

Communities and Place Committee

Thursday, 04 March 2021 at 10:30

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

AGENDA

1	Minutes of the last meeting held on 4 February 2021	3 - 8
2	Apologies for Absence	
3	Declarations of Interests by Members and Officers:- (see note below) (a) Disclosable Pecuniary Interests (b) Private Interests (pecuniary and non-pecuniary)	
4	Flood Risk Management Update	9 - 24
5	Communities and Place Performance and Finance Report for Quarter 3 2020-2021 - Place Core Data Set	25 - 34
6	Charges for Highways and Transport Services 2021-2022	35 - 46
7	Highways and Transport Group Staffing Structure	47 - 64
8	Conservation Internship to support the Work of the Nottinghamshire Biodiversity Action Group	65 - 68
9	Gedling Access Road - Progress Report	69 - 82
10	Update on Key Trading Standards and Communities Matters	83 - 110
11	Responses to Petitions presented to the Chairman of the County Council	111 - 116

12	Nottinghamshire County Council (A6006 Melton Road, East Leake - Rempstone - Stanford on Soar (40 mph Speed Limit Order 2021 (8318)	117 - 122
13	Main Road, Jacksdale - Zebra Crossing	123 - 130
14	Work Programme	131 - 136

Notes

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

Customer Services Centre 0300 500 80 80

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

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Noel McMenamin (Tel. 0115 977 2670) or a colleague in Democratic Services prior to the meeting.
- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting	Communities and Place Committee
Date	4 February 2021 (commencing at 10:30 am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

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

Pauline Allan	Tom Hollis
Jim Creamer	Vaughan Hopewell
Glynn Gilfoyle	Bruce Laughton
Kevin Greaves	John Ogle

SUBSTITUTE MEMBERS

None.

OTHER COUNTY COUNCILLORS IN ATTENDANCE

Maureen Dobson
Gordon Wheeler

OFFICERS IN ATTENDANCE

Kirsty Blyth	-	Inspire
Martin Carnaffin	-	Place Department
Doug Coutts	-	VIA
Peter Gaw	-	Inspire
Sally Gill	-	Place Department
Derek Higton	-	Place Department
Pete Mathieson	-	Place Department
Adrian Smith	-	Place Department
Noel McMenamin	-	Chief Executive's Department

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 7th January 2021, having been circulated to all Members, were taken as read and were signed by the Chairman.

2. APOLOGIES FOR ABSENCE

None.

3. DECLARATIONS OF INTERESTS

Councillor John Cottee declared an interest in Item 4 'Fees and Charges 2021-22 for Libraries, Archives and Information' as a Board member of Inspire, which did not preclude him from speaking or voting.

Councillor Glynn Gilfoyle declared an interest in Item 4 'Fees and Charges 2021-22 for Libraries, Archives and Information' as a Board member of Inspire, which did not preclude him from speaking or voting.

Councillor Tom Hollis declared an interest in Item 4 'Fees and Charges 2021-22 for Libraries, Archives and Information' as a member of the National Accreditation Board for Librarians, which did not preclude him from speaking or voting.

Councillor John Ogle declared an interest in Item 11 'Nottinghamshire County Council (Askham Road High Street (East Markham) TRO 2021 (1244))' as the Councillor for the Division and as a Board member of Via East Midlands Ltd, which did not preclude him from speaking or voting.

4 FEES AND CHARGES 2021-2022 FOR LIBRARIES, ARCHIVES AND INFORMATION

RESOLVED 2021/007

That the fees and charges set out in Appendices 1 and 2 of the report are approved for 2021-2022 be approved, with implementation from Thursday 1st April 2021.

5. RECOMMENDATIONS RELATING TO HIGHWAY ASSET MANAGEMENT

The Committee received a presentation highlighting the findings of the Communities and Place Review and Development Committee, which was introduced by Councillor Gordon Wheeler, the Chairman of that Committee.

During the debate, it was agreed that Committee members would be provided with information on where specialist patching plant machinery had been deployed.

Following the debate, the requisite number of Members requested a recorded vote and it was ascertained that the following 7 members voted '**For**' the motion :-

Councillor John Cottee
Councillor John Handley
Councillor Tom Hollis
Councillor Vaughan Hopewell
Councillor Bruce Laughton
Councillor John Ogle and

Councillor Phil Rostance.

The following 4 Members **Abstained** from the vote:-

Councillor Pauline Allan
Councillor Jim Creamer
Councillor Kevin Greaves and
Councillor Glynn Gilfoyle

No Members voted '**Against**' the motion.

The Chair declared that the motion was carried and it was:-

RESOLVED 2021/008

That the proposals contained in paragraphs 6 to 8 of the report – being the findings of the Communities and Place Review and Development Committee – be endorsed by the Communities and Place Committee.

6. HIGHWAY TREES, VERGE MAINTENANCE AND WILDFLOWER PLANTING 2021-2022

During debate, it was agreed to provide Members with information on the schedule of Notified Road Verges, as highlighted in the report.

RESOLVED 2021/009

That the findings and recommendations of the Communities and Place Review and Development Committee relating to tree planting, verge maintenance and wildflower planting as detailed at paragraphs 4-22 of the report be endorsed by Communities and Place Committee

7. MINERAL AND WASTE LOCAL DEVELOPMENT SCHEME - UPDATE

RESOLVED 2021/010

That the revised Minerals and Waste Development Scheme be approved.

8. NOTTINGHAMSHIRE CONCESSIONARY TRAVEL SCHEME 2021-2022

RESOLVED 2021/011

That:

- 1) The Nottinghamshire Concessionary Travel Scheme and proposed funding for 2021-2022, and the publication of the final scheme notice on 3rd March 2021, be approved, subject to resolution 3) below and Full Council budget approval;
- 2) The continuation of the County council's additional discretionary elements of the Scheme, as outlined at paragraph 22 of the report, be approved;

- 3) Power be delegated to the Service Director for Place and Communities to agree the final reimbursement arrangements and associated financial commitments from 1st April 2021, in conjunction with the Group Manager for Highways and Transport.

9. LOCAL IMPROVEMENT SCHEME – TALENTED ATHLETES 2020-2021

During debate, it agreed to provide Members with a further breakdown of the 75 recommendations for approval by District, and to give consideration in future years to ring-fencing a proportion of available funding for athletes with impairment.

RESOLVED 2021/012

That the 75 recommended awards as highlighted at Appendix 1 to the report and totalling £21,000 be approved, it being determined that those recommended:

- met the criteria for the Talented Athletes Fund 2020-2021,
- demonstrated a high level of sporting achievements locally, nationally and internationally, overcoming significant adversity to succeed, and
- made positive contributions to the wider community as sports ambassadors, volunteer coaches for younger, aspiring athletes and for charitable fundraising and support.

10. NOTTINGHAMSHIRE COUNTY COUNCIL (ASHER LANE, MUSTERS ROAD, TOP ROAD, RUDDINGTON) (PROHIBITION OF WAITING) TRAFFIC REGULATION ORDER 2021 (8304)

RESOLVED 2021/013

That the Nottinghamshire County Council (Ashers Lane, Musters road and Top Road, Ruddington) (Prohibition of Waiting) Traffic Regulation Order 2021 (8304) be made as advertised with the amendments as shown on plan H/SLW/3494/01 Rev A and objectors advised accordingly.

11. NOTTINGHAMSHIRE COUNTY COUNCIL (ASKHAM ROAD, HIGH STREET EAST MARKHAM) (PROHIBITION OF WAITING) TRAFFIC REGULATION ORDER 2021 (1244)

RESOLVED 2021/014

That the Nottinghamshire County Council (Askham Road and High Street, East Markham) (Prohibition of Waiting) Traffic Regulation Order 2021 (1244) be made as advertised with the amendments as shown on plan H/MN/33003/03 Rev A and the objectors advised accordingly.

12. RESPONSES TO PETITIONS PRESENTED TO THE CHAIRMAN OF THE COUNTY COUNCIL

RESOLVED 2021/015

That:

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

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 2021/016

That the Committee's work programme be agreed.

The meeting concluded at 12.25 pm

Chairman



REPORT OF THE CORPORATE DIRECTOR PLACE

FLOOD RISK MANAGEMENT UPDATE

Purpose of the Report

1. To provide an update for Members on the latest position in relation to the Council's duties and responsibilities under the Flood Risk Regulations (2009) and the Flood and Water Management Act 2010.
2. To provide an update on current major flood investigations and progress on major flood protection schemes.

Information

3. Following severe flooding during the summer of 2007, the government commissioned an independent review (the 'Pitt Review') which in 2008 recommended that local authorities should lead on the management of local flood risk, working in partnership with other organisations. Two key pieces of legislation have brought this forward; the Flood Risk Regulations (2009) which transpose the EU Floods Directive into UK Law and the Flood and Water Management Act (2010). Currently 78,700 properties are estimated as being at risk of flooding across the County.
4. Since 2010 the Council has been a Lead Local Flood Authority (LLFA) having powers and statutory duties to manage and co-ordinate local flood risk management activities. The County Council does this by working together with other organisations including the Environment Agency, who manage flooding from generally larger rivers (known as Main Rivers, such as the River Trent), Internal Drainage Boards managing low lying areas, District, Borough, Parish and Town Councils and infrastructure/ utility providers, such as Severn Trent Water and the Highways Agency. Partnership work is overseen by a joint Strategic Flood Risk Management Board with Nottingham City Council that meets every six months.
5. Local flood risk means flooding from surface water (overland runoff), groundwater and smaller watercourses (known as Ordinary Watercourses).

Lead Local Flood Authority General Update

6. As a Lead Local Flood Authority, the County Council is delivering all its statutory duties and obligations under the Flood and Water Management Act 2010 which include:
 - Developing, maintaining, applying and monitoring of our Flood Risk Management Strategy and Action Plan for local flood risk covering Nottinghamshire which was

published in January 2016 and updated in 2020. This suite of documents supports our Preliminary Flood Risk Assessment which was published in 2011 and updated in 2017. A Preliminary Flood Risk Assessment is an assessment of floods that have taken place previously and that could take place in the future. It considers flooding from surface water runoff, groundwater and ordinary watercourses. This document is reviewed and approved at a National level.

- Co-ordinating activity with other local bodies and communities through public consultation, scrutiny and delivery planning.
- Co-operating with other Risk Management Authorities to improve effectiveness, delivery and efficiencies.
- Carrying out physical works to manage local flood risks in Nottinghamshire.
- Maintaining a register of assets – these are physical features that have a significant effect on flood risk across the county. Currently our register holds around 2000 records relating to bridges, culverts, historic structures, retaining walls and other drainage structures. This information is publicly available on the County Council's flood risk web pages. An inspection regime is ongoing of all Critical Assets across the County.
- Investigating significant local flooding incidents and publishing the results of such investigations in a Section 19 report. Significant for NCC equates to 5 or more properties suffering internal flooding in any one catchment. To date we have produced and published 37 bespoke reports.
- Using the powers under the Land Drainage Act 1991 to regulate our 1600 miles of ordinary watercourses (outside of internal drainage districts) to maintain a proper flow. This is achieved by issuing Consents for altering, removing or replacing certain structures or features on ordinary watercourses; and enforcing obligations to maintain flow in a watercourse and repair watercourses, bridges and other structures in a watercourse. During the last four years over 400 applications have been considered for consenting works on an ordinary watercourse. Our processes have recently been updated and streamlined to be more efficient and cost effective. Online applications and payment systems are now available to applicants and a fast track service and compliance checking charges for the larger developments are set to be implemented.
- Undertaking a statutory consultee role providing technical advice and comments on surface water drainage to local planning authorities on major and sensitive developments. Over 3930 planning applications have been received since April 2015, 2980 of those have been responded to with bespoke responses. Last year the service responded to 98.9% of applications in the required 21 days and in the last 6 months developments with 19,322 homes have been looked at as part of our planning responses. The County Council is committed to ensuring new developments adopt sustainable approaches to surface water management. To this end, the flood risk team are integrating local flood risk management into the planning process and supporting sustainable growth. We encourage and promote the use of Sustainable Drainage Systems (SuDS) in all new developments.

The table below shows the district split of planning applications received over the last 9 months.

Ashfield	Bassetlaw	Broxtowe	Gedling	Mansfield	Newark and Sherwood	Rushcliffe
84	120	36	42	97	188	154
TOTAL						921

- Playing a lead role with emergency planning and with recovery after a flood event. Local authorities are 'category one responders' under the Civil Contingencies Act and must have plans to respond to emergencies, and control or reduce the impact of an emergency.
- Utilising the power to designate specific features as flood risk management assets, which give a degree of protection from damage and removal.
- Managing flood risk from surface runoff, ordinary watercourses and groundwater. Over 1300 localised reports of flooding have been investigated in the last eighteen months. The service has developed a robust approach to the prioritisation of schemes to manage flood risk. We have identified areas at greatest risk from local flood sources and make the best use of available information to develop, resource and prioritise. Working closely with colleagues in Via East Midlands Ltd. specifically the recently appointed Highway Drainage Manager and the Drainage Champions we are adopting an integrated approach where we are addressing issues concerning an overlap between surface water run-off and highway flooding.
- In the last six years 1,051 properties have been internally flooded in the county.

Year	Internals	Business	Residential
2015	2	2	0
2016	53	0	53
2017	0	0	0
2018	87	0	87
2019	550	163	387
2020	359	60	299
Totals	1,051	225	826

- Investigating flooding events and pursuing possible solutions. Where we have areas in the County that do not meet the criteria for flood mitigation schemes, we will consider carrying out work funded via the £100k Land Drainage Budget. Following a prioritisation process and working with Local Communities, Elected Members and other Risk Management Authorities we organise the demands into a yearly programme.
7. The 18th January saw meetings of the Local Resilience Forum Flooding Tactical Coordinating Group (Chaired by Nottinghamshire Police) and the County Council's Risk, Safety and Emergency Management Board to discuss the possibility of river flooding in the county as a result of Storm Christoph. The multi-agency response to the week's flooding episode stood down on Saturday 24th January as the levels on the Trent began to stabilise.

Throughout the week the main areas of concern were along the Nottinghamshire Trent corridor from the south to the north, with the Environment Agency predicting potential high levels of internal flooding based on rising river gauge indicators. The communities of Gunthorpe and Tolney Lane in Newark were prepared for evacuation, however the river levels began to stabilise and thankfully this action was not necessary.

8. The week long multi agency approach worked well and the preparation in light of the added complication of Covid 19 to support and prepare our at risk communities was a priority. Over 250 calls were made to clinically extremely vulnerable residents and other vulnerable residents to offer support and to plan for potential evacuations. Communication with Elected Members and the wider Public were a constant focus and colleagues in Via East Midlands Ltd., Communications, the Customer Contact Centre, Communities staff and Emergency Planning worked long and hard to manage the response. In addition to requests handled by the districts Via East Midlands Ltd. delivered almost 5000 sandbags, some to individual households who were in the very vulnerable category, closed 12 roads and provided additional signage to 14 communities and mobilised gully emptying tankers to respond to local requests. Thankfully no internal flooding was reported during this worrying and challenging time.

Resilience Update

9. As a Lead Local Flood Authority, we are committed to reducing the risk of flooding across the County. The Flood Risk Management team provides a service for all residents within the County, both domestic and commercial, with an aim to educate, support, influence and empower. We look to support communities through flood resilience intelligence that is site specific and bespoke, assisting communities to understand how to proactively manage flood risk and resilience measures.
10. We work with communities to enable them to become more resilient to flooding and to understand their land drainage responsibilities, with the ambition to enable some 199 communities to 'Prepare not Repair' and engage with decision making across the 10 Risk Management Authorities. Utilising knowledge sharing, community participation, actions and leadership to reduce economic impacts of flooding and protect our customers quality of life. We currently have active working relationships with Claborough, Clayworth, Bleasby, Kimberley, Normanton on Soar, Gotham, Tollerton, Thurgarton, Southwell, Lowdham, Balderton and Caunton and will continue to expand this initiative across the county. The progression of flood risk management technology including the MyNotts Application and improvements to our online resources will assist with this ambition. This area of work is very well supported by colleagues in Emergency Planning and Via East Midlands Ltd. especially with regards to Flood Warden recruitment and training.
11. In the 2020 March Budget, the Chancellor announced that the flood and coastal erosion risk management funding was to be doubled to £5.2bn for the next 6 years, from the 1st April 2021. HM Treasury have announced that £140m of the £5.2bn will be made available to be spent this financial year 20/21 to accelerate schemes and maximise the number of properties that can be better protected. As part of this announcement a £200m fund was made available to implement innovative projects which help communities become more resilient to flooding. All LLFA's across the country are invited to apply by the end of January to compete to be one of the 25 applications chosen. Nottinghamshire County Council are submitting a bid to the initiative which could fund 100% of project costs to assist the community of Girton in Newark and Sherwood. The bid is for an innovative project which will aim to help the community of Girton live with water, prepare and protect themselves from flooding and so recover more

quickly. The 25 chosen projects will be announced in the Spring 2021 and be delivered as part of the next 6 year programme.

Update on Flood Investigations and Schemes and Section 19 Investigations

12. The current flood risk investment programme is facilitating the delivery of 5 significant schemes across the county with a total estimated value of £8.3m. A further 23 schemes are being considered for feasibility and design. In 2020/21 Flood Risk Management has secured external funding of over £1M towards flood alleviation schemes, which compliments the £900k brought in last year. We will continue as ever to seek external funding opportunities wherever possible.
13. In July 2020 DEFRA announced that they will cover any costs associated with Flood Defence Grant in Aid funded scheme delays caused by the Covid 19 restriction that result in an exceedance of approved funding. We are currently evaluating our position on Southwell and Hucknall Titchfield Park Flood Alleviation Schemes and will make claims if applicable.
14. The County has been subjected to two significant flooding events: February 2020 and June 2020. An isolated event in August also led to internal flooding of 5 businesses. A total of 359 properties are recorded as having suffered internal flooding across almost 80 communities and our estimates suggest some 180,000 people across the County will have been impacted by these events in one way or another.
15. **SR20 (Defra Spending Review 2020)** – The Flood Risk Management team have recently been successful in securing a total of £520k DEFRA funding to complete hydraulic studies on a number of catchments across the County. These studies will cover West Bridgford (£200k), Mansfield (£100k), Bleasby (£25k), Rhodesia (£20k), Clarbrough (£45k), Shireoaks (£25k), Retford (£75k) and Gotham (£30k) and are all programmed to be completed during 2021. It is hoped that the outputs from these studies will identify areas for potential further flood mitigation investment. Our approach to delivering these studies and improvements will see us liaise with all other relevant Risk Management Authorities and communities where applicable. It is hoped that the outputs from these studies will identify areas for potential further flood mitigation investment.
16. The additional funding secured through DEFRA for the emerging flood risk schemes across the County is valuable. We are exploring multiple funding sources with private sector partners initiating conversations and working with businesses to secure resources through initiatives such as Corporate Social Responsibility (CSR) days.
17. **Southwell** - NCC successfully negotiated the rigorous Environment Agency approval process and in February 2018 secured a total of £4.4 million for the engineering scheme and £350k of Local Levy funding for the Natural Flood Management scheme. Nottinghamshire County Council as the Lead Local Flood Authority are responsible for the overall delivery of all elements of the Southwell Flood Alleviation project. The project management is overseen by a Project Board, made up of the key partners.

Project Board key partners are:

- Nottinghamshire County Council – Project Lead.

- Via East Midlands Ltd. – Design and Construction of engineering schemes.
- Southwell Flood Forum – Community Representatives.
- Trent Valley Internal Drainage Board – Watercourse Management.
- Southwell Town Council – Community Representatives.
- Newark and Sherwood District Council – District Representatives.
- Trent Rivers Trust – Natural Flood Management delivery.
- Environment Agency – Lead Funding Partners.
- Severn Trent Water – Utility Company.

18. The funding package was supported with further additional partnership contributions including £600k investment from the County Council, £220k from Newark and Sherwood District Council, £120K Southwell Town Council, £25k Southwell Flood Forum, an additional £300k Local Levy for the flood mitigation scheme and £233k Renew and Repair grant community contributions from a central government fund.

19. The flood defence proposals have two key elements: physical engineering solutions being designed and delivered by Via East Midlands Ltd and Property Flood Resilience measures being designed and delivered by Whitehouse Construction Ltd. Development of detailed design for the physical engineering proposals is progressing well with Via East Midlands Ltd. Construction commenced in Autumn 2019 with completion by the end of September 2021. Whilst every effort has been made to continue with the project during the Covid 19 situation it has resulted in a predicted 3 month extension to project completion with further complications including land negotiations and archaeological constraints necessitating a total contract extension of 6 months.

20. The Property Flood Resilience works are being delivered by Whitehouse Construction, following a competitive tendering process. At the time of writing (January 2021) protection measures had been installed to over 100 properties. We will be continually reviewing which properties are protected by each element of the project as the designs develop. We are also looking at ways of providing protection to a number of Listed Buildings in the catchment and are liaising with the Conservation Team at Newark and Sherwood District Council in order to agree the proposals.

21. The Natural Flood Management proposals within the catchment are now all complete and operational.

22. Part of the wider catchment flood mitigation proposals includes a project to retrofit sustainable urban drainage features at Lowes Wong School. This work was substantially completed late November 2019 and has been designed and delivered using Via East Midlands Ltd. The project was joint funded by NCC Property Team and has a total value of £550k. Bad weather towards the end of 2019 prevented final completion of the project which was further complicated by both the weather and Covid 19 this year. However, the project team of Via and their contractors worked closely with the School management team to complete any works necessary and ensure they could open their doors as safely as possible once the restrictions on Schools were relaxed. The final smaller details of this project will be completed by the end of March 2021. During the storm events of November, February, and June there

was no internal flooding reported in Southwell and a member of the Southwell Flood Forum reported no surface water runoff from the Lowes Wong site during the heavy rain on 23rd December, significant evidence of the success of the project.

23. **Egmanton** – The first part of this scheme concerning the village centre was completed in 2017 and the final element of the scheme, consisting of an above ground storage area, was completed in August 2020. The project was delivered by the Trent Valley Internal Drainage Board with support from the County Council.
24. **Hucknall Titchfield Park Brook Scheme** - A project to protect 86 properties from flooding along the Titchfield Park Brook catchment has been allocated £912k of Flood Defence Grant in Aid and Local Levy funding for delivery in 20/21 with support from NCC capital. The business case was approved in August 2019 and is progressing through detailed design stages. The project has three discreet elements and will delivered utilising expertise available from Ashfield District Council (as landowners of Titchfield Park) and Via East Midlands Ltd. A contract to deliver the Property Flood Resilience measures has been awarded to Whitehouse Construction Ltd using the Environment Agency's National Framework. Project. This element of the project will see 43 properties receive bespoke property flood resilience measures and work began on site in January 2021. Completion of all elements of the project is expected by March 2021.
25. **Lowdham** - The Environment Agency are continuing to develop the outline business case for a flood alleviation scheme to protect Lowdham with a view to submitting their business case in Spring 2021. Officers from the Flood Risk Management Team are liaising with the Project Team at the Environment Agency and the Lowdham Flood Action Group to help support progress of both the project a community resilience where necessary. In July 2020 DEFRA announced an additional £5m contribution to this project to help secure its deliverability, with a condition that this be spent by 2021/22. NCC working in Partnership with Severn Trent Water, improvements have been made to the management of surface water on the Southwell Road, that will reduce the risk of flooding to several homes once completed. These improvements were delivered by Severn Trent Water on our behalf whilst they were on site working on their sewerage system. Further improvements are planned within the Old Tannery Drive estate and these will be completed once formal land entry issues have been resolved with the relevant landowners. These improvements are being funded by NCC Capital and a contribution from Via East Midlands Ltd. To compliment the ongoing work in Lowdham Via East Midlands Ltd. have undertaken several highway schemes which have been very well received by the local community and praised by the local flood action group FLAG.
26. **Thurgarton** – The Trent Valley Internal Drainage Board have identified their preferred option for reducing the risk of flooding to the catchment and currently looking at funding options. NCC have made an allocation of £65k available as a contribution to support any viable proposals.
27. **Shireoaks** - Following a successful bid to DEFRA via the SR20 programme for £25k the County Council are working in collaboration with the Trent Rivers Trust to survey the upper catchment of Shireoaks with a view to implementing Natural Flood Management measures. The aim of this project will be to store water on the land surrounding Shireoaks hopefully lessening potential future flood impacts. The feasibility study for this project will be completed by April 2021.

28. **Retford** - Following a successful bid to DEFRA via the SR20 programme for £75k the County Council are working in partnership with the Trent Rivers Trust to survey the catchment of the Retford Beck with a view to implementing Natural Flood Management measures. It is hoped that these measures will slow the flow to the Beck whilst also complementing the proposed engineered flood mitigation scheme managed by the Environment Agency. Work will also include working with the Isle of Axholme IDB to survey the Carr Dyke and its relationship with the River Idle. There are properties along Darryl Road in Retford which are subject to a significant flood risk from the Carr Dyke. It is hoped this work will indicate a scheme which could reduce this risk in future.
29. **Worksop** - Following the major flood event in November 2019, which saw 320 properties internally flooded, the County Council are continuing to work in partnership with the Environment Agency, Bassetlaw District Council and the Canal and Rivers Trust to investigate the incident and work towards mitigating against the risk of repeat flood events. Regular multi-partnership meetings attended by County Councillors are underway and the outcome of these meetings are published on NCC website. New resilience stores and sandbag supplies have been secured and an operational protocol has been established for times of flood. Flood Warden training is underway with volunteers in the local community and every effort is being made to keep the local community informed of progress and to provide information to assist them in becoming self-resilient to the risk of flooding in the future.
30. **Calverton** - The early partnership working between NCC and Severn Trent Water in this catchment has led to the utility company securing significant investment to deliver a capital improvement project in the catchment. The project is currently in detailed feasibility stage and once options are identified we will work together to identify ways of delivering mutually beneficial outputs in the catchment. NCC are currently liaising with Severn Trent Water's team to programme in a delivery date, however this is dependent on the outcome of feasibility / design. Once a preferred option has been agreed arrangements will be made to share these with the wider community.
31. **Arnold** - Nottinghamshire County Council have completed the Section 19 report into the devastating flooding that happened in June 2019. We are continuing to work closely with residents and our partners Severn Trent Water and Gedling Borough Council to clarify responsibilities and identify potential measures to reduce and mitigate the risk of flooding events in the future. Due to its history of flooding this area has been included as part of the Daybrook Upper Catchment Study detailed further in paragraph 30. Several properties affected within Arnold have now been fitted with Property Flood Resilience measures. This project has been led by Severn Trent to add an additional level of protection to properties in the area. NCC are additionally installing Property Flood Resilience measures on properties in the area of which were not included in the Severn Trent programme.
32. **Daybrook Upper Catchment Study** - In order to understand the complex interaction between surface water assets in the upper Daybrook (Arnold) catchment, NCC secured £99k of Local Levy to carry out a detailed study. The study has been carried out by Severn Trent Water and their specialist contractors and the final report was completed in July. An executive summary of the report was presented to Local Members in 2020 prior to submitting final amendments for the document. Members and Officers have worked together to agree

a prioritised list of areas for investment and further details of those are contained within the report partners are going to launch this programme in the spring of 2021.

33. **Newthorpe** - Severn Trent Water as lead authority are currently carrying out detailed feasibility on the catchment. NCC have contributed to the feasibility study to allow a cohesive study into all sources of flood risk in the area. Preferred options will be progressed through Severn Trent Waters investment process with financial support from NCC capital funding and a Section 106 contribution. Severn Trent Water are currently progressing optioneering with close interaction with NCC as part of this process, preferred option has been completed and early engagement with NCC has been undertaken. We are currently working on creating a project utilising Severn Trent's data with the ambition to secured extra funding in Quarter 1 of 2021.
34. **Girton**- Has a significant flood history and a community that lives with a continuing flood risk, the village was surrounded by water from the River Trent and very close to flooding again due to the impacts of Storm Christoph in January 2021. The size of the village makes traditional flood defence difficult to finance, however the recent Innovative Flood Resilience Programme announced in the Chancellors March 2020 Budget has provided an ideal opportunity to assist that community in need. Nottinghamshire County Council has submitted a bid to this initiative to fund an innovative project which will aim to help that community live with water, prepare and protect themselves from flooding and so recover more quickly. An announcement on successful bids will be made in Spring 2021.
35. **Sutton on Trent** - Following severe flooding in 2018 NCC worked closely with Trent Valley Internal Drainage Board to understand the causes of the flooding and ways to reduce the risk of future occurrences. The IDB have identified their preferred option for reducing the risk of flooding to the catchment and are currently looking at funding options, with a view to submitting an application for Flood Defence Grant in Aid in 2021/22. NCC have made an allocation of £50k available as a contribution to support any viable proposals.
36. **Normanton on Soar** – A scheme to help resolve surface water and highway flooding in Normanton is currently in final design with the scheme being led by Severn Trent Water Ltd. and an investment decision expected in February. This scheme has necessitated a pragmatic approach to problem solving from all parties affected including NCC Highways, Severn Trent Water, Normanton on Soar Parish Council, the Environment Agency and NCC Flood Risk Management and on completion will see benefits delivered to all affected.
37. **Willoughby on the Wolds** - NCC are working closely with Severn Trent Water to identify both short and long term solutions to prevent localised flooding and pollution of a watercourse. NCC have been working with residents to clear the watercourse of silt and debris, whilst Severn Trent Water continue to investigate the operation of their drainage network. Severn Trent Water are liaising with the Parish directly and NCC will retain an overview of the situation.
38. **Clarbrough** - Following a successful bid to DEFRA for £45k via the SR20 programme and to the Trent Regional Flood and Coastal Committee for £30k of Local Levy; the County Council are working with the Trent Rivers Trust to run a Natural Flood Management project in Clarbrough. This project began in July 2020, working with local landowners to identify the optimum areas to install Natural Flood Management measures. The project is due to finish by the end of 2021 and once completed should reduce the risk of repeat flooding to the

community. Alongside this work we are appraising a shortlist of options for an engineered flood mitigation scheme for Clarborough. We continue to update the Parish Council on developments and assist the community in becoming self-resilient to the risk of flooding in the future.

39. **Gotham** - Section 19 reports have been published for both significant flood events suffered by the residents of Gotham in November 2019 and February 2020. Driven by the severity of those events and similar events historically, the County Council Flood Risk Management Team working with Severn Trent Water, Via, local organisations and the Parish Council, have carried out work to repair and improve the condition of the existing drainage system. The benefits of this valuable work were evident during the recent Storm Christoph where the renewed drainage network was observed to work more effectively with no significant flooding reported. The Flood Risk Management Team have also asked the Trent Rivers Trust to survey the land surrounding Gotham with a view to implementing Natural Flood Management measures. The aim of this project is to store water on the land surrounding Gotham further lessening potential future flood impacts. The feasibility study for this project has been funded by a successful bid to DEFRA for £30k via the SR20 programme.
40. **West Bridgford** – Following the significant rain storms last August which caused some severe surface water flooding across the catchment, Via East Midlands Ltd, Rushcliffe Borough Council, Severn Trent Water, NCC Emergency Planning and the NCC Flood Risk Management team are working together to investigate and address a number of concerns on the network. This project is part of the Spending Review 2020 funded by DEFRA. NCC are working closely with key Risk Management Authorities in the area to manage and understand the risk of flooding in several locations across the catchment, several site meetings have been held with various members of the public and risk management authorities to gather additional data to feed into investigations across West Bridgford.
41. **Tollerton**- Following the devastation of the flooding events in November 2019 and February 2020 we have completed detailed investigations into surface water drainage assets on Tollerton Lane and Cotgrave Lane and are pursuing a number of improvements in these areas. The improvements include works to the highway drainage system and riparian owned watercourses and culverts and Property Flood Resilience. We are liaising with Via East Midlands Ltd and relevant land owners with a view to ensuring surface water in the area is managed as effectively as possible and to reduce the likelihood of future flooding events. Via East Midlands Ltd currently have an approved works programme to undertake a large variety of improvement works in the area including, over 300-metre of highway drainage and a replacement of a 12-metre culvert under the highway. We also continue to liaise with affected residents where possible to ensure they are kept informed.
42. **Radcliffe on Trent** - Following a number of reported incidents of flooding across the catchment, we are currently pursuing maintenance based improvements in a number of areas in Radcliffe on Trent. We are also working with riparian owners to ensure existing surface water systems operate as effectively as possible. Investigations and feasibility works are taking place into the flooding at Thomas Avenue in order to identify ways of reducing surface water runoff from the fields. Close liaison also continues with residents on Clumber Drive following the flooding in February last year. In response to the Flood Alerts and Warnings issued during week 18 - 25th January 2021 sandbags were delivered to The Green as a precautionary measure and visual checks were made on River levels at Wharf Lane Caravan Park to support our understanding of the emerging situation.

