

Public Document Pack



Nottingham
City Council

You are hereby summoned to attend a meeting of **City Council** on Monday 13 July 2020 to transact the following business.

The meeting will be held remotely on Zoom – Councillors and colleagues attending the meeting will be provided with access details.

The meeting will be livestreamed on the Council's YouTube Channel

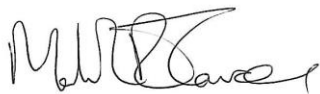
<https://www.youtube.com/user/NottCityCouncil>

Agenda		Pages
1	Apologies for Absence	
2	Declarations of Interests	
3	Questions from Citizens	To follow
4	Petitions from Councillors on behalf of Citizens	Verbal
5	To confirm the Minutes of the last meeting of Council held on 18 May 2020	3 - 30
6	To receive official communications and announcements from the Leader of the Council and/or the Chief Executive	Verbal
7	Questions from Councillors - to the City Council's Lead Councillor on the Nottinghamshire and City of Nottingham Fire and Rescue Authority	To follow
8	Questions from Councillors - to a member of Executive Board, the chair of a committee and the chair of any other City Council body	To follow
9	Executive Appointments and Remits Report of the Leader of the Council	31 - 36
10	Decisions taken under Urgency Procedures Report of the Leader of the Council	37 - 44
11	Date of next meeting To agree to change the date of the next meeting to 28 September 2020 at 2pm.	

Please note that questions to Council are received after the agenda has been published. Questions will be published as a supplementary agenda by 5pm on Friday 10 July 2020.

If you need any advice on declaring an interest in any item on the agenda, please contact the Governance Officer shown above, if possible before the day of the meeting

Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.



Dated: 3 July 2020
Director for Legal and Governance

To: All Councillors of Nottingham City Council

Minutes of the meeting of the City Council

held remotely via Zoom and livestreamed at
<https://www.youtube.com/user/NottCityCouncil>

on 18 May 2020 from 2.00 pm - 2.55 pm

Attendances:

✓ Councillor Rosemary Healy (Lord Mayor)	
✓ Councillor Hassan Ahmed	✓ Councillor Chantal Lee
✓ Councillor Leslie Ayoola	✓ Councillor Dave Liversidge
✓ Councillor Cheryl Barnard	✓ Councillor Sally Longford
✓ Councillor Steve Battlemuch	✓ Councillor AJ Matsiko
✓ Councillor Merlita Bryan	✓ Councillor Carole McCulloch
✓ Councillor Eunice Campbell-Clark	✓ Councillor David Mellen
✓ Councillor Graham Chapman	✓ Councillor Sajid Mohammed
✓ Councillor Azad Choudhry	✓ Councillor Salma Mumtaz
✓ Councillor Kevin Clarke	✓ Councillor Toby Neal
✓ Councillor Audrey Dinnall	✓ Councillor Lauren O`Grady
✓ Councillor Michael Edwards	✓ Councillor Anne Peach
✓ Councillor Samuel Gardiner	✓ Councillor Georgia Power
✓ Councillor Jay Hayes	✓ Councillor Shuguftah Quddoos
✓ Councillor Nicola Heaton	✓ Councillor Ethan Radford
✓ Councillor Patience Uloma Ifediora	✓ Councillor Nick Raine
✓ Councillor Phil Jackson	✓ Councillor Angharad Roberts
✓ Councillor Maria Joannou	✓ Councillor Andrew Rule
✓ Councillor Sue Johnson	✓ Councillor Mohammed Saghir
✓ Councillor Kirsty Jones	✓ Councillor Wendy Smith
✓ Councillor Angela Kandola	✓ Councillor Roger Steel
✓ Councillor Jawaid Khalil	✓ Councillor Dave Trimble
✓ Councillor Gul Nawaz Khan	✓ Councillor Maria Watson
✓ Councillor Neghat Khan	✓ Councillor Sam Webster
✓ Councillor Zafran Nawaz Khan	✓ Councillor Adele Williams
✓ Councillor Pavlos Kotsonis	✓ Councillor Linda Woodings
✓ Councillor Rebecca Langton	✓ Councillor Cate Woodward
✓ Councillor Jane Lakey	✓ Councillor Audra Wynter

✓ Indicates present at meeting

1 Apologies for absence

Councillor Azad Choudhry (personal)
Councillor Sue Johnson (personal)
Councillor Mohammed Saghir (personal)

2 Declarations of Interests

None

3 Questions from Citizens

None

4 Petitions from Councillors on behalf of Citizens

None

5 To confirm the minutes of the last meeting of Council held on 9 March 2020

The minutes of the meeting of Council held on 9 March 2020 were confirmed as an accurate record and signed by the Chair.

6 To receive official communications and announcements from the Leader of the Council and/or the Chief Executive

The Leader of the Council reported the following:

Katherine Kerswell

Following the departure of our previous Chief Executive, I'm pleased to report that, following an Appointments and Conditions of Service Committee interview in March, Katherine Kerswell has been appointed Interim Chief Executive of Nottingham City Council. Katherine joined the Council in mid-April and will lead our Corporate Leadership Team and work with Councillors until a permanent Chief Executive is formally appointed, which we will hear about later this afternoon, and able to start working with the Council. We are pleased to already be working alongside Katherine and I'm sure you will all join me in welcoming Katherine to the Council.

Candida Brudenell

I would also like to report that Candida Brudenell, the Council's Corporate Director for Strategy and Resources, and Assistant Chief Executive, will be leaving us, having joined the Council as an apprentice 33 years ago. Candida has championed Nottingham people throughout her time at the Council, helping to bring forward real change in transforming the services we deliver as well as forging lasting relationships with partners at home and abroad. More recently, Candida has played a critical role in leading the Council's response to coronavirus. There will be an opportunity to say thank you properly to Candida in the next few weeks, but as this is her last Full Council meeting, we wish her well in her new role as Assistant Chief Fire Officer at Nottingham and Nottinghamshire Fire and Rescue Authority.

The Council's response to Covid-19

The coronavirus has had a dramatic effect on the City and the way services are run in Nottingham. In Nottingham, 163 people have sadly lost their lives, including two much loved members of Nottingham City Council staff. Ralston Fustiye and a young woman whose family don't wish her name to be mentioned today. On behalf of the Council, I send my deepest condolences to everyone who has lost loved ones to this

dreadful virus and we are thinking of you at this time. At the end of this item on the agenda I will ask councillors to join me in a minutes silence in memory of all those who have lost their lives in Nottingham, particularly our two members of staff.

As a Council we have had to respond quickly and effectively to change the way we deliver services to the people in our City. We've had to make hard choices to alter and stop services in order to protect our staff and keep citizens safe from harm. These hard choices mean we have, for example, closed facilities like Crocus Fields in the Meadows which provides short breaks for children with the highest need. We've put a stop to non-essential housing repairs, to garden waste collections, reduced Housing Aid contact to an appointment only system and closed our day centres. While people are being instructed to avoid non-essential travel, we've closed the Tourist Information Centre. And whilst our parks remain open so that people can still access them for exercise, our play areas have been closed. Many more services have been altered or paused.

Such tough decisions have not been taken lightly, but they have been taken to protect our citizens as much as we are able, to slow the spread of infection, to protect the NHS and to save lives.

Our biggest priority in the last two months has been to support those working with our frail elderly and those with disabilities in care homes and in their own homes. Our procurement team have worked hard to supplement the government's supplies of personal protective equipment which have not been reliable, with purchases from local suppliers. Some staff from across the Council have agreed to be redeployed to work in this area and we have had over 200 applications to fill vacancies. Now the work is turning to the testing of staff and residents in our care homes in partnership with local health providers.

We've been working with citizens who have requested help during the coronavirus pandemic, with vital food supplies being delivered across the City. There are over 11,000 Nottingham people on the National Shielding Programme and each of those individuals has either been contacted or is being contacted by phone or in person by the Council to establish their level of need and support. In addition, Nottingham residents have sought help from our Customer Hub and in excess of 2,000 requests for assistance have now been received and responded to by staff or volunteers. An additional Nottingham Arrow has supplemented the online communications which have been circulated daily to keep our citizens informed and advised during this worrying time.

