

# NOTTINGHAM CITY COUNCIL

## EXECUTIVE BOARD

**MINUTES of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 22 May 2018 from 2.00 pm - 2.33 pm**

### Membership

#### Present

Councillor Jon Collins (Chair)  
Councillor Neghat Khan  
Councillor Dave Liversidge  
Councillor David Mellen  
Councillor Toby Neal  
Councillor Dave Trimble  
Councillor Jane Urquhart  
Councillor Sam Webster

#### Absent

Councillor Graham Chapman (Vice Chair)  
Councillor Sally Longford

### Colleagues, partners and others in attendance:

Councillor Andrew Rule

David Bishop

Anne Marie Barclay  
Candida Brudenell  
Ian Curryer  
Raista Chudasama  
Richard Hamblin  
Nigel Hawkins  
Zahur Khan  
Rebecca Langton  
Noel McMenamin  
Alison Michalska  
Tanya Najuk  
Craig Stanley  
Keri Usherwood  
Andy Vaughan

Deputy Chief Executive/Corporate Director for Development and Growth  
Project Manager  
Corporate Director, Strategy and Resources  
Chief Executive  
Principal Transport Planner  
Castle Project Director  
Head of Culture and Libraries  
Director of Traffic and Transport  
Executive Officer to Leader of the Council  
Governance Officer  
Corporate Director, Children and Adults  
Head of Asset Management  
Majority Support Officer  
Portfolio Communications Manager  
Corporate Director, Commercial and Operations

### Call-in

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is 4 June 2018. Decisions cannot be implemented until the working day after this date.

## 1 APOLOGIES FOR ABSENCE

Councillor Graham Chapman – leave  
Councillor Sally Longford - leave

## **2 DECLARATIONS OF INTERESTS**

None.

## **3 MINUTES**

The minutes of the meeting held on 17 April 2018 were agreed as a true record and they were signed by the Chair.

## **4 NOTTINGHAM CITY COUNCIL ULTRA LOW EMISSION VEHICLES (ULEV) FLEET PROJECT - KEY DECISION**

The Portfolio Holder for Transport and HR introduced a report, requesting approval to accept grant funding to reduce nitrogen dioxide levels, to use this funding introduce a number of specialist Ultra- Low Emission Vehicles (ULEV) in Nottingham City and to create a Centre of Excellence for ULEV services.

### **RESOLVED to**

- (1) accept the external Joint Air Quality Unit grant award to contribute to the replacement of Nottingham City fleet vehicles from diesel to Ultra Low Emission Vehicles and to delegate authority to the Corporate Director of Development & Growth to sign the grant agreement;**
- (2) approve the project allocations as set out in Table 1 and Table 2 in Appendix A to the report;**
- (3) delegate authority to the Corporate Director of Commercial & Operations to make variations to the delivery programme, where necessary;**
- (4) approve setting up a new procurement framework for the supply of fleet vehicles for Nottingham City Council and other Local Authorities and to award call-off contracts under the framework;**
- (5) approve the initiation of procurement activities, and delegate authority to the Corporate Director of Commercial & Operations to appoint preferred suppliers for the supply of fleet vehicles following the completion of appropriate procurement tendering activity.**

### **Reasons for decisions**

To meet the Council Plan objectives around air quality and carbon reduction to achieve air quality improvements, and to contribute to the City Council's aspirations for becoming a Low Emission City.

To increase the number of ULEVs on the City's fleet to be increased, enhancing the current Vehicle Replacement Programme, and delivering significant operational cost savings and improved air quality.

To achieve the Council's aspirations to be a leading Go Ultra Low city by:

- Establishing the City Council as a leader – with the largest fleet of ULEVs of any local authority in the country;
- Creating a ULEV one stop shop for service, maintenance and repair activities, generating jobs in an emerging sector through Apprenticeships up to fully accredited Fleet Technicians and income to the Council;
- setting up servicing centre for other organisations' fleet (including the proposed NCH ULEV fleet) and establishing new commercial income generating business and partnership opportunities.

#### Other Options considered

The option to refuse the grant funding was rejected, as it would mean the Council would be unable to introduce the specialist fleet vehicles, which will provide an immediate contribution to improving air quality in the City for which the funding was awarded.

The option to vary the vehicle replacement programme was rejected to ensure the City Council remains compliant with the grant funding award.