Local Levy 2020/2021 Update

43. Central Government is currently investing £2.6bn nationally in a six-year Flood and Coastal Erosion Risk Management programme, of which approximately £170m will be spent in the Trent RFCC region. The local levy is vital in supporting this programme of schemes and studies and directly helps reduce flood and coastal risk to communities. It helps to ensure we maximise the use of central Government funds, and also fund locally important schemes where helping our communities, including local businesses. In many cases the use of local levy has enabled schemes to progress sooner and attract a significant amount of additional national funding, further increasing our capability to address areas of flooding.
44. Since 2014 Nottinghamshire County Council have been very successful in bidding into the Levy securing approximately 2.6 million for flood risk schemes in the county, to work with communities to reduce flood risk. The sums secured equate to around 40% of the overall Local Levy pot.

Digital Media

45. As a Lead Local Flood Authority, we are committed to ensuring all residents, users and interested bodies can access a wealth of information in order to better understand the risk of flooding within Nottinghamshire. The Flood Risk Management Strategic Action Plan identifies a need to increase knowledge on the risks of flooding as well as providing guidance, support and greater knowledge to those at risk and those who have already suffered flooding. Currently we are working with our key business partners within Nottinghamshire County Council to better understand how to update and present our information in a clear and succinct manner in order to better disseminate that information to our key users. We are working with other teams within the authority to ensure a level of continuity to the advice provided to the users and are exploring the use of the MyNotts app. We have refreshed our public facing website in order to better display information to the public. This update has been heavily audited by our key business partners to ensure that any changes have been a positive step towards ensuring all residents, users and interested bodies can access this information easily. Further work is currently being undertaken to produce leaflets of information of which can be sent to any relevant resident within Nottinghamshire in order to provide greater guidance, support and knowledge.

Charging for Services

46. Following the Highways and Transport Services Charging for Services Report that went through Communities and Place Committee on the 5th March 2020 the Flood Risk Management Team have put together a new process in order to generate additional income through the Land Drainage Consent programme. The team has now started using this approach for Land Drainage Consents and is operational.

Telemetry

47. Planning and preparing for flooding as a community can reduce the impact it has, through knowing when to act. Flood telemetry systems monitor watercourses and keep track of water levels, they provide data that indicates when flooding may occur. Based in and around local watercourses telemetry technology can give residents and agencies enough time to prepare for flooding and take action. A combination of telemetry and camera monitored sites across the County in key high-risk locations are proposed as part of a telemetry pilot scheme. This scheme will assist in the managing and analysing of Risk Management Authorities'

responses to flooding and help inform how to better manage these high-risk locations. Across Nottinghamshire there are large number of critical drainage assets including: trash screens, culverts, weirs, grills and other structures that function to collect debris, manage flows and prevent blockages of our watercourses. These key high-risk locations form part of our current asset inspection programme. Due to the COVID-19 restrictions, non-essential businesses ceased trading. As such undertaking further research and information gathering during this time was not possible. We have secured and are undertaking a trial of this technology and we will be undertaking installation in the upcoming months in each of our pilot areas.

Drones

48. We are currently in the process of identifying appropriate training courses for members of the authority to become adequately and appropriately trained as pilots. The Civil Aviation Authority have been contacted regarding the application of a licence for NCC to be given permission to undertake commercial flights within Nottinghamshire. Operational and logistical details will be taken through Place Leadership Team in due course.

Flood Resilience Programme

49. Following the significant flood events in November 2019 and February 2020, the County Council identified the need to implement Property Flood Resilience measures (PFR) to properties in areas vulnerable to flooding but not covered by Central Governments Flood Protection Grants. At Full Council on the 27th February 2020 it was proposed that funding in the region of £2m be set aside to be put towards flood prevention schemes in Nottinghamshire, with the ambition that this funding be matched by partners including the Environment Agency. £1m of this funding is being utilised to fund the Property Flood Resilience.

50. In order to help accelerate the provision of flood defences to flood victims a PFR prioritisation tool has been developed to ensure those areas in need are effectively and justifiably targeted. These reliance measures are for those most susceptible to flooding and look to reduce the likelihood of water entering properties at ground level. Proposals for parts of Jacksdale, Ollerton, Cropwell Bishop, Tollerton and East Markham are all currently being developed with a view to deliver agreed measures over the coming months. The work will be delivered by Whitehouse Construction Ltd. who have been procured by NCC through the Environment Agencies PFR framework. This programme is evolving and will be further developed in the coming months and reported back to Committee.

Scheme Delivery Partners

51. NCC are actively engaged with a number of key partners to enable better scheme delivery and communication across the county. The Flood Risk Management Team works in collaboration with multiple partners and consults with these agencies to assist in the development of pipeline schemes, new initiatives and improvements to processes. We have an influence on regional (Catchment wide) and national policy through being part of the networks below:

- The Environment Agency.
- Canal and Rivers Trust.
- City, Town, District and Parish Councils and Meetings.

- Local Flood Forums.
- Residents and Businesses.
- Severn Trent Water.
- Trent Valley Internal Drainage Board.
- Trent Regional Flood and Coastal Committee.
- Association of Drainage Authorities.
- Trent Rivers Trust.
- National Flood Forum.
- Nottingham Trent University.
- Via East Midlands Ltd.
- HS2.
- Department for Food and Rural Affairs (DEFRA).
- Association of Directors of Environment, Economy, Planning and Transport (ADEPT).
- Midland Service Improvement Group (MSIG).
- Specialist Service Providers.

Summary

52. Flooding devastates communities and since taking on the role of Lead Local Flood Authority, Nottinghamshire County Council has strived to protect and serve our vulnerable communities. We have secured multi million pound external investments for flood alleviation schemes, demonstrating our partners confidence in NCC ability to deliver. NCC will continue to work closely with partners and communities to identify ways of proactively reducing the risk, likelihood and consequences of future flooding events. We will ensure our communication gives cohesive and clear messages to all those effected by what we aim to achieve.

53. In the last year alone our role as Statutory Consultee has seen us responding to planning applications in order to protect over 19,000 new properties from the risk of flooding through the planning process. Our ability to respond to flooding incidents and prepare and publish Section 19 reports in a concise and timely manner is admired across our flood risk colleagues in the Midlands and has been an exemplar within the MSIG forum. We continue to look for opportunities to maximise the efficiencies of the delivery of our service and draw in additional contributions to enhance our offer. We will strive to increase levels of awareness within local organisations and communities, so they can become more resilient to flooding and understand their land drainage responsibilities. Flood Risk Management recognises the importance of partnership working and we will continue to take an active role in developing local flood risk management partnerships and seek to collaborate with local stakeholders to achieve common goals.

Other Options Considered

54. To do minimum works which would leave communities at a significant risk of future flooding.

Reason/s for Recommendations

55. The recommendations are designed to ensure the most effective and efficient route towards the management of surface water flood risk across the County.

Statutory and Policy Implications

56. The County Council has a number of statutory duties and powers under the Flood and Water Management Act 2010 and the Flood Risk Regulations 2009 including duties to manage and co-ordinate local flood risk management activities.

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

Financial Implications

58. The initiatives and schemes summarised in the report sit within existing revenue and capital budgets unless described as otherwise. Any additional funding requirements will be subject to normal internal budget approval processes.

Implications for Sustainability and the Environment

59. It is anticipated that the recommendations will ultimately result in delivery of a sustainable projects that reduce flood risk across the county whilst also reducing the negative impacts the flooding has on the environment, the economy and our communities.

RECOMMENDATIONS

- 1) That Members consider whether there are any actions they require in relation to the report the report;
- 2) The Committee endorses the work outlined in the report;
- 3) Committee encourages all agencies involved to seek and implement suitable measures to alleviate flooding in Nottinghamshire as soon as reasonable possible.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact:

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Constitutional Comments (SJE – 18/01/2021)

60. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the exercise of the Authority's functions relating to flood risk management scrutiny has been delegated. If Committee resolves that any actions are required, it must be satisfied that such actions are within the Committee's Terms of Reference.

Financial Comments (GB 01/01/2021)

61. The 2020/21 and 2021/22 Communities and Place capital programme includes £7.2m of funding to carry out works identified in this report. Should the Authority secure any further external funding there will be a requirement to vary the capital programme accordingly through the usual processes.

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 FINANCE, INFRASTRUCTURE &
IMPROVEMENT****COMMUNITIES AND PLACE PERFORMANCE AND FINANCE
REPORT FOR QUARTER 3 PLACE CORE DATA SET****Purpose of the Report**

1. To provide the Committee with an update of performance for Communities and Place for quarter 3 2020/21 (1 October 2020 to 31 December 2020).

Background

2. The Council's Planning and Performance Framework establishes the approach that the Council takes to planning and managing its performance to deliver effective and responsive services.
3. The Council has agreed that the key measures of its performance will be defined through a number of core data sets which are detailed in its Council Plan and each of its Departmental Strategies. Performance against these core data sets is reported to committee every three months (quarterly) to support the performance management of the delivery of services.

Information and Advice

4. The full Core Data Set is included in Appendix A, and when considering the appendix it should be noted that:
 - The previous figures are for the preceding quarter or financial year (2019/20), although in some cases this is highlighted as not applicable where the data is unavailable for the previous quarter/annual.
 - The appendix also indicates whether the measure is
 - a cumulative measure (C) which shows performance from 1 April 2020 to 31 March 2021,
 - a measure which is reported annually (A),
 - or a measure which only includes the value for the individual quarter

5. The report highlights those core data set measures which have been identified as a risk in the appendix based on the latest performance figures.
6. A number of Council services are delivered through external parties, these include:
 - Via East Midlands, a company owned by County Council (NCC), who deliver the Highways Service for the benefit of the County's residents, visitors, businesses and highways users, with some key strategic functions retained by NCC.
 - Veolia Environmental Services (VES), who have a long term Private Finance Initiative (PFI) contract (to 31 March 2033) with NCC to manage the bulk of the Local Authority Collected waste. This includes providing the recycling network and operating and maintaining the Material Recovery Facility (MRF) at Mansfield. It also includes arranging composting services and waste disposal through subcontractors for the production and processing of Refuse Derived Fuel (RDF) from residual waste, and for the use of the Sheffield Energy Recovery Facility (ERF) with Veolia Sheffield. Two other significant contracts are also used to manage waste streams in the County.
 - Inspire, who commenced provision of a range of cultural and learning services from April 2016, including the Council's library services. Supported by the Council, Inspire has implemented a programme of investment to modernise public libraries and develop a range of cultural and learning services on behalf of the Council.
 - Arc Partnership, a joint venture developed by NCC and Scape Group, who work closely with local communities, providing value for money, treating people fairly and creating a better built environment for everyone. Arc's services include design & project management, construction services and repairs & maintenance.

Core Data Set

Highways

7. Due to the disruption and uncertainty caused by Covid-19, performance against some highway measures has fallen as expected. However, continuity of service has been maintained for the most part, with a clear initial focus on maintaining the safety of the network. Q3 has seen performance against measures improve with full return to service with revised working practices where necessary.
8. For Q3, the figure for % of street lighting faults under the control of the Highway Authority repaired within response time fell to 73.5%. This was due to Via's electrical team being heavily hit with Covid-19 illness and isolation periods. Via are currently pooling resources to balance out maintenance, column replacement schemes and LED upgrade works to ensure all areas are progressing.

Waste Services

9. The percentage of household waste sent to reuse, recycling and composting provisional figure is 40%, which is on target. The figures are adversely affected by ongoing Covid-19 situation, with Recycling Centres having to operate at reduced capacity due to social distancing requirements. Mansfield District Council kerbside glass collections have now been postponed until the next financial year.

Libraries

10. Due to the Covid-19 situation, a revised annual target of 243,750 library visits has been agreed. This revised target reflects the enforced closure, in line with Covid-19 legislation, of the library service for the whole of Q1, the services phased re-opening with reduced hours and capacity in Q2 and further lock down in Q3. This new target represents 13% of the previous annual target of 2,500,000, which equates to 325,000 for the year, or 81,250 per quarter for the remaining quarters of this financial year. Therefore as closed for Q1 , the target for Q2 and Q3 is 162,500. In Q3 libraries had to close for a 4 week period for the 2nd national lockdown. During this period services were limited to click and collect and essential use of public pcs at 9 sites. Visitor figures for Q3 where 81,861, giving a total to date for the year of 187,463 visits.
11. Despite reduced opening hours and the 2nd national lockdown libraries loaned 322,562 items during Q3, giving a year to date total of 624,702. The service aimed to meet the target of 600,000 by the end of the year.
12. ASK Inspire the central information and customer helpline received 52,086 enquiries against an annual target of 70,000.
13. As part of Inspires virtual offer, the number of eResources loans year to date reached 567,526, against the annual target of 700,000. This service provides members of the public free access to eBooks, eMagazines, eNews and audio books via the internet or apps. Inspire also received 378,000 website hits for the same period, with an aim to achieve the target of 500,000 by the end of this financial year.

Registration Services

14. The General Register Office (GRO) sets a national target of 90% for deaths registered within five days, however due to local factors and the geographical area the service manages, an internal authority target for 2020/21 has been set at 84%. Performance in this area has consistently improved over the past 2 years, finishing on 77% for the period of 2018/19 and 81% for 2019/20.
15. The percentage of deaths registered within five days during the months of October, November and December were 79%, 77% and 66%, respectively, which resulted in quarter 3 outcome of 77%. The service is now 7% away from achieving their internal target of 84%, and under current pressures it is very unlikely this will be achieved this year. The service is still registering all deaths over the telephone and plan to continue whilst the Covid act is in place (Maximum 2 years). Due to the 3rd lockdown the service is only dealing with telephone death appointments and any urgent births or Notices. There is a noticeable drop in the death figures for the month of December. This is normal and something the service experiences every year due to the number of bank holidays and the availability of doctors to sign medical certificates. The winter period is always extremely challenging for the service, more so this year due to Covid-19.

Trading Standards

16. Due to Covid-19, only a small number of test purchases and visits have taken place during Q3. Work has continued to focus on developing the intelligence of illicit tobacco sellers and completing reports ready for further consideration.
17. The figures for unsafe items/products removed from sale or prevented from entering the supply chain for Q3 relate to unsafe or incorrectly labelled PPE/facemasks and hand sanitisers.
18. Due to Covid-19, Officers have been unable to visit people in their own homes and provide the training needed to set up a Nominated Neighbour for a vulnerable resident. Work is ongoing with partners to identify complexes that would benefit from the implementation of the Nominated Neighbour Scheme.
19. The service has continued to protect vulnerable residents from scams and doorstep crime and have been speaking to residents over the telephone and have sent out advice by post, with 98% feeling safer as a result of Officers advice. Officers have also been working with other partner agencies and have ran a multi-agency media campaign to promote awareness of scams and doorstep crime.
20. There has been an increase of 16 people who have completed the Friends Against Scams Training during Q3.

Communities Service

21. A number of Local Improvement Scheme (LIS) revenue projects have been adversely impacted by the pandemic (e.g. some projects suspended/cancelled or adapted their activity). Consequently, it has been difficult for groups to provide monitoring information for Q3 due to other emergency response priorities & challenges. Therefore this figure is an estimate based on the year 1 monitoring information and makes some assumptions from the information provided by groups regarding suspension/cancellation of project activity as a result of COVID-19.

Financial Performance

22. The 2020/21 revenue budget for the Communities and Place Committee is £135.789 million. This budget includes additional allocations of almost £7 million to meet additional costs arising from the response of the Committee's services to COVID-19. These additional budget allocations have been funded from the £47.1 million additional grant made available to the Council by Central Government to fund the additional costs as a result of COVID-19. As at period 9 the forecast outturn against this budget is £135.913 million resulting in a forecast overspend of £124,000.
23. A summary of the Community and Place financial performance is included as Appendix B. The main reasons for the forecast overspend are set out below.
24. Highways is forecasting an underspend of £506,000 after the use of reserves, due to savings of £300,000 in electricity costs due to the installation of energy-efficient street lighting and increases in s38/s278 income received as the construction sector steps up projects.

25. Waste is forecasting an overspend of £122,000 due to increases in recycling payments to districts for glass collections which have increased greatly with more people working from home and pubs being closed.
26. Planning and Conservation are forecasting an overspend of £182,000 largely due to expenditure on works to remove unsafe trees on a number of sites.
27. The Directorate budget is forecasting an overspend of £146,000 due to additional expenditure due to the Covid-19 pandemic mainly for the supply of food and sanitisation products.
28. Emergency Planning and Registration services are forecasting an overspend of £222,000. This is largely due to additional costs of over £100,000 forecast due to increased premises costs across the service and, following flooding in November 2019, additional costs in relation to Worksop Registration Offices, and due to further expected losses of £100,000 in ceremony and certificate income due to lockdowns.
29. The Trading Standards and Communities service area is forecasting an underspend of £117,000. This is largely due to reduced expenditure within the Communities team on grants (£76,000) and staffing (£18,000) due to vacancies.

Other Options Considered

30. This report is provided as part of the Committee's constitutional requirement to consider performance of all areas within its terms of reference on a quarterly basis. The departmental strategy was agreed on 24 January 2018 and the format and frequency of performance reporting were agreed by Improvement and Change Sub Committee on 12 March 2018. Due to the nature of the report no other options were considered appropriate.

Reason/s for Recommendation/s

31. This report is provided as part of the Committee's constitutional requirement to consider performance of areas within its terms of reference on a quarterly basis.

Statutory and Policy Implications

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

RECOMMENDATION

- 1) That Committee considers whether there are any actions it requires in relation to the performance information on the Council's services for communities and place for the period 1 April 2020 to 31 December 2020.

Nigel Stevenson
Service Director for Finance, Infrastructure & Improvement

For any enquiries about this report please contact:

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Constitutional Comments (EP 19/02/2021)

1. The Communities and Place Committee is the appropriate body to consider the content of the report. If Committee resolves that any actions are required, it must be satisfied that such actions are within the Committee's terms of reference.

Financial Comments (RWK 21/01/2021)

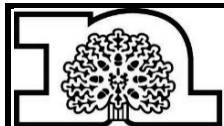
2. There are no specific financial implications arising directly from the report. The financial performance of the Communities and Place Committee up to the end of Q3 is set out in paragraphs 22 to 29 of the report and in Appendix B.

Background Papers and Published Documents

The performance measures included within appendix A are measures which have previously been included within the performance section of committee reports. These committees are as follows; community safety committee, culture committee, environment and sustainability committee, personnel committee, planning and licensing committee, transport and highways committee.

Electoral Division(s) and Member(s) Affected

All



Key Performance Indicators	Latest	Target	Previous	Period	Risk
Highways and Transport					
Supports Commitment 2 - Children are kept safe from harm					
Reduction in the number of children and young people seriously injured/killed in road traffic accidents	11	32 (40% reduction from the 2005-09 average)	7	Q3 20/21	G
Supports Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax					
Number of properties with enhanced levels of flood Protection as a result of NCC schemes	6,997	426	4,485	Q3 20/21	G
% of street lighting faults under the control of the Highway Authority repaired within response time – 7 days	73.5%	85%	78.7%	Q3 20/21	A
Waste Services					
Supports Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax					
% of household waste sent to reuse, recycling or composting	40.0%	40.0%	40.5%	Q2 20/21	G
% of Household Waste diverted from Landfill	96.0%	94.0%	95.4%	Q2 20/21	G
Place Commissioning - Libraries					
Supports Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax					
Number of visits to libraries (C)	187,463	81,250	105,602	Q3 20/21	G
Registration Services					
Supports Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax					
% of deaths registered within five days (with Medical Certificate of Cause of Death present and no coronial involvement)	77%	84%	78%	Q2 20/21	A

Key Performance Indicators	Latest	Target	Previous	Period	Risk
Trading Standards & Communities Service					
Supports Commitment 5 - Nottinghamshire is a great place to live, work, visit and relax					
Number of volunteer hours per year contributing to the delivery of those services or activities receiving Local Improvement Scheme support	808,401	800,000	808,401	Q3 20/21	G
Supports Commitment 6 - People are healthier					
Retail value of illicit tobacco seized	£60	£600,000	£0	Q3 20/21	R
Number and value of unsafe items/products removed from or prevented from entering the supply chain. (C)	8604 (£17,609)	5000	4,618 (£13,623.41)	Q3 20/21	G
Supports Commitment 7 - People live in vibrant and supportive communities					
Growth of Friends Against Scams Schemes (C)	46	500	30	Q3 20/21	R
Number of Vulnerable Individuals with Nominated Neighbours (C)	0	50	0	Q3 20/21	R
% of victims of doorstep crime, scams or other frauds who feel safer in their own homes following tailored interventions.	98%	100%	99%	Q3 20/21	G
Number of doorstep crime, scam, or fraud vulnerable victims assisted (C)	375	450	268	Q3 20/21	G
Key: (C) = cumulative measure updated from 1 April to end of reporting quarter Risk Key: (R) = Red, (A) = Amber, (G) = Green					

Communities and Place Committee - Place Department - Period 9 2020/21

Previous Forecast Variance £000	Change in Variance £000	Department	Annual Budget £000	Actual Spend £000	Year-End Forecast £000	Latest Forecast Variance £000
		Communities & Place Committee				
(946)	440	Highways	42,448	46,986	41,942	(506)
(123)	133	Transport	32,910	18,495	32,920	10
3	119	Waste	34,833	22,346	34,955	122
97	85	Planning & Conservation	2,743	1,185	2,925	182
(27)	173	Professional Technical & Advisory	2,698	2,002	2,844	146
(4)	84	Country Parks	680	572	760	80
68	(122)	Culture & Enrichment	1,971	1,571	1,917	(54)
170	52	Emergency Planning & Registration	1,087	30	1,309	222
9	34	Coroner	1,597	857	1,640	43
0	0	Body Storage Capacity	1,889	1,800	1,889	0
0	10	Libraries, Archives, Info & Learning	10,671	8,228	10,681	10
(19)	(98)	Trading Standards & Communities	3,755	2,678	3,638	(117)
(772)	910	Communities & Place Total	137,282	106,750	137,420	138
		Transfers To (From) Reserves				
		Community & Place				
146	(146)	Highways	146	146	146	0
86	(94)	Transport	(753)	0	(761)	(8)
0	(6)	Waste	(1,081)	150	(1,087)	(6)
0	0	Planning and Conservation	(89)	0	(89)	0
0	0	Emergency Planning	(239)	0	(239)	0
0	0	Trading Standards & Communities	523	70	523	0
232	(246)	Communities & Place	(1,493)	366	(1,507)	(14)
(540)	664	COMMUNITIES AND PLACE	135,789	107,116	135,913	124

4 March 2021

Agenda Item:6

REPORT OF THE CORPORATE DIRECTOR, PLACE

CHARGES FOR HIGHWAYS AND TRANSPORT SERVICES 2021/22

Purpose of the Report

1. To seek approval from Committee for the proposed charges for highway and transport services for 2021/22.

Information

Reasons for Recommendations

2. The County Council has powers to recover its reasonable costs in the preparation and publication of documentation and data through the Local Government Act 1972 and the Local Government (Miscellaneous Provisions) Act 1976. Similarly, Local Authorities have been able to charge for various services associated with their duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984. These powers have been supplemented by the New Roads and Street Works Act 1991, the Local Authorities (England) (Charges for Land Searches) Regulations 2008 and the Local Authority (Transport Charges) Regulations 1998. Additionally, there are general powers for charging for discretionary services through the Local Government Act 2003.
3. On July 1st, 2016, Via East Midlands was tasked with delivering most of the highway services related to the charges outlined in Appendix A on behalf of the Authority. Where these charges cannot be transferred to the company for legal reasons, they continue to be coordinated by the retained Client.
4. The annual review of charges for Highways Services has now been undertaken and the proposals are as set out in the attached Appendix A. Charges have been increased by an amount up to 2%, where appropriate, to account for salary inflation. There are a number of charges which are below the level of full cost recovery and these may be the subject of a future review.

Changes to Charging Structures

5. Several areas of charging have been reviewed and these are outlined below:
6. Traffic Survey Permits
 - (a) Due to the impacts of Covid-19 safeguarding advice/restrictions on traffic flows, traffic surveys to be used in the assessment of the transport impacts of proposed developments will not normally be undertaken whilst Nottinghamshire residents (or potentially those in neighbouring highway authorities) are advised to work from home and/or when schools are not fully open.

- (b) If, however, a developer (or their agent) considers that there is an urgent reason for a traffic survey to be undertaken whilst such advice/restrictions are in place, each request will be considered on its own merit. In such cases the developer/agent should discuss the survey with the highways development control team who will determine if the survey can proceed, or if an alternative method of assessment is appropriate.
- (c) As the county has been subject to these Covid-19 safeguarding advice/restrictions for the majority of 2020/21 traffic surveys have been restricted during this period and it is therefore proposed that the cost of the licence to undertake such surveys is not increased in 2021/22.

7. Property Searches for Public Right of Way

- (a) Land charges or searches form part of the conveyancing process when someone is re-mortgaging, buying or selling property. The search request, usually undertaken by a solicitor or conveyancer, is a series of standard questions designed to give a potential buyer as much information about the property or land they're interested in. Several questions are answered by the County Council's Highways and Rights of Way Teams.
- (b) With reference to Rights of Way, there are three questions to respond to. To answer these questions accurately is an increasingly time consuming and complex process, often complicated by subsequent correspondence between the Authority and the customer's Solicitor. Several documents are checked, sometimes requiring detailed and lengthy research and clarification from the Authority's Senior Definitive Map Officers. Therefore, it is proposed to increase the cost of Rights of Way searches to reflect the time and resource required to provide an accurate and informed response. Following a review, it is proposed to increase the cost of a search from £10.50 to £18.00 (this is in line with a Highways District Search). Where a search is positive there will be no charge for the provision of an official plan, as in previous years.

8. Parish and Community Support

- (a) It is the continuing intention of NCC to support Parishes' seasonal decorations and the use of CCTV for community safety. NCC subsidises a £500 per parish allowance for work supporting seasonal decorations and has a £400 cap on CCTV charges where it is for reasons of Community Safety.

Statutory and Policy Implications

- 9. 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

Implications for Service Users

10. If the proposals are confirmed, charges to the public for some of the Highway Services will be increased. The increases have been kept to a minimum and reflect the current financial climate and costs to the Authority for these services.

Financial Implications

11. If the proposed charges are made there will be no adverse financial impacts on the Authority.

RECOMMENDATIONS

- 1) Approval be given for the proposed charges for highways and transport services, documents and data for the financial year commencing 1 April 2021 as detailed in the appendix to the report.
- 2) All charges for highways services continue to be reviewed annually

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Gary Wood, Group Manager, Highways and Transport, Tel: 0115 9774270.

Constitutional Comments (SJE – 09/02/2021)

13. Communities and Place Committee is the appropriate body to consider the content of this report.

Financial Comments (RWK 01/02/2021)

14. Financial Regulations, section 3.1.5, require that where external income arises from a set scale of charges or fees the level of charges and fees should be reviewed at least once a year. The report and appendices set out revised fees and charges for a range of highways and transport services for 2021/22. It is proposed to increase most fees and charges by around 2% which it is expected will result in an increase in income in 2020/21.

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.

- Report to Portfolio holder for Transport and Highways, Bus station departure charges 07/02/2012.

