

Nottingham City Council

Executive Board

Minutes of the meeting held remotely via Zoom on 16 June 2020 from 2.00 pm - 3.27 pm

Membership

Present

Councillor David Mellen (Chair)
Councillor Sally Longford (Vice Chair)
Councillor Cheryl Barnard
Councillor Eunice Campbell-Clark
Councillor Neghat Khan
Councillor Dave Trimble
Councillor Adele Williams
Councillor Sam Webster
Councillor Linda Woodings

Absent

Councillor Rebecca Langton

Colleagues, partners and others in attendance:

Councillor Kevin Clarke

Councillor Andrew Rule

Wayne Bexton	- Head of Energy Services
Chris Carter	- Transport Strategy Manager
Andrew Errington	- Director of Community Protection
Antony Greener	- Programme Director
Chris Henning	- Corporate Director for Development and Growth
Katherine Kerswell	- Interim Chief Executive
Laura Pattman	- Strategic Director of Finance
Catherine Underwood	- Corporate Director for People
Malcolm Townroe	- Director of Legal and Governance
Hugh White	- Corporate Director – COVID Response and Recovery
Kate Morris	- Governance Officer

Call-in

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is 26 June 2020. Decisions cannot be implemented until the working day after this date.

1 Apologies for absence

Councillor Rebecca Langton – Council Business

2 Declarations of interests

Councillor Sally Longford declared an Other interest in item 12 District Heating Scheme Agreement (Minute 12) as she is the Chair of the Board of Directors for EnviroEnergy.

Malcolm Townroe declared an Other interest in item 12, District Heating Scheme Agreement (Minute 12), as he is the Company Secretary of EnviroEnergy.

These declarations did not preclude them from speaking on the item.

3 Minutes

The minutes of the meeting held on 17 March 2020 were confirmed as a true record and were signed by the Chair

4 2028 Carbon Neutral Action Plan

The Board considered the report of the Portfolio Holder for Energy, Environment and Democratic Services recommending the adoption of the 2028 Carbon Neutral Action Plan. After declaring a Climate and Ecological emergency in January 2020 consultation with the public and partners took place. Despite the Covid-19 crisis there have been over 1000 responses from the public, partners and stakeholders and the plan has been revised. During discussion, the following points were highlighted:

- (a) Following the consultation the scope of the report has been shifted focus from offsetting Carbon emissions to removing them. This reflects the desire to remove carbon emissions from the city rather than simply offsetting them from elsewhere;
- (b) There will be a greater emphasis on tackling the climate and ecological emergency, with a whole new section of the plan dedicated to biodiversity. Following input from Street Scene teams and local environmental groups there will be work around supporting vulnerable native species and increasing pollinators through a city with increased tree cover;
- (c) Some elements planned may need to be reassessed given the impact of Covid-19 and the additional expenditure the Council has had to find;
- (d) Parks and open spaces within the city have become hugely important as the city responds to the Covi-19 outbreak. Use of parks has increased and as part of the Council plan there are plans to plant many thousands of trees throughout the city. Parks are working hard to increase biodiversity;
- (e) Developers are being asked to look at ensuring energy efficiency in homes and incorporating green schemes within builds. Council properties have embraced energy saving technology where possible and a programme of retrofitting of energy inefficient homes has been implemented;
- (f) The Plan is a culmination of many years work on sustainability. Nottingham has a reputation for its outstanding work in this field. The bus fleet in Nottingham is one of the cleanest in the country;

Resolved to

- (1) Adopt the revised Action Plan to make Nottingham Carbon Neutral by 2028 along with the proposed governance structure and management arrangements; and**

(2) Endorse a review of the above arrangements in 12 months time (July 2021) to ensure they continue to effectively deliver the overall commitment.

Reason for the decision

The City has a long history of reducing carbon dioxide emissions, with a reduction of 41% between 2005 and 2017. Adopting the plan will build on this reputation and will enhance the work already being done to improve air quality, biodiversity and energy efficiency. The consultation and its wide ranging response showed the Council that there is support for the plan and for action to reduce carbon emissions.

Following a commitment in 2019 to become Carbon neutral by 2028 this now forms part of the Council Plan 2019-2023 and is a priority.

