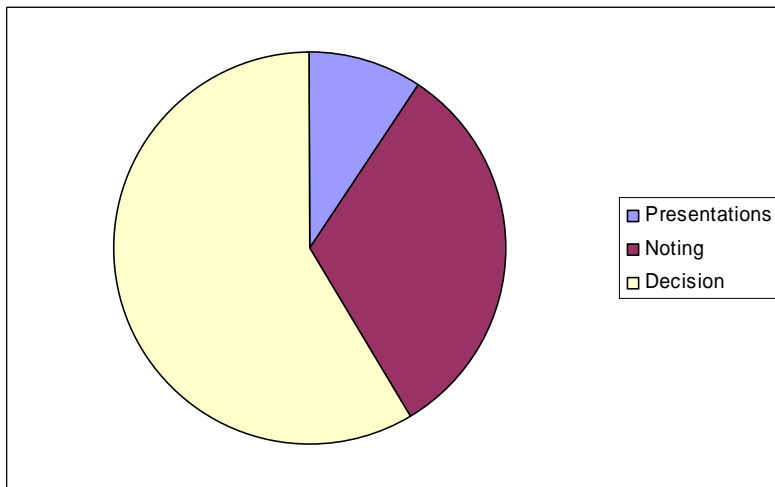
Policy (35 items)



Transport & Highways (48 items)



Total for all the above committees (309 items)



**Delegated Decisions taken between 19 May and 31 Oct 2011
(including Cabinet decisions)**

Total number of decisions	210
Of which these would now have been taken by Committee:	167 approx
And these would not:	43 approx

APPENDIX B

PUBLIC HEALTH SUB-COMMITTEE – TERMS OF REFERENCE

1. This is a sub-committee of the Policy Committee.
2. The exercise of the powers and functions set out below are delegated in relation to Public Health:
 - a. All decisions within the control of the Council including but not limited to those listed in the Table below
 - b. Policy development in relation to Public Health, subject to approval by the Policy Committee or the Full Council
 - c. Review of performance on at least a quarterly basis
 - d. Review of day to day operational decisions taken by Officers
 - e. Approval of consultation responses
 - f. Approval of relevant staffing structures as required
3. If any report comes within the remit of more than one committee, to avoid the report being discussed at several committees, the report will be presented and determined at the most appropriate committee. If this is not clear, then the report will be discussed and determined by the Policy Committee.
4. As part of the detailed work programme the Sub-Committee will receive reports on the exercise of powers delegated to Officers.
5. The Sub-Committee will be responsible for its own projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the most appropriate committee.

Table
Responsibility for Public Health with the exception of functions reserved to the Health and Wellbeing Board

APPENDIX C

AMENDMENTS TO THE CONSTITUTION

Constitution Page 4-13 (Terms of Reference)

PLANNING AND LICENSING COMMITTEE – TERMS OF REFERENCE

The exercise of the powers and functions set out below are delegated by the Full Council:

- a. Responsibility for the regulatory functions of the Council in relation to planning, monitoring, enforcement and licensing.
- b. Responsibility for all licensing functions given to the Authority by law, except safety of sports grounds.
- c. Receiving reports on the exercise of powers delegated to officers in relation to functions for which this Committee is responsible.
- d. [Approval of consultation responses relating to the Committee's functions.](#)

RIGHTS OF WAY COMMITTEE – TERMS OF REFERENCE

The exercise of the powers and functions set out below are delegated by the Full Council:

- a. Responsibility for discharging the Council's regulatory powers relating to:
 - public rights of way
 - cycle tracks
 - gating orders on recommendation from the relevant committee or as necessary
 - common land
 - town and village greens
 - non-statutory public access routes
 - land management agreements
 - permissive paths
- b. Receiving reports on the exercise of powers delegated to officers in relation to functions for which this Committee is responsible
- c. [Approval of consultation responses relating to the Committee's functions.](#)

Constitution Page 4-20 (Scheme of Delegation to Officers)

13. Corporate Directors have authority to decide whether or not to commence or defend proceedings within their areas of responsibility. This includes decisions on settlements which must be made in consultation with the Group Manager, Legal and Democratic Services and the Chief Finance Officer. Policy Committee will receive regular reports on settlements. [This is not the same as authorising the formal commencement or defence of, or participation in, any legal proceedings, including appearing in proceedings and signing documents necessary to any legal procedure. The Corporate Director Policy, Planning and Corporate Services is responsible for this \(see paragraph 21b below\).](#)

Constitution Page 4-21 (Scheme of Delegation to Officers)

CHIEF EXECUTIVE

17. The exercise of the responsibilities set out below are delegated by the County Council:

- a. Taking all operational decisions necessary to secure the provision of services and/or the discharge of statutory functions, including the power to enter into contracts, in accordance with approved policies and Financial Regulations across the Authority.
- b. Making any decision normally reserved to committee or another officer in accordance with the Urgency Procedure Rules.

c. Taking decisions whether to grant dispensations to Councillors and co-opted members from requirements relating to interests and their participation in meetings.