Electoral Division(s) and Member(s) Affected

- All

**APPENDIX A
CHARGES FOR HIGHWAYS SERVICES - APPLICABLE FROM 1st APRIL 2021**

CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
DOCUMENTS	Street Lighting Guide / Code of Practice	£16	£17	Yes	Charge includes postage costs
	Local Transport Plan	£54	£55		Charge includes postage costs
DATA	Paper Copies of plans	Cost	Cost		Cost includes copying, admin and postage costs.
	Traffic Counts	£80*	£82*	Yes	Charge for commercial organisations only. £82 charge for first information + £13 for each additional figure. Provided at cost to litigants.
	Traffic Counts - copy of raw data	£80	£82	Yes	Charge for commercial organisations only, provided at cost to litigants.
	Information to Map producers	Cost	Cost	Yes	Cost includes copying, admin and postage costs.
	Traffic Control & UTC information	£115	£115	Yes	Charge is for standard enquiries. Complex enquiries charged at actual cost All enquiries charged at cost to litigants.
	Road Structure Condition Data	Cost	Cost		Cost covers copying, admin and postage costs.
	Accident Data – No Collisions	£55	£56	Yes	Charges for commercial organisations only
	Accident Data – Full crash report (up to and including 60 collisions)	£135	£138	Yes	Charges for commercial organisations only
	Accident Data – Concise Major crash report (more than 60 collisions)	Cost	Cost	Yes	Charges for commercial organisations only
	Accident Data – Severity Plot showing location and severity only (up to and including 60 collisions). Charge includes full details.	£240	£245	Yes	Charges for commercial organisations only
Accident Data – Major Severity Plot showing location and severity only (more than 60 collisions). Charge includes full details.	Cost	Cost	Yes	Charges for commercial organisations only	
Accident Data – Balloon plot showing attendant circumstances (up to and including 60 collisions)	£320	£330	Yes	Charges for commercial organisations only	
Accident Data – Major Balloon plot showing attendant circumstances (more than 60 collisions). Charge includes full details	Cost	Cost	Yes	Charges for commercial organisations only	
SERVICES	District Searches - CON29 Questions (see comments)	£17.50	£18	Yes	A revised 'CON29 protocol' from the Law Society puts all the questions together under the banner of CON29. The previous £9 rate for a 'part' search no longer exists. No charge to the Police, DVLA or Town / Parish Councils.
	District Searches - Highway Extent Plan	£37	£38	Yes	No charge to the Police, DVLA or Town / Parish Councils.
<p>NOTES: Charges are based on payment by cash, cheque or credit/debit card. Where invoices are requested for the charges marked * an additional £7 will be charged to cover administration costs.</p> <p align="center">**VAT is chargeable on non-statutory work or service</p> <p align="center">† One combined licence will be issued for concurrent activities in a single area. The fee payable is the highest applicable for a single activity included in the licence.</p> <p align="center">All TM costs are the responsibility of the promoter.</p>					

CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
SERVICES (continued)	Property Searches – Search for Public Right of Way	£10.50	£18	Yes	Compulsory rights of way question on the CON29 form. For searches greater than 2km ² customers will need to ask NCC for a quote.
	Property Searches – Search of the Greens and Commons Registers	£32	£33	Yes	Question in three parts (optional question on CON29 form). Additional £18 for a copy of the Common / TVG register and £18.00 for a copy of the documents contained within the Statutory Statement and Declaration Register.
	Production of a Public Right of Way Order Plan for the purposes of Town and Country Planning Act and Highways Act Orders undertaken by Local Planning Authorities.	£50	£52		
	NRSWA - Sample Inspection	£50	£50		Charge set nationally by regulation made under the New Roads and Street Works Act 1991.
	NRSWA - Defect Inspection	£47.50	£47.50		Charge set nationally by regulation made under the New Roads and Street Works Act 1991.
	NRSWA - Investigatory Inspection (3rd Party)	£68	£68		Charge set nationally by regulation made under the New Roads and Street Works Act 1991.
	NRSWA - Investigatory Works	Cost	Cost		Cost includes works, staffing and admin. if defect found. Cost recovery set by regulations under NRSWA
	NRSWA - Remedial Works	Cost	Cost		Cost includes works, staffing and admin. if defect found. Cost recovery set by regulations under NRSWA
	NRSWA - Improvement Plan Inspections	Cost	Cost		Associated costs determined by Codes of Practice made under NRSWA 1991
	NRSWA – Section 50 Street Works Licence	£495	£500		Licence to place apparatus in the Highway. Includes £170 for Admin to grant licence, £185 commuted sum to maintain and operate records and £150 for inspections for each inspection unit (as defined in NRSWA)-
	NRSWA – Section 50 Consent	£315	£320		To work on existing apparatus in the highway. Includes £170 for Admin and £150 for inspections for each inspection unit (as defined in NRSWA)
	Street Works Permit - Major Works	Category 0-2 or traffic sensitive streets: £160 (+ £70 provisional authorisation) Category 3-4 streets: £100 (+ £50 provisional authorisation)	Category 0-2 or traffic sensitive streets: £160 (+ £70 provisional authorisation) Category 3-4 streets: £100 (+ £50 provisional authorisation)		Major Works are those of more than 10 days planned duration OR requiring a TTRO. Provisional Authorisation is required 3 months in advance, and 10 days notice is required for the Permit
	Street Works Permit - Standard Works	Category 0-2 or traffic sensitive streets: £85 Category 3-4 streets: £50	Category 0-2 or traffic sensitive streets: £85 Category 3-4 streets: £50		Standard works are those of between 4 and 10 days planned duration. 10 days notice is required for the Permit
	Street Works Permit - Minor Works	Category 0-2 or traffic sensitive streets: £45 Category 3-4 streets: £30	Category 0-2 or traffic sensitive streets: £45 Category 3-4 streets: £30		Minor works are those of 3 days or fewer planned duration. 3 days notice is required for the Permit.
	Street Works Permit - Immediate Works	Category 0-2 or traffic sensitive streets: £40 Category 3-4 streets: £25	Category 0-2 or traffic sensitive streets: £40 Category 3-4 streets: £25		Immediate works are urgent unplanned works. Permit applications must be received within 2 hours of starting works
Street Works Permit - Permit Variation	Category 0-2 or traffic sensitive streets: £45 Category 3-4 streets: £35	Category 0-2 or traffic sensitive streets: £45 Category 3-4 streets: £35			

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**VAT is chargeable on non-statutory work or service

† One combined licence will be issued for concurrent activities in a single area. The fee payable is the highest applicable for a single activity included in the licence.

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CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
SERVICES (continued)	Signal Switch Offs	Cost	Cost		
	Zebra Crossing switch off	Cost	Cost		
	Construction of Domestic Vehicle Crossings by Via	On quotation	On quotation		Via is obliged to offer quotation, which covers full works cost, design, admin and overheads. Costs vary depending on type of construction and size of access and will also include charges for moving street furniture, e.g. street lighting columns if necessary. Other Utility providers' apparatus must be moved by provider themselves, at the applicant's cost. In some instances, the installation of a crossing may require planning permission from the local Planning Authority which the applicant is responsible for obtaining at their own cost
	Construction of Domestic Vehicle Crossings – Approval when applicants appoint their own contractor	£100	£100		Charge covers cost of initial inspection by Via, any other subsequent inspections, provision of Statutory Undertakers Plans, and the administration of the approval. Applicant is responsible for all construction costs as well as those incurred as a result of any necessary diversionary/protection works for utility apparatus or Authority owned street furniture associated with installing the crossing to Via specifications. In some instances, the installation of a crossing may require planning permission from the local Planning Authority which the applicant is responsible for obtaining at their own cost. A retrospective licence can be issued for works already underway or completed, at a charge of £250
	Construction of Domestic Vehicle Crossings – Provision of historical approval documentation	£25	£26		
	Tourism Signing (Brown)	Cost (see comments)	Cost (see comments)		Initial works and sighting cost and future maintenance/repair costs as set out in T&HC Report 22/11/12.
	Section 38, 278 Agreements	Varies – see comments	Varies – see comments		On S38's charge is generally 7% of the agreement highways infrastructure cost. On S278 charges will be in accordance with the Highways, Transportation and Development guide – 10% of fist £100K plus 6% of the cost over £100K with a minimum of £1,000 for each agreement. Legal fees will be charged separately.
	106 Agreements	Varies – see comments	Varies – see comments		The fees will be equal to the cost of each planning obligation contained within the Agreement usually indexed linked. Legal fees will be charged separately.
	Charging Developers for Advice (min 4 Hrs.)	£67/hr (£268 min. charge)	£69/hr (£276 min. charge)	Note **	Where applicable the rate per hour for commercial work including "non-statutory" advice, design and inspection should be Actual salary x 2.5/1600 with a minimum charge of 4 hours.
	Making up private streets	Cost	Cost		Cost includes works and associated staffing and admin.
	Traffic Calming Schemes	Cost	Cost		Cost includes works, associated staffing and admin, and commuted sum as set out in EC Report 24/6/98
	Rechargeable Works Orders	Cost	Cost	Y/N	Cost covers works, staffing and admin. There is no charge for works associated with events involving the armed forces. For remedial work, costs are recovered against standard schedule of rates
	H Bar Markings	£210	£215		Approval for such provisions will at all times be at the Highway Authority's discretion. Approval of Highway Managers is required. Cost covers design health & safety, admin, works and renewal costs.
	Seasonal Decorations application fee (e.g. Christmas Decorations, Hanging Baskets)	Cost (see comments)	Cost (see comments)		No charge will be made for the first £500 of costs incurred by Via through Parish Councils' applications.
CCTV installations (temporary)	£180	£180			
<p>NOTES: Charges are based on payment by cash, cheque or credit/debit card. Where invoices are requested for the charges marked * an additional £7 will be charged to cover administration costs.</p> <p>**VAT is chargeable on non-statutory work or service</p> <p>† One combined licence will be issued for concurrent activities in a single area. The fee payable is the highest applicable for a single activity included in the licence.</p> <p>All TM costs are the responsibility of the promoter.</p>					

CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
SERVICES (continued)	Bikeability training	£128	£130		Charge is payable by schools, per course, which can include up to 12 pupils. Schools may use School Sports Premium funding to cover their cost.
	Traffic Survey Permit	£125 per site (see comments)	£125 per site (see comments)		Fee reduced to £75 if NCC are provided with a copy of the survey data Retrospective permit: £200
	Residents Parking Permit	£25	£25		Charge is per chargeable permit issued in association with residents parking schemes. (Concessions scheme also applies). Information regarding parking schemes is available on the NCC website.
	1 Day Virtual Visitor Permit	£2	£2		
	1 Week Virtual Visitor Parking	£10	£10		
	2 Week Virtual Dispensation	£15 (£25 with less than 48 hours' notice)	£15 (£25 with less than 48 hours' notice)		For non-resident parking when required, or to facilitate building works or similar requiring a vehicle parked in contravention to the restrictions
	Blue Badges	£10	£10		Information regarding parking concessions for people with severe mobility problems is available on the NCC website. Price set nationally.
	Travel plan monitoring	Cost varies based on size of development and build-out rate	Cost varies based on size of development and build-out rate	Note **	Charge covers costs of staff time to undertake a review of the travel plan/annual monitoring reports in the years following its approval and limited liaison with the site travel plan co-ordinator related to travel plan activity. Two charge bands: • Single occupier commercial; single phase of development; up to 200 dwellings – £1,500 pa for 5 years; and £900 pa for subsequent years up to and including year after end of construction. Funding payable from 50% completion of the development (residential and/or commercial) • Multi-occupancy commercial; multi phase development, mixed-use; over 200 dwellings – £3,000 pa for first 5 years; and £1,200pa for subsequent years up to and including year after end of construction. Funding will be payable from the completion of 200 dwellings or 50% completion of the development (residential and/or commercial) whichever occurs first.
	Dedication of Highways HA80 Section 31(6) statements and Declarations. Highways Statement or Highway Statement and Declaration received within one month of each other. Renewal of existing Highway Statement or Declaration which has not changed or a Declaration following on from submission of Statement not received within 1 month.	£157.50 For applications to register a parcel greater than 500ha, applicants will need to ask NCC for a quote. £52	£160 For applications to register a parcel greater than 500ha, applicants will need to ask NCC for a quote. £53		Following regulations introduced in December 2016 for Highways HA80 Section 31(6) statements and declarations there is now no requirement to post s31(6) notices on site.
	Dedication of Highways and Village Greens HA80 Section 31(6) and Commons Act 2006 15A (1) statements and Declarations Combined Highway and Commons Act Statement or Statements and Declaration received within 1month of each other.	£210 For applications to register a parcel greater than 500ha, applicants will need to ask NCC for a quote. £32 per extra notice / parcel of land.	£214 For applications to register a parcel greater than 500ha, applicants will need to ask NCC for a quote. £33 per extra notice / parcel of land.		The requirement to post notices on site still applies to Commons Act Applications.
	Public Rights of Way Highways Act and Town and Country Planning Act Diversion or Extinguishment application.	£1570 plus advertising.	£1600 plus advertising		
Commons Act 2006 applications for the correction of registers. Application made under section 19(2)(a) Commons Act 2006. Application made under paragraphs 6-9 schedule 2 Commons Act 2006	No charge / £1050	No charge / £1070		If objections are received to the application, additional fees may also be payable.	

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CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
PUBLIC TRANSPORT CHARGES	Departure charges; Mansfield Bus Station	£0.70 per bus £3.48 per coach	£0.72 per bus £3.61 per coach		The bus and coach operators are required to pay these charges to use the bus station under conditions of use.
	Departure charges; Retford, Newark and Worksop Bus Stations	£0.65 per bus £3.48 per coach	£0.68 per bus £3.61 per coach		The bus and coach operators are required to pay these charges to use the bus station under conditions of use.
	Companions pass for disabled concessionary pass holders	Free	Free		A companions pass is not available for all Disabled Concessionary Pass holders but only those from defined categories.
	Faith bus pass scheme	£410 p.a	£416		
	Catchment bus pass Scheme	£117 per term	£119 per term		
	Post 16 bus pass scheme	£164 pa	£166 pa		
	Replacement Concessions pass for elderly or disabled.	£10	£10		
LOCAL AUTHORITIES (TRANSPORT CHARGES) REGULATIONS 1998	Skip License	£35	£36		The license fee covers staffing, admin and inspection costs. A license will be issued for a maximum of 14 days An unlicensed skip will incur a charge for a retrospective license for the day on which it is found. Any request for a license beyond that day will be treated as a new application.
	Access Scaffold license, first two weeks	0-5m: £101 6-10m: £168 11-20m: £224 Additional 20m sections: £84	0-5m: £103 6-10m: £170 11-20m: £228 Additional 20m sections: £86		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Access Scaffold license, additional weeks	0-10m: £78 10-20m: £84 Additional 20m section: £45	0-10m: £80 10-20m: £86 Additional 20m section: £46		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Mobile Tower Scaffold licence, per day	£83 for first day £78 for additional days	£85 for first day £80 for additional days		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Mobile Access Platform licence, per day	£167 for first day £78 for additional days	£171 for first day £80 for additional days		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Crane licence, per day	£224 for first day £78 for additional days	£228 for first day £80 for additional days		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Hoarding licence, first two weeks	Up to 20m: £224 Additional 20m sections: £123	Up to 20m: £228 Additional 20m sections: £126		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †. Length of hoarding to be measured along all sides of enclosed area which abut the highway (usually 3 sides). Site cabins without hoarding/fencing are charged at the same rate as if hoarding/fencing present. Maximum length of storage without hoarding is 5m but Street Works Safety Code applies.
Hoarding license, additional weeks	Up to 20m: £78 Additional 20m sections: £45	Up to 20m: £80 Additional 20m sections: £46		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †. Length of hoarding to be measured along all sides of enclosed area which abut the highway (usually 3 sides). Site cabins without hoarding/fencing are charged at the same rate as if hoarding/fencing present. Maximum length of storage without hoarding is 5m but Street Works Safety Code applies.	
<p>NOTES: Charges are based on payment by cash, cheque or credit/debit card. Where invoices are requested for the charges marked * an additional £7 will be charged to cover administration costs.</p> <p>**VAT is chargeable on non-statutory work or service</p> <p>† One combined licence will be issued for concurrent activities in a single area. The fee payable is the highest applicable for a single activity included in the licence.</p> <p>All TM costs are the responsibility of the promoter.</p>					

CATEGORY	Publication, Information, or Service	20/21 charge	21/22 Charge	VAT chargeable?*	Comments
LOCAL AUTHORITIES (TRANSPORT CHARGES) REGULATIONS 1998 (continued)	Temp. Excavations in the Highway - initial licence for two weeks.	£390	£400		Charge covers staffing, admin and inspections (charged as set under NRSWA). S171 Consent required. See note †
	Temp. Excavations in the Highway - each extra week, based on one inspection per week	£80	£80		Charge covers staffing, admin and inspections (charged as set under NRSWA). S171 Consent required. See note †
	Materials stored on the highway	£167 first two weeks £80 subsequent weeks	£171 first two weeks £80 subsequent weeks		Charge covers staffing, admin and inspections (charged as set under NRSWA). See note †
	Remedial works final inspection (where necessary) for scaffolds or hoarding up to 20m, mobile tower scaffold, mobile access platform, crane, materials stored on the highway, or temporary excavations on the highway	£68	£68		
	Remedial works final inspection (where necessary) for each additional 20m, or part thereof, of scaffold or hoarding	£40	£40		
	Licence to Construct Cellar under Highway	£167	£170		Charge covers staffing, admin and inspection.
	Licence to Construct Cellar Opening in Highway	£167	£170		Charge covers staffing, admin and inspection.
	Licence to Construct Cellar Light in Highway	£167	£170		Charge covers staffing, admin and inspection.
	Response to Emergency on the Highway	Cost	Cost		Cost covers works, including remedial works where applicable, as per standard schedule of rates
	T.R.O.s: Various in Accordance with Regulations. .	Cost	Cost		
	Temporary Order	£525 + advertising	£535 + advertising		Charge covers all activities associated with providing the service but charge set in line with NRSWA guidance as follows: Fixed charge applies to standard orders and notices but charge may be varied for more complex circumstances; Charge may be waived for appropriate armed forces or charity event closures if advertising is not required
	Temporary Notice	£380	£390		Charge covers all activities associated with providing the service but charge set in line with NRSWA guidance as follows: Fixed charge applies to standard orders and notices but charge may be varied for more complex circumstances; Charge may be waived for appropriate armed forces or charity event closures if advertising is not required
	New Signs - licence to allow additional signs on the Highway e.g. providing direction to private land or premises	Cost	Cost		Costs include staffing and admin costs.
	New Signs - placing of signs	Cost	Cost		Costs include works, design, manufacture and placing of signs, plus a commuted maintenance sum.
	Pavement Café Licenses	£250 for initial license, then £150 annual renewal (50% fee for premises placing 6 chairs or fewer on the pavement)	£255 for initial license, then £155 annual renewal (50% fee for premises placing 6 chairs or fewer on the pavement)		The license grants permission to place tables, chairs and barriers on the highway for a set period subject to the conditions imposed by the County Council or its Agent Charge covers staffing, admin and inspection costs.
Sponsorship of planting in the highway	See comments	See Comments		There will be no charge for processing application forms. All planting proposals will be subject to a preliminary assessment by the County Council's Accident Investigation Unit. There is no charge for this assessment however, if any problems are identified it may be necessary for a safety audit to be carried out. A charge will be made for this safety audit and the applicant will be contacted beforehand to ensure they consent to pay.	
FLOOD AND WATER MANAGEMENT ACT 2010	Water Course Consents	£50	£50		All work involved in the administration of a consent and any necessary inspections.
	Sustainable Drainage Scheme approval	£350 to £7,500	£350 to £7,500		Charges made from 1st October 2012 as per national statute. Cost will vary in line with size of development being approved

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4 March 2021

Agenda Item: 7

REPORT OF THE CORPORATE DIRECTOR, PLACE

HIGHWAYS AND TRANSPORT GROUP STAFFING STRUCTURE

Purpose of the Report

1. To seek approval to update the staffing structures of five of the seven teams within the Highways and Transport Group.

Information

2. Since October 2017 the new Place Department structure has been in place and following the publication of the Place Department Strategy, the Highways and Transport Group was restructured in September 2018. A number of changes are proposed to the current structure and these are designed to respond to changes in demand and ensure that the Group is able to deliver the ambitions of the County Council. They are also designed to bring the majority of highway functions together and overall are cost neutral. The structural changes are set out in graphical form in the Appendix to this report and are detailed further below.

Local Transport Plan and Programme Development Team

3. From 1 December 2020 the Transport Planning and Programme Development Team was divided in to two teams to help improve the way we develop and manage highways improvements as well as the service we offer County Council members and the public. From the 1 December 2020 functions relating to input into regional transport strategy, liaison with regional bodies (such as rail operators and Highways England), and transport impacts from growth (such as traffic modelling, the development of major transport schemes, and travel planning), have remained in the Planning Group.
4. The five officers with responsibilities for the following functions have transferred to the Highways and Transport Group to form the new Local Transport Plans & Programme Development Team:
 - Development, monitoring, and review of the Council's transport strategies (i.e. the Local Transport Plan, individual modal/integrated transport strategies, and town centre transport strategies); as well as integration of transport elements into broader economic, environmental, and health strategies.
 - Development, monitoring and review of strategy delivery plans and transport programmes that deliver County Council strategic objectives and outcomes (e.g. the integrated transport programme).
 - Traffic data collection and analysis.
5. It is proposed that a new Local Transport Plan Officer post is established to help improve

the delivery and management of local transport programmes and to help enable more resources to be committed to delivering the Council's transport priorities such as the electric vehicle charge point network. The post will also support bidding for funding rounds for transport planning and integrated transport measures.

Countryside Access Team

6. The main change proposed within the Countryside Access Team is the establishment of an additional Commons, Village Green and Definitive Map Officer. The Authority has a statutory duty to keep the Definitive Map and Statement (DMS) up to date and legislation sets a deadline for applicants of 2026 to register unrecorded rights of way. The process to consider an application can often be complex and time consuming and this post will help support the work relating to rise in applications that we are already seeing leading up to 2026.
7. The other proposed change is to convert the Rights of Way Diversion Officer post from a temporary to a permanent post. This post is currently a temporary post and was created to deal with extinguishment and diversion orders. The post provides an essential service to landowners, householders, developers and the general public. It is funded from income generated by the team.

Traffic Manager Team

8. The new structure for the Traffic Manager Team incorporates the existing Civil Parking Unit (CPU) and Enforcement Teams with new staff responsible for monitoring of the operation of the County Council's permit scheme. Operational delivery of day to day traffic management functions and the permit scheme operation will stay will Via East Midlands. The CPU will continue to lead on the operation of the Notts Parking Partnership.
9. In order to effectively manage the permit scheme and meet increasing expectation from partners around the operation of the Notts Parking Partnership, it is proposed to create an amended CPU & Enforcement Manager post that amalgamates some responsibilities of the current CPU & Enforcement Manager role and some from the current Principal Operations Officer.
10. It is also proposed to create two Senior Administrative Supervisors within the CPU. One will primarily undertake some of the responsibilities of the existing Principal Operations Officer as well as direct supervision of the Section Leaders. The other Supervisor post will predominantly manage front-end enforcement; the CCTV cars, bus lane cameras, contract management and direct on-street enforcement. Both posts will be as generic and as interchangeable as possible to continue the flexible working practices and to provide as much support as possible to the Manager. Two statutory compliance posts and a support officer are intended to support the Traffic Management Act and permit scheme work. The existing CPU Manager post and Principal Operations Officer post would be deleted.

Highways Contract Manager Team

11. It is proposed to delete the position Principal Officer, NCC Fleet Compliance from the Team's structure. Internal reconfiguration will also take place to assign a number of duties associated with this position to the Team's Statutory Assurance & Policy Officer. This consolidation will be achieved by extending the existing Assistant Contracts Officer position from a 0.5 FTE to a 1.0 FTE post. The post Principal Officer, Statutory Assurance will transfer from the Highways Contract Management Team into the Traffic Manager Team.

12. It is proposed to de-establish the Team's existing Contracts Officer, Clerk of Works post. This is currently a 0.6FTE position. The tasks undertaken by the Contracts Officer, Clerk of Works will be assimilated into the roles of the Principal Officer, Highways Management and Principal Officer, Capital and Special Projects.
13. The final proposed change is to add a new 0.5 FTE Assistant Contracts Officer Post to the Team's structure. The new post will provide support to the existing Assistant Contracts Officer and allow the team to continue with the assistance it provides for the rest of the Group.
14. All of the changes above are designed to continue our effective client arrangements for the delivery of highway and fleet services by Via East Midlands for Nottinghamshire County Council

Transport Development and Partnerships Team

15. It is proposed to create an additional Commercial Supervisor post to support an increasing number of transport applications for pupils with special educational needs. This post will assist the Commercial and Client engagement officers. The role will also be involved in the digital transformation of the school transport and concessionary fare application and eligibility process. The post will be a 2-year temporary post.
16. It is proposed to create a Development Officer to help deliver local bus and Community transport improvements in Nottinghamshire. This post will be responsible for building on the strong partnerships already in place with bus and community transport operators to deliver a modern, technology driven network of services to fill the gaps left by the commercial sector; whilst also working with developers to secure funding for additional bus services through the planning process to improve transport connectivity. The postholder will be responsible for the Community Transport budget and will work closely with other members of the Development and Partnership teams and Transport and Travel Services to not only respond to Planning applications, but will also be involved in the preparation of bids for National bus strategy funding and help the Community Transport sectors to lever in monies from external funding sources such as the National Lottery. The post will be a 2-year temporary post.
17. Lastly, it is proposed to create a Highways and Transport Apprentice post to work across the teams in the Highways and Transport Group. The role will be an entry level apprenticeship and day to day supervision will be undertaken by the Commercial and Client Engagement Manager within the Development and Partnerships team.
18. The current Transport Review Project Officer and the Community Transport Officer posts will be disestablished.
19. There are no changes proposed to the structures of the Flood Risk Management Team, and Transport and Travel Services Team, as part of this restructure.

Consultation

20. Following a formal, four-week consultation period with staff from the group, and with the unions, a small number of comments, suggestions and concerns were received, with overall support for the restructure. Where concerns have been raised these have been discussed with individual members of staff.
21. The current and proposed staffing arrangements for all five teams is shown in **Appendix 1**.

22. All new posts and posts with changed responsibilities arising from the new structure will be subject to job evaluation.

Reason/s for Recommendation/s

23. To enable the Highways and Transport Group to fully deliver all aspects set out in the Place Departmental Strategy and respond to changing operational demands.

Statutory and Policy Implications

24. 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

25. The purpose of this restructure is to have more effective teams working towards the Place Department Strategy within the Highways and Transport Group, rather than to make a budgetary saving. The restructure is cost neutral and contained within existing budgetary provision including income streams.

Human Resources Implications

26. The proposals have been subject to a four week formal consultation period and there is ongoing discussion with the affected staff and their union representatives about the proposed changes. The County Council's agreed enabling process will be applied in making appointments to the posts in the revised structure. Where applicable staff will be supported through the redeployment process.

RECOMMENDATION

1) That approval is given to reorganise the staffing structure of Highways and Transport Group as set out in report and **Appendix 1**.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Gary Wood, Head of Service, Highways and Transport.

Constitutional Comments (SJE 26/01/2021)

27. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for approval of the relevant departmental staffing structures has been delegated.

Financial Comments (SES 27/01/2021)

28. The financial implications are set out in paragraph 25 of the report. The purpose of this restructure is to have more effective teams working towards the Place Department Strategy within the

Highways and Transport Group, rather than to make a budgetary saving. The restructure is cost neutral and contained within existing budgetary provision including income streams.

HR Comments (JP 18/02/2021)

29. HR processes that have been followed are outlined in para 25. Grades for any new posts within the structure will be subject to the Authority's Job Evaluation policies.

Background Papers and Published Documents

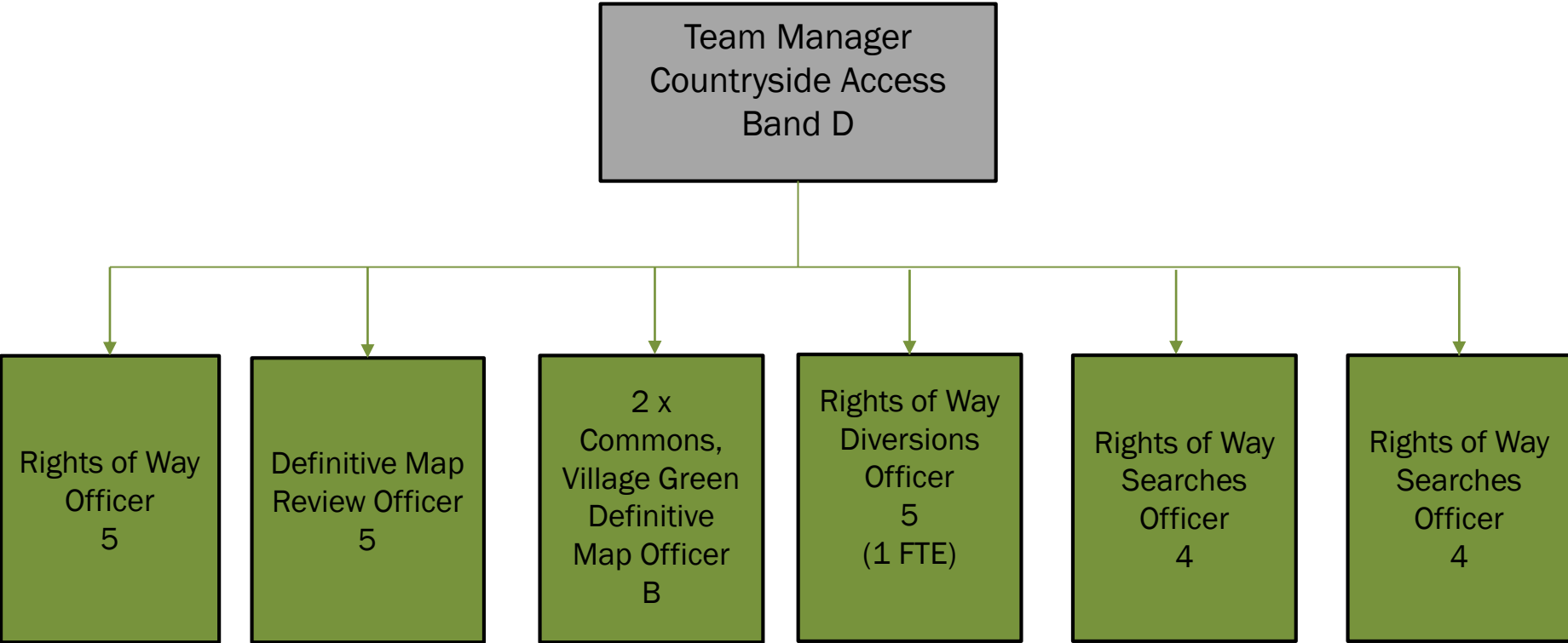
Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- None

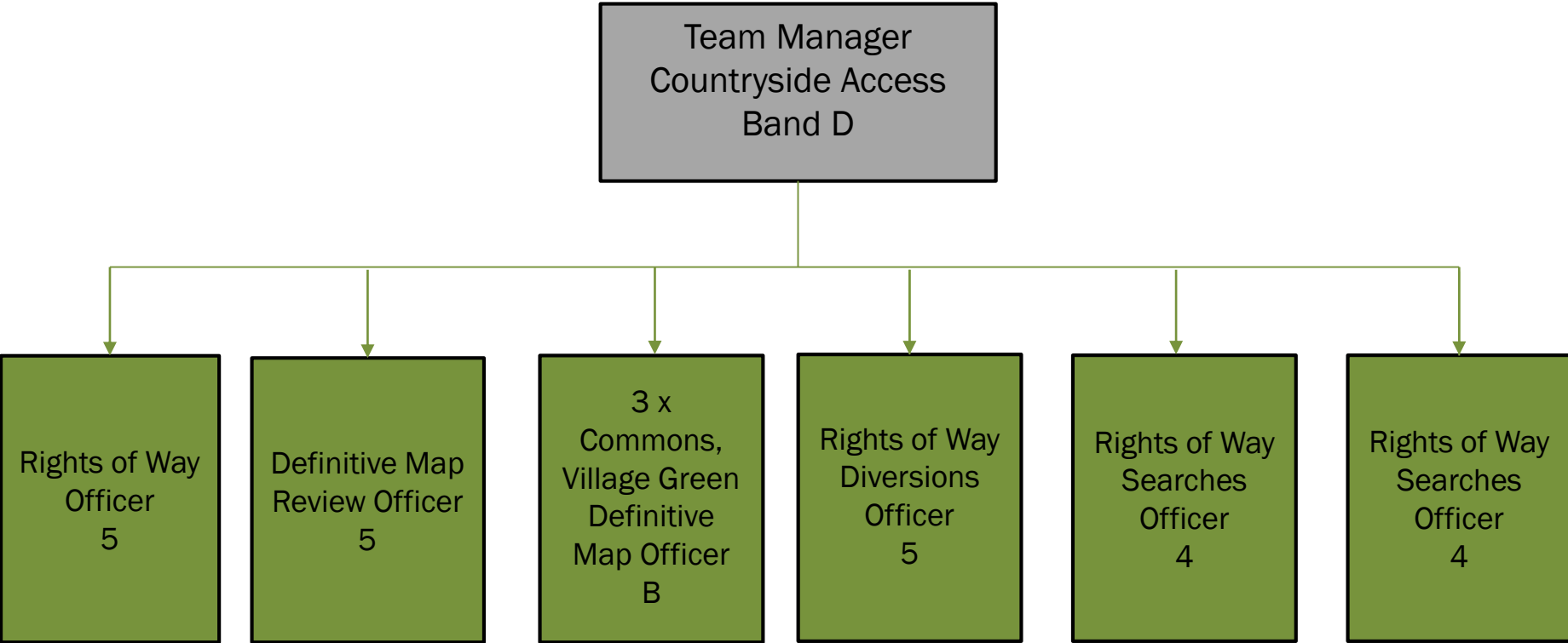
Electoral Divisions and Members Affected

