

Communities and Place Committee

Thursday, 01 October 2020 at 10:30

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

AGENDA

- | | | |
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| 1 | Minutes of Last meeting held on 03 September 2020 | 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 | Inspire - Development Update & 4th Year Review | 9 - 22 |
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Notes

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

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	3 September 2020 (commencing at 10:30 am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

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

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

SUBSTITUTE MEMBERS

Councillor Richard Butler for Councillor John Handley (other reasons)

OTHER COUNTY COUNCILLORS IN ATTENDANCE

Gordon Wheeler

OFFICERS IN ATTENDANCE

Doug Coutts	-	VIA
Sally Gill	-	Place Department
Sue Jaques	-	Place Department
Derek Higton	-	Place Department
Matthew Neal	-	Place Department
Sean Parks	-	Place Department
Adrian Smith	-	Place Department
Mark Walker	-	Place Department
Gary Wood	-	Place Department
Noel McMenamin	-	Chief Executive's Department
Andy Disney	-	Environment Agency
Emily Mayle	-	Environment Agency

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 2nd July 2020, having been circulated to all Members, were taken as read and were signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Councillor John Handley (other reasons).

3. DECLARATIONS OF INTERESTS

None.

4. COMMUNITIES AND PLACE PERFORMANCE AND FINANCE REPORT FOR QUARTER 1 2020-2021 – PLACE CORE DATA SET

RESOLVED 2020/034

That:

- 1) No further actions were required in relation to the financial information on the Council's services for Communities and Place for the period 1 April to 30 June 2020;
- 2) Approval be given to receive a revised performance framework to a future Committee meeting, accounting for the impact of the Covid-19 pandemic.

5. DEVELOPER CONTRIBUTIONS AND COVID-19

Following discussion, it was agreed that Committee members would be provided with updates, listing schemes affected and the value of developer contribution deferrals agreed under the proposals.

RESOLVED 2020/035

That approval be given for payment deferrals to be considered and authorised where necessary by the Service Director (Investment & Growth) in consultation with the Chair of Communities and Place committee and Chair of Planning and Licensing Committee during the period up to July 2021.

6. UPDATE ON TRADING STANDARDS AND COMMUNITIES MATTERS

It was explained that paragraph 33 of the report referred in error to 216 projects supported under the Covid-19 Community Fund, this should have read 247 projects. Paragraphs 36 and 37 of the report, which covered Emergency Assistance Grant for Food and Essential Supplies, were also transposed in the report.

Following discussion, it was agreed that officers would explore further the suggestion that underspend from the NCC Covid-19 Community Fund could be redistributed to recompense Councillor Development Fund allocations used to support specific

activities eligible for Community Fund support at the outset of the Covid-19 pandemic.

RESOLVED 2020/036

That

- 1) the closure of the Covid-19 Community Fund on 17 September 2020 be approved, as the Local Authority Emergency Assistance Fund for Food and Essential Supplies had now provided funding across Nottinghamshire to help residents struggling to afford food and other essentials due to Covid-19;
- 2) the launch of the Talented Athletes round for 2020-2021 in November 2020 be approved.

7. CYCLING IN NOTTINGHAMSHIRE

RESOLVED 2020/037

That approval be given, subject to the provisions set out in paragraphs 32 to 35 of the report, to:

- 1) proposed priorities for future investment in cycling as set out in paragraphs 12 to 13 of the report;
- 2) incorporation of 'Local Transport Note 1/20: Cycle Infrastructure Design' standards into the County Council's existing highway design principles;
- 3) delivery of the proposed Emergency Active Travel Fund Tranche 2 programme, should funding be secured for its delivery;
- 4) further investigation and potential expression of interest in the Mini-Holland programme
- 5) further development work and delivery of the cycling schemes included in the Transforming Cities Fund bid, as detailed in paragraphs 29 to 31 of the report, subject to Policy Committee approval on 30 September 2020;
- 6) the proposed consultation and information provision required to deliver each of the schemes and work programmes detailed in the report.

8. D2N2 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN

It was explained that paragraph 22 of the report referred in error to Annesley Viaduct, and should instead have referred to Bennerley Viaduct.

RESOLVED 2020/038

That approval be given to the following:

- 1) strategic objectives for the overall Local Cycling and Walking Infrastructure Plan as set out in paragraph 12 of the report;
- 2) provisional short-term priority cycling programmes (subject to the provisions set out in paragraphs 26 to 29 of the report; and approval of the Transforming City Fund elements by Policy Committee;
- 3) corridors for further feasibility and conceptual design to be undertaken by Sustrans as detailed in paragraph 22 of the report;
- 4) walking investment programmes as set out in paragraphs 23 to 25 of the report.

9. RECOMMENDATIONS OF HIGHWAYS ENVIRONMENTAL MATTERS

Following discussion, officers undertook to explore further the development of 'bee corridors' as a means of improving the and sustaining the natural environment.

RESOLVED 2020/039

That the recommendations at paragraphs 3-7 of the report be accepted, being the recommendations of the Communities and Place Review and Development Committee, and that a further report, with detailed, specific costed proposals be presented to Committee for consideration during 2020.

10. NEW RUSHCLIFFE RECYCLING CENTRE

This item was withdrawn from the agenda.

11. FLOOD RISK MANAGEMENT UPDATE

Emily Mayle and Andy Disney of the Environment Agency attended the meeting and responded to questions and comments on a range of issues.

RESOLVED 2020/040

That:

- 1) No further actions were required in relation to the report;
- 2) The work outlined in the report be endorsed;
- 3) The publication of the updated Flood Risk Management Action Plan be approved;
- 4) all agencies involved to seek and implement suitable measures to alleviate flooding in Nottinghamshire as soon as reasonably possible;

- 5) a request for funding in relation to the £1 million Property Flood Resilience scheme outlined in paragraph 53 of the report be taken to Finance and Major Contracts Management Committee be approved.

12. TRANSPORT UPDATE AND TRANSPORT RECOVERY PLANNING

RESOLVED 2020/041

That there were no further actions required in relation to the issues contained within the report.

13. BINGHAM ROAD, RADCLIFFE ON TRENT – PROVISION OF HUMPED ZEBRA CROSSING

RESOLVED 2020/042

That the humped zebra crossing proposed for Bingham Road be implemented as advertised and the objectors informed accordingly.

14. WORK PROGRAMME

RESOLVED 2020/043

That, subject to considering the inclusion of provision of Coroners' Services at a future meeting, the Committee's work programme be agreed.

The meeting concluded at 1.15pm

Chairman

1 October 2020**Agenda Item: 4****REPORT OF THE SERVICE DIRECTOR, PLACE & COMMUNITIES****CULTURE, LEARNING AND LIBRARIES – INSPIRE: DEVELOPMENT UPDATE
AND FOURTH YEAR REVIEW****Purpose of the Report**

1. To update the Committee on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire and its achievements in the fourth year of operation and outline its response to Covid 19.

Information**Context**

2. Inspire – Culture, Learning and Libraries (Midlands) was established as an independent Community Benefit Society with charitable status in June 2015 and commenced the delivery a range of cultural and learning services on behalf of the County Council from 1st April 2016. The change in operating model was part of the Council's 'Redefining Your Council' strategic vision and identified as part of the 'Strategy for Nottinghamshire's Libraries' approved by full council in December 2011.
3. Inspire has a contractual arrangement with the Council which outlines the scope and range of services to be delivered on the council's behalf. A detailed services specification and performance mechanism has been established and is reviewed and reported on between the Council and Inspire on a regular basis.
4. The high level of service delivery has been maintained and further developed since April 2016.
5. Staff transferred to Inspire on 1st April 2016 and are members of the new Society and have an elected staff member on the Inspire board.
6. In addition to the smooth transfer of staff, senior staff of Inspire have established systems and policies to enable the new organisation to be financially robust, be compliant with legislation, maintain its charitable status, ensure it can meet its contractual agreements and agreed levels of performance.
8. This report and an accompanying presentation by the Chief Executive Officer of Inspire will inform the Committee of progress since April 2019.

Review of Year Four

Performance and Quality Assurance

9. Inspire has met the range of performance requirements laid out within the service specification (attached as **Appendix 1**).
10. Inspire has also achieved several external accreditations and awards to validate its performance. These include:
 - **Business Design Awards** – Transformation of Beeston Library
 - **Customer Service Excellence (CSE)** – Inspire wide accreditation
 - **Family Arts Campaign** – Winner of the Best Family Welcome Award 2018
 - **ILM** – accreditation as approved leaning centre for leadership and management
 - **MATRIX** – Inspire wide accreditation to the national Information, Advice and Guidance (IAG) standard.
 - **OHSAS** – Inspire inspection by the British Standards Institution met the ISO 18001 health and safety standard.
 - **TES Awards** – Inspire Learning Services shortlisted – best adult and community learning provider

Finance

11. Inspire achieved £1m savings as it went live in April 2016 including £500,000 from the change to charitable status of the new organisation.
12. The initial 5 year contract period (2016 – 2021) will have delivered in total of £1.2M of savings for the council.
 - Reduction in contract price £443K
 - Absorbed inflationary pressures £762 K
13. Inspire as an independent organisation and employer has been able to drive through greater efficiencies and has been flexible enough within the first contract period to manage financial pressures without reduction of service provision.

Entrepreneurial dividend / grants / continuous improvement

14. Inspire applied to the Arts Council England (ACE) to become a National Portfolio Organisation (NPO) to deliver cultural programmes through the library network aimed at children and young people. Inspire was award £1M between 2018 – 2022. Inspire is one of only 6 library-based organisations to be awarded NPO status. Due to Covid 19 this award has been extended by a further year. An application to remain an NPO 2023-2027 will be undertaken later this year.
15. Bidding for further grants will be pursued within the framework of the strategic aims of the organisation and where greatest impact can be made. The following additional funding amounts have been awarded -
 1. Miner 2 Major learning and cultural activity 2019-2023 HLF - £850K
 2. Heritage Lottery award – Home Cooked Heritage HLF - £10K
 3. Dementia film screening – NCC LIS grant
 4. Able Orchestra (Jan 2018 to May 2018) – via a partner

5. Flexible Learning Fund (Carers into Caring) Project (Jan 2018 to July 2019) – via consortium across D2N2
6. Way2Way – ESF funded employability project (2020 – 2023) - £741K

Governance

16. The independent Inspire board has been operating since April 2016 and is now fully established. The board has established sub-committees to support the development of the organisation. These include: Music; Culture and Heritage; Learning and Skills; Finance and Audit; Staffing and Standards and Development.
17. Inspire will continue to gain from the wide-ranging skills and experience of board members.

Achievements / Highlights

18. These are as follows:
 - Able Orchestra performed with BBC Philharmonic and Halle Orchestras at UK Media City Manchester
 - Adventures in music programme for under 5's delivered in 12 libraries
 - Access to Higher Education course enabled 16 students to move into higher education
 - Adult education (accredited) – 632 learners – 632 achieved a qualification
 - Adult education (non accredited) – 5,610 enrolments (510 online) – 1,134 courses
 - Annual readers day 2019 held at County Hall – sold out
 - Artists and author in residence – support summer reading challenge
 - BIG draw 2019 – 259 school children from special school and touring exhibition
 - Blidworth Library Parish Council partnership increased opening hours by 9 a week
 - Bookstart 99% gifting rate, amounting to a value of over £364K annual investment
 - Children's theatre – Girl of Ink and Stars – original script and production commission and innovative use of immersive sound technology. Toured 20 libraries reaching 843 children.
 - Christmas concert at Royal Concert Hall, 330 Nottinghamshire young singers performed to an audience of over 850.
 - Commissioned rural touring 'Live and Local' and 'Earth and Fire' ceramics fair
 - Community partnership libraries – Sutton On Trent relocation – 10 supported
 - Digital support hub – NHS Connected Nottinghamshire at Mansfield Central Library
 - 3rd Inspire Awards celebrated achievements of learners, partners, volunteers and staff
 - East Leake Library partnership with Borough Council – increased library access by 18.5 hours per week
 - Fun Palace at Worksop Library receiving over 2,500 visitors.
 - Inspire Learning – new district-based prospectus formats and increased distribution
 - Inspire Membership – over 67,000 people are members of the Society
 - Inspire poetry festival – 1,000 attendances
 - Inspire Young People celebrate Mayflower 400 Arts Project (Worksop and Retford)
 - Inspire Youth Arts young people perform at BBC Introducing gig at Metronome
 - Knitted puppets – 550 worry monsters created and donated to charity
 - Leading Libraries national programme – Inspire selected as one of 15 services
 - Library opening hours reviewed and increased by 93.5 hours a week above contract level of 1,487 per week.

- Library Service What's on Guide – new integrated format launched
- Little creatives in libraries and early years settings - 1633 participants
- Mobile libraries – 2 new vehicles commissioned
- Music Hub maintained successful partnerships delivery of music education - eg Big Sing / National Youth Choirs of Great Britain (NYCGB)
- Music Hub providing free opportunities to support Arts Awards for young people
- New eBook service launched
- New mobile libraries commissioned
- Nottingham Playhouse delivering Story Explorers NPO funded theatre
- Out of this world – artist and author in residence at Beeston library – 550 children took part– creating exhibition, silly poems and animated gifs
- Reading Well for Children book collection launched
- Retford Library closed for £1M refurbishment
- Study programme of 260 young people achieves best GCSE results
- Study programme new centre opens in Arnold
- Summer Reading Challenge space theme – 9,075 children took part
- Summer Reading Challenge – 79 volunteers provided 1,158 hours of support
- Train to teach courses launched
- Two hundred events, courses and activities each week in libraries
- 'Voices' project, featuring a poet working with groups of adults with learning disabilities, dementia sufferers, adults with mental health issues and young refugees – exhibition and publication

Customer and Learner satisfaction

19. Across all services areas there is a regular process of gaining satisfaction levels and feedback. Complaints are very low and outnumbered by compliments, both are reported to the Council monthly. Customer and learner satisfaction levels (good or very good) target of 90% is set within the performance specification.

Staff Feedback

20. During the transition process staff were highly engaged in developing the new organisation and its values.

A staff survey was undertaken in late 2017 and achieved a 50% response rate. The survey provides a benchmark for future years and enables senior leaders to focus on areas highlighted by staff. A bespoke Inspire Learning and Knowledge pool is now available to all staff and can be accessed on a range of mobile devices. This provides an e-learning platform and intranet platform to ensure staff are well informed and able to access a range of training, developmental tools and information sources.

A staff well being and 'ways of working' survey was undertaken in July 2020 and will be used to gauge the position of staff post lock down and inform a review of working methods and accommodation in the light of Covid 19.

A staff forum has been established with representation from across all Inspire services. The forum meets as a group and with the leadership team, this enables the staff voice to be heard and to ensure staff ideas and views are taken into account.

Covid 19 – response

21. In liaison with the County Council all face to face Inspire services had closed by 20th March. Hundreds of planned events, exhibitions, activities and courses were cancelled, with original commissions delayed or made digital. The ASK Inspire information helpline supported customers and virtual users. Well-being calls from ASK and local libraries were undertaken with many library users who were shielding and isolated, providing information and a friendly voice.
22. Staff reporting, communications and welfare measures were established by 20th March. Inspire staff participated in the County Council skills audit and senior Inspire staff attended Place Department risk and emergency meetings. Building management checks and arrangements for essential maintenance established for the Inspire estate of 67 sites.
23. Although face to face services were suspended several areas of service delivery were maintained in many cases through a rapid development of virtual services. The Inspire web site was reengineered and now provides a platform for both original and third-party content. This can be found at www.inspireculture.org.uk/online. Use of technology in providing the study programme, adult education courses, music teaching service and youth arts, often for the first time, was quickly established. Heritage and Archives delivered a virtual celebration of the 75th anniversary of VE day, alongside Inspire music services providing music for the day created by Nottinghamshire young musicians. The Inspire picture archive was opened for individuals to record their VE day experience and experiences of lock down for a historical picture record to be created.
24. The reopening and recovery of face to face services is underway, with libraries and archives being allowed to reopen from the 4th July as part of the national recovery plan. Nottinghamshire Libraries reopened with social distancing and a reduced service offer from the 6th July with 57 libraries out of 60 open to the public by mid-August.
25. Inspire has also undertaken a review of its service offer in terms of economic and community recovery.
26. In supporting the economy Inspire will be working with the County Council and other partners to support business and job seekers. This will include the Way2Work programme, creation of job clubs, re focus of learning courses on business skills and development of a business innovation and information service with support from the British Library. This is in addition to the current provision of ICT, Wifi, printing, desk and meeting spaces used by small or new business start-ups.
27. Inspire as a provider of the young people's study programme will offer supported internships within the organisation and as an employer will participate in the governments kick start employment support scheme which will offer 6 months of paid work experience for 18-25-year olds.
28. Inspire will continue to support individuals and communities as they recover. This ranges from access to ICT for job seekers and those accessing support and benefits, to facilitating opportunities for people to meet safely online and face to face. Inspire will launch its membership volunteering and engagement programme 'Community Makers' during 2020/21 in order to enable greater use of local skills and support to help communities to re connect and recover. A focus on well-being activity, reaching those who are isolated at home and creating libraries as places of welcome and connection will be prioritised across Inspire in the coming period.

29. Inspires financial position has been reviewed in the light of the impact of Covid 19. Current forecasts indicate a balanced position at the end of the current year having mitigated the loss of income through available government financial support.

Relationship with the Council and Stakeholders

30. The Council has a good working relationship with the organisation and maintains two nominated places on its main board. The Council also has board observer status for senior officers.
31. An agreed communications protocol between the Council and Inspire was approved by the former Culture Committee and is working well.
32. Other funders, Arts Council England, Education Funding Agency and Skills Funding Agency, continue to engage in a positive ways with Inspire.
33. Good working relationships have been developed with a range of organisations, including – Nottingham Playhouse, Lakeside Arts University of Nottingham, Nottingham Trent University, First Arts Creative People and Places, The Royal Concert Hall Nottingham, NYCGB, The Harley Foundation, UNESCO City of Literature, BFI / Broadway Cinema, BBC Radio Nottingham, Business in the Community, Fun Palaces, York Explore, LibrariesUnlimited and Suffolk Libraries.

Other Options Considered

34. None.

Reason/s for Recommendation/s

35. To ensure the Committee are updated on progress.

Statutory and Policy Implications

36. This report has been compiled after consideration of implications in respect of crime and disorder, 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, sustainability and the environment and ways of working 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

37. There are no financial implications arising from this report.

RECOMMENDATION/S

- 1) That Members consider the update on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire and its achievements in the fourth year of operation and agree to receive future performance updates on these services.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Peter Gaw
Chief Executive – Culture, Learning and Libraries - Inspire
T: 0115 977 4201
E: peter.gaw@inspireculture.org.uk

Constitutional Comments (AK 10/09/20200)

38. The report falls within the remit of the Communities and Place Committee by virtue of its terms of reference

Financial Comments (SES 08/09/2020)

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

Background Papers and Published Documents

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

Launch of Inspire – report to Culture Committee 19 April 2016

Inspire communications and marketing activity protocol – report to Culture Committee 1 November 2016

Culture, Learning and Libraries – Inspire development update and first year review – report to Communities and Place Committee 22 June 2017

Inspire review and Forward Plan 2020 - October 2017
www.inspireculture.org.uk/uploads/documents/IAR_for_web.pdf

Culture, Learning and Libraries – Inspire development update and second year review – report to Communities and Place Committee 14 June 2018

Culture, Learning and Libraries – Inspire development update and third year review – report to Communities and Place Committee 4 April 2019

Inspire Inspiration and impact review of 2018/19 - October 2019
<https://www.inspireculture.org.uk/about-us/annual-review/>

Electoral Division(s) and Member(s) Affected

All.

Service Performance Specification

Area of Service Delivery	Performance Standard	Measure
Records Management Service	26. Provide the timely delivery of records to agreed standards	All requested records provided the following working day or as agreed with client
Records Management Service	27. Maintain condition, confidentiality and security of records to agreed standards	No breaches
Nottinghamshire Archives	13. Provide opening hours to an agreed pattern	Opening Hours
Nottinghamshire Public Library Service	16. Provide opening hours to an agreed pattern	Opening Hours
Nottinghamshire Archives	14. Not exceed unplanned closure at an agreed level	0.5% of agreed Opening Hours
Nottinghamshire Public Library Service	17. Not exceed unplanned closure at an agreed level: a. Static; b. Mobiles	a. 0.5% of agreed Opening Hours b. 1.5% of agreed Opening Hours
Nottinghamshire Public Library Service	18. Achieve an agreed level of visits (annual target with % tolerance)	2.5 million (reporting tolerance – 5%)
Learning – community learning service	5. Deliver the ESFA contract to meet the agreed levels: a. Target learners; b. Number of learners (ESFA contract)	a) 50% of learners from top 250 Super Output Areas (SOAs) (per academic year); b) 6,000 adult learners* (per academic year) *related to SFA contractual targets
Learning – Skills for Employment	8. Deliver the ESFA contract to meet the agreed requirements: a. Targeting this group of learners; b. Achieving an agreed level of progression of young people to employment or further training	a) Young people 16 to 19 with qualifications below 5 GCSE Grade A - C; b) 65%
Records Management Service	24. Deliver a records management function for NCC, achieving agreed customer satisfaction levels	Customer satisfaction 90% +
Records Management Service	25. Maintain and action retention schedules	Reviewed and updated with NCC services (annually)
Arts	2. Apply for external funding streams	Applications (direct or supported) for

	to enable strategic development	external funding
Nottinghamshire Public Library Service	20. Provide quality stock, ensuring that: a. Items for loan do not exceed the agreed replenishment rates; b. The book and resource purchase fund is maintained at an agreed rate	a) 7 years (all stock); 6 years (children's stock) b) £800K
Nottinghamshire Public Library Service	19. Achieve agreed benchmarks for value for money and overall performance	Net expenditure – average and then review annually; Net income – increasing to average and then review annually; Volunteering – increasing to average and then review annually; Website Visits – average and then review annually
Arts	Co-ordinate key programmes 1. Rural Touring Programme 2. Arts Programme	6,000 attendances annually 2,000 attendances
Nottinghamshire Public Library Service	c. Information and Digital Universal Information Offer – free information service (face to face, email and via ASK Libraries), supported use of free public access ICT / information / government sites. Ability to search library catalogue and online resources, reserve/request/ renew items online and join online	Levels 1, 2 & 3 Free Wi-Fi/ free internet during opening hours
Nottinghamshire Public Library Service	d. Local Studies – Provide access relating to Nottinghamshire its history and environment in all libraries and via digital sources and exhibitions. Provide onsite and where feasible access to online resources to support research into Nottinghamshire's story. Maintain a comprehensive photographic collection for Nottinghamshire via the Picture your Past partnership	Local Studies Offer: Level 1 – Comprehensive collection of published sources (including maps and photographs) covering the County and local town/district area; Level 2 – Provide a collection of published sources about Nottinghamshire and the immediate town/area; Level 3 – Provide a collection of published material relevant to the library catchment area
Nottinghamshire Public Library Service	e. <u>Health and Wellbeing</u> Contribute to the health and wellbeing through reading and information services	Health and Well-being Offer Level 1, 2 & 3 – Books on Prescription Scheme ; Dedicated space for health related activity in selected libraries;

		<p>Level 1, 2 & 3 – Free and supported access to health information resources (eg Help Yourself website);</p> <p>Level 1, 2 & 3 - Access to targeted resources (eg memory lane bags) via request system</p>
Nottinghamshire Public Library Service	<p>f. <u>Learning Support</u></p> <p>Independent study and access to learning resources.</p> <p>Sign post learners to courses and information, advice and guidance.</p> <p>Learning Offer Level 1 ICT support session – 24 sessions per year</p> <p>Level 2 ICT support session – 6 sessions per year</p>	<p>Learning:</p> <p>Level 1 – Provision of study space, exhibition space and a wide range of non-fiction resources;</p> <p>Level 2 – Provision of study space; see Combined Core Service target</p>
Nottinghamshire Public Library Service	23. Establish Community Partnership Libraries to agreed standards	<p>Telephone helpline provided to all CPLs (Monday – Saturday);</p> <p>1 stock delivery / pick up per week;</p> <p>Access to Library Management System (LMS);</p> <p>Provision of County Library support as agreed with each CPL;</p> <p>10 CPLs established</p>
Nottinghamshire Public Library Service	<p>b. <u>Children</u></p> <p>To ensure the universal reading offer is available to children and young people. A dedicated children's area in every library, and a young adults area in larger sites. Children's offer:</p> <p>Level 1 – Under 5's event 2 per week (min); Introductory Class Visit; Book/Reading activity – 4 per year; School Exchange Visits;</p> <p>Level 2 – Under 5's event 1 per month (min); Introductory Class Visit; School Exchange Visits; Level 3 - Introductory Class Visit – teacher led; School Exchange Visits;</p> <p>Bookstart offer: Summer Reading Challenge – available at all libraries</p>	<p>BookStart 95% + babies reached;</p> <p>Summer Reading Challenge target 8,000 + children participating</p> <p>Reading Well for Children</p>
Learning – community learning service	6. Achieve agreed levels of learner satisfaction	90% of learners stated the course met or exceeded their expectations
Learning – study programme for	9. Achieve agreed levels of learner satisfaction	90% of learners stated the course met or exceeded their expectations

young people		
Sold Services to Schools	28. Ensure that the Education Library Service achieves agreed customer satisfaction levels	90% + customer satisfaction rating Nil cost to NCC
Sold Services to Schools	29. Provide an Instrumental Music Teaching service as a sold service	Nil cost to NCC
Sold Services to Schools	30. Ensure that Instrumental Music Teaching achieves agreed customer satisfaction levels	90% + customer satisfaction rating
Sold Services to Schools	31. Support the Music Continued Professional Development network	Provide a minimum of 3 CPD events for Nottinghamshire Schools
Sold Services to Schools	32. Provide the Nottinghamshire Music Hub	Provide access to whole class ensemble teaching programmes free to young people at the point of contact for a term in all 7 Nottinghamshire districts Provide continuation opportunities for young people in and out of schools in all 7 Nottinghamshire districts Provide discounted tuition and instrument loan scheme for those on low incomes Provide a minimum of 3 high quality/large scale music activities for young people working with professional musicians and/or venues
Learning – community learning service	4. Achieve an agreed outcome of OfSTED Inspection	Good
Learning – Skills for Employment	7. Achieve an agreed outcome of OfSTED Inspection	Good
Nottinghamshire Archives	10. Achieve archives service accreditation as specified	Acquire and maintain the accreditation with The National Archives (TNA)
Nottinghamshire Archives	11. Ensure legal compliance	Meet the legal requirements for archives
Nottinghamshire Archives	15. Ensure that conservation meets an agreed standard	ISO compliant conservation unit or services

Nottinghamshire Public Library Service	21. Achieve agreed customer satisfaction ratings for the following areas:	CIPFA PLUS Survey Questions and targets
Nottinghamshire Public Library Service	a. Quality and choice of book stock (adults); Q - What do you think of the books in this library	Target 80% + (good or very good)
Nottinghamshire Public Library Service	b. Quality and choice of book stock (children); Q - The library having the books I need...	Target rating 8+ out of 10
Nottinghamshire Public Library Service	c. User satisfaction (adult); Q - Taking everything into account, what do you think of this library?	Target 90% + (good or very good)
Nottinghamshire Public Library Service	d. User satisfaction (children); Q - Overall, what do you think of this library?	Target 8+ out of 10
Nottinghamshire Archives	12. Achieve agreed levels of customer satisfaction measured through the PSQG survey of British Archives	90% overall customer satisfaction (Every 18 months)

REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES**INSPIRE LEARNING ANNUAL PLAN AND FEES 2020/21****Purpose of the Report**

1. The purpose of this report is to:
 - report on performance and outcomes during the 2018/19 academic year – appendix 1
 - update on Covid-19 delivery
 - seek approval for the service's plan for the 2020/21 academic year
 - seek approval for plans for use of Education Skills Funding Agency (ESFA) funding in the 2020/21 academic year
 - seek approval for the Schedule of Fees for the 2020/21 academic year – appendix 2
 - seek approval for the service's Supply Chain Arrangements – appendix 3

Information**Performance and outcomes 2018/19**

2. During the 2018/19 academic year, the following key outcomes were achieved:
 - recruited 243 16/19-year-old students against a funding target of 308 learners
 - Achieved 82.8% Achievement rate for Study Programme learners (against a national bench-mark of 82.6%)
 - Achieved a 75% (an increase of 9% on 2017/18) positive progression rate for 16 to 18-year-old learners
 - recruited 7,968 ESFA funded Community and Family Learning learners against a target of 6,000
 - Achieved a 93.1% achievement rate for Community Learning
 - Achieved a 59% GCSE resit pass rate in maths and a 43% GCSE resit pass rate for English (against a national rate of 23% and 31% respectively)
 - Opened two new Study Programme centres in Hucknall and Arnold (based in the Young People's Centres)

A detailed performance review has been published of accredited provision during the 2018/19 academic year (and it is attached as **Appendix 1**), which compares Inspire learning achievement rates against national rates. In summary this review outlines that Inspire learning is delivering both 16 to 18 Study Programmes and 19 + accredited provision above the national achievement rate benchmark and outperforming a number of Further Education providers.