As a City we can also be very proud that, since the outbreak of Coronavirus, a large number of community groups and volunteers have come forward and offered their time and resources to support those in need. We are extremely grateful to them and the work they are doing in their communities. I have been heartened by the amazing community response we've seen in Nottingham, from neighbours looking out for one another, to the Robin Hood Fund raising money for those in need, which has raised over £70,000 for those supporting the most vulnerable, with Nottingham charities and voluntary groups now able to apply for a grant of up to £1,000 to deliver projects or services here in Nottingham.

Throughout the past 2 months, people in Nottingham have been coming to terms with most children not being able to attend school. We have worked with several major supermarket chains to operate a voucher or gift card scheme so that children and young people can still access free school meals. We have also created online resources to help people stay happy and healthy and to keep children engaged, all available for free, delivered online to the safety of peoples' homes. Our schools have stayed open to provide care for children of key workers and those who are vulnerable.

We have also worked alongside our partners in the City to ensure that everyone sleeping rough in Nottingham has the offer of a place to stay and support from other agencies has meant that everyone in this emergency accommodation has had meals delivered to their doors.

We know that people in Nottingham have been concerned about finding work or claiming benefits. We have advised those self-employed and local businesses as to how they might benefit from the government schemes which we have administered. Grant funding to help small businesses through this difficult time has been available and so far, we have paid out over £40million to local businesses with over 90% of those who have submitted their application having now had their grant. I'm also pleased that during the past week, Nottingham City Council has allocated emergency hardship grants to households that come under our Council Tax Support Scheme, totalling just over £3m. Sadly, there have been many additional applications for Universal Credit as jobs have been lost as a result of Covid-19.

Throughout this pandemic, our focus has not only been on maintaining vital services for the people of our City, but also on those who deliver them. We have been working hard alongside our Trade Unions, to keep Council staff safe, closing non-essential buildings to those can work safely from home, all to limit the spread of this virus. We have an excellent Council workforce who are dedicated to keeping services running and local people supported.

On behalf of Nottingham City Council, I want to again pay a special heartfelt thanks to all of our frontline Council staff, working hard across the City to keep people well, safe from harm, and to keep vital services going. Many of these frontline staff are going the extra mile to serve citizens who may be vulnerable and frightened at this time. Their service will not go unnoticed and I salute them for all that they are doing at this time. I also want to thank all Council staff and councillors for their different roles during this crisis. Whether working in communities or making decisions and resources available to resist this virus, I am grateful to all for the contributions that you have made.

As a City, we stand together and I'm confident we will continue to do so over the coming weeks and months.

As much as we appreciate and celebrate the efforts made by Nottingham people to raise money and donate time to look after our vulnerable people, we know that the Government can and should do more to help local authorities deal with this crisis. I will continue to meet with regional and national leaders and lobby ministers in Government for a fair and proportionate amount of funding to meet these challenges. I hope there will also be more recognition of the vital role public services play in the

lives of the people we serve and the dedication and commitment of those who carry out this essential work.

Finally, we know that the measures we have taken as a Council in partnership with our citizens, have without question helped stem the flow of infection in Nottingham. We are not through this crisis, there is much still facing us, but I am confident that in Nottingham, together we will tackle the many issues that Covid-19 presents and that we will come through this and recover from the dreadful effects of the virus on our City.

Councillor Kevin Clarke, Leader of the Nottingham Independents Group, and Councillor Andrew Rule, Leader of the Conservative Group, spoke about the response to current coronavirus outbreak.

Councillor AJ Matsiko spoke in tribute to Ralston Fustiye.

A minute's silence was held.

7 Questions from Councillors - to the City Council's Lead Councillor on the Nottinghamshire and City of Nottingham Fire and Rescue Authority

None

8 Questions from Councillors - to a member of Executive Board, the Chair of a Committee and the Chair of any other City Council body

There were no questions for response at the meeting. The responses to questions requiring a written response are attached.

9 Decisions taken under Urgency Procedures

The Leader of the Council presented the report detailing urgent decisions that Council is required to note, which have been taken under provisions within the Overview and Scrutiny Procedure Rules, Access to Information Rules and the Scheme of Delegation.

Resolved to note

(1) the urgent decisions (exempt from call in)

Decision Reference Number	Date of Decision	Subject	Value of Decision	Reason for Urgency
3837	19 March 2020	Investment Acquisition – Project Shirley	Exempt	To enable the necessary documentation to be signed and sealed and sale completed

				within required timescales.
3842	28 March 2020	Acceptance of grant funding from Highways England	£2.69million	Highways England required the funding agreement to be signed by 31 March 2020
3845	30 March 2020	Authorisation under Business Closure Regulations 2020	Nil	To enable enforcement action to be taken as soon as possible to protect public health.
3846	30 March 2020	Acceptance of grant funding from the Department for Transport	£18,020,502	Although the Department for Transport (DfT) confirmed that the Council's bid to the Transforming Cities Fund was successful as part of the 2019/20 budget, the letter formalising the grant allocation was received on 20 March 2020. The DfT proposed to pay the first instalment of the grant on 31 March 2020.
3847	30 March 2020	Additional costs associated with social care provision during the current	Exempt	To enable services to respond urgently to the coronavirus outbreak.

		coronavirus outbreak		
3848	6 April 2020	Financing Arrangements	Exempt	Delay would have jeopardised the ongoing viability of a wholly owned company
3855	15 April 2020	Financing Arrangements	Exempt	Delay would have jeopardised the ongoing viability of a wholly owned company

(2) the Key Decisions taken under the Special Urgency Procedure

Decision Reference Number	Date of Decision	Subject	Value of Decision	Reason for Urgency
3846	30 March 2020	Acceptance of grant funding from the Department of Transport	£18,020,502	Although the Department for Transport (DfT) confirmed that the Council's bid to the Transforming Cities Fund was successful as part of the 2019/20 budget, the letter formalising the grant allocation was received on 20 March 2020. The DfT proposed to pay the first instalment of the grant on 31 March 2020 so there

				was insufficient time to give more notice of the decision to accept the funding.
3847	30 March 2020	Additional costs associated with social care provision during the current coronavirus outbreak	Exempt	To enable services to respond urgently to the coronavirus situation.
3855	15 April 2020	Financing Arrangements	Exempt	Delay would have jeopardised the ongoing viability of a wholly owned company

(3) urgent non-executive officer decisions that would have otherwise been taken by Council

Decision Reference Number	Date of Decision	Subject	Value of Decision	Reason for Urgency
1	7 April 2020	Amendment to call in arrangements	Nil	To avoid any delay in implementing decisions taken by officers to respond to the current outbreak of coronavirus

10 Parental Leave Policy

The Leader of the Council presented the report regarding a Parental Leave Policy for councillors.

Resolved to

(1) note the contents of the Parental Leave Policy for Councillors; and

- (2) note the Council's intention to convene an Independent Remuneration Panel to consider the proposed changes to the Members' Allowances Scheme, as detailed in Part 7 of the Nottingham City Council Constitution.**

11 Appointment of Chief Executive

The Chair of the Appointments and Conditions of Service Committee presented the report proposing approval of appointments to the posts of interim Chief Executive and Chief Executive.

Resolved to

- (1) approve the appointment in post of Katherine Kerswell as interim Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by the then Chief Executive; and**
- (2) approve the appointment in post of Melbourne Junior Barrett as substantive Chief Executive and Head of Paid Service and Proper Officer for Electoral Registration and Returning Officer, on the terms and conditions approved by the Appointments and Conditions of Service Committee.**

12 Committee Membership Changes

The following committee membership changes were noted:

- (1) Councillor AJ Matsiko had replaced Councillor Azad Choudhry as a member of the Overview and Scrutiny Committee
- (2) Councillor Maria Joannou had replaced Councillor Azad Choudhry as a member of the Planning Committee
- (3) Councillor Azad Choudhry had resigned as a member of the Children and Young People Scrutiny Committee
- (4) Councillor Maria Joannou had resigned as a member of the Regulatory and Appeals Committee
- (5) Councillor AJ Matsiko had resigned as a member of the Health Scrutiny Committee
- (6) Councillor Mohammed Saghir had resigned as a member of the Trusts and Charities Committee.