- All

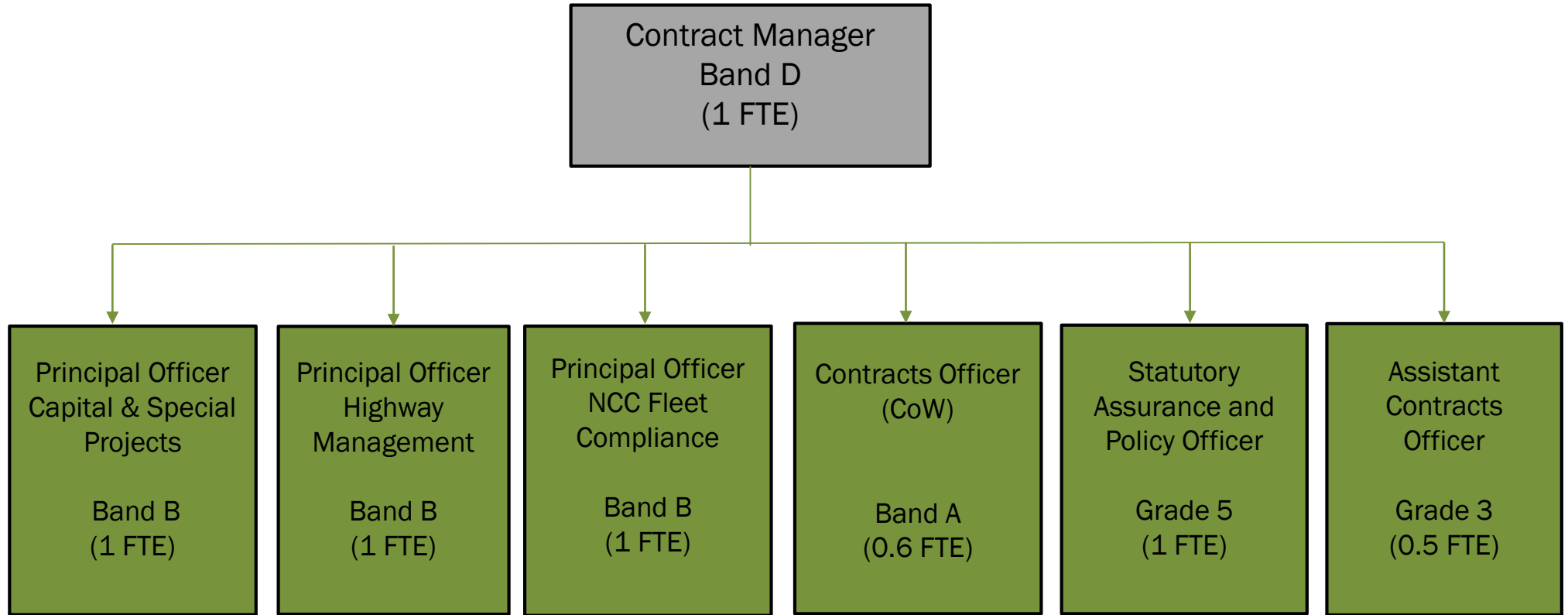
Countryside Access
Existing



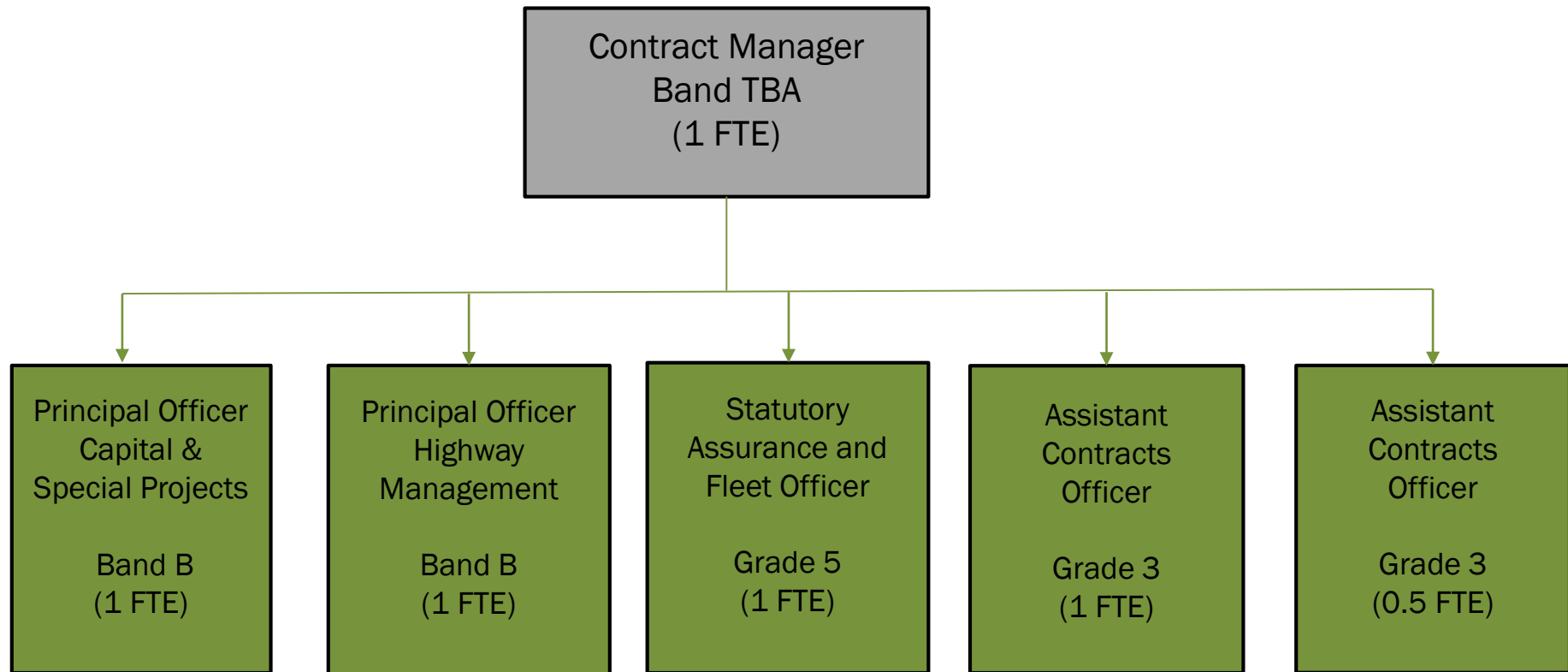
Countryside Access
Proposed



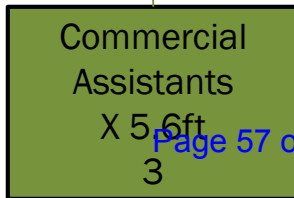
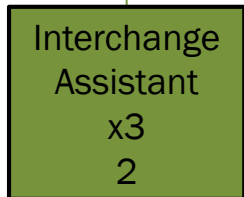
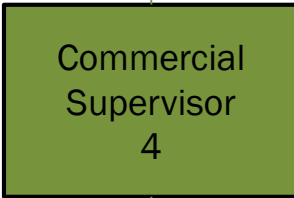
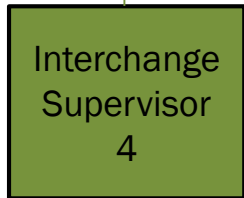
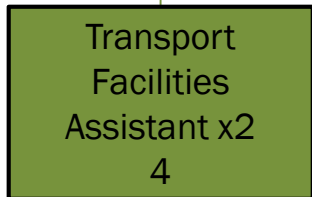
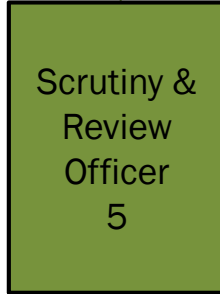
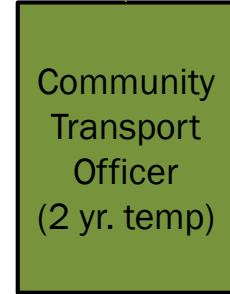
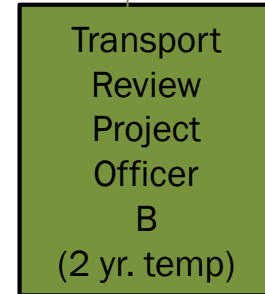
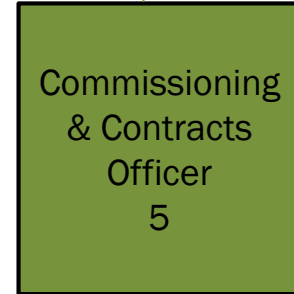
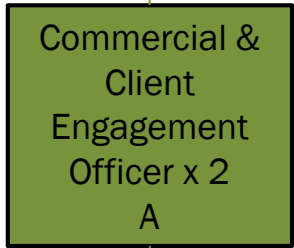
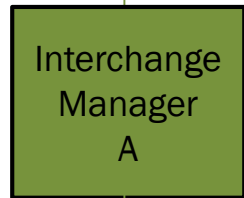
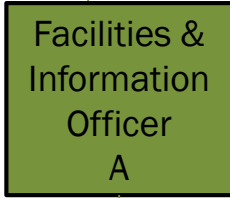
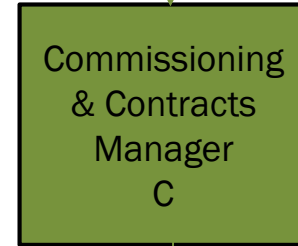
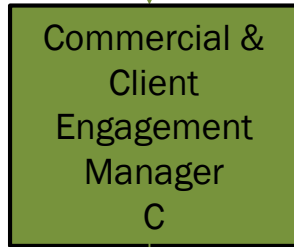
Contract Management
Existing



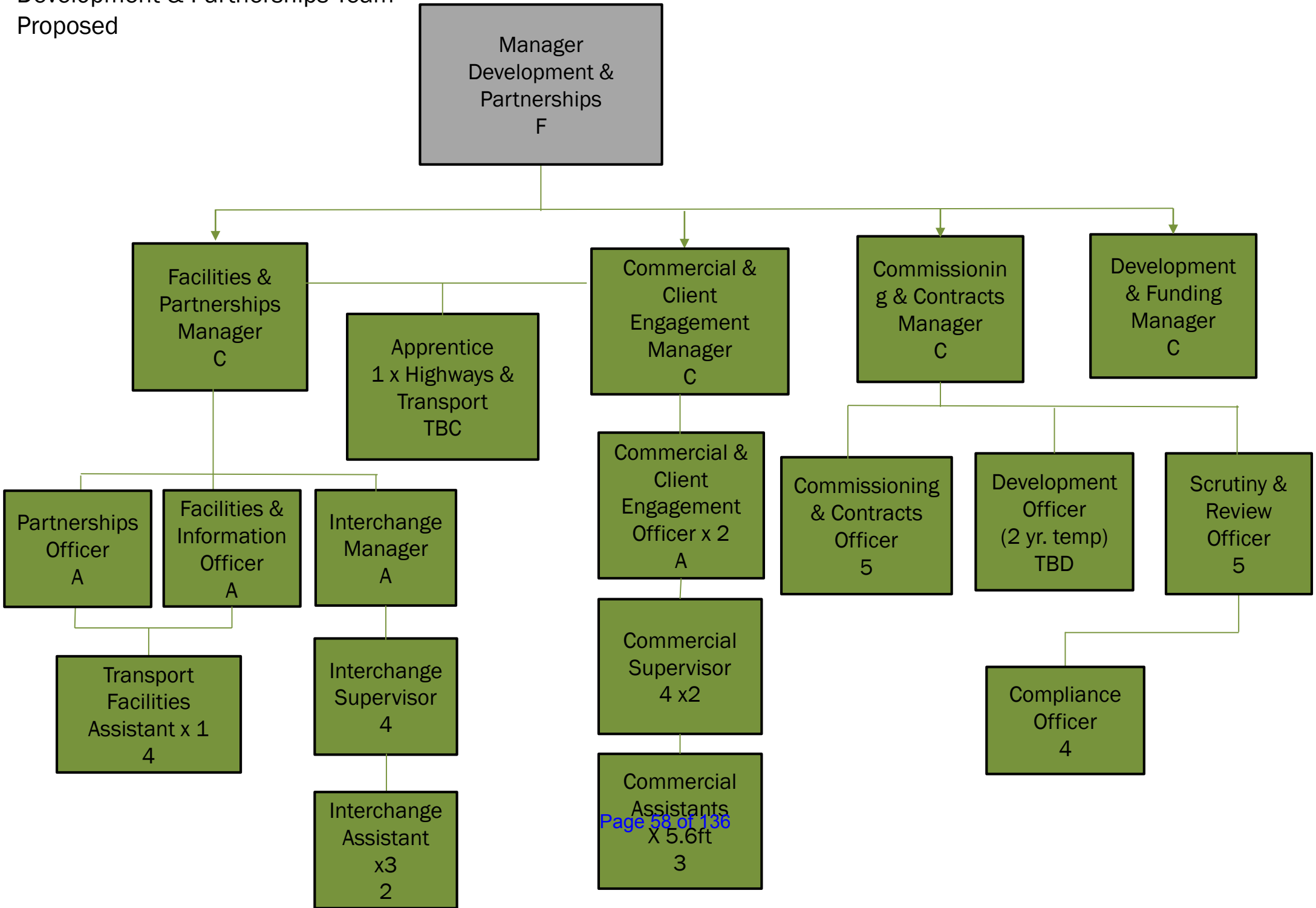
Contract Management
Proposed



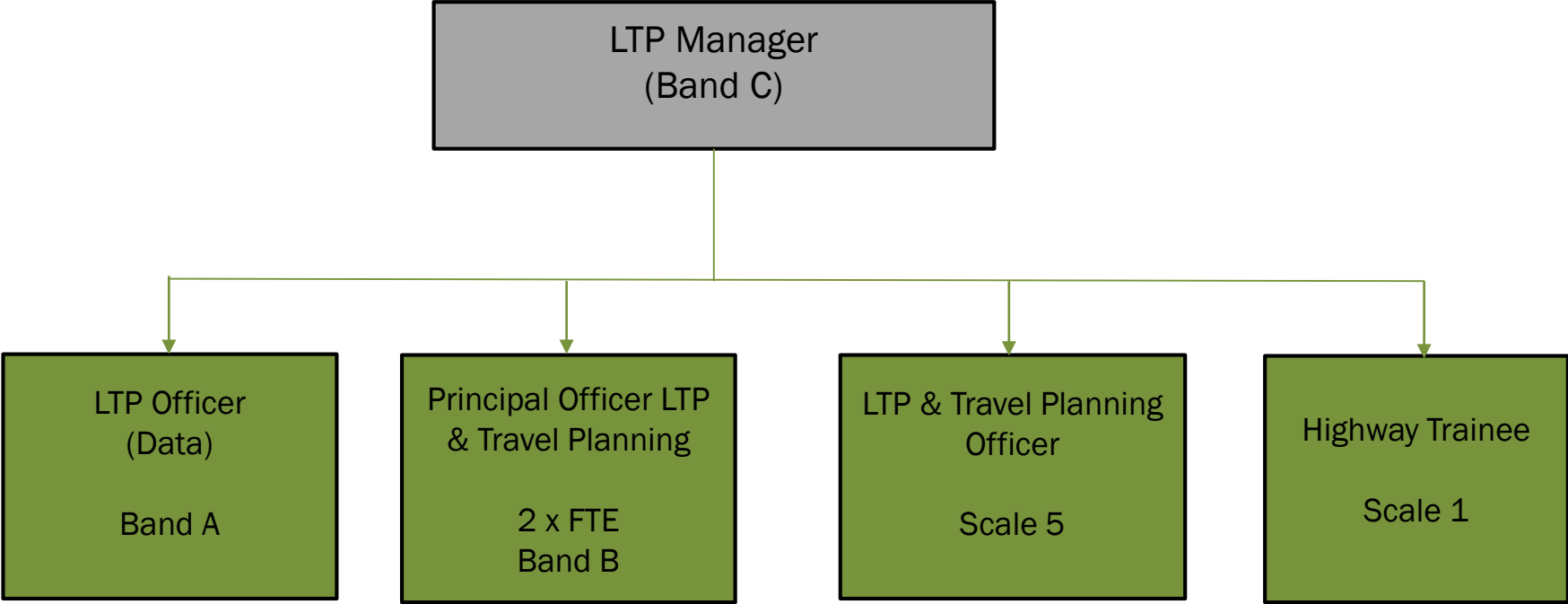
Development & Partnerships Team
Existing



Development & Partnerships Team
Proposed

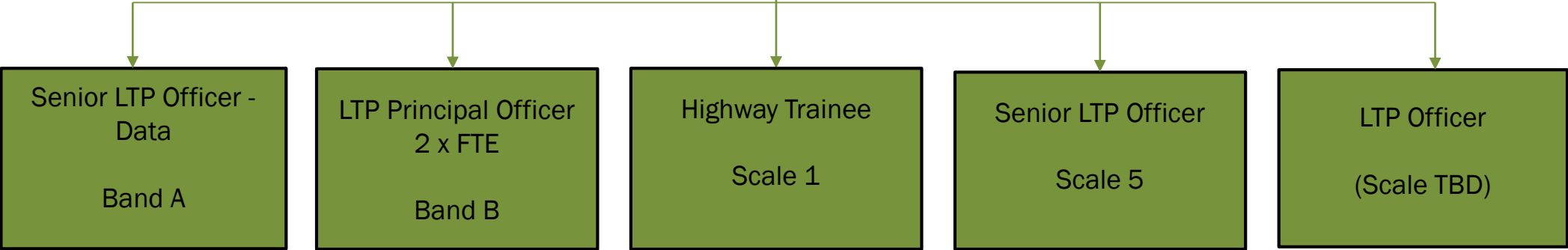


Local Transport Plans & Programme Development Team
(transferred from Planning Group to Transport & Highways Group)
Existing

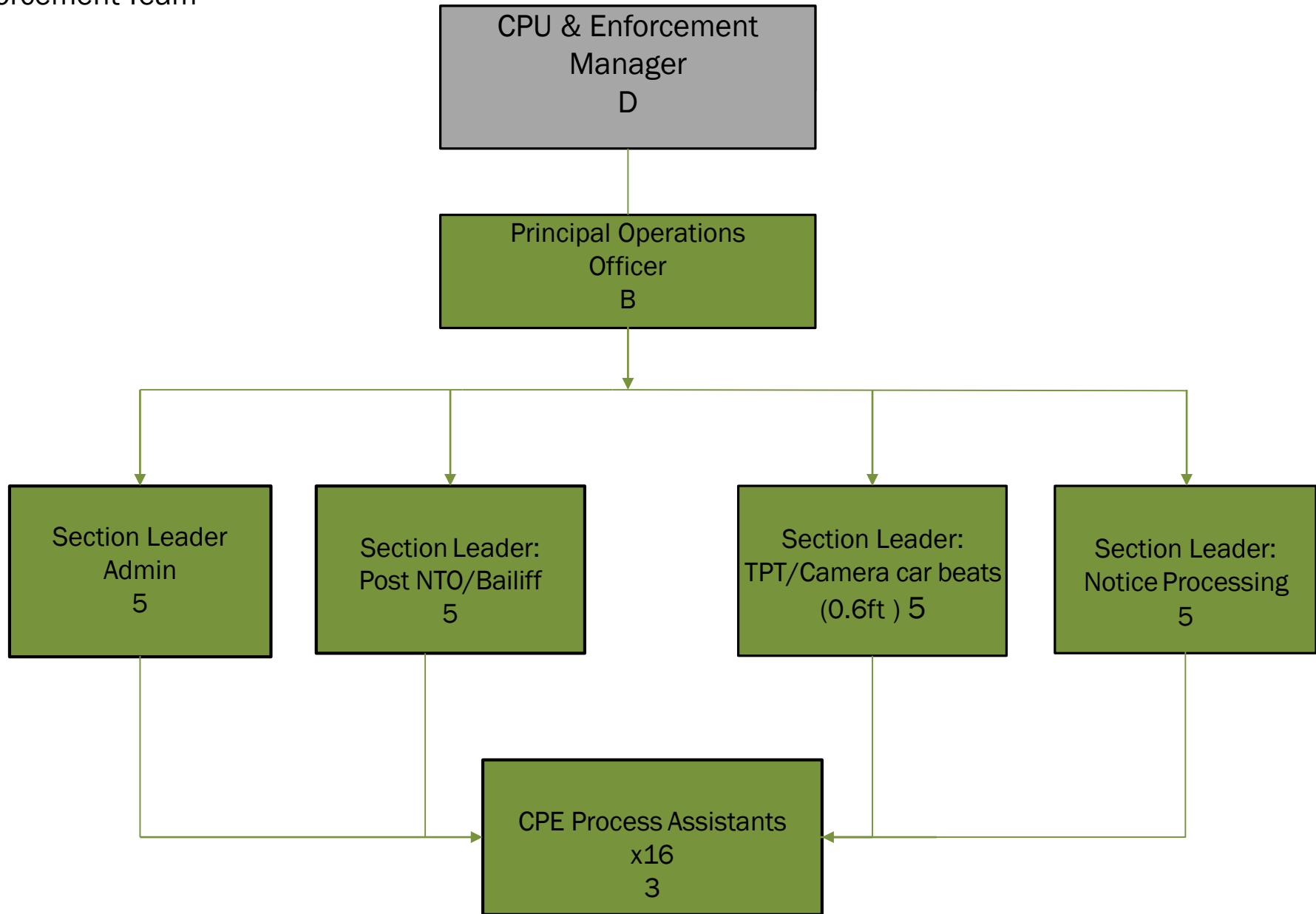


Local Transport Plans & Programme Development Team
Proposed

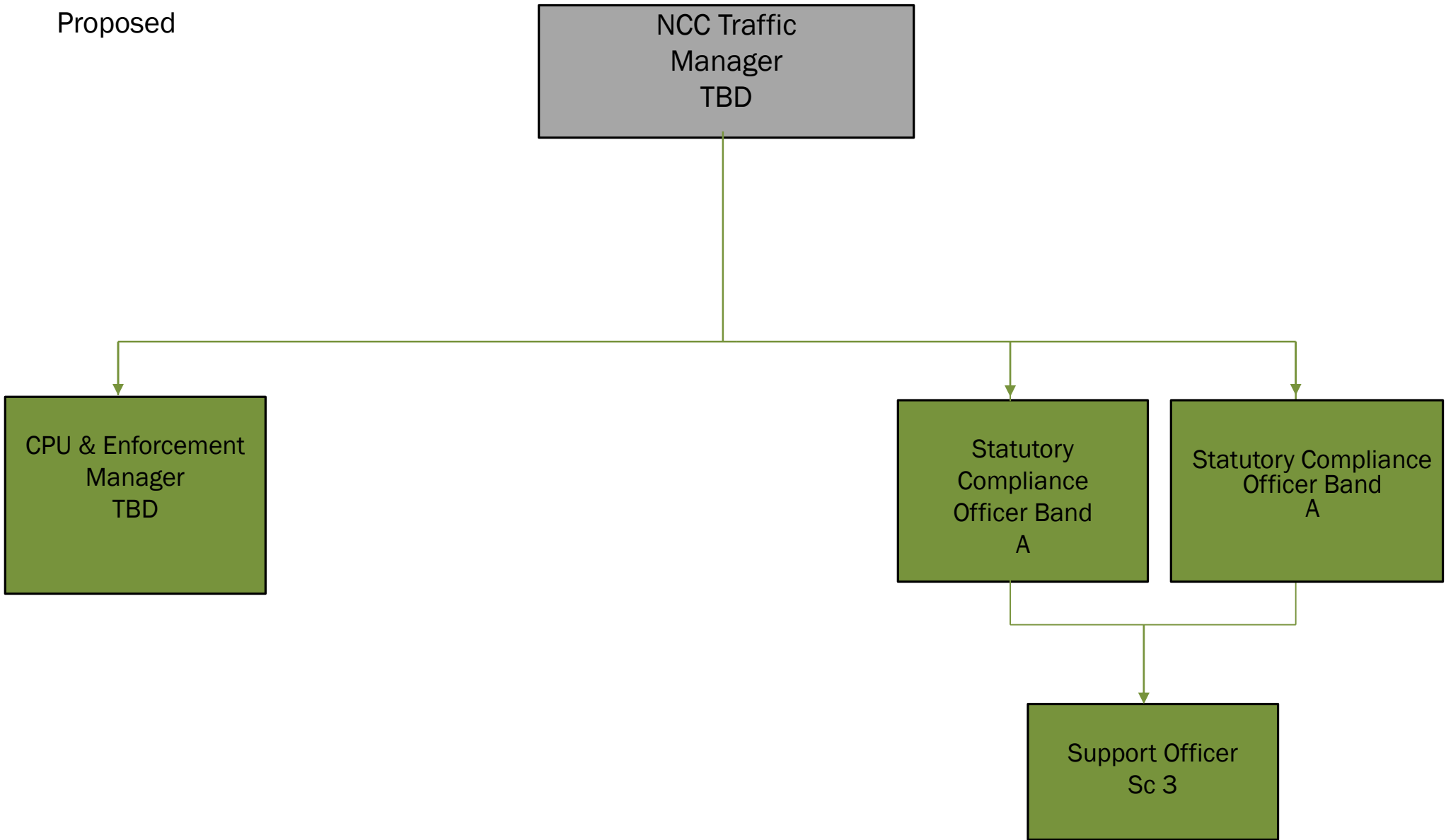
LTP & PD Manager
(Scale TBD)



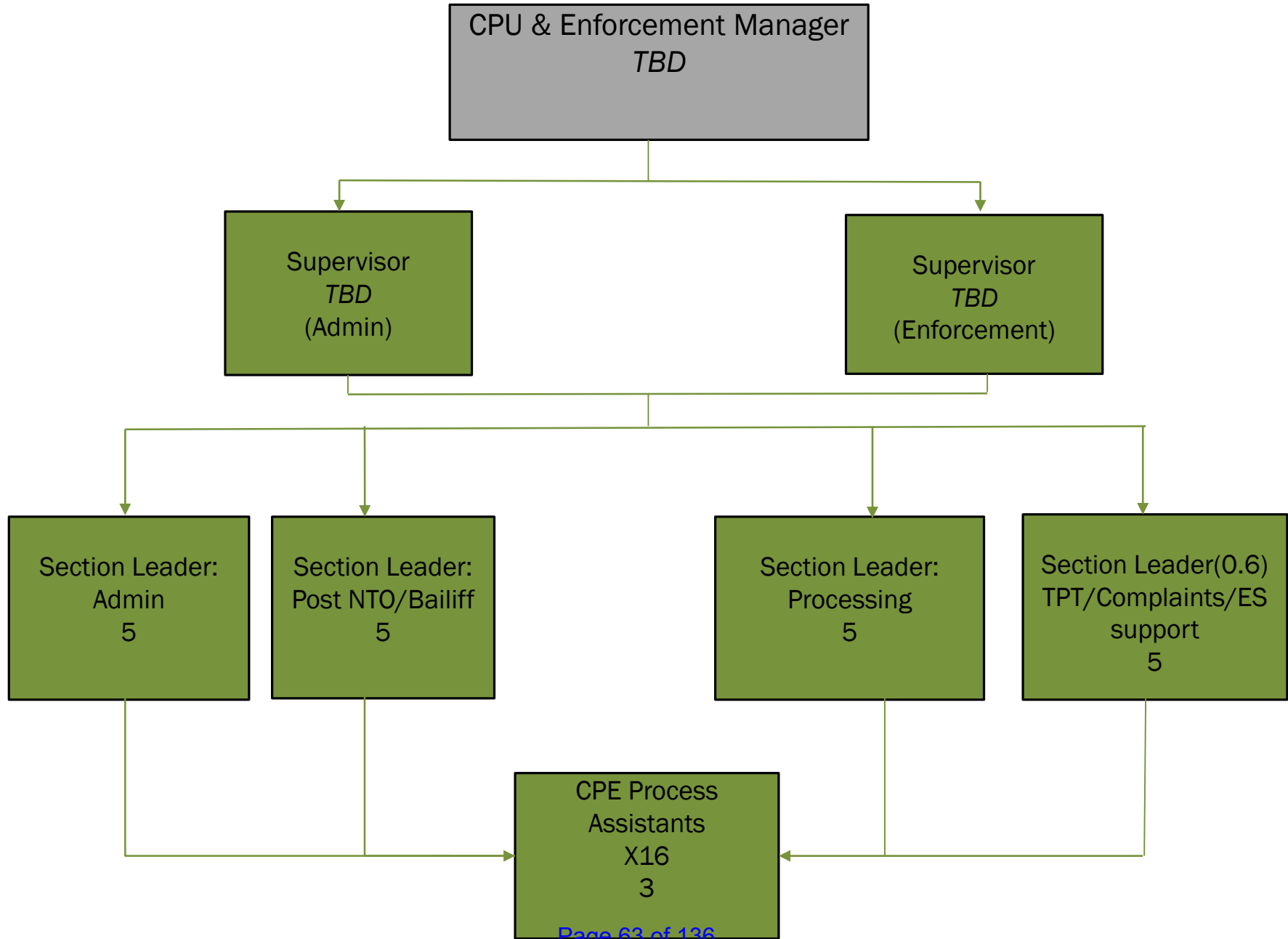
CPU & Enforcement Team
Existing



Traffic Manager
Proposed



CPU & Enforcement Team
Proposed



4 March 2021**Agenda Item:8****REPORT OF THE SERVICE DIRECTOR, INVESTMENT AND GROWTH****CONSERVATION INTERNSHIP TO SUPPORT THE WORK OF THE
NOTTINGHAMSHIRE BIODIVERSITY ACTION GROUP****Purpose of the Report**

1. To seek approval for the recruitment of a further temporary Conservation Intern to support the work of the Nottinghamshire Biodiversity Action Group.

Information

2. The County Council is a signatory to the Nottinghamshire Local Biodiversity Action Plan (LBAP) and the Conservation Team supports the work of the Nottinghamshire Biodiversity Action Group (BAG) partnership in the delivery of the actions and targets set in the LBAP. The BAG partnership was established in 1998 and consists of a variety of organisations, including voluntary, statutory and community groups, working together to conserve and enhance the natural environment of Nottinghamshire for the benefit of both wildlife and people. The Action Plan currently includes a list of 20 priority habitats and 20 priority species for Nottinghamshire, for which there are actions to help improve their conservation status. The work of the Nottinghamshire BAG partnership is coordinated by the County Council's Biodiversity Officer.
3. The BAG partnership had, for some time, recognised the need for additional resources to assist with the delivery of key aspects of the partnership's work plan. The work of the BAG partnership, including information on key habitats and species, projects and opportunities to get involved, is made available to the wider public through a website that receives hundreds of hits each month. It was identified that this needed to be moved onto a modern platform and its content updated. Similarly, the programme of updating the habitat and species action plans that are the core documents referred to in the Local Biodiversity Action Plan (LBAP) was constrained by a lack of capacity within the partner organisations.
4. In 2019, the BAG Steering Group agreed to use some of its funds to offer a paid student placement. It was anticipated that this would lead to improved capacity and progress by working closely with the partnership to update the LBAP documents and, at the same time, make them web-based and user friendly for both the partnership and the public.
5. Between July 2020 and April 2021, the County Council has hosted the first Nottinghamshire BAG student placement in the post of 'Conservation Intern'. The current Intern was appointed following a competitive recruitment and selection process, and is an undergraduate student studying Ecology and Conservation at Nottingham Trent University (Brackenhurst). The Intern

has provided additional support and capacity for the work of the Notts BAG partnership, including updating habitat and species action plans. They have also been able to make good progress in updating the Notts BAG website, as well as increasing the use of social media (Facebook and Twitter).

