



*Castle House
Great North Road
Newark
NG24 1BY*

Tel: 01636 650000
www.newark-sherwooddc.gov.uk

Chair: Councillor P Peacock

Friday, 24 May 2024

Members of the Cabinet:

**Councillor R Cozens
Councillor S Crosby
Councillor L Brazier
Councillor K Melton**

**Councillor E Oldham
Councillor M Spoons
Councillor P Taylor
Councillor R Holloway**

MEETING:	Cabinet
DATE:	Tuesday, 4 June 2024 at 6.00 pm
VENUE:	Civic Suite, Castle House, Great North Road, Newark, NG24 1BY

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Nigel Hill on nigel.hill@newark-sherwooddc.gov.uk.

AGENDA

	<u>Page Nos.</u>
1. Notification to those present that the meeting will be recorded and streamed online	
2. Apologies for Absence	
3. Declarations of Interest from Members and Officers	
4. Minutes from the previous meeting held on 14 May 2024	4 - 9
5. Chair's Update	
Strategy, Performance & Finance Portfolio	
6. Grant Agreements (Key Decision)	10 - 23
Heritage, Culture and the Arts Portfolio	
7. Proposal to Site the 'Kiddey Stones' at Castle House	24 - 33
Biodiversity and Environmental Services Portfolio	
8. Biodiversity Report - First Consideration (Key Decision)	34 - 47
Sustainable Economic Development Portfolio	
9. Sherwood Levelling Up 3 - Update 2 - Ollerton and Clipstone (Key Decision)	48 - 65
10. A46 Newark Bypass (Key Decision)	66 - 70
11. Statement of Community Involvement (Key Decision)	71 - 111
Housing Portfolio	
12. 220 - 224 London Road, Balderton - Options Appraisal (Key Decision)	112 - 159
13. Homes for Ukraine and Local Authority Housing Fund Update	160 - 165
Health, Wellbeing and Leisure Portfolio	
14. Swimming Pool Support Fund Capital Grant Award	166 - 167
15. Exclusion of the Press and Public	

The Cabinet will be invited to consider resolving that 'Under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of

Schedule 12A of the Act.’

Categories of “Exempt Information” under Schedule 12A of the Local Government Act 1972 as amended:

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

- | | | |
|-----|---|-----------|
| 16. | Sherwood Levelling Up 3 - Update 2 - Ollerton and Clipstone (Exempt Appendix) | 168 - 170 |
| 17. | 220 - 224 London Road, Balderton - Options Appraisal (Exempt Appendix) | 171 - 185 |

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 14 May 2024 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier,
Councillor K Melton, Councillor E Oldham, Councillor M Spoons,
Councillor P Taylor and Councillor R Holloway

ALSO IN ATTENDANCE: Councillor I Brown, Councillor S Forde, Councillor P Harris, Councillor R Jackson and Councillor P Rainbow

128 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

129 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillor R Holloway declared an Other Registerable Interest in Agenda Item No. 6 – Newark Long Term Plan for Towns Fund as a member of the Town’s Board.

130 MINUTES FROM THE PREVIOUS MEETING HELD ON 26 MARCH 2024

The minutes from the meeting held on 26 March 2024 were agreed as a correct record and signed by the Chair.

131 CHAIR'S UPDATE

The Chair invited the Deputy Leader of the Council to give an update to the Cabinet.

Councillor R Cozens confirmed that National Lottery Heritage Funding for £1.4m had been secured which would enable the Newark Castle Gatehouse project to be completed.

Councillor E Oldham also advised the Cabinet of the success of the District Council stalls at the Nottinghamshire County Show and thanked officers for their support. In addition, Councillor Brazier advised that the new Boughton Hub was due to open this weekend.

132 NEWARK LONG TERM PLAN FOR TOWNS FUND (KEY DECISION)

The Portfolio Holder – Sustainable Economic Development and Director – Planning & Growth, presented a report which outlined the next steps in progressing the Newark Long Term Plan for Towns funding opportunity, including the creation of the required Vision (alignment with the Newark Town Centre Masterplan & Design Code) and the three-year Investment Plan (TIP2) for 2024-2027.

Newark was one of fifty towns identified for an investment of £20m over 10 years to drive ambition and regeneration in towns. To secure this government funding, Newark would need to develop a 10 year Town Plan Vision and a three year Investment Plan. Both plans would be shaped by the Towns Board. It was reported that the three identified priorities for the long term Town Fund were: safety and security; high streets, heritage and regeneration; and transport and connectivity. Once approved, the government would release funding of £1.6m capital and £0.4m revenue per annum for 10 years, subject to submission of three yearly Investment Plans. The Director – Planning & Growth gave an update on Council led projects as detailed at paragraph 2.3 of the report.

AGREED (unanimously) that Cabinet:

- a) note the update on the Long-Term Plan for Towns Fund for Newark; and
- b) recommend to Newark Towns Board a number of Newark & Sherwood District Council priority projects and programs we would wish to be considered by them in the preparation of the Newark LTPfT Fund Investment Plan (TIP2), as detailed at paragraph 2.3 of the report.

Reasons for Decision:

The LTPfT opportunity will allow sufficient funding to unlock a range of outputs and allow the Council to deliver on a range of shared priorities if they are also agreed by the Newark Towns Board and are included in the proposed TIP2.

Options Considered:

The Council do have the option not to accept the opportunity of the Long-Term Town Fund. This has been discounted as an option on the basis that the funding presents another opportunity to work with partners to achieve genuine transformational change for the Newark community, aligning fully with the objectives of a range of partners and the Council's own stated objectives within the Community Plan.

The Council also has the option not to promote to the Newark Towns Board any priorities, projects, or programs. This is also discounted on the basis that the Council's priorities and Community Plan has been shaped with many partners and communities and there are a number of projects upon which the Council will lead which could deliver genuine, long-term, and legacy transformational change.

133 NEWARK TOWNS FUND UPDATE (KEY DECISION)

The Portfolio Holder – Sustainable Economic Development and Director – Planning & Growth, presented a report which provided an update and proposal for next steps in the delivery of the Newark Towns Fund Programme. The report detailed the successful delivery of four Towns Fund projects (the Air & Space Institute; Construction College of Excellence; the YMCA Community Activity Village; and the Cycle Town project) and provided an update on four Council led projects which were in various stages of development (32 Stodman Street; Castle Gatehouse; Newark Heart Project; and Newark Gateway / SisCLog).

In respect of the development of land at the Newark Gateway site, this was dependent on the relocation of the lorry park, however at the current time it was considered that this was not financially viable given the borrowing rates and current development costs. In addition, the A46 Bypass works would have an impact on site and a further report on this would be brought back to the Cabinet. Therefore, it was proposed to pause the redevelopment of Gateway site and reprofile the grant funding to the Stodman Street, phase 1 and 2 projects and to the Newark Castle Gatehouse project as set out in the report.

AGREED (unanimously) the Cabinet:

- a) note the report;
- b) for the Newark Gateway/SiSCLog Towns Fund Project:
 - i. agree to pause the Newark Gateway/SiSCLog Towns Fund project until such time as a viable solution for the relocation of Newark Lorry Park and redevelopment of the Newark Gateway site can be presented back to Cabinet;
 - ii. subject to b)i) above, agree to informing the Newark Town Board of the decision to pause the Newark Gateway/SiSCLog development, noting that the £4.294m of Towns Fund money allocated to this project will be reallocated to existing undelivered Towns Fund projects by Newark Towns Board, as delegated to its Chair and the Council's Section 151 Officer;
- c) for the Stodman Street Phase 1 (32 Stodman Street) and Phase 2 (St Marks Place)
 - i. subject to approval of the Newark Towns Board Chair and the s151 Officer (in accordance with paragraphs 2.3 of the report), that the Council reallocates the £4.294m as follows: £790,000 towards Stodman Street Phase 1; £310,000 to the Gatehouse and £3.194m of the remaining budget towards a Stodman Street Phase 2, as detailed below;
 - ii. subject to c)i) above, to delegate to the Director - Resources in consultation with the Director - Planning & Growth authorisation to submit a Project Adjustment Form to Government seeking formal authorisation to re-allocate the Newark Gateway/SiSCLog grant to the Stodman Street Phases 1 & 2 and to Newark Castle Gatehouse;
 - iii. approve, subject to c)i) an uplift of the Stodman Street and Newark Castle Gatehouse budgets within the Capital programme by £790,000 and £310,000 respectively;
 - iv. delegate to the Director - Resources and Director - Planning & Growth authority to continue negotiations to establish an appropriate purchase price and funding package for Stodman Street Phase 2 (St Marks Place), subject to c)i) and c)ii) above and subject to a further update to Cabinet on 4 June; and

- d) for the A46 Bypass and the existing Newark Lorry Park, a further report will be brought to Cabinet on the implications of the A46 Bypass including the specific short and long term impact to the existing Newark Lorry Park as a result of the Bypass.

Reasons for Decision:

Stodman Street Phase 1 (32 Stodman Street) remains a key priority for this Council (as reflected in successive Community Plans), the Newark Towns Board, and Government and the reallocation of £790,000 of the £4.294m to deliver due to unforeseen market price rises is considered appropriate. The same is true for the Newark Castle Gatehouse project, for which an additional ask of £310,000 is also required.

Stodman Street Phase 2 (St Marks Place) is a key emerging priority for intervention through the emerging Newark Town Masterplan & Design Code and emerging Newark Town Investment Plan 2 (TIP2), as detailed elsewhere on this agenda. It is therefore considered appropriate to reallocate the remaining balance of £3.194m of Towns Fund 1 towards the cost of acquisition.

Options Considered:

The Gateway/SiSCLog scheme is not financially viable at present. A lesser scheme cannot be grant-funded without the relocation of the lorry park. The £4.294m of Towns Fund monies allocated to this Towns Fund project will therefore be retained by government unless recycled by agreement to other Towns Fund projects.

134 SOUTHWELL LEISURE CENTRE UPDATE

The Director – Resources / Deputy Chief Executive presented a report which provided an update to the Cabinet following the previous decision to build a new swimming facility at Southwell Leisure Centre. The decision taken on 19 December 2023 to approve, in principle, the option of developing a new swimming facility on land adjacent to the current leisure centre, was conditional on reaching an agreement with the current landowners to transfer the ownership of the land to the District Council.

It was reported that securing agreement from the Southwell Leisure Centre Trust had been delayed and complicated by two main factors. Firstly, the Trust's persistence in wanting the District Council to meet the cost of repairing the existing pool as well as providing a new one, and secondly the exclusion of the six District Council representatives on the Trust from participating in decision-making, so unable to decide to progress the freehold transfer of its land.

The report set out the recent indication of support from the Trust, but this had arrived extremely late and with some resistance and reluctance. Given that reluctance and the ongoing community opposition, the report recommended the removal of the £5.5m allocated in the Capital Programme for developing a new swimming facility at Southwell Leisure Centre be reallocated to other projects in the District.

In addition, the report referred to the quote of £247,000 obtained by the Trust to repair the existing main pool. Therefore, it was also proposed that the District Council pay this sum to the Trust in order to carry out the repairs. There was also a proposal to pay an additional £250,000 to the Trust as a contribution to the essential works which were required to the dry side.

AGREED (with 8 votes for and 1 abstention) that Cabinet:

- a) remove the capital allocation of £5.5m to build a new swimming facility at Southwell Leisure Centre;
- b) retain the £5.5m in the Council's Capital Programme to be re-allocated to other health and wellbeing schemes in the District;
- c) give delegated authority to the Chief Executive in consultation with the Deputy Chief Executive, the Assistant Director - Legal & Democratic Services and the Portfolio Holder for Strategy, Performance & Finance to negotiate the surrender of the current lease with Southwell Leisure Centre Trust;
- d) as consideration for the surrender of the lease, approve a capital budget of £247,000 to be paid to Southwell Leisure Centre Trust for repairs to the current main pool and a further £250,000 as a contribution to essential works to the dry side at the Leisure Centre. The total of £497,000 to be funded from the existing remedial works scheme currently in the Capital Programme, with the remaining balance of £75,855 to be removed from the Capital Programme. Any negotiated terms outside of these financial parameters be brought back to Cabinet for approval;
- e) note the £25,000 budget, for design and feasibility of a new leisure facility, approved by Cabinet on 19 December has not been expended to date and will be returned to the Capital Feasibility reserve on termination of the lease; and
- f) note that the £12,300 to be funded from the Change Management Reserve for the engineered solution to safeguard the structure of the current main pool has not been expended and will be retained in the Change Management Reserve on termination of the lease.

Reasons for Decision:

The £5.5m allocated to the capital programme on 19 December 2023 to develop a new swimming facility at Southwell Leisure Centre was conditional on the Council agreeing the transfer of land to the Council from the Trust and the Town Council. Nearly 5 months on from the decision, the transfer of land has not been resolved.

To re-instate the budgets in the Capital Programme, the Capital Feasibility Reserve and the Change Management Reserve.

Options Considered:

One alternative is to progress the scheme by preparing a submission for the Charity Commission; the reasons for not doing this are set out at paragraph 2.6 of the report.

Another alternative is to continue with the current lease arrangement, either leaving the pool closed for the long-term or repairing it; the reason for not doing this is set out in the report at paragraph 2.7 of the report.

A final alternative of last resort would be to close the leisure centre, but this is not considered to be in the best interests of the residents and users of the leisure centre, or the staff working there.

Meeting closed at 7.50 pm.