### **5 PASSENGER TRANSPORT TAXI TENDER - KEY DECISION**

The Portfolio Holder for Adult Social Care and Health introduced a report, recommending the creation of a dynamic Purchasing System for transport provided by external contractors.

#### **RESOLVED to:**

- (1) authorise the Procurement Process to tender for a Dynamic Purchasing System (DPS) for up to 4 years to enable the City Council to go to the market place for transport;**
- (2) approve spend for transport via this DPS of up to £2.5m per annum, £10m for the life of the DPS. The DPS may be advertised at a higher spend level for the possible inclusion of other parties but authority is only required for NCC spend;**
- (3) approve the delegated power to:**
  - (a) Corporate Director of Commercial and Operations and Corporate Director for Children and Adults to award the DPS to contractors;**
  - (b) Operations Manager- Transport to award individual Transport contracts under the DPS during the contract term.**

#### Reason for decision

To secure a Dynamic Purchasing System to meet the needs of the City Council's transport requirement with external providers.

#### Options considered

The detailed options considered were included within the Procurement Strategy, published in full within the report.

**6 SCHOOL CAPITAL MAINTENANCE GRANT ALLOCATIONS 2018/19 - KEY DECISION**

The Portfolio Holder for Education and Skills introduced a report on accepting and spending grant funding from the Department for Education to improve the condition of schools being maintained by the City Council.

**RESOLVED to**

- (1) accept the allocation by the Department for Education to Nottingham City Council of the School Capital Maintenance grant, totalling £1.291 million;**
- (2) approve the funding allocations to schemes as set out in the appendix A, noting that £0.357 million is set aside as a contingency fund;**
- (3) amend the Capital Programme to include the additional £1.291 million received as grant funding;**
- (4) delegate authority to the Corporate Director for Children and Adults to both allocate the contingency funding to projects as health and safety or condition issues arise during 2018/19. As well as adjusting the funding allocation for each scheme once cost information has been finalised, subject to value for money being demonstrated and costs being within the overall budget allocated for this programme;**
- (5) appoint City Council Design Services to design, procure and manage the schemes;**
- (6) approve the procurement of the works in accordance with the proposals set out in Appendix A of the report either through the Scape Regional Framework Midlands ( North East – lower) or to make direct awards to Nottingham City Homes;**
- (7) approve dispensation from Contract Procedure Rules 5.1.1. and 5.1.2 in accordance with Financial Regulation 3.29 to make the direct awards to Nottingham City Homes described in recommendation 6;**
- (8) delegate authority to the Director of Major Projects to negotiate and sign contracts with the preferred contractors following the procurement to allow the schemes to be delivered;**
- (9) approve the instigation of Estate Review Plans included as appendix A for the maintained schools.**

Reasons for decisions

To prioritise funding following an extensive review of maintained schools to ensure that Health and Safety / safeguarding issues and condition issues are addressed promptly and appropriately.

To ensure that there is appropriate delegated authority and sufficient contingency to deal with urgent health and safety or condition issues that arise during the financial year 2018/19.

Other options considered

To combine Capital Maintenance funding and Basic Need funding. This was rejected as it would leave maintained schools at risk of closure through health and safety or condition issues. It would also mean that school buildings would continue to deteriorate, increasing the risk of forced closure for emergency repairs.

**7      CORPORATE ASSET MANAGEMENT PLAN - PROPERTY AND LAND  
2018-2020**

The Leader/Portfolio Holder for Regeneration and Growth introduced a report recommending the approval of a Nottingham City Corporate Asset Management Plan. The Plan brings together all the relevant strategies to ensure that the City's land and buildings assets are optimally structured and utilised in the corporate interest.

**RESOLVED to adopt the Corporate Asset Management Plan and Strategy.**

Reason for decision

To have an agreed approach to managing the City Council's land and buildings assets.

Other options considered

None.

**8      EXCLUSION OF THE PUBLIC**

**RESOLVED to exclude the public from the meeting during consideration of the remaining item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.**

**9      NOTTINGHAM CASTLE TRANSFORMATION - KEY DECISION**

The Board considered the Portfolio Holder for Leisure and Localities' exempt report.

**RESOLVED to approve the recommendations in the report.**

Reasons for decisions

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As detailed in the report.

Other options considered

As detailed in the report.