13 Future Meeting Dates

Resolved to meet on the following Mondays at 2pm if there is sufficient business to be transacted:

- **13 July 2020**

- 14 September 2020
- 9 November 2020
- 11 January 2021
- 8 March 2021

The Meeting concluded at 2.55 pm

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Questions from Councillors

Questions from Councillors Requiring a Written Response

WQ1

Written question asked by Councillor Andrew Rule of the Leader of the Council at the meeting of the City Council held on 18 May 2020

The Leader of the Council will be aware that literature has recently been circulated encouraging public gatherings to take place at the Forest Recreation Ground and Wollaton Park to protest against lockdown measures in place to prevent the spread of Coronavirus. Will the Leader of the Council take the opportunity to unequivocally advise residents not to take part in such gatherings and outline what measures the Council will employ to ensure such gatherings do not take place on Council owned land?

Response from Councillor David Mellen:

Firstly I would like to thank the people of Nottingham for their overwhelmingly positive response to the difficult restrictions that we have all been living under. I am grateful for the patience and perseverance of everyone in Nottingham at this time, and to the incredible Council, NHS and emergency services staff working to keep us safe. Last Saturday a small number of people gathered in Wollaton Park and the Forest Recreation Ground to protest against lockdown restrictions. I am grateful for the good liaison with Nottinghamshire Police and Nottingham City Council and for the tactful method of dealing with the situation. I would encourage everybody to stick to Government's advice to keep us all safe.

WQ2

Written question asked by Councillor Andrew Rule of the Portfolio Holder for Energy, Environment and Democratic Services at the meeting of the City Council held on 18 May 2020

The Portfolio Holder will be aware that garden waste collection will restart from 26 May 2020 following its earlier suspension. As Monday 25 May is a Bank Holiday this means that for those areas of the City with a Monday collection, including large parts of Clifton, Wilford and Silverdale, the first collection will not in fact take place until 8 June. She will appreciate that for a number of residents, particularly the elderly, who have no other means of disposing of garden waste this means another three weeks of waste build up. Will she therefore give consideration to residents being able to utilise the bulky waste service as a means of disposing of garden waste in the interim until 8 June?

Response from Councillor Sally Longford:

The decision to resume garden waste and indeed bulky waste services recognises the importance of these services to our citizens. In the Covid-19 environment, Waste Operations has had to reassess the risks and ensure safe operating procedures are

in place for our workforce. This has required additional staffing resources being diverted to waste collection, and the decision to recommence garden waste collections after the Bank Holiday weekend was taken to ensure we could fully resource the residual and recycling collections during that peak period.

The bulky waste service resumed on 18 May, albeit with some conditions and limitations on what can be presented. Green garden waste is not suitable for a bulky waste collection as the disposal of such waste is handled differently.

Green garden waste as part of bulky waste would potentially also create 'over demand' at a time we are seeking to help our residents dispose of items which cannot be safely stored.

Wards receiving the 'Monday' collection for green garden waste will conclude on 28 September 2020; this supports a total of 9 garden waste collections during the bi-weekly cycle that most of the City Wards will obtain, consequently every year a Ward has to start first or last given we operate a 10 day bi-weekly collection methodology.

WQ3

Written question asked by Councillor Andrew Rule of the Portfolio Holder for Adult Care and Local Transport at the meeting of the City Council held on 18 May 2020

The Portfolio Holder will be aware that the Council has a number of contracts with taxi operators across the City, including those based in the Clifton area, to assist in the transportation of vulnerable children and adults to day care centres and schools. In line with national guidance these firms have retained drivers and staff who chaperoned vulnerable service users to and from their destination. Can the Portfolio Holder therefore confirm that the Council will follow Government procurement guidance ("Supplier relief due to Covid-19" – PPN 02/20) issued in March and honour payments due to these firms up to June (in line with the guidance) to avoid the risk of job losses?

Response from Councillor Adele Williams:

The City Council makes arrangements with local taxi firms to support our work with very vulnerable children, young people and adults. They provide an important lifeline to many of these individuals and their families. Lockdown has affected this service like everything else the Council delivers. We have appraised the Government guidance, and confirmed to each taxi firm that support will continue and payments will be made. These taxi firms are really important in ensuring our most vulnerable children, young people and adults can participate in activities and schooling. We are keen to ensure this vital service is in a position to safely resume as Government lockdown restrictions are eased. The Council is supporting a wide range of businesses in the City, administering Government grant schemes and helping to provide advice and guidance to businesses affected by the current crisis.

Written question asked by Councillor Andrew Rule of the Portfolio Holder for Finance, Growth and the City Centre at the meeting of the City Council held on 18 May 2020

I'm sure the Portfolio Holder will join me in commending the efforts of those colleagues who have been involved in the processing of business grants and who have now processed over 62% (as at 10 May) of applications received by the Council. However, can he urgently look into the processes involved in physically paying out grants to businesses once an application has been approved, as I am aware of a number of businesses who, despite being approved for a grant payment a number of weeks ago, are still waiting to receive the funding itself?

Response from Councillor Sam Webster:

Of those businesses that have applied and been eligible for the grant 94.71% have been paid. The examples of where cases may be delayed could be due to the following:

- where the bank details are incorrect;
- further information requests are required from the claimant;
- the business is not registered as a small business or a retail, leisure or hospitality business and more investigatory work is required.

Each case is approved independently and can have different and unique issues that need resolving and we have in place a process to resolve anomalies as soon as practicable. We have drawn together a team from across the Council, to ensure that we have sufficient resources in place both to manage the process and communicate effectively with businesses.

If there are no anomalies with an application, the high level process is set out below:

- Day 1:
 - Grant application assessed - if assessed before 1pm it will be included on that day's payment file.
 - Payment file converted and loaded into the Business Rates administration system overnight.
- Day 2:
 - A bulk refund for the banking process is ran and taken from Business Rates administration system.
 - This is approved and a Creditors report is created by a specialist team.
- Day 3:
 - Creditors list passed to East Midlands Shared Service to put through the Banks Clearing System (BACS)
- Day 4:
 - External Banking systems processing day

Thank you for recognising the efforts of staff in the business rates and economic development teams who have pulled out all the stops to ensure that financial help gets to those businesses that qualify for this particular scheme.

Our focus now is to reach those businesses who may be eligible, but have not yet applied for the grant. I was sorry to see your criticism of council staff in the press earlier in the process when it was based on out of date information.

Written question asked by councillor Maria Watson of the Leader of the Council at the meeting of the City Council held on 18 May 2020

As of the time of writing this question (14 May) and despite Government advice to be that it is now possible to do so, construction work on the Broadmarsh Shopping Centre development has yet to restart. While we understand that Intu's public statements have indicated construction will only recommence when it is safe to do so, and that with the current Covid-19 situation these concerns are absolutely legitimate, there is obviously also speculation that the delays have as much to do with Intu's very public financial issues as they do with social distancing. Can the Leader of the Council provide us any updated information they have received from Intu regarding the future of the Broadmarsh development and reassure us that it remains, understandable delays notwithstanding, on track for completion?

Response from Councillor David Mellen:

The development of the Intu Broadmarsh is an important part of the Southside regeneration programme. The programme also includes the new Nottingham college, which is nearing completion; the Broadmarsh car park, bus station and new library development, which will be completed next year and the road layout changes and new public realm which will transform the public spaces in the Broadmarsh area.

Intu has informed the Council that the Intu Broadmarsh development has been paused due to the impact of the coronavirus pandemic. The pandemic has caused a massive shock to economies around the world having a major impact on construction projects with the retail sector and high streets particularly badly hit.