Chair



Report to: Cabinet Meeting: 4 June 2024

Portfolio Holder: Councillor Paul Peacock, Strategy, Performance & Finance

Director Lead: Suzanne Shead, Housing, Health & Wellbeing

Lead Officer: Cara Clarkson, Business Manager, Regeneration and Housing Strategy, Ext. 5923

Report Summary	
Type of Report	Open report, key decision
Report Title	Grant Agreements
Purpose of Report	To update Cabinet on the review of grant funding arrangements undertaken by the Policy and Performance Improvement Committee (PPIC) and to present to the Cabinet the recommendations from the Committee.
Recommendations	That Cabinet approves the PPIC recommendations to: <ol style="list-style-type: none"> a) move to three-year grant agreements for the charities listed in section 2.2 of the report; and b) apply a 3% inflationary increase in years two and three of the grant agreements detailed in section 2.2 of the report.
Alternative Options Considered	<ul style="list-style-type: none"> • PPIC reviewed in detail the range of regular grant agreements in place with charities to determine whether the council was achieving value for money and could demonstrate impact and delivery of wider outcomes. • The alternative, of ceasing grant funding to charities was considered but it was also considered that the Community Plan can only be achieved by working in partnership with others and at a variety of different levels – sometimes street based, sometimes regionally, nationally and internationally.
Reason for Recommendations	<p>Ceasing funding to these charities would cause a significant detriment to the service users and would also place additional pressure on the charities themselves (to cover their overheads), and the council and other service providers where gaps in service provision appear.</p> <p>Due to the diverse range of charities supported, there is a positive contribution across the whole community plan, including but not limited to: health and wellbeing, heritage and culture, housing and community spirit and pride of place.</p>

1.0 Background

1.1 In March 2024, the Policy & Performance Improvement Committee considered in-depth, the range and impact of regular Council grant funding to charities. The report considered by the Policy & Performance Improvement Committee is attached as **Appendix A** to the report. The charities currently benefitting from regular grant funding agreements include:

- Citizens Advice Sherwood and Newark
- Home Start Newark and Sherwood
- Live and Local
- Newark and Sherwood CVS
- The Furniture Project
- Newark and Sherwood Community Hub (@ Millgate Community Centre)
- Notts and Lincs Credit Union

1.2 These charities have historically secured grant funding as they represent organisations the Council works closely with and has deemed a partner in delivering services locally because of their experience, specialist knowledge or reputation e.g. as an independent and trusted voice.

2.0 Proposal/Details of Options Considered

2.1 Details of the review of value for money and impact from the grants can be found within the PPIC report as part of the background papers listed below.

2.2 Following the review, PPIC has recommended that Cabinet approves a move to a three-year funding agreement to provide security and stability of funding for:

- i. Citizens Advice Sherwood and Newark
- ii. Home Start Newark and Sherwood
- iii. Newark and Sherwood CVS
- iv. The Furniture Project
- v. Live and Local

2.3 PPIC has recommend to Cabinet that the Council ceases to fund:

- i. Notts and Lincs Credit Union in response to the lack of impact and value for money demonstrated through the review
- ii. Newark and Sherwood Community Hub which is voluntarily closing its specific play provision

2.4 PPIC recommended a 10% inflationary increase in 2024/25 in the agreements for Citizens Advice, HomeStart, Newark and Sherwood CVS and The Furniture Project. Due to the timing of the PPIC report, the increase in year one was contained within the full budget presented to Full Council on 7 March 2024

- 2.5 Within the same budget, the funding to Live and Local was approved, remaining at the 2023/24 level reflecting Live and Local's success in securing alternative external funding.
- 2.6 PPIC has recommended that Cabinet approves a 3% increase in the subsequent two years across all grants detailed in section 2.2.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

3.1 Financial Implications (FIN24-25/628)

The 10% increase for 2024/25 was included within the proposed General Fund budget approved by Full Council on 7 March 2024. The proposal to increase by 3% in each subsequent year was not included in the Medium-Term Financial Plan also approved on the same date. Should this now be approved, subsequent increases to the value of £6,600 in 2025-26 and £6,800 in 2026-27 would need to be provided for within the General fund revenue budgets in those years.

Background Papers and Published Documents

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

None

Report to: Policy & Performance Improvement Committee - 4 March 2024
 Director Lead: Suzanne Shead, Director – Housing, Health & Wellbeing
 Lead Officer: Cara Clarkson, Business Manager - Regeneration & Housing Strategy

Report Summary	
Report Title	Review of Grant Funding Arrangements
Purpose of Report	To review the range and impact of regular council funding (through Service Level Agreements (SLA's) supporting charities and community groups.
Recommendations	<p>That:</p> <ul style="list-style-type: none"> a) the Policy & Performance Improvement Committee note: <ul style="list-style-type: none"> i. the current range of charities supported by the Council through Service Level Agreement/ Grant Allocations; ii. the impact of funding charities for the residents of Newark and Sherwood (section 1.6-1.12); iii. the move to modernise and standardise the agreements currently in place with charities (section 2.3); b) the Policy & Performance Improvement Committee recommends to Cabinet: <ul style="list-style-type: none"> i. the move to a rolling three-year grant allocation to provide charities with confidence and stability in their funding (section 2.4-2.5); and ii. a 10% inflationary uplift is applied to the current SLA values with Citizens Advice, HomeStart, Newark and Sherwood CVS and The Furniture Project, with a 3% increase in the subsequent years.

1.0 Background

1.1 The Policy & Performance Improvement Committee has requested a review of the impact of Council grant funding. This report sets out a review of key Service Level Agreements the Council holds with charities and not-for-profit groups through a regular annual payment. The scope of this review does not include one off grants through the Community Grant Scheme (GF) or Community Chest (HRA) or those grants administered by the Council on behalf of others for example, flood relief or household support grants.

1.2 The Councils Vision, as set out in the 2023-27 Community Plan states:

“The ethos of Newark and Sherwood District Council is ‘Serving People, Improving Lives’... We exist for the benefit of others and we are accountable for making things better. We accept this responsibility and recognise that our Community Plan can only be achieved by working in partnership with others and at a variety of different levels – sometimes street based, sometimes regionally, nationally and internationally...”

1.3 It is in this ethos of partnership, that we recognise that at times others (charities, voluntary bodies or community groups) may be best placed to deliver services on behalf of the Council. This may be because they have the experience or infrastructure to deliver an economically advantageous service, or that they have a specific expertise or represent an independent trusted voice in the community with strong relationships and reputations already in place.

1.4 To support the success of these groups and to help build a wide and resilient network and infrastructure of support for the residents of Newark & Sherwood, the Council has agreements in place to support a number of charities. These include:

Body	Services provided under agreement	Funding/Annum
Citizens Advice Sherwood & Newark	The Council supports the core running costs for Citizens Advice including discounted desks at Castle House and a payroll function.	£68,330
Citizens Advice Sherwood & Newark	Utilising funding from the Homelessness Prevention Grant and budget from Housing Services, the provision of specialist debt services, welfare benefits advice and engagement with hard-to-reach tenants to support tenancy sustainability and prevent homelessness.	£90,000
Citizens Advice Sherwood & Newark	An additional commission in 2023-24 under the Council’s cost-of-living action plan to deliver an outreach service to residents across the district at community hubs, food clubs etc.	£40,000 (one year only)
Home Start Newark & Sherwood	The provision of a core volunteer home visiting support programme to families on a weekly basis.	£19,060
Live and Local	A contribution to the provision of a programme of arts, music and cultural events through ‘Live & Local’ (a not-for-profit arts organisation working with a network of voluntary groups) directly in local communities.	£5,400
Nottinghamshire and Lincolnshire Credit Union	Funding to deliver a dedicated Newark & Sherwood resource providing savings and borrowing services.	£20,000

Newark & Sherwood Community Hub	Provision of a community engagement and play leadership service programme for all sections of the community who require support including through the delivery of services at Mill Gate Community Centre.	£12,000
Newark & Sherwood CVS	The provision of a coordination service for volunteer opportunities across the district.	£11,260
The Furniture Project	An affordable furniture provision and moving service to all residents with priority given to those experiencing distress and hardship e.g: homelessness, domestic violence, fire/flood victims, or those returning into the community from institutions, prison or hospitals.	£10,000

1.5 In considering the Service Level Agreements currently in place, it is right and proper to review the value and impact that these deliver for the Council and residents, to determine if funding should be continued. The following sections demonstrate the impact assessed through each SLA.

1.6 Citizens Advice Sherwood & Newark

1.6.1 Citizens Advice Sherwood & Newark is a long established and trusted partner delivering a range of front-line services to our residents. The Council supports Citizens Advice through grant funding and in return can evidence direct impact for our residents. The Council supports Citizens Advice through a 'core grant' and funding for specific projects such as the cost-of-living project.

1.6.2 The core grant supports offices in Newark and Ollerton to open for two days a week with a dedicated Citizen Advice Adviceline five days a week. The advice service helps people to resolve their problems and advisors are equipped to deal with a wide range of issues including:

- Undertaking a comprehensive benefits check (to include the councils priority focus on council tax reduction), exploring the range of available state entitlements
- Advice and assistance with benefit application completion
- Support with challenging benefit decisions
- Identification and assessment of eligibility for grants and other one-off support
- Assistance with grant applications as appropriate
- Debt, budgeting, and household expenditure/cost issues
- Housing issues
- Employment issues
- Relationship issues
- Immigration issues
- Community care provision issues
- Mental healthcare provision issues

1.6.3 Citizens advice are set to deliver the following outputs annually:

Outturn	Target
Number of clients seen per year	5,000
Number of problems dealt with per year	16,000
Income Maximisation per year (Benefit Claims)	£2,000,000.00
Debt Handled per year	£7,000,000.00
Number of volunteers recruited and trained per year	8
Cost-of-Living - total number of people supported	150

1.6.4 Outputs are managed on a quarterly basis through SLA performance meetings however, the outcomes for individuals and households are better demonstrated through individual case studies which show the true impact of the work. One such example is Paula* (*not their real name).

1.6.5 *Paula came to Citizens Advice in a very distressed state not knowing where to start with her problems. She had recently split with her husband and had no money, fearing she would lose her home. CA supported Paula with a number of issues including liaising with the Local Authority to have her tenancy amended from a joint tenancy; helped her claim Universal Credit; completed her Personal Independence Payment (PIP) form; Universal Credit capability to work questionnaire and supported her to access cost of living support payments. They also advised on her future state pension and pension credit payments. As Paula was struggling to buy food, she was referred to the food bank. Citizens Advice could see Paula had poor mobility so helped her apply for a blue badge. Paula was successful in both her PIP and UC applications. She received a one-off payment of £188 and extra monthly payments of £721 or £8,652 a year additional income. Paula was incredibly grateful for the help she received and she said she would never have coped with sorting her issues out alone.*

1.6.6 In 2023/24, Citizens Advice is delivering a further project under the Cost-of-Living action plan to specifically target those households who may be unable to access support during core working hours i.e. households who may work or those who may be unable to travel for support. Citizens Advice is therefore offering services outside core hours and at local community hubs including food banks and community centres.

1.6.7 It is **recommended** that the Council continues to fund this service level agreement.

1.7 Home Start Newark

1.7.1 Home Start Newark provides vital support to local families living predominantly in Newark and more recently in Ollerton, Boughton and Bilsthorpe. Unlike many other services, Home-Start provides ongoing support for up to a year with weekly sessions between families and a matched volunteer. Three main services are available – home visits, a family group that meets twice per week and supports families to come together and a ‘Step Up for School’ which is embedded across both offers and empowers parents to support their child’s learning and development.

- 1.7.2 Working with families for up to a year, with weekly visits, allows trust to be built up between volunteers and families and allows families to sustain and embed positive changes through a supportive and consistent framework.
- 1.7.3 In 2022/23 Home-Start Newark received 52 referrals which, alongside existing caseload led to 74 local families and 150 children being supported. In 2023/24 so far, data suggests an increase of over 50% in referrals to the service.
- 1.7.4 As with Citizens Advice, the full value of service outcomes can be seen through real life case studies. One such case study is Julie* (*not their real name).

Julie moved to the area a few years ago in order to access more affordable accommodation. When she arrived in the area, she met her partner and went on to have a child with additional health needs. Unfortunately, Julie became a victim of domestic abuse with her partner often holding her hostage in the home. Eventually she was able to flee back to her family for a while in order for the relationship to dissolve. Julie has now become a single parent, homeowner, unemployed and isolated due to circumstances beyond her control.

A match with a volunteer was made in June 2023 and she has supported the family by:

- *Providing reassurance, social connection and emotional support*
- *Making contact with Citizens Advice to look at consolidating and writing off some of mum's debt that her ex-partner had put in her name.*
- *Sourced stairgates to keep the child safe*
- *Sourced a bed guard so that child can sleep in their own bed safely.*
- *Applied for the household support fund for Julie*
- *Supported to apply for PIP for Julie*
- *Supported to apply for benefits for child.*
- *Offered support around Julie's mental health*
- *Applied for a new boiler and heating system through an online grant as property had no central heating or hot water, this has now been installed.*

- 1.7.5 Home Start is keen to expand its service to Home Start Newark & Sherwood and is in discussions with the Council to develop a proposal that will see this valuable service expand.
- 1.7.6 It is **recommended** that the Council continues to fund this service level agreement with a further paper being brought forward in due course to consider expansion of the existing services across the district.

