

## Communities Committee

**Wednesday, 15 September 2021 at 10:30**

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

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### AGENDA

- |    |  |         |
|----|--|---------|
| 1  | Minutes of last meeting held on 19 July 2021   | 3 - 6   |
| 2  | Apologies for Absence  |         |
| 3  | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |         |
| 4  | Holme Pierrepont Country Park Revised Operating Model  | 7 - 12  |
| 5  | Local Communities Fund   | 13 - 18 |
| 6  | Progress on developing Covid Partnership Recovery Fund and Community Hub Food Plan Fund  | 19 - 24 |
| 7  | Supporting Our Armed Forces Community Strategy   | 25 - 36 |
| 8  | Catering and Facilities Management - Specialist External Advisor Support   | 37 - 40 |
| 9  | Registration Service Fees from 2022-2023 to 2025-2026  | 41 - 46 |
| 10 | Update on Key Emergency Planning Matters   | 47 - 52 |
| 11 | Tour of Britain 2022   | 53 - 56 |

**Notes**

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

Customer Services Centre 0300 500 80 80

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

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Noel McMenamin (Tel. 0115 993 2670) or a colleague in Democratic Services prior to the meeting.

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



**Nottinghamshire  
County Council**  
**minutes**

Meeting	Communities Committee
Date	19 July 2021 (commencing at 10:30 am)

**Membership**

Persons absent are marked with an 'A'

**COUNCILLORS**

John Cottee (Chairman)  
Tom Smith (Vice-Chairman)

Mike Adams	Sue Saddington
Pauline Allan	Jonathan Wheeler
Sinead Anderson	Daniel Williamson
Stephen Garner	Elizabeth Williamson <b>A</b>
Glynn Gilfoyle	

**SUBSTITUTE MEMBERS**

None.

**OTHER COUNTY COUNCILLORS IN ATTENDANCE**

None.

**OFFICERS IN ATTENDANCE**

Mick Allen	-	Place Department
Kirsty Blyth	-	Inspire
Ian Bond	-	Inspire
Rob Fisher	-	Place Department
Derek Higton	-	Place Department
Mark Walker	-	Place Department
Noel McMenamin	-	Chief Executive's Department

**1. MINUTES OF LAST MEETING HELD ON 10 JUNE 2021**

The minutes of the meeting held on 10 June 2021, having been circulated to all Members, were taken as read and were signed by the Chairman.

## **2. APOLOGIES FOR ABSENCE**

Elizabeth Williamson – Medical/Illness.

## **3. DECLARATIONS OF INTERESTS**

Councillor John Cottee declared interests in Items 5 'Local Government Association Peer review of the Library Service' and 6 'Inspire Annual Learning Plan and Fees 2021-2022' as a Board member of Inspire, which did not preclude him from speaking or voting.

Councillor Glynn Gilfoyle declared interests in Items 5 'Local Government Association Peer review of the Library Service' and 6 'Inspire Annual Learning Plan and Fees 2021-2022' as a Board member of Inspire, which did not preclude him from speaking or voting.

## **4 CULTURAL SERVICES STRATEGY REFRESH**

### **RESOLVED 2021/006**

That:

- (1) the plans to refresh the Council's Cultural Services Strategy be noted, and that key issues to be addressed be identified;
- (2) a further report on the refreshed Strategy be presented to Committee in due course.

## **5. LOCAL GOVERNMENT ASSOCIATION PEER REVIEW OF THE LIBRARY SERVICE**

### **RESOLVED 2021/007**

That:

- 1) the outcomes of the Local Government Association peer review be noted;
- 2) the Action Plan as outlined at Appendix 1 to the report be approved.

At this point it was agreed to consider item 7 on the agenda.

## **7. UPDATE ON KEY REGISTRATION SERVICE MATTERS**

During debate, it was confirmed that registration services in Worksop had resumed following a break of service because of flooding. It was also agreed that statistics in respect of births, in addition to those already provided for deaths would be made available to Members.

## **RESOLVED 2021/008**

That the update on key registration issues be noted, and that no further reports on the topics listed be required.

## **6. INSPIRE LEARNING ANNUAL PLAN AND FEES 2021-2022**

During debate following a presentation, it was agreed that a breakdown by District in respect of uptake of Study programmes by 16-18 year olds would be made available to Members.

## **RESOLVED 2021/009**

That:

- 1) the performance and outcomes during the 2019/20 academic year be considered, and further information requested if necessary;
- 2) the Service's Plan for the 2021/22 academic year be approved;
- 3) the Service's plan for use of the Education and Skills Funding Agency funding in the 2021/22 academic year be approved;
- 4) the schedule of fees for the 2021/22 academic year at Appendix 1 to the report be approved;
- 5) the supply chain arrangements for the 2021/22 academic year at Appendix 2 to the report be approved.

## **8. UPDATE ON KEY TRADING STANDARDS AND COMMUNITIES MATTERS**

During debate, it was agreed that Members would be provided with a list of doorstep crime 'hotspots' where awareness leaflets had been delivered.

## **RESOLVED 2021/010**

That:

- 1) the update be considered and actions required identified;
- 2) actions taken under the Regulatory and Investigatory Powers Act be considered.

## **9. WORK PROGRAMME**

It was explained that the Work Programme was subject to additions, amendments and deletions in response to emerging and shifting priorities on an ongoing basis.

**RESOLVED 2021/011**

That the Committee's work programme be agreed.

The meeting concluded at 11.35 am

**Chairman**

**REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****HOLME PIERREPONT COUNTRY PARK REVISED OPERATING MODEL****Purpose of the Report**

1. To seek approval to a voluntary ending of the current arrangements for the management Contract of the Holme Pierrepont Country Park (HPCP) and National Water Sports Centre (NWSC) with Holme Pierrepont Leisure Trust (HPLT), and to enter into a direct agreement (and any incidental commercial agreements) with Serco Leisure Operating Limited (SLOL) for the operation of the site subject to the approval, in line with the Constitution, of any land and property arrangements required between the parties.

**Information**

2. Nottinghamshire County Council (NCC) entered into the Contract on 28 March 2013 with HPLT) to operate HPCP, home of the NWSC.
3. HPLT discharges its obligations under the Contract through a Managing Agent Agreement (MAA) with SLOL. The relationship between NCC, HPLT and SLOL is underpinned by a Direct Agreement (DA) between NCC and SLOL to ensure continuation of the arrangements in the event of failure of the HPLT. A Works Procurement Agreement was also entered into directly with SLOL, and the obligations under that arrangement have been discharged by SLOL. A lease of the site was granted to HPLT.
4. SLOL were the original winning bidder through the procurement process undertaken by NCC for the operation of HPCP and the NWSC, and recommended creation of HPLT to provide an industry standard, tax efficient operating model for the site.

**Holme Pierrepont Leisure Trust**

5. The HPLT is an Industrial and Provident Society (and therefore non-profit making organisation), with a number of trustees appointed to manage its affairs. These trustees are often interested in the aspirations of HPLT, or the facilities which they manage, rather than being professionals in the service or business area in which HPLT operates.
6. Despite many years of successful operation of the NWSC and HPCP site by HPLT, flooding incidents have impacted badly on the operations over the last two winters, and the Covid 19 pandemic has worsened the situation further as the summer revenue streams which subsidise the site over the winter period have also been lost.
7. The overall viability of the facility has as a result been reduced, with HPLT needing additional financial support from NCC over the 2020/21 financial year to meet operating losses and keep the site viable. Payments were made by the Council in accordance with Government Procurement Policy Note (PPN) 02/20 and 04/20. Losses have continued into the early part of 2021/22 due to the tail of the pandemic.

8. Dialogue between NCC, HPLT and SLOL has been extensive however, it is apparent that the current model of operation is no longer sustainable or sufficiently fleet of foot in operation in its current form, and options to move to a different operating model have now been explored, including seeking external advice on the options available to the partners.
9. The DA allows NCC to step into the shoes of HPLT and contract direct with SLOL in various circumstances. Many of those step-in options are however complex and are neither necessary nor appropriate in the current circumstances whereby the viability of the HPLT has reduced by the cumulative impact of various external events rather than a specific contractual failure.
10. Recent discussions with HPLT have confirmed that HPLT trustees are keen to agree to the existing contractual arrangements with HPLT being ended voluntarily, and for NCC to contract directly with SLOL.
11. To that end, the parties are currently working towards delivering a revised operating model for HPCP and the NWSC which will remove any ongoing liabilities on HPLT by moving to a direct contractual arrangement between NCC and SLOL.
12. HPLT would effectively be wound up once their Contract with NCC, and the MAA with SLOL, were ended. Future liabilities of HPLT would fall away from the date of termination.

### **Timescales**

13. The partners are proposing a provisional end of the arrangement with HPLT as soon as possible in the Autumn subject to completion of all the necessary transfer arrangements and procedures and contractual documentation.
14. SLOL would step into the shoes of HPLT to contract directly with NCC, taking on all of the contract liabilities and being paid and managed directly by NCC. From a service/user perspective the transition would be invisible, with any affected staff being transferred to SLOL from HPLT through the Transfer of Undertakings (Protection of Employment) regulations (TUPE) as necessary.
15. Advice has been sought on the best way for NCC to end the current agreements with HPLT and enter into a direct relationship with SLOL. Options include either the assignment and variation of agreements and the lease and/or the termination of existing and grant of new agreements and a lease with SLOL. Some agreements, like the DA will terminate all together. Discussions on the documents required are ongoing between the parties and is subject to legal advice and support on the route to follow and the documents required.