Covid-19 delivery arrangements

3. Since the imposition of the lockdown from 23rd March, the service has undertaken the following adjustments to keep staff and learners safe:
- supported existing study programme learners with a full programme of on-line learning, and from 6th June provided face-to-face delivery to vulnerable learners and the children of key workers;
 - developed a new range of on-line courses for adults to take a range of community learning courses; and
 - delivered apprenticeships, access to HE courses and accredited provision to adults via on-line and 'e' learning

Inspire learning will ensure it makes a contribution to the local economic recovery through its learning and skills programmes, the Way 2 Work employment support programme, traineeships and apprenticeships.

Approval for strategic aim and objectives for 2020/21

4. The strategic aims and objectives for the 2020/21 academic year are as follows:

Aim

To ensure that local people have access to an appropriate range of flexible learning opportunities that contribute to personal, social, educational and economic development.

Objectives

- Deliver a programme of high-quality learning which clearly contributes to the priorities of the County Council and D2N2's Strategic Economic Plan and Local Industrial Strategy 2019 - 2030: to support safe and thriving communities; support economic growth and employment; provide care and promote health; and invest in our future. This approach will consider the revisions to D2N2's Local Industrial Strategy to support the Covid-19 recovery strategies and to respond to new learning demands
- Focus ESFA public funding on people who are disadvantaged and least likely to participate in learning, including Not in Education, Employment or Training (NEET) young people, people on low incomes, those with low skills and furthest away from the labour market, particularly focusing resources to assist Nottinghamshire residents to respond to the economic challenges presented by the Covid-19 pandemic
- Continue to deliver a universal community learning and skills offer with access for all and set a fees policy to ensure fees are paid where learners can do so, including waiving fees where appropriate
- Provide Study Programmes for 300+ young people (aged between 16 and 19 years) from 10 centres across the county using a 'blended' delivery model combining face-to-face provision and 'e' learning as appropriate
- Provide a range of programmes under the themes of: Employability; Health and Wellbeing; Family Learning and Learning for Learners with Learning Difficulties and/or Disabilities (LLDD) with a clear focus upon supporting Nottinghamshire residents to respond to the current economic challenges from Covid-19 by offering focused support for learners to re-train and help them to find secure employment
- Deliver learning to fee paying adults including courses designed to appeal to a broader cross-section of learners at a higher rate, using their fee income to support the Service's offer where appropriate. Extension of fee-paying courses will be introduced gradually to reflect the impact of the Covid-19 crisis

- Deliver £2.28m of adult community learning (i.e. non-accredited) and £385k of formula funded (i.e. accredited) learning to adults in 2020/21. Deliver £1.25m of 16 to 19 study programme learning to young adults in 2020/21. Delivery will be via a blended combination of face-to-face and 'e' learning in order to ensure that learners and staff are socially distancing and are kept safe at all times.

The Service's schedule of fees for the 2019/20 academic year

5. A transparent schedule of fees is required to ensure that adults within Nottinghamshire are treated fairly by each delivery partner within the service provider network. It is proposed that the **standard** hourly tuition fee for community learning programmes for adults not qualified for fee remission should be maintained at £4.50 per hour. The proposed schedule of fees for 2020/21 is attached as **Appendix 2**. The service may decide to waive fees as appropriate to ensure that delivery supports Nottinghamshire residents who face the impact of the Covid-19 economic shocks.

The service's supply chain arrangements

6. As Inspire learning (via Nottinghamshire County Council) intends to sub-contract a proportion of the Adult Education Budget (AEB) non-formula funded community and family learning provision for the 2020/21 academic year, Inspire Learning needs to publish an annual statement of our supply chain arrangements on our website in order to comply with the ESFA requirements. Our intended approach to supply chain arrangements for 2020/21 is outlined in **Appendix 3**.

Other Options Considered

7. No other options have been considered.

Reason/s for Recommendation/s

8. The recommendations are made to ensure effective spend of the ESFA grant against relevant government and Nottinghamshire County Council priorities and to set a fair fees policy.

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.

Financial Implications

10. The anticipated 2020/21 Community Learning funding of £2.6 million and the Study Programme of £1.25 million will be fully utilised delivering the services set out in this report.

Safeguarding of Children and Adults at Risk Implications

11. The service fully supports fundamental British values, the Prevent agenda and all forms of safeguarding for all its learners and staff. To this end the service has arranged a series of training sessions for staff and subcontracted providers in 2020/21 academic year.

RECOMMENDATION/S

That Committee:

- 1) Acknowledges the performance and outcomes during the 2018/19 academic year, including the performance of accredited learning against national achievement rates (appendix 1)
- 2) Approves the service's plan for the 2020/21 academic year;
- 3) Approves the service's plan for use of the Education and Skills Funding Agency in the 2020/21 academic year;
- 4) Approves the schedule of fees for the 2020/21 academic year (appendix 2)
- 5) Approves the supply chain Arrangements for the 2020/21 academic year (appendix 3)

Derek Higton
Service Director, Place and Communities

For any enquiries about this report please contact: Ian Bond, Inspire Director of Learning, Tel: 0115 977 2875, E: ian.bond@inspireculture.org.uk

Constitutional Comments (EP 24/07/20)

14. Communities and Place Committee is the appropriate body to consider and approve the content of this report in accordance with its Terms of Reference.

Financial Comments (SES 08/09/2020)

15. There are no specific financial implications arising directly from this report. The anticipated 2020/21 Community Learning funding of £2.6 million and the Study Programme of £1.25 million will be fully utilised delivering the services set out in this report

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

Inspire Learning

Nottinghamshire

**National Achievement
Rate Tables 2018/19
Performance Review**



01623 677 200 | learning@inspireculture.org.uk | inspireculture.org.uk/learning

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Introduction

National Achievement Rate Tables 2018/19 Academic Year Nottinghamshire County Council's Provision (Delivered by Inspire)

What are National Achievement Rate Tables?

These are tables that show how well individual providers perform against national benchmarks. They record the overall achievement rate for learners on Study Programmes (aged 16 to 18) and learners aged 19+ on accredited AEB programmes.

When are they published?

The National Achievement Rate Tables are published in March every year. They show how well providers performed in the previous academic year. The National Achievement Rate Tables for the last academic year (between 1st August 2018 and 31st July 2019) were published in March 2020.

How well did Nottinghamshire County Council's provision (delivered by Inspire) perform?

Nottinghamshire County Council did exceptionally well in 2018/19.

The National Benchmark for all institutions for 16 – 18 year olds was 82.6%. Nottinghamshire County Council (Inspire) had 16 – 18 achievement rates of 82.8% (i.e. 0.2% above the National Benchmark).

The National Benchmark for all institutions for 19+ provision was 89.1%. Nottinghamshire County Council (Inspire) had 19+ achievement rates of 89.2% (i.e. 0.1% above the National Benchmark).

The National Benchmark for GCSE maths re-sits in the summer of 2019 was 22% (i.e. Grade 4 or above – equivalent to an old Grade C or above).

The National Benchmark for GCSE English re-sits in the summer of 2019 was 31% (i.e. Grade 4 or above – equivalent to an old Grade C or above).

Nottinghamshire County Council (Inspire) achieved a pass mark of 59% for resit GCSE maths in summer 2019 (i.e. achieving a Grade 4 or above). This is 37% above the National Benchmark.

Nottinghamshire County Council (Inspire) achieved a pass mark of 43% for resit GCSE English in summer 2019 (i.e. achieving a Grade 4 or above). This is 12% above the National Benchmark.





Key points:

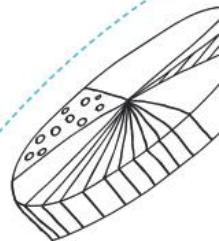
- Nottinghamshire County Council's 16 – 18 provision (delivered by Inspire) has improved year on year over the three years between 2016/17 to 2018/19 from 72.3% (National Benchmark was 81.5%) in 2016/17 to 82.8% (National Benchmark was 82.6%) in 2018/19.
- This is more impressive given that Nottinghamshire County Council's 16 – 18 provision (delivered by Inspire) is not selective and takes young school leavers who other FE providers would reject and who might otherwise become NEETs (i.e. Not in Education Employment or Training).
- Nottinghamshire County Council's 19+ provision (delivered by Inspire) has improved year on year over the three years between 2016/17 to 2018/19 from 70.8% (National Benchmark was 86.9%) in 2016/17 to 89.2% (National Benchmark was 89.1%) in 2018/19.
- This is more impressive given that Nottinghamshire County Council's 19+ provision (delivered by Inspire) is focused upon the 250 most deprived super output wards in the County so our learners face multiple social and economic disadvantages and yet have achieved above the National Benchmark.

- Nottinghamshire County Council's 16 – 18 provision (delivered by Inspire) with a benchmark of 82.8%, out-performed eight other local FE providers across the East Midlands including: Academy Transformation Trust (76.3%); Chesterfield College (79.4%); Leicester College (78.1%); Nottingham College (78.6%); RNN Group (80.5%); Vision West Notts College (78.4%); Derbyshire County Council (70.7%); and Lincolnshire County Council (50.7%).
- Nottinghamshire County Council's 19+ accredited provision (delivered by Inspire) with a benchmark of 89.2%, out-performed six other local FE providers across the East Midlands including: Chesterfield College (87.5%); Nottingham College (88.9%); RNN Group (88.4%); Derbyshire County Council (85.2%); Leicestershire County Council (83.1%); and Lincolnshire County Council (70.9%).



Ian Bond

Inspire Learning Manager



16 – 18 Achievement Rates 2018 – 19

Nottinghamshire County Council / Inspire Learning **overall rate of 82.8% was higher than the National Benchmark (82.6%)**, and higher than 8 other local providers (both FE colleges and local authorities).

The next best performance was RNN group with 80.5%.



82.8%

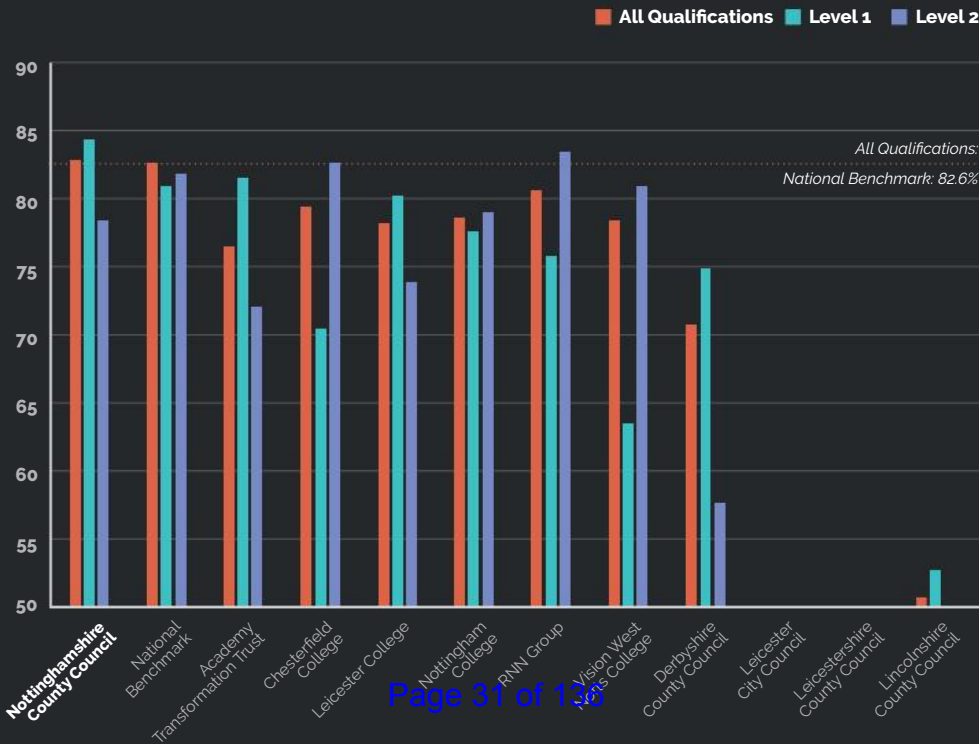
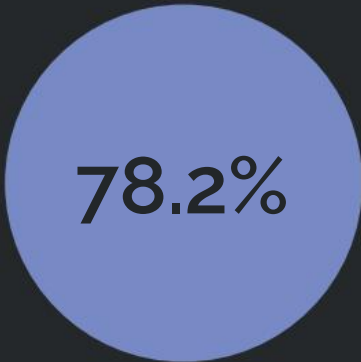


84.1%

The **overall rate for Level 1 qualifications** of 84.1% was higher than the National Benchmark (80.7%) and higher than 8 other local providers.

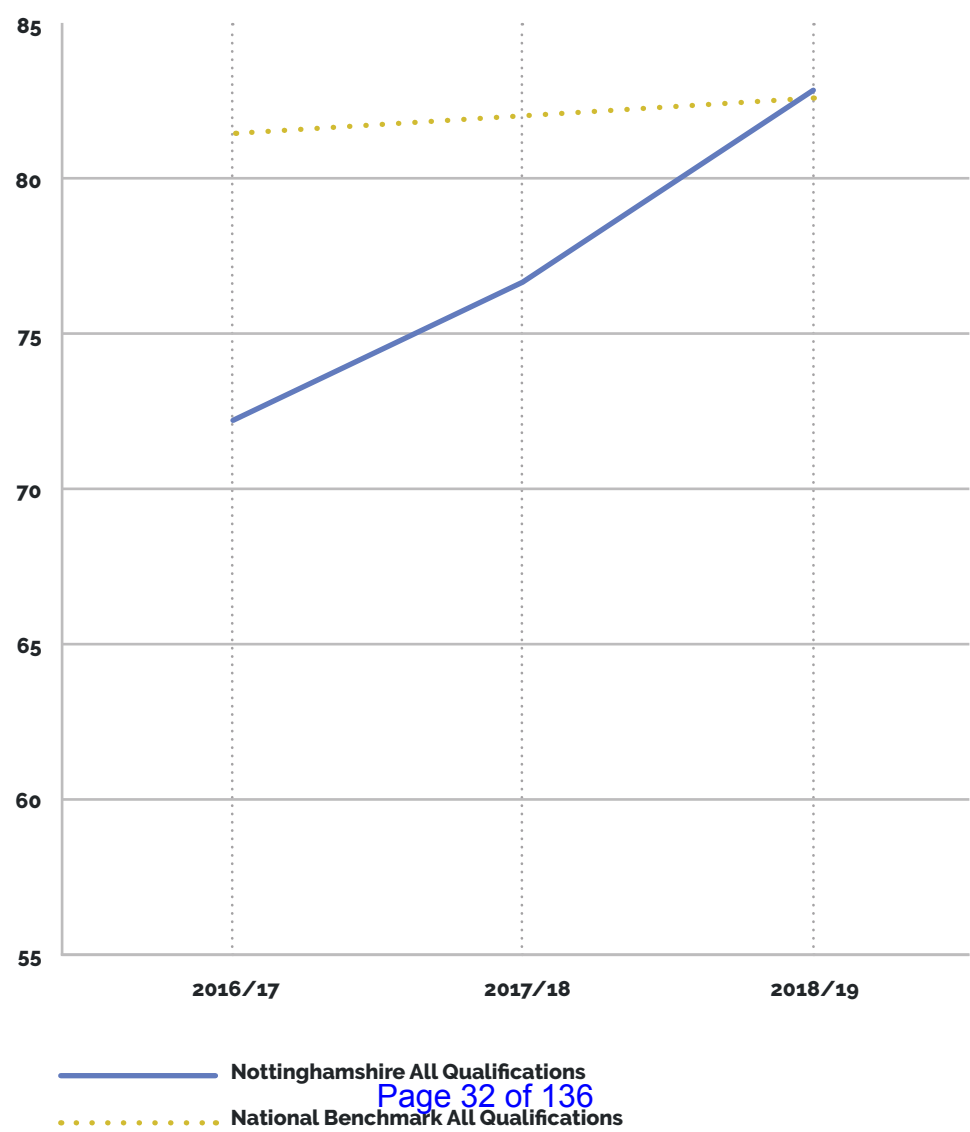
The next best performance was Academy Transformation Trust with 81.4%.

The **overall rate for Level 2 qualifications** of 78.2% was higher than 2 other local authority providers delivering Level 2 qualifications (Next best: Derbyshire County Council – 57.6%)

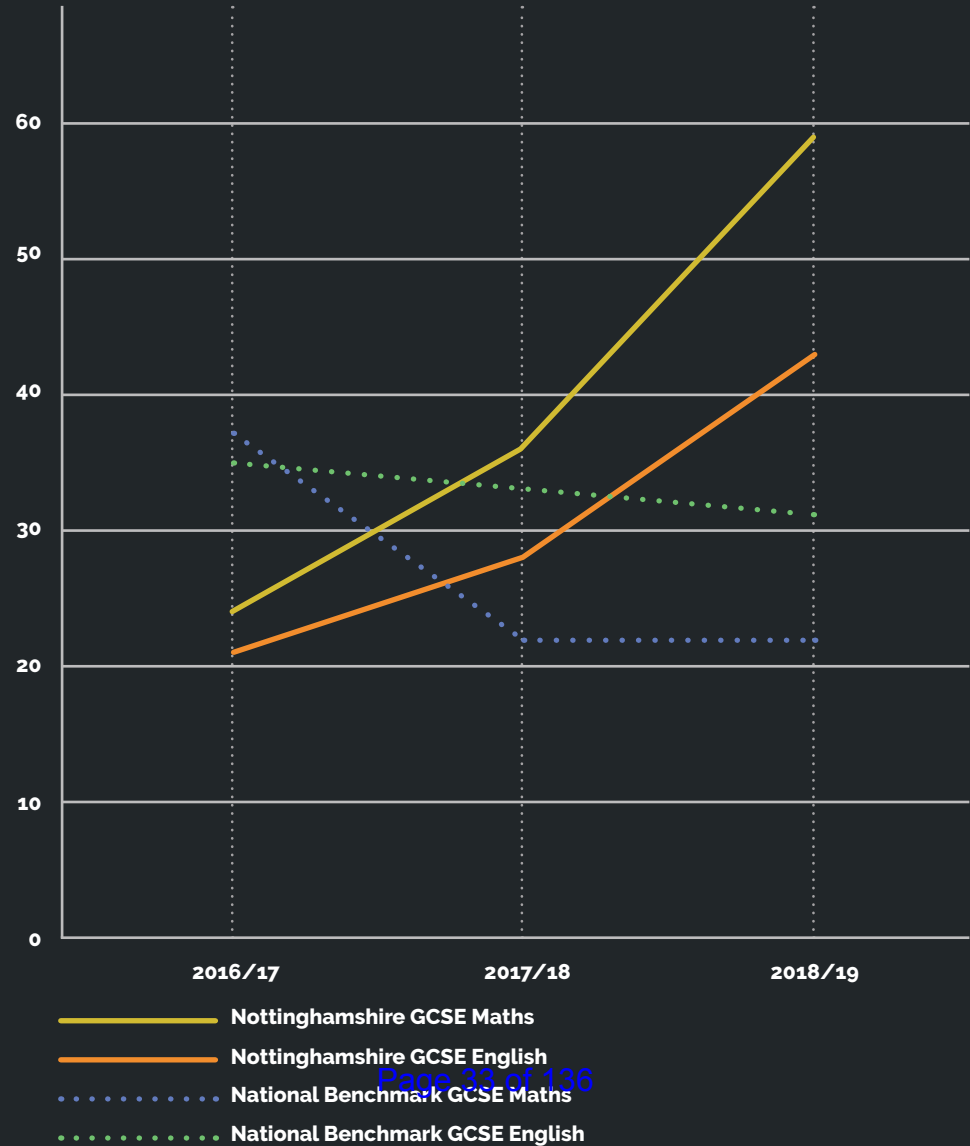


16 – 18 Achievement Rates

3 Year Trend: 2016/17 – 2018/19



16 – 18 Achievement Rates 3 Year Trends: 2016/17 – 2018/19 GCSE Maths and English Grades A-C/4-9





Case Study: Charlotte


Newark Study Programme and progression to a Traineeship



Charlotte joined Inspire Learning study programmes in Newark in 2018. When she first started, she was very low in confidence, wouldn't speak to people and was scared of taking exams. Fast forward to 2020 and she has now sat her Functional Skills exams with ease, gained a lot of confidence, is able to speak to new people and work well as part of a team.

Charlotte has progressed from a study programme to a traineeship in a local nursery, Serendipity Day Nursery in Newark. She received some great feedback from her employer who said, "she is very caring and nurturing, and we really value her as a member of the team."

Charlotte hopes to continue to work in the childcare sector and hopefully gain employment with Serendipity or another childcare provider after her traineeship is complete.



"...I HOPE TO GAIN
EMPLOYMENT AFTER
MY TRAINEESHIP."



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19+ Achievement Rates 2018/19

Nottinghamshire County Council / Inspire Learning **overall rate of 89.2% was higher than the National Benchmark (89.1%)**, and higher than 6 out of 11 other local providers (both FE colleges and local authorities). We out performed 55% of local providers only beaten by ATTFE, Leicester College, Vision West Notts and Leicester City Council.

The highest was Vision West Notts College with 94.1%.



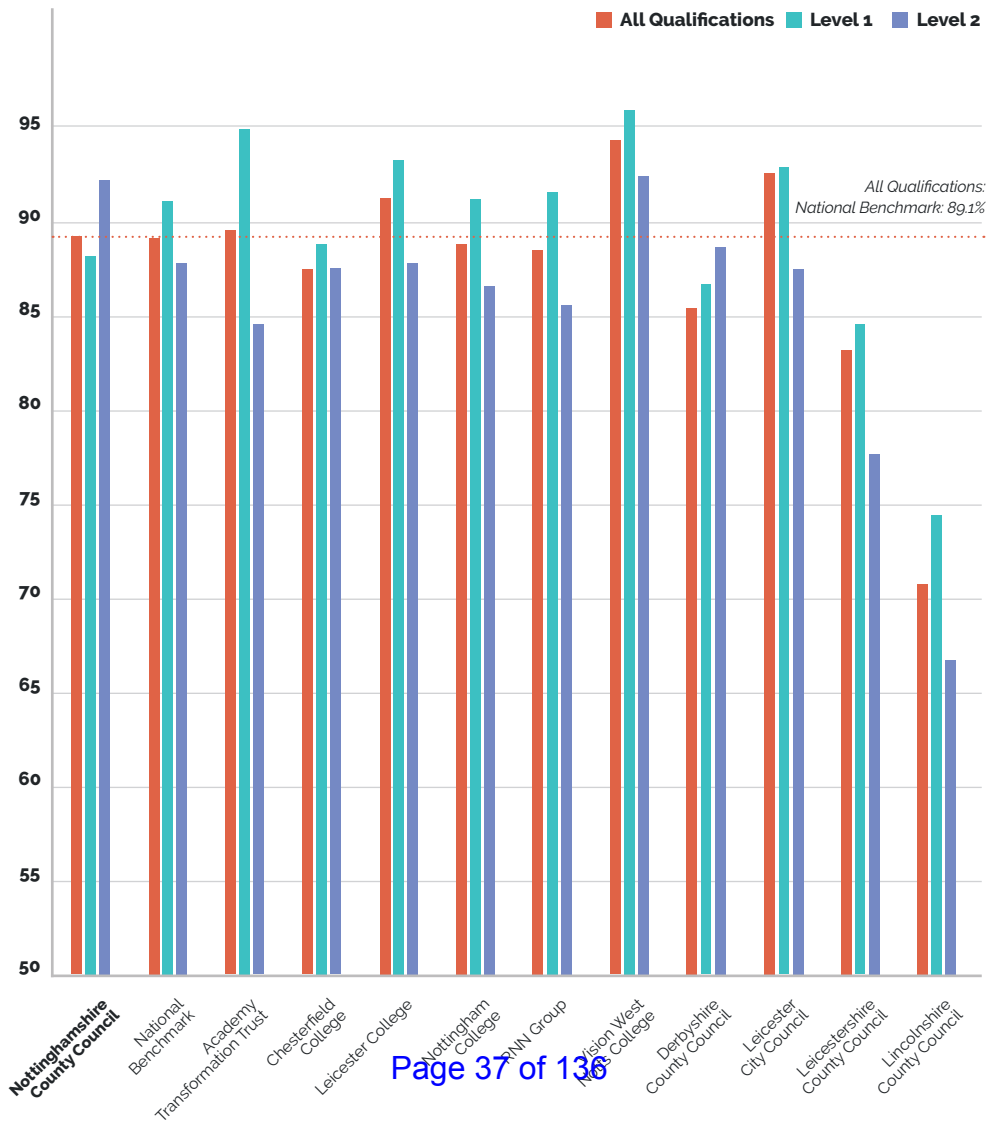
89.2%



92.1%

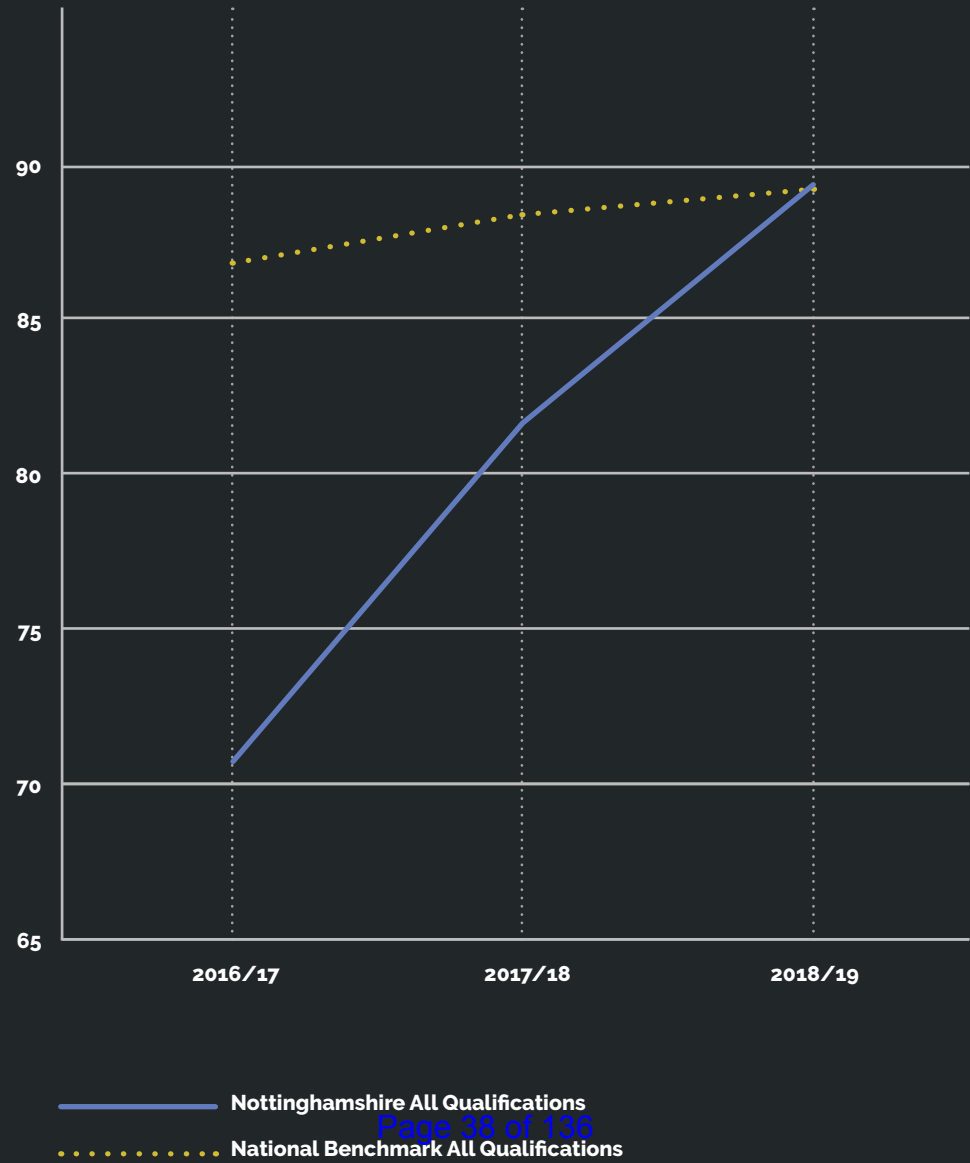
The **overall rate for Level 2 qualifications** of 92.1% was higher than the National Benchmark (87.9%) and higher than 9 out of 10 other local providers.