1.8 **Live and Local**

- 1.8.1 Live and Local is a not-for-profit arts organisation working with a network of voluntary groups across Derbyshire, Staffordshire, Warwickshire, Worcestershire, Nottinghamshire, Lincolnshire, Rutland and Leicestershire. In addition to grant funding by the Council, Live and Local receive grant funding from Arts Council England, the British Film Institute and other local authorities.

1.8.2 The annual contribution to Live and Local secures touring shows and community events across the district that would otherwise be unaffordable, connecting people to the arts in their own communities. For a contribution of £5,400 Newark & Sherwood benefits from circa 30 shows per annum. Upcoming shows include 'Underdogs' at Rolleston Village Hall on 7 March 2024 and "From the Albert Hall to The Music Hall" at Clipstone Social Club on 16 March 2024.

1.8.3 Live and Local confirmed in September 2023 that they have received additional Arts Council England funding to work in rural towns located in Levelling Up for Culture Places (LUFC). As part of the Live and Local network we are delighted that Ollerton (and by extension Edwinstowe) has been chosen as one of just five towns in the East and West Midlands to benefit from this funding which will see investment of approximately £92,000 over a three-year period.

1.8.4 It is **recommended** that the Council continues to fund this service level agreement, in particular recognising the additional funding and investment leveraged into the district by being a part of this organisation.

1.9 **Nottinghamshire and Lincolnshire Credit Union (NLCU)**

1.9.1 Nottinghamshire and Lincolnshire Credit Union is 'a fair and ethical local provider of financial services' and has been established for over 25 years. They provide simple savings accounts, affordable loans and pre-paid debit cards throughout Nottingham City, Nottinghamshire, Lincoln City and Lincolnshire.

1.9.2 The Council supports NLCU through an annual grant to:

- Actively promote Credit Union Services to residents of Newark and Sherwood.
- Increase and maintain Credit Union membership throughout the district.
- Provide relevant training to volunteers and staff of the Council, Sherwood and Newark Citizens Advice and any other key partners to ensure the smooth running of the service.
- Attend established Food Clubs and Feeding Britain Network events to promote financial resilience linked to food poverty areas.
- Agree targeted promotion of service to NSDC tenants as agreed by management teams.
- Promote payroll savings at NSDC in line with payroll agreement.
- Work collaboratively to develop initiatives which will assist residents to establish and sustain tenancies.
- To report each quarter on the Activity Outputs.

1.9.3 The Council provide support to NLCU to add value to their service offer by:

- Promoting a Payroll Scheme to all staff through the Council internal mechanisms and assisting the Credit Union in their promotion to staff at the necessary council venues.
- Promoting the presence of the Credit Union and available service through all available communication streams to reach as many residents as possible.

- 1.9.4 Whilst the ethos of the Credit Union is strongly supported, the current model does not appear to be delivering value for money in Newark & Sherwood. There are currently only 248 active members of the Credit Union (November 2023 data).
- 1.9.5 Whilst this data does demonstrate a slight increase since the previous year (30 active members increase) it is considered that this increase does not provide value for money for the £40k invested.
- 1.9.6 In addition, NCLU has struggled to recruit to the Community Business & Development Manager role which is now being shared with Nottingham City – providing significantly less dedicated resource for the funding.
- 1.9.7 It is **recommended** not to continue with this SLA funding at this time. The unfortunate timing of the launch of this initiative has impacted on its success; it is hard to persuade residents to save in the middle of a cost-of-living crisis. For the foreseeable future it is anticipated that residents are likely to opt for the most advantageous borrowing/savings rate rather than prioritising a more socially conscious offer.

1.10 **Newark & Sherwood Community Hub**

- 1.10.1 Newark & Sherwood Community Hub is based in Millgate Community Centre in Newark. The charity is supported by the council through a grant to:
- Provide free play opportunities for children in Newark & Sherwood including play days, play clubs and play in the parks using local park facilities.
 - Work with NSDC Community Development Officers on joint community projects.
 - Provide volunteer opportunities for residents and young people with suitable supervision and ongoing training alongside qualified staff.
 - Manage the running of Millgate Community Centre, making this a community hub for positive activities for all age groups to use.
- 1.10.2 During 2022/23, over 3000 children were engaged through the Hub including 'Play in the Parks', Chatham Court after school club, craft workshops and outreach play events at Newberry Road, Beacon Heights, Edwinstowe, Cleveland Square, Thorpe Oaks Coddington, Yew Tree Ollerton, Vicar Water at Clipstone and the Skate Park in Bilsthorpe. In 2022/23 the charity was supported by 13 active volunteers.
- 1.10.3 Newark & Sherwood Community Hub has advised that they are unable to continue their SLA delivery from 2024. Whilst it is anticipated that a number of the current groups utilising the centre will continue to run independently, the Community Development Team will work with the hub to determine if any additional support is required.
- 1.10.4 Funding for this SLA will cease in 2024.

1.11 **Newark & Sherwood CVS**

- 1.11.1 The Council contributes £10,000 per annum to Newark & Sherwood CVS. The CVS co-ordinated volunteer opportunities for all sections of the community who either require voluntary assistance or who want to offer their time and skills as a volunteer.

The Council's grant supports CVS to:

- Lead a volunteer coordinator network for managers of volunteers.
- Deliver training sessions for new or potential volunteers.
- Promote volunteering at community events across Newark & Sherwood.
- Match volunteers and placements.

1.11.2 During 2022/23, the CVS processed over 100 enquiries from new volunteers and made successful placements including at HealthWatch, Southwell Workhouse, Citizens Advice, the Butterfly Project and Door to Door.

1.11.3 These placements provide a range of positive outcomes – from supporting the groups where volunteers are placed, to the benefits to volunteers themselves – from gaining experience, confidence, friendships and life skills to tackling loneliness.

1.11.4 It is **recommended** that the Council continues to fund this service level agreement.

1.12 **The Furniture Project**

1.12.1 The Furniture Project is a charity run by volunteers and provides households with good quality, second hand or excess stock furniture, new clothing and electricals. In addition to supporting households with essential furniture, their work ensures that through recycling and reusing, less waste is sent to landfill.

1.12.2 The Council's contribution to The Furniture Project supports this charity to maintain prices at an affordable level, providing a lifeline for those in need, the examples below all include free delivery:

- Three-Piece Suite - £20
- Dining Table - £5
- Set of Pots/Pans - £1
- Freezer/Fridge - £20
- Washing Machine - £30
- Microwave - £5

1.12.3 In 2022-23, Newark & Sherwood District Council made 103 referrals to The Furniture Project of which 101 were accepted and delivered. Referrals can also come into the project from a wide range of partners working with households in need.

1.12.4 It is **recommended** that the Council continues to fund this service level agreement.

2.0 **Proposal/Options Considered**

2.1 It is proposed that in recognition of the value demonstrated above, that the Council continues to fund:

- Citizens Advice Sherwood & Newark
- Home Start Newark & Sherwood
- Live and Local
- Newark & Sherwood CVS
- The Furniture Project

- 2.2 The Policy & Performance Improvement Committee are asked to recommend that funding to Live and Local remains at the existing level reflecting their current success in securing alternative external funding.
- 2.3 The alternative of ceasing funding to these charities would cause a significant detriment to the service users and would also place additional pressure on the charities themselves (to cover their overheads) and the Council and other service providers when residents cannot access support and may reach a crisis point.
- 2.4 It is proposed that the Council ceases to fund:
- Notts and Lincs Credit Union in response to the value for money demonstrated
 - Newark & Sherwood Community Hub which is closing its SLA provision
- 2.5 It has been noted as part of this review that many of the existing SLA's in place are historic. The current agreements will be standardised and modernised, moving from a service level agreement to a grant agreement.
- 2.6 The existing SLA allocations have been determined historically and represent organisations the Council works closely with and has deemed a partner best placed to deliver services locally as a result of their experience, experience or reputation. The Council will continue to identify partners who can add value in service delivery and consider any additional grant funding on a case-by-case basis.
- 2.7 The Policy & Performance Improvement Committee are asked to recommend to Cabinet moving to a three-year grant agreement for all aforementioned grants/SLA's, to provide security and stability of funding.
- 2.8 The Policy & Performance Improvement Committee are asked to recommend that a 10% inflationary uplift is applied to the current SLA values with Citizens Advice, HomeStart, Newark & Sherwood CVS and The Furniture Project, with a 3% increase in the subsequent years.

3.0 **Implications**

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Body	Services provided under agreement	Funding/Annum	Increase @ 10%	2024-25 inc. uplift
Citizens Advice Sherwood and Newark	CORE	£68,330	£6,830	£75,160
Citizens Advice Sherwood and Newark	SERVICE	£90,000	£9,000	£99,000

Citizens Advice Sherwood and Newark		£40,000 (23/24 only)	N/A	£0
Home Start Newark and Sherwood		£19,060	£1,906	£20,966
Live and Local		£5,400	Maintain	£5,400
Nottinghamshire and Lincolnshire Credit Union		£20,000	NA	£0
Newark and Sherwood Community Hub		£10,000	NA	£0
Newark and Sherwood CVS		£11,260	£1,126	£12,386
The Furniture Project		£10,000	£1,000	£11,000

Financial Implications – FIN23-24/9828

3.1 A number of the charities and not for profit organisations that the Council support are funded from annual budgets within the Council and others are funded from Homeless Prevention Grant which the Council receives on an annual basis from the Government as follows :-

3.2 General Fund Budget

- Citizens Advice Sherwood and Newark
- Home Start Newark and Sherwood
- Newark and Sherwood CVS
- Newark and Sherwood Community Hub
- Live and Local

3.3 Homeless Prevention Grant (General Fund)

- Nottinghamshire and Lincolnshire Credit Union
- Citizens Advice Sherwood and Newark
- The Furniture Project

3.4 Based on the proposals detailed in paragraph 2.1 to 2.8 above, the financial implications both on the General Fund budgets and the Homeless Prevention Grant for 2024/25 are as follows:

3.5 The General Fund budget would save **£138**. This is achieved from the following :-

Body	Current allocation	Proposed allocation	Change in allocation
Citizens Advice Sherwood & Newark	£68,330	£75,160	£6,830

Home Start Newark & Sherwood	£19,060	£20,966	£1,906
Newark & Sherwood CVS	£11,260	£12,386	£1,126
Newark & Sherwood Community Hub	£10,000	£0	-£10,000
Live and Local	£5,400	£5,400	£0
Total	£114,050	£113,912	-£138

3.6 The Homeless Prevention Grant would save **£9,000**. This is achieved from the following :-

Body	Current allocation	Proposed allocation	Change in allocation
Citizens Advice Sherwood & Newark	£90,000	£99,000	£9,000
The Furniture Project	£10,000	£11,000	£1,000
Nottinghamshire and Lincolnshire Credit Union	£20,000	£0	-£20,000
Total	£120,000	£110,000	-£10,000

Therefore, the total savings resulting from the proposals would be **£10,138** split over the two funds.

3.7 The 10% increase for 2024/25 has been included within the proposed General Fund budget to be approved by Full Council on 7 March 2024. The proposal to increase by 3% in subsequent years has not been included in the Medium-Term Financial Plan also due to be approved on the same date. Should this be approved, subsequent increases to the value of £3,250 in 2025-26 and £3,350 in 2026-27.

Background Papers and Published Documents

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



Report to: Cabinet Meeting: 4 June 2024
 Portfolio Holder: Councillor Rowan Cozens, Heritage, Culture & the Arts
 Director Lead: Matthew Finch, Director - Communities & Environment
 Lead Officer: Dennis Roxburgh, Project Manager Construction, Ext. 5645

Report Summary	
Type of Report	Open report, non-key decision
Report Title	Proposal to Site the 'Kiddey Stones' at Castle House
Purpose of Report	To put forward a proposal for Member consideration that could see work by the famous sculptor, Robert Kiddey, put on public view for the first time in 40 years, as part of plans to create a new art trail in the town and beyond.
Recommendations	<p>It is recommended that Cabinet:</p> <ul style="list-style-type: none"> a) approve, in principle, the design and location of the Kiddey Stones to be installed at Castle House, Newark; b) support a period of public consultation on the proposals to enable residents and stakeholders to have their views on the plans, including the Town Council in whose ownership the stones are in; and c) agree that a report is brought back to Cabinet in September 2024 to formally endorse the scheme or otherwise with a budget to be included in the Council's capital programme.
Alternative Options Considered	The Kiddey Stones are part of Newark's heritage. For around 40 years they have been under tarpaulin in the town's cemetery. Without funding and a suitable location to site the stones, it is highly likely they will continue to remain away from public view. However, it is an option not to invest in the project.
Reason for Recommendations	The recommendations align with the Community Plan objectives in relation to heritage and culture, particularly the specific actions around increasing the quantity and quality of public art in the district.