### **Operational and Financial Impacts**

16. Removal of HPLT will make operating the site easier for SLOL, and less time consuming for NCC, but some or all of the tax benefits available to the Council through the current trust model will be lost, including the need to charge VAT where applicable and the loss of Business Rate rebates for much of the site.
17. At this point any additional costs incurred in 2021/22 are considered Covid 19 related, as the impact of the pandemic continues to be felt across the whole leisure sector, and recovery is likely to take several more months, if not years. Any additional monies required to support the site in the short term will therefore be an additional cost to the Communities Committee.

18. Longer term the potential options for minimising the financial impacts of the revised operating model need to be considered, and it is proposed that this is undertaken to allow consideration of other options in advance of the 2022/23 financial year including the establishment of a different not for profit operating model if appropriate.

### **TUPE and Pension Issues**

19. The operational staff on the site are currently employed by HPLT and will be transferred to SLOL as part of the revised arrangements. Initial discussions indicate that around 74 staff are affected and consultation with those employees is due to commence once approval to the revised arrangements is secured. Many of those affected are temporary or casual staff, or work limited hours, so the permanent Full Time Equivalent (FTE) number is 32.
20. Affected staff will be protected through the application of the Transfer of Undertakings (Protection of Employment) Regulations, commonly known as TUPE.
21. Employees of HPLT who were previously employed by the County Council prior to 2013 have their pensions protected by HPLT obtaining "Admitted Body" status to the Local Government Pension Scheme (LGPS). Only 8 of the current staff are members of the LGPS.
22. As part of the closing down of HPLT and the transfer of staff to SLOL the new employer will also be seeking to obtain Admitted Body status and an application has now been submitted to the LGPS.
22. At the point that the HPLT closes any outstanding pension liabilities will need to be settled. Given the limited number of staff employed by HPLT and even smaller number who are members of the LGPS pension scheme, any deficits or surpluses are likely to be relatively small, and it is proposed therefore that any liabilities are met by the County Council. This would mirror the contractual position if HPLT failed for any reason.
23. Full details of the TUPE and Pensions positions, including any possible liabilities, will be considered by the Corporate Director, Place (or his nominee) the Group Manager for Legal Services and the s151 Officer in finalising the terms of the commercial legal arrangements.

### **Friends of Holme Pierrepont Country Park**

24. Discussions have also been held about establishing a less formal "friends of" type group to take on the community engagement role also provided currently by the trustees of HPLT on a "non-contractual" basis, and work continues to identify the best mechanism for delivering this function on a non-contractual basis in any revised model.

### **Other Options Considered**

25. NCC could choose not to make changes to the current arrangements and continue to enforce its existing contractual rights against HPLT but given the sustainability concerns noted above this is likely to risk the future viability of the facility.

### **Reason for Recommendations**

26. These recommendations will establish a robust and sustainable contractual framework for the management of the HPCP and NWSC to ensure that NCC continues to be able to offer public access to these much valued facilities, including both the HPCP and the NWSC.

## **Statutory and Policy Implications**

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

## **Financial Implications**

28. The likely financial impact of the move to a direct operating model is expected to be circa £25,000 in 2021/22 depending up the date when the direct arrangements commence.

29. The potential full year impact of the changes are currently estimated at circa £200,000 and a budget pressure for that amount has been prepared for consideration as part of the development of the revenue budget for 2022/23 should a more efficient alternative operating model not be identified for 2022/23 onwards.

## **Implications for Service Users**

30. NCC's Country Parks have proven essential during the Covid 19 pandemic in maintaining the physical and mental health of residents and it is essential that the site is operating effectively if it is to recover quickly from the impacts of the last 18 months.

31. For the information of the Committee the Council is also looking to commission investigations into potential flood mitigation and protection works given recent increased frequency of flooding events in order to identify any cost effective measures which could be implemented.

## **RECOMMENDATIONS**

That Committee approves:

- 1) The voluntary ending of the Contract arrangement with Holme Pierrepont Leisure Trust (HPLT), and a direct arrangement being entered into between Nottinghamshire County Council (NCC) and Serco Leisure Operating Limited (SLOL) for delivery of the services currently provided through the HPLT.
- 2) That the Corporate Director, Place (or his nominee) be given delegated authority, in consultation with the Group Manager for Legal Services and the Section 151 Officer to agree and finalise the terms of the commercial legal arrangements required to put in place a direct arrangement with SLOL subject to the approval, in line with the Constitution, of any land and property agreements which are required between the parties.
- 3) Termination of the Direct Agreement subject to and upon the ending of the contract arrangement with HPLT, which is then not relevant given the direct relationship that is proposed between NCC and SLOL.

- 4) Further work being undertaken to identify the most cost effective way of delivering the service in the future and to identify any additional costs in 2022/23 and future years.

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

**For any enquiries about this report please contact:** Mick Allen – Group Manager, Place Commissioning, Tel: 0115 9774684 [Mick.Allen@nottscc.gov](mailto:Mick.Allen@nottscc.gov).

### **Constitutional Comments [CEH 24/08/2021]**

27. The recommendations fall within the remit of Communities Committee under its terms of reference.

### **Financial Comments [RWK 10/08/2021]**

28. The report details revised proposals for the management of the Holme Pierrepont Country Park and National Water Sports Centre. Due to the impacts of responding to the Covid pandemic and the time needed for operations and income streams at the country park and watersports centre to recover, and the loss of tax benefits available through the current trust model it is likely that there will be additional costs in 2021/22 and future years. Any additional costs incurred in 2021/22 will need to be met from the revenue budget of the Communities Committee. Any additional costs in future years will be considered as part of the development of the revenue budget for 2022/23.

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

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

- None

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

- All



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

### **LOCAL COMMUNITIES FUND**

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

1. To seek approval to:
  - a. The develop a new discretionary grant funding scheme for the Authority for 2022–2026.
  - b. Name the new scheme the ‘Local Communities Fund’.
  - c. Launch the new scheme for 2022 – 26.
  - d. Invite applications to a Talented Athletes Programme for 2021 – 22.

#### **Information**

2. At the 10th June 2021 meeting, the Committee approved the development of a new discretionary grant funding scheme as a successor to the existing Local Improvement Scheme.
3. 3 component programmes for the scheme were approved with the following key features:
  - **Revenue** - A new two-part model, the first a Large Grants element used to commission projects and activities from organisations who have a good track record of delivery. The second part, a Small Grants element featuring a rolling annual programme of grants (maximum £5k), to support innovative grass roots activity.
  - **Capital** - A new model featuring a rolling annual programme of applications, with a match funding requirement, and a maximum £20k award.
  - **Talented athletes** – An expanded programme to include up and coming athletes and providing a greater focus on those athletes with protected characteristics.

#### **Shaping the Future**

4. The Council recognises the huge contribution that the Voluntary and Community Sector (VCS) has made to lives of residents over many years. This has been brought into sharp focus during the COVID-19 pandemic.
5. The pandemic’s impact has been keenly felt by many organisations. This has resulted in a mixed picture of what is now being delivered, and how resources are being

mobilised towards response and recovery. Creating empowered and self-sufficient local communities is a key priority for the Council and in turn supporting the VCS to grow and thrive is central to achieving this.

6. The Council's recovery plan for helping to address the impact of the pandemic provides opportunities to invest in the VCS to help support the delivery of Council Priorities. These priorities, currently being consulted, are:
  - Healthy and thriving people and communities.
  - A greener Nottinghamshire future.
  - A prosperous and growing economy.
  
7. Historically, the Council has provided Grant Aid funding as a contribution to services or projects delivered that contribute to the Council's priorities. The key funding principles previously used, and now proposed for the Local Communities Fund are:
  - Member led – Members take the lead for decision making on design of the scheme, and approval of awards.
  - Takes a corporate and coordinated approach – decisions are aligned to the Council's ambitions, priorities and outcomes sought.
  - Recognises the role of the sector – values the enormous contribution made.
  - Takes account of any Compact's in place that set out the nature of our relationship with VCS.
  - Is proportionate at all stages – including a simple application process, simplified monitoring etc.
  - Makes the best use of digital technologies.

## **Local Communities Fund Programme Structure**

### **Revenue Programme**

8. To achieve the Council's ambitions, it is proposed that:
  - The VCS is supported to grow, enabling residents to contribute to social and cultural opportunities.
  - Assessments of local need and gap analyses are undertaken to identify and develop effective activities.
  - Pathways to volunteering are increased to increase opportunities for individuals to contribute to their community, whilst enhancing the sector's reach.
  - There are increased opportunities available for advice and signposting for the most vulnerable residents and communities.
  - Activities are developed that help to address climate and environmental change.
  - Activities are developed that offer early help and prevention to those who most need it.
  - More support is provided to communities of interest, including rural communities, and helping those who face particular challenges.
  
9. **Revenue Programme – Large Grants** - To support the co-ordination of investment in priority areas, applications will be invited from county-based organisations that can:
  - Demonstrate a good track record of delivery and supporting local communities, whether by geography and/or by interest.

- Demonstrate professional standards and good governance.

10. It is proposed that applicants can apply for a contribution towards the core costs of delivering a service. Partnership bids will be welcomed when they reflect effective collaboration across service delivery.

11. Applications will be submitted via an online platform to enable the more efficient oversight and management of the process. Once approved, it is proposed that the funding will be in place for up to 4 years, subject to periodic monitoring.