The highest was Vision West Notts College with 92.4%.



19+ Achievement Rates 2018/19

3 Year Trends: 2016/17 – 2018/19

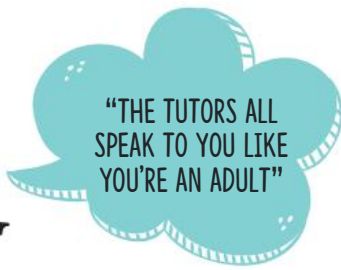


Case Study: Robbie

16 – 24 GCSE Case Study



"This is my first year here and I've passed GCSE Maths. This is my fourth time taking the exam. I think the smaller groups and teachers really helped me. Passing the course has been so relieving!"



Case Study: Marie

Community Learning Case Study – Dementia Awareness at Mansfield Central Library

Marie came on the course because she works for a charity which involves her visiting a community hub where she encounters those living with Dementia. The course allowed her to discover techniques she had never heard of before to instigate discussion about dementia patients' childhoods in order to trigger their memories.

Marie said she found the course very informative. She also came away with lots of different ideas of publications she can find in her local library that she can use in the future to help with her charity work. She also discovered Inspire's memory bags that she can take along to her sessions.

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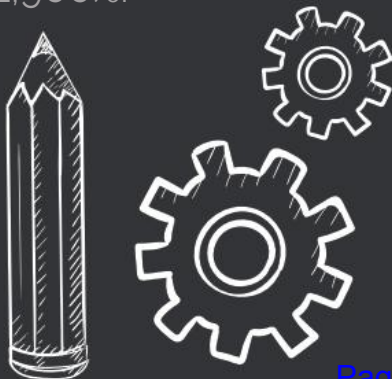
Achievements and Impacts

**Nottinghamshire
County Council/ Inspire
Learning have improved
performance consistently
year on year to be one of
the best local providers in
the East Midlands**

We recruit from some of
the most disadvantaged
SOAs in Nottinghamshire
and the country.



Our cohort of 19+
learners increased
from 50 in 2016/17
to 950 in 2018/19,
we improved quality
while simultaneously
increasing delivery by
1,900%.





Over the past 3 years
we have improved
achievement rates for
our 16–18 students.



Between 2016/17 and 2018/19 19+ Level 2 performance was up 45.5% to 92.1%

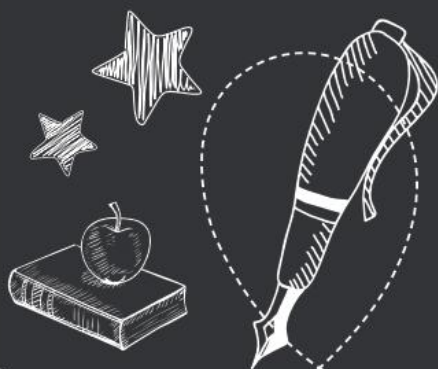
45.5%  92.1%

Our overall 19+ performance for all qualifications has increased by 18.4% from 70.8% in 2016/17 to 89.2% in 2018/19. This is 0.1% above the National Benchmark.

70.8%  89.2% 

Our overall achievement rate for 16 – 18 provision is 82.8%

This is better than the National Benchmark (82.6%) and better than 9 local providers who also deliver study programmes.





InspireLearningSkills



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www.inspireculture.org.uk/learning**

Publications are available on our website at www.inspireculture.org.uk and can be accessed using a screen reader. We can also provide alternative formats on request to comms@inspireculture.org.uk

Please note: Information included in the guide may be subject to change. For up-to-date information, please visit www.inspireculture.org.uk or call 01623 677 200.

INSPIRE LEARNING FEES APPROACH FOR 2020/2021

1. **COVERAGE:** this fees approach covers activity classified as Adult Education Budget Community Learning, funded by the Education and Skills Funding Agency (ESFA) and sub-contracted to Nottinghamshire County Council/Inspire Learning for delivery in Nottinghamshire. Family Learning programmes (Wider Family Learning, Family English, Mathematics and Language) and programmes for Learners with Learning Difficulties and/or Disabilities (LLDD) contracted to Nottinghamshire County Council/Inspire Learning for delivery in Nottinghamshire will be **free** of charge. In addition, this policy also applies to the fees established by the ESFA for accredited provision which must follow the national regulations (the fees policy for the 2020/21 academic year were published in April 2020).
2. **IMPLEMENTATION DATE:** this policy will take effect from 1st August 2020.
3. **TUITION FEE:** the hourly charge for Community Learning Employability and Health and Wellbeing themed courses will be £4.50 per hour. The collection method is at the discretion of the Community Learning provider. Learners who pay tuition fees will also be charged examination fees if relevant to the course of learning. Exemptions/remissions in respect of course fees also apply to examination fees, if appropriate. The regulations covering how charges for accredited courses are applied vary and are published by the ESFA in their annual fee's guidance. Where appropriate, a deposit will be required to secure a place on a course for both fee paying and fee remitted learners.
4. **ADMINISTRATION FEE:** A £5 administration fee will be charged to all learners undertaking an accredited course to contribute to the cost of examination registration and issuing of certificates. NB learners eligible for remitted tuition fees will not be exempt from the administration charge.
5. **EXEMPTIONS:** the following provision within Community Learning will be exempt from fees:
 - **Customised Provision for Learners with Learning Difficulties and/or Disabilities (LLDD):** discrete provision for LLDD cohorts will be exempt from fees. Individual members of the LLDD cohort enrolling on Community Learning courses will be charged fees unless they are covered by one of the remissions detailed under section 6, below.
 - **Discrete Courses for Volunteers:** prior approval for remission is required from the Learning Director.
 - **'E' Learning provision** that may be 'experimental' in nature and which it would be inappropriate to charge fees for in the Covid-19 circumstances.
6. **REMISSIONS:** learners in receipt of the following benefits will be eligible for fee remission:
 - **Universal Credit**
 - **Income based Job Seekers Allowance (not contribution based)**
 - **Housing Benefit or Council Tax Support (not Single Person's Discount)**
 - **Employment Support Allowance**

- **Income Support**
- **Incapacity Benefit**
- **Working Tax Credit**
- **Pension Credit (not savings credit)**
- **Unwaged Dependents** of those in receipt of the above benefits.
- **Identified elements of Universal Credit**

All benefits claimants will be required to provide evidence of their benefit status to qualify for fee remission.

7. **DISCRETIONARY REMISSIONS:** there are some categories of learners, for example but not exclusively: foster carers; young adults leaving care; travellers; the homeless; and hostel dwellers; who, whilst not necessarily in receipt of benefits, are clearly unable to contribute to the cost of their learning. In such instances, Inspire Learning may agree discretionary fee remission to groups of learners or individual learners without the prior consent of the ESFA. Records of all such discretionary remissions will be retained. This category of discretionary remissions will be actively kept under review to widen participation in the light of Covid-19 and its economic impact.
8. **REFUNDS:** if a Community Learning course is terminated by the provider because, for example, of low numbers, learners who have paid in advance will be refunded for the sessions cancelled by the provider. Individual learners who choose to leave a Community Learning course before its completion will not be eligible for a refund. If an award bearing class is cancelled by a provider, full refunds will be provided to course participants.

Nottinghamshire County Council – Inspire Learning: Supply Chain Policy for Community Learning

Mission Statement:

“To provide learners with an outstanding learning experience that enables them to make positive changes to their lives”

Introduction

The Nottinghamshire Inspire Learning Service has a long and successful tradition of contracting out the delivery of its Education and Skills Funding Agency funded Community and Family Learning provision. The Service was last inspected by Ofsted in October 2017 and was awarded an overall effectiveness Grade 2 (Good). The Ofsted inspectors praised the arrangements that Nottinghamshire Inspire Learning Service has for managing its subcontractors, and they confirmed that management and leadership of these partnerships is good. Subcontracting allows the Service to work with an extensive number of delivery partners and stakeholders to reach into communities and respond to local needs. The Service’s model allows smaller voluntary and community organisations, whose main purpose may not be the delivery of learning, to access the resources to deliver learning opportunities to their client group. This model of working is a key element of the Service’s successful widening participation strategy which delivers 50% of learning to residents from the 250 most deprived Nottinghamshire super output areas. Opportunities to access funding are available via the Service’s website <https://www.inspireculture.org.uk/skills-learning/policies-and-provider-information/>

Nottinghamshire County Council targets the majority of its resources on those learners with low skills and who have low confidence levels and consequently the Service seeks to work with partners who can deliver high quality learning opportunities that are tailored to meet the needs of these priority groups. The Service arranges regular Continuous Professional Development (CPD) activities for all tutors; feedback on these events has been extremely positive. The opportunity to meet people from different organisations but with similar and /or complementary aims is always favourably commented upon.

The Education and Skills Funding Agency’s Funding Rules require providers who subcontract their provision to publish a Supply Chain Fees and Charges Policy in the interests of transparency. This document lays out Nottinghamshire County Council’s policy for subcontracting its Community Learning funding allocation.

Support Provided to Subcontractors

Nottinghamshire County Council seeks to ensure that all learners participating in an ESFA Community and Family Learning funded activity receive a high-quality learning experience. To ensure consistency of approach and to continually improve quality Nottinghamshire County Council has put in place a range of measures and support for its providers, including providing:

- All Relevant Paperwork: Standard paperwork, (e.g. enrolment forms, registers, evaluation forms, Individual Learners’ Plans (ILPs), is provided to all subcontractors.
- Guidance: For new providers a meeting is arranged with a staff member from Nottinghamshire Inspire Learning Service to clarify processes, procedures and expectations. Handbooks are available for Providers and Tutors. All providers are assigned a named Nottinghamshire Inspire Learning Service contract officer to resolve any queries they may have.
- Data Analysis: Regular electronic data reports are provided to larger providers so that they may assess their progress as the contract progresses.

- Individual Learners' Record (ILR): Inputting of data, processing of the ILR returns and associated validation reports is undertaken by Nottinghamshire Inspire Learning Service on behalf of the subcontracted providers.
- Nottinghamshire Inspire Learning Service Web Site: All our policies, procedures and paperwork are available on the Inspire website: <https://www.inspireculture.org.uk/skills-learning/policies-and-provider-information/>
- Targets: Clear targets are set for each contract confirming: learner numbers to be engaged; and success, attendance and retention rates, so providers know at the outset what quality standards are expected of them.
- Class Visits/Observations: Once a contract is agreed then Nottinghamshire Inspire Learning Service will arrange a themed class visit and/or observation.
- Curriculum Development: Nottinghamshire Inspire Learning Service undertakes regular reviews of the subcontractors' curriculum content to ensure that it meets the required quality standards and the Service provides support to providers in developing new ideas and programmes.
- Meetings: Providers and stakeholders benefit from regular locality meetings to review local learning needs and reflect upon the activity that has taken place and identify any gaps in provision. Focused contract meetings with each provider also take place on a termly basis to review progress and offer support.
- CPD: Nottinghamshire Inspire Learning Service arranges several CPD events for tutors throughout the year to share best practice, address common quality issues that are arising and ensure tutors are aware of key developments in relation to Nottinghamshire Inspire Learning Service's drive for continual improvement. Events include an annual Tutor conference that is designed to provide subcontractors with access to a forum to share the challenges and targets for the forthcoming year. Tutors are funded to attend identified types of training events throughout the year.
- Resources: Access to resources to support the quality of delivery e.g. Individual Learning Technology (ILT), minor works etc.
- Infrastructure to support provision of AIM awards qualifications: Nottinghamshire Inspire Learning Service has registered centre status with AIM Awards and provides all the quality assurance mechanisms (as required by AIM) including verification to offer qualifications to learners should this be appropriate. Nottinghamshire Inspire Learning Service has its own appointed Internal Verifier and Business Support Officer to support this activity.
- News: Regular news for providers and tutors are issued to communicate updates, developments, their contribution towards meeting overall Nottinghamshire Inspire Learning Service targets and feedback from learners etc.

Tuition Fee Policy

All Providers are required to operate the Nottinghamshire County Council Fees Policy to ensure learners receive an equitable experience in relation to payment for their classes.

List of Subcontractors

This list is provided to the ESFA via the "Subcontractor Declaration Form" in line with the agreed timelines and the aggregated Subcontracting Register is published on the ESFA website. Updates are provided as required. A copy is located at: <https://www.inspireculture.org.uk/skills-learning/policies-and-provider-information/>

Payment Timelines

Nottinghamshire County Council endeavours to pay all invoices within 28 days of their receipt. The Nottinghamshire County Council Funding Agreement outlines what information is required from each delivery partner to enable invoices to be paid promptly. Where a provider may experience a cash flow problem(s) with this timeline, then alternative arrangements are negotiated on a case-by-case basis. The Service's Funding Agreement stipulates that reductions may be made where targets have not been met.

Retained Funding

With the introduction of Community Learning Trusts in 2014-2015, the funding the Service receives from the Education and Skills Funding Agency is deemed to be a "contribution" to the overall costs. The funding retained centrally by Nottinghamshire Inspire Learning Service supports the services outlined above; in summary:

- Contract Management
- Quality Assurance and Improvement
- Submission of Individualised Learner Records (ILR), provision of all required paperwork and associated inputting of all data (including the Management Information System (MIS) system)
- Community Engagement
- Professional Development (Providers and Tutors)
- Curriculum Development
- Budgets to support quality improvement e.g. ILT equipment and minor works
- Marketing, promotion and celebration events
- Additional Learner Support

These services are provided for all delivery partners. Nottinghamshire Inspire Learning Service endeavours to establish a level playing field for both learners and providers and as such the retained fee is common to all contracted providers.

Nottinghamshire County Council will retain no more than 20% of the annual funding available to cover the costs of the above-mentioned functions.

Policy Review

The Nottinghamshire County Council Supply Chain Fees and Charges Policy will be reviewed in January 2021 by the Inspire Learning Director.

Publication

The Nottinghamshire Inspire Learning Service's Supply Chain Fees and Charges Policy will be published on the Service's web pages: <https://www.inspireculture.org.uk/skills-learning/policies-and-provider-information/>



REPORT OF THE CORPORATE DIRECTOR, PLACE FLOOD RISK MANAGEMENT SECTION 19 REPORTS

Purpose of the Report

1. This report sets out the County Council's duties as the Lead Local Flood Authority to report on flooding incidents under Section 19 of the Flood and Water Management Act 2010 and contains individual Section 19 reports in relation to flooding in June 2020, for Members' approval and endorsement.

Information

2. Following the severe flooding in many parts of the country 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 transposed the EU Floods Directive into UK Law and the Flood and Water Management Act 2010.
3. Nottinghamshire County Council (NCC) is a Lead Local Flood Authority (LLFA) and has powers and statutory duties to manage and co-ordinate local flood risk management activities. Nottinghamshire County Council does this by working together with other organisations including the Environment Agency (EA), who manage flooding from generally larger rivers known as Main Rivers, such as the River Trent; The Trent Valley Internal Drainage Board (TVIDB) managing low lying areas; District, Borough, Parish and Town Councils; and infrastructure/ utility providers, such as Severn Trent Water (STW) and Highways England (HE).
4. This partnership work is overseen by the Strategic Flood Risk Management Board, jointly chaired by Nottinghamshire County Council and Nottingham City Council (NCiC) and attended by all Risk Management Authorities (RMAs).
5. Local flood risk means flooding from surface water (overland runoff), groundwater and smaller watercourses (known as Ordinary Watercourses).
6. Section 19 of the Flood and Water Management Act gives Nottinghamshire County Council as a Lead Local Flood Authority, the following duties:
 1. On becoming aware of a flood in its area, a lead local flood authority must, to the extent that it considers it necessary or appropriate, investigate:

- (a) Which Risk Management Authorities (RMAs) have relevant flood risk management functions.
- (b) Whether each of those risk management authorities has exercised, or is proposing to exercise, those functions in response to the flood.

2. Where an authority carries out the above investigation it must:-

- (a) Publish the results of its investigation.
- (b) Notify any relevant RMAs.

7. It should be noted that the purpose of a Section 19 Report is to outline what happened during a flooding incident and whether the relevant Risk Management Authorities have exercised or will exercise their responsibilities - it does not identify specific measures to prevent future flooding. It is up to the Lead Local Flood Authority and other Risk Management Authorities if they wish to then carry out further investigation into possible flood prevention and protection measures that could be implemented.
8. At Transport and Highways Committee on 31 October 2013 it was resolved that Section 19 Reports should be undertaken where the Authority is aware that five or more properties in a locality have been affected by internal flooding (over the threshold [doorstep level] of the property).

Section 19 Report Summary

9. Two rainfall events close together in mid June resulted in properties on a number of streets in Ashfield being affected by localised floods following storms on Sunday 14th June. Huge downpours meant some streets became submerged in water. Three households unfortunately suffered internal flooding. Following on from Sunday's event the Met Office issued a yellow weather warning for thunderstorms and heavy rain on Wednesday the 17th June. Torrential downpours ensued around teatime which resulted in localised flooding with around 30mm of rain landing in less than an hour. The majority of the internal flooding to residential and business premises was caused by the pluvial flash flood.
10. There were no reports of river flooding received. NCC responded immediately with the reactivation of the Flooding Hardship Fund payment of £300 per business and £120 per residential property. To date we have the following numbers confirmed as internally flooding between Sunday 14th June and Thursday 18th June.
- | | | |
|----------------------|---|------------------------------|
| ▪ Beeston/Chilwell | - | 34 Businesses 56 Residential |
| ▪ Ruddington | - | 21 Businesses |
| ▪ Kirkby in Ashfield | - | 3 Residential |
| ▪ Worksop | - | 3 Residential |
| ▪ East Markham | - | 1 Residential |
11. A significant issue which made the difference between properties being flooded or not in Beeston and Ruddington were bow-waves caused by traffic driving quickly through flood waters this combined with initial investigations would suggest the cause of the flooding to be pluvial. The ability of the infrastructure to accommodate the torrential rain was clearly beaten on this occasion. It is recognised that flooding can have a devastating impact on businesses and this coupled with the impact of Covid 19 will be a significant challenge in terms of recovery for the communities impacted.

12. A significant amount of people were adversely affected by the flooding in June within the 5 communities that reported flooding incidents, with 118 reports of internal flooding. Consequently, two Section 19 Reports have been triggered. These are contained in the attached appendices and relate to the communities of:

Appendix	Place	Page Numbers	Lead Risk Management Authority
A	Beeston/Chilwell	01-06	Nottinghamshire County Council
B	Ruddington	07 - 11	Nottinghamshire County Council

13. Nottinghamshire County Council reopened its flooding hardship fund, making available £120 per household and £300 per business for all those affected by flooding in the County. A Property Flood Resilience Recovery Grant of £5000 was made available from the Department for Environment, Food and Rural Affairs, which was administered by Broxtowe Borough Council.
14. The flooding experienced by these communities has been devastating with many home and business owners being unable to return to their properties. For many months to come the catastrophic impacts of this flooding will be felt by the communities as they begin the task of dealing with the impacts of the flooding on their lives and well-being.
15. Officers from the Flood Risk Management Team joined forces with other agencies to provide much needed support to the affected communities and initiated investigations into the numerous flooding events and associated mechanisms. Supporting the multi-agency recovery, initial visits by the Flood Risk Management team to sites around the county recorded internal flooding at 118 properties.
16. The attached Section 19 reports identify that all relevant Risk Management Authorities carried out and continue to carry out their respective duties.

Summary of Actions.

17. Following the flooding in June several actions were identified as part of the Section 19 process for affected Risk Management Authorities.
18. The County Council has continued to provide support to residents affected by the flooding through drop in sessions; direct contact channels; site visits to provide direct advice; and continuing with investigations into the June events. The County Council has undertaken exploratory work on the conditions of existing drainage networks and will endeavour to ensure they are operating to their optimal capacity and where necessary will provide advice and suggestions to responsible landowners to support this.
19. As part of the future actions the County Council will continue to lead on investigations in areas for which they are the lead Risk Management Authority in order to better understand the mechanisms for flooding. Support will continue to be provided for affected residents and advice for landowners dealing with riparian ownership issues. Funding channels and options will be explored as part of analysing potential hydraulic modelling and capital investment schemes. Further investigations into these events may identify additional actions. The Council will continue to work in partnership with other key Risk Management Authorities.

20. Rushcliffe Borough Council and Broxtowe Borough Council will support investigations and reviews into emergency procedures alongside Nottinghamshire County Council Emergency Planning to ensure their validity for potential future events.

Reason/s for Recommendation/s

21. The report delivers a duty defined within the Flood and Water Management Act 2010 and in line with approved County Council Policy.

Statutory and Policy Implications

22. 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 preparation of Section 19 Reports.

23. 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

24. Since becoming a Lead Local Flood Authority, Nottinghamshire County Council has worked in collaboration with colleagues, risk management authorities, partners and local communities to help reduce the risk of flooding in Nottinghamshire.

Implications for Sustainability and the Environment

25. It is anticipated that this collaborative work will ultimately result in the delivery of sustainable projects that reduce flood risk across the county whilst also reducing the negative impacts that flooding has on the environment.

RECOMMENDATION/S

It is recommended that:

- 1) Committee approves the publishing of the Section 19 report Appendices A & B in accordance with Section 19 of the Flood and Water Management Act 2010 and our Lead Local Flood Authority responsibilities.
- 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 as soon as reasonably possible.
- 4) That officers provide updates to Committee on all relevant agencies' progress with alleviation measures as part of the regular Flood Risk Management updates.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact:

Gary Wood – Group Manager, Tel: 0115 9774270
Sue Jaques – Flood Risk Manager, Tel: 0115 9774368

Constitutional Comments (SG 16/09/2020)

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 flood risk management scrutiny has been delegated.

Financial Comments (RWK 27/08/2020)

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

Background Papers and Published Documents

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

- None

Electoral Division(s) and Member(s) Affected

- All

APPENDIX A

SECTION 19 REPORT – BEESTON & CHILWELL – JUNE 2020

Introduction

1. Section 19 of the Flood and Water Management Act 2010 states:
2. On becoming aware of a flood in its area, a lead local flood authority must, to the extent that it considers it necessary or appropriate, investigate:
 - (a) Which Risk Management Authorities (RMAs) have relevant flood risk management functions.
 - (b) Whether each of those Risk Management Authorities has exercised, or is proposing to exercise, those functions in response to the flood.
3. Where an authority carries out an investigation under subsection (1) of Section 19 it must:
 - (a) Publish the results of its investigation.
 - (b) Notify any relevant Risk Management Authorities.
4. The objective of this report is to investigate which Risk Management Authorities had relevant flood risk management functions during the flooding in June 2020 and whether the relevant Risk Management Authorities have exercised, or propose to exercise, their risk management functions (as per section 19 (1) of the Flood and Water Management Act 2010).
5. The Risk Management Authorities with a duty to respond to this flooding incident are Nottinghamshire County Council (NCC) as Lead Local Flood Authority (LLFA) and Broxtowe Borough Council (BBC).
6. It should be noted that this duty to investigate does not guarantee that flooding problems will be resolved and cannot force others into action.

Background

7. On the 17th June 2020 the Met Office issued a yellow weather warning for thunderstorms and heavy rain. Torrential downpours ensued during late afternoon, which resulted in localised flooding.

During the storms Via East Midlands Ltd, (on behalf of Nottinghamshire County Council) distributed sandbags to 5 different communities who were suffering from reports of internal flooding.

The torrential storm delivered over half a months' worth of rain in just over one hour. This overwhelmed the ability of the drainage infrastructure to accommodate this type of a rainfall event.

8. On the 17th June 2020 several communities faced extensive flooding this included Beeston (Figure 1), a town with a population of approximately 37,000 at the 2011 Census.