1.0 Background

- 1.1 Robert Kiddey was born in Nottingham in 1900 and died in Newark in 1984. In the 1920s, he is credited with the frieze of figures around the top of Nottingham's Council House on the Market Square and a carved panel called 'The Devine Tragedy' which was accepted for the Royal Academy's annual exhibition in London. His work became known internationally at this point. In 1931 he moved to Newark and took up a teaching post at the newly opened Technical College where he remained for some 50 years. There is a plaque to him in Mill Gate where his studio was located.
- 1.2 The Kiddey stone tablets have been stored at Newark Cemetery on London Road for many years. They comprise 12 pieces of stone forming 4 panels of 3 pieces each. The individual tablets measure just over 2m in height and 1m in width. The tablets are created from carved sandstone in bas-relief and each depict a different aspect of electricity production and were originally commissioned and installed at Wilford Power Station. When the power station closed in the early 1980s, the tablets were given to the Town Council. The tablets were briefly reassembled in the early 1990s when a Town Council working party was asked to explore options for their future. It is not known what happened after this, other than that the stones were stored at the Cemetery under tarpaulins.
- 1.3 The Town Council have discussed relocating the stones to the Middlebeck development, potentially as part of a roundabout or parkland setting. The Civic Trust are keen to see the stones displayed in the public realm, but otherwise retained within Newark. The Town Council had indicated that they would consider alternate options for disposal on written request. Last year, the Council's Deputy Leader and Portfolio Holder for Heritage, Culture & the Arts, Councillor Rowan Cozens, made a formal approach to the Town Council for the stones to be put on public display once more – this time at Castle House, the Council's main office base. Castle House was identified as it is in the Council's ownership, so no additional permissions are required, whilst it also has the required space and is publicly accessible.
- 1.4 It was not fully known what condition the stones were in or what would be needed to install them in a public setting. A feasibility budget was created to facilitate this work which included specialist input from a heritage stone mason, architect, structural engineer and cost consultant.

2.0 Proposal/Details of Options Considered

Vision

- 2.1 The Community Plan references a desire to increase the quality and quantity of public art in Newark and Sherwood. Robert Kiddey was an internationally renowned sculptor with a strong association to the town of Newark. As such, putting stones on public display once more would be a powerful and practical expression of commitments made in the community plan. It would also mark the start of a new art trail around the town centre, with more objects from the Council's extensive resource centre collection being put on public display across the town centre. As well as bringing more residents of the district into contact with their heritage, the trail would also create a new experience for visitors and residents within the town and help generate additional footfall.

Feasibility Work

- 2.2 The stones were carefully removed from the cemetery earlier this year by a local, heritage stone mason. This was approved by the town council. Since that time, the stonemason has been able to confirm that the stones were in a good condition. This also enabled architects and structural engineers to measure and assess the stones, to identify how they could be displayed safely. It is estimated that the stones collectively weigh over eight tonnes.

Preferred Option

- 2.3 The preferred option is for the stones to be displayed outside Castle House as can be seen in the attached appendices. A concrete plinth would be created for each of the four depictions, with the stones then pinned and encased in a brick surround which would tie in with the brickwork at Castle House. Colleagues in planning have been consulted and confirmed that planning permission is not required. In addition to the four structures, an interpretation panel would also be installed together with a seating structure. The area earmarked for the art works is covered by CCTV and close to Castle House. Other locations may be put forward during the consultation phase referred to below, but the suitability or otherwise of these is not yet known. It should also be noted that feasibility work and costs would not have been incurred at these sites.

Cost Plan

- 2.4 The cost to deliver the scheme is forecast at £81,240, inclusive of the build costs for the four panels, seating and interpretation panel, lighting, fees and contingency. A detailed cost plan is included in the **appendices**. Clearly, the actual cost will not be known until the works have been tendered.

Next Steps

- 2.5 The feasibility work to date has shown that siting the panels in public once more after 40 years is possible. It has identified a location which ties into a wider art trail for the town of Newark and a cost plan to complete the scheme as set out.
- 2.6 It is now proposed the Council enters into a period of consultation in which residents and visitors can give their views whilst feedback is sought from specific organisations as well, including the Town Council, as the custodian of the Kiddey Stones, the Civic Trust and the Police. It is proposed that this takes place over the summer with a report due back to Cabinet in September for a final decision.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN24-25/6777)

- 3.1 A budget of £20,000 was made available to carry out the feasibility works. £17,525 has been committed to date.
- 3.2 Based on the costs shown at paragraph 2.4 of £81,240 the additional revenue costs of the construction will be £5,687 per year. That is £1,625 in Minimum Revenue Provision and £4,062 in interest over a 50 year period.
- 3.3 Following the consultation exercise, a report will be brought back to Cabinet in September 2024, when subject to member approval, the costs to complete the build will be added to the Capital Programme, along with identifying additional revenue costs for maintenance and cleaning.

Legal Implications

- 3.4 Any transfer of ownership of this artwork to the District Council should be formalised by a deed of gift or letter of intent, including confirmation of the position in relation to any ongoing liabilities and maintenance obligations, together with any intellectual property rights considerations. A monetary value should be established for insurance purposes.

Background Papers and Published Documents

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

None

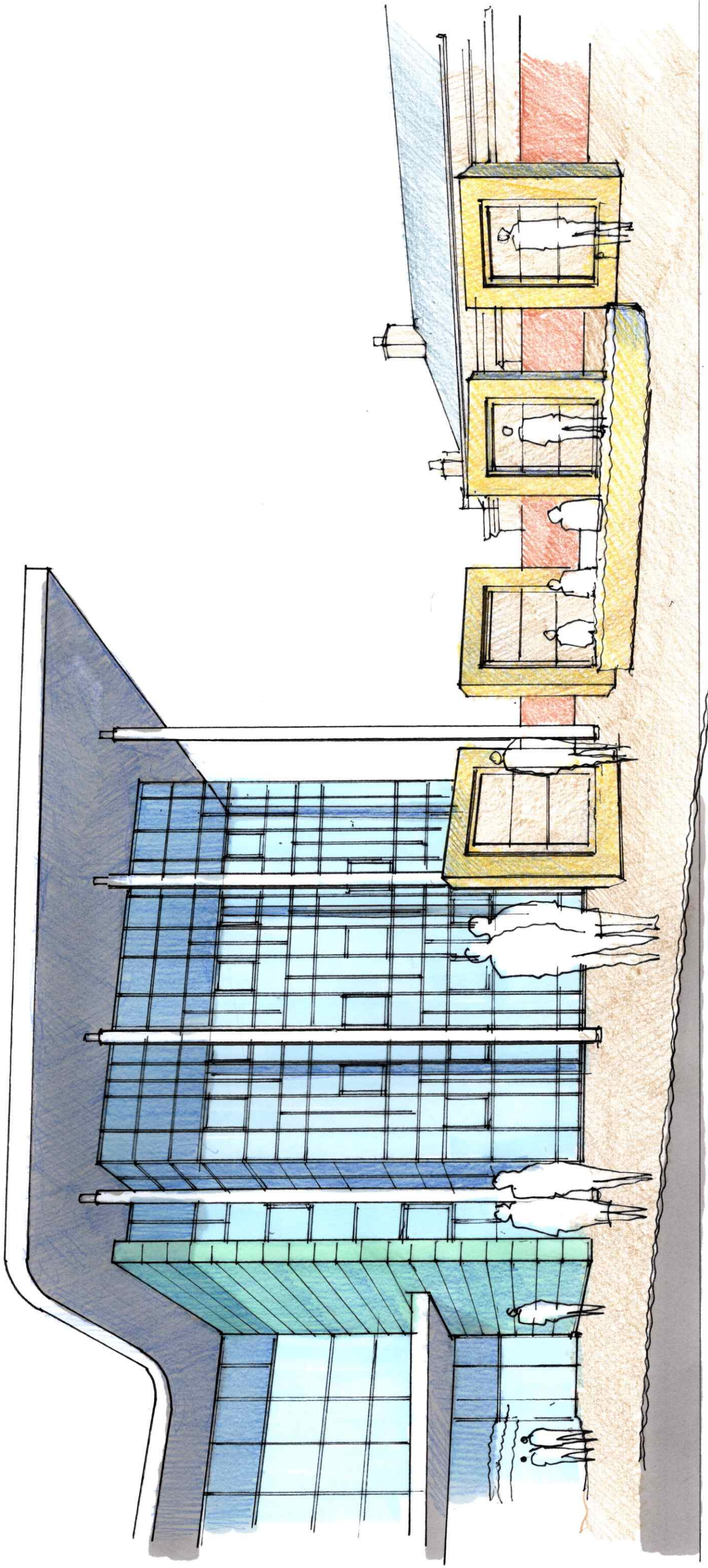
KIDDEY STONES CASTLE HOUSE. JOB NO 12761

OPTION 1B

DRAWING 12761-WMS-ZZ-ZZ-DR-A-18102-D2-P1; 10001-D2-P1; 10003-D2-P1; 10102-D2-P1 & 22801-S2-P1

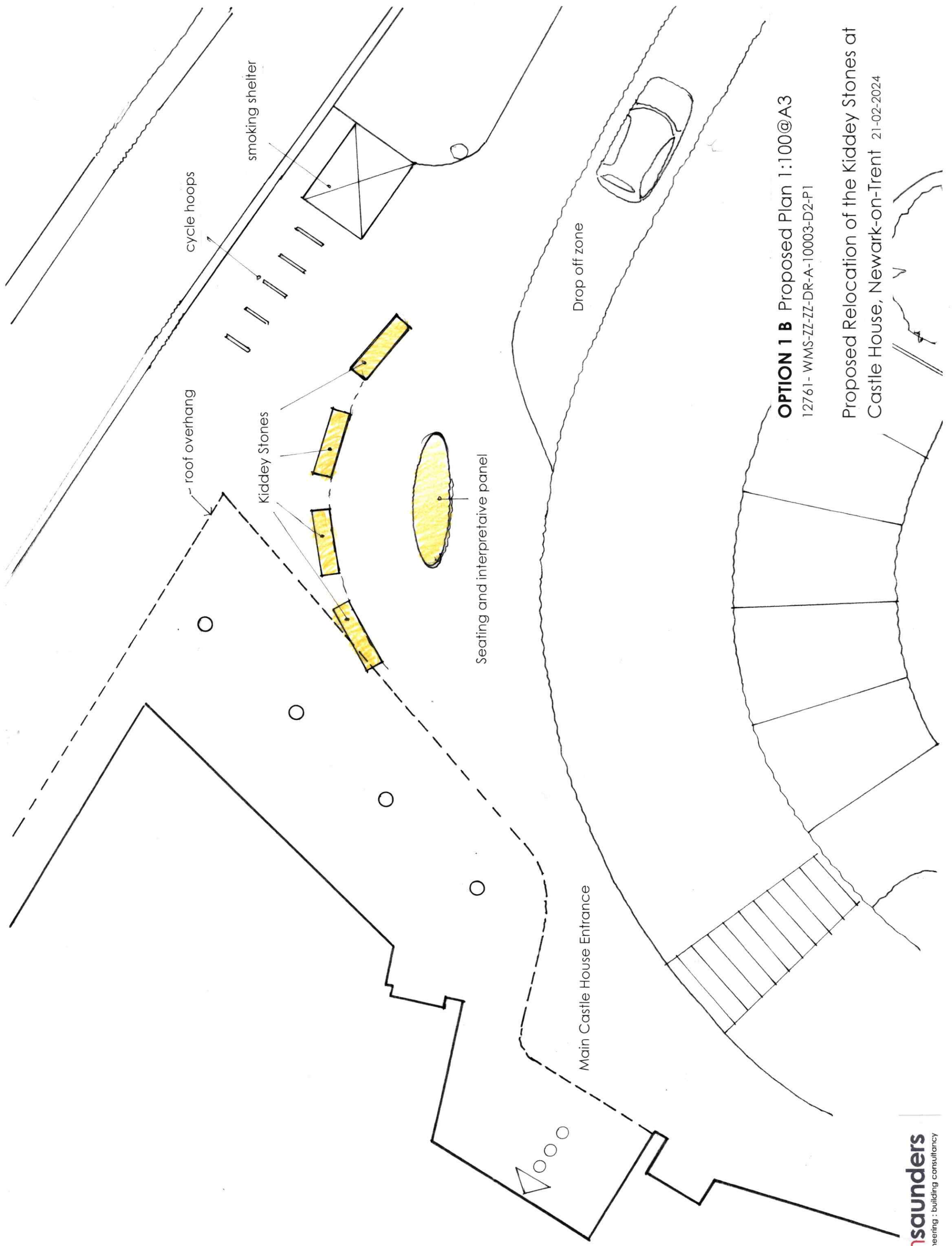
BUDGET ESTIMATE OF CONSTRUCTION COSTS rev P1 - 05.04.2024 - draft