12. **Revenue programme – Small Grants** - A rolling programme of small grants will help to fund organisations to realise ideas that address identified needs. The programme aims to:

- Encourage local networks where people help themselves and each other to be resilient, neighbourly, healthier, and safe.
- Encourage innovation to strengthen communities and support vulnerable residents - for example, projects could include tackling digital exclusion, good neighbourhood schemes, dementia friendly communities, food/lunch clubs etc.

13. Eligibility will include being either a new project or building on an existing project which demonstrates that self-help or early intervention encourages is building resilience and reducing pressure on council services.

14. Applicants can apply for a maximum of £5k in any year. The programme will ensure that revenue funding is available for groups across the 4-year cycle to apply to help with responding to emerging needs.

### **Capital Programme**

15. It is proposed this programme be aimed at creating opportunities that support local communities and residents to be healthier, greener, and prosperous. The new fund will support the delivery of community capital projects that help deliver the ambitions, outcomes, and objectives of the Council Plan.

16. The fund aims to:

- Help to address local priorities e.g. improving access to new or existing services, such as sports and leisure, protecting the environment, reducing loneliness, improving physical and mental health.
- Improve local places and spaces that are important to communities.
- Bring people together and involve them in the design and implementation.
- Encourage the development of assets and projects that help to address climate and environmental change, or at least, to minimise any potential negative impact on the environment.

17. The application process will be as streamlined as possible, and decisions will be made in a timely way to enable organisations to progress their ideas. There will be a two-stage process:

- An expression of interest submitted via the relevant County Councillor for endorsement.

- Once an expression of interest is endorsed, the submission of a full worked up application will be invited which addresses all the fund's criteria.

18. Applicants can apply for up to a maximum of £20k and will be expected to have guaranteed match funding in place before any funds are released.

### Talented Athletes Programme

19. This will:

- Support Nottinghamshire athletes aspiring to compete or already competing at the highest level in their sporting category.
- Encourage up and coming athletes.
- Provide more support to athletes who face the greatest challenges and that the funding would most benefit by:
  - Active promotion of the programme to specialist sports organisations and through appropriate social media channels.
  - Weighting of the assessment and scoring criteria to reflect the challenges faced by the athletes.

20. The previous programme was well received over many years by supporting young talented athletes to succeed in their sport. The new programme will build on this with the ambition to be even more inclusive.

21. It is proposed that a Talented Athletes award round is held during 2021-22, and that the budget is increased to £50k per annum. This is to reflect the potential higher costs for those athletes with disabilities (e.g. may require adapted equipment, clothing, or have higher transport costs), and would also enable more support to those who may face other challenges, for example because of their financial position.

### Implementation and Communication

22. To launch the new Local Communities Fund and encourage, receive, assess, and approve applications, Committee is asked to approve the following timetable.

<b>September 2021</b>	Develop processes, systems, communications plan, and information for applicants
<b>October 2021</b>	Launch of 2022-26 Large Grants Revenue Programme and Small Revenue Awards Rolling Programme 2022-23
	Launch of the Capital Awards Rolling Programme for 2022-23
<b>November 2021</b>	Launch of Talented Athletes Programme 2021-22
<b>31<sup>st</sup> December 2021</b>	Applications for Large Grants Revenue Programme and Talented Athletes Programme close. First closing date for initial batch of Rolling Award applications (Small Revenue and Capital).

<b>January &amp; February 2022</b>	Applications for awards for all programmes assessed and moderated by officers.
<b>March 2022</b>	Committee reviews and approves Large and Small Revenue applications, and Capital and Talented Athletes applications.
<b>1<sup>st</sup> April 2022</b>	4-year funding cycle for the Large Grant Revenue Awards commence.
<b>Three times per year</b>	Approvals sought for rolling award applications received in previous 4-month period.
	Monitoring reports for ongoing awards presented to Committee for oversight.

### **Other Options Considered**

23. To cease providing this type of support. The proposed Local Communities Fund would provide a clear focus for supporting people to improve their communities.

### **Reason for Recommendations**

24. Maximising the impact of the Council's discretionary funding is important to achieving the Council's ambitions.

### **Statutory and Policy Implications**

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

### **Financial Implications**

26. The funding allocation for this programme for 2022/23 onwards will be approved at the Council's annual budget meeting in February 2022.

27. In 2021/22, £1.69 million has been allocated from the revenue grant funding budget and £500k from the capital budget (total £2.19m) to finance the current Local Improvement Scheme.

28. For the launch of the 2021/22 Talented Athletes Programme, it is proposed that the financial allocation is increased from £21k to £50k. This can be contained within the existing funding allocation for this financial year.

## RECOMMENDATIONS

That the Committee:

- 1) Approves the Local Communities Fund Scheme proposals, including the names, timescales and features as set out in the report.
- 2) Approves the launch of the Local Communities Fund, including a Talented Athletes element for 2021-22, based on the timetable outlined in paragraph 20 to the report.
- 3) Approves the increase of the allocation of funding for the Talented Athletes Programme to £50k for this financial year.

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

**For any enquiries about this report please contact:** Mark Walker, Group Manager, Trading Standards and Communities, 0115 915 2173

### **Constitutional Comments (KK 04/08/2021)**

29. The proposals in this report are within the remit of the Communities Committee.

### **Financial Comments (RWK 10/08/2021)**

30. There are no specific financial implications arising directly from the report as the proposed allocation of £2.19 million for the Local Communities Fund will be met from existing revenue budget and capital programme allocations.

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

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

- None

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

- All

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

### **PROGRESS ON DEVELOPING THE COVID PARTNERSHIP SOCIAL RECOVERY FUND AND THE COMMUNITY HUB FOOD PLAN FUND**

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

1. To update Members on the development of the Covid-19 Partnership Social Recovery Fund and the Community Hub Food Plan Fund.
2. To seek approval for:
  - the key principles for governance and distribution of the funds; and
  - the allocation of £50k to a small projects element for both funds to distribute to pilot projects during the autumn, such small projects to be awarded and distributed at the sole discretion of the HAG.

#### **Information**

3. The COVID–19 pandemic has exacerbated and had a negative impact on a range of issues such as social mobility, educational attainment, mental health, health, employment, and economic growth, creating a knock-on effect of reduced opportunities and resources.

#### **The Covid-19 Partnership Social Recovery Fund**

4. The COVID-19 Partnership Social Recovery Fund was approved by committee in June and progress has been made in identifying how the money could best support the people of Nottinghamshire to recover from the pandemic.
5. At its June Committee, Members approved the establishment of the Fund and the report included information on the work underway with Local Resilience Forum Partners (LRF) to identify and assess need, and to develop plans to address that need in (now) 9 priority cohorts.
6. The assessment process includes collaborating with partners across health, social prescribing, voluntary agencies, district and borough councils and the Citizens Advice Bureaux.

#### **The Community Hub Food Plan Fund**

7. The Adult Social Care and Public Health Committee in January 2021, as part of its Contain Management Fund, approved £800,000 to support the development of the Community Hub Food Plan.

8. The Food Insecurity Network, part of the LRF Community Support Hub, is made up of partners from across health, the voluntary and community sector (VCS), District and Borough Councils and has been developing a plan which prioritises improved partnership working across all sectors. The plan aims to take a co-ordinated approach to improving food supply for communities and families. It aims to build resilience through initiatives such as community food growing, social eating projects, open kitchens, and food clubs.
10. The Food Plan Fund has been established to help provide funds to improve food supply. It is proposed that key features of the Social Recovery Fund model are adopted for this Fund, including the assessment process to include collaboration with partners from across health, the VCS, and District and Borough Councils.

### **Emerging Data Regarding Need**

11. The LRF Nottinghamshire Community Support Hub has been operational throughout the pandemic to meet the immediate, lower level support needs such as providing food or collecting prescriptions etc for those who were shielding or having to self-isolate.
12. As the pandemic has progressed, the hub has had less of these immediate requests to deal with, as the nature of the need for support caused or exacerbated by the pandemic has changed.
13. Data emerging from a variety of sources is giving us more understanding on these longer-term effects of the pandemic. For example, data from an Age UK report, due to be published in September, tells us that:
  - 36% of older people feel more anxious than they did at the start of the pandemic
  - 20% feel less confident going for short walks outside and
  - 18% feel less confident about leaving the house by themselves.
14. With regards to Social Prescribing referrals made during 2020/21 in the County, the majority of these were to Mental Health Services and Community Groups. Mental Health/Wellbeing and Physical Health were the most common reasons for being referred to a social prescriber (other than COVID-19 Wellness checks).
15. Data from Citizens Advice Nottinghamshire also shows that Mental Health concerns were a major issue for people throughout the pandemic and remain.
16. Data from Nottinghamshire Insight shows that specific cohorts and geographical areas of highest deprivation will be affected most by food insecurity.
17. As economic circumstances become more stretched by virtue of the pandemic, eating healthier food is likely to be less feasible and less of a priority for many residents. Looking at alternative and creative approaches that improve the supply of food in a more sustainable manner is important for communities.