The redevelopment of the shopping centre is Intu's project – they operate the centre and have contracted Sir Robert McAlpine to carry out the work. As Nottingham City Council has a freehold and financial interest, a comprehensive development agreement is in place for the project with clear contractual obligations. This is obviously a focus for discussions at the current time.

The City Council is strongly committed to the Southside regeneration programme because it brings investment to the city, creating thousands of jobs and opportunities for local people.

Written question asked by Councillor Kirsty Jones of the Portfolio Holder for Adult Care and Local Transport at the meeting of the City Council held on 18 May 2020

Could the Portfolio Holder provide us with an update about the progression of repair works to the A52, and how the current crisis has impacted the expected timeframe?

Response from Councillor Adele Williams:

Work by Highways England to repair Clifton Bridge continues to progress in line with the timeframe they announced in February, which is to have all lanes safely re-opened by the end of this year. Highways England have told us that the Covid-19 crisis is not expected to impact on these timescales.

Clifton Bridge is currently operating with three lanes northbound, and one lane southbound across the bridge and the repair process involves strengthening the steel work inside the bridge, which is badly corroded. Before the physical repairs get under way, structural investigations, calculations and detailed design work have been carried out to ensure the correct engineering solution is arrived at. Following the detailed design work, Highways England appointed a specialist contractor to undertake the permanent repairs, which are expected to start by early June. During the construction of the permanent repairs Highways England are hoping to have an additional lane re-opened by October with all lanes open to traffic by the end of December.

In conjunction with this, a temporary solution is also being explored which would enable the additional lane to be safely reopened a little earlier in September. The temporary solution involves a high strength propping system underneath the bridge to support its weight. It is technically challenging however and involves constructing large concrete foundations in the flood plain requiring Environmental Agency approval. A decision on whether this temporary solution is deliverable is expected shortly. If it is not, assurances have been sought from Highways England that other temporary solutions will be pursued.

In terms of Covid-19, we have been assured by Highways England that good progress has been maintained while adhering to social distancing guidelines. Much of the technical design work indeed involves engineers working and sharing information remotely. The site itself operates strict safeguarding measures to prevent the spread of the virus and none of the work areas are open to the public. The situation is kept under constant review. The contractor working on the repairs is expected to adapt its method of working to comply with government guidance on social distancing measures. Following discussions with their contractor, Highways England remain confident that the permanent works will still be completed within the expected timeframe.

The priority is to complete this work as soon and as safely as possible and to keep disruption to a minimum. The City Council has been in regular contact with Highways England from the start and sought assurances to this effect.

The package of measures requested by the City Council to support greater use of public transport are currently on hold given the conflict this creates with government social distancing guidance to avoid public transport at this time. Highways England have given assurances that this will be kept under review as government advice changes.

In the meantime, the City Council is undertaking regular monitoring of traffic levels across the City, which saw a drop of about 70% on normal levels when the lockdown restrictions were first introduced. As traffic levels start to build up again we will continue to take proactive measures to keep disruption caused by Highway England's works to a minimum.

WQ7

Written question asked by Councillor Kevin Clarke of the Portfolio Holder for Finance, Growth and the City Centre at the meeting of the City Council held on 18 May 2020

Considering that there were already some public concerns regarding the state of our high streets before the Covid-19 situation arose, which will only be compounded by the long term effects of the crisis, could the Portfolio Holder provide us with any strategies currently being discussed by the leadership group to encourage revitalisation of the high street once retail and hospitality businesses are allowed to reopen?

Response from Councillor Sam Webster:

Even before Covid-19, supporting Nottingham's city centre and district centres were a priority for the Council. In addition to long-running programmes to support Bulwell and Clifton centres, a draft City Centre Strategy has been in development, and was getting to a final stage, before the temporary closure of much of the retail and hospitality sector. The original strategy will now need to be reviewed, but there were elements of that strategy which will still hold – encouraging more tourism and visitors as well as more city centre living, more green spaces, more cycle and pedestrian areas and other public realm improvements. There remain some active plans for re-inventing the high street, including a Transforming Cities grant that will see a very significant investment in a better transport network including pedestrian, cycling and technology improvements and a Future High Street bid, which will be submitted in May/early June for a redevelopment in the West End Point/Chapel Bar area of the City Centre.

This is in addition to the existing capital investment programme and heritage-building restoration that was already underway. Examples include the transformation of Nottingham Castle into a world class visitor attraction, building the new Broadmarsh bus station, car park and library, the new Nottingham College City Hub campus and heritage regeneration on Carrington Street.

As the Government sets out its strategy for a phased exit from lockdown, we will clearly be working hard to ensure that this is done in a safe, managed way which protects our citizens and our economy.

We have a Council-wide working group which meets regularly to help address practical issues around re-opening up the city centre, including licensing, cleansing, events, markets etc. The City Council regularly engages with businesses, retailers, and partners across the city to support opening up safely, and consistent with government and Public Health England advice.

We will shortly be launching the Nottingham Economic Recovery Unit to give focus to our work and to bring forward more short and medium term measures to support Nottingham's economy. Retail and the 'high street' in general is clearly an important sector for Nottingham, it's the most visible part of our economy and employs many of our residents, but Nottingham's economy is much more diverse with many key sectors. Our main focus will be protecting jobs and working to create new employment opportunities and supporting our existing businesses through this difficult period.

Further, there is work to ensure the cultural sector and events programme in the City, can help play a role in re-vitalising the City, to help the retail and hospitality sectors bounce back.

We continue to work with the Nottingham BID (Business Improvement District) including helping them achieve their renewal for 2020-2025, with specific targets important for Nottingham City Council.

The City is also working with Invest in Nottingham, the City's inward investment agency, to secure additional businesses into the City, in key sectors such as tech, life science and low carbon.

WQ8

Written question asked by Councillor Kevin Clarke of the Leader of the Council at the meeting of the City Council held on 18 May 2020

While we of course understand the crucial need for social distancing at this time, we were disappointed that no members of the Opposition were invited to take part in the recent wreath-laying at Nottingham War Memorial Gardens, on VE day. As a former serving soldier and holder of the General Service Medal for active service myself, it is well recognised throughout the forces that these events should not be politicised and a cross-party invitation should have been put in place. Can the Leader of the Council explain to us why, despite four members of the Labour Group being in attendance, no Opposition Members were invited? Can the Leader reassure us that for future such events, members of the Opposition will be included?

Response from Councillor David Mellen:

On Friday 8 May, we celebrated the 75th anniversary of Victory in Europe, marking the end of the Second World War on the continent. It is right that we reflect on the efforts and sacrifices made on our behalf by soldiers and citizens at the time and although social distancing measures led to the unfortunate cancellation of all the planned gatherings and parties, we encouraged the people of Nottingham to celebrate at home with a range of online resources. Through our online 'HOME front' resource, people of Nottingham were able to celebrate in the safety of their own homes with a range of downloadable content, whilst we lit both the Council House and Wollaton Hall red, white and blue in celebration.

In different circumstances, we would have wanted to celebrate and pay tribute with our friends, our families and our neighbours, but I enjoyed seeing and hearing reports of Nottingham citizens sharing socially distanced celebrations in different parts of the city and holding their own minutes' silence in the safety of their homes.

A wreath was also laid at the War Memorial in the Embankment to mark the occasion and to pay tribute as a city, in what was clearly a scaled back event in light of the current restrictions imposed by the Government. Those in attendance to mark the occasion were there in official capacity, for example the Lord Mayor who is the civic lead of the Council, Councillor Langton, who is the Council's Armed Forces Champion, Councillor Trimble the Portfolio Holder for Leisure and Culture, and finally myself as Leader of the Council. I do not believe in gesture politics and I take a dim view of suggestions that marking this anniversary in this way was anything other than respectful and appropriate in the current circumstances. Of course, I look forward to welcoming a greater number of councillors to events in the near future, particularly when we can be joined by people from across the City to join in our celebrations next year.