<u>Groundworks Works</u>	<u>Quantity</u>	<u>Unit</u>	<u>Rate</u>	<u>Budget</u>	<u>Comments</u>
Take up paving slabs and set aside for re-use	10	m2	£ 60.00	£ 600.00	save pavings for re-use.
Excavate and Cart away arisings	4	Nr	£ 282.50	£ 1,130.00	
Form Concrete plinth Foundation	4	Nr	£ 1,225.00	£ 4,900.00	2500 x 1200 x 450mm deep 3 layers of A393 mesh
Form duct and conduit for lighting	4	Nr	£ 35.00	£ 140.00	
MOT stone filling	3	m3	£ 80.00	£ 240.00	
Cut and lay site won paving to perimeter on cement mortar.	1	item	£ 1,250.00	£ 1,250.00	£ 8,260.00 re-use salvaged pavings
<u>Masonry</u>					
Sub structure masonry	12	m2	£ 120.00	£ 1,440.00	3m2 per panel
Concrete infill	4	Nr	£ 300.00	£ 1,200.00	C30 concrete 0.2m3 per base
Proposed art-stone base	4	Nr	£ 1,000.00	£ 4,000.00	To assimilate original setting at Wilford Power Station
203 x 203 galvanised steel columns bolted with endplate to concrete base	8	Nr	£ 750.00	£ 6,000.00	
150 x 75 PFC galvanised header beam	4	Nr	£ 375.00	£ 1,500.00	
Brick on end to plinth	20	m	£ 25.00	£ 500.00	
EO for mitre cut at quorn	16	Nr	£ 65.00	£ 1,040.00	
Half brick wall in cement mortar to match brick of Castle House.	29	m2	£ 145.00	£ 4,205.00	approx 6.2 m2 per panel
Brick on end soldier course	20	m	£ 25.00	£ 500.00	
EO for mitre cut at quorn	16	Nr	£ 65.00	£ 1,040.00	
Install stone panels in 3 sections	4	Nr	£ 850.00	£ 3,400.00	Inc mortar and fixing cramps
Mastic jointing to stone surround.	4	Nr	£ 135.00	£ 540.00	
Infill voids etc with mortar.	4	Nr	£ 75.00	£ 300.00	
Aluminium Capping 1900mm x 550mm	4	Nr	£ 375.00	£ 1,500.00	£ 27,165.00 inc end caps
<u>Stonemasonry</u>					
Collection of Panels, clean, inspect & repair 1 panel	1	item	£ 1,550.00	£ 1,500.00	Provisional Sum
Provisional Sum for Stone masons work to prepare and mount stones	1	item	£ 5,000.00	£ 5,000.00	£ 6,500.00 Provisional Sum
<u>Lighting</u>					
Service trenches & reinstatement works	52	m	£ 55.00	£ 2,860.00	
Connection to existing supplies	1	i	£ 1,500.00	£ 1,500.00	
Uplighters	5	Nr	£ 200.00	£ 1,000.00	£ 5,360.00
<u>Interpretation / seating</u>					
Foundations	1	item	£ 2,085.00	£ 2,085.00	5000 x 1600mm x 450 deep with 2 layers of A393 mesh
Sides of seating	30	m2	£ 185.00	£ 5,550.00	assume curved brickwork to match Castle house
Art Stone feature stones at each end of seating	2	each	£ 750.00	£ 1,500.00	Provisional Sum
Soil infill	4	m3	£ 80.00	£ 320.00	
Artstone capping to top of seating	3	m2	£ 1,250.00	£ 3,750.00	Provisional Sum
Timber seating	1	item	£ 5,000.00	£ 5,000.00	£ 18,205.00 Provisional Sum
<u>Sub Total - Works Costs</u>				£ 65,490.00	
Contractor Preliminaries - 12.5% of works costs	1	item	£ 8,250.00	£ 8,250.00	£ 8,250.00
<u>Total Construction Costs</u>				£ 73,740.00	
<u>Fees & Services</u>					
Contingency of 10%				£ 7,500.00	£ 7,500.00
<u>TOTAL</u>				£ 81,240.00	



OPTION 1 B Sketch View 1:100@A3
12761- WMS-ZZ-ZZ-DR-A-18102-D2-P1

Proposed Relocation of the Kidney Stones at
Castle House, Newark-on-Trent 21-02-2024



cycle hoops

smoking shelter

roof overhang

Kidney Stones

Seating and interpretative panel

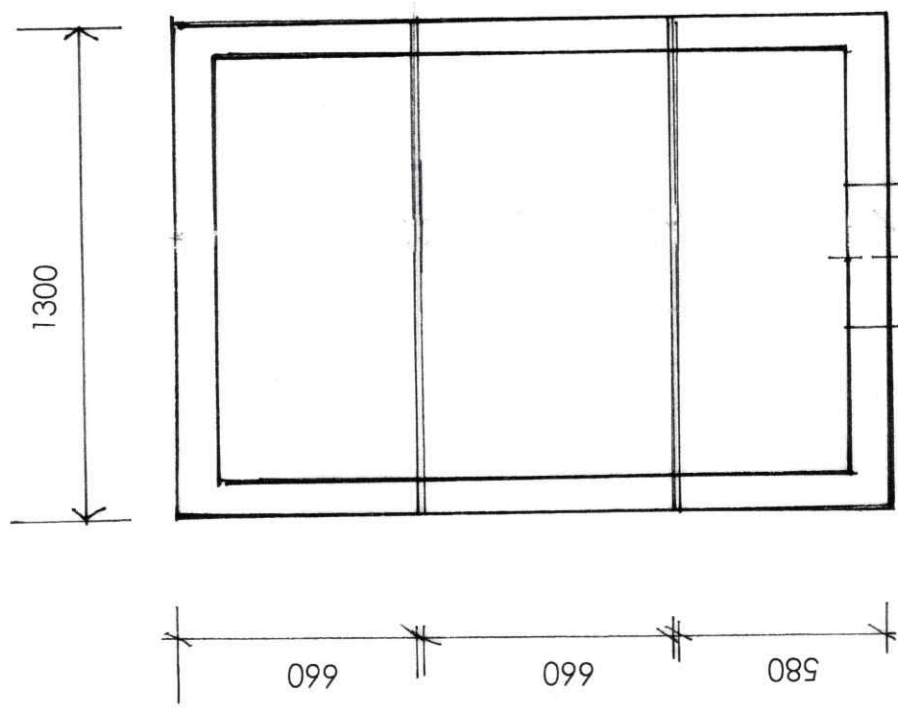
Drop off zone

Main Castle House Entrance

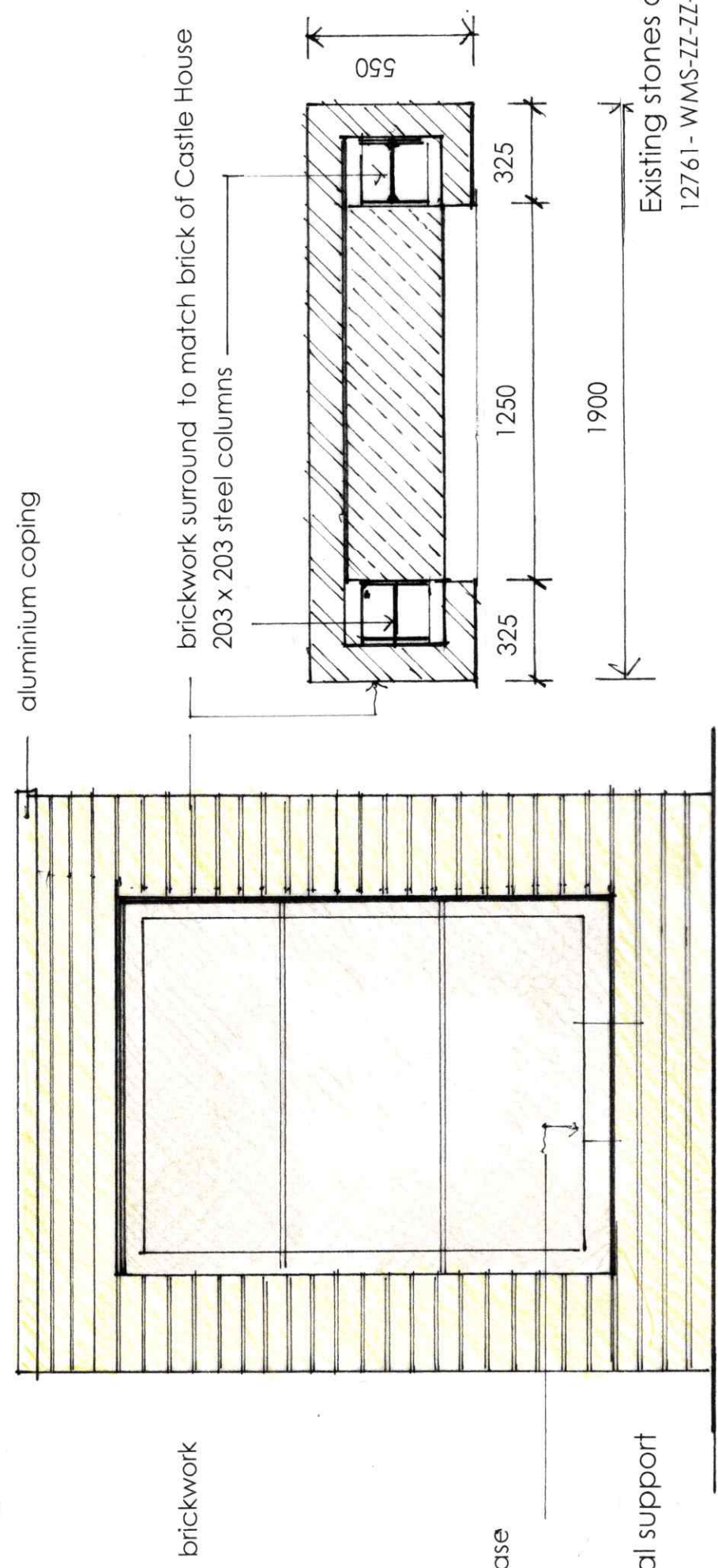
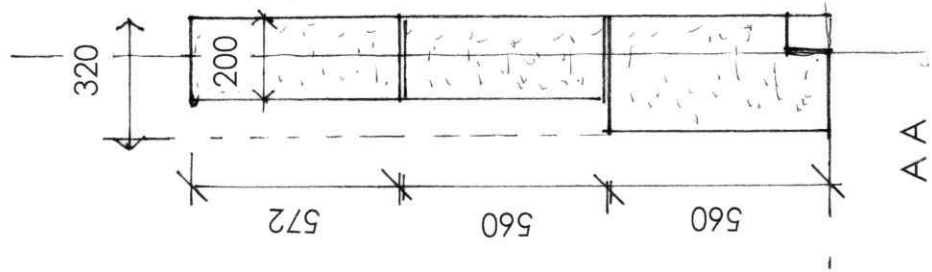
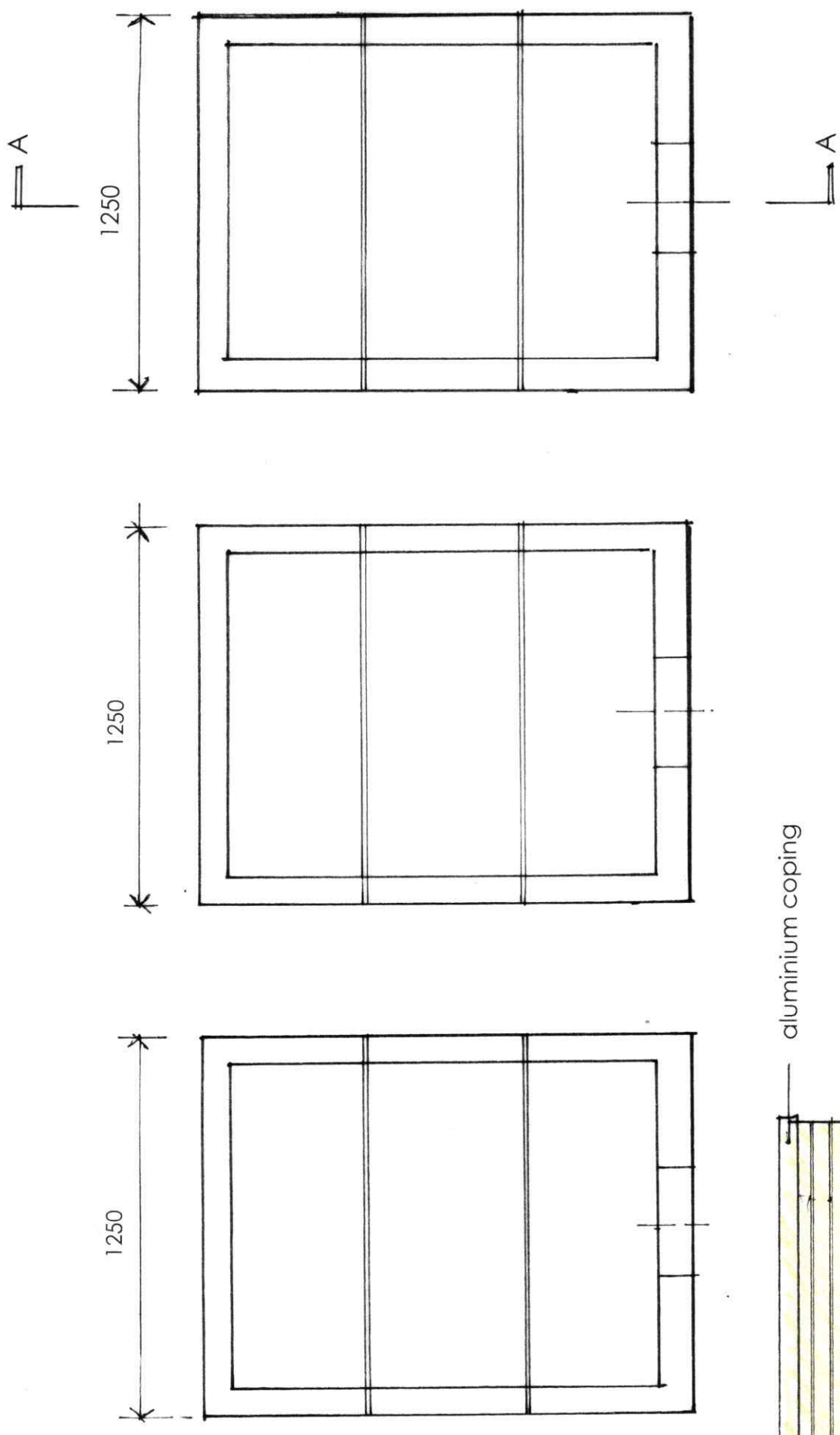
OPTION 1 B Proposed Plan 1:100@A3