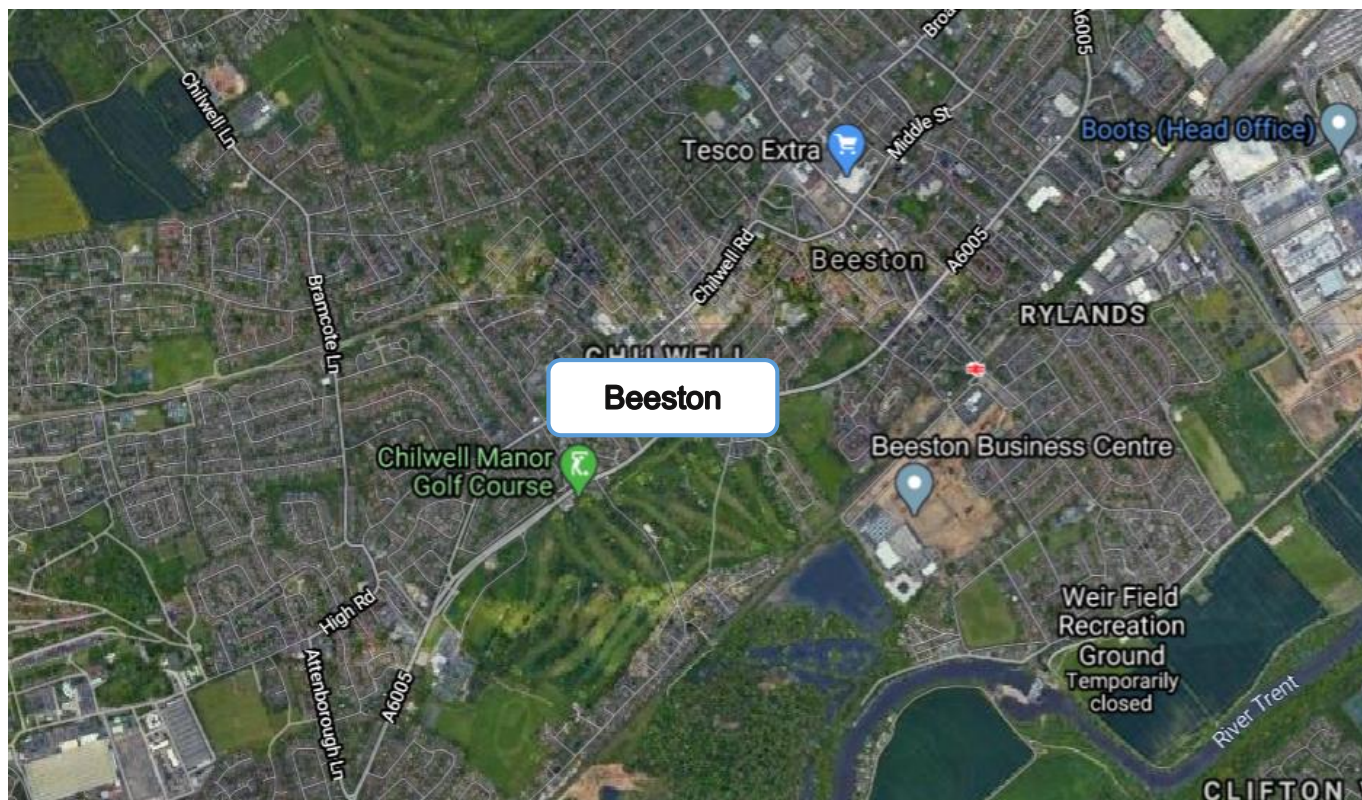


Figure 1. Location Plan

Following the torrential downpour, 32 business and 57 residential properties throughout Beeston suffered internal flooding.

Businesses

9. 32 businesses reported to the Flood Risk Management Team are recorded as suffering internal flooding damage. Figure 2 shows the location of the flooded properties on High Road and Wollaton Road. Figure 3 illustrates the properties flooded at Chilwell Retail Park.

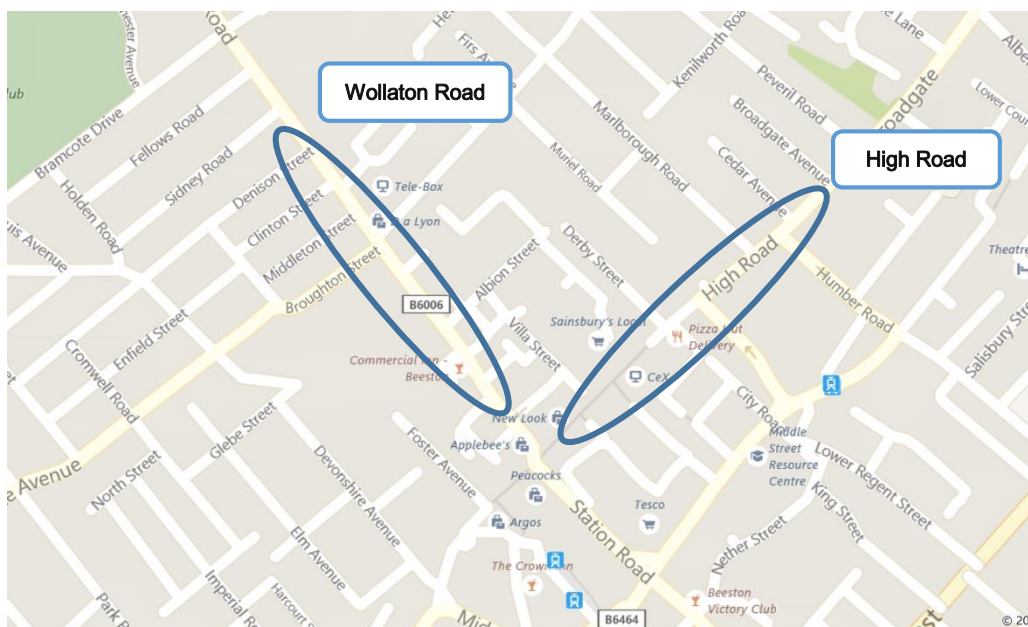


Figure 2. Location Plan – High Road and Wollaton Road

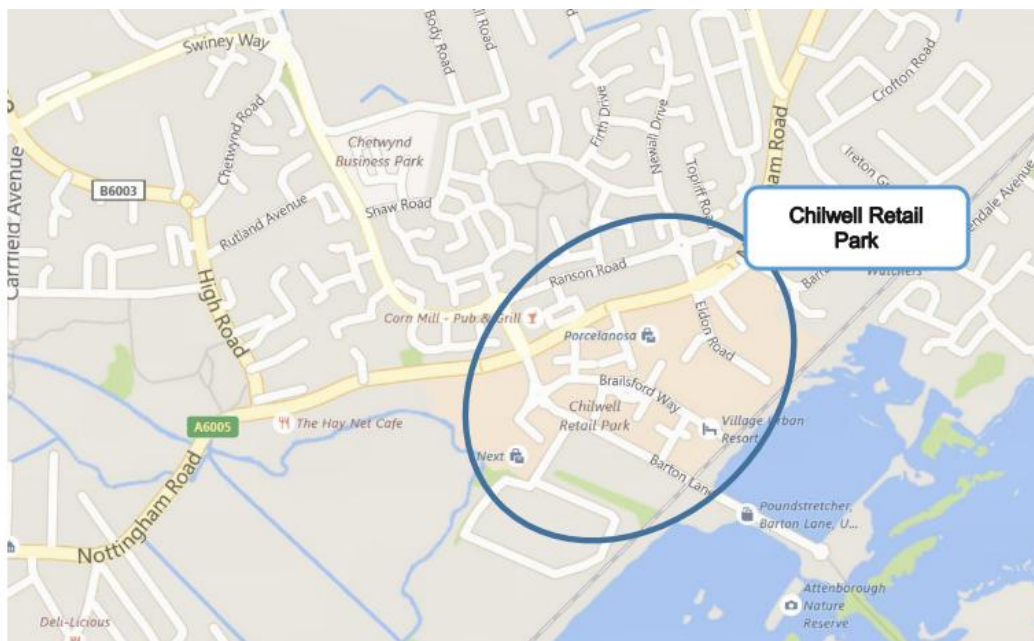


Figure 3. Location Plan – Chilwell Retail Park

Residential

10. 57 residential properties throughout Beeston suffered internal property flooding. Boundary Road and Ullswater Crescent and Eastcote Avenue were the worst affected locations, many other locations suffered minor flooding events where only 1 or 2 properties were affected internally. Figure 4 identifies the affected locations.

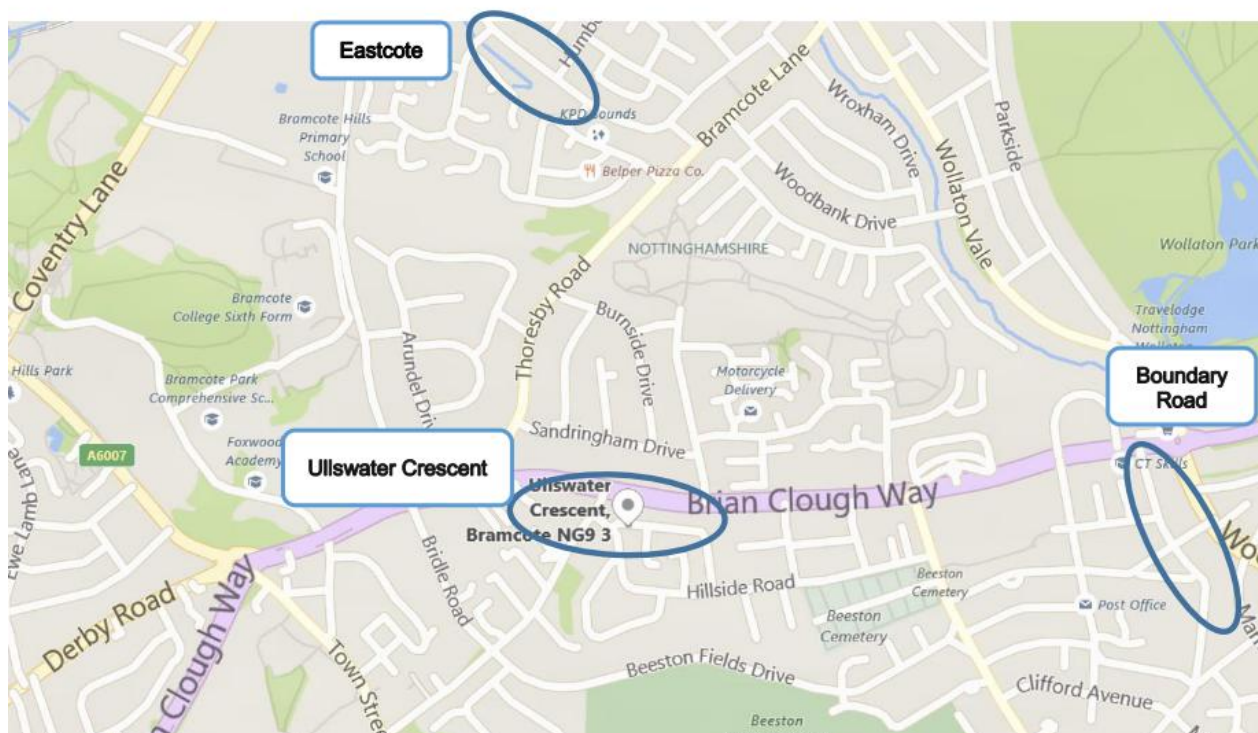


Figure 4. Location Plan – Flooded Residential Properties

Summary of flooding and its causes:

High Road and Wollaton Road

11. Several businesses on High Road and Wollaton Road suffered flooding due to an excessive amount of rainfall in the catchment and directing towards the low point on the

highway. The drainage system in the vicinity was overwhelmed due to the sheer amount of rainfall falling within a short timeframe.

Talking with local business owners has identified that during the storm event the water levels within the highway rose to threshold level, with some of the lower lying properties suffering flooding due to the amount of water within the highway.

Eyewitness accounts suggest that some of the internal flooding was caused / worsened by bow waves resulting from drivers continuing to drive through flooded sections of the highway.

Chilwell Retail Park

12. Businesses at Chilwell Retail Park suffered internal flooding from the front of the properties due to excessive water running off the hard-standing car park at the front.

During the rainfall event additional flows are understood to have entered the car park due to water on the highway being displaced due to bow waves from vehicular traffic. This is believed to have worsened the problem in the vicinity.

Boundary Road, Ullswater Crescent and Eastcote Avenue

13. Boundary Road, Ullswater Crescent and Eastcote Avenue were all affected by the rainfall event to varying degrees. Some properties only suffered minor internal flooding due to seepage through airbricks, whereas others suffered much greater due to water ingress through integral garages to the property.

All 3 of these locations suffered flooding due to an excessive amount of rainfall falling in the catchment and ultimately all ending up on the highway. The drainage system in the area was overloaded due to the sheer amount of rainfall falling within a short timeframe.

These properties are all situated lower than the carriageway and as such as soon as the capacity of the carriageway was exceeded the water naturally found its way to the lowest points, in this case the properties.

Risk Management Authorities and their responsibilities

14. Nottinghamshire County Council

a) Lead Local Flood Authority

- i. Investigate significant local flooding incidents and publish the results of such investigations.
- ii. Play a lead role in emergency planning and recovery after a flood event.
- iii. Lead Local Flood Authorities also have a duty to determine which risk management authorities have relevant powers to investigate flood incidents to help understand how they happened, and whether those authorities have or intend to exercise their powers.
- iv. By working in partnership with communities, Lead Local Flood Authorities can raise awareness of flood risks.
- v. Lead Local Flood Authorities should encourage local communities to participate in local flood risk management.

b) Emergency Planning

- i. If a flood happens, all local authorities are 'category one responders' under the Civil Contingencies Act. This means they must have plans in place to respond to emergencies and control or reduce the impact of an emergency.

c) Highway Authority (Via East Midlands Ltd. on behalf of The Nottinghamshire County Council)

- i. Maintenance of the public highways including highway drainage assets.
- ii. Provided site-based presence and investigations immediately following the event.

15. Broxtowe Borough Council

- a) Category one responder under the Civil Contingencies Act. This means they must have plans in place to respond to emergencies and control or reduce the impact of an emergency.

Risk Management Authority Responses to Flood

16. The following lists the actions taken by each Risk Management Authority in response to the flooding both in the immediate aftermath as well as in the longer term:

a) Nottinghamshire County Council:

- i. Initiated and co-ordinated Emergency Planning procedures.
- ii. Administered the Flooding Hardship Fund.
- iii. Initiated and led the Section19 Flood Investigation.

b) Broxtowe Borough Council

- i. Provided emergency response support in management of flooding event.
- ii. Delivered sandbags to affected residents.
- iii. Managed and continue to manage recovery in affected Broxtowe communities.
- iv. Actively engaged in the Section 19 Flood Investigation.

Additional information and future actions.

17. All the Risk Management Authorities involved in this event are committed to continuing the investigations into the causes of this incident. Those investigations may identify further actions not listed below.
18. The local community spirit and resilience during the flooding must be recognised as without their efforts the impacts of the flooding could have been worse.
19. Where appropriate Nottinghamshire County Council and the Environment Agency administer a Flood Warden scheme, including supporting the provision of local sandbag stores, and a Community Flood Signage Scheme in communities at risk of potential flooding. All equipment and training is provided for free should there be sufficient volunteer interest in the community. Further information on these services are available on Nottinghamshire County Council's website.

20. Via East Midlands Ltd, (on behalf of Nottinghamshire County Council) will continue to undertake routine maintenance on the drainage assets in the vicinity to ensure they are working at intended capacity.
21. As the Lead Local Flood Authority, we have witnessed and have experience of how flooding devastates communities. The most vulnerable in the community will be our priority. Nottinghamshire County Council will continue to work closely with partners and communities to identify ways of proactively reducing the risk, likelihood and consequences of future flooding events.

APPENDIX B

SECTION 19 REPORT – RUDDINGTON – JUNE 2020

Introduction

1. Section 19 of the Flood and Water Management Act 2010 states:
2. On becoming aware of a flood in its area, a lead local flood authority must, to the extent that it considers it necessary or appropriate, investigate:
 - (a) Which Risk Management Authorities (RMAs) have relevant flood risk management functions.
 - (b) Whether each of those Risk Management Authorities has exercised, or is proposing to exercise, those functions in response to the flood.
3. Where an authority carries out an investigation under subsection (1) of Section 19 it must:
 - (a) Publish the results of its investigation.
 - (b) Notify any relevant Risk Management Authorities.
4. The objective of this report is to investigate which Risk Management Authorities had relevant flood risk management functions during the flooding in June 2020 and whether the relevant Risk Management Authorities have exercised, or propose to exercise, their risk management functions (as per section 19 (1) of the Flood and Water Management Act 2010).
5. The Risk Management Authorities with a duty to respond to this flooding incident are Nottinghamshire County Council (NCC) as Lead Local Flood Authority (LLFA) and Rushcliffe Borough Council (RBC).
6. It should be noted that this duty to investigate does not guarantee that flooding problems will be resolved and cannot force others into action.

Background

7. On the 17th June 2020 the Met Office issued a yellow weather warning for thunderstorms and heavy rain. Torrential downpours ensued during late afternoon, which resulted in localised flooding.

During the storms Via East Midlands Ltd, (on behalf of Nottinghamshire County Council) distributed sandbags to 5 different communities who submitted reports of internal flooding.

The intense storm dropped over half a months' worth of rain in just over one hour. This overwhelmed the ability of the drainage infrastructure to accommodate this type of a rainfall event.

8. On the 17th June 2020 several communities faced extensive flooding due to a torrential downpour, Ruddington (Figure 1), a village with a population of approximately 7200 at the 2011 Census, was one of these who were severely impacted.



Figure 1. Location Plan

The storms resulted in some areas experiencing over two weeks worth of rain in just two hours resulting in 22 business in the centre of Ruddington suffering internal flooding.



Figure 2. Localised flooding locations

Summary of flooding and its causes

9. The main High Street area of Ruddington affected by the flooding is in a natural low spot, and investigations concluded that the volume of rain experienced on the afternoon overwhelmed drainage systems in the area resulting in the flooding.

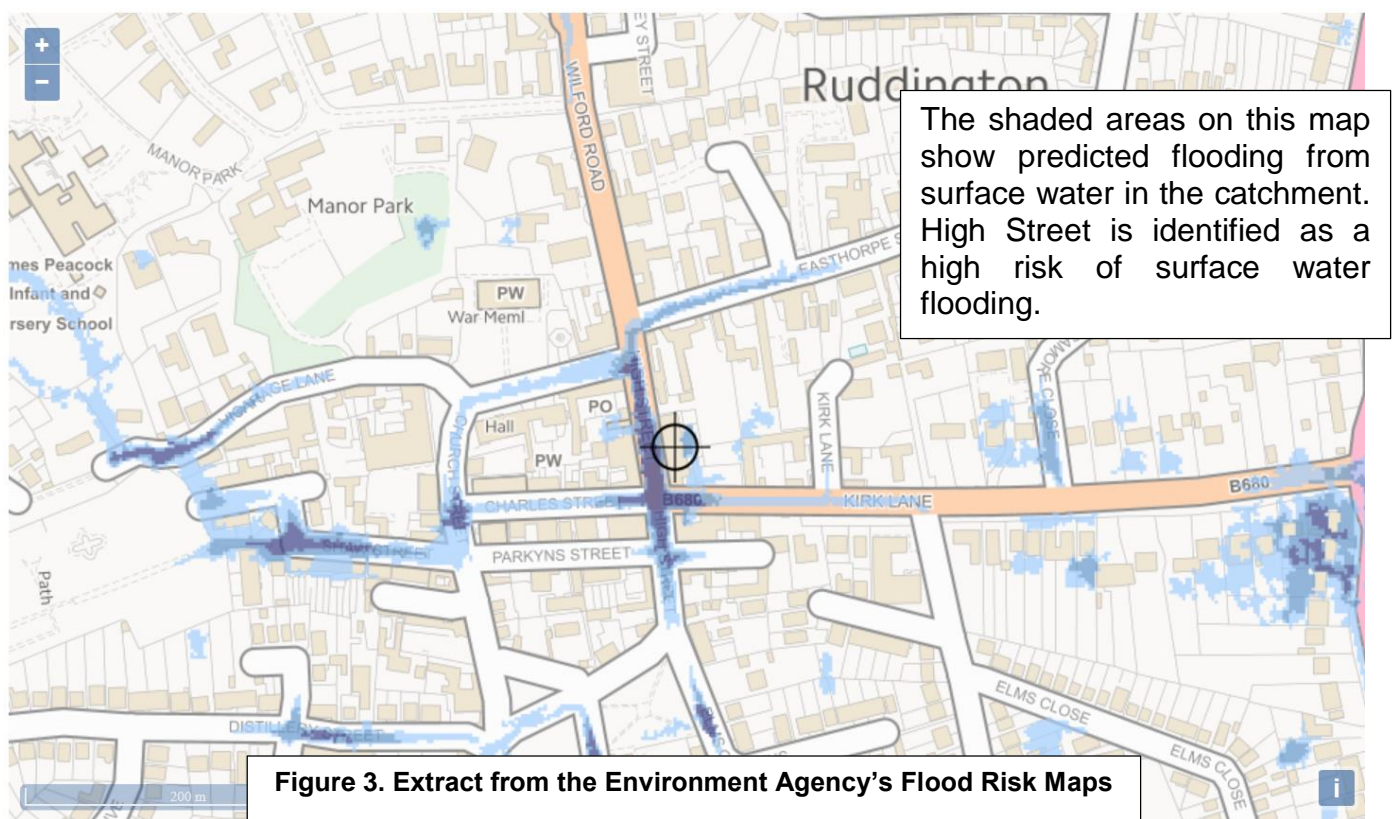
The blue arrows on Figure 2 shows the overland surface water flow paths from Easthorpe Street, Kirk Lane and Church Street heading towards High Street.

Talking with local business owners has identified that during the storm event the water levels within the highway rose to threshold level, with some of the lower lying properties suffering flooding due to the amount of water within the highway.

Eyewitness accounts suggest that some of the internal flooding was caused / worsened by bow waves resulting from drivers continuing to drive through flooded sections of the highway.

Investigations into a report of flooding from the rear of some properties concluded that these were caused by an isolated blocked private drainage asset on private land and was not a key contributor to the wider flooding.

Figure 3. below is an extract from the Environment Agency's Flood Risk mapping that clearly shows the predicted high risk of surface water flooding in the area as well as their positions within the Flood Zones.



Risk Management Authorities and their responsibilities

10. Nottinghamshire County Council

a) Lead Local Flood Authority

- i. Investigate significant local flooding incidents and publish the results of such investigations.
- ii. Play a lead role in emergency planning and recovery after a flood event.
- iii. Lead Local Flood Authorities also have a duty to determine which risk management authorities have relevant powers to investigate flood incidents

to help understand how they happened, and whether those authorities have or intend to exercise their powers.

- iv. By working in partnership with communities, Lead Local Flood Authorities can raise awareness of flood risks.
- v. Lead Local Flood Authorities should encourage local communities to participate in local flood risk management.

b) Emergency Planning

- i. If a flood happens, all local authorities are 'category one responders' under the Civil Contingencies Act. This means they must have plans in place to respond to emergencies and control or reduce the impact of an emergency.

c) Highway Authority (Via East Midlands Ltd. on behalf of The Nottinghamshire County Council)

- i. Maintenance of the public highways including highway drainage assets.
- ii. Provided site-based presence and investigations immediately following the event.

11. Rushcliffe Borough Council

- a) Category one responder under the Civil Contingencies Act. This means they must have plans in place to respond to emergencies and control or reduce the impact of an emergency.

Risk Management Authority Responses to Flood

12. The following lists the actions taken by each Risk Management Authority in response to the flooding both in the immediate aftermath as well as in the longer term:

a) Nottinghamshire County Council:

- i. Initiated and co-ordinated Emergency Planning procedures.
- ii. Administered the Flooding Hardship Fund.
- iii. Initiated and led the Section19 Flood Investigation.

b) Rushcliffe Borough Council

- i. Provided emergency response support in management of flooding event.
- ii. Delivered sandbags to affected residents.
- iii. Managed and continue to manage recovery in affected Rushcliffe communities.
- iv. Actively engaged in the Section 19 Flood Investigation.

Additional information and future actions.

13. All the Risk Management Authorities involved in this event are committed to continuing the investigations into the causes of this incident. Those investigations may identify further actions not listed below.
14. Via East Midlands Ltd, (on behalf of Nottinghamshire County Council) will continue to undertake routine maintenance on the drainage assets in the vicinity to ensure they are working at intended capacity.

15. The local community spirit and resilience during the flooding must be recognised as without their efforts the impacts of the flooding could have been worse.
16. Where appropriate Nottinghamshire County will administer a Flood Warden scheme, including supporting the provision of local sandbag stores, and a Community Flood Signage Scheme in communities at risk of potential flooding. All equipment and training is provided for free should there be sufficient volunteer interest in the community. Further information on these services are available on Nottinghamshire County Council's website.
17. As the Lead Local Flood Authority, we have witnessed and have experience of how flooding devastates communities. The most vulnerable in the community will be our priority. Nottinghamshire County Council will continue to work closely with partners and communities to identify ways of proactively reducing the risk, likelihood and consequences of future flooding events.

1 October 2020**Agenda Item: 7**

REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES

VIA EAST MIDLANDS: UPDATE AND 2020/21 OVERVIEW

Purpose of the Report

1. To update Committee on the development of Via East Midlands Limited in the delivery of highways and fleet management services across Nottinghamshire and its achievements in its fifth year of operation, and to identify any actions Committee may require from the report.
2. The report as presented provides an overview of the performance of Via as a company and is not intended to cover the performance against the service requirements, as set out in the Highways Services Contract, nor the delivery of works programmes. Via's performance against the Performance Indicators defined in the Services Contract is reported on a quarterly basis as part of the Communities and Place Performance Report.

Information

Context

3. On 20 May 2015 Nottinghamshire County Council Policy Committee approved the establishment of a joint venture company to deliver highways and fleet management services. Via East Midlands Ltd (Via) commenced trading on 1 July 2016 as a joint venture between the Council and Corserv, a company wholly-owned by Cornwall Council. The majority of the former Highways Division staff transferred into Via which provides highways and transport maintenance services to the Council and externally.
4. Via was established with a contractual arrangement with the Council through a Highway Services Contract for a period of ten years subject to a possible extension for a further five years. The Contract defines the scope and range of services to be delivered on the Council's behalf. A services specification and performance management framework have been established with the latter regularly monitored and jointly reviewed with the County Council on an annual basis.
5. The Via contract is managed by a small team in the Highways and Transport Group. Monthly contract review meetings take place, with regular meetings also taking place on finance, insurance, asset management and communications. Some highway services notably – highways elements of flood risk management, elements of rights of way, civil parking enforcement, local transport planning and highways development control were retained by the County Council. Via are also limited by law in acting on behalf of the County Council in some aspects of highway work and these functions continue to be exercised by the Council.

6. The joint venture company was established as a “Teckal Company” which means that it is controlled by a Local Authority or Authorities and can trade outside that Local Authority(s) by up to 20% of its turnover and this was introduced into law by the Public Contracts Regulations 2015.
7. In addition to the transfer of staff and initial support from the Council and Corserv, senior staff in Via have established systems, policies and procedures to enable the company to be financially robust, be compliant with relevant legislation, and ensure that it can meet its contractual agreements and the required levels of performance. The company continues to operate in this way and has mid and long-term goals to support continued growth.
8. Following two years of successful operation of Via, Policy Committee at its November 2018 meeting, gave approval for the County Council to acquire 100% of the company shares.
9. After a period of negotiation, the Council purchased the Corserv shares by agreement on 29th March 2019, in line with the cost outlined to Policy Committee in November 2018, and thereby became the sole owner of Via East Midlands Ltd.
10. Following the change of ownership and completion of transitional arrangements of back office services from Cornwall into Via, revised company governance arrangements have been implemented.
11. This report and an accompanying presentation by the Managing Director of Via will provide the Committee with an overview of progress since March 2020.

Overview of 2020/21 to date

Health, Safety & Environment

12. A key focus for Via remains the health and safety and environmental performance. The safety of employees, sub-contractors and members of the public is paramount and it continues to drive improvements to culture and introduce safety enhancements across the business.
13. During the period January to July 2020, there were a total of 13 minor injury incidents recorded, with none of these being reportable under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). Each of these incidents is investigated and any lessons learnt are cascaded across the business.
14. As of the 1st April 2020, Via recorded a rolling 12-month RIDDOR Accident Frequency Rate (AFR) of zero which has been retained, with the business now achieving over 1.5 million hours worked over the last 16 months without a reportable injury incident. Over the last 12 month period, there has also been an over 20% reduction in both the number of injury and service damage incidents.
15. Over the past two and a half years, Via has recognised the requirement for a series of improvements to be carried out across the depots, which are managed by Via but remain in the control of NCC. These improvements included the installation of modern equipment and facilities to support vehicle and depot maintenance and are required to ensure the company is operating in accordance with current legislation and guidance.