6. One unforeseen benefit has been that the Intern has been able to assist with the Nottinghamshire Biodiversity Opportunity Mapping Project (BOM). This important piece of work has recently been supported with additional funding from Natural England and will become the basis of the Nature Recovery Networks for Nottinghamshire.
7. The success of the placement has encouraged the BAG to seek a further placement, to ensure that the momentum is not lost. In line with the current arrangements, a new student placement would work closely with, and be managed by, the Biodiversity Officer and their work programme would be overseen by the Nottinghamshire Biodiversity Action Group Steering Group. Working within the County Council facilitates these working arrangements, in addition to giving access to specialist resources such as Geographical Information Systems (GIS).
8. The principal role of the new student placement would be to continue the work being undertaken by the current post holder in:
 - updating the NottsBAG partnership website;
 - improving the partnership's social media capability (principally though twitter and Facebook);
 - working with partners to update the suite of Habitat and Species Action Plans;
 - and, assisting with the Nottinghamshire Biodiversity Opportunity Mapping (BOM) Project.
9. The placement post provides an excellent opportunity for students to gain significant practical experience in the conservation sector, including working with a wide range of partners and specialists. It also gives them access to wider training opportunities available to all NCC staff, which will enhance their employability in the longer term.
10. It is anticipated that the placement would be made available as a temporary post of up to 10 months to students who are either studying at a Nottinghamshire-based University, or normally resident in Nottinghamshire but studying outside the county. It would be open to students who are about to graduate and students on courses that include a work placement year. This is the same route to recruitment that was successfully used for the current placement.
11. The salary and any associated costs of the placement would be entirely funded from the Nottinghamshire Biodiversity Action Group budget, which is managed on their behalf by the County Council. The Conservation Intern is a Grade 3 post, for which the starting salary is currently £19,312 per annum.
12. This student placement is currently an additional offer, separate to the wider County Council Graduate Development Programme. The potential for this to be offered as a specialist role alongside the main programme will be investigated, subject to securing a sustainable source of funding.

Other Options Considered

13. The County Council could choose not to support a further student placement. This would, however, mean that some of the priorities identified by the Nottinghamshire Biodiversity Action Group would stall, until another way of delivering these could be identified.

14. The County Council could choose to support the hosting of a further student placement by a partner organisation. This could be investigated with partners organisations, but the Steering Group has already noted that it would be desirable for the student to continue being hosted by NCC, due to the need for their work to be closely overseen by the Biodiversity Officer.

Reasons for Recommendation

15. To facilitate the work of the Nottinghamshire Biodiversity Action Group and provide a further opportunity for a student from, or studying in, Nottinghamshire to gain significant work experience within the conservation sector.

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.

Financial Implications

17. The costs of the placement would be fully met by the Nottinghamshire Biodiversity Action Group, as set out in paragraph 11.

Implications for Sustainability and the Environment

18. The Nottinghamshire Biodiversity Action Group plays an important role in protecting and enhancing the natural environment of the County, as set out in paragraph 2. The student placement position helps to provide additional capacity to support the work of the BAG.

RECOMMENDATION

- 1) That Committee approves the recruitment of a further student placement to the post of Conservation Intern on a temporary basis, for a period of up to 10 months.

Matthew Neal
Service Director, Investment and Growth

For any enquiries about this report please contact: Heather Stokes, Team Manager
Conservation

Constitutional Comments (KK 11/02/2021)

19. The proposal in this report is within the remit of the Communities and Place Committee.

Financial Comments (SES 10/02/2021)

20. The financial implications are set out in paragraph 16 of the report.

21. The costs of the placement would be fully met by the Nottinghamshire Biodiversity Action Group, as set out in paragraph 11. The salary and any associated costs of the placement

would be entirely funded from the Nottinghamshire Biodiversity Action Group budget, which is managed on their behalf by the County Council. The Conservation Intern is a Grade 3 post, for which the starting salary is currently £19,312 per annum.

HR Comment (JP 18/02/2021)

22. Recruitment to the post will be in line with the Authority's recruitment policy.

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 Divisions and Members Affected

- All



4 March 2021

Agenda Item:9

REPORT OF THE CORPORATE DIRECTOR, PLACE

GEDLING ACCESS ROAD – PROGRESS REPORT

Purpose of the Report

1. To inform the Committee of progress on the Gedling Access Road.
2. Approve the continued camera enforcement of the Stoke Lane Bus Plug.
3. To inform the Committee of the latest costs for the contract with Balfour Beatty to deliver the Gedling Access Road and the overall project position.

Information

4. The Gedling Access Road (GAR) is a new highway which will be a classified road from the B684 Mapperley Plains proceeding in a south-easterly direction for a distance of 3.8 km to its junction with the A612 at Trent Valley Road / Nottingham Road. The attached drawing GAR/NCCL01 Rev A shows the route of the GAR.
5. There has been a number of reports provided to relevant committees on the GAR for both approvals and endorsing, these are listed as background papers.
6. The primary objective of the GAR is that it will enable the sustainable redevelopment of the former Gedling Colliery / Chase Farm site and adjoining land for mixed-use purposes by providing safe and adequate access to the proposed residential, employment and community related uses envisaged for these sites.
7. The secondary objective of the GAR is that it will also provide a 'bypass' link to the east of Gedling, with the wider road network and consequently Nottingham City centre. The construction of GAR will have positive impacts to the transport network by improving connectivity of the local road network and reducing traffic flows along the A6211 Arnold Lane / Main Road corridor thereby reducing traffic congestion in Gedling village. Such roads are at present either at, or nearing, capacity and therefore provide neither a safe nor a pleasant environment for both local residents and drivers.
8. The last scheme update provided to the Communities and Place Committee was at its meeting on 5th December 2019 and provided a progress update and approved commencement of the main construction works. This report is intended to give an update of work completed since the previous report including:
 - Compulsory Purchase Order and Side Roads Order;
 - Construction Progress;
 - Stoke Lane Bus Plug;
 - Timeline;
 - Finance;
 - Community Benefit; and

- Communication

Compulsory Purchase Order and Side Road Orders

9. The Nottinghamshire County Council (B684 to A612 Link Road) A6211 Gedling Access Road Side Roads Order 2018 (SRO) and The Nottinghamshire County Council (Gedling Access Road) Compulsory Purchase Order 2018 (CPO) (the SRO and CPO together being the Orders) were made by the County Council on the 25th October 2018.
10. The Orders were confirmed in October / November 2019 and this confirmation provides the County Council the required powers to gain access and acquire land to deliver GAR, this is for a period of up to 3 years from the date of confirmation. There are a number of methods available to the County Council as acquiring authority to purchase land and gain access to land required to deliver GAR, these are as follows:
 - By agreement;
 - Following a Notice to Treat/Notice of Entry;
 - By a General Vesting Declaration (GVD); and
 - By procedures for acquiring “short tenancies” (e.g. by exercise of landlord and tenant powers once superior interest in land acquired).
11. A number of phases of General Vesting Declaration and Notice to Treat / Enter have been completed throughout 2020. In addition, where land acquisition has been secured through negotiation this has completed with all private landowners along the route. The completion of one small land interest with the Crown is underway but this is not impacting upon delivery.

Construction Progress

12. The main construction works for GAR consist of a single contract to build the new road in its entirety between the B684 Mapperley Plains proceeding in a south-easterly direction for a 3.8 km to its junction with the A612 at Trent Valley Road / Nottingham Road. Key construction works completed during 2020, include:
 - Burton Road – The junction of Burton Road and the A612 was closed in May 2021 to construct the new GAR junction. This work is substantially complete with the new permanent traffic signals now in operation. The junction was opened to traffic on 4th December 2020 – this is within the original programme.
 - Carlton le Willows Academy – As part of the construction of GAR, land was acquired from the academy and accommodation works required within the playing fields. All these works are completed and handed back to the academy. Outstanding activities are linked to landscaping features along the boundary which will be programmed during the appropriate season in 2021.
 - Walled Garden – All works required to the walled garden as part of Listed Building Consent 2020/0983 have been completed.
 - Section from Walled Garden through to Gedling Footpath No. 2 – This is the next phase of earthworks and progress was put back when compared to the original programme due to issues around obtaining the European Protected Species (EPS) licence for Great Crested Newts (GCN) from Natural England. The trapping exercise required under the licence were completed in September 2019 and earthworks in

this area including the construction of retaining walls and drainage attenuation ponds have commenced.

- The bulk earthworks from Gedling Footpath No.2 through to Mapperley Plains are completed. This includes the large cutting in the land adjacent to Lambley Lane and formation of the new embankment on the section of GAR from Mapperley Plains that runs parallel to Arnold Lane.
 - The bulk earthworks were completed utilising a day-time road closure of Lambley Lane that was in place until the end of December 2020. Lambley Lane is now closed to all traffic 24/7 to facilitate the realignment of Lambley Lane onto GAR and diversion of statutory undertakers' apparatus in this area.
 - Sections of the new road construction of GAR between Lambley Lane and the old railway cutting are completed and civils works is continuing to install drainage, kerbing etc. This is all being undertaken offline and whilst visible from key points off Arnold Lane, the Country Park has minimal impact on local communities and visitors to the area.
 - Works are ongoing at Mapperley Plains. Trees have been removed along the former highway boundary to facilitate the new junction and earthworks to raise the ground level have been completed to facilitate utility diversions and the junction construction. Through January and February, a nearside lane closure is in place as part of a new retaining wall at the junction of Mapperley Plains / Arnold Lane adjacent to the Scouts and Gas Governor.
 - The works on Mapperley Plains are highly visible and will involve various phases of temporary traffic management that is likely to cause local disruption. Work is ongoing to determine the most effective approach to this element and a communications plan put in place to keep all stakeholder informed.
13. The construction of GAR still requires a number of road closures and traffic restrictions to facilitate significant construction works at the interface with the existing public highway. All efforts will be made to ensure local residents, businesses and road users are kept informed of any work affecting them, especially if it is necessary to make changes to the anticipated programme. It is recommended that all interested parties sign up to the Emailme bulletin via www.notttinghamshire.gov.uk/GAR to keep up to date with the latest planned works and restrictions on the highway network due to the GAR construction works.
14. Significant interface works still to complete are listed below, the dates are based on an agreed programme but may be subject change as the programme develops.
- B684 Mapperley Plains on section between Clementine Drive and Arnold Lane - various types of restrictions expected until September 2021;
 - Lambley Lane (as a through route from Arnold Lane to Spring Lane) – full 24/7 road closure in place to June 2021;
 - A6211 Arnold Lane between Mapperley Plains and the first set of residential properties – full road closure required from October 2021 to January 2022;
 - Arnold Lane junction with Mapperley Plains / Plains Road / Gedling Road – various types of restrictions from October 2021 to January 2020; and

- Gedling Road between Mapperley Plains and Whitby Crescent – overnight closure required for one week in January 2022 for resurfacing works. Phasing it at the end of the project, but there are opportunities to change if required;
 - Burton Road / A612 – junction works substantially completed, short term road closures may be required in September 2021 in advance of GAR opening for surfacing works.
15. Pedestrian access along Carlton Footpath No. 2 and from the Lambley Lane Recreation Ground to Gedling Country Park is being maintained throughout the work with controls and diversions will to be in place to maintain public safety.
16. The County Council is aware that road closures will be disruptive and may cause inconvenience but is committed to ensuring that any disruption is kept to a minimum and the programme has been developed with this in mind. Any closures are considered to be the minimum length of time necessary taking into account local concerns and ensuring that the construction activities are carried out safely.

Stoke Lane Bus Plug

17. At the Communities and Place Committee on 5th March 2020 a report approved the introduction of camera enforcement of the Stoke Lane Bus Plug. This was considered necessary whilst the new GAR junction with Burton Road and A612 was under construction which required a full closure to traffic for Burton Road at this point.
18. Burton Road is now open to traffic and junction works are substantially completed with bus services resuming their normal routes. Anecdotal evidence prior to the introduction of the camera enforcement suggested that the bus gate was regularly contravened, it was reported previously that the average monthly two-way flow at the Stoke Lane Bus Plug for the first 6 months of 2019 is 466.
19. It is recommended that camera enforcement continues whilst the GAR works are under construction as future localised closures may still be required at the GAR / Burton Road junction for full commissioning of the junction and to help maintain and establish traffic routes once GAR is open. Further consideration can then be given once GAR is open to traffic as part of the requirement to review and monitor traffic patterns in the local area.

Timeline

20. Main construction works started on the GAR on 6th January 2020 and the original programme was for an 18-month period for the construction of the new road and opening of GAR in July 2021, works would then continue with the realignment on Arnold Lane and completion of the Arnold Lane / Mapperley Plains junction in November 2021. This phasing of works is required as Arnold Lane will need closing to facilitate its realignment and GAR will be used as its diversion route.
21. Construction works have continued through the Covid-19 pandemic and activities are following the latest Site Operating Procedures issued by the Construction Leadership Council to reflect the latest Government guidance. Currently, only those essential to the delivery of the construction works are permitted onsite. Phasing of construction works has been managed throughout 2020 to minimise the issues that have been encountered from the Covid-19 pandemic which has impacted on construction works, utility diversions, conveyancing, and statutory licencing requirements.

22. Whilst the project broadly has remained on programme, an assessment of the impact as a result of Covid-19 to date has been completed but it will require ongoing attention and review given the changing nature of the pandemic. A 10-week extension is currently anticipated and the latest planned completion for all of the works is 21st January 2022. However, to confirm the GAR is anticipated to be open to traffic by the end of September 2021.

Finance and Procurement

23. At the Communities and Place Committee meeting on 4th July 2019 approval was granted for the County Council to enter into Contract with Balfour Beatty to deliver the main construction works for the Gedling Access Road. Balfour Beatty were appointed through the Midlands Highways Alliance using the Medium Schemes Framework 3 (MSF3). The Contract is Option C (Target Cost) and for the process of Early Contractor Involvement (ECI) to formally commence - the Contract started on 15th July 2019. Via EM are managing the contract on behalf of the County Council.
24. At the Communities and Place Committee meeting on 5th December 2019 the target cost for the main construction works of £27.189 million was endorsed, this target cost was inclusive of fees and a contractor risk allowance of 3.5% on the Stage 2 construction works. Key items within the contractor risk allowance relate to Contract and include weather (delay due to critical activities as a result of a weather event of less than 1 in 10 year), additional maintenance works to haul roads to continue earthwork activities, sub-contractor interface etc.
25. Table 1 shows a summary of the scheme costs from 2016 that have been included in previous reports and how these compare to the agreed 2019 target costs and latest estimated final costs.
26. The latest forecast cost includes a potential additional costs of £4.779m taking into account agreed compensation events and those under review. The additional costs are partially off-set in other areas of the project budget including contingency and diversion of services.
27. The overall contingency has been reduced £1.480m to £0.329m as some of the client risk identified through the jointly developed Early Warning Register through the ECI process has been realised and now included within the latest forecast costs.
28. Good progress has been made on diversions of services during the main construction works and the latest outturn figures have reduced from £1.8m in 2019 to £1.318m, a saving of £0.482m to the overall project costs.
29. Throughout the main construction works in 2020, the project team have continued to explore value engineering options to minimise the impact on the overall project costs. To date this has generated £0.690m of savings that would have been added to the overall costs if they were not proposed, accepted and successfully implemented. Examples include:
- Pencil omission (pile foundations across former railway cutting), saving £0.457m and dealt with by surcharging and settlement monitoring; and
 - Capping / subbase reduction, saving £0.173m due to ground conditions and actual measurement achieved.

Table 1: Scheme Costs

2016 Estimated Costs (millions)	2016 Comments	2019 Costs (millions)	2019 Comments	2020 Estimated Final Costs (millions)	2020 Comments
£26.427	Construction costs (2016 prices)	£27.122	November target cost (Stage 1 and Stage 2)	£31.851	Forecast final costs
£1.581	Diversion works to services during main construction works	£1.800	Diversion works to services during main construction works, based on latest estimates from statutory undertakers'	£1.348	Diversion works to services during main construction works, based on actuals and latest estimates from statutory undertakers'
£0.273	Advanced diversion works	£0.218	Advanced diversion works already completed	£0.273	Advanced diversion works already completed
£0	Maintenance contribution not included previous	(£0.250)	Maintenance contribution for carriageway surfacing	(£0.250)	Maintenance contribution for carriageway surfacing
				£0.097	Additional footway works instructed by NCC
				(£0.012)	A46 Signage
				(£0.072)	Harworth Rising Main
				(£0.500)	Estimated construction costs related to land acquisition
£28.281	Construction Total	£28.890	Construction Total	£32.735	Construction Total
£1.755	Inflation (assumed 7.35%)	£0	Not applicable –target costs based on a January 2020 start date	£0	Not applicable target costs based on a January 2020 start date
£0.061	Advanced Works	£1.478	Advanced works substantially complete	£1.515	Advanced works substantially complete
£1.273	Contingencies (5%) on construction costs and services during construction	£1.480	Contingencies based on Early Warning Register of Client Risk developed during ECI	£0.329	Revised contingencies based on updated Early Warning Register
£0.478	Testing (2%) including ground investigation works	£0	Included in target cost	£0	Included in target costs
£2.051	Design, Project Management and Site Supervision	£2.051	Design, Project Management and Site Supervision (£0.965m to date)	£2.201	Design, Project Management and Site Supervision (£0.965m to date)
£33.899	Design and Construction Total	£33.899	Design and Construction Total	£36.780	Design and Construction Total
£7.000	Land Acquisition, Compulsory Purchase Order and costs relating to Unilateral Undertaking	£7.000	Land Acquisition, Compulsory Purchase Order and costs relating to Unilateral Undertaking	£7.000	Land Acquisition, Compulsory Purchase Order and costs relating to Unilateral Undertaking
£40.899	TOTAL PROJECT COSTS	£40.899	TOTAL PROJECT COSTS	£43.780	TOTAL PROJECT COSTS

30. Overall, the total project costs have increased by an additional £2.881m (6.9%) with the highest proportion relating to Covid-19 and its impact on costs and extending the programme. Information is very limited on the impact of Covid-19 on other similar infrastructure projects across the region and will vary depending upon individual project circumstances including whether the contract started before the Covid-19 restrictions came into effect. Anecdotal reports suggest typical cost increases of between 12 and 15%.
31. Previous estimates of £3m were provided to the County Council for the impact of Covid-19 and reported through the Corporate Leadership Team.
32. The report approved by Finance and Property Committee on 19th September 2016 detailed the financial implications for the GAR, this included information that under terms of the grant funding agreement and the full business case to D2N2 Local Enterprise Partnership the County Council, will need to accept responsibility for meeting any costs over and above the contributions in the current funding agreements.
33. The funding contributions by each development partner is as follows:
- Land and Enabling Works
 - Homes England (previously Homes and Communities Agency) - £7.17 million;
 - Construction (including design)
 - NCC Capital - £5.4 million;
 - D2N2 LEP - £10.8 million (includes £0.5m of pre-compliance funding paid 2017-18);
 - Housing Developer Keepmoat Homes - £17 million including Community Infrastructure Levy liabilities of £4.488 million via Gedling Borough Council;
 - Section 106 contributions - £0.529 million (£0.436 from Teal Close development).
 - Total: £40.899 million
34. The funding profile and drawdown mechanisms has been previously agreed and reported to the Committee. The latest profile is shown in Table 2, by year of contribution and funding stream, to reflect the current project position.

Table 2: GAR funding contributions by year from scheme partners

Income by Contributor (£000)	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/2023	Total
Nottinghamshire County Council - Allocation	20		514			4,866			5,400
Nottinghamshire County Council – Potential Additional Costs							380	2,501	2,881
Homes England		601	200	1,600	2,676	1,500	293	300	7,170
D2N2			500		3,080	7,220			10,800
Keepmoat / CIL						2,669	14,331		17,000
s106						529			529
Total	20	601	1,214	1,600	5,756	13,586	673	2,801	43,780

Community Benefit

35. As part of the contract and delivery of the GAR there are a number of elements being brought together that are intended to add value and benefit to the local community. This includes an Employment and Skills Plan (ESP), Social Value and Considerate Constructors Scheme.
36. For the project, an ESP has been produced by the team using the template from the *Construction Skills*, to support local employment and skills development. It contains a series of industry approved benchmarks, set against key performance indicators (KPIs or employment and skills areas) to make sure opportunities are created for all members of the community and the existing construction workforce.
37. In addition, social value is not just about employment and through the contract Balfour Beatty are expected to deliver local economic growth, this may be achieved by using local labour and local supply chain to ensure that money is put back into the local economy. Other elements may include the environmental legacy following completion and improvements to community wellbeing. This will be captured through an assessment completed at the end of the project.
38. Despite Covid-19 which has presented extreme challenges, the project team have been making efforts to continue with its social value plan and achieve targets set out in the Employment Skills Plan. This has included looking at new ways to engage with people through virtual meetings. Key achievements have included:
- **Leave Live event** – A virtual broadcast that reached 4,766 students in the Nottinghamshire, Derby, Mansfield, Loughborough and Leicester areas. This included 15 volunteers from Balfour Beatty, Arc Partnership, Via EM, Gleeds and NCC who took part in filming of both their personal stories and filming activity on the GAR and Top Wighay Farm sites. There has also been over 850 views of the broadcast on demand and the aim of the event was to inspire the next generation of construction professionals in the East Midlands. Feedback has been very positive and another event was held on 9th February 2021.
 - **1 Social Enterprise Engaged** – *Positively Empowered people which is a* Gedling based non-profit organisation who provide Mental Health & Wellbeing programs. They will be delivering a bespoke programme for site employees which will not only be a significant investment for the social enterprise but a great support for staff.
 - **5,836 potential Students Reached through Careers Events** - All students have been reached within Nottinghamshire with 11 events having been organised and attended since the project began.
 - **4 Volunteering Activities**
 - **Over 1000 Volunteering Hours Completed** – With 3rd Woodthorpe Scout Group, Hilltop Nurseries, Burton Road Litter Picking and Arnold Foodbank
 - **£885 Funds raised for charities**
 - **Employment & Skills Group** - Committed to 6 Work Experience Placements with 40 hours dedicated to mentoring circle support group
 - **3 Graduates completing qualifications on Contract**
 - **6 Awareness Courses Delivered to Contract Staff** (Mental Health, Prostate Cancer, Breast Cancer, Save the Children)
 - **1 Completed Work Experience Placement** – with more on site learning planned for Via EM trainees and apprentices.
 - **19 Local directly Employed Staff** – within Nottinghamshire area

39. The GAR project is also registered with the Considerate Constructors Scheme (CCS) and shall be in compliance with the Scheme's *Code of Considerate Practice*. The CCS score is a core measure within the toolkit as it helps to determine the impact of the project in the community and how well this is managed. Two CCS inspections have been carried out since work commenced, at the last one in November 2020, the site scored 42 out of 50. This is considered a score of excellence by scoring at least 8 out of 9 in each of the following five sections of the Scheme's *Code of Considerate Practice*, these are:

- Care about Appearance
- Respect the Community
- Protect the Environment
- Secure everyone's Safety
- Value their Workforce

40. The CCS scheme is nationally recognised and brings great value and credibility within the construction industry, the collective effort of all parties' commitment is a testament to the quality delivery being applied across the project.

Communications

41. Overall, communications have been well received. Regular updates are provided through Nottinghamshire County and the team are proactive in producing monthly updates through the County Council's Emailme bulletin service. This includes monthly fly-throughs of drone footage that have had positive feedback enabling people to understand and appreciate the works being undertaken. Once again, the collective commitment of all partners is assisting in the delivery of the project.

Other Options Considered

42. There have been numerous options surrounding the alignment and route details which have been considered through the design and planning process. A collaborative approach has been taken to the project and key partners have met regularly throughout the planning process and this has been formalised into revised governance arrangements for the Gedling Housing Zone delivery. Extensive consultation has been undertaken on the GAR.

43. The detail in each legal agreement has been through various iterations as a result of ongoing negotiations and is designed to reflect the interdependencies between the projects and meet the needs of all parties, whilst meeting all relevant financial and legal requirements. For NCC this has been done to protect the authority and minimise risk through pre-requisites that have to be met and link with key milestones to provide project assurance as the project develops.

44. Alternative methods of construction have been considered to avoid overlapping road closures and minimise durations of any closures, however alternatives still require the same closure periods but would add to the overall construction period and costs.

Reasons for Recommendations

45. The GAR will enable a key development site to be realised and unlock much needed development land. The former Gedling Colliery / Chase Farm site was identified as an area of future housing development in the Aligned Core Strategy (ACS), as it is a key strategic site on the urban edge of Nottingham and viewed as a priority for GBC, referenced within the Gedling Local Development Plan 2018. The site has a status of strategic location.

46. The delivery of GAR will also complete the long-awaited bypass of Gedling village and achieve strategic transport objectives in keeping with the third Nottinghamshire Local Transport Plan (2011-2026).

Statutory and Policy Implications

47. 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.

Finance Implications

48. Financial implications are discussed within the main body of the report in paragraphs 23 to 35 and the delivery of both the GAR and former Gedling Colliery development are linked as a result of the complex funding arrangements as previously reported.

49. NCC have ensured that all conditionality aspects are addressed before substantial liability under construction contracts is triggered. The Secretary of State of Transport has confirmed the Orders and in doing so is satisfied that the GAR scheme is fully funded.

50. Details of the risk of a shortfall and the need to be underwritten by the County Council were also included and approved in the Finance and Property Committee meeting on 24th March 2014.

51. Internal governance arrangements are in place to monitor construction and cost progress and further reports will be brought to the relevant Committees on a regular basis.

RECOMMENDATIONS

It is **RECOMMENDED** that Committee:

- 1) Consider whether there are any actions they require in relation to the update on the current progress of the Gedling Access Road scheme;
- 2) Approve the continued camera enforcement of the Bus Plug on Stoke Lane;
- 3) Resolve that a report on the latest cost for the construction works for the Gedling Access Road be taken to the next available Finance & Major Contracts Committee.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Mike Barnett, Tel: 0115 977 3118

Constitutional Comments (SJE – 03/02/2021)

52. Finance & Major Contracts Management Committee is the appropriate body to consider any issues which relate to the strategic management and overview of a Council contract of major significance. Communities & Place Committee is the appropriate body to

consider the other aspects contained within this report. If Committee resolves that any actions are required, it must be satisfied that such actions are within the Committee's Terms of Reference.

Financial Comments (GB 23/02/2021)

53. The Gedling Access Road budget is approved in the Communities and Place capital programme with an overall value of £40.899m. Paragraphs 33 to 34 of this report set out the latest funding position and income streams that make up the total budget available. Based on the estimated forecast costs, additional costs have increased by £2.881m to taking the overall value to £43.780m. It is currently proposed that the additional costs are funded from within the existing Communities and Place capital programme.
54. D2N2 have confirmed there is no alternative funding for this programme at the present time. There may be opportunities after the Spring budget is given. The County Council continue to have strong support from our funding partners and will engage them to identify additional funding options over the Summer.
55. As part of the Full Business Case, previous approvals confirmed the requirement for the County Council to underwrite additional increases in project costs. A future report by Finance & Major Projects Committee will consider the cost increases and approve any changes to the budget book.

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.

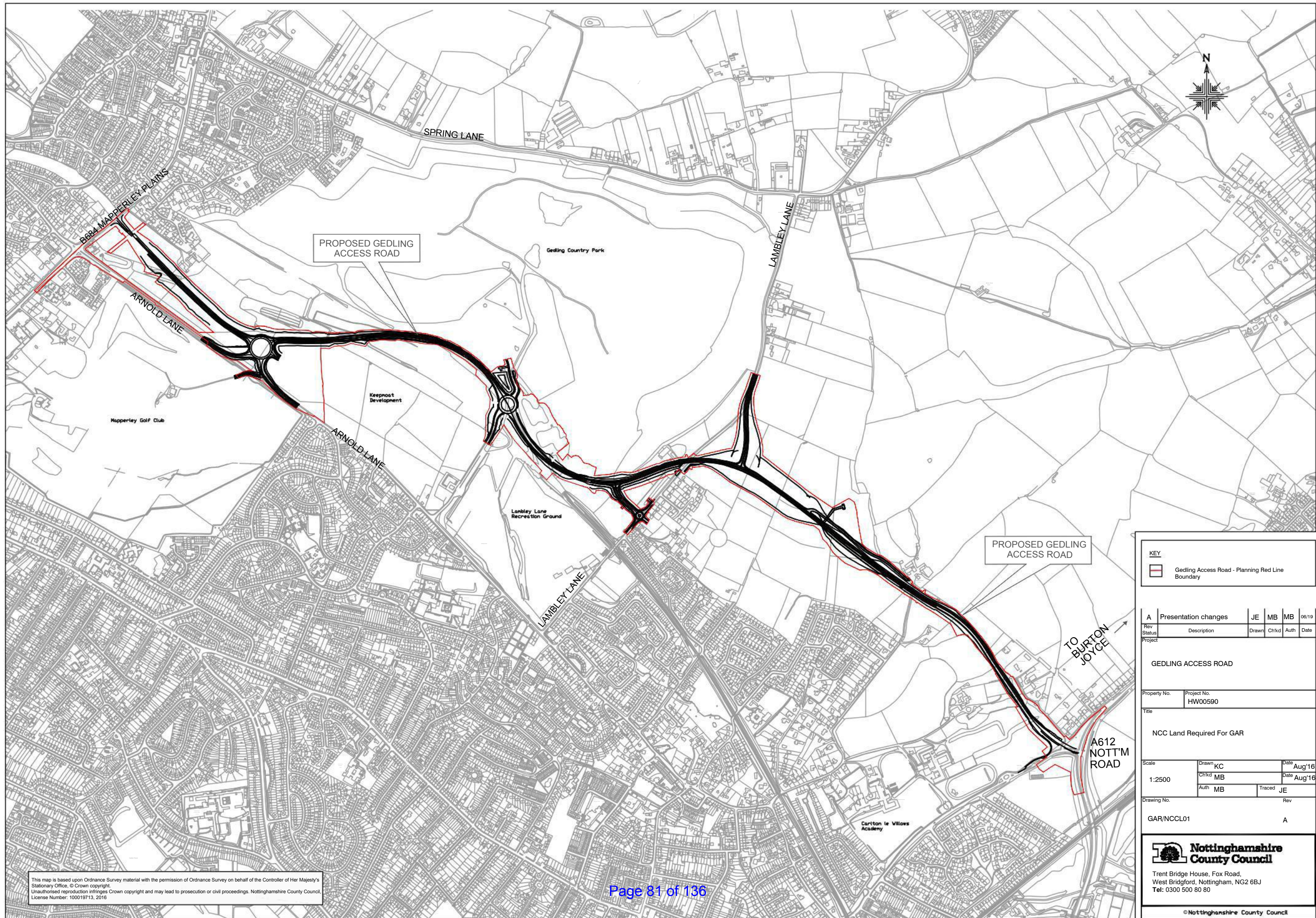
- Communities and Place Committee Report dated 5 March 2019
Camera Enforcement – Stoke Lane Bus Plug
- Communities and Place Committee Report dated 5 December 2019
Gedling Access Road – Progress Report
- Communities and Place Committee Report dated 4 July 2019
Gedling Access Road – Update Report
- The Nottinghamshire County Council (B684 to A612 Link Road) A6211 Gedling Access Road (Side Roads) Order 2018 and The Nottinghamshire County Council (Gedling Access Road) Compulsory Purchase Order 2018 – Available at:
www.nottinghamshire.gov.uk/GAR
- Finance and Major Projects Committee Report dated 14 February 2019
Gedling Access Road – Update Report
- Communities and Place Committee Reported dated 8 March 2018 – Scheme Update
- Transport and Highways Committee Report dated 16 March 2017
Gedling Access Road – Scheme Update, Compulsory Purchase Orders and Side Roads Orders
- Finance and Property Committee Report dated 19 September 2016
Gedling Access Road - Scheme Update and Funding Agreement
- Transport and Highways Committee Report dated 21 September 2016
Gedling Access Road – Scheme Update, Compulsory Purchase Orders and Side Roads Orders
- Greater Nottingham (Broxtowe Borough, Gedling Borough, Nottingham City) – Aligned Core Strategies Part 1 Local Plan – Adopted September 2014
- Finance and Property Committee Report dated 24 March 2014

Gedling Access Road, Scheme Development and Funding Agreements

- Report to County Council dated 27 February 2014
Capital Programme 2014/15 to 2017/18
- D2N2 Local Growth Fund – Local Assurance Framework – Available at:
http://www.d2n2lep.org/write/Local_Assurance_Framework_final_version.pdf

Electoral Divisions and Members Affected

- | | |
|----------------|---|
| • Arnold North | Councillors Pauline Allan and Michael Payne |
| • Arnold South | Councillors John Clarke and Muriel Weisz |
| • Carlton East | Councillors Nicki Brooks |
| • Carlton West | Councillors Errol Henry and Jim Creamer |
| • Calverton | Councillor Boyd Elliott |
| • Newstead | Councillor Christopher Barnfather |



PROPOSED GEDLING ACCESS ROAD

PROPOSED GEDLING ACCESS ROAD

KEY

	Gedling Access Road - Planning Red Line Boundary
--	--

A	Presentation changes	JE	MB	MB	06/19
Rev	Description	Drawn	Chkd	Auth	Date

GEDLING ACCESS ROAD

Property No. HW00590

NCC Land Required For GAR

Scale	1:2500	Drawn	KC	Date	Aug'16
		Chkd	MB	Date	Aug'16
		Auth	MB	Traced	JE

Drawing No. GAR/NCCL01



Trent Bridge House, Fox Road,
West Bridgford, Nottingham, NG2 6BJ
Tel: 0300 500 80 80

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4 March 2021**Agenda Item:10****REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES****UPDATE ON KEY TRADING STANDARDS AND COMMUNITIES MATTERS****Purpose of the Report**

1. To update the Committee on key Trading Standards and Communities matters, including the role the Service continues to play in the County Council's response to the Covid-19 emergency.
2. To seek approval for the continuation of temporary agency CONTAIN Programme Manager and Programme Support Officer roles.
3. To seek approval for the Pricing Structure and the Food and Feed Enforcement Plan for 2021-22.