12761- WMS-ZZ-ZZ-DR-A-10003-D2-P1

Proposed Relocation of the Kidney Stones at
Castle House, Newark-on-Trent 21-02-2024



Elevations of existing stones



Proposed structural support

Existing stones and proposed structural support 1:20@A3
 12761 - WMS-ZZ-DR-A-10101-D2-P1







Report to: Cabinet Meeting; 4 June 2024
 Portfolio Holder: Councillor Emma Oldham – Biodiversity & Environmental Services
 Director Lead: Matt Lamb – Planning & Growth
 Lead Officer: Nick Law – Biodiversity & Ecology Lead Officer, Ext. 5333

Report Summary	
Type of Report	Open report, key decision
Report Title	Biodiversity Report – First Consideration
Purpose of Report	To present proposed actions as a first consideration as to how NSDC might meet its statutory biodiversity duty as set in legislation.
Recommendations	That Cabinet approves publication of the presented <i>Biodiversity Report – First Consideration</i> with finalised agreed actions to then be brought back to Cabinet for approval within 3 months of publication of the First Consideration report.
Alternative Options Considered	There are no options available as publication of the First Consideration report is a statutory requirement.
Reason for Recommendations	<p>Publication of the <i>Biodiversity Report – First Consideration</i> is recommended as this is a statutory requirement.</p> <p>Publication of the report does not commit the Council to the proposed actions within the report. Government expects actions to be finalised and agreed as soon as possible after publication of the report.</p> <p>The proposed actions have been given careful consideration to ensure that they are sufficiently exhaustive, proportionate and realistically deliverable. Consequently, it is considered that finalising and agreeing proposed actions within the recommended 3 months from publication of the report is an appropriate time scale.</p> <p>The Biodiversity Report – First Consideration represents a framework for the Biodiversity Strategy which is a key objective of the Community Plan.</p>

1.0 Background

1.1 Section 40 of the Natural Environment and Rural Communities (NERC) Act 2006 required that:

“Every public authority must, in exercising its functions, have regard, as far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.”

1.2 The Environment Act 2021 subsequently amended Section 40 of the NERC Act 2006 to strengthen this ‘biodiversity duty’ which now places a legal obligation on public authorities to:

- Consider what they can do to conserve and enhance biodiversity;
- Agree policies and specific objectives based on their consideration; and
- Act to deliver their policies and achieve their objectives.

1.3 To meet its biodiversity duty public authorities should have completed a ‘first consideration’ of what action to take for biodiversity by 1 January 2024 and then agree policies and objectives as soon as possible after this date. Agreed actions should then be reconsidered within five years of completion of this ‘first consideration’ with subsequent rolling reconsiderations at a frequency of no longer than every five years.

1.4 Consequently, a ‘first consideration’ report has been drafted and forms **Appendix A** of this report. As 1 January 2024 deadline has passed, this is now overdue. Whilst there was an awareness of this deadline, the combination of the lead officer settling into post and then all matters relating to mandatory biodiversity net gain having to take priority led to this delay.

1.5 Following an introductory preamble, the report has a tabular structure:

- Theme
- Item
- First Consideration – Current State
- Proposed Future Actions
- Proposed Monitoring

1.6 The proposed future actions form the main area of consideration for Cabinet as these proposed actions will have impacts across the various functions of the Council.

1.7 However, it should be stressed that there is just a requirement to have published this Biodiversity Report - First Consideration and then for the Council to agree what policies and objectives will be created/adopted and implemented as soon as possible after 1 January 2024. Therefore, the recommendation is that Cabinet approves the publication of the Biodiversity Report – First Consideration document if it is satisfied that the content meets the Council’s obligations regarding this aspect of the biodiversity duty and that the proposed actions are proportionate, likely to be acceptable, realistically deliverable, and sufficiently exhaustive.

- 1.8 Because of the delay in publishing the first consideration it is recommended that Cabinet approve a suggested deadline for all actions to be finalised and approved by Cabinet within 3 months of any approval of the Biodiversity Report – First Consideration.

2.0 Proposal/Details of Options Considered

- 2.1 Production of the biodiversity duty ‘first consideration’ is a legal requirement, consequently there is no alternative option to be considered.
- 2.2 The proposal is for the biodiversity duty ‘first consideration’ to be the document forming **Appendix A** of this report. As noted above, broad approval of the recommended proposed future actions forms the main consideration for Cabinet when deciding whether to approve the recommendation for the attached Biodiversity Report – First Consideration to be published. These actions are summarised here, with the most important ones in bold text. Some of the proposed actions are applicable to multiple themes, so for conciseness are only noted below under the first theme that they appear under in the report.

Council Strategies

- Community Plan 2023-2027
 - * Develop and implement a **‘Biodiversity Strategy’**;
 - * Continue to support development of ‘Habitat Banks’ within the District;
 - * Publish a local register of off-site and on-site biodiversity gains;
 - * Continue to engage with and contribute towards development of the Nottinghamshire Local Nature Recovery Strategy and Biodiversity Net Gain Framework for Nottinghamshire and Nottingham;
 - * Complete initial **review of the Council’s own land holdings** to identify suitable areas for management for the purposes of biodiversity net gain; and
 - * Consider inclusion of reporting against the United Nations Sustainable Development Goals.
- Green Infrastructure Strategy for Newark & Sherwood (2010)
 - * Review as part of the next review of the Amended Core Strategy.

Planning Policy

- Amended Core Strategy Development Plan Document
 - * At the next round of plan making, undertake an appraisal to **consider whether development should provide more than the mandatory minimum 10% BNG**; and
 - * At the next round of plan making, include biodiversity with a Design Code.
- Local Wildlife Site system
 - * NSDC’s ecologist(s) to have a direct supporting involvement with the Local Wildlife Sites (LWS) system within the District, engaging with site owners to promote favourable management and undertaking surveys.

Planning Services

- Planning Applications
 - * Continue to consider the effects on biodiversity in relation to adopted planning policies during the determination process.
- Biodiversity Net Gain
 - * As set out under ‘Community Plan’.

- In-house Expertise
 - * Undertake a feasibility assessment for the creation of a new permanent post to support the current Biodiversity and Ecology Lead Officer.

Environmental Services

- Land Management
 - * Investigate where management options not related to biodiversity net gain could benefit biodiversity.

Housing Maintenance & Asset Management

- Housing Stock Management
 - * Produce biodiversity awareness information sheets to inform repairs and maintenance procedures.

Corporate Property

- Asset Management
 - * Produce biodiversity awareness information sheets to inform repairs and maintenance procedures.
 - * Undertake a **feasibility study** to appraise the potential to **purchase land** for the specific purpose of **creating and selling biodiversity units**.

Collective

- Working with Partner Organisations
 - * Continue to work positively and collaboratively with partner organisations;
 - * Undertake two high profile public engagement events per annum to raise additional awareness of biodiversity;
 - * Review the current provision of Local Nature Reserves within the District.
- Raising Awareness
 - * Create additional biodiversity content for the Council's website and regularly refresh this; and
 - * Investigate ways of raising general awareness of biodiversity issues amongst NSDC staff.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications REF FIN24-25/4738

- 3.1 A Revenue Budget has already been established and is now in the MTFP. There are no direct financial implications arising from this report.

Background Papers and Published Documents

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

None



Biodiversity Report – First Consideration

May 2024



CONTENTS

1.0 Introduction3
 Legislative Background.....3
 The Purpose of the Biodiversity Duty3
 What Actions Can Be Taken.....4
 Timelines4
 Biodiversity Report Content4
 First Consideration Process5
2.0 First Consideration: Current State/Proposed Future Actions/Proposed Monitoring6



1.0 Introduction Legislative Background

When originally enacted, Section 40 of the [Natural Environment and Rural Communities \(NERC\) Act 2006](#) required that “Every public authority must, in exercising its functions, have regard, as far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.” This extended to all public authorities the biodiversity duty of Section 74 of the [Countryside and Rights of Way \(CROW\) Act 2000](#) which placed such a duty on Government and Ministers.

The [Environment Act 2021](#) then amended Section 40 of the NERC Act 2006 to strengthen this ‘biodiversity duty’ which now places a legal obligation on public authorities to:

1. Consider what you can do to conserve and enhance biodiversity.
2. Agree policies and specific objectives based on your consideration.
3. Act to deliver your policies and achieve your objectives.

To meet its biodiversity duty public authorities should have completed a ‘first consideration’ of what action to take for biodiversity by 01 January 2024 and then agree policies and objectives as soon as possible after this date. Agreed actions should then be reconsidered within five years of completion of this ‘first consideration’ with subsequent rolling reconsiderations at a frequency of no longer than every five years.

There is a requirement that a check should be made to consider how these actions/strategies will affect how the authority complies with the biodiversity duty in respect of:

- Local Nature Recovery Strategies;
- Species Conservation Strategies; and
- Protected Site Strategies.

The Purpose of the Biodiversity Duty

By complying with the biodiversity duty it is anticipated that Newark and Sherwood District Council (the Council) will contribute to the achievement of national goals and targets for biodiversity, particularly those within the [Environmental Improvement Plan \(2023\)](#) which sets out government plans for significantly improving the natural environment. Key targets the government has committed to are:

- By 2030:
 - * Halt the decline in species abundance; and
 - * Protect 30% of UK land.
- By 2042:
 - * Increase species abundance levels by at least 10% from 2030;
 - * Restore or create at least 500,000 ha of a range of wildlife-rich habitats;
 - * Reduce the risk of species extinction; and
 - * Restore 75% of our one million hectares of terrestrial and freshwater protected sites to favourable condition.



What Actions Can Be Taken

Government guidance for [complying with the biodiversity duty](#) highlights key themes where local authorities can take actions to ensure compliance with the biodiversity duty:

- Council Strategies and Policies;
- Development plans and decisions;
- Land and corporate estate management;
- Education and raising awareness;
- Review of internal policies and processes; and
- Preparing for biodiversity net gain.

Timelines

Following completion of the ‘first consideration’ there is a legal requirement for local authorities to publish a biodiversity report for the first reporting period and this should be no later than 01 January 2026. Thereafter, the end date of each subsequent reporting period must be within 5 years of the end date of the previous reporting period, but the reporting period can be more frequent than that if the authority wishes. Reports must be published within 12 weeks of the reporting period end date.

Biodiversity Report Content

Although there is no set template for the biodiversity report government has published some guidance for local authorities and local planning authorities on [reporting biodiversity duty actions](#) . The following must be included:

- A summary of the action that has been taken to comply with the biodiversity duty;
- How the Council plans to comply with the biodiversity duty in the next reporting period;
- Actions the Council has taken to meet its biodiversity net gain obligations;
- Details of the biodiversity net gains that have resulted, or are expected to result, from biodiversity gain plans that the Council has approved;
- How the Council plans to meet its biodiversity net gain obligations in the next reporting period; and
- Any other information that the Council considers appropriate.

An example report structure provided by the government is set out below, with the first three sections and their content mandatory, and subsequent ones optional.

- Section 1: The Council’s policies, objectives and actions.
 - * The policies and objectives the Council has set to meet its biodiversity duty;
 - * The actions the Council has completed, either alone or in partnership with others that benefit biodiversity; and
 - * Biodiversity net gain information.
- Section 2: How the Council has considered other strategies and has taken into account.
 - * Local nature recovery strategies;
 - * Protected site strategies; and
 - * Species conservation strategies.



- Section 3: The Council’s future actions.
 - * How the Council plans to fulfil its biodiversity duty over the 5 years following the end of the period being reported.

Optional sections are:

- Information about the Council;
- The Council’s top achievements;
- Information detailing how the Council’s policies and actions have helped biodiversity;
- How the Council has raised awareness and educated the community about biodiversity;
- How the Council has monitored and evaluated its actions; and
- The biodiversity highlights and challenges over the reporting period.

First Consideration Process

As there is no set guidance as to what should be included within the ‘first consideration’ the process used has been guided by the detail within the ‘Legislative Background’ and ‘Biodiversity Report Content’ sections of this Introduction.

A tabular format has been used for ease of reference and conciseness. This is structured as follows:

- **Theme** - Mostly based on Council Directorates;
- **Item** - Plans, policies, specific work areas;
- **Current State** – the current situation/position for the item;
- **Proposed Future Actions** – for each item, with the most important ones requiring consideration highlighted by bold text; and
- **Proposed monitoring** – initial consideration as to how, and how frequently the proposed action (if approved) would be monitored for progression and success. It is considered that monitoring should be achieved by identifying a small number of indicators but ensuring these are effective for their purpose by basing them on the S.M.A.R.T goal setting principle, i.e., they should be Specific, Measurable, Achievable, Realistic and Timed.