Other options considered

The other option considered was to do nothing. This option was rejected as it would leave the Council in contradiction to its declaration, and commitments made, under the Climate and Ecological emergency. The Council would not be able to deliver against the Carbon neutral target and doing nothing would leave the Council unable to meet other legal requirements for Local Authorities relating to climate change.

5 COVID-19: Nottingham City Council Response

This item does not contain any decisions that are subject to the call in.

The Board considered the report of the Portfolio Holder for Energy, Environment and Democratic Services updating them on the impact of Covid-19 and the urgent response of the Council to the pandemic. She outlined the key activities and highlighted the challenges faced by the Council in its response. The following points were highlighted during discussion:

- (a) Robust business continuity plans were in place that became active quickly and efficiently. Special thanks go to the IT team who worked tirelessly to ensure that Officers and Members were able to work effectively and efficiently from home in a very short space of time;
- (b) The Customer Hub have worked tirelessly to ensure information and services are reaching vulnerable citizens, services like food parcels for those shielding, prescription delivery for the elderly, essential personal care, and signposting for financial advice and support;
- (c) Up to 80% of the Council's usual transactions are now taking place online, ensuring that normal activity is continued for citizens where possible;
- (d) Officers in Communications and engagement have directly contacted numerous citizens, welfare checks have been carried out and Neighbourhood Development Officers have mobilised to create local resilience teams within each ward. There has been a large number of local volunteers that have made this work possible;

- (e) The Robin Hood GoFundMe page has raised over £70,000 to help citizens and businesses struggling through the crisis;
- (f) The Government initially pledged that all costs incurred by Councils in response to the Covid-19 crisis would be refunded, there have been grant payments but not as much as was initially promised;
- (g) Despite a national shortage, the Council managed to maintain its supplies of PPE thanks to hard work of the procurement teams. HR Officers are now working closely with Trade Unions to ensure that when services start to run again they do so safely for both staff and service users. HR staff are offering support to colleagues to transition back to work;
- (h) Many thanks go to the numerous volunteer groups and individuals who have worked together and helped to ensure that citizens in need received the help and support that they needed, and to colleagues in Emergency Planning who coordinated the county wide response;
- (i) Care homes and staff were praised for their hard work in very difficult circumstances. Care providers supporting vulnerable citizens were thanked for their dedication and best efforts on infection control. Staff in some circumstances were redeployed to support work whilst some were in isolation;
- (j) Education and Children's Services staff have worked tirelessly to identify and support vulnerable children and families. They have supported them with school work, supplied activities and remained in touch;
- (k) Housing aid and refuges have worked hard to maximise resources and refuge spaces for domestic violence victims;
- (l) Particular thanks was given to colleagues and partners working with rough sleepers. Following the government announcement that all who could be inside should be, 70 rough sleepers were accommodated within a short period. Support workers and security staff have worked tirelessly to support these arrangements along side hotel staff and management;
- (m) As a consequence of reduced rough sleeping there has been a significant reduction in alcohol use, all rough sleepers have access to health care and treatment packages. Particular thanks go to partners Framework and Emmanuel House and The Community Trust. Nottingham City Council will be reviewing the services it offers to rough sleepers as a response to the crisis;
- (n) A massive effort has been made by staff supporting businesses through the crisis with help with grant applications. Staff within Revenue and Benefits have continued to offer support as have Council Tax support workers and the Customer Hub;
- (o) Special thanks to the very responsive City Centre teams, Environmental Health Officers, and Trading Standards Officers who have adapted and responded with speed in a changing environment as have bin collectors, park

staff, and many others who have worked to ensure that outside spaces have remained safe and clean;

- (p) The Council has received just under £20m in government grants to cover the cost of the response to Covid-19, however the associated cost is much higher and alongside the public health impact there has been and will continue to be an economic impact. There are many challenges ahead in terms of economic recovery;

The Leader of the Council, along with the rest of the Board, offered his condolences to the 300 families who had lost someone as a result of Covid-19.

The Board offered thanks to all staff and officers who have adapted, worked in unusual and difficult circumstances, and ensured that services for citizens were maintained.

The Interim Chief Executive echoed thanks to staff for the adaptability, flexibility and diligence of staff. She also offered thanks to Elected Members for their commitment, dedication and leadership through the crisis.