WQ9

Written question asked by Councillor Angharad Roberts of the Portfolio Holder for Finance, Growth and the City Centre at the meeting of the City Council held on 18 May 2020

Can the Portfolio Holder for Finance, Growth and the City Centre tell me how Nottingham City Council has financially supported residents and businesses during the Coronavirus lock down?

Response from Councillor Sam Webster:

Thank you for your written question Councillor Roberts.

For residents: Nottingham Jobs has continued to support people who have become unemployed as a result of Coronavirus, or can take on additional work while furloughed. In summary we have:

- received over 2500 enquiries from local residents, linking them into employment support where needed;
- offered over 250 people roles in care homes and adult social care that are in high demand;
- engaged with 140 employers offering recruitment and redundancy support;
- worked with HMRC to support recruitment into 200 roles;
- continued to deliver support for residents looking for employment in other sectors still open including distribution, logistics, food production;
- worked with construction sector employers support employees made redundant off construction sites; and
- allocated £3.036m from the Hardship Grant to 20,262 citizens of working age who are currently in receipt of Council Tax Support.

For businesses:

- The Nottingham Growth Hub has been on the front line providing support to any Nottingham business to understand the various new government support packages available – loan schemes, furlough, and grant schemes. Total enquiries since lockdown are 976, with 314 direct to the Growth Hub, 317 via the property team and 306 enquires via the rates team. The team of 3 has been increased, with 5 members from Economic Development to support general business enquiries.
- Grant Scheme – a grant scheme administered by the Business Rates Team has been set up to support small and retail/leisure/hospitality businesses. This has given 100% rate holiday for 2020/21 to all retail/leisure and hospitality and nursery businesses in the City, and has so far distributed 3651 grants to businesses worth £43.9m. To support this, 10 extra staff have been re-deployed to the Rates Team to process the grants, and 20 staff from across the Council have been redeployed to provide call centre and enquiry handling for businesses. We are still in the process of contacting businesses that have not yet applied. We believe we are down to about 1000 businesses who have not applied. We have written to all businesses, emailed and phoned where we have numbers. We have also used intermediary networks to target those businesses. In order to ensure all sections of the business community can access the grant, we have specifically targeted BAME businesses across the City, using community network groups, local Asian radio networks, and faith groups. The grant scheme is funded by UK Government.
- We are in the process of setting up another grant scheme – designed for small businesses, with discretionary control by Nottingham City Council. We expect first payments on this new scheme from early June. The total fund worth ca £3m (exact amount to be confirmed by UK Government).

On communications, we have dedicated pages on the Nottingham City Council website for both residents and businesses to access information. We have increased the frequency of our email communication to businesses to weekly, with extra email newsletters for major announcements as needed, and we have increased social media marketing to keep businesses informed and promote the various grant schemes.

WQ10

Written question asked by Councillor Audra Wynter of the Portfolio Holder for Finance, Growth and the City Centre at the meeting of the City Council held on 18 May 2020

Can the Portfolio Holder for Finance, Growth and the City Centre tell us whether the Government has stuck to the promise made to fund additional costs incurred due to Coronavirus?

Response from Councillor Sam Webster:

There is a lack of clarity and structure from Government over the financial support to be provided to local government. There was a strong commitment upfront 'to do whatever it takes' but this has now been undermined by more recent statements by

the Secretary of State Robert Jenrick that councils will have to 'share the burden' of Covid-19 related costs.

These were initially made in a mid-April conference call to council leaders and were reiterated in verbal evidence to the House of Commons Ministry of Housing, Communities and Local Government (MHCLG) Committee on 4 May:

"We would not want anyone to labour under a false impression that what they are doing is guaranteed to be funded by central Government"

So far the Government has provided £3.2bn of un-ring fenced Covid-19 funding in 2 tranches; £0.5bn in Hardship Fund for council tax support claimants; £0.6bn for infection control in care homes; and £3.2m for rough sleepers.

Nottingham received the 2nd tranche of un-ring fenced Covid-19 funding on 29 April taking the total received from £10.7m to £19.8m. This funding will be insufficient to fund the increased service demand and reduced income due to Covid-19.

These financial impacts were recently reported to Government in a monthly return to MHCLG. By the end of this financial year the overall impact will potentially be very significant and far exceed the currently announced funding for Nottingham.

There are extreme challenges in every locality, but particularly in cities. Our ability to deliver even basic levels of resilience and public services is being undermined.

The additional cost of the pandemic comes on top of 10 years of austerity measures. Nottingham has been required to find £271m cumulative savings in the period from 2010 to 2019 and will continue to have to make difficult decisions about the services it provides.

Without significant additional funding Nottingham will be under severe financial pressure. As is the case for many councils up and down the country if the Government reneges on the clear pledge that Ministers made to "stand shoulder to shoulder" with councils during the Coronavirus outbreak we will have to take drastic measures to balance our budget.

WQ11

Written question asked by Councillor Leslie Ayoola of the Portfolio Holder for Communities at the meeting of the City Council held on 18 May 2020

Does the Portfolio Holder for Communities share the same concerns I do about the damning reports and data showing that COVID-19 disproportionately impacts on Black, Asian and Minority Ethnic (BAME) communities and is she concerned that not enough has been done by Government to protect them? What further steps does she think the Council needs to take along with its partners, such as conducting its own research and carrying out equality impact assessments?

Response from Councillor Rebecca Langton:

May I start by saying that every death caused by COVID-19 is a tragedy, and I offer my sincere condolences to every family in Nottingham dealing with loss in these challenging and worrying times.

As Portfolio Holder for Communities, I am overly concerned by the data showing that COVID-19 disproportionately impacts BAME communities and I thank Councillor Ayoola for raising this important issue.

National figures released by NHS England show that around 16% of those who have sadly died from coronavirus are Black, Asian and Minority Ethnic (BAME). Nationally, 11% of the population are BAME, so BAME communities are overrepresented in the national death figures. There is also evidence that BAME individuals who contract coronavirus suffer more severely from the illness than those who are white. Data submitted by UK intensive care units shows that the proportion of patients from BAME backgrounds critically unwell in Intensive Care Units with COVID-19 are higher than would be expected based on the 2011 census.

I do agree with Councillor Ayoola that the Government has not done enough to protect BAME communities in light of these facts. News reports showing the disproportionate impact on BAME communities have caused fear and alarm, but without accompanying advice from Government or Public Health England on what can be done to reduce the risk. Of course, this is a new virus and the Government is having to react and respond as new information becomes apparent. But there is no doubt in my mind that the Government should be doing more to understand the reasons for this inequality and provide BAME communities with information on what the additional risk is, how they can protect themselves and what public bodies like councils, the Government and the NHS should be doing to protect BAME communities.

In Nottingham, the last census carried out in 2011 showed that 35% of Nottingham's population is BAME, but we know that the figure is now much higher. So this evidence is of great concern to me as an individual and to our Council and City as a whole. The NHS figures on the percentage of deaths by ethnicity are not broken down at a local level, and registrars do not record ethnicity. So we do not currently have a breakdown at a Nottingham level of deaths by ethnicity. Our registrars team are involved in national lobbying to ensure that we get accurate data at a local level as we believe this is vital to help understand the situation and inform how we should respond.

So whilst we await further information and advice from the Government, we are not just waiting. We know that the threat of COVID-19 is here now and so we are doing what we can to provide support, reassurance and guidance to those most at risk of COVID-19. I am proud to be our communities lead in a diverse city where we have well-established links and have good community networks. Working together, I know Nottingham will come through these difficult times.