Work is now complete and all depots have now been enhanced to a modern standard with appropriate controls including full spill containment.

16. During the period January to July 2020, there were a total of 18 environmental near missed recorded, with the bulk of these relating to oil / fuel spillages or leaks and incorrect segregation of waste, with corrective actions taken at the time.

Performance and Quality Assurance

17. Since the inception of Via, quarterly performance reports have been provided to the NCC Client Team covering a series of agreed key performance indicators. The indicators include a broad range of service delivery components such as road condition data, casualty reduction information, emergency response times and winter maintenance performance. The first two of these are also reported to the Communities and Place Committee. A review of performance takes place with the NCC Client Team and Via representatives at monthly Term Operational Board meetings. A full review of expected targets was carried out ahead of finalising the Performance Management Framework for 2020/21.
18. Included within the contract with NCC was a commitment that Via would achieve ISO 9001 Quality Management accreditation and OHSAS 18001 Occupational Health and Safety accreditation. This to demonstrate a commitment to continued business development and to enhance the opportunities for the company in bidding for external work and improving its credentials in a wider market. The process to be granted accreditation is a rigorous one involving regular assessment from BSI. Accreditation was achieved to both standards during July 2017, which was a major success for the company.
19. In March 2019, BSI visited Via to complete a verification visit which was arranged to confirm that Via could be accredited as an independent organisation and removed as a 'location' on the previous Corserve certificates. The BSI auditor confirmed that given Via's Management Systems (certified to ISO 9001 and OHSAS 18001) had not been significantly changed as a result of the change of ownership, Via would not need to reapply for accreditation. As such, BSI gave a positive recommendation for Via to be certified as an independent company. Following a review of the audit evidence, certificates for the two standards were subsequently received and are a significant endorsement for the organisation.
20. During January 2020, BSI assessed Via's migration from the OHSAS 18001 Health and Safety standard to the new ISO 45001 Health and Safety standard. The assessment was a success and Via are now fully accredited to the new standard.
21. Via continues to look to improve performance in areas already accredited and achieve accreditation to the Environmental Management Standard, ISO 14001. The Stage 2 assessment was conducted by BSI over 9 days in August 2020, during which five separate auditors reviewed system documentation, compliance and ways of working at all Via depots as well as a sample of operational activities. Following this BSI have recommended Via's accreditation to the Environmental Management standard which is a notable achievement and represents a step forward in being aligned with the industry within which the company operates. This also supports the wider aspirations of the company and the Council to be more aware of the need to factor environmental considerations into all working practices and to remain a responsible business which continues to look for ways to reduce its environmental impact.

Governance

22. Following the change in ownership, a new Via Board of Directors has been established. The Board is chaired by an independent Non-Executive Director with the Board made up of two elected NCC Councillors, two NCC officers and the Via Managing Director. The first meeting of the new Board took place on the 4th February 2020 and a schedule of quarterly meetings has been established going forward.

Finance

23. Via produced a pre-tax profit of £0.5m for the part-year 2016/17, £1.8m for 2017/18, £0.5m for 2018/19 and £0.8m for 2019/20. In addition, Medium Term Financial Strategy (MTFS) savings already committed to by the former Highways Division were passed on to Via through budget adjustments of £0.1m in 2016/17, £0.55m in 2017/18 and £0.4m in 2018/19.
24. The COVID-19 Pandemic has affected the trading of Via during the first quarter of 2020/21 and will continue to have an effect for the foreseeable future as Via adjusts its working practices and methodologies in line with Government guidance and regulations to ensure we are 'COVID Secure'.
25. In response to the pandemic service disruption, Via prepared a comprehensive business recovery plan based on the company's existing Business Continuity and Disaster Recovery Plan. Assessments of the financial impacts and mitigation upon the turnover and costs for Via during 2020/21 are being made on an ongoing basis. This is reviewed considering the latest information and Government guidelines surrounding both lockdown restrictions and the phased process of returning to work, which is combined with the continued control restrictions such as social distancing, travel restrictions, and PPE requirements.
26. The budget forecast for 2020/21 shows a total turnover of £74m (including £19.5m Gedling Access Road major capital project) with a forecasted pre-tax profit of £0.1m after Covid impact.

Innovation

27. Via is a strong advocate of identifying and introducing innovation and details have been presented to Members of the Communities and Place Review and Development Committee during 2019 and 2020. Via continues to work closely with the NCC client team and Members to identify and introduce areas of innovation. The presentations to date have covered the following topics:
- Targeted Gully Emptying
 - Electronic Works Management
 - Self Delivery of Temporary Traffic Management
 - Highway Damage Cost Recovery
 - Recycling of Highway Waste and Arisings
 - LED Replacement of Street Light Lanterns
 - Additional and Improved Road Repair Techniques
28. Opportunities for continual improvement continue to be routinely identified from a variety of sources, including audits, performance monitoring, staff suggestions, and management/leadership and sector networking channels. Collectively these can have an impact on our Quality, Health, Safety and Environmental record, as well as our

income and efficiency.

29. Via has commenced the delivery of day to day traffic signal maintenance work, having brought the contract back in-house on 1st July 2020. This service had previously been performed by external contractors, but it was considered that carrying it out in-house would be both cost effective and complimentary to the other elements of signal work already carried out by Via. This will add to the existing functions of design, network management, installation and repair, to give a complete one-stop shop for traffic signals, which is something that is quite unique in the UK. Via will manage 473 signal installations as part of this service, with all of the previous KPI's for attendance time and fault fixing, being maintained.
30. The traffic signal maintenance service includes:
- Fault finding and repair (traffic signal controllers and all equipment)
 - Periodic Inspection and testing (yearly for County sites and 6 monthly for Trunk roads)
 - Commissioning of new sites
 - Optical Maintenance (replacement of non-LED lamps on a yearly basis)
 - Signals on mast arms/gantries
 - Any Traffic Management requirements
 - Vehicle Activated Signs – annual Periodic Inspection and routine maintenance
 - Switch-offs and ons
31. Via working in collaboration with Tarmac has commenced a trial of an innovative new sustainable asphalt made from recycled waste tyres. A section of the A6075 Forest Road in Ollerton was resurfaced with the new asphalt that uses granulated rubber from old tyres in its mix which has been developed by Tarmac to help reduce waste. The performance of the trial section will be monitored to explore its potential to support a more sustainable road network and to help to find a use for the millions of waste tyres that are produced every year in the UK.
32. Via is currently working with Gaist, a multi-award winning international roadscape and highways technology company, to survey the Unclassified road network across the County. Gaist use digital processes to provide deep insights into roads and the roadscape and this successfully delivers highly detailed images of the highway network which provides unrivalled intelligence and analysis of the highway network to organisations both in the UK and across the globe. Gaist have worked very closely with the DfT in developing their Artificial Intelligence software to help with defect identification and 'Areas of Interest' for maintenance, whether this is schemes, patching or preventative maintenance.
33. High-Definition video data is being captured which will then be analysed by engineers to produce condition information for carriageways, footways and cycleways. It can also be used for asset inventory capture (Street lights, ironwork, signs, safety fencing, street furniture, etc). The video capture has already taken place and should be available soon, with the condition analysis following on later in the autumn. The overall aim is to match the condition data against treatment selection options and come up with a 'Maintenance Need' assessment for the whole of Nottinghamshire's Unclassified road network.

External Clients

34. Via continues to develop its presence in the Nottinghamshire market for the provision of

commercial highway design and construction services. Via also offers its services outside the County boundary to clients in Derbyshire and Leicestershire.

35. The levels of commercial activity at Via were significantly impacted by the effects of the Covid-19 pandemic. The period of lockdown during April and May were particularly problematic as Via were solely focused on the delivery of critical services, emergency response and essential maintenance work only. However, in the period since June, Via has been gradually rebuilding its external business and has now returned to its previous levels of pricing and tendering activity.
36. Via continues to seek out new clients for its construction and consultancy services and has secured work on behalf of its existing client base but also some new clients. Via has recently received enquiries from new clients through its company website and also by word of mouth which is encouraging as Via looks to reinforce its market presence in Nottinghamshire.
37. Via continues to deliver highway infrastructure projects for residential property developers across Nottinghamshire and has programmed starts in September for William Davis Homes at Ruddington and in October for Westerman Homes at Stapleford. Via has also secured smaller electrical and street lighting projects on behalf of residential and commercial developers as work on their development sites has now restarted.
38. Via has also recently been awarded Constructionline Gold status for the Via business and this has enabled them to secure two sub-contract projects for Balfour Beatty. Via will be delivering the traffic signals sub-contracts for the Top Wighay Farm development in Hucknall and for the Gedling Access Road project over the next 18 months.
39. Via's business relationship with the ARC Partnership is also continuing to develop and this is based on its successful track record of project delivery for them. Via has recently completed the highway works at Sharphill Primary School in Edwalton and will be starting work at the Lynncroft development site in Eastwood in September. Via Consultancy Division is also progressing detailed design work on sites at Sutton in Ashfield and Mansfield and these should progress to the construction stage in 2021.
40. The Via Consultancy Division is successfully building an external portfolio of design commissions and is also now delivering specialist Ground Penetrating Radar (GPR) survey work for Galliford Try in connection with the new Melton Mowbray bypass. Via has a greater geographical reach with its consultancy business which enables them to deliver specialist consultancy services to service clients in locations which are more distant from the established Via office and depot locations.

Service Delivery Achievements

41. During the initial period of lockdown due to the Covid-19 pandemic, Via's operational teams continued to deliver critical and support services such as emergency & incident response, highway inspections, reactive repairs, roadspace co-ordination, winter maintenance, vehicle maintenance & repairs together with key network management services and targeted inspections where safety issues were reported.
42. The Via operational teams followed a phased recovery approach which allowed them to resume a full service across all activities. This meant the implementation of some alternative working arrangements and the continued support of social distancing rules necessitating the deployment of teams in different ways and additional vehicles to reduce shared transport.

43. All of the Via depots and office locations have been individually reviewed as part of the recovery plan, with arrangements, risk assessments and a range of controls put in place to provide COVID-Secure workplaces, which have been assessed by our Health and Safety Manager and approved by the Managing Director.
44. Throughout the last 6 months, Via has continued to work in strong collaboration with the NCC Highways Client team as part of developing, challenging and agreeing highways related decisions and have worked together in close support as part of the recovery phase post Covid-19.
45. In the Spring of 2020, Via took delivery of a new Archway Roadmaster spray injection patching vehicle and two new Econ hotbox vehicles, together with two JCB Highway Master road planers and support vehicles which allows Via to provide alternative repair methods to keep the highway network safe. During May, Via commenced the on-site delivery of spray injection patching and mechanised patching activity in support of a programme of reactive and preventative maintenance. The teams deployed on these activities increased further from mid-June, to double normal levels to provide capacity to undertake an increased level of work generated by the Government's additional highway maintenance funding commitment.
46. A full review was carried out by Archway into the failures of the previously identified areas of spray injection patching that were laid in 2019, which resulted in changes to the spraying protocols and controls on temperature and humidity. Archway have now completed remedial works to all areas of previous failure and post-completion inspections have been undertaken to test the compaction and adherence of the treatments and overall this is satisfactory and no further issues have been identified. Full training and support packages have been provided to Via by Archway as part of the mobilisation of Via's programme of spray injection patching.
47. Verge maintenance activities commenced following the initial Covid-19 lock-down period and the completion of the winter maintenance activities. In planning the delivery of the service in 2020, Via invested in new tractors and flails to replace older vehicles to improve productivity, operative comfort and safety. From mid-May, rural verge maintenance activities commenced and urban maintenance started at the end of May, both services working with revised team arrangements and additional vehicles to remove shared transport. Weed spraying activities also commenced at the end of May, with a new sub-contractor appointed to support Via's own resources delivering the service together with three District / Borough Councils undertaking verge maintenance works in their respective areas as in previous years.
48. Via's winter maintenance teams are preparing to deliver the winter service, which will commence in late October. A new telematics system will be installed prior to the season which will generate improved data capture, the ability to more easily monitor service information, as well providing electronic routing. This will generate efficiencies by allowing any driver to complete any route, reducing standby driver numbers and training, and improving service resilience.
49. In June 2020, Via provided emergency response to the flooding that was experienced in parts of Worksop, Ruddington and Beeston following periods of heavy rainfall, working in close collaboration with NCC's Flood Risk Management team, and with support from ACL. This included the deployment of teams, vehicles, signage and sandbags to protect highway users and businesses / residents and to clear up following the incidents.
50. As a result of the Covid-19 restrictions a total of 1874 active School Crossing Patrol sites were

closed. As part of a limited re-opening of schools on 1st June, a remobilisation plan was accelerated with all sites being risk assessed and rated in terms of the ability to operate safely. This has been revisited ahead of the return to schools in September. At many locations changes have been made to accommodate social distancing, with stenciled marks introduced on pavements, additional patrols added at some sites to permit safe operation safely and retraining of staff for new crossing procedures. At some locations the sites have restrictions which do not currently allow the patrol to be re-Significant liaison has taken place with schools to establish demand and working times.

51. Via's Fleet team prioritised maintenance services through the lock-down to Via's own fleet along with NCC's critical fleet and the Nottinghamshire Fire & Rescue Service (NFRS) fleet. The Fleet team have also worked with other service teams to provide and deliver solutions to limit the impact of Covid 19. This has included designing and installing screens which have supported the continuing operation of NCC's local bus services. A full resumption of services has now resumed with the DVSA re-establishing the operation of the Authorised Test Facility (ATF) on 4th July. Via has now been operating the fleet maintenance contract for NFRS for over a year to exacting targets. NFRS remains very pleased with the service that is being provided and Via has recently received compliments for the 'exceptional and selfless service' provided by Via colleagues.
52. Works on Southwell Flood Alleviation Scheme recommenced on 8th June following a period of suspension during lock-down. With teams observing current working restrictions, work is progressing well on site, with the aim of having the Southwell Trail reopen for local residents from the end of September. The remaining construction work of a bund at Halam Hill attenuation pond which will significantly increase capacity is programmed for early autumn. No flooding was experienced during the 2020 storms which reflects well on the work carried out to date.
53. Via has maintained a site presence and continues to provide a full project management service to NCC in respect of delivering the Gedling Access Road (GAR) project. The Via team has provided inputs and recommendations and adopted a collaborative approach with the NCC Highways and Transport team Group Manager on key contract decisions which sit with NCC. Principal contractor Balfour Beatty has continued with the construction of GAR throughout since March, making significant progress on site clearance and earthworks. Recent road closures of Burton Road and Lambley Lane are going well and have not generated significant local issues.
54. The 2020/21 capital programme was been impacted by the Covid-19 pandemic with scheme delivery by Via and the supply chain being suspended in March due to the pandemic restrictions. As part of the re-establishment of the programme, Via teams reviewed the proposed schemes, with an assessment and risk rating being undertaken on delivery considering the type of scheme, location, impacts and interactions with residents / public, social distance restrictions, availability of materials and ability to construct. Some schemes inevitably were assessed as being more difficult or having a higher risk attached to them and are likely to be affected by existing and/or future measures which are considered necessary to safeguard the public and construction workers against infection of Covid-19.
55. Every effort has been made to minimise the delivery impacts and the programme recommenced in early June 2020, with several resurfacing schemes being recently completed. A significant programme of surface treatment schemes will be delivered during September and October as part of catching up on the programme. The delivery of the Capital and ITM programmes is being constantly monitored and is subject to a half year review during late September. [Page 74 of 136](#)

56. The Via Consultancy division is successfully building an external portfolio of design commissions and currently there are over 30 private commissions with the consultancy including those from private housing/ development companies and District Councils. Specialist consultancy services that can be provided include detailed design work for traffic signals and road safety auditing work.
57. Via received confirmation from Lloyds Register in late April that the Electrical Operations team had successfully received accreditation as an Independent Connection Provider (ICP), enabling Via to undertake connections and disconnections to electricity networks. The accreditation remains partial until a period of monitoring is complete, expected to be around 18 weeks.
58. Following an application process Via has now obtained approval from Western Power for access to their electricity network, through the WPD Framework, as an independent connection provider. Via has already won its first external contract to install new lighting columns and connect these to the electricity network, and now it is able to do this work, it places the company in a strong position to win more work, as well as being able to better undertake this work for NCC.

Staff Engagement and Development

59. Via continues to invest in the future by introducing a number of new roles into the business. In February, four new Fleet Mechanic Apprentices started with Via to work on a variety of mechanical disciplines and will support the increased workload of Via's Fleet services. In May, two new Trainee Technicians joined Via's Operations Construction & Maintenance team where they will work with Via while studying for their qualifications in civil engineering. Via has also recently been successful in recruiting electrical and traffic signals engineers to support Via's business growth in these areas.
60. The Via Training Centre re-opened offering a limited selection of courses from the start of July 2020. The course content has been carefully altered to enable all practical training to be delivered in a COVID-Secure way, with class sizes reduced by up to half their usual capacity.
61. Work has also recently commenced on the new Via Training Centre building at Bilsthorpe depot, with the Operations team constructing the new foundations, utility connections and providing the new electrical supply ready for the installation of the building. The building is undergoing manufacture during August and September, with an installation date expected to commence in late September. It is anticipated that the new centre will be 'open' for business from the end of October 2020, which will enable a doubling of capacity to deliver highways construction and maintenance training, together with enabling Via to commence its new electrical training offering.

Other Options Considered

62. This report provides an update to Committee on the continued development of Via during the first 8 months of 2020, and members of the Committee are asked to consider if there are any further actions and options they would like to take in respect of the report.

Reason/s for Recommendation/s

63. This report highlights the continuing services provided by Via to the Council, stakeholders and for the benefit of residents and businesses across Nottinghamshire.

Statutory and Policy Implications

64. 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

65. There are no direct financial implications arising from this report.

RECOMMENDATION/S

- 1) That Committee consider the report and the presentation by Via East Midlands and identifies any actions which may arise.

Derek Higton
Service Director, Place and Communities

For any enquiries about this report please contact: Doug Coutts, Managing Director, Via East Midlands, T: 0115 804 2448, E: doug.coutts@viaem.co.uk
Gary Wood Group Manager Highways and Transport, Nottinghamshire County Council T: 0115 9774270, E: gary.wood@nottscc.gov.uk

Constitutional Comments (SJE 02/09/2020)

66. Communities & Place Committee is the appropriate body to consider the content of 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 (SES 03/09/2020)

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

Background Papers and Published Documents

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

- None

Electoral Division(s) and Member(s) Affected

- All

1 October 2020**Agenda Item: 8****REPORT OF THE CORPORATE DIRECTOR, PLACE****HIGHWAYS WINTER SERVICE 2020-2021****Purpose of the Report**

1. To seek endorsement of the procedures associated with provision of the Winter Maintenance Service and the preparation for Winter 2020/21.

Information**Background to Service**

2. The Highways Act 1980 places a duty of care upon Highway Authorities “to ensure, as far as reasonably practicable, that safe passage along a highway is not endangered by snow or ice”. It also states that it is a duty to remove obstructions arising from an accumulation of snow on the highway. The Council meets these statutory duties through the provision of both a planned and reactive winter service, which meets the national standards that are set out in the Code of Practice: Well Managed Highway Infrastructure (October 2017) and associated documents.
3. Currently, two key documents provide the basis of the service delivered to the public by the County Council in response to winter weather, these are:
 - **Highway Network Management Plan**, which sets out the policies associated with the provision of the winter service.
 - **Winter Service Plan** sets out the County Council’s policies, operational arrangements, procedures, routes, equipment associated with delivering the highway winter maintenance services.
4. In accordance with the above documents and the Code of Practice: Well Managed Highway Infrastructure, each year the Council publishes on its web site information about the winter service including the routes where precautionary gritting is undertaken and general advice to the travelling public and to motorists.
5. The overall size of the County Council’s gritting network is considered good given the geography of the County and currently 35% (approx. 1,712km) of the network is treated as precautionary measure. This compares with the audit commission’s recommendation of 24%-38% treated network length.

6. Via EM Ltd. will make and circulate the daily gritting decision by e-mail to all Members and interested stakeholders, NCC communications team will use this information to inform all other parties through the County Council's website and social media.
7. All Members of the County Council are provided with a document which explains winter service arrangements in October/November of each year. This document includes useful information, advice, contact telephone numbers for constituents and specific contact information for Members only. This document is being updated for the coming season in conjunction with the County Council communications team and will be published shortly.

Service Improvements and Changes for the 2020/21 Winter Season

8. Via EM Ltd are currently undertaking a procurement exercise to purchase a replacement vehicle tracking and navigation system for Nottingham's fleet of gritters.
9. The new system will be web-based and will allow driver performance to be monitored more effectively because it will be possible to produce reports with greater ease. All the functionality of the previous GPS system will be replicated i.e. the ability to monitor the whereabouts of each vehicle centrally during the gritting operations and to record time, location, gritting activity, vehicle speed etc. The new system will also provide real time 'in-cab' route guidance that will enhance the resilience of our winter service operations because it will allow drivers to complete routes, they may be unfamiliar with. All vehicles are also equipped with on-board CCTV system.
10. The County Council is working with Via EM Ltd. to establish a programme of weather station refurbishments and upgrades which includes replacing sensors and adding CCTV cameras to the stations which currently lack them. The weather stations on the B6045 in Blyth and the A606 in Tollerton were recently refurbished as part of this programme and these improvements will support the quality of forecasting information available to the winter service decision makers.

Decision Making Process

11. Precautionary gritting runs are undertaken where the forecast road surface temperatures are predicted to fall below zero degrees centigrade.
12. The daily forecast is issued around midday by weather forecast service provider. This is interrogated and the gritting decision made which will take into account predicted temperatures, rainfall, and timings. In the event of a marginal or extraordinary forecast, another member of staff having received the appropriate training will verify the decision.
13. In addition to the forecast, Ice Prediction software will be utilised which will show in graphical form the predicted road surface temperatures and road surface condition. This will be monitored throughout the forecast period.
14. The gritting instruction is issued by email and the gritting shift organised as necessary. From 20:00hrs each night the weather forecast is verified.
15. The weather forecast service provider will make any amendment to the forecast. In severe weather, salting treatment will be extended to Priority 2 Routes as resources allow once Priority 1 Routes are in a satisfactory and passable condition.
16. Snow fall of less than 25mm will normally be treated with precautionary salting rather than ploughing. Where moderate snowfall occurs (25mm-100mm), consideration will be given to

ploughing. Lower amounts will usually be treated by slush blades fitted to gritting vehicles. This can be supplemented by additional lorry mounted ploughs where conditions dictate. During heavy snowfall (>100mm), gritting routes will be augmented by additional ploughs. Only once main routes are passable will resources be transferred to other parts of the network.

Preparation for the Winter of 2020/21

17. Arrangements are being made for Parish and District Councils to be supplied with a quantity of rock salt in advance of the winter season to allow for some local resilience to amenity infrastructure and self-help among local communities.
18. The County Council currently has approximately 18,000 tonnes of grit available, this is more than the amount used in an average winter and 7,000 tonnes more than the nationally recommended stock levels specified in the Code of Practice. The Code recommends that Highway Authorities should hold sufficient salt stocks at the beginning of the winter season to deliver 12 days or 48 gritting 'runs', which for Nottinghamshire equates to 10,000 tonnes. As a consequence, the Council is in an excellent position to respond, operate and maintain around-the-clock treatment in severe weather conditions. Salt supplies will be replenished over the winter period as required.
19. Via EM Ltd.'s frontline gritter drivers operate on a night-shift basis from the beginning of November through to the end of March each year in order to provide a guaranteed flexible response to differing weather conditions. The drivers are supported and coordinated by a night controller who monitors the weather conditions from the forecast provided by the weather service forecast provider and through a bespoke arrangement that includes data from the Council's own weather stations, located at:
 - A606 Tollerton
 - A611 Coxmoor
 - A60 Costock
 - A631 Beckingham
 - B6045 Blyth
 - A614 Perlethorpe
 - A614 Burntstump
 - A608 Annesley
 - Mapperley Top
20. In addition, the Council has shared access to four weather stations owned by other authorities, located at:
 - A1 Claypole
 - A57 Newton
 - A453 Clifton
 - A52 Saxondale

21. All drivers are trained and assessed annually to achieve the City and Guilds qualification in Winter Maintenance Operations. All winter action decision makers will undertake training to fully understand forecasts provided by the weather forecast service provider. In addition, all decision makers have completed the IHE Professional Certificate in Winter Service which is now the benchmark qualification amongst practitioners. All decision makers have between 5 and 27 years' experience in the role.
22. The impact of COVID-19 upon gritting works is expected to be minimal because the requirement for additional operatives will be reduced by the introduction of the vehicle tracking and navigation system currently being procured. If a situation does occur where it necessary to have an additional person in a gritter, this will be mitigated by the application of Via EM Ltd.'s COVID-19 risk assessment which introduces control measures which allow more than one person to occupy a vehicle.
23. Operations take place from four depots Countywide in Gamston, Markham Moor, Bilsthorpe and Newark. The County Council has a fleet of 30 gritting lorries – *three of which have been purchased this year to replace older vehicles* – this ensures there is adequate availability throughout the season to cover the 23 routes. In addition, there are two towable gritting units which can be mobilised during severe weather.
24. 1,406 grit bins are located across Nottinghamshire providing a resource to enable members of the public to self-help in the event of snow and ice. These bins are placed at highway junctions, where there is a steep gradient or in heavily pedestrian traffic areas, predominantly on roads not subject to routine precautionary gritting. The grit bins are inspected and refilled at the beginning of each season and maintained throughout the winter.
25. Communications strategy is agreed between Via EM Ltd., highways officers and communications teams at the start of each season, this includes details about operational arrangements, publication of key facts & figures, out of hours contact numbers and contact with local media. During the winter communications are managed through Council's communication team using social media to advise on conditions and activities.

Winter Service Plan for 2020/21

26. The County Council and Via EM Ltd. are completing their preparations and will stand ready for the forthcoming winter maintenance season, these preparations included undertaking the annual review of the Winter Service Plan which determined that no substantive changes are required for 2020/21.

Other Options Considered

27. Ensuring, as far as reasonably practicable, that safe passage along a highway is not endangered by snow and ice is a statutory duty under section 41(1A) of the Highways Act 1980. Removing any obstructions arising from an accumulation of snow on the highway is also a statutory duty under section 150 of the Highways Act 1980. As such the County Council as highway authority is responsible for the fulfilment of these duties.

Reason/s for Recommendation/s

28. The manner in which the service is provided, the routes, operational, management and recording arrangements have been developed over a number of years and reflect current industry best guidance. Whilst the highway officers continue to review operations and routes

no significant alternative options for the delivery of the service are considered suitable at this time.

Statutory and Policy Implications

29. 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

30. The Highway Winter Service is funded from the Highways Revenue Budget which has already been approved.

RECOMMENDATION/S

It is recommended that Committee:

- 1) Endorses the procedures and communications arrangements - *set out in this report* - which will ensure Nottinghamshire's highway winter service is fully prepared to meet the challenges of the forthcoming winter season
- 2) Consider how they wish to monitor the actions / issues contained within this report.

Adrian Smith
Corporate Director, Place

For any enquiries about this report please contact: Martin Carnaffin, Contract Manager,
Tel: 0115 9774227

Constitutional Comments (SJE – 09/09/2020)

31. 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. 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 09/09/2020)

32. The 2020/21 revenue budget includes a provision of £1,712,600 for gritting works as part of the VIA EM Ltd contract, and a further £500,000 for the purchase of salt.