### **Features of the Model for Both Funds**

18. As the Upper Tier Local Authority, the Council has received significant amounts of government funding on behalf of the whole local system, to undertake COVID related support work.
19. As such, and in order to maintain the goodwill from partners to support our aspirations for Early Help and Prevention collaborative working, an important feature of applying the funding is the meaningful engagement of partners in identifying and deciding where the monies are applied.
20. Plans are being developed based on a needs assessment process. This approach should be a more 'scientific' way of applying the funding than a pure grant funding approach.
21. All partners including the District and Borough Councils have been requested to ensure they have local conversations and engage with local groups in their areas regarding both the Funds to ensure we achieve good 'reach' with the funding.
22. It is proposed that whilst it is still in operation, the LRF Humanitarian Assistance Group (HAG) plays a key role in reviewing and giving partnership endorsement to all proposals/business cases to spend either of the two funds.
23. To be endorsed by the HAG, the proposals/business cases must:
  - have a clear purpose
  - demonstrate that they are addressing a need that has been a result of, or exacerbated by the COVID-19 pandemic
  - detail what measures that will be used to learn and improve
  - have the support of relevant partners, including district/borough colleagues, and
  - have been recommended for funding by the appropriate Needs Assessment Group or the Food Insecurity Network.
24. Once endorsed by the HAG, the proposals would be brought to the next Committee for update and County Council formal approval. Proposals for endorsement by the HAG will be worked up and recommended by those groups of partners working on the priority cohorts of need or the Food Insecurity Network.
25. Other relevant projects or proposals that are presented to the partnership would be channelled into the appropriate Needs Assessment group or the Food Insecurity Network for consideration alongside other initiatives.
26. In recent weeks several initiatives have been identified that could provide needed support quickly, but that require a small amount of funding to get started or progress. These organisations or individuals could make an impact earlier if we were able to provide funds to them during the autumn, as opposed to having to wait for formal Committee approval in November.
27. To address this, it is proposed to set aside £50k of each fund for a small projects fund. This could be distributed to initiatives that meet the requirements of each fund, and that again have partnership endorsement through the HAG. But the funding could be awarded prior to formal committee approval.

28. It is proposed that these small projects would be run as pilots, would be expected to report back on their impact, and would receive a maximum of £5k of funding.
29. Those under £5k that have been endorsed by the HAG could be provided with the funding, and work could begin shortly after. Full details of those funded would be provided in a report to future Committee meetings.
30. Those bigger scale and more longer-term initiatives endorsed by the HAG would be put before the November or subsequent Committee meetings for approval.

### **Other Options Considered**

31. None

### **Reasons for Recommendations**

32. Balances the need for meaningful collaboration with partners, with the need to meet County Council financial management rules. Also provides a faster and more proportionate approach to smaller initiatives that can deliver on need quicker.

### **Statutory and Policy Implications**

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

## **RECOMMENDATIONS**

That the Committee approves

- 1) The key principles outlined in the report for the governance and distribution of both funds.
- 2) The allocation of £50k to a small projects element for both funds to distribute to pilot projects during the autumn, such small project grants to be awarded and distributed at the sole discretion of the Local Resilience Forum's Humanitarian Assistance Group.

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

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

**Constitutional Comments (LPW 03/09/2021)**

34. The recommendations fall within the remit of the Communities Committee by virtue of its terms of reference.

### **Financial Comments (SES 17/08/2021)**

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

36. The two funds referred to in the report are:

- **The Community Hub Food Plan Fund** - Adult Social Care and Public Health Committee in January 2021, as part of its Contain Management Fund approved £800,000 to support the development of the Community Hub Food Plan.
- **The Covid-19 Partnership Social Recovery Fund** – Communities Committee in June 2021 approved the establishment of the fund with an initial balance of £1 million. This initial balance will be funded from a combination of additional government grants and from the Council's reserves.

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

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

- None

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

- All



## **REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES SUPPORTING OUR ARMED FORCES COMMUNITY STRATEGY**

### **Purpose of the Report**

1. To seek approval for the 'Supporting Our Armed Forces Community Strategy'.
2. To seek approval to establish 1.0 FTE Band B Programme Officer post to drive work to support the strategy.
3. To seek approval to establish a £20k p.a. Armed Forces Community fund to support the delivery of the strategy.

### **Information**

4. The Council has done much to support the Armed Forces community over many years. This work recognises that not only those serving, but also their partners, children, and families, those who have previously served, and all reservists are all important members of the Armed Forces Community.

### **The Armed Forces Approach**

5. The new administration is keen to expand the support to the Armed Forces Community by developing and growing the work undertaken on this agenda over the next four years.
6. The approach proposed to achieve this is to:
  - Nominate two Elected Member Leads to help develop approaches and champion the needs of the Community.
  - Develop a strategy and work programme to identify key areas of work to support or Armed Forces that align with the Authority's Covenant Duty.
  - Create additional officer resource dedicated to drive forward key actions.
  - Create an Armed Forces Community budget ringfenced to support the work.
7. **Elected Member Leads** - As a signal of its intent, the administration has already appointed Councillor Girling as the Armed Forces Champion, and Councillor Lee in a new Armed Forces Advocate role, to help develop and drive the agenda forward.
8. Both Members have both previously served in the Armed Forces, and bring that insight, understanding and passion to the roles. The Lead Members have already been working hard with officers to deliver on the aspirations of the Administration.

9. **Strategy and Work Programme** - As part of this work, a strategy and high-level work programme has been developed to take this expanded commitment forward through a clear set of actions. The 'Supporting Our Armed Forces Community Strategy' is attached as Appendix 1.
10. The document uses five cross-cutting factors as a backdrop to co-ordination of service provision and three identified themes. It is proposed that these form the basis of an action plan to be taken forward into the years ahead.
11. The strategy takes into account the new Armed Forces Covenant Duty. This places an obligation on relevant bodies such as the Council when exercising certain public functions.
12. It requires the Council to consciously consider the Armed Forces Community and the Covenant's three principles, when developing policy and making decisions regarding housing, healthcare, and education.
13. The key principles of the Covenant to be considered are:
- The unique obligations of, and sacrifices made by, the British Armed Forces.
  - That it is desirable to remove disadvantages arising for service people from membership, or former membership, of the armed forces.
  - That special provision for service people may be justified by the effects on such people of membership, or former membership, of the armed forces.
14. **Dedicated Officer Resource** – A review of the Communities Team capacity has been undertaken considering the increased level Armed Forces support work, the wider Council aspirations on increased support to the Voluntary and Community Sector, and ongoing work on tackling Crime and Disorder.
15. The current permanent staffing establishment for the Communities Team is:
- |   |                |
|---|----------------|
| Team Manager                                  | 1.0FTE Band D  |
| Programme Manager Safer Nottinghamshire Board | 1.0FTE Band C  |
| Programme Manager Local Improvement Scheme    | 1.0FTE Band B  |
| Programme Officer                             | 5.0FTE Band B  |
| Project Officer Local Improvement Scheme      | 1.0FTE Scale 5 |
16. To meet the increased demands, it is proposed that an additional 1.0FTE Programme Officer role be created and added to the establishment, increasing the permanent establishment to 6.0FTE Programme Officers.
17. It is further proposed that 1.0FTE post in the Team would be dedicated to Armed Forces work on a full-time basis. There is currently an existing employee already supporting this work, and it is planned that this is extended to a full-time post.
18. **Armed Forces Community Budget** - It is further proposed that to effectively support the work that an Armed Forces Community Budget is created to assist in delivering the work programme.
19. It is initially proposed that a revenue budget of £20k p.a. is established. This would be used for example to:

- Support veteran's breakfast/food clubs
- Promote key information and links
- Support key events e.g. commemorations and anniversaries

### **Other Options Considered**

20. Keeping the resource commitment at the same level, or to reduce it. This work is a priority for the Council's new administration and as such requires an appropriately resourced programme of work.

### **Reason for Recommendations**

21. There is a commitment to developing this area of work over the next four years.

### **Statutory and Policy Implications**

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

### **Financial Implications**

23. The cost of creating an additional Band B 1.0FTE Programme Officer post is £49.2k including on-costs. The total Communities Team staffing budget is £485,023.

24. The cost of the additional post can be met from the current Communities Team budget, through a combination of budget efficiencies, a part-filled existing post, and other savings.

25. The cost of £20k p.a. to create the Armed Forces Budget would need to be met through a permanent allocation from the revenue budget Contingency and a request for such an allocation will be submitted to Finance Committee.

### **Human Resources Implications**

26. To support the new commitment to developing this work, an additional post is to be added to an establishment. Further 1.0FTE Band B Programme Officer is to be dedicated to this work.

## **RECOMMENDATIONS**

That the Committee approves:

- 1) The 'Supporting Our Armed Forces Strategy' attached as Appendix 1.
- 2) The establishment of a new 1.0 FTE Band B Programme Officer post in the Communities Team of the Trading Standards and Communities Service.

- 3) The establishment of a £20k Armed Forces Community Budget to support the delivery of the work programme and a request for an annual allocation of £20,000 be submitted to Finance Committee.

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

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

### **Constitutional Comments (KK 05/08/2021)**

27. The proposals in this report are within the remit of the Communities Committee.

### **Financial Comments (RWK 10/08/2021)**

28. The report proposes the establishment of an additional Band B post within the Communities team. The estimated maximum additional cost of establishing such a post is estimated to be £49,200. This additional cost can be met from within the existing budget allocation for the Communities team.

29. The report also proposes the establishment of an annual Armed Forces Community Budget in the sum of £20,000 to be funded from the revenue budget contingency. A request will need to be submitted to Finance Committee for this additional budget allocation.

### **HR Comments (JP 16/08/2021)**

30. Details in respect of establishing a Band B Programme Officer post are contained in the body of the report

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

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

- None.

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

- All.