Through the Mobilising Civil Society work stream, which I have been proud to lead jointly with Councillors Neghat Khan and Angela Kandola, we have quickly put in place new services to ensure that those self-isolating in Nottingham don't go without food, medication or social interaction. This support is available to anyone, and can be accessed by calling the Council on 0115 915 5555 or going online to www.nottinghamcity.gov.uk/coronavirus

Early on in the pandemic, the Government put together a list of individuals in need of 'shielding'. The list includes around 17,000 people in Nottingham, have a range of health conditions that make them most at risk to COVID-19, and they have been asked to stay completely at home for at least 12 weeks. The information provided to

the Council by the Government about those shielding in the City is very limited. It does not include any information about ethnicity, it only gives us basic contact information. This has made it difficult to draw any analysis of that data with regards to whether BAME individuals are overrepresented on the shielding list. We have raised this issue with Government and asked for more information so that we can properly analyse and understand this. Colleagues in Public Health have also committed to raising this with the Local Resilience Forum data cell. But what we do know is that people face the virus from uneven starting points. Existing health inequalities experienced by the UK's BAME communities, such as the increased likelihood of having one or more long-term conditions like heart disease or diabetes, are underlying factors linked to a greater severity of symptoms and likelihood of death. We also know that the wider societal measures introduced to control the spread of the virus and save lives now, are likely to exact a heavier health, social and economic price on those already experiencing hardship, including some of our BAME communities.

Through the Mobilising Civil Society work stream and the commitment of Nottingham City Council colleagues, we have contacted everyone on the Government's shielding list in our City, and following up with visits from Community Protection Officers where we could not make contact over the phone. There was no requirement from Government that we did this. Some councils chose to write to these groups, and not to chase contacts. But recognising the multiple issues facing our diverse communities within the City, we took this extra action without delay.

It feels appropriate at this point to thank every person who has been part of that effort. The collective desire to protect our communities has been inspiring and I am so grateful of the team spirit that has pushed us through, even though we are physically apart.

We are working with a diverse range of volunteers to provide translations and accessible communications on the key issues and service provision, ensuring that these essential services and lifesaving messages are accessible to all communities and appropriate for each audience. We have also translated the Government's guidance on staying home into a range of community languages, helping to ensure that community groups across Nottingham know the steps they can take to protect themselves. This information is available online at <https://www.nottinghamcity.gov.uk/coronavirus/translations>

We know, of course, that information online won't reach everyone, however. So we pushed for an additional Arrow – which shared our service information directly with Nottingham residents through delivering this information through every door in the City. And we haven't stopped there. We are using our existing community contacts to ensure that messages about staying safe and how to get help go out across our communities. The City Council's Community Cohesion team are in regular contact with community leaders to provide support and culturally specific information as well as tracking community tensions and risks. This has helped us to provide quick and timely responses on a range of issues from communities. For example we have helped provide clarification on social distancing and supported community groups in crisis. We have worked with Public Health to respond to the additional needs of community groups when we have become aware of them, such as Roma communities through targeted outreach.

We continue to work closely with Nottingham's diverse faith communities in recent weeks. We thank each one for their cooperation in temporarily shutting down

physical places of worship and community meeting spaces early on and supporting worshippers to practice their religion at home. We hope this will have reduced the impact in our City on BAME communities. Our Community Protection teams have had a key role to play in reinforcing the messages and working with businesses and communities to protect people from harm, including asking people not to gather in parks and host parties during lockdown. We know this has been particularly difficult in the context of a number of religious festivals over this period and I would like to say a personal thank you to all of Nottingham's BAME communities for working with us at this difficult time.

We know that culturally appropriate funeral provision is a topical and sensitive issue. In response to concerns about funerals raised particularly by the Muslim community, One Nottingham hosted a broad interfaith funerals meeting around burial and cremation concerns. This group continues to meet regularly, supporting faith groups through the next stage of changing how they work.

The Voluntary and Community Sector (VCS) has played a vital role in recent weeks. The Neighbourhoods and Engagement, and Community Safety and Cohesion Service have worked with voluntary sector groups to map over 200 offers of VCS support to ensure services are culturally appropriate, socially distant and that social isolation support is available. In the first few weeks we spent a lot of time matching up offers of distribution to offers of food help – so the foodbanks could operate in a socially distant way. This work continues with NCVS matching volunteers and new projects to the Golden Number and other support organisations daily.

The work stream also set up the food box distribution service, at the back of the golden number and increased capacity for hot meals. We know that providing culturally appropriate food and meals is a really important part of this, so we have worked to increase our links with vital community organisations such as ACNA and the Indian Community Centre so that more culturally appropriate hot food is available through this service. We have also recently completed compiling information about food available across the City, including details of culturally specific provision. This information is available online at:

<https://www.nottinghamcity.gov.uk/coronavirus-covid-19/food-banks-and-community-based-food-projects/>.

More information on meals at home is available at www.nottinghamcity.gov.uk/mealstahome

Alongside this our Communities of Identity (Nottingham Equal, NNRF, and the Women's Centre) and Area Based Grant funded partners have been encouraged to flex their funding to meet COVID-19 needs.

Working with NCVS, Active Nottingham, Nottingham City Homes and the Council's funded VCS infrastructure groups we have begun calling groups to help them assess their needs and plans for the future. For the Community Cohesion team, we continue our focus on BAME community groups to understand what risks and issues they face due to COVID-19 and to develop support plans to assist them in accessing funding and support.

I would like to say a huge thank you to the voluntary and community and faith sectors in Nottingham. Your input, community knowledge and commitment have been invaluable and I am proud to work with you, in good times and in bad.

Over the last couple of weeks we have brought together a community reference group – the Nottingham Together Board – of diverse VCS representatives to check and challenge the work we have undertaken and to ensure that as well as putting out information, we are hearing from our diverse communities. At our next meeting on Tuesday 26 May, we have invited a representative from public health to discuss this issue and take advice on what evidence based actions we can take to further mitigate the risk to BAME communities in our City.

Nottingham's Public Health team are currently undertaking analysis on how COVID-19 is affecting BAME communities. This includes a survey of organisations supporting BAME communities across the City to ensure we have the correct information to respond appropriately. I am committed to making sure we understand how COVID-19 impacts our communities and will work with Public Health to ensure we have a proper understanding of this and we learn lessons from it.

Other work streams also have key roles to play and we have worked closely with the Excess Deaths Cell and the Housing Group, particularly around issues of housing asylum seekers and refugees. We continue to support the Complex Needs and Humanitarian Assistance Groups of the Local Recovery Forum in getting out key messages and supporting communities to respond in the City.

So to conclude, I hope that this response demonstrates that we have been proactively working across BAME communities since the beginning of the pandemic. But that doesn't mean there isn't more to do. As a diverse Council, we have elected members representing a range of BAME communities and I welcome all input into ensuring needs are met across our communities. I am proud of the diverse city we are and I will continue to work with all communities to make sure we come through this together.

WQ12

Written question asked by Councillor Toby Neal of the Portfolio Holder for Health, HR and Equalities at the meeting of the City Council held on 18 May 2020

Can the Portfolio Holder for Health, HR and Equalities please tell me what steps the Council has taken to protect its Black, Asian and Minority Ethnic (BAME) staff from COVID-19, given the disproportionate impact COVID-19 is having on BAME communities?

Response from Councillor Eunice Campbell-Clark:

The Council has taken all steps to ensure that all its employees are protected from Covid-19. Recent emerging evidence that is being reviewed by Public Health England, shows that BAME communities are disproportionately affected by Covid-19. To support and protect our BAME employees our Chief Executive is writing to all of them reiterating our commitment to their health, safety and wellbeing.

All BAME employees will be risk assessed for increased vulnerability to Covid-19 and appropriate support will be provided according to any assessed needs and vulnerabilities. We have provided guidance to managers to enable the right supportive conversations to happen with all our BAME employees. For BAME employees, we have detailed the support available to them, be this medical support from our Occupational Health Service, general health, resilience and wellbeing advice and support for accessing Personal Protective Equipment (PPE) where required for the role they do.

It is important that we continue to monitor the advice being provided by Public Health England and update our approach as new and further details emerge.