Resolved to

- (1) Note the ongoing impacts of COVID-19 as highlighted in the published report;**
- (2) Comment on and consider actions undertaken by Nottingham City Council in response to the pandemic and considers whether there are future actions required in relation to the issues summarised in the published report; and**
- (3) Note that a separate report will be forthcoming in due course on the finances of the City Council and the action the Council will need to take to balance the budget.**

Reasons for Decision

The nature and the scale of the COVID-19 pandemic has required the Council to reallocate vital resource rapidly to meet the needs of vulnerable residents and struggling businesses. The council has monitored and engaged with the Governments rapid and ongoing development of policy and guidance in the area in order to respond to statutory duties during the emergency.

Other options considered

There were no alternative options considered. The council has to comply with its statutory duties in order to meet the needs of citizens, business and the wider City.

6 Provision Of Parts At Garage Stores Workshops - Key Decision

The Board considered the report of the Portfolio Holder for Adult Care and Local Transport considering the provision of parts at Garage Stores workshops. The Portfolio Holder advised the Board that the tender process for the new contract for

parts would ensure value for money alongside quality and that Nottingham City Council's fleet of vehicles continued to provide vitally important services for citizens.

Resolved to:

- (1) Approve Fleet Services to proceed to tender for the provision of parts for its garage workshops;**
- (2) Approve a spend of up to £10.4 million on a 3+3+1+1; and**
- (3) Delegate authority to the Director to the director of Neighbourhood Services to award and sign the necessary contract(s) and extension to the chosen supplier.**

Reasons for decision

A new contract will allow Nottingham City Council to secure lower prices than remaining with the current supplier out of contract. Small savings can be made on parts throughout the year, which accumulate into large savings in the long term.

Starting the tender process early will allow time to negotiate the best possible value for money for the Council and will ensure a smooth transition to a new supplier by the end of March 2021 when the existing contract expires. This smooth transition will ensure minimal disruption to services.

Other options considered

One option considered was to run the workshop stores with staff to source the vehicle parts as needed. This was rejected as a model that had previously been used and does not represent best value for money. It does not allow access to the significant savings that a contract for parts can represent.

7 ULEV Experience - Key Decision

The Board considered the report of the Portfolio Holder for Energy, Environment and Democratic Services seeking to introduce a loan programme making ultra low emission vehicles (ULEVs), specifically vans available for loan by local businesses aimed at encouraging the businesses to take up ULEV's at the end of the loan period. After asking that her formal thanks were recorded to the officer responsible for the programme, Rasita Chudasama, Principal Transport planner, the following points were highlighted in discussion:

- (a) Nottingham City has a record of delivering schemes aimed at reducing carbon emissions and improving air quality in the city. The provision of the vehicle loan programme will work towards ambition City wide targets and will allow businesses to realise the benefits of ULEV's prior to purchase;
- (b) At the end of the two year loan period the ULEVs will be absorbed into Nottingham City Council's fleet replacing non ULEV vehicles;

Resolved to:

- (1) Approve the project allocations as set out in table 1 of Appendix A published on the agenda alongside this report;**
- (2) Approve initiation of procurement activities for the Highways England funding, as set out in Table 1 of Appendix A and to delegate authority to the Corporate Director for Commercial and Operations to appoint preferred suppliers and contractors to deliver this project;**
- (3) Approve initial purchase of the battery electric vehicles and for Nottingham City Council to absorb the vehicles into municipal operation post March 2022; and**
- (4) Delegate authority to the Corporate Director for Commercial and Operations in consultation with the Deputy Leader / Portfolio Holder for Energy, Environment and Democratic Services to make variation to the programme.**

Reasons for decision

Encouraging the transition from diesel and petrol vehicles to ULEVs will support sustainable growth and significantly contributes to the Council's carbon neutral and air quality targets. It will initially support Nottingham based businesses to realise the benefits of ULEVs with the potential to grow to cover Nottinghamshire and Derby as part of the Transforming Cities/Future Transport Zone programme opportunities.

Other options considered

There were two alternative options considered. The first was to refuse the funding. This option was rejected as the programme would not be viable without the funding and would not allow the Council to offer the benefits of trialling ULEV to business and public sector organisations across Nottingham. This would reduce the impact made on air quality and carbon neutral targets and would fail to deliver the long term benefits to the Council's fleet service.

The second option was to vary the proposal, which was rejected, to ensure that the Council remained compliant with the terms and conditions of the funding award.