## Supporting our Armed Forces Community Strategy

### Foreword By, Councillor Keith Girling Armed Forces Champion:

As a former member of the British Armed Forces having served 18 years in the Grenadier Guards, I am immensely proud and honoured to be the Armed Forces Champion for Nottinghamshire County Council and represent our Armed Forces Community. Our Military constantly demonstrate values, skills, commitment, and willingness to make the ultimate sacrifice for others. They continually provide a valuable contribution to our society and the overwhelming majority of our Veterans flourish. I am keen that we should never forget the sacrifice and commitment shown by the men and women who serve and have served the nation, and to that end we are committed to achieving a shared vision of support and mutual benefit. We have a long history of doing this in Nottinghamshire, and it remains our duty to do so.

This strategy builds on that work and sets clear goals and the intent for the collaborative delivery of services that draws upon the wealth of experience of the public sector, armed forces charitable sector, businesses and other organisations in Nottinghamshire who offer skills and knowledge that are vital to make a difference in every part of the county.

By 2028, we aim that every Veteran feels valued, supported, and empowered and, in accordance with the Armed Forces Covenant, will never be disadvantaged because of their service.

### Scope of the strategy

This strategy sets the vision and principles which wherever possible, works to enhance the welfare and wellbeing of the Armed Forces Community for Nottinghamshire. This strategy allows for special consideration in some cases to the Armed Forces Community of Serving

Personnel. There are five cross-cutting factors that provide a backdrop to the overall co-ordination of service provision as well as three identified themes. These will form the basis of an action plan to be taken forward into the years ahead.

### Cross-cutting factors

1. Collaboration between organisations
2. Coordination of Veterans' services
3. DATA on the Veteran Community
4. Public perception and understanding
5. Celebrating the Armed Forces Community in Nottinghamshire

### Identified Themes

1. Community and relationships
2. Employment, education, and skills
3. Health and wellbeing

## **Armed Forces Community**

The Armed Forces Community consists of all people who are or have been regulars, reservists or cadets and cadet force adult volunteers and their partners and immediate families.

A **Veteran** is defined as anyone who has served for at least one day in Her Majesty's Armed Forces (Regular or Reserve), or Merchant Mariners who have seen duty on legally defined military operations. Under the definition, Veterans have already left the Armed Forces. **Service Leavers** are serving personnel who are planning to leave, who are still under the direct responsibility of the Ministry of Defence. **Reservists** are an integral part of the UK Armed Forces, and this strategy applies to former Reservists. This strategy takes account of the fact that Veterans young and old exist within a wider community of family and friends. It also considers the partners and immediate families of those who have died whilst serving. Cadets and cadet force adult volunteers (CFAV) in the military sponsored cadet organisations are not eligible for recognition as Veterans.

### **The Armed Forces Covenant**

The Armed Forces Covenant, which was enshrined in law in the Armed Forces Act (2011), has at its core the principles that service personnel, veterans, and their families are not disadvantaged by their service and that special provision is made for those who have sacrificed the most, including the injured and bereaved.

### **Nottinghamshire County Council**

Nottinghamshire County Council supports the principles that we can share effective practices and success and that broad outcomes are tailored to local needs. The establishment of clearer, consistent principles and aims across Nottinghamshire will help ensure that those within the armed forces community experience a consistent approach with that of other citizens.

### **Armed forces charitable sector**

The Armed Forces Charitable sector supplements the core essential services provided by the public sector, by providing additional custom-built support. Charities provide specialist services for Veterans and the bereaved on a range of issues, including information helpline, healthcare, and housing throughout Nottinghamshire. Based on their own organisational eligibility criteria. Nottinghamshire County Council will encourage the charitable sector to work together and act as advocates and champions for the armed forces community.

### **Private sector**

An increasing number of private sector organisations across Nottinghamshire recognise the skillsets and experience that Veterans and service leavers can bring into the workplace and the business benefits of employing them. Private sector employers are closely engaged with successful transitions to civilian life and employment and have a pivotal role in providing training and employment. Nottinghamshire County Council will work with and support the work run by the Defence Relationship Management to encourage the private sector to sign the Armed Forces Covenant. Working with employers we will ensure that they establish a clear pathway with the **Career Transition Partnership** to ensure a consistent approach to recruitment.

**The Employer Recognition Scheme**, The Defence Employer Recognition Scheme encourages employers to support Defence and inspire others to do the same. The Scheme encompasses Bronze, Silver and Gold awards for employer organisations that pledge, demonstrate or advocate support for the Armed Forces community, and align their support with the Armed Forces Covenant.

CROSS-CUTTING FACTORS	
<p>1. Collaboration between organisations</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Provide secretariat for and support to the activities of the Civil and Military Partnership Board – CMPB</li> <li>➤ Connect all organisations and businesses to the wider armed forces partnership</li> <li>➤ Maintain working relationships with East Midland-Reserve Force &amp; Cadet Association, Defence Relationship Management and REED.</li> </ul>	<p style="text-align: right;"><b>Outcomes:</b></p> <p>Improved collaboration between organisations offers the British Armed Forces Community coherent support</p>
<p>2. Coordination of services</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Draw upon the expertise of all organisations to design and deliver consistent services throughout Nottinghamshire.</li> </ul>	<p>The coordination of the British Armed Forces Community service provision delivers consistent aims and principles over time and throughout Nottinghamshire, ensuring that members of the British Armed Forces Community are treated fairly compared to the local population.</p>
<p>3. Data on the Veteran Community</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Customer Service Centre to collect Data – project specific</li> <li>➤ Work with other organisations to collect Data targeting those in the criminal justice system and to address homelessness.</li> </ul>	<p>Enhanced collection use and analysis of data across the public, private and charitable sectors to build and evidence base to effectively identify and address the needs of Veterans.</p>

<p>4. Public perception and understanding</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Promote and support events/activities that project a positive image</li> </ul>	<p>That Nottinghamshire value the British Armed Forces Community and understand their diverse experiences and culture.</p> <p>That a positive image reflects the skills and attributes gained whilst serving in the Armed Forces.</p>
<p>5. Celebrating the Armed Forces Community in Nottinghamshire</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Commit to raising awareness of the Armed Forces Covenant throughout Nottinghamshire</li> <li>➤ Assist universities, schools, history and historical societies and museums to highlight the role of local men and women and their antecedents in service.</li> <li>➤ Organise and publicise commemorative events</li> <li>➤ Recognition of the British Armed Forces Community achievements.</li> </ul>	<p>That the service and experience of the British armed forces community is recognised, valued, and recorded.</p>

KEY THEMES	
<p>1. Community and relationships</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Organise and publicise community events</li> <li>➤ Promote relevant service provision that tackles loneliness and isolation</li> <li>➤ Ensure all relevant strategies and policies reflect the covenant duty to have, due regard, and increases awareness of the unique obligations facing the British Armed Forces Community, and how these can affect their ability to access key public services.</li> </ul>	<p>That members of the British Armed Forces Community can build healthy relationships and integrate into their communities</p>
<p>2. Employment, education, and skills</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Internally and externally work with others to ensure that all key policies relating to recruitment, retention, training, and deployment are fit for purpose and reflect the needs of the British armed forces community</li> <li>➤ Work with service providers and organisations to deliver relevant support</li> </ul>	<p>Service leavers and Veterans enter appropriate employment and can continue to enhance their careers throughout their working lives.</p> <p>That statutory provision with regards to Reservists, training and deployment is adhered to.</p>
<p>3. Health and wellbeing</p> <p>Action Points:</p> <ul style="list-style-type: none"> <li>➤ Share effective practice and support collaboration between organisations offering Veterans health and well-being provision</li> </ul>	<p>Veterans enjoy a state of positive physical and mental health and wellbeing, enabling them to contribute to wider aspects of society.</p> <p>Veterans benefit from better, safer, more effective patient care.</p>

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>➤ Ensure all relevant strategies and policies reflect the needs of the Armed Forces Community.</li></ul> |  |
|--|--|



**15 September 2021****Agenda Item: 8****REPORT OF THE SERVICE DIRECTOR, PLACE & COMMUNITIES****CATERING AND FACILITIES MANAGEMENT - SPECIALIST EXTERNAL  
ADVISOR SUPPORT****Purpose of the Report**

1. This report outlines the rationale for engaging specialist external advice to consider the development of a robust business case for the development of a sustainable future for the Council's Catering and Facilities Management Services, and to request funding from corporate contingencies to cover the cost of this work.

**Information**

2. Catering, Facilities Management is a large group of traded services within the Communities and Place Division of the Place Department. The Group has a broad scope of operations that covers the whole County of Nottinghamshire and employs a significant workforce (2,500 individuals), in service settings in and around schools and public sector premises. The Service provides school meal services to around 75% of Nottinghamshire schools, Council office catering, and cleaning, facilities management and grounds services to schools, the Council and other public sector partners. The Service also operates County Enterprise Foods, which provides meals at home services to some Nottinghamshire residents.
3. Until 2018 the Service had historically returned a small net surplus on its annual turnover of circa £40m. However, in recent years, changes to the cost base of the Service that are beyond its control – such as corporate overhead recharges and pension/national insurance contribution increases - along with changing market conditions such as the impact of academisation on schools, have placed pressure on the Service's Nottinghamshire market share. The Covid 19 pandemic has accelerated many of these changes. These factors have put the Service's current and future trading viability under pressure, and risk generating deficit trading positions. This would result in potentially significant revenue budgets pressure for the Place Department and the Council, given the size of the Service's overall annual turnover.
4. As such, it is appropriate to consider the development of a business case to establish a cost effective and sustainable way forward for the Service that meets the requirements of both the Council and those of schools and other customers, whilst respecting the complexity and importance of the services delivered..
5. To this end it is intended to engage CIPFA C.Co to work with officers to develop a comprehensive analysis of the available options This work will build upon and update initial work undertaken by the Service with C. Co prior to the current pandemic

6. The updated options analysis and business case development will take place in the period to January 2022, with a report containing appropriate recommendations being put forward to this Committee for in early 2022.
7. The cost of C.Co developing this options appraisal and full business case is £13,900.
8. Subject to the approval of the recommendation contained in this report, CIPFA C.Co shall be appointed to provide the consultancy services via a national framework agreement.