Information**TRADING STANDARDS**

4. **The Health Protection (Coronavirus, Restrictions) (All Tiers) (England) Regulations 2020 and The Health Protection (Coronavirus, Restrictions) (No. 3) and (All Tiers) (England) (Amendment) Regulations 2021.**
5. The first set of Regulations came into force on 2nd December 2020 and were then amended, bringing the second set of Regulations into force on 6th January, with "Lockdown 3". This third lockdown has allowed certain businesses to offer a "click and collect" service only and the hospitality industry has had to close, in terms of sales of alcohol on and off the premises.
6. Officers have been advising businesses about their closure restrictions and if necessary have been making on site visits to advise. Work has been undertaken with partners, such as Nottinghamshire Police and Environmental Health Services to ensure that enforcement is consistent across the County.
7. Results of enforcement actions and enquiries are still being fed back to the Office of Product Safety and Standards (OPSS) for forwarding to the Ministry of Housing Communities and Local Government (MHCLG) and the Cabinet Office.
8. No current directions are in place, forcing a business to close if it was allowed to remain open or if it was not following current legislation in relation to safe working practices.

9. Police were called to disperse a gathering on Christmas Eve in relation to drinking on Central Avenue, West Bridgford. This was not in relation to Zinc Bar, which had been the subject of a previous direction under Health Protection (Coronavirus, Restrictions) legislation.
10. Also on 2nd and 3rd January allegations of drinking in the same street were made but when an EHO checked the bars, no bars were open. The bars were informed about the new lockdown restrictions coming into force in early January and since this time, bars have been closed in relation to the sale of alcohol.
11. Zinc bar was deemed to be compliant with the Covid restrictions before it shut in early January and complaints against the premises are being monitored by the Police and Environmental Health.
12. **Covid-19: animals** – a question was raised at the January committee about the transmission of Covid-19 by mink and other animals. According to an article by the BBC on 9th November 2020, it would seem, that although mink kept in large numbers on mink farms in Denmark have caught the virus from infected workers, in a small number of cases, the virus has then “spilled back” from mink to humans, picking up genetic changes on the way. This has led to concerns that the present vaccine being offered to humans may not work as well as it should do.
13. The gov.uk website states: *Animals with coronavirus. It is rare for an animal to contract coronavirus and they many show only mild clinical signs and recover within a few days. Limited evidence available at present suggests that coronavirus:*
 - *may pass from infected humans to certain pets such as dogs, cats and ferrets following close contact*
 - *does not easily pass between cats or most other pets, but this cannot be ruled out*
 - *may pass between ferrets and humans based on the evidence from mink infections*
14. Link to the Government website: <https://www.gov.uk/guidance/coronavirus-covid-19-advice-for-people-with-animals>
15. **Covid-19 scams prevention work** – a number of methods have been employed over recent months to convey targeted Covid-19 scams prevention messages:
 - Leaflets delivered across the county to residents receiving meals from County Enterprise Foods.
 - Neighbourhood Alert messages.
 - The NCC home page has been updated, to include a specific webpage with prevention advice in relation to Covid-19 scams.
 - We have shared information on the National Trading Standards Business Against Scams, which was launched in response to Covid-19 and have continued to encourage residents to become a Friend Against Scams.
 - On the Nottinghamshire Coronavirus Community Support Hub webpage, information has been provided to residents on using volunteer’s safely, this also includes prevention advice on keeping themselves safe from scams and doorstep crime.
 - Within the training pack that has been sent out to individuals and groups that have volunteered with the Hub, information is provided within the training pack on the prevention of scams and doorstep crime in order to increase awareness.

- A letter was sent to all residents in Nottinghamshire who were shielding, informing them of the support that was available to them through the Nottinghamshire Coronavirus Community Support Hub. The letter also contained advice on scams and doorstep crime, particularly in relation to Covid-19.
- A partnership media campaign has recently taken place; this covered phone scams, but also provided advice on the prevention of Covid-19 scams.
- Officers are currently working with the NHS Nottingham and Nottinghamshire CCG on a communication plan of publishing information around the vaccine scams that have been circulating nationally.
- Officers are currently developing a SharePoint page that will host prevention advice on scams, including Covid-19 scams that can be referred to by other members of staff across the County Council, particularly aimed at those working with vulnerable adults.

16. **Nottinghamshire CONTAIN Programme Manager and Programme Support Officers – .**
A report went to the 11th January 2021 Adult Social Care and Public Health Committee to obtain formal approval for the £6.6m Nottinghamshire Contain Outbreak Management Fund .

17. One aspect of the funding programme relates to increasing Covid-19 enforcement capacity and consistency across the county. This includes funding for the temporary appointment of:

- Programme Manager to oversee the development of a co-ordinated “Contain” enforcement approach across the Local Resilience Forum
- Up to three Programme Support Officers to work with the Programme Manager across each community safety partnership area as required.

18. It was agreed these would be County Council led appointments embedded in the Community Safety Partnerships. The Programme Manager will report to the Group Manager Trading Standards and Communities.

19. Managers acted swiftly to appoint the Programme Manager, via Reed Talent Solutions, and they were in post from 11th January 2021. Recruitment processes for the Programme Officer roles are ongoing. This report seeks approval to extend the temporary agency contracts beyond the initial 3 months period as necessary within the confines of the allocated £200k funding for the roles.

20. The CONTAIN fund also makes provision for £200k funding to support County Council staff and network costs to work with District and Borough Council colleagues to support the delivery of a programme of proactive and reactive telephone and physical visits to target business premises to assess and secure Covid-19 compliance. £50k of this funding will be used to fund Trading Standards Officer capacity to undertake this work so that key Trading Standards statutory duties are also maintained.

21. **Market Surveillance: Face coverings and hand sanitiser –** Stage 3 of the Service’s market surveillance project took place in December with officers visiting smaller high streets in all of the districts. A total of 64 visits were made with 330 products seized and over 3,600 items removed from sale. Officers identified the following non-compliance issues:

1. Misleading claims on the packaging that they were protective but had no details of the relevant standard to support the claim
2. Hand sanitisers with child appealing packaging
3. No EU address present on the labelling of hand sanitisers or face coverings.

22. National chain stores have been identified during this phase of the project and the issues have been brought up with the Primary Authority/Home Authority for the store. The issues with the child appealing hand sanitisers on sale have been referred to the Office of Product Safety and Standards (OPSS) for their comments as to whether they breach current legislation.
23. **Pricing Structure for Services for 2021-22** – the Service provides a range of paid for services to businesses, other local authorities and government agencies and the Authority has the discretion to set charges for these services.
24. At the 10 January 2017 Community Safety Committee approval was given to adopt a flexible and market based charging approach to act in a more commercial and flexible manner. The committee approved moving away from an hourly charge model to a more customer focused pricing structure. The approval allowed product specific flexible pricing and the scope to make attractive price offers to businesses based on relevant market conditions. Given its continuing success it is proposed that the same model as last year is used for all fees and charges from 1 April 2021 applying the following principles:
- The maximum average hourly charge should never exceed the Full Cost Recovery rate.
 - Pricing models can include, but are not restricted to: hourly rate; day rate; project cost or specific activity cost.
 - Charges for one-off projects for other external enforcement bodies should continue to be agreed by the Group Manager Trading Standards & Communities on a case by case basis.
 - Any fee agreed should not be below a rate equivalent to full cost recovery of the direct staff time spent delivering the activity.
25. **Support to Businesses** – The Commercial Services team continues to provide support to Primary Authority businesses to meet the continually evolving challenges that Covid-19 brings to the trading environment. The team is also providing advice and support to businesses in relation to legislative changes resulting from the impact of the EU Exit.
26. **Income Update** – Trading Standards has an income generation target of £729k for 2020/21. At the time of writing the current cumulative level of income is £405k. During this financial year to date the Service's commercial services activities have been heavily impacted by the impact of Covid-19 and lockdown on the UK business sector. As a result, at the time of writing, the Service is currently forecasting a year end income achievement of £562K against the £729k target. This latest forecast is however greatly improved from forecasts earlier in the financial year when the predicted shortfall in income against the £729k target exceeded £300k. Managers continue to explore all opportunities to secure additional external funding to support the work done by the Service.
27. **Preventing Fraud Against The Vulnerable** – Officers assisted an elderly Gedling resident, who appeared to have been the victim of a catalogue scam. Officers worked with partner agencies to secure a refund of all the money that had been taken from their account and provided advice to protect the resident against future incidents.
28. Assistance was provided to a resident who had lost thousands of pounds to a telephone scam. Support was provided to enable the resident to receive a full refund via their bank's complaint process and advice given regarding steps to take to avoid falling victim to future scams.
29. On 22nd January 2021 Officers from both Nottinghamshire and Nottingham City are hosting a partnership scams awareness session for TuVida, a charity that provides support for both

carers and adults that are receiving care. This will cover general scam awareness, as well as Covid-19 specific scams.

30. **Environmental Weight Restrictions (EWRs)** – Work continues to enforce the County’s EWRs, on behalf of Highways colleagues, to tackle the problems caused by heavy goods vehicles using inappropriate routes in the county. Forty operations have taken place so far and 518 Community Lorry Watch reports have been processed since 1st April 2020.
31. **Controlling Animal Disease – Avian Influenza** – The United Kingdom is currently under new housing measures, which came into force on 14 December 2020, which mean that is now a legal requirement for all bird keepers to keep their birds indoors and to follow strict biosecurity measures in order to limit the spread of and eradicate avian influenza. This is to ensure that wild birds do not mix with birds that are held in domestic/commercial premises.
32. Public health advice is that the risk to human health from the virus is very low and food standards bodies advise that avian influenzas pose a very low food safety risk for UK consumers, and it does not affect the consumption of poultry products including eggs.
33. Officers have been notified of 5 separate occurrences where birds have been reported to be outside, roaming freely in the last month. They have advised the owners of the birds of their obligations and in 1 instance, visited the site on several occasions to observe whether the reports were true. The owner of these birds has been given a written warning.
34. **Illegal Landings – Rabies Control** – Officers have dealt with another report of a dog not having the correct injections in relation to rabies and subsequently the puppy has been taken into quarantine.
35. Further to the January Committee report, an interview has been given to the Nottingham Evening Post about the issue of illegal landings within Nottinghamshire with a warning given to consumers to buy their puppies from legitimate breeders.
36. **Food & Feed Law Enforcement Service Plan 2021-22** – Section 6 of the Food Safety Act 1990, and section 76 of the Agriculture Act, places a duty on the Authority to enforce certain provisions of those Acts regarding food for human consumption and feeding stuffs for animals.
37. The Food Standards Agency (FSA) is the central competent authority for overseeing official feed and food controls. It works closely with authorities to set and monitor standards, coordinate activity, and audit authorities’ delivery of official controls, in order to ensure enforcement is effective, risk based, proportionate and consistent.
38. The Service delivers food and animal feed standards work, which includes labelling and quality controls. Responsibility for food hygiene controls (for human food) falls to the District Council’s Environmental Health Services.
39. The FSA requires the completion of annual Service Plans and sees them as an important tool to ensure that national priorities and standards are delivered. It requires the Authority’s key decision makers to be fully engaged in official food and feed controls work, and as such, the proposed plan for 2021-22 is attached as Appendix 1 for the Committee to consider and approve

40. **Regional Investigations Team (East Midlands)** – The financial investigation concerning four individuals who were convicted in 2019 for fraud offences has now been successfully concluded.
41. The criminals were involved in a large-scale fraudulent enterprise which conned small businesses into believing that they could recover overpayments and VAT from energy suppliers. Advance fees were paid out, often between £300 and £400, by victims in the hope of recouping lost money. But the overpayments never actually existed.
42. On 21st December 2020 the proceeds of crime hearing under the Proceeds of Crime Act was concluded with the convicted receiving orders for the following amounts:
- Steven Ricardo - £315,949
 - Ian McHugh - £75,070
 - David Wilkinson- £8,122
 - Max Bancroft - £56,923
43. As a result of the orders £40,449.35 will be paid as compensation to the victims in the case.
44. **Investigations & Legal Update - Doorstep Crime** – A builder was due to go to trial in June 2020 charged with fraud offences for making false representations to customers about building work he was carrying out on their properties. He appeared in Crown Court in November 2018 and pleaded not guilty to 8 counts and since this date further offences have come to our attention and the court dates moved to accommodate this. With the current situation this trial has been moved until June 2021.
45. Another builder appeared in the Nottingham Crown court for an initial hearing on the 1 December 2020, charged with making false representations, carrying out poor quality work and undertaking work that was not necessary. He has pleaded not guilty to the charges a trial date has been set for the 28th June 2021.
46. **Animal Health** – a man has been charged with the illegal landing of a puppy. He was due to appear in the magistrate's court on the 18th January 2019, failed to attend, and an arrest warrant has been issued, this is still outstanding. He is charged with offences under the Rabies Act and fraud.
47. A Lincolnshire farmer has been charged with theft of sheep, animal by product breaches, and failure to maintain records of animal movements. He has pleaded not guilty to the offences. Further offences have now come to light. The 2 cases have been joined together and he is due for trial in June 2021.
48. **Illicit Tobacco** – There are 4 illicit cigarettes cases pending in the Crown Court. Since the last report two have now pleaded guilty and are awaiting sentencing. The other two are listed for trial in 2021. The cases involve 3 different retail shops, Kubus at Worksop, Kubus at Mansfield and Supernews at Stapleford. The fourth is a home seller, trading from an address in Mansfield

COMMUNITIES

49. **The Nottinghamshire COVID-19 Community Fund** – The fund launched on 31 March 2020, to provide emergency financial support for projects helping the most vulnerable residents affected by the pandemic. The Fund closed on the 17 September 2020. In the light of the

re-imposition of the national lockdown, on 5th November, the Committee approved the re-opening of the Fund until 01 January 2021.

50. On 04 January 2021, the UK Government announced another national lockdown; in response to this, on 05 January 2021, the Committee approved the re-opening of the fund until 31st March 2021 to provide local groups with renewed access to additional funding in anticipation of continued resident demand for additional help and support arising from the national lockdown.
51. A list of projects awarded funding and examples of how the funding has helped is available on the COVID-19 Community Fund webpage: <https://www.nottinghamshire.gov.uk/business-community/community-and-voluntary-sector/supporting-voluntary-sector/covid-19-community-fund>
52. The budget for the COVID-19 Community Fund is £1m which has played a key part of the Council's response to the pandemic. At the time of writing this report, **303** awards totalling **£833,607** had been made and work to assess applications and award the funding continues.
53. Monitoring for projects awarded COVID-19 Community funding up until 31 December 2020 is in progress. Projects awarded funding as from 01 January 2021 will be asked to complete a monitoring report as from April 2021.
54. **The Local Authority Emergency Assistance Fund for Food and Essential Supplies** – In July 2020, the Government allocated a £858k grant from the £63m Local Authority Emergency Assistance Fund to Nottinghamshire County Council. The Emergency Assistance Fund builds on the COVID-19 Community Fund and aims to support Nottinghamshire residents who are struggling to afford food and other essentials due to the impact of COVID-19.
55. Officers are working closely with partners, including District Councils, to ensure that the funding is used in ways that best support local communities and to reduce the risk of duplication and over-dependency.
56. At the time of writing this report, **65** awards to voluntary/community organisations and District/Borough Council partners had been made, totalling **£567,659**. Further work to assess funding applications and distribute funding continues.
57. A monitoring survey was sent out in January 2021, to groups awarded Emergency Assistance funding up until December 2020. Groups awarded funding as from January 2021, will be asked to complete their monitoring as from April 2021.
58. An Internal Audit Review was carried out for the COVID-19 Community Fund and The Local Authority Emergency Assistance Fund. Both Funds were reported as providing 'substantial assurance'.
59. **The Local Improvement Scheme 2018-21 (Capital and Revenue Projects)** – Since the start of the Local Improvement Scheme 2018-21, the Communities and Place Committee have approved 299 capital projects and 126 revenue projects, totalling of 425 projects.
60. As a result of the pandemic, a number of groups have adapted their project so that the overall aims can be achieved whilst adhering to the restrictions. Worksop Priory Gatehouse is one such example in that prior to the COVID-19 restrictions, the original project plan was to install an interpretation scheme on the upper floors of the Worksop Priory Gatehouse to share the

history of the gatehouse and its connection to the Pilgrim Fathers in commemoration of the 400th anniversary of the Mayflower's voyage to America.

61. Work was undertaken to research and develop the project and the original plans included the production of large-scale interpretation panel, which would also include a central area where digital content, including films and animations, could be projected onto for audiences to view.
62. Due to ongoing social distancing restrictions, it is unlikely that the project can be installed within the gatehouse building itself. Therefore, Worksop Priory Gatehouse are using the content that was already developed to increase the use of film and animation in order to achieve the overall project aim.
63. An added benefit to adapting the approach is that the content can be shared across digital platforms, with the potential for a showing / screening the content on site later if restrictions allow.
64. Worksop Priory Gatehouse now have a stronger social media presence and have hosted two innovative events: an online Medieval Fair and Christmas market, using Facebook as an online platform. Both events achieved significant reach and the content for these events includes newly created videos that incorporate elements of the Pilgrim Fathers story.
65. The Communities Team continue to review and support Local Improvement Scheme projects. Revenue-funded projects will be asked to complete a final monitoring report as from July 2021 and Capital projects are required to submit invoices and a photo / video of the complete asset in situ.
66. Communications and Marketing continue to work with funded groups to publicise how the projects are benefiting Nottinghamshire communities.
67. **The Local Improvement Scheme 2018-19 (Talented Athletes Fund)** – The Talented Athletes Fund has an annual budget of £21,000 and is part of the wider Local Improvement Scheme 2018-21.
68. The Fund helps with costs such as training / coaching, competition fees and equipment and awards are made to eligible athletes residing in Nottinghamshire who demonstrate an exceptionally high level of sporting achievements and positive contributions to the wider community. Applications must also be supported by the athletes National Governing Body (NGB).
69. From 2018 to 2021 the Communities and Place Committee have awarded a total of 275 grants totalling £63,000 for the 2018-19 and the 2019-20 Talented Athlete rounds.
70. **Safer Streets Fund, Newark** – In November this Committee was informed about the Safer Street Funding for Newark. This is £550k Home Office funding that was awarded, through the Nottinghamshire Police and Crime Commissioner, for preventative work in two areas of Newark to tackle crimes such as burglary and bike theft.
71. The local Safer Streets programme is managing the challenges presented by the Covid restrictions well and delivering interventions in the target areas of Chatham Court and Northgate, such as improved street lighting delivered by Via, bike marking and CCTV.

72. The Communities Team are leading the community capacity building and engagement strand which would traditionally be delivered through mainly face to face methods but has now been moved online. This includes providing Community Organising training for residents in the target areas and helping to set up more Neighbourhood Watch groups.
73. **Safer Nottinghamshire Board** – The Safer Nottinghamshire Board continues to bring together Chief Officers from across the partnership landscape to enable a Countywide focus on crime and community safety. As well as providing a platform for Covid specific community safety issues to be discussed the Board has in recent months taken steps to further improve its effectiveness. A key aim has been ensuring that the right information is available at all levels of the partnership to inform decisions, drive actions and enable strategic intent to be tracked through to operational delivery.
74. Central to these efforts is the work with Community Safety Partnerships to support a focus on local needs, whilst also ensuring that the strategic countywide priorities are earthed in the neighbourhoods where they are most prevalent.
75. In December 2021 the Board added to its existing priorities, which include Domestic Abuse, Modern Slavery, Reducing Reoffending and Serious Acquisitive Crime with a Preventable Deaths focus. This includes work to reduce road traffic collisions.
76. **Community Friendly Nottinghamshire (CFN)** – work continues to connect with residents and stakeholders across the county, empowering, training and inspiring resident-led community activity. This work includes being a central point of contact for the Coronavirus Community Support Hub.
77. Working with colleagues in Trading Standards and Public Health, officers have helped link local people with new volunteering opportunities and supported residents to act on the ideas they have for improving their neighbourhoods. Some examples of this work include recruiting volunteers to drop off and collect home Covid testing kits to people who can't access any other testing services and working with the Red Cross to deliver an information session to volunteers about Covid AH test kit drop off and collection. Further information sessions and support will be offered in future.
78. Networks have been mobilised to encourage volunteers to support the NHS vaccination programme and local Foodbanks. Plans are also developing to recruit a countywide network of volunteer 'walkers', which hopefully will evolve into a network of walking groups.
79. Continued engagement with Community Support Hub volunteers has resulted in several project ideas led by the volunteers, including the development of new resident-led walk & talk groups in collaboration with local Link Workers supporting the social prescribing pathway. Many of these ideas have led to new community activities, which will help reduce loneliness, improve physical and mental health and help our most vulnerable residents across the county to feel supported and connected..
80. The CFN approach has also involved delivering Dementia Friends information sessions, via live-streaming using online platforms, supporting the Council's Dementia Action Plan and working to make the organisation more 'Dementia Friendly'. To date 192 County Council employees have become Dementia Friends. More sessions are available on the Learning Portal and next month there will be an additional two new Dementia Champions within the Authority's workforce .

81. Through the CFN work, officers have continued to engage with residents and group leaders who there was contact with prior to the Covid-19 pandemic. A new live streaming programme of Community Organising training and networking events have been developed and launched. These act as preparation for those wishing to lead a community project post Covid-19. CFN have also set up three 'Resident-led Activity, The Essentials of Community Organising' workshops.
82. The team have developed a further workshop entitled 'Turning Ideas into Action' which is taking place on 23rd March 2021 and two new networking events, the first of which already has 47 people (out of 50 places) registered to attend. This highlights a real demand for these types of training sessions and events and a strong passion to build community spirit in Nottinghamshire, which continues to be harnessed and mobilised through CFN.

Other Options Considered

83. **CONTAIN Programme roles** – consideration was given to filling the posts via temporary secondments. However it was decided that that option would be unlikely to attract candidates with the necessary skills and experience required and also wouldn't provide the additional enforcement and co-ordination capacity needed.
84. **Charging approach for 2021-22** – all costing models were appraised as part of developing the commercial plan for the Service as part of the Authority's Commercial Development Unit process. All have been reviewed and appraised during 2020-21.
85. **Food and Feed Plan** – There is no other option, as the plan is a requirement of the Food Standards Agency

Reasons for Recommendations

86. To ensure appropriate political oversight of key Trading Standards and Communities matters.
87. **CONTAIN Programme roles** – the Contain Outbreak Management Fund report that went to Adult Social Care and Public Health committee on 11 January 2021 agreed that these would be temporary posts within the County Council.
88. **Charging approach for 2021-22** – All costing options and models were appraised as part of developing the commercial plan for the Service as part of the Commercial Development Unit process. The proposal passed the scrutiny test of the Chief Executive panel, and was subsequently approved by Policy Committee on 16th November 2016.
89. **Food and Feed Plan 2021-22** – There are no other options. The FSA places a great deal of importance on ensuring that the Authority's key decision makers are fully engaged in official food and feed controls work. As such, the Trading Standards Service proposed plan for 2021-22 is attached as Appendix 1 to this report for the Committee to consider and approve.

Statutory and Policy Implications

90. 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

91. This report largely contains no additional financial implications, with activity reported or that proposed being contained within existing service budget.
92. **Charging approach for 2021-22** – All costing models were appraised for the commercial plan developed as part of the Commercial Development Unit process. A flexible, market-based approach is key to achieving the Service's income target.
93. **CONTAIN Programme roles** – the £200k funding for the roles is as outlined in the Contain Outbreak Management Fund report that went to Adult Social Care and Public Health committee on 11 January 2021.
94. **Food and Feed Plan** – the proposed plan requires the investment of approximately £150k into delivery of the plan.

Human Resource Implications

95. Food and Feed Plan – the proposed plan requires the investment of approximately the equivalent to 2.6 FTE of existing resource. This is lower than the Food Standards Agency would ideally like.

RECOMMENDATIONS

That the Committee:

- 1) Considers the updates and highlights any actions required.
- 2) Approves the proposed charging approach and principles for 2021-22 and
- 3) Approves the Food & Feed Law Enforcement Service Plan for 2021-22 (Appendix 1).
- 4) Approves the extension of the temporary agency CONTAIN Programme Manager and Programme Support Officer roles as outlined in paragraph 19 of this report.

Derek Higton
Service Director, Place and Communities

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

Constitutional Comments (AM 18/02.2021)

96. The proposals in this Report are within the remit of the Communities and Place Committee

Financial Comments (SES 26/01/2021)

97. The financial implications are set out in paragraphs 93 to 96 of the report. This report largely contains no additional financial implications, with activity reported or that proposed being contained within existing service budget.

HR Comments (JP 02/02/2021)

98. There are no specific HR implications 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

***TRADING STANDARDS &
COMMUNITIES SERVICE***

***FOOD & FEED LAW ENFORCEMENT
SERVICE PLAN 2021-22***

1. SERVICE AIMS & OBJECTIVES

1.1 *Aims and Objectives*

Our purpose is to:

To give Nottinghamshire a better Trading Environment

What matters to our customers:

Help me solve my problem quickly and stop problems happening to others

Our key strategic aims are:

- ***Tackle the areas of most consumer detriment***
- ***Target the most serious rogue traders***
- ***Protect the most vulnerable consumers***
- ***Help legitimate businesses to trade well***
- ***Tackle the area's most compromising consumer safety***
- ***Maintain healthy and disease-free livestock***
- ***Seek opportunities to generate income to achieve our overall purpose***

1.2 *Links to Corporate Objectives & Plan*

In 2017, the County Council underwent a reorganisation in which the Trading Standards Service moved into the newly created Place Department. The Place Department brings together many council provided services whose aim is to create places (the best environment and conditions) so people and businesses want to be in Nottinghamshire.

In 2012, the Authority moved from a Cabinet to a Committee System in respect of political governance. Food and feeding stuffs work is now the direct responsibility of the Communities and Place Committee who receive and review all reports in relation to food and feeding stuffs work as appropriate. The current Committee Chair is Councillor John Cottee.

The key policies and drivers for the County Council are set-out in the Corporate Business Plan. Food and Feeding Stuff activity links to this through the Place Department Strategy

2. BACKGROUND

2.1 *Profile of Nottinghamshire*

Nottinghamshire is a shire county and covers an area of 2,085 sq. km (805 sq. miles). It has an estimated population of 823100 people and a workforce of 375,195. The largest concentration of people is found in Nottingham City with 331069. The populations in the in Ashfield is 127,200, in Bassetlaw 116800, in Broxtowe 113300,

in Gedling 117800, in the Mansfield district 108800, in Newark and Sherwood 121600; and in Rushcliffe 117700.

2.2 **Organisational Structure**

See **Annex 1** attached.

2.3 **Scope of the Feed and Food Service**

Nottinghamshire County Council is part of the two-tier system of local government in the County which divides responsibilities between the County Council and seven District Councils. As part of this division, Food Standards work is the responsibility of the County Council's Trading Standards Service, whilst Food Hygiene work is the responsibility of the District Councils Environmental Health services.

The County Council's Trading Standards Service has sole responsibility for carrying out the official controls in relation to animal feeds. These controls cover areas such as storage, transportation, composition, labelling, and contamination.

The Service adopts an intelligence led approach to enforcement in line with our purpose and key strategic aims. We also give a commitment to conduct annual enforcement visits at all of our high-risk premises.

Analytical services are provided by an external Public and Agricultural analyst service.

2.4 **Demands on the Food and Feed Service**

As of 8th December 2020, there were 7552 known registered food businesses in Nottinghamshire, 3 approved feed hygiene premises, and 1706 Feed Hygiene Registered Premises categorised as shown in the table below.

	High Risk	Upper Medium Risk	Lower Medium Risk	Low Risk	Awaiting Risking	Total
Registered Food Businesses 2020-21	8	125	5540	1872	7	7552

	High Risk	Upper Medium Risk	Lower Medium Risk	Low Risk	Total
Approved Feed Hygiene Premises 2020-21	n/a	n/a	3	0	3
Feed Hygiene Registered Premises 2020-21	3	28	63	1612	1706

This year, the food high risk premises have been re-evaluated following risk-based discussions with Food Officers, resulting in a reduction of premises classed as high risk. There is a significant increase in the number of premises classed as low risk and unrated. This is due to a new food business registration scheme which automatically and directly notifies both the relevant county and district/borough councils when a food business is registered online. Previously, food business registration forms were completed by hand, on paper and submitted to the Environmental Health team where the business was based. These were then posted on to the county council, with some forms not always sent to the county, depending on the situation or type of business.

Our Service delivery contacts are as follows:

Trading Standards & Communities Service
County House
100 Chesterfield Road South
Mansfield
Nottinghamshire
NG19 7AQ

(Opening hours: Mon-Thurs 8.30am-5.00pm, Friday 8.30am-4.30pm)

Tel: 0115 8041147 or 0300 5008080 (Businesses and Enforcement Agencies)
03454 040506 (Citizens Advice Consumer Services for Consumers)

Fax: 0115 8040620

Website: www.nottinghamshire.gov.uk
Email: trading.standards@nottsc.gov.uk

2.5 Enforcement Policy

Where we find problems, we will consider all formal action options, including prosecution. All enforcement action is taken in accordance with the Service's documented Enforcement Policy. The service is continuing to explore the option of using alternative enforcement strategies as an alternative to formal enforcement.