~~e.d.~~ Taking any decision on any matter not reserved to another officer by law.

~~d.e.~~ Holding to account Corporate Directors for the performance of their departments.

Constitution Page 4-23 (Scheme of Delegation to Officers)

CORPORATE DIRECTOR POLICY, PLANNING AND CORPORATE SERVICES

- b. Authorising the commencement or defence of, or participation in, any legal proceedings, including appearing in proceedings and signing documents necessary to any legal procedure, and authorising other officers to do so on behalf of the County Council. This is not the same as deciding whether to commence or defend proceedings and making decisions on settlements. The relevant Corporate Director is responsible for this (see paragraph 13 above).

Constitution Page 5-2 (Procedure Rules for meetings of the Full Council)

INTRODUCTION

1. These rules are designed to ensure meetings of the Full Council run smoothly and are conducted properly.
2. So far as the law allows, any of these rules may be suspended at any meeting of the Full Council, either for the whole meeting or for a particular item on the agenda. In order to achieve this, a motion must be moved and seconded and a vote carried.

3. If any issues arise at a meeting in relation to interpretation of the procedure rules, the Chairman's decision will be final.

3.4. For the annual budget meeting some procedure rules will be suspended and alternative rules applied. See paragraph 87 below.

Constitution Page 5-8 (Procedure Rules for meetings of the Full Council)

AMENDMENTS TO RECOMMENDATIONS AND MOTIONS

60. Amendments to a motion can be moved or seconded by any Councillor in the following situations:

- a. to refer a subject of debate to a committee for further consideration
- b. to leave out words, to add words or both ~~provided that. However~~ such changes must not have the effect of ~~reversing fundamentally altering the spirit or intention of, or directly reversing the spirit or intention of, the original~~ proposal (for example to recommend approval instead of refusal) and must be relevant to the original motion.

Constitution Page 5-10 (Procedure Rules for meetings of the Full Council)

REVERSING DECISIONS

76. ~~Normally any decision by the Full Council and its committees cannot be reversed for 6 months. However, in exceptional circumstances and on a motion proposed by a majority of the membership of the relevant committee/Council, a further report will be brought for the matter to be reconsidered. Council decisions are final and should normally not be altered or amended for 6 months. However, where a decision proves to be unworkable for whatever reason a further report on the issue will be brought back to Full Council for further consideration on a request from the Council's Chairman and Vice Chairman.~~

Constitution Page 5-13 (Procedure Rules for committee and sub committee meetings)

INTRODUCTION

1. These rules are designed to ensure meetings run smoothly and are conducted properly.
2. So far as the law allows any of these rules may be suspended at any meeting, either for the whole meeting or for a particular item on the agenda. In order to achieve this, a motion must be moved and seconded and a vote carried.
3. If any issues arise at a meeting in relation to interpretation of the procedure rules, the Chairman's decision will be final.

Constitution Page 5-16 (Procedure Rules for committee and sub committee meetings)

AMENDMENTS TO RECOMMENDATIONS AND MOTIONS

33. Amendments to a motion can be moved or seconded by any Councillor-committee member to leave out words, to add words or both provided that such changes must not have the effect of fundamentally altering the spirit or intention of, or directly reversing the spirit or intention of, the original~~reversing a~~ proposal (for example to recommend approval instead of refusal) and must be relevant to the original motion.

Constitution Page 5-18 (Procedure Rules for committee and sub committee meetings)

REVERSING DECISIONS

45. ~~Normally any decision by the Full Council and its committees cannot be reversed for 6 months. However, in exceptional circumstances and on a motion proposed by a majority of the membership of the relevant committee/Council, a further report will be brought for the matter to be reconsidered. Committee decisions are final and should normally not be altered or amended for 6 months. However, where a decision proves to be unworkable for whatever reason a further report on the issue will be brought back to the original decision-making meeting for further consideration on a request from the Committee's Chairman and Vice Chairman.~~

Constitution Page 5-18 (Procedure Rules for committee and sub committee meetings)

ATTENDANCE OF OTHER COUNTY COUNCILLORS

49. Any County Councillor who wishes to attend a meeting of a committee or sub-committee of which they are not a member will be entitled to do so. With the consent of the meeting Chairman they will be entitled to speak once and for a maximum of 20 minutes on any matter affecting that is of primary importance to their electoral division or its inhabitants rather than a general matter, but not to vote.
50. A County Councillor who attends a meeting in this capacity will be entitled to remain in the meeting when a resolution excluding the public is in force.
51. These provisions ~~do not apply where a~~ apply to Planning and Licensing Committee and Rights of Way Committee but not to any other committee or sub-committee that is exercising a function which is judicial in nature.