### **Other Options Considered**

9. To carry out the options analysis internally. However, not engaging the specialist input and experience in the national school's services marketplace that C.Co offer would mean that the Council would be less able to make a timely, informed, and sustainable decision about the most appropriate future service model(s).

### **Reason for Recommendation**

10. Working with specialist external advisors to determine the most appropriate way forward will enable the Council to mitigate significant future financial risk and to develop an evidence-based assessment of the different options available to Nottinghamshire.

### **Statutory and Policy Implications**

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

### **Financial Implications**

12. These are set out in paragraph 7. above.

## **RECOMMENDATION**

- 1) That Committee approves the engagement of CIPFA C.Co in undertaking an options analysis, and subsequently developing a full business case for the future operating model for catering and facilities management services, for consideration by the Committee in early 2022.

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

**For any enquiries about this report please contact:** John Hughes, Group Manager – Catering, Facilities Management and County Supplies, Tel: 0115 9773402

### **Constitutional Comments (EP 06/09/2021)**

13. The recommendation falls within the remit of the Communities Committee by virtue of its terms of reference.

### **Financial Comments (RWK 10/08/2021)**

14. The report proposes the engagement of C.Co to undertake an options analysis and develop a full business case for the future operating model of the Council's catering and facilities management services. The cost of this work will be £13,900 and will be funded from within the trading accounts of the services.

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

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

- None.

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

- All.



**15 September 2021****Agenda Item:9****REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****REGISTRATION SERVICE FEES FROM 2022/2023 THROUGH TO 2025/2026****Purpose of the Report**

1. To seek Committee approval for revisions to Registration Service fees and charges.

**Information**

2. Registration Service fees over which the County Council has discretion are normally reviewed annually. Some fees may cover one or two years in advance, however charges for ceremonies are set four years in advance as customers may request ceremony bookings well ahead of their planned event. Once ceremony fees are agreed by committee, the fee charged to a customer booking in advance will be held at that level as part of ceremony terms and conditions.
3. Current fees and those up and including the financial year 2023/2024 were approved by the Communities and Place Committee in November 2019. No fees report was brought to committee in 2020 due to the uncertainty created by the Covid-19 pandemic, however this report now proposes the revisions set out in Appendix A.
4. On the basis of current public demand for ceremonies, and by comparison with neighbouring local authorities, it is proposed to maintain fees for 2024/2025 at the same level as those previously agreed for 2023/2024, and to introduce modest increases to some fees for 2025/2026.

**Background**

5. Fees for statutory registration services are set nationally by the General Register Office, and include all certificates issued, fees for giving notice of intention to marry or form a civil partnership, and fees for related ceremonies when taking place at the Register Office. It is possible that, at any time, the Registrar General or Home Office may make changes to these fees. If so then local fees will be re-set to a new figure directly commensurate with the change. This last took place in February 2019 in respect of certificate fees.
6. The level of the statutory fees does not cover the full cost of service delivery, and this places a financial pressure on the service. However, fees for non-statutory services can be set on a cost recovery basis thereby off-setting the cost of providing the service overall. Non-statutory registration services are offered by the County Council under the provisions of the Local Government Act 2000 and the Localism Act 2011. Services include conducting civil marriage and civil partnership ceremonies at premises other than the Register Office, plus a range of celebratory ceremonies including naming, commitment, renewal of vows, civil funerals and individual citizenship ceremonies. In recent previous years the service was able to approach

an overall cost-neutral position, however this was not possible in 2020/2021 as the Covid-19 pandemic meant that it was not possible to offer income generating discretionary services.

7. The Law Commission Review Public Consultation on Marriage Reform (previously reported to the Communities and Place Committee) has now concluded. It is anticipated that this may lead to proposed changes to marriage legislation that will have significant bearing on the future income generating potential of the registration service, particularly if a celebrant-based system (rather than a buildings-based) system is the outcome of the review. The Law Commission are currently analyzing responses to the consultation, with a view to publishing a report with recommendations for the government at the end of 2021.

### **Other Options Considered**

8. The County Council has discretion over the type and level of non-statutory services and fees.

### **Reasons for Recommendation**

9. The recommendations are made to enable the County Council's Registration Service to charge fees for discretionary services that off-set the cost of providing statutory services, and that provide the public with a selection of service options at fees they are content to pay.

### **Statutory and Policy Implications**

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

### **Financial Implications**

11. The fees charged for non-statutory services enable the County Council to off-set costs associated with providing statutory registration services. This is based on presumed overall take-up of discretionary services by the public, and assuming a normal level of public demand for statutory services, such as the registration of births and deaths.

## **RECOMMENDATION**

It is recommended that approval is given for:

- 1) The schedule of registration services fees set out in Appendix A to this report,

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

**For any enquiries about this report please contact:** Robert Fisher, Group Manager, Emergency Planning and Registration, Tel: 0115 977 3681, Email: robert.fisher@nottsc.gov.uk

**Constitutional Comments (KK 04/08/2021)**

12. The proposal in this report is within the remit of the Communities Committee.

### **Financial Comments (RWK 10/08/2021)**

13. The report sets out proposals for fees for the Registration service over which the Council has discretion for the financial years 2024/25 and 2025/26. The proposal is that fees for 2024/25 remain at the level agreed for 2023/24 and that fees for 2025/26 are increased by £5 equating to increases of 0.9% to 3.6%. These proposed increases will result in additional income in 2025/26.

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

- The Registrar General's Guidance to Authorities for the approval of premises as venues for civil marriage and civil partnerships' (Eighth Edition, June 2021).

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

- All

**Registration Service Fees** (proposed changes and new fees are shown in **bold**)

SERVICE	FINANCIAL YEAR	MON - THU	FRI / SAT	SUN / B/H
Standard Marriage, Civil Partnership with ceremony. At selected Registration Offices (days and times may vary, Payment in full at time of booking)	Current 2021 – 22	£130	£160	N/A
	2022 – 23	£135	£165	N/A
	2023 – 24	£140	£170	N/A
	2024 – 25	<b>£140</b>	<b>£170</b>	N/A
	2025 – 26	<b>£145</b>	<b>£175</b>	N/A
Enhanced Marriage, Civil Partnership with ceremony, Naming, Commitment or Renewal of Vows at a Registration Office. (Deposit = £150)	Current 2021 – 22	MON - THU	FRI / SAT / SUN	BANK HOLIDAY
		£215	£315	£415
		£220	£320	£420
		£225	£325	£425
		2024 – 25	<b>£225</b>	<b>£325</b>
2025 – 26	<b>£230</b>	<b>£330</b>	<b>£430</b>	
Enhanced Marriage, Civil Partnership with ceremony, Naming, Commitment or Renewal of Vows at an Approved Premise. (Deposit = £150)	Current 2021 – 22	MON - THU	FRI / SAT	SUN / B/H
		£410	£450	£535
		£415	£455	£540
		£420	£460	£545
		2024 – 25	<b>£420</b>	<b>£460</b>
2025 – 26	<b>£425</b>	<b>£465</b>	<b>£550</b>	
Statutory Marriage (Basic ceremony) / Civil Partnership (Signing only, no ceremony).		MON - FRI	SAT	SUN / B/H
		Statutory fee (currently £46)		

Civil Funeral / Memorial Service (Attendance at a second site – £25)	Current 2021 – 22 2022 – 23	ALL MONDAY TO FRIDAY ONLY
		£220 <b>£225</b>
Individual Citizenship Ceremonies No charge for children (under 18)	Current 2021 – 22	£120 (plus £25 for each additional adult applicant)
	2022 – 23	£120 (plus £25 for each additional adult applicant)
	2023 – 24	£120 (plus £25 for each additional adult applicant)
Rehearsal appointments	Current 2021 – 22	£25
	2022 – 23	<b>£25</b>
	2023 – 24	<b>£25</b>

#### Approved Premise Licensing

Introductory fee / general fee for non-commercial bodies	Current 2021 – 22	£1450
	2022 – 23	<b>£1450</b>
	2023 – 24	<b>£1450</b>
General renewal fee	Current 2021 – 22	£2350
	2022 – 23	<b>£2350</b>
	2023 – 24	<b>£2350</b>
Suitability visit	Current 2021 – 22	£110
	2022 – 23	<b>£110</b>
	2023 – 24	<b>£110</b>
The review of a refusal of an approval or the setting of requirements or conditions	Current 2021 – 22	£265
	2022 – 23	<b>£265</b>
	2023 – 24	<b>£265</b>
Changes and amendments to licence	Current 2021 – 22	£75

	2022 – 23	<b>£75</b>
	2023 – 24	<b>£75</b>

Other fees (the change highlighted in bold is for implementation from the date of committee approval).