2.0 First Consideration: Current State/Proposed Future Actions/Proposed Monitoring

Theme	Item	Current state	Proposed Future actions	Proposed Monitoring
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Council Strategies</p>	<p>Community Plan 2023-2027</p>	<p>A strong theme within the plan is to enhance and protect biodiversity. Key points are some of the actions identified within Objective 5 of the Community Plan:</p> <p>“Understand the biodiversity baseline within the district, allowing the development and implementation of a Biodiversity Strategy, 2024-2028.”</p> <ul style="list-style-type: none"> This ‘first consideration’ effectively forms the starting point for development of the Strategy. <p>“Undertake environmental protection activities to reduce levels of littering and fly tipping across the district, whilst also focussing on improving the quality of natural habitats”.</p> <p>“Deliver on the Council’s Tree Strategy”</p> <p>“Plan an active role in biodiversity net gain [BNG] for the district, including the potential to own our own biodiversity offset sites, as well as looking at how our own developments can contribute”.</p> <p>The Council has been proactive to date:</p> <ul style="list-style-type: none"> It has employed its first ecology officer; Two BNG specific local policies have been approved and adopted; A Habitat Bank – Call for Sites exercise has been launched; The Council is applying for Responsible Body status; A review of the Council’s own landholding is ongoing; The local planning application validation checklist has been updated to incorporate BNG; and An initial 12-month subscription to a software package to assist with the administrative burden of BNG has been taken out. <p>“Declare a ‘Motion for the Ocean’ to champion good stewardship by the relevant authorities of the River Trent and its tributaries. To encourage addressing pollution and litter at source, contributing significantly to the preservation and restoration of the ocean”.</p> <ul style="list-style-type: none"> The motion has been declared. <p>Within Objective 2 consideration is given to sustainable development and ensuring sustainability frequently has positive benefits for biodiversity.</p>	<p>Develop and implement a Biodiversity Strategy.</p> <p>Continue to stimulate and where feasible, support the development of Biodiversity Gain Sites (Habitat Banks) within the District and publish a local register of such sites and record the delivery of BNG within the District, both on and off site.</p> <p>Continue current ongoing engagement with the development of the Nottinghamshire Local Nature Recovery Strategy, and the Biodiversity Net Gain Framework for Nottinghamshire and Nottingham.</p> <p>Complete initial review of the Council’s own land holding to identify potential, suitable areas to be managed for the purposes of BNG, either to support our own development proposals or to sell biodiversity units to other developments. Initial scoping review to be completed by end of April 2024 (in advance of the habitat survey season and habitat surveys needed for the second phase). Second phase of more detailed assessments completed by the end of September 2024.</p> <p>Reporting against the United Nations Sustainable Development Goals provides a potential opportunity to monitor some aspects of how well the Council is meeting its biodiversity duty, along with other measures that have wider environmental benefits. Therefore, a proposed action is to consider inclusion of reporting against the United Nations Sustainable Development Goals as part of the Council’s wider corporate recording functions.</p>	<p>Via existing ongoing quarterly reporting structure for the Community Plan.</p>
	<p>Climate Emergency Declaration – “Greening Newark and Sherwood Action Plan”</p>	<p>Item 11 Biodiversity of the Greening Newark and Sherwood Action Plan states: <i>“Promote opportunities for biodiversity net gains where appropriate within the planning system and process”.</i></p>	<p>Covered by actions relating to planning policy.</p>	<p>Covered elsewhere</p>



Theme	Item	Current state	Proposed Future actions	Proposed Monitoring
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Agenda Page 44</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Planning Policy</p>	<p>Green Infrastructure Strategy for Newark and Sherwood (2010)</p>	<p>The objective of the Green Infrastructure Strategy was to provide a reference document that would then “...form the basis for conserving, enhancing and extending the green infrastructure of the District and provide an evidence baseline for incorporating into the Draft Core Strategy. This would then be an integral element of planning for the sustainable development of the District”. Because biodiversity is an inherent, integral aspect of green infrastructure this formed a key document for informing the development of local planning policies with regards to biodiversity matters.</p>	<p>Fourteen years on it is still of relevance, but should be considered for review given the many changes that have inevitably taken place in the intervening period. If a review is considered necessary, the timing should align with the next round of plan making as discussed below.</p>	<p>To align with the agreed timescales for the next round of plan making.</p>
	<p>Amended Allocations & Development Management Plan Document (AADMPDP)</p>	<p>Currently under review and at the early stages of independent examination following submission to the Secretary of State for Levelling Up, Housing and Communities. The protection and enhancement of biodiversity within the District forms a key theme through the Plan policies, but with the focal point being Policy DM7 Biodiversity and Green Infrastructure which considers the designated sites network, priority habitats at national and local level, protected and priority species, measurable biodiversity net gain and the green infrastructure that contains the varied habitats needed to support species.</p>	<p>Because the AADMPDP is at an advanced stage of review there is little scope for any significant amendment other than amendments following the independent examination, before the first Biodiversity Duty Report in 2026.</p>	<p>Not applicable</p>
	<p>Amended Core Strategy Development Plan Document (ACSDPD)</p>	<p>Adopted in March 2019 the Amended Core Strategy sets out the main issues that the Council and its associated partners need to address and sets out a Vision and series of Objectives and associated Policies to deliver these. Like the AADMPDP, the protection and enhancement of biodiversity is a key theme.</p> <p>The Vision includes the statement: “<i>The natural environment will be safeguarded and enhanced, green infrastructure will be strengthened, new green and woodland spaces will increase ecology, biodiversity and nature conservation, providing a resource for local people and encouraging personal wellbeing and health.</i>”</p> <p>This vision is then translated into the following objective, “<i>To protect and enhance the built and natural environment, heritage, biodiversity and landscape, giving additional protection to those areas and buildings of recognised importance.</i>”</p> <p>Like the AADMPDP, protection and enhancement of biodiversity features in many of the policies but Core Policy 12 Biodiversity and Green Infrastructure forms the focus.</p>	<p>During the period before the first Biodiversity Duty Report is due (which is no later than 01 January 2026), the early stages of next round of plan making will have started. This will provide an opportunity to review and if necessary, amend/update how biodiversity should be considered. Understandably there is currently considerable focus on mandatory Biodiversity Net Gain (BNG) and the biodiversity benefits this should deliver across development proposals.</p> <p>The emerging Biodiversity Net Gain Framework for Nottinghamshire and Nottingham has an aspiration for more than the mandatory minimum 10% BNG to be delivered by developments - aspirations that are shared by some Council members. This can only be secured via an adopted local plan policy, so the next round of plan making will provide the first opportunity to consider this in detail and provide the necessary evidence base as required by the Government. This review to include an informed appraisal to consider whether development should provide more than the mandatory minimum 10% BNG.</p> <p>Biodiversity net gain is not a panacea for biodiversity issues within the District and like any scheme it has its strengths and weaknesses. It is habitat based and acts as a proxy for species and there is a risk of opportunities for innovative habitat creation/enhancement schemes being lost if they don’t fall into the ‘box’ structure of the statutory Biodiversity Metric used to calculate net gain. Until recently a Biodiversity Supplementary Planning Document (SPD) would have been the obvious vehicle to ensure delivery of biodiversity enhancements that fall outside the scope of mandatory BNG, but current national planning reforms will see SPDs phased out. Consequently, the most appropriate mechanism for securing these wider biodiversity benefits within the development process will be inclusion of biodiversity within a Design Code and the development of such a code will form a key part of the next round of plan making.</p>	<p>To align with agreed timescales for the next round of plan making.</p>



Theme	Item	Current state	Proposed Future actions	Proposed Monitoring
Planning Policy	Supporting studies	Other strategies undertaken as part of the Local Development Framework which have consideration of biodiversity matters, or which provide important evidence bases for future decision making regarding biodiversity matters include: <ul style="list-style-type: none"> • Strategic Flood Risk Assessments • Newark & Sherwood Water Cycle Study • Habitats Regulations Assessments 	To review and update where appropriate as part of the next round of plan making.	To align with agreed timescales for the next round of plan making.
	Local Wildlife Sites System	<p>Sites within the National Site Network (i.e., Special Conservation Areas (SCA), Special Protection Areas (SPA) and Sites of Special Scientific Interest (SSSI)) are afforded legal protection that extends to the way they can and cannot be managed. In contrast the next tier of nature conservation designation Local Sites (which in Nottinghamshire are Local Wildlife Sites) is non-statutory, and whilst they are a material consideration in the planning processes, the designation infers no management obligation on the owners of such sites.</p> <p>Within Nottinghamshire the system is managed by the Nottinghamshire Biological and Geological Records Centre (NBGRC) with the Council providing funding for its district via an annual service level agreement (SLA) payment. Whilst the annual information received by the Council demonstrates that a rolling re-survey of the LWS in the district is being undertaken, there is no evidence of proactive engagement with LWS owners promoting sympathetic management of their sites. This runs the risk of the process simply recording decline on some sites and potential opportunities to establish favourable management of LWS being missed.</p>	The evolution of the management regime for the LWS system within Nottinghamshire mirrors similar practice across much of the country (i.e., a single system operating on a county basis). This evolved at a time when the Council had no in-house ecological expertise, this situation has now changed, and the Council has an experienced in-house ecologist, and it is anticipated that a small team of ecologists will be developed to support the Planning Development and Planning Policy teams. The current and future level of expertise within this team provides an opportunity to support operation of the LWS within our District, particularly in respect of the all-important engagement with LWS owners and increasing the number of sites surveyed each year. It is therefore proposed that a proposal for NSDC’s ecologist(s) to have a direct supporting involvement with the LWS system is discussed with NBGRC and subsequently implemented.	6-weekly internal review of progress of agreed actions
Planning Services	Planning Applications	Planning services deal with many different types of development proposals. Implementation of policies DM7 and Core Policy 12 ensure due consideration is given to protected sites, protected species, and priority habitats and species, in the planning decision process.	<p>Continue to consider effects on biodiversity in relation to adopted planning policies during the determination process.</p> <p>Planning committee members to receive biodiversity net gain (BNG) training to improve their understanding of BNG and inform their considerations in their decision making process.</p>	Existing line-management system.
	Biodiversity Net Gain	Preparations for readiness for mandatory BNG have been outlined above (Community Plan).	As detailed in the Community Plan future actions section.	6-weekly internal review of progress of agreed actions
	In-house expertise	The Council appointed its first in-house ecologist in 2023. Whilst the primary driver for creation of this post was getting ready for, and subsequently managing mandatory biodiversity net gain, the advantages of having this in-house expertise has been acknowledged across many aspects of the Council’s work.	Mindful of the impending workload for planning services to discharge its legal obligation regarding mandatory net gain and to encourage and support the availability of off-site locations for biodiversity gain, it is proposed that a feasibility assessment for the creation of a new permanent post to support the current Biodiversity and Ecology Lead Officer will be undertaken. The intention will be to maximise funding of the post through charged services, review of existing ecological work contracted out, and potential underpinning of the first year utilising the government biodiversity net gain funding for local authorities for the financial year 2024-2025.	6-weekly internal review of progress of agreed actions



Theme	Item	Current state	Proposed Future actions	Proposed Monitoring
Environmental Services	Land Management	<p>The Council owns land, or manages land on behalf of others, across a diverse portfolio of land types, ranging from Birklands and Bilhaugh Special Area of Conservation (and Site of Special Scientific Interest) which is of international nature conservation importance for its old acidic woodland and which supports a rich invertebrate fauna, to areas of species-poor regularly mown amenity grassland which are of low biodiversity value.</p> <p>Management of key sites like the SSSI and other important nature reserves are guided by management plans.</p> <p>As part of its work associated with biodiversity net gain, the Council has started an initial audit of land within its management control to see where there might be opportunities to create biodiversity net gain.</p>	<p>To use the results of the initial audit of land within the Council’s management control to not only highlight opportunities for specific biodiversity net gain, but to highlight areas where other management options would have the potential to provide biodiversity benefits, like specific actions to benefit specific species or species groups.</p>	<p>6-monthly internal review of progress of agreed actions</p>
Housing Maintenance and Asset Management	Housing Stock Management	<p>The Council has a large housing stock. Management of this resource includes general maintenance, repairs and refurbishment. Where such work falls outside the requirement for planning permission, there is the potential for adverse impacts on protected species like bats and their roosts, and nesting birds like swallow, swift and house martin. In these circumstances ensuring there are no negative effects on biodiversity is dependent on awareness of these potential impacts.</p>	<p>Ensuring there are no negative impacts on biodiversity where work is subject to planning permission will continue to be achieved via planning services as part of the application validation and determination process.</p> <p>For all other works a series of ‘information sheets’ to be produced to raise awareness of biodiversity issues for the Council’s housing stock maintenance staff and appointed sub-contractors.</p>	<p>6-monthly internal review of progress of agreed actions</p>
Corporate Property	Asset Management	<p>Management of this resource includes general maintenance, repairs and refurbishment. Where such work falls outside the requirement for planning permission, there is the potential for adverse impacts on protected species like bats and their roosts, and nesting birds like swallow, swift and house martin. In these circumstances ensuring there are no negative effects on biodiversity is dependent on awareness of these potential impacts.</p>	<p>In addition to land currently within the Council’s ownership and/or management, land could be purchased for the specific objective to enhance and/or create habitats for the purpose of selling biodiversity units as part of the mandatory biodiversity net gain process. A feasibility study will therefore be undertaken to appraise the potential to purchase land for the specific purpose of selling biodiversity units.</p> <p>Ensuring there are no negative impacts on biodiversity where work is subject to planning permission will continue to be achieved via planning services as part of the application validation and determination process.</p> <p>For all other works a series of ‘information sheets’ to be produced to raise awareness of biodiversity issues for the Council’s housing stock maintenance staff and appointed sub-contractors.</p>	<p>6-monthly internal review of progress of agreed actions</p>