The service is now using the provisions set out in Regulation 10 of The Official Controls (Animals, Feed and Food, Plant Health Fees etc.) Regulations 2019, which permit official control bodies, such as this Service, to recoup any additional expenses incurred, where additional work or expenditure is required as a result of non-compliances and the resources required to deal with the non-compliances fall outside the authorities planned activities.

3. SERVICE DELIVERY

3.1 *Interventions at Food and Feeding Stuffs Premises*

In 2021/22 the Service will;

- Carry out programmed inspections in accordance with a risk-based approach;
- Conduct an inspection during the year at all food premises rated as *high risk* at the start of the financial year and all feed premises that fall within the program agreed with the FSA through the regional feed delivery plan. This is subject to review and with consideration of COVID restrictions in place at the time;
- Visits will be undertaken in the most appropriate and COVID safe way possible, including conducting remote visits where suitable and appropriate;
- Verify that the risk rating of other premises is appropriate, by undertaking a sample of inspections to check compliance at low and medium risk rated food premises;
- Target businesses as a result of appropriate intelligence from complaints received, local and national food audits, food alerts and advice from the Food Standards Agency (FSA);
- Conduct inspections in accordance with the Code of Practice issued under Section 40 of the Food Safety Act 1990, and the FSA Feed Law Code of Practice;
- Carry out any appropriate revisits to ensure compliance following problems identified in first inspections;
- Continue to work collaboratively with the district Environmental Health Departments in the county particularly in the area of work on allergens.

Where difficulties in interpretation of legislation occur, our officers can seek assistance from several internal and external sources, as detailed in our internal procedures relating to food and feed interventions.

The Food Information Regulations 2014 (FIR) have been fully in force since 2016 and the service continues to support businesses to comply with these regulations. Basic advice is available to business by signposting to online resources, with more detailed or bespoke advice being provided only on a cost recovery basis.

One of the significant changes introduced by the FIR was the requirement to provide information to consumers in relation to allergens present in non-prepacked food. This provision was intended to provide consumers who suffered from food allergies, with the information they needed about allergens to give them more confidence in their safety than they had previously, when eating out, or from takeaways. The government allowed this information to be provided in a number of ways including verbally.

As there have been several high-profile food allergen related deaths, including that of Natasha Ednan-Laperouse, in relation to products which are prepared and packaged on the premises at which they are sold, a new law requiring full labelling on products pre-packed on the premises will take effect in October 2021. The service

will be involved in providing advice to traders. Guidance on compliance in this area is now available from the Food Standards Agency.

In order to maximise limited resources, this service is working with our colleagues from district council Environmental Health departments, to provide advice to catering premises such as takeaways, who provide non-prepacked foods. We have a joint agreement in place whereby Environmental Health Officers provide limited advice and signposting to sources of advice in relation to some labelling requirements of the Food Information Regulations 2014 including allergen labelling, while carrying out their own inspections of food premises. The aim is to reduce the burden on business and to avoid duplication in the deployment of resources.

The high-profile cases in the media have highlighted issues with the allergen information provided by premises that sell non-prepacked food to the ultimate consumer, such as restaurants, takeaways and sandwich bars. As such, work regarding allergens remains a high priority for the Service.

The Service intends to continue to collaborate with the Environmental Health Services from the various district councils, on allergen related issues. The aim is to maximise the effectiveness of the limited resources within the Services to strengthen business compliance in this area, hence improving the protection levels of Nottinghamshire residents. Furthermore, the Service is now working with colleagues elsewhere in the East Midlands region on allergens, sharing items of best practice, information, knowledge, identifying patterns and any emerging trends.

The impact of the COVID19 pandemic has created an increase of food premise registration forms being received, as some people have set up food businesses from home, to generate household revenue and income. There is a noted increase in online, and particularly social media-based, sales of food and food products. This presents an identified risk for a lack of understanding the food information, labelling and packaging requirements, particularly in relation to allergen information. There is a high probability that most of these businesses are not registered as a food business, and therefore it is difficult to quantify the amount of businesses out there. It is our intention to undertake research in this area, building on work already started by colleagues elsewhere in the region, to establish the extent of the issue. This will allow us to feedback to the Food Standards Agency (FSA), as part of the national picture, and to gain better understanding at County level.

Another effect from the pandemic is a decrease in food complaints as the public dine more at home than in the hospitality sector, with the local and national lockdowns and tier restrictions. It is predicted that this will continue, even with the rollout of the vaccine.

EU Exit

Whilst no-one can predict the full impact the exit from the EU will have, there are some known factors such as:

- Regulation changes in the area of organic foods and protected food status
- Food standards will need to be at the same, or higher, level if the UK wishes to trade with the EU

- The majority of food safety legislation, which leads to the high food standards, is derived from the EU. This is based on risk and scientific evidence and would need to continue to do so to satisfy the EU and the public.
- The public are used to, and expect, high standards of food safety and the maintenance of these standards is important to the public and many food and farming bodies. Currently, the indications are that the UK will follow the EU's current legislated product standards.
- Any deviation from current standards will entail more business support than is currently given.
- 26% of the food consumed in the UK comes from the EU; the UK is a major customer of EU agriproducts both in terms of imports and exports, with exports from the EU to the UK valued at £33.7bn.
- Similarly, the EU is a major customer of the UK, with food and feed exports valued at £14bn to the UK economy.
- A reduction in enforcement staff both at port health authorities and inland authorities means that testing, inspection and general duties to ensure that imports and exports are safe and legal may cause clearance delays or lead to expectations that action will be taken once the items are marketed in the UK.
- These limited checks undertaken by enforcement staff across the importation, exportation and general food product supply chain offers the potential for food frauds to be committed.

Some labelling changes will be needed on food items placed on the EU market after 01/01/2021:

- An EU or Northern Ireland address needed for all EU-bound foods and food products, which may be in addition to a UK address.
- UK produced food placed on the EU market after 01/01/2021 will no longer be allowed to be called as "produce of/origin: the EU".
- Products of animal origin (such as honey, dairy products etc.) must have the new UK health and identification marks applied to them.

These changes are likely to incur a cost to businesses.

On 24/12/2020, a trade deal was agreed between the UK and the EU. In practice, this means:

- The most influential part of the deal for Nottinghamshire traders is the zero tariffs or quotas on all UK-EU trade, provided the goods meet the rules of origin and standards.
- The EU has agreed to recognise the UK Organics standards and accreditation bodies as equivalent to the EU standards until the end of 2023. This reduces the administration and legal costs for businesses who trade in organic products.
- The import and/or export of wine has been simplified regarding the documentation, labelling and packaging of wine
- There will still be administrative changes and differences for all imports and exports of foods and food products, feed and feed products and animals and animal products either leaving the UK and entering the EU and vice versa. The biggest change is the pre-notification requirement for such imports and/or exports.

- Certain exports to the EU will need an Export Health Certificate (“EHC”) which needs to be issued by specified individuals, usually Vets or Environmental Health Officers. An authorised list has been published on the gov.uk website of those designated for these purposes. There is a risk that there will not be enough individuals to process these as quickly as possible. At the time of writing, there are 16 designated organisations that cover Nottinghamshire, which is a mix of Local Authority Environmental Health Officers and Vets. Staff at Nottinghamshire County Council Trading Standards will not be required to issue EHCs.

Whilst no physical feed visits have been carried out due to the pandemic, we are continually reviewing the risk to officers, the public and the practical or alternate ways to do it, in conducting physical inspections. An example of this was the disposal of unsafe feed which, had it entered the food chain, would have presented a danger to both animals and the public. Officers were able to co-ordinate and oversee the disposal of such feed, undertaking their official duties, whilst being able to maintain physical distancing from other persons present.

3.2 Food and Feeding Stuffs Complaints

In 2021/22 the Service will;

- Consider complaints as part of the Service’s intelligence-led approach to enforcement in line with our purpose and key strategic aims; and
- Where a complaint is regarding foreign bodies or food hygiene safety issues, officers will promptly refer the complaint to the relevant Environmental Health Department.

From April 2020 until December 2020 the Service had received a total of 30 Food Standards complaints and no feeding stuffs complaints. The Service also dealt with 16 Primary Authority Food Standards referrals, and 12 requests for advice from Primary Authority Food Businesses and 2 from non-Primary Authority Food Businesses. Also received were 2 Primary Authority feeding stuffs referrals, 8 requests for advice from Primary Authority Feed Traders, and 2 requests for advice from non-Primary Authority Businesses.

Complaints received during 2020/21 have included issues such as false display of food hygiene ratings, food additives, allegations of counterfeit wine and misdescriptions such as products containing meat being labelled as suitable for those following a vegetarian diet. Complaints about allergen labelling, where the allergen is not declared correctly or not at all, continue to account for a high percentage of the total food complaints received each year. These issues often result in food businesses having to undertake costly recalls due to the mistake.

Other complaints received involve the sales of food beyond either the stated “use by” or “best before” dates, complaints where the quality of the food was physically deteriorated or where substitution with other, often cheaper, foods may have taken place. We continue to work with colleagues in other Trading Standards and Environmental Health Services locally, regionally and nationally, who inform us of

businesses which may need our support with food products and food labelling matters, and we are able to support them in achieving business compliance.

No complaints relating to feed quality were received.

3.3 Primary Authority Scheme

The Service no longer offers Home Authority relationships but offers Primary Authority Partnerships.

The Authority currently has entered into Primary Authority Partnerships that cover food matters with 19 businesses, whilst 5 partnerships also cover feeding stuffs.

In 2021-22 we will;

- Request enforcement colleagues inform us of any relevant issues relating to Nottinghamshire businesses to discharge our duties either as an enforcing authority or to provide basic advice under the Regulator's Compliance Code where appropriate; and
- Inform the originating authority of our actions, and where it is inappropriate for this Authority to act, will provide relevant information to colleagues to assist them in resolving the matter themselves.

3.4 Advice to Business

In 2021-22, the Service will:

- Provide Nottinghamshire businesses with free basic legal compliance advice, either verbally, by email or by way of signposting to web-based business advice;
- Offer businesses more in-depth bespoke support, charged for on a cost recovery basis.

From April 2020 until December 2020 the Service provided a range of advice to several businesses in relation to general food labelling for products such as ready meals and food supplements.

In the same period advice on feed matters was provided to several local businesses. This was both to businesses we have an ongoing relationship with through the Primary Authority scheme and others who we have not had previous contact with. We gave comprehensive advice to two start-up businesses who began manufacturing pet treats as a new venture during the COVID lock downs.

3.5 *Feed and Food Sampling*

In 2021/22, the Service will;

- Ensure that all sampling activity is intelligence-led, based on an assessment of most harm, and in line with the Service's purpose and key strategic aims;
- Sample products for analysis where officers have concerns in relation to the product compliance and analysis is appropriate.
- Follow documented procedures for all food standards and animal feeding stuffs sampling; and
- Source replacement Analytical Services to appoint as the Authority's external Public and Agricultural analyst following the closure of our present provider. Currently, the Service is using PASS and there is a final tendering process in operation for the coming 2 years, with a potential to extend.

In 2020/21, the Service did not sample any food products. This was due to the impact of COVID19, causing a reduction in complaints, a shift in working patterns, no programmed list or projects undertaken which required sampling, and businesses not being open, or operating restricted opening procedures.

Eight feed samples were submitted during the year; this was done to assist us in providing labelling advice to the start-up businesses referred to in 3.4 above.

3.6 *Control and Investigation of Outbreaks and Food Related Infectious Disease*

This function is the responsibility of District Councils within Nottinghamshire. However, part of the COVID19 response, for example closure directions for businesses, falls to the Director of Public Health, sitting within the County Council. Such work is taken alongside colleagues in Environmental Health.

3.7 *Feed/Food Safety Incidents*

In 2021/22, the Service will:

- Follow its documented procedures for any feed and food safety incidents and feed and food hazard warnings;
- Allocate sufficient resources to effectively deal with such incidents, especially with the impact of COVID19 on local businesses; and
- Take any action in accordance with the relevant Codes of Practice.

The Service receives all appropriate food and feed safety alerts, and action those that directly impact on Nottinghamshire Food and Feed Business Operators. There has been one feed incident so far in 2020-21, as referenced above.

3.8 *Liaison with Other Organisations*

In 2021/22, the Service will:

- Ensure that enforcement action is consistent with that of its neighbouring authorities; and

- Liaise with a range of organisations to appropriate levels in carrying out its food and feed law enforcement function. These include:
 - **Food Standards Agency;**
 - **Public Analyst – To be confirmed following tender.**
 - **District Authorities’ Environmental Health Services;**
 - **Environmental Health Food Group;**
 - **Trading Standards East Midlands (TSEM), the TSEM Food Group, the TSEM Allergen Group and the TSEM Feed Group;**
 - **Medicines and Healthcare Products Regulatory Agency;**
 - **HM Revenue and Customs;**
 - **Department of Environment, Food and Rural Affairs (DEFRA);**
 - **Animal and Plant Health Agency (APHA);**
 - **Veterinary Medicines Directorate;**
 - **Public Health England (East Midlands);**
 - **International Federation of Spirits Producers Ltd (IFSP);**
 - **Animal Health - Egg Inspectorate;**
 - **Nottinghamshire Police; and**
 - **Port Health Inspectors**

In 2020/21, this Service received a referral from the Food Standards Agency relating to the trading practices of a health food supplier within the County. Work on this matter is still ongoing.

In 2021/22, subject to COVID measures and restrictions, the Service will be involved in an FSA pilot scheme, as a “Control Authority” in the second phase of their programme of work surrounding the framework for delivering food safety regulation measures and the updating of the current food standards risk assessment scheme.

This programme of work started in 2017. Phase 1 was called “Regulating our Future” which set the scene on reforming current food safety regulation to make it sustainable in the modern world. This included the creation of an easier, online based, food business registration system, increasing the attention given to food standards official controls and working with compliant businesses in Primary Authority Partnerships to create a nationally recognised inspection strategy.

From January 2020, Phase 2 began, called “Achieving Business Compliance (ABC)”. The pilot scheme asks some Local Authorities to test the new system for conducting food inspections. This will allow the FSA to monitor and evaluate the data collected from the new system. Nottinghamshire have been asked to be a control authority, who will continue to operate food inspections under the existing system and feedback findings, for comparative reasons.

The service regularly passes information to the Environmental Health Services within the county including complaints about issues such as hygiene and foreign bodies and arranges joint inspections where appropriate and resources allow. Likewise, colleagues in Environmental Health pass information to Trading Standards regarding food labelling and information, allergen and composition matters.

3.9 Food and Feeding Stuffs Safety and Standards Promotion

In 2021/22, the Service will:

- Ensure all promotional work supports the intelligence-led approach to enforcement;
- Ensure it effectively raises awareness of key issues;
- Employ a variety of channels, including;
 - Content on our website (information for businesses and consumers etc.);
 - Media campaigns and press releases;
 - Use of social networking media;
 - Expansion of our Nottinghamshire web-based Neighbourhood Alert system Nottinghamshire Alert.

The service continues to use the website, www.nottscc.gov.uk/tscommercial, that was developed to showcase the range of chargeable services which are available to both local and national businesses to support them with their legal requirements.

4. RESOURCES

4.1 Financial Allocation

In 2021-22, the Service will:

- Invest approximately £150k in food and feeding stuffs enforcement; and
- Vary this level according to a dynamic analysis of emerging needs during the year.

In 2020-21, the intention was to invest in the same level of work, but the impact of COVID drastically reduced the amount of work undertaken in these areas. Resource was diverted into COVID work, which also reduced the number of food and feed complaints as well as business advice requests in these areas. Consideration was also given to the risks posed by officers undertaking physical visits both to the employees of the businesses visited and council.

4.2 Staffing Allocation

In 2021-22, the Service will:

- Authorise its officers for Feed and Food enforcement following a documented procedure and
- Bring in appropriately qualified staff from other agencies or authorities to plug any staff resource pressures where possible.

A national shortage of qualified food and feed qualified officers exists making recruitment more difficult and hence retention more important.

In 2020/21, the Service has recruited 3 officers, all of which hold either the food qualification, the feed qualification or both and 1 food officer left. As part of the

Workforce Strategy, a further 2 apprentices were employed. Two of the existing apprentices achieved Stage 1 of the new Trading Standards Professional Qualification (TSPQ) and also completed their apprenticeships. They are now moving on to Stage 2 of TSPQ, with one currently studying the Food Standards Module, and the other studying the Feed Hygiene Module. A Trading Standards Officer is also studying the Feed Hygiene Module.

The Service currently employs 2.8 FTE food & feed qualified officers, 4.6 FTE food only qualified officers and 1 FTE feed only qualified officer. The above officers are multifunctional, and all officers also deal with other areas of trading standards work. The current commitment to food and feed work is equivalent to 2.6 FTE.

The FSA Framework Agreement and Codes of Practice require the Service to inspect all its feed and food premises on a frequency regime that is based on the assessed risk level of the business. Feed premises are now risked using the new National Trading Standards Board modelling which considers the nature of the business, their level of compliance and earned recognition. Food premises are presently risked using the National Trading Standards Board risking system which is different to the FSA food risking system and gives different risk banding and hence visit frequencies for certain premises

The current frequencies using NTSB risk banding would presently mean that

- for food premises all high-risk premises are visited every year, upper medium risk premises are inspected every 2 years and the lower medium and low risk premises are inspected every 5 years.
- for feed premises there are similar frequency band levels that range from every 2 years for the higher risk premises to every 3 to 4 years for the medium risk premises and every 5 years for the lower risked premises. The frequency can be extended if the premises have earned recognition.

For food premises, the Service is currently committed to inspecting all high-risk premises under the NTSB risk rating system and to inspect some of the medium and low risk premises but not the number that would be required under the FSA's inspection regime for food premises. For Feed premises the Service will commit to inspecting the agreed level of inspections following a profiling of feed premises using the risk system allotted by the FSA, considering FSA recognised assurance schemes.

If the FSA's requirements for visit frequency was followed using NTSB risk rating, 3.5 FTE officers would be required. If time is considered for other FSA requirements such as officer training to undertake, maintain and record competencies, complaints, investigations and business enquiries, reporting to the FSA etc. then 7 FTE staff would be required.

4.3 Staff Development Plan

In 2021-22, the Service will:

- Undertake an individual assessment of officer's competence against the Food Standards Agency Code of Practice to establish development needs.

- Maintain lead specialists for Food and Feed who will be tasked with dynamically identifying training needs arising from legislative or enforcement practices changes.

The Service has a career scheme based around the national Trading Standards Qualification Framework. Officers are supported to complete relevant modules within the framework.

5. QUALITY ASSESSMENT

In 2021-22, the Service will:

- Follow its documented procedure to ensure a programme of internal audits of our Food & Feed delivery are undertaken;

6. REVIEW

6.1 *Review against the Service Plan*

In 2021-22 the Authority will;

- Monitor progress against the plan
- Ensure the plan is regularly reviewed by Trading Standards Managers;
- Report food and feeding stuffs matters to the Communities and Place Committee as appropriate for political scrutiny.

In 2020-21, information reports were provided as appropriate to Communities & Place Committee Meetings outlining relevant food and feeding stuffs work. Copies of these public reports can be viewed at www.nottinghamshire.gov.uk.

6.2 *Identification of any variation from the Service Plan*

In 2021-22 the Service will;

- Identify variations from the plan;
- Analyse the reasons for the variations;
- Develop corrective actions;
- Review the content of the plan to ensure it continues to meet the needs of our stakeholders.

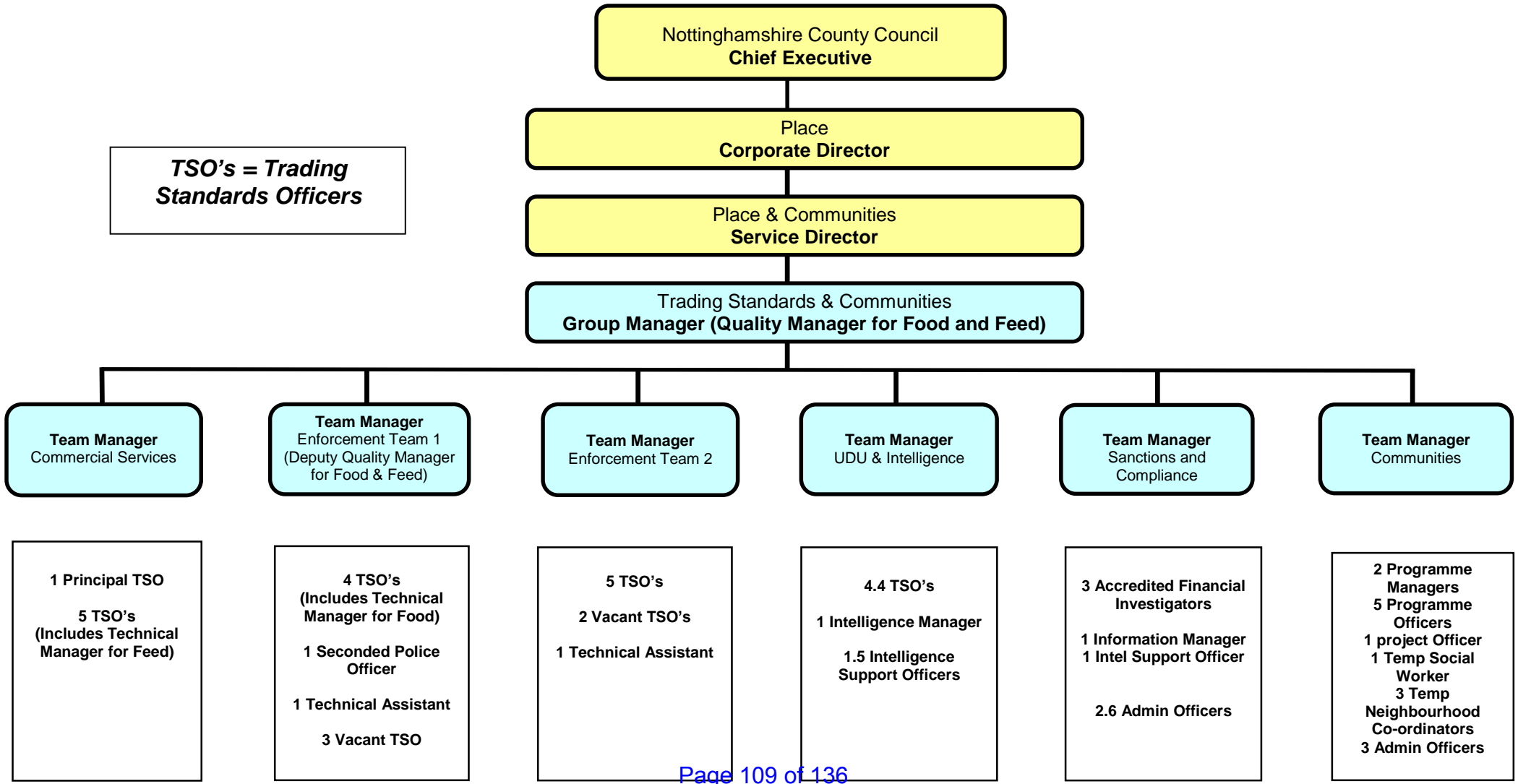
6.3 *Areas of Improvement*

In 2021-22, the Service will;

- Identify areas for improvement; and
- Incorporate in the 2022-2023 food and feed law enforcement plan if appropriate or deal with immediately if required.

Annex 1:

**NOTTINGHAMSHIRE TRADING STANDARDS & COMMUNITIES SERVICE
STRUCTURE**



TSO's = Trading Standards Officers

4 March 2021**Agenda Item:11****REPORT OF THE CORPORATE DIRECTOR, PLACE****RESPONSES TO PETITIONS PRESENTED TO THE CHAIRMAN OF THE
COUNTY COUNCIL****Purpose of the Report**

1. The purpose of this report is to recommend to Committee the responses to the issues raised in petitions presented to the County Council at its 17 December 2020 meeting.

Information**A. Retaining road markings – Keyworth (Ref:2020/0403)**

2. A 57 signature petition was presented to the 17 December 2020 meeting of the County Council by Councillor John Cottee, as a result of a recent consultation proposing the removal of the single yellow line outside Numbers 5 to 17 Selby Lane, Keyworth (No Waiting – Monday to Saturday 8am to 6pm). The petition requested that the parking restrictions are retained.
3. The single yellow line was originally implemented in 1968 to prevent parking causing access and egress issues to a bus depot that used to be situated on the opposite side of the road from Numbers 5 to 17 Selby Lane. The bus depot no longer exists and has been replaced by new housing. In May 2019, the Authority received a petition requesting the removal of the single yellow line restrictions, which subsequently instigated the recent consultation.
4. It is acknowledged that the petition of May 2019 did not reflect the opinion of the majority of local residents and there is strong belief in the community that the removal of these parking restrictions will result in obstructive parking affecting both vehicles and pedestrians.
5. It has therefore been decided that the single yellow lining and its associated traffic regulation order will remain in place. The Authority now only intends to implement junction protection markings (double yellow lines) at Selby Lane's junctions with Elm Avenue and Windmill Court.
6. It is recommended that the lead petitioner is informed.

B. Speed and road safety measures – Upton Road, Southwell (Ref:2020/0404)

7. A 21 signature petition was presented to the 17 December 2020 meeting of the County Council by Councillor Roger Jackson requesting the speed limit be lowered from 50mph to 30mph on Upton Road between Southwell and the Normanton Road/Galley Hill junction; along with various signing, lining and drainage improvements. This request was based on the road layout not meeting current design standards and 15 accidents being observed in the last five years.

8. Speed limit reviews are conducted in line with the Department for Transport guidance 'Setting Local Speed Limits' which is applicable to assessing existing road networks, not design standards which are used to control the design of new road construction. The speed limit on the A612 at this location is due to be assessed in the programme year 2021/22. In order to assess the speed limit, traffic surveys are required to establish traffic speeds and vehicle volumes. Such surveys, however, are not currently being undertaken due to the current Covid-19 safeguarding restrictions which are impacting on the ability to collect meaningful traffic data that reflect traffic conditions (due to reduced traffic volumes). Accordingly, a traffic survey will be undertaken as soon as conditions permit.
9. An inspection and assessment of the bollards (verge marker posts) has been requested and will be undertaken as soon as is practicably possible. Replacement advance warning signs for the bends and side road junction have been ordered and are due to be installed by the end of February.
10. To ensure consistency and compliance, carriageway lines and carriageway markings are installed in accordance with current legislation. There are strict guidelines as to where double white centre lines are permitted, the bend to which the petition refers will be assessed using these guidelines and any necessary action taken. Work to refresh carriageway edge lines and verge marker posts in the vicinity were completed in August 2019.
11. Routine drainage maintenance is scheduled for 2021/22 as part of the cyclical programme. Investigatory work has been ordered and will be carried out at the earliest opportunity.
12. It is recommended that the lead petitioner is informed.

C. Request for speed cameras – Nabbs Lane, Hucknall (Ref:2020/0408)

13. A petition of 287 signatures was presented to the 17 December 2020 meeting of the County Council by Councillor Phil Rostance requesting speed cameras on Nabbs Lane, Hucknall, between Totnes Close and Salterford Rd. This request was based on there having been several incidents of children attending Holgate School being struck by speeding vehicles.
14. In line with guidance from central government, speed cameras are only installed in response to high numbers of speed related collisions resulting in serious injury and only after other measures have been tried and failed. Between 1 January 2017 and 31 July 2020, there were three reported collisions, on the whole length of Nabbs Lane, resulting in very minor injuries (cuts and bruises treated at the scene). Subsequently, speed cameras cannot be justified on this basis.
15. In February 2017, traffic calming was installed on the eastern end of Nabbs Lane between Seymour Road and Watnall Road in response to reported accidents resulting in injury. Since the installation, there have been no further injury accidents reported on this part of Nabbs Lane which covers one of the accesses to the school. Previous to this scheme, consultation was carried out regarding traffic calming along the whole route which includes another access to the school. This consultation resulted in additional pedestrian refuges and two ramped zebra crossings being installed as an alternative. The current accident record would not justify any further traffic calming measures at this time.
16. A previous speed survey did not support any intervention however as soon as traffic has returned to normal levels a further survey can be carried out and any measures if necessary can be investigated.

17. It is recommended that the lead petitioner is informed.

D. Request for speed limit change on Main Street, Ragnall (Ref:2020/0402)

18. A 49-signature petition was submitted to the 17 December 2020 meeting of the County Council by Councillor John Ogle on behalf of residents requesting that the County Council reduces the speed limit on Main Street, Ragnall from 40mph to 30mph.

19. This section of highway has been the subject of a previous request (submitted in 2016) at which time the County Council agreed to assess the speed limit. An investigation was carried out using government guidance as set out in the Department for Transport Circular 01/2013 'Setting Local Speed Limits'.

20. The speed limit on single carriageway rural roads should take into account the history of collisions, the road's function, existing mean traffic speed, use by vulnerable road users, the road's geometry and engineering, and the road environment including level of road-side development.

21. Following the advice set out in the national guidance, the investigation noted the following:

1. The existing average speed was recorded as 37.6mph.
2. There have been no reported accidents in the three-year period prior to the assessment.
3. The road's primary function is that of a through route.
4. Due to the small but very spread population, the number of vulnerable road users is likely to be low.
5. There is relatively little roadside development and very few places where there are properties on both sides of the road. Consequently, the road has a more rural than village feel.

22. As average speeds only tend to fall by 1 or 2mph for every 10mph reduction in the speed limit, it is considered unlikely that they would fall sufficiently to ensure that the majority of road users complied with the new limit without the need for additional enforcement. This is a key principle of speed limit assessment. Introducing a 30mph limit would also require the removal of the existing speed limit repeater signs because 30mph repeater signs are not allowed.

23. Taking all of the above these findings into account, it is considered that the present speed limit is appropriate.

24. It is recommended that the lead petitioner is informed.

E. Request for a TRO and speed limit change on Station Road, Southwell (Ref:2020/0405)

25. A 111-signature petition was submitted to the 17 December 2020 meeting of the County Council by Councillor Roger Jackson on behalf of residents requesting that the County Council introduce a lorry ban and 20mph speed limit on Station Road, Southwell.

26. The road is residential but lies to the edge of the town, close to open countryside. There is an industrial estate to the northeast of Station Road.

27. With regards to the speed limit request, the County Council is required to consider national guidance on setting local speed limits. As well as noting that speed limits should be self-enforcing (that is, they should not require police enforcement in order to maintain appropriate speeds thereby requiring speeds to already be at, or in the region of, the proposed limit), the

guidance also states that the minimum length of a speed limit should be 600m (this can be reduced to 400m in extreme cases).

28. However, the section of Station Road over which a 20mph limit would be appropriate is under 300m, meaning that any proposed 20mph limit would have to extend at least 100m beyond the edge of the town or, ideally, as far as Corkhill Lane, Normanton. The majority of this length is rural and presently subject to a 60mph limit. A 20mph limit on this rural section is not considered appropriate, would not command the respect of motorists and would not, therefore, be self-enforcing. As a result, a 20mph limit cannot be considered on Station Road.
29. With regard to the request for a 7.5t environmental weight limit for vehicles, the County Council introduced such restrictions across Southwell and nearby villages in 2014, which includes Station Road. Weight restrictions are not, however, able to ban vehicles exceeding the weight limit from accessing premises/businesses within the area they cover; and it is not possible to specify which routes vehicles may or may not take inside a restricted area. Modifying the extent of the existing restriction may be possible but even then, vehicles would still be able to use Station Road if accessing premises that were within the restriction. Given the difficulties that would arise from amending the existing area-wide weight restriction and the uncertainty that this modification would achieve any benefit (and may possibly be to the detriment of other residents due to vehicles re-routing), it is not considered appropriate to modify the existing weight restriction.
30. It is recommended that the lead petitioner is informed.