Copy Certificates:

- Standard service – collection or despatch after 7 days from order/payment = £11 (postal charges apply outside UK)
- Priority service – same day/within 24 hrs collection or despatch = £35 (statutory fee)
- Hourly search fee for family history applications = £25

Other fees:

- Notice taking on Saturdays – Statutory fee, plus **£10** per person non-refundable fee payable at time of booking (reduced from £15)
- Ceremony plus naming ceremony / renewal = Marriage fee, plus £155
- Change of name deed - £50
- General administrative charge (amendments to ceremonies or any extra administrative tasks relating to a booking) - £25
- Document checking service - £10
- European Union Settlement Service (free to applicants, cost to the registration service recouped from Brexit funding).

**15 September 2021****Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****UPDATE ON KEY EMERGENCY PLANNING MATTERS****Purpose of the Report**

1. To provide an update on recent key activities and events in the work of the Emergency Planning Team.

**Information**

2. The County Council's Emergency Planning Team works with all departments to plan and prepare for the authority's part in the response to any major emergency that may affect Nottinghamshire. Such incidents may be rare but when they do occur it's essential that the County Council is ready to respond quickly and effectively. The key functions of the emergency planning team are to:
  - Assess local and national risks to identify emergencies to plan for.
  - Prepare and maintain emergency plans.
  - Train and exercise (internally and with other organisations) to prepare for effective coordination of emergency response and recovery.
  - Ensure that Nottinghamshire County Council has plans in place to continue to deliver its own essential services to the public during an emergency.
3. The team also facilitates the authority's contributions to the Nottingham and Nottinghamshire Local Resilience Forum (LRF), which is the multi-agency partnership for the co-ordination of local emergency planning. The LRF is led by Nottinghamshire Police, and includes all local emergency services, local authorities, NHS services, government agencies, utility companies and voluntary organisations.

**Covid-19 – Supporting the work of the County Council and Local Resilience Forum**

4. The Emergency Planning Team has worked throughout the Covid-19 pandemic to facilitate and support the emergency response management structures of the County Council and the LRF. The Group Manager has been a member of the County Council's Covid-19 Corporate Leadership Team, and an Emergency Planning Team Manager has facilitated the Covid-19 meetings of the Risk, Safety and Emergency Management Board.
5. At the same time, the team has also fulfilled the role of LRF Covid-19 Secretariat and has facilitated the meetings of the multi-agency Tactical Coordination Group (TCG), including provision of support to the TCG Chair, Jonathan Gribbin, Director of Public Health. Individual members of the team have participated in the work of, and supported, various Cells and Sub-groups established as part of the LRF response including:

- Health and Social Care TCG
  - Logistics Cell
  - Local Authorities Cell
  - Humanitarian Assistance
  - Excess Deaths Cell
  - Recovery Coordinating Group
6. One member of the team was assigned to LRF work in respect of variants of concern and provided the emergency planning role in the development of the 'Operation Eagle' surge testing plan and exercise. Public Health funding has been agreed for emergency planning team support for the work of the Covid Response Service until September 2023.

#### Local Resilience Forum Funding Pilot

7. As part of the Government's Integrated Review of Security, Defence, Development and Foreign Policy, the Ministry of Housing, Communities and Local Government have funded LRFs to assist them in undertaking a pilot project in the current financial year. The review work includes research and development work aimed at:
- Strengthening the role and responsibilities of LRFs.
  - A new National Resilience Strategy.
  - Developing a whole of society approach to resilience.
  - A review of the Civil Contingencies Act.
8. One member of the emergency planning team has been released to participate in this work and the County Council will be reimbursed the cost of the recruiting a replacement officer.
9. This work represents a key moment for resilience across the country, with the LRF Funding Pilots being a critical first step in addressing key questions arising from the experience of Covid-19 and other recent emergencies. The Secretary of State for MHCLG has approved the funding to support LRFs to:
- Build core strategic capacity and capability.
  - Take an active role in developing and delivering national priorities as set out in the Integrated Review.
  - Provide evidence to feed into the National Resilience Strategy.
10. The funding is provided with the instruction that it must not displace existing funding or fund routine core activities of LRFs. It is intended that the outcomes of the pilot will include a greater understanding of the efficacy, challenges and opportunities for central government funding to LRFs. It will also provide data for considering changes to the roles and responsibilities of LRFs, and evidence for future Spending Reviews.

#### Emergency Plans

11. An emergency plan has been prepared in respect of possible off-site effects of an emergency occurring at DHL Manton Wood, which is a new 'Upper Tier' site under the Control of Major Accident Hazards (COMAH) regulations. The site, to the South East of Worksop, has been constructed to allow safe storage of substances including flammable aerosols and products that are hazardous to aquatic environments. The aim of the emergency plan is to provide procedures for dealing with the off-site consequences of a major accident occurring at the site.

The plan includes information about the local area (including residential, recreational and business areas) and information about facilities available in the event of a major emergency.

12. Emergency plans for responding to flooding have been improved by the establishment of a Community Flood Signage Scheme for Holme Pierrepont. This has included on-site training for local community volunteers. Other such schemes are in development in respect of local flood risk in Lambley, Caythorpe, Colston Bassett and Sutton Bonington. Existing schemes are already operating in a further six flood risk communities across the County.
13. In February and March this year, members of the emergency planning team joined colleagues from the Environment Agency to provide 'virtual' Flood Warden training, for volunteers from across the County.
14. A bespoke training event in July was provided to Thurgarton Flood Wardens / signage scheme volunteers by the team, with further community training scheduled for other areas later this year.

### Safety of Sports Grounds

15. The emergency planning team leads the work of the Safety Advisory Groups for the four major sports grounds in the County: The City Ground (Nottingham Forest), the One-Call Stadium (Mansfield Town), Trent Bridge Cricket Ground and Southwell Racecourse. Throughout the Covid-19 pandemic, appropriate requirements were included in the General Safety Certificate for each sports ground to ensure adherence with government guidance.
16. Fixtures at Trent Bridge Cricket Ground this summer included two international events. A T20 match between England and Pakistan on Friday 16<sup>th</sup> July and a Test Match between England and India from 4<sup>th</sup> to 8<sup>th</sup> August. The emergency planning team ensured that the preparations for each of these met all appropriate safety requirements and carried out During Performance Inspections. The T20 international took place prior to the national move to Step 4 of the government's 'roadmap' for relaxation of Covid-19 restrictions, however a full capacity crowd was possible as the event was a 'Test Event' in for Phase III of the government's 'Events Research Programme'.
17. Pre-season Annual Audit and Inspection meetings for the football grounds were held after the move to Step 4 of the government's 'roadmap', and so it was possible to remove Covid-19 conditions and permit full capacity attendance fixtures for the start of the new season. Both audits were completed to the satisfaction of the Safety Advisory Groups. During Performance Inspections were carried out by the emergency planning team for the Mansfield Town verses Bristol Rovers fixture on Saturday 7<sup>th</sup> August and Nottingham Forest against Blackburn Rovers on Wednesday 18<sup>th</sup> August. A During Performance Inspection was conducted at the 'Ladies Day' fixture at Southwell Racecourse on Sunday 15<sup>th</sup> August.

### Summer Heat Health Warnings

18. A national Heat-Health Watch system operates in England and Wales from 1<sup>st</sup> June until the 15<sup>th</sup> September each year. The system comprises of four levels of response based on likely maximum daytime and minimum night-time temperatures. Warnings are issued by the Met Office in association with the Department of Health and recommends steps so that people can take steps to look after themselves and organisations can help vulnerable people to cope.
19. The emergency planning team receive Heat-Health hot weather alerts and distribute these by email to relevant teams across County Council departments.

## Incidents

20. Throughout the duration of the pandemic the emergency planning team has continued to plan for and respond to concurrent emergencies, the most significant being Storm Christoph in January and a fire at a gas substation in Trowell in March resulting in the evacuation of nearby residential properties.
21. Following forecasts of severe weather and potential flooding from the Met Office and Environment Agency the County Council worked alongside partners to warn, inform and assist communities at risk to prepare for flooding. Some early forecasts had suggested that we may see similar flood events to those experienced in November 2019 and February 2020. Fortunately, on this occasion, river levels reached a height just short of those two previous flood incidents.
22. The gas substation fire in March resulted in Nottinghamshire Police evacuating all properties within a 200m cordon of the fire. A place of safety was established with the assistance of Trowell Parish Council and approximately 70 residents attended. An emergency planning officer was deployed to the scene to ensure that residents were safe and well, and that evacuation arrangements were taking place in line with the Covid restrictions at that time. This involved the emergency planning team providing PPE for the place of safety from stocks held for emergency evacuations.

## Service Level Agreements with District and Borough Councils

23. The emergency planning team has continued to provide services to all seven Borough and District Councils through a set of long-standing Service Level Agreements. All local authorities share duties under the Civil Contingencies Act, 2004, and the agreements aim to ensure that there is no duplication of effort, or gaps, in the work to fulfil these duties.

## **Other Options Considered**

24. The report provides an update on the work of the emergency planning team, which addresses statutory requirements on the County Council. Prioritisation of the work of the team is based on assessment of the risk of major emergencies.

## **Reason for Recommendations**

25. To update the Committee on this area of work contained within its remit.

## **Statutory and Policy Implications**

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

## **RECOMMENDATIONS**

It is recommended that the committee notes the information contained in the report and,

- 1) Considers if there are any actions required in relation to the issues contained in the report;

2) Agrees to receive further updates periodically.