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City Council – 13 July 2020

Report of the Leader of the Council

Executive Appointments and Remits

1 Summary

- 1.1 This report sets out minor changes to Portfolio Holder roles and responsibilities for 2020/21. Following my appointment as Leader of the Council in May 2019, I set out my executive appointments and I have made a number of changes to delegation of roles and responsibilities to Portfolio Holders and their remits for 2020/21.
- 1.2 Appendix 1 sets out the delegation of roles and responsibilities to Portfolio Holders and their remits.

2 Recommendations

- 2.1 To note the changes to the Portfolio Holder remits as of Monday 13 July 2020.
- 2.2 To agree to amend the Council's Constitution to reflect the changes listed in the appendix.

3 Reasons for recommendations

- 3.1 To ensure that Executive delegations, including appointments, and all other executive delegations as set out in the Scheme of Delegation are noted.

4 Other options considered in making recommendations

- 4.1 No other options have been considered.

5 Background (including outcomes of consultation)

- 5.1 None.

6 Finance colleague comments (including implications and value for money)

- 6.1 None.

7 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

- 7.1 None.

8 Equality Impact Assessment (EIA)

- 8.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because the proposals do not relate to a new or changing policy or service

9 List of background papers other than published works or those disclosing confidential or exempt information

9.1 None.

10 Published documents referred to in compiling this report

10.1 Nottingham City Council's Constitution

David Mellen
Leader of the Council

Title	Broad Responsibilities
Leader Cllr David Mellen	Promote Core Values & Objectives of Council. Overseeing the strategic use of resources and the strategic planning cycle of the Council. Political leadership and development of City, reflecting national, European and international policy and strategic partnerships. Support to portfolio holders.
Deputy Leader Cllr Sally Longford	Deputise for the Leader; Value for Money and Organisational Health; Improved cross-cutting delivery;
Regeneration, Schools and Communications Cllr David Mellen Chief Officers Hugh White Chris Henning Catherine Underwood	Strategic Regeneration and Development Overview of all regeneration activity across the City City Centre, major regeneration projects Local Economic Partnership and European Funding Strategic and Operational Property Metro Strategy Schools Education Improvement Board Educational provision 3 – 16 including Academies and Free Schools School re-organisation and governance, Attendance Special Educational Needs – Special Education Schools Pupil Referral Units Virtual School for Children in Care Services to schools School Catering Communications and Marketing
Energy, Environment and Democratic Services Cllr Sally Longford Chief Officers Hugh White Malcolm Townroe Dave Halstead	Sustainability Climate change and Carbon Reduction Nature Conservation - Strategy Energy, energy bills, fuel poverty Energy from Waste inc Enviro-energy (WRG) Nottingham Energy Partnership Waste disposal and waste collection Clean air/Air Quality Emergency Planning Flooding and Flood Risk Robin Hood Energy Smart Cities Legal and Democratic Services, Elections Monitoring Facility and Building Services Customer Services and Customer Care
Children and Young People Cllr Cheryl Barnard Chief Officers Catherine Underwood Helen Blackman	Children's Services Performing the Lead Role for Children's Services in accordance with statutory requirements and guidance. Children's Safeguarding, children's social care Children in Care and Care Leavers Leading on early intervention Children's Partnership and Young People's Plan Youth and Play teams, Youth justice services Children's Centres

Title	Broad Responsibilities
	Children's Disability Children's Mental Health Lead on commissioning of Children's Services Early Years
Communities, Highways and Strategic Transport Cllr Rebecca Langton Chief Officers Hugh White Chris Henning Andrew Errington Dave Halstead	Neighbourhood Regeneration Neighbourhood Retail Management Cleaving and Street Scene Area Working Area committee highways work Neighbourhood Management Community Engagement Neighbourhood communications Welfare rights Partnerships - voluntary sector and faith Lead on refugees and asylum seekers Community Sector and Volunteering Community Centres Community Cohesion Equalities in the community One Nottingham Armed Forces Champion Strategic Transport and Highways HS2 Road repairs and resurfacing Traffic Management and Parking Highways Design and Maintenance Parking Enforcement Street Lighting
Employment and Community Protection Cllr Neghat Khan Chief Officers Chris Henning Andrew Errington Nicki Jenkins	Jobs and Skills:- Lead on skills and employment Post 16 Training, FE and HE Apprenticeships Develop opportunities for young people and adults Local Jobs for Local People and Making the Connections Investment initiatives Nottingham and Notts Futures Advice, Skills and Employment Employability in Schools Community Safety Crime and Drugs Partnership Overview of the Council's Section 17 responsibilities. Public and Consumer Protection Community Safety and Respect for Nottingham Domestic Violence
Finance, Growth and the City Centre Cllr Sam Webster Chief Officers Laura Pattman Chris Henning Andrew Errington	Finance and Resources Finance Health and Safety Risk Management Collection of Council Tax and NNDR Housing and Council Tax Benefits Income Generation and Commercialisation Commissioning and Procurement:- City Centre Management City Centre Retail Management Licensing and Environmental health Trading Standards Taxi Strategy

Title	Broad Responsibilities
	Business & Growth Growth Plan Delivery Business Support, Development and Liaison Inward Investment Social Enterprise and Enterprise Development Creative Quarter
Housing, Planning and Heritage Cllr Linda Woodings Chief Officers Chris Henning Paul Seddon	Planning Planning Policy and Development Management Housing:- Physical neighbourhood transformation and regeneration. Estate Management – Council and private Estates Private Housing and Private Rented Sector Performance of NCH and Housing Associations Student Housing Housing with care and support. Strategic and Retained Housing functions Regeneration Land and Property Temporary Accommodation commissioning HiMOs Heritage Homelessness and Housing Aid Policy and Operational
Leisure, Culture and IT Cllr Dave Trimble Chief Officers Hugh White Colin Monckton	Leisure and Culture:- Parks, allotments and open spaces and playgrounds Street Parks (Play Zones) Leisure Centres Museums and Heritage Sites Libraries, Arts and Events, Museums, Theatres and Sport Lead on arms-length venues – Ice Arena, Playhouse, Theatre Royal, Royal Centre Nature Conservation – operational Tourism Place Marketing Organisation Markets, Fairs and Toilets Cemeteries and Crematoriums Digital Inclusion and IT Information Management and Assurance International and European Links
Adult Care and Local Transport Cllr Adele Williams Chief Officers Catherine Underwood Chris Henning	Adults:- Corporate Strategies for Older People and Vulnerable Adults Championing Independent Living - telecare - catering Adult Safeguarding Lead on commissioning of Adults Services Health and Social Care Integration(shared) Meals at Home Adult Passenger Transport Neighbourhood Transport NET phase 1, 2 and 3 Public Transport Corporate Transport Fleet Cycling Local Transport Strategy

Title	Broad Responsibilities
<p>Health, HR and Equalities Cllr Eunice Campbell</p> <p>Chief Officers Hugh White Catherine Underwood Alison Challenger Richard Henderson</p>	<p>Health:- Public Health and Wellbeing Health inequalities Smoking and avoidable injuries Chair of the Health and Well Being Board Mental Health and Well-being Teenage Conception Oral/Dental health Wider Health Links HR and Transformation Equalities within the Council Health and Social Care Integration (shared)</p>

City Council – 13 July 2020

Report of the Leader of the Council

Decisions Taken Under Urgency Procedures

1 Summary

- 1.1 As required by the Council's Constitution, this report informs Council of urgent decisions taken under provisions within both the Overview and Scrutiny Procedure Rules and Access to Information Procedure Rules.

2 Recommendations

- 2.1 To note the urgent decisions taken as detailed in the appendices.

3 Reasons for recommendations

- 3.1 To ensure compliance with the procedures detailed in the Council's Constitution.

4 Other options considered in making recommendations

- 4.1 None.