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.

- Highway Network Management Plan
- Winter Service Plan

Electoral Division(s) and Member(s) Affected

- All

REPORT OF THE SERVICE DIRECTOR, PLACE AND COMMUNITIES**IMPROVING THE ENVIRONMENT AND RECYCLING IN RUSHCLIFFE****Purpose of the Report**

1. To seek approval for the development of a new recycling centre in Rushcliffe to meet demand and deliver on environmental commitments. The report will set in train the preparation of a planning application for the preferred site off Hollygate Lane in Cotgrave.

InformationBackground

2. Nottinghamshire County Council is committed to minimising its impact on the environment. A recently approved Environmental Policy has brought forward the development of an ambitious and far reaching Environment Strategy to support the Council's agreed aspiration to "limit the negative impacts of its operations on the environment including waste generation and management".
3. Delivering an additional recycling centre in Rushcliffe to meet anticipated future housing growth and address under-capacity within the existing recycling centre network is essential if the Council is to fulfil its ambitions and address the needs of local residents.
4. The current West Bridgford recycling centre, located on Rugby Road, is the only site currently operating in Rushcliffe. The centre occupies a small, constrained site, and has a history of traffic issues due to the location and lack of space for queuing onsite or offsite. The facility is now at full operating capacity due to exponential growth of West Bridgford over recent years.
5. The site regularly receives over 8,000 tonnes of waste per annum, the fourth largest amount in the County, and behind only Calverton, Newark and Worksop which all operate out of modern purpose-built facilities located close to the strategic highway network.
6. The operating constraints highlighted above have been exacerbated during the Covid-19 pandemic, and particularly following reopening of the site in early June. Pent up demand for the site lead to lengthy queues at most times, impacting on road safety on Rugby Road.
7. A trial booking system has recently been implemented at the site to address these ongoing road safety concerns since it is impossible to manage the demand through alternative arrangements without additional capacity being secured elsewhere in Rushcliffe to divert users away from the site.

8. Given these issues, it is time to bring forward an additional site to meet the demand from residents and deliver on environmental obligations.
9. The County Council undertook an extensive site search to identify a suitable location for a new recycling centre. In addition, the Council also commissioned specialist planning consultants, RPS, to undertake a commercial land and property search to identify potential sites or premises that would be suitable for this use.
10. Over 80 sites were reviewed and assessed against relevant criteria such as availability, accessibility, and compliance with local development plans. An initial shortlist of 9 sites were identified, and subsequently reduced to the three which offered the best potential for development. Unfortunately, despite market testing, it has proven impossible to secure any third party land for the development of a new site.
11. Therefore, after a further review of County Council-owned land, a site located off Hollygate Lane in Cotgrave, and formerly part of the Cotgrave Colliery site but currently used as grazing land, has been identified as potentially suitable for a recycling centre. This has been selected as the preferred site.
12. The potential site is well located off the highway network and would be accessible for neighbouring communities. The site is currently screened from Hollygate Lane by an existing and substantial hedge, and in order to minimise the visual impact of the new centre, additional landscaping will be incorporated into the design. There are a range of other potential mitigations that can be considered to reduce the impact of the recycling centre, providing visual and noise screening and enhancing the local ecology and biodiversity. Surveys and design options are currently being prepared and will be carefully considered as the planning application is prepared.
13. Appendix A shows the potential location of the proposed site, subject to further planning and design work.

Planning

14. Pre-application advice has been requested from Nottinghamshire County Council's Planning Team with regard to the preferred site. The County Council, as the Waste Planning Authority, will be the determining planning authority.
15. The site is large enough to accommodate the requirements of a new recycling centre which will be able to handle a wider range of materials (such as a paint reuse facility) and is within convenient distance for the population that would use the service, particularly the main communities of Bingham, Radcliffe on Trent, Keyworth, Ruddington, Gamston, and other villages within Rushcliffe including Cotgrave itself.
16. The site is expected to handle around 5,000-6,000 tonnes of waste per year, which will reduce the pressure on the existing West Bridgford site. This will also impact positively on the ongoing safety issues at that location whilst also meeting the needs of the growing population. Importantly, the new site will help achieve the strategic environmental aspirations of the County Council and deliver on commitments to local residents.

17. As noted above the design of the facility will need to incorporate appropriate environmental mitigations and will also need to meet the requirements of the highway authority in terms of safe access and egress from the site, and appropriate vehicle routing and signage. This work will be carefully reviewed to ensure safe routes and impact on the village of Cotgrave.
18. The delivery of the new facility will require all planning requirements to be met and will include appropriate public consultation through the planning process.

Financial implications

19. There is £2.5m allocated in the capital programme to develop and construct a new site.
20. There will also be availability fees due to the site operators (Veolia – the Council's PFI waste management partner) to operate the facility and a rate per tonne of waste received at the site to pay. It is estimated the opening of a new site would generate an additional 5,000-6,000 tonnes of waste per year. This would result in overall additional annual revenue costs of up to £500,000.

Next steps

21. Veolia has been commissioned to carry out the design and development of the new recycling centre to ensure it both achieves the highest design and operational standards, and minimises any impacts on the local environment. A topographical survey has now been prepared and an initial ecological survey is underway to inform the planning application.
22. It is anticipated that subject to the requirements of the Waste Planning Authority a full planning application could be submitted in the autumn with a subsequent application process to the Environment Agency for an Environmental Permit.
23. Subject to receipt of planning permission and the Environmental Permit application construction would be likely to take in the order of 6 months, so a site could be open for late summer 2021.

Other Options Considered

24. Do not provide an additional recycling centre in Rushcliffe. A range of other sites were also considered and discounted as part of a site review.

Reason/s for Recommendation/s

25. The current recycling centre in West Bridgford is struggling to cope with demand due to housing growth, its location and layout and is creating local road safety concerns.
26. A new high-quality recycling centre will provide much needed capacity and will support the wider environmental aspirations of the County Council by making it easier for residents to recycle waste which cannot be managed through the kerbside collection services.
27. Despite extensive site searches undertaken internally, in engagement with Rushcliffe Borough Council, and through an external planning consultant no other suitable sites have been identified.

Statutory and Policy Implications

28. 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

29. The financial implications are outlined in paragraphs 19 and 20 of this report.

RECOMMENDATION/S

That Committee:

- 1) Approves the development of an additional recycling centre in Rushcliffe.
- 2) Approves officers submitting a planning application for the preferred site off Hollygate Lane in Cotgrave.

Derek Higton
Service Director, Place and Communities

For any enquiries about this report please contact: Mick Allen, Group Manager, Place Commissioning, Tel: 0115 9774684

Constitutional Comment (EP 30/07/2020)

30. The recommendations fall within the remit of the Communities and Place Committee by virtue of its terms of reference.

Financial Comment (RWK 12/08/2020)

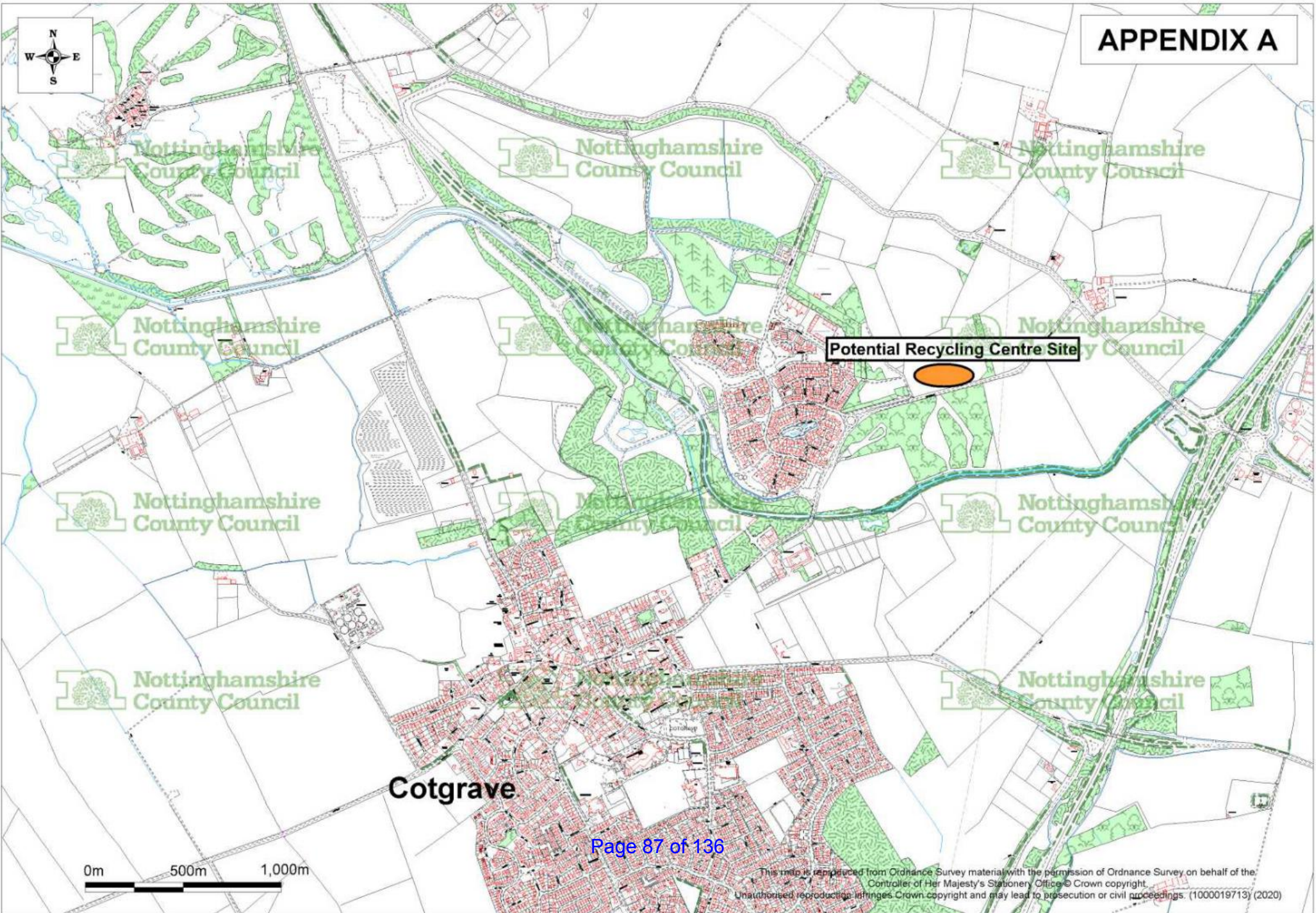
31. The current approved Communities and Place capital programme includes a budget of £2.5 million to fund capital works associated with this report. The additional estimated annual revenue costs of up to £500,000 per annum to meet availability fees will be addressed as part of the development of the 2021/22 budget.

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- All



Cotgrave

Potential Recycling Centre Site

01 October 2020**Agenda Item: 10****REPORT OF CORPORATE DIRECTOR, PLACE****THE NOTTINGHAMSHIRE COUNTY COUNCIL (HIGH STREET AND
MATTERSEY ROAD, EVERTON) (PROHIBITION OF WAITING) TRAFFIC
REGULATION ORDER 2020 (1248)****CONSIDERATION OF OBJECTIONS****Purpose of the Report**

1. To consider the objections received in respect of the above proposed Traffic Regulation Order and whether it should be implemented as advertised.

Information

2. Everton is a small village located approximately 10km to the north of Retford. High Street is the main access road into the village and runs in a northerly direction from its junction with the A631 Gainsborough Road. High Street is used by all traffic types including a regular bus service and large agricultural vehicles, the road has commercial premises on its eastern side near the junction with the A631.
3. The County Council has received requests from the Parish Council and a local resident to consider restrictions on High Street and at its junction with Mattersey Road to address issues with obstructive parking.
4. In response it was proposed to introduce 'No Waiting At Any Time' (double yellow lines) restrictions at the junction of High Street extending from the A631 Gainsborough Road for 17m and further double yellow lines at the narrow part of High Street between Corner Farm Drive and Metcalfe Court. High Street varies in width and parking at the narrow part of the road makes it difficult for buses, agricultural vehicles and other large vehicles to use the road. The initial consultation was sent out on 9th January 2020 with a closing date of 14th February 2020, the proposals are as detailed on plan H/JAB/3339/01. During the consultation periods a total of 10 responses were received, these included expressions of support, comments, requests for further measures and objections.
5. In light of the responses received and further dialogue with the Parish Council the decision was taken to amend the proposals. The changes included extending the double yellow lines at the High Street / A631 Gainsborough Road junction and introducing additional double yellow lines opposite Metcalfe Court to make it easier for residents turning out onto High Street. The consultation on the revised scheme took place between 24th June 2020 and 24th July 2020, the proposals are as detailed on plan H/JAB/3339/01 Rev A.

6. A further three responses were received during this period and it is considered that there remain five outstanding objections to the proposals. The outstanding objections all related to the proposed parking restrictions on High Street.

Objections Received

7. Objection – Loss of on-street parking

Three of the respondents objected on the basis of the loss of on-street parking commenting that the proposed double yellow lines on the eastern side of High Street should be reduced by five metres to allow additional on-street parking for residents and visitors.

8. Response – Loss of on-street parking

The proposed waiting restrictions are designed to facilitate the safe operation of junctions and the wider highway network for drivers, cyclists and pedestrians. Obstructive parking in close proximity to junctions and on narrow sections of carriageway invariably restricts visibility for pedestrians and impedes vehicle movements and, where this causes an obstruction or danger to other highway users, is already an offence.

9. It is not considered appropriate to reduce the length of the lines as a parked car in this location would encroach onto the narrower part of High Street and potentially obstruct larger vehicles driving along High Street.

10. Whilst the demand for on-street parking is recognised, the County Council does not have a duty to provide free on-street parking for any highway user. It is recognised that demand for such parking exists, particularly in residential areas with little off-street parking, however it is the responsibility of the vehicle owner to ensure their vehicle is not parked in such a way as to cause an obstruction. This may require drivers with no private off-street parking provision to park further away from their property to ensure their vehicle is parked appropriately.

11. Objection – Parking migration

One respondent objected to the proposals as they considered that parking would be transferred onto Corner Farm Drive, which is a private road.

12. Response – Parking migration

The proposed restrictions are designed to prevent obstructive parking impeding the safe and efficient movement of vehicles and pedestrians on the highway. The restrictions have been kept to the minimum necessary to achieve this and on-street parking opportunities remain available on High Street. It is considered unlikely drivers would choose to park on a private access road.

13. Objection– Additional restrictions required

One respondent objected on the basis that additional parking restrictions were required requesting additional parking restrictions implemented on the western side of High Street and to either side of their driveway on the eastern side. They stated that this was necessary to facilitate vehicle movements into their driveway as inconsiderately parked vehicles currently cause access problems.

14. Response

The primary purpose of the scheme is to maintain carriageway width and visibility at junctions to facilitate the safe movement of pedestrians and vehicles. It is considered that the extent of the restrictions proposed proportionately addresses this problem.

15. It is an offence to park so as to prevent a vehicle accessing the highway via a dropped vehicle crossing and if this occurs it is a matter for the Police, who are empowered to enforce on this matter. An appropriate measure to help alleviate residents' difficulties with vehicle access / egress to properties can be the provision of advisory 'H bar markings' and these can be provided in line with the County Council's charging policy (£210 in 2020/21) on request from residents. This option was suggested; however, the respondent did not consider that such a measure would address their concerns.
16. It is not considered appropriate to further restrict parking on High Street as it would adversely affect visitors' parking for other businesses and residents of the area. There is always a balance to be struck between competing demands for a finite resource; it is considered that the proposed scheme offers the best solution improving highway operation with minimal loss of on street parking.

Other Options Considered

17. Other options considered relate to the length of the waiting restrictions proposed, which could have been either lesser or greater. The proposals were revised in response to comments received to the first round of consultation.

Comments from Local Members

18. Councillor Taylor made no comment during the consultation period but has expressed her support of the proposed revised scheme.

Reason/s for Recommendation/s

19. The restrictions are considered to be a reasonable balance between the need to ensure the safe operation of the highway and maintaining some on-street parking availability for visitors to businesses and residents. The proposed scheme will ensure that larger vehicles can drive along High Street without being obstructed by parked vehicles. Vehicles turning from or onto A631 Gainsborough Road will be able to do so without having to negotiate parked vehicles. Pedestrians will also have an unobstructed route across the mouths of the junctions.

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 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 had no comments to make on the proposals. No additional crime or disorder implications are envisaged.

Financial Implications

22. The scheme is being funded through the 2020/21 Traffic Management Revenue budget for Bassetlaw with an estimated cost to implement the works and traffic order of £5,000.

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.

Safeguarding of Children and Adults at Risk Implications

26. The proposals are intended to have a positive impact on all highway users, particularly vulnerable users travelling on High Street.

RECOMMENDATION/S

It is **recommended** that:

- 1) The Nottinghamshire County Council (High Street and Mattersey Road, Everton) (Prohibition of Waiting) Traffic Regulation Order 2020 (1248) is implemented as advertised and the objectors informed accordingly.

Adrian Smith
Corporate Director Place

For any enquiries about this report please contact:

Helen North (Improvements Lead) 0115 977 2087

Constitutional Comments (SJE 07/09/2020)

27. 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 (RWK 07/09/2020)

28. The estimated cost to implement the works and traffic order detailed in the report is £5,000. This cost will be funded as part of the contract with VIA which includes an allocation of £934,500 for Traffic Management works.

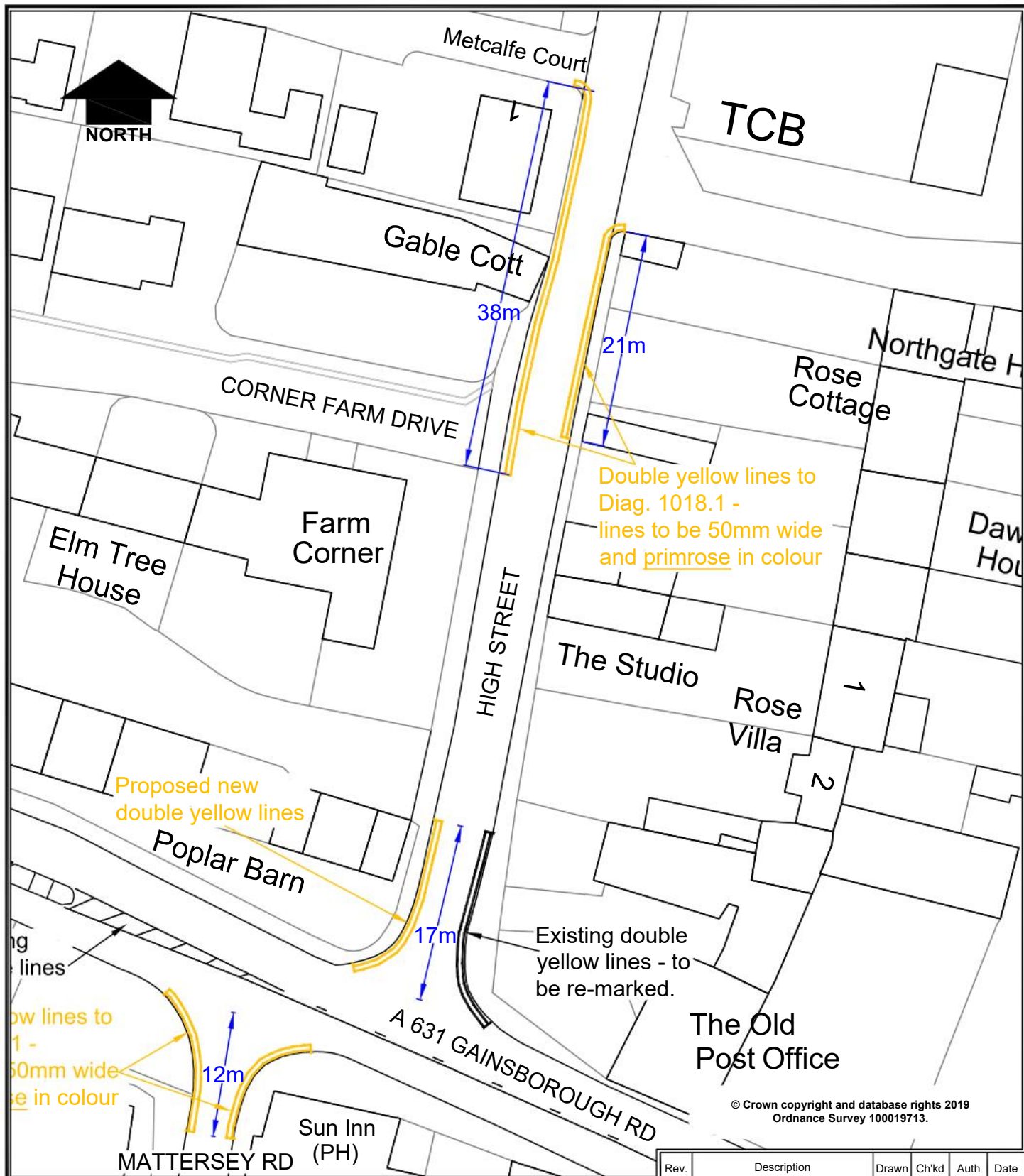
Background Papers and Published Documents

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.

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.

Electoral Division(s) and Member(s) Affected

Misterton ED Councillor Tracey Taylor



in partnership with

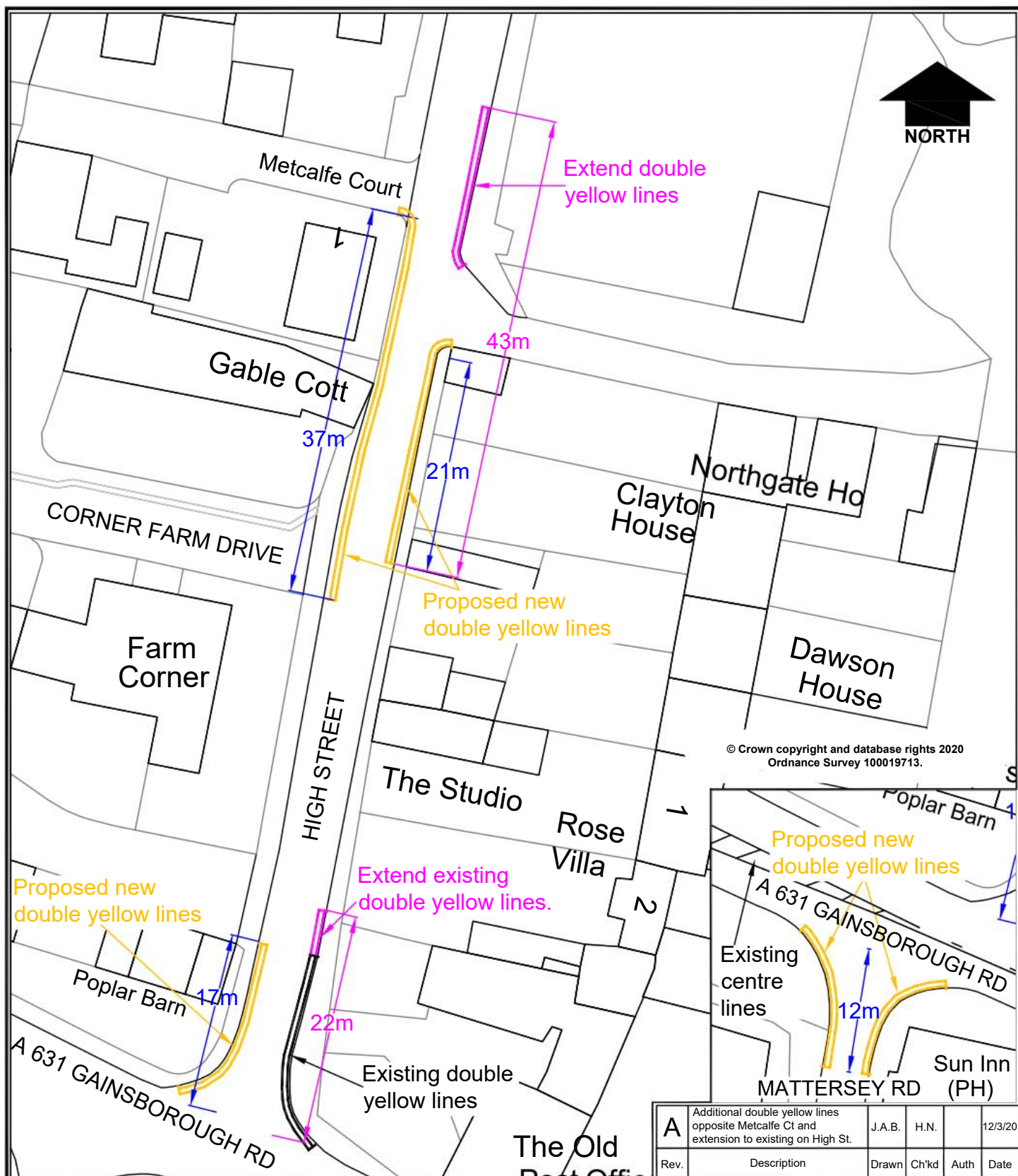


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Mattersey Rd and High St, Everton - ORIGINAL PLAN

Rev.	Description	Drawn	Ch'kd	Auth	Date
		J.A.B.			Jan.20
		H.N.			Jan.20
Status	Project No.	Auth	Traced	Scale	
	TRO 1248			1:500 @A4	
Drawing Title	Drawing No.	Rev.			
Proposed New Double Yellow Lines (No waiting at any time)	H/JAB/3339/01				



A	Additional double yellow lines opposite Metcalfe Ct and extension to existing on High St.	J.A.B.	H.N.		12/3/20
Rev.	Description	Drawn	Ch'kd	Auth	Date

Mattersey Rd and High St, Everton - REVISED PLAN

TRO 1248

Proposed New Double Yellow Lines (No waiting at any time)

1:500
@A4

H/JAB/3339/01

A



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1 October 2020**Agenda Item: 11****REPORT OF CORPORATE DIRECTOR, PLACE****THE NOTTINGHAMSHIRE COUNTY COUNCIL (TRENT LANE, EAST BRIDGFORD) EXPERIMENTAL TRAFFIC REGULATION ORDER 2019 (8278) – MAKE PERMANENT****Purpose of the Report**

1. To consider the objections received in respect of the above Experimental Traffic Regulation Order and whether it should be made permanent.

Information

2. At the 6th December 2018 Communities and Place Committee approval was granted for the introduction of an Experimental Traffic Regulation Order (ETRO) along a section of Trent Lane in East Bridgford. The Order prohibited the use of a 370m section of Trent Lane east from its junction with the A6097 at Gunthorpe Bridge towards East Bridgford. The ETRO being proposed in response to concerns raised by the East Bridgford Parish Council regarding the volume and speed of vehicles using Trent Lane in East Bridgford.
3. Trent Lane is a narrow road that is rural in nature providing access to a small number of businesses including a marina, mobile home park, sewage works and a number of agricultural fields. Prior to the Experimental Order being implemented in May 2019, it provided a link between the A6097 close to Gunthorpe Bridge and East Bridgford.
4. Trent Lane was popular with drivers seeking to avoid north-west bound queues on the A6097 and the Parish Council stated that there were increasing numbers of drivers leaving the A46 and cutting through the village along Butt Lane, Main Street and Trent Lane to access the A6097 by turning right onto Gunthorpe Bridge. This route avoided the Kirk Hill / A6097 traffic signalled junction and the roundabouts at the A46T / A6097. It was also reported that the rat running traffic was contributing to a speeding problem and that the right turn from Trent Lane onto the A6097 was dangerous.
5. Traffic surveys showed that west-bound usage of Trent Lane from East Bridgford to the A6097 in the PM peak had nearly doubled between 2013 and 2018. It was considered that the use of an Experimental Order to alter traffic movements was appropriate as it enabled the effects of the restriction to be evaluated prior to any permanent changes being made.
6. The Experimental Order created a prohibition of driving on Trent Lane from its junction with A6097 Gunthorpe Bridge for a length of approximately 370m preventing motor vehicle turning movements into or out of Trent Lane from the A6097. The prohibition affects only the section of Trent Lane from the A6097 junction to a point just west of the access road to the sewage treatment plant. The majority of Trent Lane remains open to motorised

traffic. A through-route for pedestrians, cyclists and equestrians onto Gunthorpe Bridge has been retained, with gaps in the temporary barriers to facilitate this. Access for all motorised traffic onto and along Trent Lane to the eastern closure point is now via East Bridgford village centre.

