

## **Report to Leader of the Council**

**Subject:** Community Vaccination Centre

**Date:** 2nd December 2020

**Author:** Director for Environment, Communities & Leisure

### **Wards Affected**

All

### **Purpose**

To obtain approval to grant a licence to the Nottinghamshire Healthcare NHS Foundation Trust for use of rooms at the Richard Herrod Centre for use as a community vaccination centre.

### **Key Decision**

This is not a key decision.

### **Recommendation(s)**

**THAT the Leader of the Council:**

- 1) Approves the grant of a licence to the Nottinghamshire Healthcare NHS Foundation Trust of rooms at the Richard Herrod Centre for use as a community vaccination centre.**
- 2) Delegates authority to the Director for Environment, Communities & Leisure to make all operational decisions relating to the licence agreement and approve any variations to the licence agreement, including in relation to fees and extension of the licence period.**

## **1 Background**

- 1.1 The Covid-19 pandemic is well established and prevalent in the communities of Gedling. The Government and National Health Service (NHS) response has moved one step further from prevention and will soon

start vaccinations to prevent Covid-19 from taking further hold within the population.

- 1.2 Part of the response to halt the spread of Covid-19 is the introduction of Community Vaccination Centres (CVC). Nationally there will be *circa* 48 Centres across the country. Gedling has been chosen to host a CVC and the Richard Herrod Centre (RHC) has been identified as an ideal site.
- 1.3 The RHC is ideally located with reach to many communities within the Gedling area. The Millennium Suite, Meeting Room and Kitchen areas offer enough space to host one CVC POD. One POD can vaccinate 520 people a day. The POD is set up by the Ministry Of Defence (MOD) and will take at least 48hrs to be ready to see clients. Once set up the POD will operate 12hrs a day (8am to 8pm) every day of the week, except Christmas Day. The NHS have initially requested use of the RHC for 6 months from 2<sup>nd</sup> December 2020 to 30<sup>th</sup> May 2021 but it is possible that this may need to be extended further.

## **2 Proposal**

- 2.1 It is proposed that the Leader of the Council approve use of the RHC to establish a Gedling CVC starting from 2<sup>nd</sup> December 2020. The areas requested by the NHS shown shaded red will then be handed over to NHS colleagues for an initial 6 month period to the indicative end date of 30<sup>th</sup> May 2021. Such arrangement could be extended upon agreement of both parties up to a further year. The NHS would pay the Council £3,800 per week for use of the RHC and reimburse the Council additional cleaning costs. There will be a requirement for the NHS to access and utilise GBC IT infrastructure and capacity to enable access to NHS networks. The licence agreement which both parties will enter into contains safeguarding provisions to prevent access and to protect the Council's network and data. The NHS will also be given use of 31 designated parking spaces at the on-site car park for use by its agents setting up the CVC, staff working from the CVC when it is operational and for the storage of an emergency generator and/or secure clinical waste containers if necessary.
- 2.2 The proposal will enable a CVC to be established within the borough of Gedling, which will benefit the residents of the borough, and assist a key partner organisation in the next stage of the national response to the Covid-19 pandemic. It is noted that due to current restrictions because of Covid-19, the RHC cannot open for social and event type gatherings, so this opportunity helps the facility address some of the income challenges it would face until the Covid-19 pandemic begins to settle.
- 2.3 It is also proposed that a delegation is given to the Director for

Environment, Communities and Leisure to ensure that all operational decisions and measures as a result of the licence agreement can be undertaken including agreeing any variations to the licence agreement. This will include authority to agree changes to the charges/fees payable under the agreement and extension to the agreement if the NHS require to extend their operation beyond the indicative end date of 30<sup>th</sup> May2021.

### **3 Alternative Options**

- 3.1 The Council could decide not to grant the licence. However this would mean that it would be unlikely that a CVC would be established in the borough. Limited options are available for the NHS. A number of sites in Gedling have been assessed by NHS colleagues but they failed to identify any suitable alternatives - there are no comparable sites that provide the same space, access and community reach.
- 3.2 The operational decisions in respect of the licence could remain with the Executive, however this would be considered to be an unnecessary burden on the Executive as it would involve approving all changes to agreement, changes to fees and extensions.

### **4 Financial Implications**

- 4.1 Over 6 months the NHS will pay £3800.00 per week to hire the venue. This covers staff costs and contributes towards the charges/fees normally associated with the hire of the facility for the dates/hours required. The NHS will also cover the costs of a cleaner/s for the duration of use at a cost of £1,182.86 per week. A £300 per week contribution towards GBC IT support will also be made. This will help ensure the NHS have access to GBC IT infrastructure, within agreed parameters and controls, with all reasonable costs for this access being satisfied. The NHS are responsible for the costs of 24hr security of the site and any additional waste collections, including clinical waste. Total income during the initial period of use will total circa £91,200.00 for room use, approximately £28,388.64 for cleaner costs and £7500 for IT access/support. This income will help offset normal operation costs during this time

### **5 Legal Implications**

- 5.1 A licence agreement will be entered into with the Nottinghamshire Healthcare NHS Foundation Trust before they can occupy the premises. This will cover what areas of the RHC they are permitted use and any

terms and conditions of that use.

- 5.2 A licence should not be given for rooms / areas which any other third party has been given an exclusive right to use. Any events or private bookings due to take place during the applicable licence period would need to be cancelled.

## **6 Equalities Implications**

- 6.1 The RHC currently facilitates disabled access to the venue and includes the provision of designated disabled parking bays. There is an accessible toilet available for public use which includes baby changing facilities.

There is a requirement within the Covid Regulations for individuals to wear a mask whilst on inside premises. There are however specific provisions that exempt certain people who may fall within the protected characteristic of disability from wearing facemasks so individuals with protected characteristics will not be negatively affected by this requirement.

Consideration should also be given to staff at the RHC falling within a protected characteristic that may be at greater risk of infection such as those with a disability or from the BAME community when assessing operational measures that may be undertaken to ensure the risk to the health of those staff members is not increased.

## **7 Carbon Reduction/Sustainability Implications**

- 7.1 It is anticipated that with up to 520 members of the public being vaccinated and up to 30 members of NHS staff on site per day that there could be increased usage of vehicles travelling to the RHC as many people will drive their cars to the vaccination site. Although there are good public transport links to the RHC the anticipated increase in car journeys may contribute negatively to the Council's carbon reduction aims, although it will be mitigated slightly by the reduction in other events at the RHC that would usually take place during this period.

## **8 Appendices**

- 8.1 Site Maps (attached)

## **9 Background Papers**

None

### **10.1 Reasons for Recommendations**

- 10.1 To assist a key partner organisation in the national response to the Covid-19 pandemic and to ensure that the NHS can offer a key, accessible facility to support the citizens of Gedling to become protected from Covid-19.

#### **Statutory Officer approval**

**Approved by:**

**Date:** 4/12/20  
**Chief Financial Officer**

**Date:** 4/12/20  
**Monitoring Officer**