8 Transforming Cities Programme - Key Decision

The Board considered the report of the Portfolio Holder for Adult Social Care and Local Transport detailing grant awards of £177million to deliver a wide variety of projects as part of the Transforming Cities Fund and Future Transport Zones programme. The following points were made during discussion:

- (a) The bid, led by Nottingham City Council was the only one in the country to receive the total amount bid for reflecting the strong reputation Nottingham has for integrated transport and sustainable public transport systems as well as delivering programmes around transport improvement;
- (b) The projects will include linking key employment sites, improving intercity connectivity, improving bus times, improvements to active transport routes including the potential for a foot and cycle bridge over the River Trent supporting the Riverside regeneration;

- (c) Additional Park and Ride sites are being considered subject to land availability, and expansion to existing lines will support more sustainable travel for citizens.

The Board congratulated the teams behind the bid and highlighted the strength in partnership work between Nottingham City Council and Derby City Council,

Resolved to:

- (1) Accept the remaining 2020/21 – 2022/23 Department for Transport grant award of £153 million for the delivery of the Transforming Cities Fund: Tranche 2 programme in Nottingham and Derby;**
- (2) Accept the remaining 2021/22- 2022/23 Department for Transport Grant Award of £6.7million for the delivery of the Future Transport Zones programme in Nottingham and Derby;**
- (3) Approve the initiation of procurement activities for the Transforming Cities Fund, as set out in Table 1 of Appendix B, and delegate authority to the Corporate Director for Development and Growth to appoint preferred suppliers and contractors to deliver the programme;**
- (4) Approve the funding allocations to Derby City Council and Nottinghamshire County Council as set out in Table 2 of Appendix B;**
- (5) Approve the initiation of procurement activities for the Future Transport Zones, as set out in Table 3 of Appendix C, and delegate authority to the Corporate Director for Development and Growth to appoint preferred suppliers and contractors to deliver the programme;**
- (6) Approve the establishment of a new joint Nottingham and Derby Transport Programme Delivery Board; and**
- (7) Note that both the Transforming Cities Fund and Future Transport Zone Programmes will be established and delivered in full accordance with the Council's corporate approach to programme and project management, including rigorous monitoring through the Council's Gateway/Project Assurance review processes.**

Reasons for decision

The programme will support sustainability and will significantly contribute to the Council's Carbon Neutral plan and local air quality targets. These programmes will be important in supporting economic recovery helping people back to work in light of the current Covid-19 situation and will provide local employment opportunities through direct works and in associated supply chains.

It will improve transport options within the city and into the surrounding areas, improving connectivity to key employment sites as well as heritage sites. Interchange facilities at key transport nodes will be a focus as will urban growth corridors in both Nottingham and Derby.

Other options considered

There are two alternative options that were considered. The first was to refuse the funding. This was rejected as it would mean that the Council would be unable to deliver the additional transport improvement projects included within the bids. This would lead to a detrimental impact on the delivery of wider schemes supported by the Transforming Cities Fund and the Future Transport Zone programme.

The second option was to vary the programme to that detailed in the bid. This was rejected as it would have led the Council to be in breach of the terms and conditions of the grant funding and adversely impacted on the Council's reputation as a leader in local transport delivery.

9 Dates Of Future Meetings

Resolved to meet on following Tuesdays at 2pm:

21 July 2020

22 September 2020

20 October 2020

17 November 2020

15 December 2020

19 January 2021

16 February 2021

16 March 2021

20 April 2021

10 Exclusion Of The Public

The Board decided to exclude the public from the meeting during consideration of this/ the remaining agenda item(s) 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 outweighed the public interest in disclosing the information, as defined in Paragraph(s) 3 and 5 of Part 1 of Schedule 12A to the Act.

11 Transforming Cities Programme - Exempt Appendix

The Board noted the content of the exempt appendix

12 District Heating Scheme Agreement

The Chair of the Board agreed that this item, although not on the agenda, could be considered as a matter of urgency in accordance with Section 100B(4)(b) of the Local Government Act 1972, because delay beyond the end of June may cause the project to be delayed until 2021 and the project could therefore no longer be viable.

The Board considered the exempt report of the Leader of the Council.

Resolved to approve the recommendations as recorded in the exempt minute.