Experimental Traffic Order Process (ETRO)

7. The prohibition of driving on the western section of Trent Lane included within the ETRO came into force on 3rd May 2019 and can be implemented for period of up to 18 months, the first 12 months of which was considered the evaluation period. At the end of the 18 month period the ETRO either needs to be removed or a decision made to make the restrictions proposed permanent.
8. Introducing the closure as an ETRO allowed the scheme to be implemented as a trial and forms part of the decision-making process taking into account the actual effects of the scheme, including:
 - Traffic volumes in East Bridgford and the number of vehicles cutting through the village along Butt Lane, Main Street and Trent Lane to access the A6097 by turning right onto Gunthorpe Bridge;
 - Impacts on businesses on Trent Lane;
 - Traffic volumes and patterns on the wider highway network including whether through-traffic has been removed from the village or relocated to other routes such as Kirk Hill; and
 - To identify any unforeseen consequences of the closure and to quantify these.
9. Traffic surveys were carried out prior to the closure of Trent Lane to provide baseline data on the volume, speed and flow of traffic in East Bridgford before the road was closed. Further surveys were carried out in October 2019 to determine the effect of the changes on routes within the village, on the A6097 and the wider network.
10. The first six months of the Order, between 3rd May 2019 to 4th November 2019 constituted the statutory period within which anyone could submit written objections to the scheme. During this period sixteen comments were received. Eleven of those, including East Bridgford Parish Council and the East Bridgford Community Plan Group expressed support and/or made comments on the proposals, whilst five responses are considered to be outstanding objections to the permanent closure of Trent Lane.

Objections Received

11. Objection – closure causing inconvenience / queues at Kirk Hill traffic lights
Four objections were made on the basis that the closure of Trent Lane had increased queue lengths at the Kirk Hill / A6097 junction. The comments included complaints that journey times had increased for residents and that this caused considerable inconvenience. Respondents also stated that the longer queues increased the likelihood of collisions at this junction and requested that the phasing be changed to allow more green time when exiting Kirk Hill onto the A6097.
12. Response – closure causing inconvenience / queues at Kirk Hill traffic lights
The traffic signals at the Kirk Hill junction are automated and offer an adaptive method of control (MOVA) using sensors in the road. The light phasing will automatically adapt to the

traffic flow; however, this system will prioritise the movement of vehicles on the main road over the side road to ensure the junction operates at maximum capacity.

13. It is acknowledged that the traffic levels have increased at Kirk Hill. Queue lengths during the PM peak especially have increased, with vehicles which may have previously used Trent Lane now leaving East Bridgford at this junction. This increase however, is likely to comprise of both resident / local vehicles and through traffic.
14. Traffic data gathered as part of the evaluation shows that in the AM peak 111 fewer vehicles use Trent Lane, whilst vehicle numbers at Kirk Hill have only increased by 90, indicating a net reduction of vehicles travelling through East Bridgford during this period.

Trent Lane Traffic Volumes	Before ETRO	After ETRO
AM Peak	123	12
PM Peak	214	20

Kirk Lane Traffic Volumes	Before ETRO	After ETRO
AM Peak	246	336
PM Peak	199	284

15. The data for the PM peak shows a reduction of 195 vehicles on Trent Lane and an increase of 86 at Kirk Lane. This indicates that substantial numbers of vehicles previously travelling through East Bridgford during this period are now using other routes. Comparing the 2018 and 2019 traffic data the average two-way traffic flows in East Bridgford, over a full 24hr period, have reduced on Trent Lane and Butt Lane by 1357 (88%) and 382 (12%) respectively, whilst traffic levels at Kirk Hill have increased by 944 (38%). The results indicate that there has been a net reduction of 795 vehicles travelling through East Bridgford in an average 24hr period.
16. If the traffic phasing was altered to provide additional green time for vehicles using the Kirk Hill junction the disbenefit for rat-running, created by the closure of Trent Lane, would be reduced. Evidence of previous rat-running levels suggest that there is significant latent demand for this route and improving current journey times by increasing green time for Kirk Hill would attract additional traffic, which has now moved onto primary routes. It would also increase journey times on the A6097 while traffic at the junction is held for longer to accommodate an increase in green time for vehicles at Kirk Hill, further incentivising rat-running. The time benefits provided by additional green time would be subsumed by the additional traffic volume attracted.
17. An investigation of the most recent recorded personal injury collision (PIC) patterns show that no PICs have been recorded at the Kirk Hill junction during the experimental closure period from 3rd May 2019 to 30th April 2020 (latest 12 month period).
18. The Secretary State of Transport announced in October 2018 that Nottinghamshire County Council had been allocated £22m worth of funding from the Department for Transport (DfT) for a package of measures to upgrade several junctions along the A614 / A6097 Major Route Network (MRN) corridor. Initial design work has identified a package of schemes to deliver capacity and safety improvements at six junctions on the A614 / A6097 MRN. These improvements aim to increase traffic capacity so that both future residential and employment traffic can be accommodated whilst also reducing journey time delays.

19. The Kirk Hill / A6097 junction at East Bridgford has been identified as an additional, seventh junction to be included in the scheme. If funding for the overall package is approved, the junction improvements at this location are likely to provide additional capacity for traffic joining the A6097. These improvements, if introduced in isolation would not resolve rat-running issues in East Bridgford but would absorb the latent demand from drivers seeking to avoid congestion on the A6097. These improvements, if approved, will be introduced as part of a wider package of junction improvements along this key transport corridor, relieving current pinch-points on the primary route and so reducing demand for alternative routes through local villages. Delivered as a package this will ensure the benefits of the junction improvement are experienced by residents of East Bridgford and not diluted by attracting additional traffic flows.
20. Objection – Trent Lane should be One-way
Two respondents stated Trent Lane should not be closed, but instead to be subject to a one-way restriction eastbound from the A6097. They stated that vehicle movements in this direction were not an issue and considered that the one-way operation of the route would reduce inconvenience to residents whilst still removing significant levels of through-traffic.
21. Response – Trent Lane should be One-way
The initial proposal was for a short section of Trent Lane to operate one-way (eastbound) with a contra-flow cycle lane along that section of Trent Lane. The one-way proposal was designed to remove the time benefit to motorised through-traffic and so reduce vehicle numbers using the route. However, following a road safety audit, a number of road safety concerns were raised which could not be resolved. These included an objection from the Police regarding the potential for contraventions leading to road traffic collisions. As such, it is concluded that a one-way system should not be introduced on Trent Lane.
22. Objection – Alternative measures should be introduced
Four respondents objected to the closure on the basis that alternative measures would better address the problem of rat-running. This included a request for traffic signals at the Trent Lane / A6097 / Shelford Road junction, improvements to the Epperstone By-pass, restricted / gated access to East Bridgford and Police intervention to prevent rat-running by vehicles leaving the A46.
23. Objection – Alternative measures should be introduced
The introduction of traffic signals at the Trent Lane / A6097 / Shelford Road junction is not considered appropriate due to the significant detrimental effect this would have on journey times on the A6097. The measure would require substantial investment and would attract additional traffic through villages and onto minor roads (Shelford Road and Trent Lane) which are narrow and inappropriate for high traffic flows.
24. The roads through East Bridgford are public highway and maintained at public expense. The Local Highway Authority has a duty to support the safe and expeditious movement of traffic on the Highway and it is not appropriate to restrict wider public access to these roads in favour of one particular group. Drivers using public roads through East Bridgford are not committing any offence or contravention of any traffic restriction and the Police would have no power to constrain or prohibit these journeys.
25. Objection – It is public highway and should not be restricted
One respondent objected on the grounds that Trent Lane and all roads within East Bridgford were public roads and that they had as much right as anyone to drive along them.

They stated that it was unreasonable to close a road due to complaints by residents regarding through traffic.

26. Response – It is public highway and should not be restricted

As the Local Highway Authority, Nottinghamshire County Council has a duty to facilitate the safe and expeditious movement of traffic on the Highway, this includes all modes of traffic and pedestrians. In the 12 month period leading up to the experimental closure (1/5/2018-30/4/19) there were two reported PICs at the Trent Lane / A6097 junction. Since the closure there have been no reported PICs. Despite an increase of traffic volume at Kirk Hill, there has been no corresponding increase in collision levels.

27. Traffic surveys show that westbound usage of Trent Lane from East Bridgford to the A6097 in the PM peak has nearly doubled since 2013. The County Councillor and Parish Council have reported that these increases in traffic levels have had a detrimental effect on the quality of life for residents and visitors to East Bridgford. The decision to close Trent Lane with an experimental order was to enable evaluation of redirecting through traffic onto more suitable routes and the reduced impact of traffic on local residential roads.

28. The closure is applied universally to all motor vehicle users and the route remains public highway and a through route for any non-motorised uses. Data shows that the intervention has led to substantial reductions in traffic travelling through the village. This is particularly the case on Trent Lane itself where traffic levels have dropped by 88%. Several respondents expressed their support for the closure and noted that the road provided a valuable, low-traffic route to East Bridgford and the wider area and that use by vulnerable users has significantly increased since the experimental order was created.

29. Objection – Traffic congestion and increased rat-running

One respondent stated that the scheme had not achieved its objective of reducing rat-running as traffic had increased along Kneeton Road and that the scheme hindered the free flow of traffic through the village.

30. Response – Traffic congestion and increased rat-running

Traffic data collected before and after the experimental closure shows that traffic flows have marginally decreased along Kneeton Road.

Kneeton Road	Before ETRO	After ETRO
AM Peak	194	186
PM Peak	162	142

Traffic flows on another route into East Bridgford, Butt Lane, indicate comparable drops in traffic flows.

31. Overall East Bridgford is experiencing lower traffic levels since the ETRO and closure of Trent Lane with congestion within much of the village having reduced as a result. It is acknowledged that queues have increased on Kirk Hill as more vehicles use this route, however these increases do not directly correlate with the reduction in traffic volumes on Trent Lane. This suggests that through traffic has diverted to alternative routes. Traffic data was collected at adjacent villages to determine whether any displaced traffic was now using alternative rat-runs, such as the route through Newton. Traffic surveys show that displacement to Newton is negligible, with only a 2% rise in traffic over a 24hour period, indicating rat-running vehicles have returned to primary distributor routes for their journeys.

Other Options Considered

32. Other options considered were to reopen Trent Lane to motorised vehicles, which would potentially see collisions numbers increase to 2018 levels and remove the low traffic route now used by increasing levels of pedestrians and cyclists.

Comments from Local Members

33. Councillor Purdue-Horan stated his support for the prohibition of driving, as shown on drawing number H/SLW/2664/15, to be made into a permanent order.

Reason/s for Recommendation/s

34. The proposed scheme is designed to reduce the volume of through traffic using East Bridgford, without causing significant detriment to the efficient operation of the wider highway network or to businesses and residents of Trent Lane. It is considered that this has been achieved during the Experimental Order and that the prohibition of driving should be made permanent.

Statutory and Policy Implications

35. 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

36. Nottinghamshire Police support the prohibition of driving. No additional crime or disorder implications are envisaged.

Financial Implications

37. This scheme is being funded through the Local Transport Plan ITM budget for 2020/21 with an estimated cost to implement the traffic order and complete works to permanently amend the Trent Lane / A6097 junction is estimated at £30,000.

Human Rights Implications

38. 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

39. 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.
40. 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

41. Pedestrians, cyclists and equestrians are exempt from the proposed prohibition of driving. It is anticipated that the lower motorised traffic levels on Trent Lane will continue to attract cyclists and pedestrians and provide a valuable link to the wider strategic cycle network.

RECOMMENDATION/S

It is **recommended** that:

- 1) The Nottinghamshire County Council (Trent Lane, East Bridgford) Experimental Traffic Regulation Order 2019 (8278) is made into a permanent order and the objectors informed accordingly.

Adrian Smith
Corporate Director Place

For any enquiries about this report please contact:
Helen North (Improvements Lead) Tel: 0115 977 2087

Constitutional Comments (SJE 07/09/2020)

42. 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 08/09/2020)

43. The estimated cost to implement the works and traffic order outlined in this report is £30,000. This will be funded from 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 and Published Documents

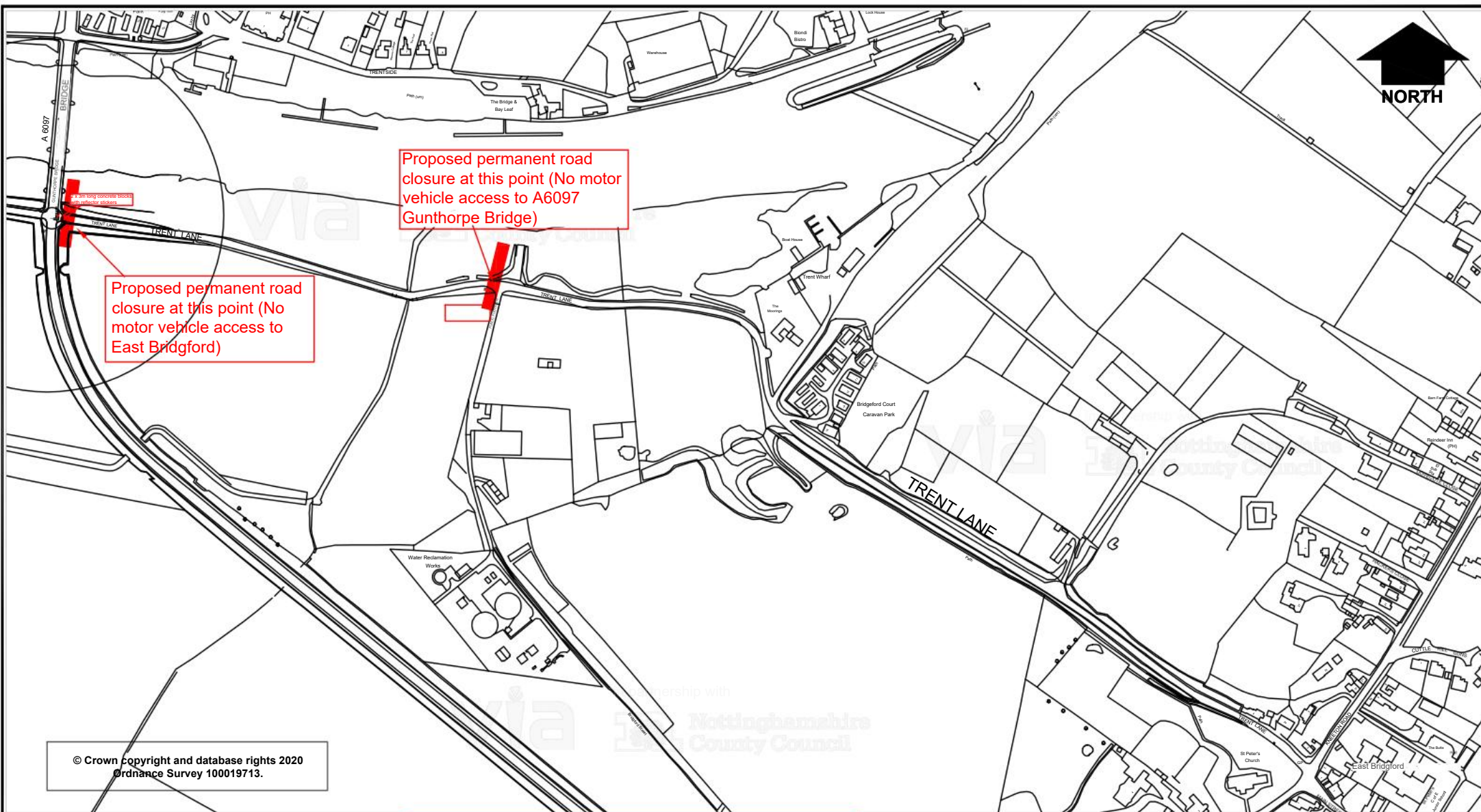
Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

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.

Electoral Division(s) and Member(s) Affected

Bingham East ED

Councillor Francis Purdue-Horan.



Proposed Permanent Prohibition of Driving -
No motor vehicle access to or from A6097 Gunthorpe Bridge



in partnership with



**Nottinghamshire
County Council**

www.viaem.co.uk Tel 0115 8042100

Bilthorpe Depot, Bilthorpe Business Park, Bilthorpe,
Nottinghamshire NG22 8ST

Project

Trent Lane, East Bridgford

Status

Project No.

HW 10370

Title

Proposed Permanent Road Closure - Report plan

Drawing No.

H/SLW/2664/15

Rev	Description	Drawn	Chkd	Auth	Date
		SLW			Sept '20
		HRN			Sept '20
		MB			Traced
		Rev			Scale
					N.T.S.

1 October 2020**Agenda Item: 12****REPORT OF CORPORATE DIRECTOR, PLACE****MUSTERS ROAD, WEST BRIDGFORD – PROVISION OF ZEBRA CROSSING****CONSIDERATION OF OBJECTIONS****Purpose of the Report**

1. To consider objections received in respect of the above controlled zone and whether it should be implemented as advertised.

Information

2. Musters Road is a single carriageway which runs from north to south from West Bridgford Town Centre to Boundary Road. It has a 30mph speed limit with a 20mph advisory limit which spans approximately 150m either side of Jesse Gray Primary School as part of a school safety zone.
3. Jesse Gary Primary School is located on Musters Road on the section between Malvern Road and Ellesmere Road and the school has over 400 pupils with an age range of 4 to 11. Other than the school, on this section of Musters Road it is residential with mainly detached properties that have off-road parking provision. There is a historic School Crossing Patrol (SCP) outside the school and recruitment has been unsuccessful with no SCP being in place since the last person left the position in December 2018.
4. The headteacher and parents (supported by the local County Councillor and MP) have requested that consideration be given for a formal controlled crossing to be installed to replace the SCP site at the school. A petition was submitted by Councillor Jonathan Wheeler (Ref: 2019/0374) to the County Council at its 19th December 2019 meeting and a response considered at the 5th March 2020 Communities and Place Committee meeting with a recommendation to undertake further pedestrian surveys to assist with prioritisation and an outline design completed to determine if feasible.
5. An outline design identified that it was feasible to install a zebra crossing at the location of the current SCP crossing site adjacent to Jesse Gray Primary School and outside 304 Musters Road. The proposals include a requirement for a controlled zone (zig-zags) that extend on the residential side of Musters Road between 302 Musters Road up to 308 Musters Road.
6. The statutory notice relating to the controlled zone was publicly advertised between 10th July and 14th August 2020. A copy of the notice is attached.
7. During the notice period a total of four responses were received, two of these were from the same property. One respondent wished to know more detail regarding the proposals in relation to the cost of the scheme, [Page 109 of 136](#) engineering details and accident history on the site,

prior to submitting an objection. Three responses are considered outstanding objections to the proposals.

Objections received

8. Objection – Loss of parking facilities on Musters Road

Two respondents objected on the basis that on street parking provision would be lost due to the introduction of the controlled zone outside of the properties 302 to 308 Musters Road. One resident also makes reference that the restrictions will prevent a disabled family member being able to park on street across the driveway to get in and out of the car safely.

9. Response – Loss of parking facilities on Musters Road

There is an existing no waiting restriction (single yellow line) which prohibits parking on this section of Musters Road, adjacent to the properties between 8 – 9.30am and 3pm – 4.30pm Monday to Friday.

10. It is recognised that parking for a 55m span of Musters Road would be lost as part of the implementation of a zebra crossing and that this would be in place 24/7 rather than the current time limited waiting restrictions. The proposed extent of zig-zag markings (which prevent stopping) has been reduced to 7 zig-zags (from the standard 8 markings) on the northern side of the crossings, meaning that parking and stopping would be prohibited up to the southern property boundary of 300 Musters Road. All of the properties directly impacted by the controlled zone also have off-street parking which will still be accessible if a crossing is provided in this location.

11. Objection –No need for a zebra crossing based on current volumes of traffic / accidents

Two respondents objected on the grounds they consider that existing volumes of traffic, traffic speeds and the number of accidents would not require the need for improved crossing facilities in this location. One respondent also considered that a 20mph advisory limit (speed reduction programme) would be more suitable in improving crossing facilities.

12. Response – No need for a zebra crossing based on volumes of traffic /accidents

The Average Daily Traffic (AADT) flow along Musters Road is 4,550 vehicles (data from 2016) and there are no weight restrictions in place. Musters Road is also part of a regular serviced bus route, with Nottingham City Transport services 8 and 9 using the route. There are no bus stops in the vicinity of the proposed crossing location.

13. In the last 3-years (in period up to October 2019) there have been no recorded accidents in the vicinity of the proposed crossing. There have been two slight accidents along Musters Road, but these have been at the junctions of Malvern Road and Boundary Road and not near to the school. There are also no historic recorded accidents involving primary school age children in the system.

14. The section of Musters Road where the zebra crossing is proposed is already subject to a 20mph advisory speed limit. A speed survey determined that the average vehicle speed at school start / finish times is only 20mph (compared to the average speed over the course of the day of 24mph) confirming that the advisory 20mph speed limit introduced on Musters Road has been effective at encouraging slower speeds when required outside the school. The speed survey also confirmed the 85th percentile speed at the site is 29.4mph (30.7 mph southbound and 28.7mph northbound), which is within the limits for a Zebra crossing to be considered.

15. The installation of a zebra crossing in this instance is to prevent the likelihood of future conflict between pedestrians and vehicles, particularly at school pickup and drop-off times but is an enhanced facility that is available for all users throughout the day. The controlled zone and the existing School Keep Clear markings will also help keep the immediate area clear of parked vehicles improving inter-visibility between pedestrians using the crossing and traffic travelling along Musters Road.
16. Whilst it is noted that the respondents consider the crossing unnecessary, the proposed location has been subject to a successful safety audit and is on the desire line for pedestrians accessing local schools and it is considered that it will provide a safe and controlled crossing point at all times of the day.
17. Objection – Detriment to life quality due to light pollution from the beacons
Two respondents raised concern regarding the effect of light pollution from beacons being installed at the proposed zebra crossing.
18. Response – Detriment to life quality due to light pollution from the beacons
As part of the design cowls would be provided on the beacons to minimise the spread of light into the adjacent properties and to minimise the impact on local residents.
19. Objection – Limited Use of the Crossing
One respondent objected to the limited use of the crossing, suggesting that its only use would be around the school drop-off and pick-up times.
20. Response – Limited Use of the Crossing
It is acknowledged that given the location then most of the use would be related to the school drop-off and pick up times being used by parents and children at the school. However, a crossing in this location would always also be available and serve any afterschool clubs provided by the school or any evening classes or meetings which are held at the nearby school and for any other users crossing Musters Road in this vicinity.
21. Objection – Validity of the Petition
One respondent raised concern about the legitimacy of the petition given that it originates from the inability to recruit a school crossing patrol.
22. Response – Validity of the Petition
Anyone who lives, works or studies in Nottinghamshire (including under 18s) can sign or organise a petition for submission to the Council. A petition (Ref:2019/0374) was submitted by Councillor Jonathan Wheeler to request a crossing at the proposed location and the response was considered at Communities & Place Committee on the 5th March 2020.
23. Objection – The justification of the cost of a crossing
Two respondents raised concern regarding the cost of providing a crossing in this location and that the cost is not justified and that it would be more beneficial for a crossing patrol to be provided in this location.
24. Response – The justification of the cost of a crossing
A role for a crossing patrol in this location has not been able to be filled since December 2018. Since the school crossing patrol site became vacant Via (who manage school crossing patrols on behalf of the County Council) has made repeated attempts to recruit to the site, working with Jesse Gray Primary School and advertising locally around the site, but have been unsuccessful in finding a replacement patrol. Via have previously advertised the post through

the use of banners on the school's frontage and posters on lamp columns, but also in local areas such as the park. It has also advertised on the Council's website, West Bridgford Wire website, and through the school itself.

25. It is considered that a zebra crossing provides a suitable and safe provision and funding and its allocation as a scheme was approved as part of the Capital Highways Integrated Transport Programme under Crossing improvements on routes to schools (subject to the feasibility, consultation etc) at the Communities and Place Committee meeting on 2nd July 2020.

Other Options Considered

26. The zebra crossing could be installed at other locations on Musters Road, but this is the established crossing point, it is directly outside the school and most of the use would be from parents and children at the school thereby maximising its use. Musters Road is generally quite wide but narrows to 6m at this point and there is already other street furniture infrastructure in place such as pedestrian guard railing that would supplement its introduction.

Comments from Local Members

27. Councillors Jonathan Wheeler and Gordon Wheeler support the scheme, and both have been in close liaison with Jesse Gray Primary School concerning the scheme. The original petition was presented to Council by and with the support of Councillor Jonathan Wheeler.

Reasons for Recommendations

28. The proposed scheme will facilitate pedestrian movements over Musters Road and will predominantly serve pedestrians accessing Jesse Gray Primary School. The measures proposed are the most appropriate taking into account design standards and the needs of all sectors of the community, including non-drivers.

Statutory and Policy Implications

29. 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

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

Financial Implications

31. The scheme is being funded through the Integrated Transport Programme for 2020/2021 with an estimated cost to implement the works and the controlled zone being £30,000.

Human Rights Implications

32. 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

33. 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.
34. 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.
35. The proposals are intended to have a positive impact on all highway users. By providing a zebra crossing which requires vehicles to give-way, it is anticipated that this scheme may particularly help to safeguard and promote the welfare of children by providing them with priority when crossing.
36. An Equality Impact Assessment has also been undertaken to assess the potential impact of the proposals and this assessment is included as a background paper to the committee report.

Safeguarding of Children and Adults at Risk Implications

37. The proposals are intended to have a positive impact on all highway users, particularly vulnerable users travelling to the Primary School.

Implications for Sustainability and the Environment

38. The proposals aim to help promote sustainable transport choices by providing an improved crossing facility to cross Musters Road.

RECOMMENDATION/S

It is **recommended** that:

- 1) The controlled zone for the proposed zebra crossing on Musters Road is implemented as advertised and objectors notified accordingly.

Adrian Smith
Corporate Director Place

For any enquiries about this report please contact:
Priyesh Mistry (Assistant Project Engineer) 0115 993 2723

Constitutional Comments (SJE 07/09/2020)

39. 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 Comment (GB 23/09/2020)

40. The works set out in the report total £30,000 and will be funded from the Integrated Transport Measures (ITM) capital programme. The approved ITM budget for 2020/21 totals £8.1m.