5 Background (including outcomes of consultation)

- 5.1 Call in and Urgency (Overview and Scrutiny) Procedure Rules

Councillors will be aware that the call in procedure does not apply where the decision taken is urgent. A decision is urgent if any delay likely to be caused by the call in process would seriously prejudice the Council's or the public's interests. Part 4 of the Constitution requires that where a decision is taken under the urgency procedure that decision needs to be reported to the next available meeting of Council, together with the reasons for urgency. The urgency procedure requires that the Chair of the Overview and Scrutiny Committee must agree that the decision proposed is reasonable in the circumstances and that it should be treated as a matter of urgency. In the absence of the Chair, one of the Vice Chairs' consent is required. Details of the decisions made where the call in procedure has not applied due to urgency are set out in Appendix 1.

- 5.2 Special Urgency – Access to Information Rules

The Local Authorities Executive Arrangements (Access to Information) (England) Regulations 2012 introduced a requirement for 28 clear days public notice to be given of all proposed key decisions. Where it is not possible to give the full 28 days' notice, but there is time to give at least 5 clear days notice, the General Exception procedure applies (see Access to Information Rules, Part 4 of the Constitution). Where 5 clear days notice is also not possible, the above Regulations provide for a Special Urgency Procedure.

- 5.3 An urgent key decision may only be taken under the Special Urgency Procedure if the decision taker has obtained agreement that the decision is urgent and cannot reasonably be deferred. Agreement must be obtained from (i) the Chair of the

Overview and Scrutiny Committee, or (ii) if there is no such person, or if the Chair of the Overview and Scrutiny Committee is unable to act, the Lord Mayor (as Chair of Council), or (iii) where there is no Chair of the Overview and Scrutiny Committee or Lord Mayor, or they are unable to act, the Sheriff (as Vice Chair of Council). Once agreement has been sought and as soon as is reasonably practicable, the decision maker must publish a notice at the Council's offices and on the Council's website to state that the decision is urgent and cannot reasonably be deferred.

- 5.4 In addition, the procedure requires that the Leader of the Council submits (at least quarterly) reports to Council containing details of each executive decision taken during the period since the last report where the making of the decision was agreed as a case of special urgency. Details of key decisions taken under the Special Urgency Procedure are set out in Appendix 2.

6 Finance colleague comments (including implications and value for money)

- 6.1 None

7 Legal and procurement colleague comments (including risk management issues, and legal, crime and disorder act and procurement implications)

- 7.1 None

8 Equality Impact Assessment (EIA)

- 8.1 An EIA is not required as the report does not relate to new or changing services or policies. Equality Impact Assessments were published alongside each decision referred to in the report, as required.

9 List of background papers other than published works or those disclosing confidential or exempt information

- 9.1 None.

10 Published documents referred to in compiling this report

- 10.1 Nottingham City Council Constitution
- 10.2 The delegated decisions and committee reports detailed in the appendices to the report, as published on the City Council's website.

Councillor David Mellen
Leader of the Council

Appendix 1 - Decisions Exempt from Call-In

Decision Reference Number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Urgency
3875	21 May 2020	Procurement – Supplier Relief Payments	Nil	Portfolio Holder for Adult Care and Local Transport	Chair of Overview and Scrutiny Committee	Urgent payment was required to companies in order to relieve the financial pressures they were under.
3877	23 May 2020	Contract Extensions to Mitigate the Impact of the Coronavirus Outbreak	£24,840,628	Leader of the Council	Chair of Overview and Scrutiny Committee	The contract extensions were emergency measures to sustain the delivery of essential works, services and supplies during the current Coronavirus outbreak, when it would not be possible to renew contract through a full procurement process as it was not feasible to undertake planned procurement activity.
3879	26 May 2020	Purchase of Personal Protective Equipment during the Coronavirus Outbreak	£6,500,000	Leader of the Council	Chair of Overview and Scrutiny Committee	To enable purchases to be made as soon as possible as supplies are identified, subject to relevant minimum checks on suppliers.
3883	29 May 2020	Nottingham Small Business Grant	£3,500,000	Leader of the Council	Chair of Overview and Scrutiny Committee	The scheme was required by Government to issue grants to businesses in June.
3892	5 June 2020	Opening High Street Fund	£294,000	Portfolio Holder for Finance, Growth and the City Centre	Chair of Overview and Scrutiny Committee	The funding was to support opening the city centre and neighbourhoods, as retail reopened from 15 June. The funding was to help citizens and businesses with clear information

Decision Reference Number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Urgency
						and messages. Funding was released by Government on 24 May to be spent from 1 June. Contracts and services needed to be procured to have advertising, materials and programmes in place ready for the gradual re-opening of the City post Covid-19.
3900	6 June 2020	Financial Support for the Tram	£3,700,000	Leader of the Council	Chair of Overview and Scrutiny Committee	The tram service had been running with substantially reduced passenger levels for several weeks and the transfer of the Department for Transport funding to Tramlink was urgently required for them to maintain cash-flow within their business.
3909	10 June 2020	Allocation of Adult Social Care Infection Control Grant Funding	£2,727,217	Leader of the Council	Chair of Overview and Scrutiny Committee	The Department for Health and Social Care's guidance required that, in order to ensure that the relevant infection control measures were put in place as speedily as possible, local authorities accepted the grant and made the relevant payments to providers as soon as they could, on receipt of their allocations.
3911	13 June 2020	Property Trading Account Rental Deferral	Exempt	Leader of the Council	Chair of Overview and Scrutiny Committee	The support measures needed to be implemented urgently to allow officers to negotiate flexible rental payment terms with tenants, to provide financial support to

Decision Reference Number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Urgency
						tenants therefore minimising the risk of tenant failure, and securing income to the Council.
3911	25 June 2020	Financing Arrangements	Exempt	Leader of the Council	Vice Chair of Overview and Scrutiny Committee	Delay would have jeopardised the ongoing viability of a wholly owned company.

Appendix 2 - Key Decisions taken under the Special Urgency Procedure

Decision reference number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Special Urgency
3879	26 May 2020	Purchase of Personal Protective Equipment during the Coronavirus Outbreak	£6,500,000	Leader of the Council	Chair of Overview and Scrutiny Committee	As a result of the current Covid-19 outbreak, supplies of Personal Protective Equipment (PPE) were urgently needed for the delivery of social care services for adults and children, including both internal Council in-house services and possibly externally commissioned providers and Blue Light services across the LRF footprint. Purchasing of PPE needed to be made instantly when stocks were found to be available due to the high demand nationally and internationally. Therefore a decision was required urgently to enable purchases to be made as soon as supplies were identified, subject to relevant minimum checks on suppliers.
3883	29 May 2020	Nottingham Small Business Grant	£3,350,000	Leader of the Council	Chair of Overview and Scrutiny Committee	The scheme was required by the Government to issue grants to businesses in June.
3900	6 June 2020	Financial Support for the Tram	£3,700,000	Leader of the Council	Chair of Overview and Scrutiny Committee	The tram service had been running with substantially reduced passenger levels for several weeks and the transfer of the Department for Transport

Decision reference number	Date of Decision	Subject	Value of Decision	Decision Taker	Consultee on Urgency	Reason for Special Urgency
						funding to Tramlink was urgently required for them to maintain cash-flow within their business.
3911	13 June 2020	Property Trading Account Rental Deferral	Exempt	Leader of the Council	Chair of Overview and Scrutiny Committee	The Property Department has received numerous requests from commercial property tenants seeking financial assistance with rental payments as a result of Covid-19. Despite Government support to businesses during the lockdown period, tenants have still found themselves in exceptional financial difficulty and have turned to the Council as landlord for assistance. The support measures needed to be implemented urgently to allow officers to negotiate flexible rental payment terms with tenants, to provide financial support to tenants therefore minimising the risk of tenant failure, and securing income to the Council.
Minute ref: 12	16 June 2020	District Heating Scheme Agreement	Exempt	Executive Board	Chair of Overview and Scrutiny Committee	Delay beyond the end of June may have caused the project to have been delayed until 2021 and the project could therefore have no longer been viable.
3918	25 June 2020	Financing Arrangements	Exempt	Leader of the Council	Lord Mayor	Delay would have jeopardised the ongoing viability of a wholly owned company.