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

**For any enquiries about this report please contact:** Robert Fisher, Group Manager for Emergency Planning and Registration

### **Constitutional Comments (CEH 17/08/2021)**

27. The report and recommendations fall within the remit of Communities Committee under its terms of reference.

### **Financial Comments (RWK 16/08/2021)**

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

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

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

- None.

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

- All.



**REPORT OF THE SERVICE DIRECTOR, PLACE & COMMUNITIES****TOUR OF BRITAIN 2022****Purpose of the Report**

1. To seek approval for the County Council to host a Nottinghamshire stage of the Tour of Britain event in 2022.
2. To seek approval for the Corporate Director, Place (or his nominee) to be given delegated authority, in consultation with the Group Manager for Legal Services and the s151 Officer, to agree and finalise the terms the draft contractual agreement between the County Council and the Tour of Britain.

**Information**

3. The Tour of Britain (ToB) is the UK's biggest cycling race. The eight-stage tour is a major international event and a cornerstone of the UK's sporting calendar. Each year it enjoys the biggest live attendance of any sporting event in the UK, and represents the UK's biggest free-to-attend sporting event.
4. Nottinghamshire has previously hosted the Tour in 2017 (Stage 4) – which travelled from Mansfield to Newark – and 2018 (Stage 7) – which travelled from West Bridgford to Mansfield. In both cases, the stage ran through a range of Nottinghamshire towns and major landmarks, and was a great success.
5. The 2017 Nottinghamshire stage of the Tour had an estimated one million people viewing (full live coverage and highlights) on ITV4 and 210,000 spectators lining the streets. In 2018, the stage attracted an estimated 250,000 spectators, making it the largest sporting event in Nottinghamshire's history.
6. The Tour typically attracts 20 major international cycling teams, totalling 120 riders. World Champions, Tour De France winners and Olympians have all taken part in recent editions. As a result, the event enjoys extensive coverage across the national and international media including:
  - Daily national and local press coverage
  - Millions of viewers across the world through international broadcasts
  - Extensive social media following
  - Widespread coverage across the cycling press
7. As such, there are extensive promotional opportunities for host locations as part of the Tour's media coverage. There is also significant direct economic benefit to be gained from hosting a stage, through organiser and spectator spend. Total gross spend generated from

the 2018 Stage was £3,997,106, a 17.5% increase on 2017. This can be broken down as follows, with statistics taken from the Economic Impact Report provided by the Tour of Britain's contracted partner, Sweet Spot Group Ltd:

- Accommodation: £3,269,088
  - Food and Drink: £280,588
  - Merchandise: £89,586
  - Shopping/Souvenirs: £57,163
  - Local Travel (e.g. bus/taxi): £46,467
  - Entertainment: £36,125
  - Other (e.g. petrol/ parking): £218,088
8. The wide appeal of the last event, both beyond the county and to local residents and families, is evident in the event organiser's breakdown of the 250,000 race attendance, which found that 47% of visitors came from outside Nottinghamshire, 9% stayed overnight and 61% came with their families.
9. Hosting a stage of the tour also entails considerable community engagement and local partnership working. Community art competitions, ToB-related classroom activities, cycling proficiency training and athlete menus in local schools, as well as extensive promotion of the event across the route, all helped to develop a real sense of community involvement with the 2018 stage. This also had tangible health and lifestyle benefits, with 62% of visitors surveyed reporting that they had been inspired to cycle more often. This community-wide approach was supported by close work with local district and parish/town councils.
10. Considering the benefits of previous events, the proposed September 2022 tour stage represents a significant opportunity to contribute to the County's ongoing COVID-19 recovery. This applies not only in terms of direct economic benefit for local businesses, but also of the raised regional and national profile afforded to the County's Visitor Economy, the consolidation of Nottinghamshire's reputation for successfully hosting large-scale sporting and cultural events, and the significant engagement of local communities and partners.
11. As part of the draft contract agreement with the Tour of Britain, the Tour will present options for Nottinghamshire's future involvement in the 2023 Tour of Britain Stage Race. Thus, the Tour shall provide a report on the 2022 Nottinghamshire Stage Race, its organisation, and any recommendations for changes or modifications in respect of future races to be organised again in Nottinghamshire. Moreover, TOB shall provide a post-race analysis report outlining the economic effects of the stage race alongside information on media coverage and spectator numbers.
12. In light of the current situation with coronavirus, it is important to acknowledge that if a Force Majeure event results in the cancellation of the event, there will be a clause in the contract that states *"TOB will refund the host venue fees after real costs have been deducted and also contribution to overheads."* The parties will meet to agree real costs and overheads in the event of a Force Majeure.
13. Should this be agreed by Members, it is envisaged that detailed discussions about the route for a 2022 stage would commence in early 2022.

### **Other Options Considered**

14. The County Council could choose not to host a Nottinghamshire stage in 2022.

## **Reason for Recommendations**

15. Hosting a stage of the Tour of Britain in September 2022 will deliver significant and measurable economic, tourism, community and reputational benefits to Nottinghamshire.

## **Statutory and Policy Implications**

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

## **Data Protection and Information Governance**

17. Both parties agree as part of the draft contractual agreement to observe all their obligations under data protection legislation which arise in connection with the agreement.

## **Financial Implications**

18. The draft contract agreement stipulates that the County Council's contribution towards the total costs of a 2022 stage will be £200,000. This will be paid in three instalments:

- £50,000 upon the signing of the contract by both parties.
- £50,000 on January 1, 2022, the start of the year the Race Stage is being held
- £100,000 on July 1, 2022, approximately two months before the commencement of the Stage Race.

19. It is anticipated, at this stage, that the County Council's contribution towards the total costs of a 2022 stage will be met by a request from contingency.

## **RECOMMENDATIONS**

That the Committee:

- 1) Approves the County Council hosting a Nottinghamshire stage of the 2022 Tour of Britain event.
- 2) Approves the delegation of authority to the Corporate Director, Place (or his nominee), in consultation with the Group Manager for Legal Services and the s151 Officer, to agree and finalise the terms the draft contractual agreement between the County Council and the Tour of Britain.
- 3) Requests that Finance Committee approve allocations from contingency of £100,000 in 2021/22 and 2022/23.

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

**For any enquiries about this report please contact:** Derek Higton, Service Director, Place and Communities, T: 0115 9773498, E: derek.higton@nottscc.gov.uk

### **Constitutional Comments [LW 16/08/2021]**

20. Communities Committee is the appropriate body to consider the content of the report.

### **Financial Comments [RWK 16/08/2021]**

21. The report seeks approval for the County Council to host a Nottinghamshire stage of the tour of Britain in 2022 at a cost of £200,000. A request will be submitted to Finance Committee to approve allocations from contingency to fund the proposed payments of £100,000 in 2021/22 and 2022/23.

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

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

- None.

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

- All.

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

### **WORK PROGRAMME**

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

1. To consider the Committee's work programme for 2021-2022

#### **Information**

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

#### **Other Options Considered**

5. None.

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

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

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

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

#### **RECOMMENDATION/S**

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

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

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

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

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

### **Financial Comments (KRP)**

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

### **Background Papers**

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

- None

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

- All

**Place Department Committee Forward Plan – Communities Committee (C)**

Month	Committee	Report Title	Report Author
<b>15 Sept</b>			
Sept	C	Update on Key Emergency Planning Matters (deferred from June)	Rob Fisher
Sept	C	Armed Forces Strategy	Mark Walker
Sept	C	Registration Service Fees for 2022-2023 through to 2025-2026	Rob Fisher
Sept	C	Community Investment Fund	Mark Walker
Sept	C	Request for funding to update the ASDM paper	John Hughes
Sept	C	HPP Country Park Revised Model	Mick Allen
Sept	C	Developing the Covid Partnership Social Recovery Fund and the Food Supply Fund	Mark Walker/Cathy Harvey
Sept	C	Tour of Britain 22	Mick Allen/Aidan La Mola
<b>3 Nov</b>			
Nov	C	Finance and performance report (Q1- delayed from July due to changes which need to be made on BMS)	Chris Williams/Stephanie Shardlow
Nov	C	Hate Crime Policy	Cathy Harvey
Nov	C	Cultural Services Strategy Update & Onward Recommendations	Mick Allen
Nov	C	Modern Slavery Impact Statement (deferred from Sept)	Cathy Harvey/Vicky Cropley
Nov	C	Overview Report Archive Service (with potential follow up visit)	Peter Gaw
Nov	C	Community Engagement Strategy (deferred from September)	Mark Walker/Katrina Crookdake
Nov	C	Update on Key Trading Standards and Communities Matters	Mark Walker/Fiona Needham
<b>15 Dec</b>			
Dec	C	Finance and Performance Report Q2	Chris Williams/Steph Shardlow
Dec	C	Business case to get authorisation to create an ASDM	John Hughes
<b>26 Jan</b>			
Jan	C	Update on Key Trading Standards and Communities Matters	Mark Walker/Fiona Needham
Jan	C		
<b>9 Mar</b>			
Mar	C	Finance and performance report Q3	Chris Williams/Steph Shardlow
Mar	C		

<b>20 Apr</b>	C		
Apr	C	Update on Key Trading Standards and Communities Matters	Mark Walker/Fiona Needham
Apr	C		
<b>25 May</b>			
May	C		
May	C		
<b>13 Jul</b>			
Jul	C	Update on Key Trading Standards and Communities Matters	Mark Walker/Fiona Needham
Jul	C	Finance and performance report Q4	Chris Williams/Steph Shardlow