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(s) and Member(s) Affected

West Bridgford South
West Bridgford West

Councillor Jonathan Wheeler
Councillor Gordon Wheeler

Equality Impact Assessment (EqIA)

Introduction

This EqIA is for:	Musters Road, West Bridgford – Zebra Crossing (located outside Jesse Gray Primary School)	
Details are set out:	Proposed controlled zone, Musters Road, West Bridgford – Zebra Crossing Consideration of Objections	
Officers undertaking the assessment:	Mike Barnett – Team Manager (Major Projects and Improvements), Via East Midlands Ltd Priyesh Mistry – Assistant Project Engineer (Major Projects and Improvements), Via East Midlands Ltd	
Assessment approved by:	Gary Wood, Group Manager Highways and Transport	Date:

The Public Sector Equality Duty which is set out in the Equality Act 2010 requires public authorities to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation; Advance equality of opportunity between people who share a protected characteristic and those who do not; Foster good relations between people who share a protected characteristic and those who do not.

The purpose of carrying out an Equality Impact Assessment is to assess the impact of a change to services or policy on people with protected characteristics and to demonstrate that the Council has considered the aims of the Equality Duty.

Part A: Impact, consultation and proposed mitigation

1 What are the potential impacts of proposal? *Has any initial consultation informed the identification of impacts?*

The purpose of the controlled zone is to provide an area clear of parked vehicles to enable good inter-visibility between pedestrians and motorists when using the crossing. This will benefit road users, in particular pedestrians who are crossing at this point, in most cases to access the adjacent school. This would also improve links to the bus stops on either side of Musters Road.

The provision of a zebra crossing and controlled zone will:

- Ensure that motorists do not obstruct inter-visibility between pedestrians and motorists by stopping in the controlled zone

Since the retirement of the School Crossing Patrol in December 2018, a new crossing patrol has not been able to have been recruited, therefore the need for a controlled crossing in this location has risen. The County Council received a petition which was presented by Councillor J Wheeler to the Communities and Place Committee on 5th March 2020.

In response, it is proposed to construct a zebra crossing, subject to consultation, in place of the existing informal crossing, this would require the implementation of a controlled zone where stopping is prohibited at all times. The existing single yellow lining which prevents parking between 8am – 9:30am and 3pm – 4:30pm Monday to Friday which would be overruled by the introduction of a controlled zone.

2 Protected Characteristics: Is there a potential positive or negative impact based on:

Age	<input type="checkbox"/> Positive	<input checked="" type="checkbox"/> Negative	<input type="checkbox"/> Neutral Impact
Disability	<input type="checkbox"/> Positive	<input checked="" type="checkbox"/> Negative	<input type="checkbox"/> Neutral Impact
Gender reassignment	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Pregnancy & maternity	<input type="checkbox"/> Positive	<input checked="" type="checkbox"/> Negative	<input type="checkbox"/> Neutral Impact
Race including origin, colour or nationality	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Religion	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Gender	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact
Sexual orientation including gay, lesbian or bisexual	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative	<input checked="" type="checkbox"/> Neutral Impact

3 Where there are potential negative impacts for protected characteristics these should be detailed including consideration of the equality duty, proposals for how they could be mitigated (where possible) and meaningfully consulted on:

How do the potential impacts affect people with protected characteristics <i>What is the scale of the impact?</i>	How might negative impact be mitigated or explain why it is not possible	How will we consult
Loss of parking would require vehicles to be parked outside the controlled zone (approximately 15m away).	All residents have off street parking provisions which are sufficiently wide for disabled users to embark and disembark from any vehicles.	

Part B: Feedback and further mitigation

4 Summary of consultation feedback and further amendments to proposal / mitigation

As part of the consultation, all householders with directly affected frontages and all statutory consultees were written to detailing the zebra crossing proposal. The proposal was also publicised on Via's website, the local newspaper and site notices erected on the site of the proposed crossing. The consultation for the proposed zebra crossing was undertaken between 10th July and 14th August 2020.

Objections were received by three local residents. One householder who has a disabled grandchild would be directly affected by the proposed controlled zone given that they would be unable to stop on the carriageway in front of their property. They stated that their grandchild was disabled and currently embarks and disembarks from their vehicle in front of their property, on the existing vehicular access.

The property from which the objection was received from has existing off street parking provisions which are sufficiently sized for a vehicle to be parked and for anyone to board/get off of the vehicles. Access to the property's driveway will also be maintained as part of this proposal meaning that off-street parking facilities are still available.

The extent of the controlled zone would also mean that the nearest available on-street parking would be approximately 15m north, where any vehicle would be able to be parked alternatively.

In line with its Public Sector Equality Duty, Nottinghamshire County Council operates a policy for the provision of advisory disabled bay markings, to assist those with disabilities to access the highway. Where residents have significant health issues it may be appropriate to request an advisory disabled bay marking on the Highway, which would be provided free of charge by the County Council. Applicants must be in receipt of the higher level of disability allowance and in all cases, markings will only be considered if it can be demonstrated that off-street parking facilities (hard standing areas, driveways, garages) are not available or cannot feasibly be provided.

Given that the respondent's objection and their specific needs, consideration has been given to the introduction of an advisory disabled bay at this location, however as the necessary criteria have not been met, an advisory disabled bay is not required in this situation.

As the property has existing off-street parking provisions, the implementation of an advisory disabled bay is not required. The driveway is sufficiently sized to be suitable for the needs of the householder's relative who would require access to the property. The user of any proposed advisory disabled bay is also not a resident of the property that the response was received from. In line with the County Council's responsibility under the Equality Act 2010, access to the property has been maintained and no additional provision is required.

Completed EqlAs should be sent to equalities@nottsc.gov.uk and will be published on the Council's website.

www.viaem.co.uk/privacy-notice-for-the-public/

1 October 2020**Agenda Item: 13****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 23 July 2020 meeting.
2. It should be noted that where responses refer to undertaking specific traffic surveys, in most cases there will be delays in undertaking these surveys. Traffic surveys were suspended in early March 2020 due to the impact of COVID-19 restrictions on highways service delivery but also the significant impact on 'normal' traffic flows and behaviours. Surveys are due to commence again this month but may need to be delayed further until new traffic patterns have become established following the reopening of schools. Given that no surveys have been undertaken since March 2020 there is also a six months backlog of surveys which will be undertaken as quickly as possible but means that, unfortunately, new requests will take longer than usual to carry out.

Information**A. Road safety measures at North Leverton Crossroads (Ref:2019/0389)**

3. A 1029 signature petition was submitted to the County Council by Councillor John Ogle requesting measures to address safety concerns with regard to traffic at this crossroads.
4. This is a slightly offset crossroads with Main Street being the through route (east/west) with 'Stop' signage and road markings for traffic approaching the junction from both Southgore Lane and Sturton Road.
5. There are no recent injury accidents recorded for this location; the most recent in 2007.
6. The previous school crossing patrol resigned and a new patrol was advertised for in June 2019, but there was no interest in the vacancy, local contacts assisted with advertising. The site is on a crossroads, away from the school in the centre of the village. It operates as a dog-leg and it's a difficult location to recruit to. It has had long periods of time with no patrol in the past. This site will be prioritised for fresh recruitment advertising once we are sure we can operate it safely as the footways are too narrow to allow social distancing.
7. The site was inspected on 29 August 2020 and the road markings/Stop lines were slightly worn but still clearly visible.
8. There are 'School' signs as well as advisory 20mph lit signs during school times. Enforceable 'Keep Clear' markings are present outside the school. The school also has signage on the

private front boundary fence, near to the entrance, requesting considerate parking. There is yellow line junction protection in good condition on all four corners of the crossroads.

9. There are footpaths on both sides for all approaches to this junction though as a historic rural village it is noted that some of these are narrower than would be required to meet current recommendations.
10. It is considered there is insufficient room for either traffic signals or a roundabout even if this location met the criteria for such intervention. Also, the layout here would not be suitable for a formal pedestrian crossing even if pedestrian/vehicle numbers were to justify it.
11. It was noted during the recent site visit that some private vegetation is partially obscuring the left side southbound (Sturton Road) 'Stop' sign. A letter will be sent to the property owner to request this vegetation be cut back without delay.
12. There are currently no 'Crossroad' traffic signs on Main Street for east and west bound traffic and this will be given consideration for future installation.
13. A traffic survey will be commissioned for vehicles and pedestrians through this crossroads. When the results are available a meeting can be arranged with members of the community to discuss their concerns and what further intervention can reasonably be considered for this location.
14. It is recommended that the lead petitioner is informed accordingly.

B. Resurfacing of Park Road East, Calverton (Ref:2019/0386)

15. A 177 signature petition was submitted to the County Council by Councillor Boyd Elliott, requesting the resurfacing of Park Road East in Calverton.
16. Park Road East was originally planned to be included in the capital maintenance programme before the resurfacing of Park Road, but the initial feasibility study identified the presence of coal tar in the construction layers on Park Road East. Coal tar was used extensively in road construction up until the early 1980s and has since been identified as a carcinogenic substance which carries specific rules as to how it is treated. It is safe whilst undisturbed, but the resurfacing process would be highly likely to expose this substance. It is with this in mind that alternative ways to resurface Park Road East are being investigated which retains the safe treatment of the coal tar in-situ.
17. It is currently planned to deliver part, if not all, of this scheme during the 2021/22 financial year although programmes are subject to alteration for numerous reasons and require approval from the County Council's Communities & Place Committee.
18. It is recommended that the lead petitioner be informed accordingly.

C. Gateford Road, Worksop, Memorial (Ref:2019/0383)

19. A 542-signature petition was submitted to the County Council by Councillor Sybil Fielding titled 'Keep Chelsea's Memories Alive! SAVE HER SITE!!'
20. Following a tragic fatal accident in December 2018 memorial items were placed on Gateford Road in Worksop near to the junction with Kingfisher Walk, by Chelsea Elliott's family. It is

clearly visible from Gateford Road, the B6041, on a highway verge to the rear of a wide footway within a street lit 30mph speed limit. Following concerns raised, Via EM Ltd officers contacted the Family in 2019.

21. In order to minimise the items on site and to honour the wishes of the Family a concrete base was provided for a commemorative bench which has been installed. Planters and two other items (a painting and a floral tribute) were also permitted to remain as they held particular sentimental value.
22. Subsequently complaints have been received citing the memorial as a distraction to motorists, an obstruction to sight lines and access to a footway. Comments have also been made saying that the site is untidy. Working with the Family Via requested certain loose items were removed such as dead flowers and lanterns. The petition requests that these items can be replaced and the Memorial remains untouched.
23. The Highway Network Management Plan states that memorials may be erected on the highway. Although this offers guidance the memorial currently has items attached to the guard rail that may not legally be permitted on the highway. As such, the recommendation would be to permit the bench and the planters and all other items removed, including from the guard rail which is kept clear. This is necessary in order to preserve traffic sight lines and to prevent obstruction to highway users.
24. It is recommended that the lead petitioner is informed accordingly.

D. Introduction of one-way system near Coddington School (Ref:2019/0388)

25. A 15 signature petition was submitted to the County Council by Councillor Maureen Dobson requesting the introduction of a one-way system running along Main Street from its junction with Beckingham Road near The Plough Public House to the junction of Brownlow's Hill with Beckingham Road near Coddington School, to reduce the risk of accidents.
26. Several site visits to Brownlows Hill, Coddington, have been conducted over recent years in response to concerns and comments regarding inconsiderate parking during the peak school-run periods and particularly at the junction of Brownlows Hill with Beckingham Road (C3) and along Beckingham Road. Concerns regarding the volume of traffic travelling north from the Fernwood development along Balderton Lane to and through Coddington and vice-versa also have previously been received.
27. There have been no reported injury collisions recorded along Brownlows Hill or Main Street in the last three-years. Three reported injury collisions have been recorded in the same period at the junction of Main Street with Beckingham Road (C3). A one-way system as proposed would direct all southbound local and transient traffic along Main Street and similarly northbound traffic along Brownlows Hill past the school and so place additional pressure on Brownlows Hill and at the junction of Brownlows Hill with Beckingham Road. Similarly, additional pressure will be placed at the junction of Beckingham Road with Main Street. All residents using vehicles will be required to comply with a one-way order. Anecdotal evidence indicates speed tends to increase along one-way streets. One-way streets are normally not used as measures to improve road safety.
28. A traffic survey to establish traffic volumes and speed along Brownlows Hill and Main Street Coddington will be undertaken, following which a site meeting with the Lead Petitioner should be arranged.

29. It is recommended that the lead petitioner is informed accordingly.

E. Amendment of parking restrictions outside Gotham Convenience Store, No. 3 Nottingham Road, Gotham, NG11 0JJ (Ref: 2019/0384)

30. A 991 signature petition was submitted to the County Council by Councillor Andrew Brown, requesting that the existing single yellow line outside of the convenience store (No Waiting – Monday to Saturday 8am to 6pm) is amended to a 15 minute limited waiting parking bay, with capacity for up to 4 cars.
31. Last year the single yellow line at this location was renewed as it was very faded and preventing enforcement of the restrictions. As a result of the lining renewal and subsequent enforcement of the restrictions, it is reported that trade at the store has been affected.
32. The restrictions were originally implemented in 1976 (predating the construction of the Gypsum Way Bypass) and were implemented to allow the free passage of HGVs to the British Gypsum plant.
33. It is acknowledged that this convenience store is the only one in the village of Gotham and residents are keen to see that it remains open. Given that the original purpose of the restrictions is now negated, the community would therefore benefit from the 'No Waiting' restrictions being amended directly outside of the convenience store to limited waiting bays.
34. It would therefore be recommended that the site is put forward for a scheme to introduce parking bays directly outside of the convenience store with a 30 minute no return restriction.
35. It is recommended that the lead petitioner is informed accordingly.

F. Adoption and repair of upper part of Bridle Road, Burton Joyce (Ref:2019/0391)

36. A 33-signature petition was submitted to the County Council by Councillor Nicki Brooks requesting the adoption and professional re-surfacing and maintenance of the upper part of Bridle Road, Burton Joyce, to maintain this part of Bridle Road in good order.
37. The surface is currently of a compacted construction with a mixture of crushed limestone and road planings used over the years. It is typical of a route mainly used for farm access and the occasional residential property. It is not an adopted carriageway and therefore cannot be maintained by the Authority as part of the tarmacked vehicular highway network. A public bridleway (Burton Joyce Bridleway No. 1) also runs over the road.
38. A bridleway is a public highway, maintained at the public expense, to the level that the public have a legal right to use it. Therefore, the County Council may currently only maintain it to a standard suitable for the public to use on foot, horseback or leading a horse. The residents using the road in vehicles do so under private rights of access, either by legal deed or prescriptive/historical rights. The owner(s) of the road and those holding such private rights can, with the prior written legal approval of the highway authority, improve the surface to a standard suitable for their vehicular use, as long as there is no detrimental effect on the public's use of it.
39. The damage occurring to the surface is as a result of the residents' use and their visitors (which includes refuse lorries, royal mail, couriers, delivery lorries, taxis, emergency vehicles, etc.) all of which is private access. The public on foot, horseback or pedal cycle will not cause this damage. There have been no complaints from the general public regarding the state of the

surface as their use is not impacted and it is in line with a rural countryside route where the surface may be uneven.

40. To 'adopt' the road as a vehicular carriageway NCC certain criteria must be met, the principal one being that the route must be made up to adoptable standards by the owners before adoption. Roads leading to a development of less than 5 properties are not generally required to be adopted and the owners & residents have a joint duty to maintain the surface for their use. However the piecemeal development over the years on this road has led to 11 properties now accessing off the bridleway. In these circumstances, a 'road' committee is often formed by the affected properties to agree a maintenance regime for the surface. It is possible for NCC can contribute to this but only to a level commensurate with the public's use.
41. Historically, permission to develop areas off the adopted highway often lead to intensification of a route and its subsequent problems. Officers are speaking with the District planners to ensure that they consider this when deciding future planning applications for small scale developments of this type.
42. The bridleway is regularly inspected for safety and is suitable as a rural bridleway, therefore it is not intended to take any action to alter the surface for the public.
43. It is recommended that the lead petitioner is informed accordingly.

G. Newdigate Street, Kimberley – Resident Parking and related parking/speed limit changes (Ref:2019/0382)

44. A questionnaire regarding potential alterations to the traffic management on Newdigate Street has been submitted as a petition by Councillor Philip Owen. It features responses from 24 residents. The submission suggests three modifications:

A residents' parking permit scheme

45. Requests for residents' parking schemes are prioritised in locations where residents do not have off-street parking and rely on the availability of on-street parking to access their properties without detrimentally affecting the highways network.
46. A residents' permit scheme would not be prioritised on Newdigate Street between the school entrance and Victoria Street because most properties (87%) have access to off-street parking.
47. It is also considered that a residents' permit scheme is not the most appropriate response to the problems set out in the petition. A permit scheme bans motorists from parking but not from loading/unloading (which includes people). A scheme would potentially reduce the amount of time parents park while they wait to collect their children but moving vehicles on outside schools is considered counter-productive because it increases the amount of circulating traffic.
48. If residents find that their driveway's access is being obstructed, they can purchase an advisory white H-bar marking from the Council to help highlight the access to their off-street parking.

Removal of parking charges in the Victoria Street car park:

49. This car park is owned and operated by Broxtowe Borough Council. County Council officers have passed the request on to the Borough Council for their consideration.

20 mph speed limit:

50. Newdigate Street is already subject to traffic calming features along its length, so it is not considered necessary to introduce a 20mph limit along the length of the road. However, it has been confirmed that Kimberley School was omitted from the programme of works that introduced advisory 20mph limits outside schools. This error is being addressed, and signing will be installed in due course.

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

H. Request for a 20mph mandatory speed restriction on Lantern Lane, East Leake (Ref:2019/0385)

52. A petition containing 372 signatures was submitted by Councillor Andrew Brown. The petition requests that the speed limit is reduced to 20mph on Lantern Lane.

53. There is an existing advisory 20mph limit along the road.

54. Advisory limits were introduced because it was not considered appropriate to introduce mandatory limits. This was based partly on national guidance regarding setting speed limits and partly because the accident record outside schools is extremely good, meaning that reducing the speed limit would offer no improvement.

55. In order to determine whether a mandatory 20mph limit should be considered, a full assessment will be undertaken in accordance with national guidance. If it is considered that a mandatory 20mph limit is appropriate it will be considered for inclusion in a future year's programme of works.

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

I. New Infrastructure for Active Transport between Cotgrave and Plumtree (Ref:2019/0387)

57. A petition containing 39 signatures has been submitted by Councillor Richard Butler requesting that the Council considers implementing a new segregated cycle way and path along Plumtree Road and Cotgrave Road between Cotgrave and Plumtree.

58. This is a long-standing request that the Council has considered previously.

59. The length of road in question is approximately 1.8km (from Cotgrave Lane to Mensing Lane) and it is this that makes it prohibitively expensive to construct to an appropriate standard.

60. The County Council will retain this proposal on file and will continue to seek to identify potential funding sources that may enable a path to be constructed.

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

J. Stop speeding along Hawton Road, Newark by placing road signs as awareness of not to speed (Ref:2019/0390)

62. A petition containing 200 signatures has been submitted by Councillor Keith Girling requesting that the Council considers implementing measures to enforce the 30mph speed limit on Hawton Road.
63. The speed limit was reduced to 30mph on this section of road from 40mph in 2018. Due to the presence of carriageway lighting, the Council was obliged by law to remove the repeater signs along the road because they are not permitted in areas subject to a 30mph speed limit.
64. In anticipation that motorists would be used to travelling at higher speeds on the road "It's 30 for a Reason" signs were installed to encourage compliance. The County Council will ensure that these signs are still in place and, where they are missing, will endeavour to replace them.
65. In addition, the County Council will add Hawton Road to its list of locations for the installation of a temporary vehicle-activated speed sign; and traffic surveys will also be undertaken to determine whether the road meets the criteria for the installation of a permanent sign.
66. In the meantime, enforcement of speed limits is the responsibility of the Police, so residents may wish to raise concerns with their local officers if they haven't done so already.
67. It is recommended that the lead petitioner is informed.

K. Resident Parking Scheme - Standhill Road, Carlton (Ref:2019/0392)

68. A petition containing 23 signatures has been submitted by Cllr Errol Henry requesting that the Council implements a residents' parking permit scheme on Standhill Road between Carlton Hill and Highfield Drive.
69. This section of Standhill Road features residential properties on the eastern side, none of which have access to off-street parking. On the western side, there is a small number of retail properties and an infants' school. The road is located near to the Carlton Top district centre and, as a result, is likely to be used by staff working in local shops and offices.
70. It is not known what the cause of the concern is, but it should be noted that residents' permit schemes are not effective at removing parent parking at drop-off and pick-up times because this is classed as loading and unloading, which is still allowed with permit areas.
71. The introduction of a permit scheme on Standhill Road is likely to transfer any intrusive non-resident parking to other nearby streets which have also been subject to requests for permit schemes as a result of similar concerns. The only solution to this issue would be to introduce an area-wide permit scheme. This would adversely impact local businesses because staff would have nowhere nearby to park.
72. As a result, it is not considered appropriate to introduce a permit scheme at this time.
73. It is recommended that the lead petitioner is informed.

Statutory and Policy Implications

74. 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/S

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 F – Joanne Horton, Via EM Ltd Service Manager Highway Management, Tel: 0115 804 0123 / Items G to K – Sean Parks, Local Transport Plan Manager, Tel: 0115 977 4251

Constitutional Comments (SJE – 11/09/2020)

75. 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 11/09/2020)

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

Background Papers and Published Documents

- None

Electoral Division(s) and Member(s) Affected

- Calverton – Councillor Boyd Elliott
- Carlton East – Councillor Nicki Brooks
- Carlton West – Councillor Errol Henry and Councillor Jim Creamer
- Collingham – Councillor Maureen Dobson
- Cotgrave – Councillor Richard Butler
- Leake and Ruddington – Councillor Andrew Brown and Councillor Reg Adair
- Newark West – Councillor Keith Girling
- Nuthall and Kimberley – Councillor Philip Owen
- Tuxford – Councillor John Ogle
- Worksop West – Councillor Sybil Fielding

1 October 2020

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 (PS)

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

Background Papers

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

- None

Electoral Division(s) and Member(s) Affected

- All

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – SEPTEMBER – DECEMBER 2020

Report	Description	Lead Officer	Author
3 September			
Cycling in Nottinghamshire	Update on activity, recent infrastructure delivered, EATF and LCWIP programmes and longer-term vision.	Adrian Smith, Corporate Director	Sally Gill, Group Manager/Kevin Sharman, Team Manager
Update on Key Trading Standards and Communities Update	To update the Committee on key Trading Standards and Communities matters.	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. Provide an update on the County Council's Flood Risk Management Action Plan.	Derek Higton, Service Director	Gary Wood, Group Manager/Sue Jaques, Team Manager
Passenger Transport Update	Provide an update on current transport activity and our Transport Recovery Plan	Derek Higton, Service Director	Gary Wood, Group Manager/Pete Mathieson, Team Manager

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – SEPTEMBER – DECEMBER 2020

Developer Contributions and COVID 19	To seek Committee approval for delegated authority to be given to the Service Director for Investment and Growth to agree deferrals of payment of planning obligations where requested and justified in order to support development in Nottinghamshire during the period which the County is affected by the COVID-19 pandemic.	Adrian Smith, Corporate Director	Sally Gill, Group Manager/Stephen Pointer, Team Manager
Highways Environmental Matters - Recommendations	The purpose of this report is to update the Communities and Place Committee as to the recommendations of the Communities and Place Review and Development Committee and the corresponding proposals set out in paragraphs 3 to 7.	Derek Higon, Service Director	Gary Wood, Group Manager/Martin Carnaffin, Team Manager
1 October			
Inspire Fourth Year Review 2019-20	To update the Committee on the development of Inspire in the delivery of cultural, learning and library services across Nottinghamshire and its achievements in the fourth year of operation.	Derek Higon, Service Director	Peter Gaw, Chief Executive Officer, Inspire
Inspire learning annual plan, fees and performance review	<ul style="list-style-type: none"> • report on performance and outcomes during the 2018/19 academic year – appendix 1 • update on Covid-19 delivery • seek approval for the service's plan for the 2020/21 academic year • seek approval for plans for use of Education Skills Funding Agency (ESFA) funding in the 2020/21 academic year • seek approval for the Schedule of Fees for the 2020/21 academic year – appendix 2 • seek approval for the service's Supply Chain Arrangements – appendix 3 	Derek Higon, Service Director	Peter Gaw, Chief Executive Officer, Inspire

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – SEPTEMBER – DECEMBER 2020

Flood Section 19 Reports for Beeston and Ruddington		Derek Higton, Service Director	Gary Wood, Group Manager/Sue Jaques, Team Manager
VIA Update	Update	Derek Higton, Service Director	Gary Wood, Group Manager/Doug Coutts, Managing director, VIA EM
Highways Winter Service	To seek endorsement of the procedures associated with provision of the Winter Maintenance Service and the preparation for Winter 2020/21.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Martin Carnaffin, Team Manager
TRO Musters Road	To consider objections received in respect of the above controlled zone and whether it should be implemented as advertised.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Helen North, Improvements Lead, VIA
TRO High Street, Everton	To consider the objections received in respect of the above proposed Traffic Regulation Order and whether it should be implemented as advertised.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Helen North, Improvements Lead, VIA
TRO Trent Lane, East Bridgford	To consider the objections received in respect of the above Experimental Traffic Regulation Order and whether it should be made permanent.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Helen North, Improvements Lead, VIA

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – SEPTEMBER – DECEMBER 2020

Rushcliffe New Recycling Centre (Deferred from 3 September)	Update on proposals for a new Recycling Centre in Rushcliffe	Derek Higton, Service Director	Mick Allen, Group Manager/Rachel Fowler, Team Manager
5 November			
Highways Drainage - Recommendations	To seek approval for officers from Via EM Ltd. and the County Council to pursue the recommendations set out in this report.	Derek Higton, Service Director	Gary Wood, Group Manager/Martin Carnaffin, Team Manager
Trading Standards & Communities Update	To update the Committee on key Trading Standards and Communities matters.	Derek Higton, Service Director	Mark Walker, Group Manager
Transforming Cities Programme (Deferred from October)	To provide an update on Nottingham City Council's Transforming Cities Fund bid and to set out the next steps in project delivery; To seek approval of Committee for scheme suggestions within or on county highway; To approve and appoint a suitable elected Member to sit on the steering Board; To seek approval to progress negotiations with landowners to secure the land required to deliver the A60 Park and Ride in parallel to preparing a Compulsory Purchase Order and; To seek approval of Committee to prepare scheme display material and undertake necessary consultation of proposals for elements of the bid proposals.	Adrian Smith, Corporate Director/Matthew Neal, Service Director	Sally Gill, Group Manager/Kevin Sharman, Team Manager
Pavement Parking		Adrian Smith, Corporate Director	Gary Wood, Group Manager/Chris Wood, Highways Management

COMMUNITIES & PLACE COMMITTEE

WORK PROGRAMME – SEPTEMBER – DECEMBER 2020

Emergency Planning Team Staffing Structure		Adrian smith, Corporate Director	Rob Fisher, Group Manager
3 December			
Review of Highway Network Management Plan	Review of Management Plan.	Adrian Smith, Corporate Director	Gary Wood, Group Manager/Suzanne Heydon, VIA
Flood Risk Management Section 19 Report Ollerton		Derek Higton, Service Director	Gary wood, Group Manager, Sue Jaques, Team Manager
Nottinghamshire Highways Design Guide (deferred from October)	To seek authorisation to adopt the draft Highway Design Guide as County Council policy.	Adrian Smith, Corporate Director	Sally Gill, Group Manager/Martin Green, Team Manager