F. Request for road safety measures outside Richard Bonington Primary School, Arnold (Ref:2020/0406)

31. An 866-signature petition was submitted to the 17 December 2020 meeting of the County Council by Councillor Michael Payne requesting that the County Council improves road safety on Calverton Road outside the Richard Bonington Primary and Nursery School.
32. Calverton Road is a residential road. At this location it is subject to a 30mph speed limit with an advisory 20mph limit outside the school. There is not currently an established school crossing patrol site at this location but there is a zebra crossing. In addition to the advisory speed limit, there is a permanent speed camera nearby at the Rannoch Rise junction; and anti-skid surfacing and high standard warning signs on both approaches to the zebra crossing. The accident history in the vicinity of the school prior to the incident that preceded this petition had been very good, in that there had been only one minor collision reported in the last ten years, and this did not involve children, pedestrians, or occur during school times.
33. Following a review of the road safety features in the area it is, however, proposed that the County Council will undertake the following improvements to provide additional warning to approaching motorists, increase the conspicuity of the zebra crossing, and reduce vehicle speeds as they approach the crossing point:
 - Install a ramp at the zebra crossing
 - Replace the existing combined belisha beacon posts / lanterns with new 'Moduposts' and 'Midustar' LED beacons
 - Upgrade five existing street lights on the approaches to the zebra crossing, and
 - Install an additional crossing warning sign with distance plate.
34. Delivery of the above proposals was approved by Communities & Place Committee at its 7 January 2021 meeting as part of the provisional 2021/22 Highways programmes (subject to

DfT and County Council 2021/22 budget allocation decisions; as well as the necessary consultation, detailed scheme investigation and design).

35. It is recommended that the lead petitioner is informed.

G. Request for a pedestrian crossing on Musters Road, West Bridgford (Ref:2020/0407)

36. A 326-signature petition was submitted to the 17 December 2020 meeting of the County Council by Councillor Liz Plant on behalf of residents requesting that the County Council install a pedestrian crossing on Musters Road near its junction with George Road.

37. Musters Road is a residential road and at this location is subject to a 30mph speed limit with an advisory 20mph limit due to its proximity to West Bridgford Infant and Junior School. The site of the proposed crossing is also near the St George's Medical Practice access and pharmacy.

38. The County Council receives far more requests for formal crossings (such as puffin or zebra crossings) than it is able to fund. Requests for crossings are therefore prioritised based on the numbers of people crossing and the volume of traffic at a proposed location so that the available funding helps the greatest number of people. Surveys are therefore undertaken to determine whether a crossing at a location should be prioritised for future funding.

39. A formal crossing at this location has been requested (and considered) before and therefore surveys have been undertaken previously. The surveys undertaken at this location identified that the volume of traffic travelling through the site is very low when compared to other locations that have requested a formal crossing. Traffic passing through a site is counted to determine if there are sufficient gaps in the traffic to enable people to cross – the higher the number of vehicles passing through the site the shorter the gaps in the traffic which makes it more difficult for pedestrians to cross the road. The low numbers of vehicles recorded passing through the site means that while pedestrians may occasionally have a slight delay when crossing, there is little difficulty seeking gaps in the traffic. The average speed of vehicles on the road is also low, 23mph and slightly less at school drop off times.

40. Formal crossings are also provided where they are identified as the most effective means of addressing a history of reported collisions resulting in injuries involving pedestrians. Fortunately our records show that there have been no reported injury collisions (involving any road users) at this location during the last five years.

41. For the reasons set out above the provision of a formal crossing at this location on Musters Road is not currently considered a priority. At locations where formal crossings aren't provided alternative measures are also considered to help overcome issues raised.

42. The petition states that this section of Musters Road has "*vehicles parked in places which reduce the visibility for road users to cross safely.*" The road is straight and visibility is unlikely to be an issue from the western side but the parking bays on the eastern side of Musters Road, which are used to access the medical practice, could restrict visibility when occupied. It may therefore be possible to construct a footway build-out in the vicinity that would help overcome the issues raised in the petition by improving visibility and reducing the distance people have to cross. A study will therefore be undertaken to determine the feasibility and cost of this option to determine if it should be considered for inclusion in a future years' integrated transport programme.

43. It is recommended that the lead petitioner is informed.

Statutory and Policy Implications

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

RECOMMENDATIONS

It is recommended that:

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

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact:

Items A to C – Joanne Horton, Via EM Ltd Service Manager Highway Management, Tel: 0115 804 0123

Items D to G – Sean Parks, Local Transport Plan Manager, Tel: 0115 977 4251

Constitutional Comments (SJE – 09/02/2021)

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

Financial Comments (SES 03/02/2021)

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

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- Arnold North – Councillor Michael Payne and Councillor Pauline Allan
- Hucknall West – Councillor Kevin Rostance
- Keyworth – Councillor John Cottee
- Southwell – Councillor Roger Jackson
- Tuxford – Councillor John Ogle
- West Bridgford North – Councillor Liz Plant

REPORT OF THE CORPORATE DIRECTOR, PLACE

THE NOTTINGHAMSHIRE COUNTY COUNCIL (A6006 MELTON ROAD, EAST LEAKE / REMPSTONE / STANFORD ON SOAR) (40 M.P.H. SPEED LIMIT) ORDER 2021 (8318)

CONSIDERATION OF OBJECTIONS

Purpose of the Report

1. To grant delegated approval to the Corporate Director Place, in consultation with the Chairman of the Committee, to consider the objections received in respect of the above Speed Limit Order.

Information

2. A Traffic Regulation Order (TRO) is a legal order, which allows the County Council to regulate the speed, movement and parking of vehicles. Nottinghamshire County Council as Local Highway Authority has a responsibility to consider all objections received before making a TRO permanent.
3. Under the current committee system officers have delegated authority to take day to day operational decisions and it is considered that many decisions on TRO's where objections are received fall within this definition. On 12th July 2012, Transport and Highways Committee approved an approach that permitted officers to deal with these matters for 3 objections or less with the following exceptions that are referred to the Committee for consideration:-
 - those which have received significant objections from consultees – more than 3 objections from separate properties that cannot be resolved by amendments to the scheme;
 - those which have received objections from the local County Councillor/s, formal decisions of District or Parish Council/s or another local authority;
 - those which have received objections from Public Transport Operators or Associations, Road Haulage Association, Freight Transport Association, Highways Agency, Traffic Commissioner or emergency service;
 - those which have received objections by petition;
 - those which have been the subject of a public inquiry.
4. The current process for officers to consider objections defined as operational decisions is by way of a report from Team Manager, Major Projects and Improvements (Via East Midlands) to the Head of Highways and Transport within the Place department, who then has delegation to make the final decision on the Traffic Regulation Order.
5. The A6006 is a rural classified 'A' road in the Borough of Rushcliffe in Nottinghamshire. In 2012, a section of the A6006 between its junction with the A60 to the west and Zouch to the

east was lowered to 50mph. The Defence and National Rehabilitation Centre (DNRC) is located off the A6006 Melton Road in the grounds of Stanford Hall; the 'Defence' element is complete and has been treating patients since 2018.

6. As part of a second phase of the development of the DNRC, a new access is being planned around 150m east of the existing Leake Lane junction. This second junction was originally included in the planning application previously granted approval. Following detailed design and further consideration the County Council is consulting on a modification to the existing Traffic Order to reduce the speed limit from 50 to 40 mph on the A6006 along the frontage of the DNRC at Stanford Hall. The aim of the of the proposed limit change is to reduce speeds along this section of road and give more time for drivers using the new National Rehabilitation Centre and surrounding junctions to react to turning vehicles.
7. The lower speed limit proposed should also offer a safer environment for non-motorised users, in particular pedestrians wishing to access the new facilities on foot, as it will potentially allow a pedestrian refuge to be installed on the A6006 close to the proposed vehicular access (national guidance does not recommend the use of pedestrian refuges on roads with speed limits greater than 40 mph).
8. In addition, the new 40 mph section will form part of a wider route treatment on the A6006 which will be enforced by average speed cameras. The design/ feasibility of this is currently being considered along with options for funding.
9. The County Council is currently in discussions with representatives of the DNRC with regard to the redesign of the site junction, as the reduced speed limit offers greater flexibility potential for an upgraded junction than originally proposed and considered through planning.
10. The statutory consultation was undertaken between 3rd February and 24th February 2021, the proposals are as detailed on plan H/JAB/3658/01.

Objections Received

11. At the time of production of the papers for the Committee meeting on 4th March 2021, no formal objections, had been received, although historically these are sent in towards the end of the objection period. Responses to date are:
12. Rempstone Parish Council
Rempstone Parish Council has not objected to the proposals but has asked that consideration is given to extend the proposed 40mph upto the A60.
13. Response
The extent of the proposed speed limit change covers the existing and new access to the DNRC and is along the street lit section of the A6006. A principal aim in determining appropriate speed limits should be to provide a consistent message between speed limit and what the road looks like, and for changes in speed limit to be reflective of changes in the road layout and characteristics. It is considered that by implementing the change in speed limit at the street lit section it provides a key change in the characteristic of the road. Further changes could be made to the limit in the future - this would be subject to scheme approval and statutory consultation.
14. Stanford Parish Council
Stanford Parish Council supports the proposals.

15. If no further objections are received, then the speed limit changes can be implemented within 2-years of the notice of proposals. If objections are received but can be considered within the parameters set-out in the 2012 approvals referred to in paras 3 and 4 of this report, then this will be the adopted route. Subject to approval, the recommendation in this report will only be required if one or more of the exceptions identified in para 3 applies.

Other Options Considered

16. Speed limit - the other options considered related to the appropriate speed for this section of road and extents.
17. Approvals – the other option would be to leave consideration of any objections until a future committee meeting this could potentially delay the second phase of the DNRC development.

Comments from Local Members

18. County Councillors Andrew Brown and Reg Adair were briefed about the proposals prior to consultation and are supportive.

Reasons for Recommendation

19. The recommendation allows decisions related to this Traffic Order to be progressed in a timely manner.

Statutory and Policy Implications

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

Crime and Disorder Implications

21. Nottinghamshire Police made no objections to the proposal. No additional crime or disorder implications are envisaged.

Financial Implications

22. The scheme can be funded through the 2020/21 Integrated Transport Measures capital programme with an expected cost of £4,000.

Human Rights Implications

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

to protect the rights and freedoms of others. The proposals within this report are considered to be within the scope of such legitimate aims.

Public Sector Equality Duty implications

24. As part of the process of making decisions and changing policy, the Council has a duty 'to advance equality of opportunity between people who share a protected characteristic and those who do not' by thinking about the need to:

- Eliminate unlawful discrimination, harassment and victimisation;
- Advance equality of opportunity between people who share protected characteristics (as defined by equalities legislation) and those who don't;
- Foster good relations between people who share protected characteristics and those who don't.

25. Disability is a protected characteristic and the Council therefore has a duty to make reasonable adjustments to proposals to ensure that disabled people are not treated unfairly.

RECOMMENDATION

It is **recommended** that:

- 1) Committee grant delegated approval to the Corporate Director Place to consider the objections received, if required, (in consultation with the Committee Chair) in respect of The Nottinghamshire County Council (A6006 Melton Road, East Leake / Rempstone / Stanford on Soar) (40 M.P.H. Speed Limit) Order 2021 (8318).

Adrian Smith
Corporate Director Place

For any enquiries about this report please contact: Sonya Hurt, Team Manager (Major Projects and Improvements) / Naomi Cook (Major Projects and Improvements Manager) Tel: 0115 9773290

Constitutional Comment (SG 18/02/2021)

26. This decision falls within the Terms of Reference of the Communities & Place Committee to whom responsibility for the exercise of the Authority's functions relating to the Highways

Financial Comments (GB 18/02/2021)

27. The estimated cost to implement the works set out in this report totals £4,000. It is proposed that this will be funded from within the 2020/21 Integrated Transport Measures capital budget which totals £8.1m and is already approved as part of the Communities and Place capital programme.

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.

- All relevant documents for the proposed scheme are contained within the scheme file which can be found in the Major Projects and Improvements Team at Trent Bridge House, West Bridgford.

Electoral Division(s) and Member(s) Affected:

Leake and Ruddington ED
Leake and Ruddington ED

Councillor Andrew Brown
Councillor Reg Adair

4 March 2021

Agenda Item:13

REPORT OF THE CORPORATE DIRECTOR, PLACE

MAIN ROAD, JACKSDALE – ZEBRA CROSSING

Purpose of the Report

1. To consider the next steps on implementation of a proposed new zebra crossing on Main Road, Jacksdale and whether the existing Highway layout is left unchanged.
2. To consider the request for a review of the school zone outside Jacksdale Primary School.

Information

3. Jacksdale is a village in Ashfield located approximately 9 kilometres to the north-west of Hucknall, close to the Derbyshire county boundary. Main Road is an unclassified local distributor road leading from Underwood and running into the centre of Jacksdale where it joins the B606 Selston Road. Main Road is subject to a 30mph speed limit and has a 20mph advisory limit outside Jacksdale Primary and Nursery School, implemented as part of a school safety zone.
4. The section of Main Road in the centre of the village (near to the community centre) is fronted by a mixture of flats, retail premises and private dwellings. There is also a number of community facilities accessed from this section of Main Road such as Jacksdale Primary and Nursery School, Jacksdale Medical Centre, recreational open space and a community centre. A car park, accessed off Main Road, serves these local facilities, the car park is not time-limited and is free to use.
5. Requests have previously been received for a zebra crossing to be installed on Main Road adjacent to the community centre and a scheme included within the Highway Programme for its implementation, subject to satisfactory completion of statutory notices and consideration of objections.
6. The scheme proposed by the County Council is to construct a zebra crossing with controlled zone (zig-zag markings) to the south of the community centre car park. The proposals also included a reduction in length of an existing bus stop clearway marking, adjacent to the proposed crossing and the proposals are detailed on plan H/JAB/2809/100.
7. The proposals were publicly advertised between 29th July and 30th August 2020 and during the consultation period a total of 13 responses were received, including a 179 signatory petition expressing concern about the proposals. The petition was sent in direct response to the active consultation and not submitted as a formal petition through Full Council. One respondent expressed support for the scheme. All responses including the 179 signatory petition are considered to be outstanding objections to the proposals.

8. As a result, a number of alternative proposals have been considered including a modification to the proposals extents of the controlled sown as shown plan H/JAB/2809/100 Rev B to minimise the impact whilst providing a safe controlled crossing point on the desire line for pedestrians and do nothing.
9. The revisions shown on plan H/JAB/2809/100 Rev B include:
 - Reduction of the extent of the zebra crossing controlled zone (zig-zag markings) on the south-eastern side of the crossing from eight zig-zag markings to four, to facilitate loading outside retail premises: and
 - Shrouds for the beacons to minimise the spread of light into the adjacent properties and to minimise the impact on local residents.
10. As part of the consultation for the zebra crossing, a loading bay has been requested adjacent to the proposed controlled zone outside the Café, this would require a Traffic Regulation Order, be subject to further consultation and approval within the highways programme.
11. Objections vary but in essence they relate to the loss of on-street parking and loading facilities for local businesses, that the crossing proposed is in the wrong location or not required, disruption during construction and detriment to life quality due to light pollution from the beacons.
12. All objections received to the original proposed controlled zone are considered outstanding as there is no requirement to consult on the reduced controlled zone proposals. The objections and responses are described in this report however, the alternative option is not to proceed with the zebra crossing, in light of the number of objections received.
13. The consultation has shown that there are varying views on both the requirements for a zebra crossing and location. In response, it is proposed that the zebra crossing is not implemented, and the existing Highway layout left unchanged. Through the consultation process, a review of the school zone outside Jacksdale Primary School was requested so it is proposed that this is undertaken, and further measures considered in a future highways programme.

Other Options Considered

14. Other options considered relate to the length of the controlled zone proposed as described in the responses to the objections, which has been reduced to mitigate the loss of on-street loading opportunity. Alternatively, the proposed zebra crossing could not be implemented and the existing Highway layout in this location left unchanged. In respect of the new request for a review of the school zone near Jacksdale Primary School, a review of this kind could be incorporated into a future year's programme.

Comments from Local Members

15. County Councillor Martin is in support of the revised proposals for the zebra crossing and has requested the introduction of a limited waiting bay adjacent to the crossing. The introduction of a limited waiting bay is being considered for inclusion in the 2021/22 Integrated Transport Measures programme, subject to Member approval and statutory consultation.

Reasons for Recommendations

16. The proposed scheme will facilitate safe and efficient pedestrian movements across Main Road, Jacksdale. However, after consideration of the objections received to the proposals it

is considered that the proposals do not meet the needs of the community and the crossing will not be implemented. A review of the school zone outside Jacksdale Primary School will be undertaken to determine whether any improvements can be made to waiting and stopping restrictions.

Statutory and Policy Implications

17. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance finance, human resources, human rights, the public sector equality duty, safeguarding of children and 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.

Crime and Disorder Implications

18. Nottinghamshire Police made no comments during the consultation. No additional crime or disorder implications are envisaged.

Financial Implications

19. If the zebra crossing is implemented the scheme would be funded through the 2020/2021 Integrated Transport Measures capital budget with an estimated cost to implement the work of £30,000.

Human Rights Implications

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

Public Sector Equality Duty implications

21. As part of the process of making decisions and changing policy, the Council has a duty 'to advance equality of opportunity between people who share a protected characteristic and those who do not' by thinking about the need to:

- Eliminate unlawful discrimination, harassment and victimisation.
- Advance equality of opportunity between people who share protected characteristics (as defined by equalities legislation) and those who do not.
- Foster good relations between people who share protected characteristics and those who do not.

22. Disability is a protected characteristic and the Council therefore has a duty to make reasonable adjustments to proposals to ensure that disabled people are not treated unfairly.

Implications for Sustainability and the Environment

23. The proposals aim to help promote sustainable transport choices by providing a formal crossing facility on Main Road.

RECOMMENDATIONS

It is **recommended** that:

- 1) The proposed zebra crossing on Main Road, Jacksdale is not implemented, and the existing Highway layout left unchanged.
- 2) A review of the school zone outside Jacksdale Primary School be undertaken.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Sonya Hurt - Team Manager (Major Projects and Improvements) / Naomi Cook (Major Projects and Improvements Manager) 0115 9773290

Constitutional Comments (SJE – 22/02/2021)

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

Financial Comments (GB 18/02/2021)

24. The estimated cost to implement the works set out in this report totals £30,000. It is proposed that this will be funded from within the 2020/21 Integrated Transport Measures capital budget which totals £8.1m and is already approved as part of the Communities and Place capital programme.

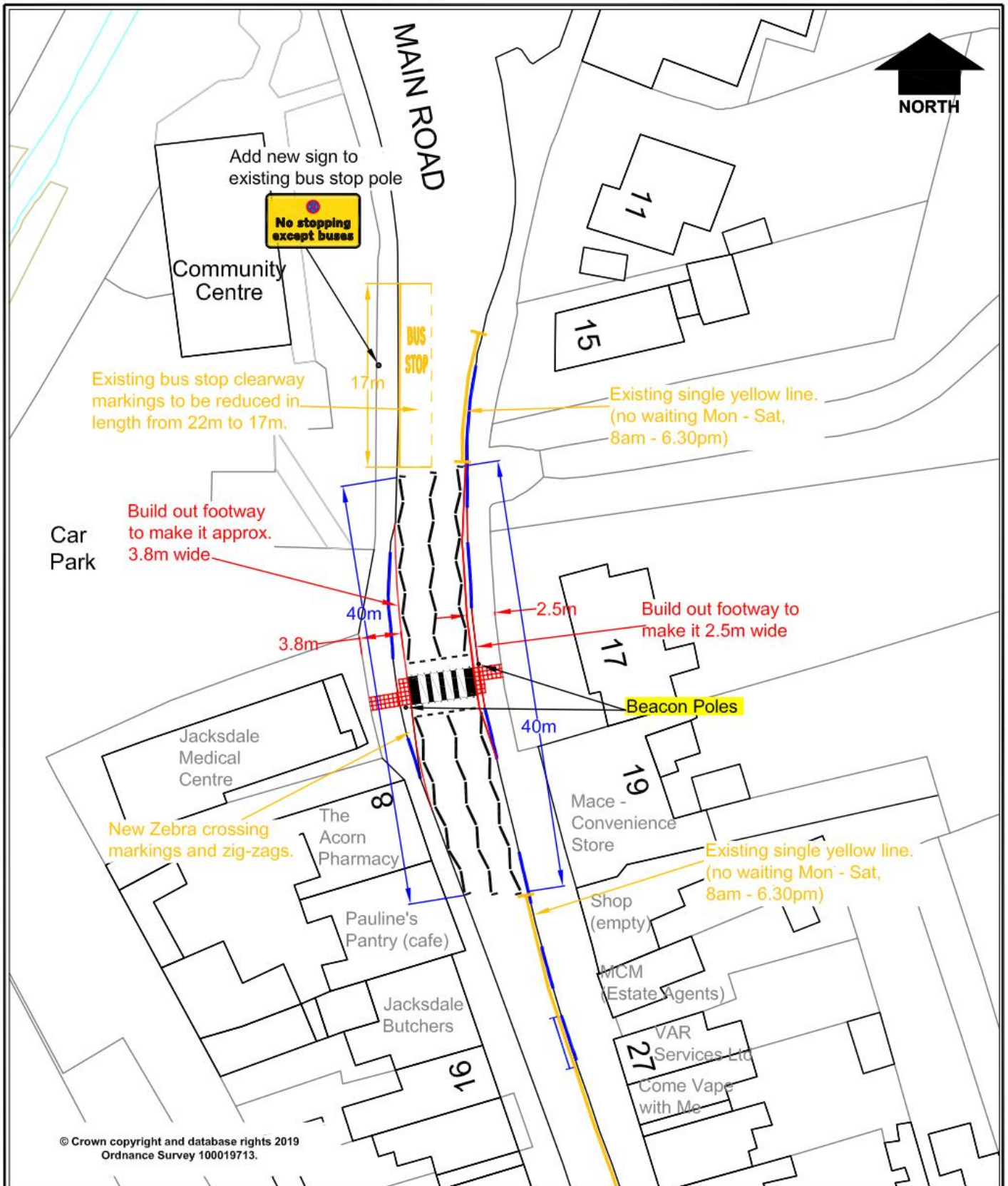
Background Papers

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.

- All relevant documents for the proposed scheme are contained within the scheme file which can be found in the Major Projects and Improvements section at Trent Bridge House, Fox Road, West Bridgford, Nottingham. This includes an Equality Impact Assessment.

Electoral Division and Member Affected

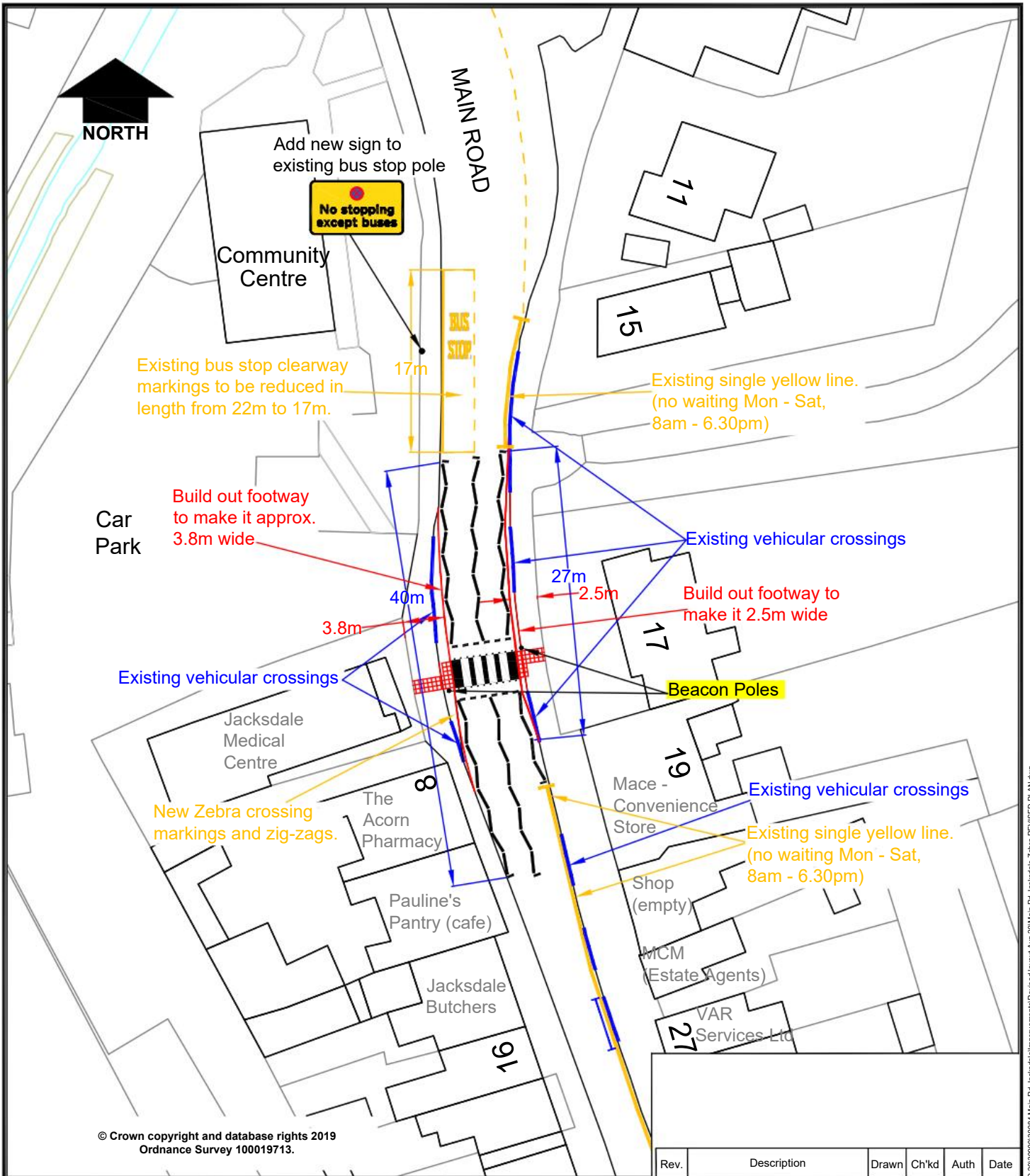
- Jacksdale ED Councillor David Martin



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Project		Main Road, Jacksdale Proposed Pedestrian Crossing		Drawn	J.A.B.	Date	June 19	
Status	Project No.	HW30084		Ch'kd	M.B.	Date	June 19	
Title	Layout Plan			Auth	M.B.	Traced	Scale	
Drawing No.	H/JAB/2809/100						1:500	
							Rev	



Rev.	Description	Drawn	Ch'kd	Auth	Date
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Project		Main Road, Jacksdale Proposed Zebra Crossing		Drawn	J.A.B.	Date	Jun. 19
Status		HW30084		Ch'kd	M.B.	Date	Jun. 19
Drawing Title		Layout Plan		Auth		Traced	
Drawing No.		H/JAB/2809/100		Scale		1:500 @A4	
				Rev.		B	

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Dec 03 2020 - 11:28am I:\Highways\Design and Construction\Roads and Highways\Projects\19-20\3000\30084 Main Rd Jacksdale\improvements\Revised\Layout Aug 20\Main Rd Jacksdale Zebra REVISED PLAN.dwg

4 March 2021

Agenda Item:14

REPORT OF SERVICE DIRECTOR, GOVERNANCE AND EMPLOYEES

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2020-2021

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

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – MARCH 2021 – JULY 2021

4 March			
Performance and Finance Report for Quarter 3 – Place Core Data Set	To provide an update on performance for Communities and Place for Quarter 3 2020-2021 – October – December 2020	Nigel Stevenson	Matthew Garrard
GAR Scheme Progress/Update	To inform the Committee of progress on the Gedling Access Road. Approve the continued camera enforcement of the Stoke Lane Bus Plug. Confirm the latest costs for the contract with Balfour Beatty to deliver the Gedling Access Road and the overall project position.	Derek Higton, Service Director	Gary Wood, Group Manager/Mike Barnett, Team Manager
Highways and Transport – Fees and Charges 21/22	To seek approval from Committee for the proposed charges for highway and transport services for 2021/22.	Derek Higton, Service Director	Gary Wood, Group Manager
Trading Standards and Communities Matters update	To update the Committee on key Trading Standards and Communities matters, including the role the Service continues to play in the County Council's response to the Covid-19 emergency. To seek approval for the continuation of temporary agency CONTAIN Programme Manager and Programme Support Officer roles. To seek approval for the Pricing Structure and the Food and Feed Enforcement Plan for 2021-22.	Derek Higton, Service Director	Mark Walker, Group Manager
Flood Risk Management Update	To provide an update for Members on the latest position in relation to the Council's duties and responsibilities under the Flood Risk Regulations (2009) and the Flood and Water Management Act 2010. To provide an update on current major flood investigations and progress on major flood protection schemes.	Derek Higton, SD	Gary Wood, GM/Sue Jaques, TM
Highways and Transport Group Restructure	To seek approval to update the staffing structures of five of the seven teams within the Highways and Transport Group.	Adrian Smith, Corporate Director	Derek Higton, SD/Gary Wood, TM

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – MARCH 2021 – JULY 2021

Responses to Petitions	The purpose of this report is to recommend to Committee the responses to the issues raised in petitions presented to the County Council at its 17 December 2020 meeting.	Adrian Smith, Corporate Director	Derek Higton, SD/Gary Wood, GM/Sean Parks, LTP Manager
Main Road, Jacksdale, Zebra Crossing	To consider objections received in respect of a public notification regarding a new zebra crossing on Main Road, Jacksdale and whether the scheme should be implemented.	Derek Higton, SD	Gary Wood, GM/Mike Barnett, TM
Biodiversity Placement	To seek approval for the recruitment of a further temporary Conservation Intern to support the work of the Nottinghamshire Biodiversity Action Group.	Matt Neal, SD	Sally Gill/Heather Stokes
TRO A6006 Speed Limit Order	To grant delegated approval to the Corporate Director Place, in consultation with the Chairman of the Committee, to consider the objections received in respect of the above Speed Limit Order.	Adrian Smith, CD	Derek Higton, SD / Gary Wood, TM/Sonya Hurt, TM (VIA)
22 April			
Transport Recovery Update		Derek Higton, SD	Gary Wood, GM
Highway Network Management Plan Review		Derek Higton, SD	Gary Wood, GM
Inspire Learning report	Annual paper that outlines what Inspire Learning did in the 2019/20 academic year, how things are going in the current 2020/21 academic year, and what the plans are for the 2021/22 academic year.	Derek Higton, SD	Ian Bond, Inspire
10 June			

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – MARCH 2021 – JULY 2021

Review of Highway Network Management Plan (deferred from March)	Review of Management Plan.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Suzanne Heydon, VIA
Trading Standards and Communities Matters Update	Update	Derek Higton, SD	Mark Walker, GM
8 July			