Theme	Item	Current state	Proposed Future actions	Proposed Monitoring
Collective	Working with Partner Organisations	<p>The Council has long-standing collaborative working relationships concerning biodiversity matters with a wide range of partner organisations. This encompasses charitable organisations like the Nottinghamshire Wildlife Trust, private estates like Thoresby Estate and many others.</p> <p>The Council’s Park Rangers provide a Forest School service enabling children between the ages of 5 and 12 to experience nature in a woodland setting.</p>	<p>To continue to work positively and collaboratively with partner organisations (examples include; meetings with Nottinghamshire biodiversity stakeholders, engagement with development of the Nottinghamshire LNRS, engagement with Severn Trent and the Environment Agency re- the Motion for the Ocean), but to consider raising additional awareness through one or two high profile public engagement events per annum in conjunction with partner organisations, like hosting a Bioblitz¹ on one of the Council’s managed sites, or a ‘gardening for wildlife’ event.</p> <p>The benefits of having accessible access to nature to the well-being of members of communities is well-documented. Local Nature Reserve status helps to highlight importance of some areas of greenspace, and provides a focal point for community involvement in terms of voluntary activities assisting with management and custodianship of these areas. There are currently 9 LNRS within the district covering 207ha but 78% of that area is formed by four large LNRS; consequently, a significant part of this resource may not be accessible to many people. Therefore, it is proposed that a review of the provision of Local Nature Reserves within the district is undertaken.</p>	6-monthly internal review of progress of agreed actions
Collective	Raising Awareness	<p>(i) There are many sections within the Council’s website that raise awareness to biodiversity matters; examples are sections on Trees, Biodiversity, and Gardening for Wildlife. However, there is scope to refresh and developer further the theme of biodiversity.</p> <p>(ii) Our individual actions have the potential to impact biodiversity in both positive and negative ways, both in and outside of the working environment.</p>	<p>(i) (a) To create additional biodiversity content for the Council’s website and regularly refresh content.</p> <p>(i) (b) To use the Council’s website and other communication channels to provide updates on the recovery of our rivers, and signpost to opportunities and guidance that enable residents to become more ocean literate and to get involved with river and marine citizenship activities and to stop pollution at its source.</p> <p>(ii) To investigate ways of raising general awareness of biodiversity issues amongst NSDC staff</p>	6-monthly internal review of progress of agreed actions

¹ A Bioblitz is a community event involving members of the public and local naturalists and scientists who attempt to identify as many different species of plants, animals and lower plants (i.e., fungi and mosses and liverworts) within a set location and a set time period which is normally 24 hours. The resulting biological records are then shared with the local Biological Records Centre and the site managers. They are now an established and popular way of highlighting biodiversity and engaging the public with biological recording, which forms a fundamental element of site management.



Report to: Cabinet Meeting: 4 June 2024

Portfolio Holder: Cllr. Paul Peacock - Strategy Performance & Finance
Cllr. Matthew Spors – Sustainable Economic Growth

Director Lead: Matt Lamb – Director - Planning & Growth
Sanjiv Kohli – Deputy Chief Executive & Director - Resources

Lead Officer: Robert Ball – Major Capital Projects Delivery Manager (Corporate Property)
Ellie Buchanan – Senior Regeneration Officer (Regeneration & Housing Strategy)
Steven Adams – Senior Economic Regeneration Officer (Economic Growth & Visitor Economy)

Report Summary	
Type of Report	Open Report (with exempt appendix), key decision
Report Title	Sherwood Levelling Up 3 Update 2 – Ollerton & Clipstone
Purpose of Report	To update Cabinet on the progress of the LUF 3 programme for the two place projects at Ollerton Town Centre and Mansfield Road, Clipstone, including funding and Full Business Cases development and the critical path for planning application submissions.
Recommendations	<p>It is recommended that Cabinet approve the following recommendations:</p> <p>Ollerton</p> <p>a) to forward fund a £35,000 budget associated with the LUF 3 funding to enable ongoing timely delivery of programme work streams including legal costs. This budget can be financed by the Capital Feasibility Reserve in advance of the LUF3 MoU with government, at which time the costs can be moved to the approved Capital scheme and the reserve be replenished.</p> <p>b) to agree for £20,909,757 to be added to the capital programme alongside the existing Exempt Approved Budget previously agreed to acquire the bank (26.03.24), financed in accordance with proposed sources of funding in accordance with the financial implications below.</p> <p>c) Note the financial gap of £832,758 that is included within the £20,909,757 above, and that this be financed by borrowing as detailed in the financial implications below.</p>

- d) to provide delegated authority to the Portfolio Holders for Strategy, Performance & Finance in consultation with the Director - Resources, Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holder Sustainable Economic Growth, to approve the Green Book Final Business Case (FBC), subject to:
- the project being within the approved Capital Program budget of £20,909,757, (alongside the existing previous Exempt budget to acquire the bank); and
 - receipt of £14,995,999 of LUF3 Grant; and
 - the value of the required land transfers (paragraph 3.6 below);
 - a £3m contribution from NCC; and
 - a £1.106m grant from the Brownfield Land Release Fund (BLRF)
- e) to authorise the Director – Resources to secure all tenants for the development, subject to commercial terms and any appropriate tenant incentivisation’s, subject to meeting budget detailed at b) and d) above.
- f) to delegate to the Director - Resources, in consultation with the Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to submit a planning application, subject to meeting budget detailed at b) and d) above.
- g) To delegate to the Director – Resources and S151 Officer, in consultation with the Director - Planning & Growth, authorisation, subject to securing planning permission, to enter into any S106 agreement with NCC (who will be the enforcing body), along with any other necessary legal requirements as part of the planning process, subject to meeting budget at b) and d) above.
- h) delegate to the Portfolio Holder for Strategy, Performance & Finance in consultation with the Portfolio Holder Sustainable Economic Growth, the Director – Resources and Director - Planning & Growth, authority to purchase in accordance with the requirements of the Council’s Acquisitions and Disposals Policy the required land holdings from Ollerton & Boughton Town Centre and Johal Ltd), subject to budget at b) and d) above.
- i) To delegate to the Portfolio Holder for Strategy, Performance & Finance in consultation with the Portfolio Holder for Sustainable Economic Growth, the Director – Resources and Director - Planning & Growth, authority to dispose of any commercial units to Johal Ltd upon landlord fit out in accordance with a jointly commissioned

independent red book valuation, such a disposal to be legally agreed prior to appointment of a build contractor.

- j) to delegate to Director - Resources, in consultation with the Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to continue to secure, subject to contract and meeting the approved budget detailed at recommendations b) and d) above, the main contractor through a public procurement framework.
- k) to delegate to the Director - Resources, in consultation with the Assistant Director – Legal & Democratic Services, Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to enter into any legal agreements required to secure and allow ongoing access for Heron Food.

Clipstone

- l) to request a budget of £5,784,424 to be added to the Council's Capital Programme, financed by:
- £417,212 S106 funding from Clipstone S106 (Open Space) contributions and £400,000 from the Councils committed 3G pitch provision within the Council's already approved Capital Program towards Clipstone Phase 2;
 - LUF3 grant of £4,967,212 toward Clipstone Phases 2 and 3; and
 - LUF grant of £32,788 be allocated towards the separate scheme, Clipstone Holdings scheme (Phase 1).
- m) To delegate to the Director - Resources, in consultation with the Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to submit a planning application, subject to l) above.
- n) To delegate to the Portfolio Holders for Strategy, Performance & Finance in consultation with the Portfolio Holder for Sustainable Economic Growth, the Director - Resources, the Director - Planning & Growth, and Business Manager - Corporate Property authorisation to conclude any land purchase required to complete the development (including land at Vicar Water Country Park and the former Clipstone Colliery Land) subject to red book valuation reports and the scheme remaining within the recommended budget at l) above.
- o) to increase the revenue budget by £121,000 in advance of the LUF3 MOU with Government to continue development

	<p>of the scheme through forward funding from the Change Management Reserve. Upon receipt of the LUF3 MOU and receipt of grant, the costs can be moved to the approved Capital budget and the reserve replenished.</p> <p>p) to delegate to the Director - Resources, in consultation with the Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to acquire the existing Vicar Water Country Park freehold, as detailed at Appendix B</p> <p>q) Members to note the previous March 2024 Cabinet authorisation to negotiate and secure ongoing commitments from the Clipstone Miners Welfare Trust to ensure the District Council will have an ongoing role in the governance and management of any new Sports Facility associated with Phase 2 of the Clipstone regeneration project;</p> <p>r) To delegate to the Director - Resources, in consultation with the Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Growth, authorisation to enter into a procurement exercise via an appropriate public procurement framework for the appointment of a main contractor, subject to the approved budget at recommendation l) above.</p> <p>s) to authorise the Director – Resources to secure all tenants for the development, subject to commercial terms and any appropriate tenant incentivisation’s, subject to meeting the overall capital program budget at l) above.</p> <p>t) to provide delegated authority to the Portfolio Holders for Strategy, Performance & Finance in consultation with the Director - Resources, Director - Planning & Growth, Business Manager - Corporate Property and Portfolio Holder Sustainable Economic Growth, to approve the Green Book Final Business Case (FBC), subject to budget detailed above at l).</p>
<p>Alternative Options Considered</p>	<p>It remains an option to pause, stop, or reduce the scale of ambition of the LUF3 projects in Clipstone and Ollerton. This continues to be discounted at the current time given the desperate need to invest in these communities. The Regeneration Partners, including the District Council, remain committed to delivery notwithstanding the challenge of meeting the grant funding spend deadline of 31st March 2026.</p>
<p>Reason for Recommendations</p>	<p>To allow progression, at pace, the development of the LUF 3 Projects with Development Partners and (prospective) tenants, including all necessary land deals, such that the Council can</p>

	provide appropriate updates and implementation timelines to Government in order to continue to access the LUF 3 funding.
--	--

1.0 Background

Previous Funding

- 1.1 Members will be aware of the various grant opportunities the Council has successfully secured in recent years, including the Newark Towns Funds 1 (NTF1), Brownfield Land Release Fund (BLRF), NSDC Community Renewal Fund (CRF), Heritage Action Zone (HAZ), the UK Shared & Rural Prosperity Funds (SPF & RPF), and Levelling Up Fund Round 1 (LUF1) for the Newark Constituency area, collectively securing over £72m of additional grant investment. Further funding opportunities have arisen with £20m grant as part of the Newark Long Term Plan for Towns Fund (LTPfT) and £20m grant for Sherwood Levelling Up 3 Funds.

Sherwood Levelling Up Fund

- 1.2 The Sherwood Levelling Up Prospectus was submitted to Government on 25 July 2022 as part of the Levelling Up Round 2 proposals (our Round 1 bid was the successful submission for the Newark Southern Link Road). The Council's LUF2 bid had a focus on Ollerton (Town Centre) and Clipstone (Mansfield Road) supported by a range of delivery partners, which was sadly unsuccessful, however, as per our last update at Cabinet on 26/03/2024, work continued in the hope and expectation future funding would be available.
- 1.3 The outcome of LUF3 funding was announced on 20 November 2023 with Newark & Sherwood confirmed as successful in principle in securing its full ask of £19,995,358 which is being split 75/25% in favour of the Ollerton project. Confirmation of funding is subject to programme validation, based on changes since the original bid in July 2022, and the Council is currently liaising with Central Government to provide the necessary information to complete this process. At the current time there still remains uncertainty as to when funding will be provided from Government and the Council has continued to forward-fund necessary works to ensure delivery remains on track. Current plans to date are based on confirmation of LUF by June 2024 to ensure projects can progress as necessary within the LUF period ending March 2026.
- 1.4 As referenced in the March Cabinet update, work has continued at pace on both the Ollerton and Clipstone proposals. Updates are provided below on each. Liaison has also continued with government from a governance and funding perspective. Regular high-level updates on progress are provided in order to assure government that the projects can continue to meet their spend targets. Such targets remain ambitions and challenging but are deliverable.
- 1.5 The LUF projects are managed by Project Managers (Regeneration & Housing Strategy, Economic Growth) and a Build Manager (Corporate Property), as well as monitored at programme level by a Programme Manager. As with all projects of this scope and scale liaison with colleagues from Procurement, Finance, Legal, Communications, and Planning continues.

2.0 Update and Recommendations

Ollerton Town Centre Regeneration

- 2.1 Members are aware of the evolution of this project from the March Cabinet update, with uses continuing to include a library (NCC and Inspire), public sector hub (NSDC, OBTC, and potentially Citizens Advice, and healthcare (dentist and/or opticians)), community cinema (3 screen), 10 x houses (HRA), business and commercial space, and public realm and way-finding improvements. The new architects (appointed in January) continue to work towards a planning application submission in late summer 2024. Please see updated layout included in **Appendix D** and the updated evolving concept designs in **Appendix E**.
- 2.2 5 no. landholdings are utilised for the revised scheme design, with each being detailed below. NCC are also included not as a landowner but as principal future tenant:

Partner/Landowner	Role
Ollerton & Boughton Town Council	Regeneration Partner. 2 land parcels (Courtholds site and OBTC Offices). Land ownership commitment in principle. Any land options agreed will be subject to NSDC committing to let a contract to construct the scheme and planning permission.
Johal Ltd	Regeneration Partner. Owners of Forest Centre. Land ownership commitment confirmed in principle. The proposed methodology is that the purchase, in accordance with a red book valuation, is committed between the parties upon contractors starting on-site, with payment (minus any deposit) and ownership being executed upon landlord fit out of this element of the scheme.
NSDC (General Fund)	Regeneration Partner and landowner at the point of completion of the purchase of the former Lloyds Bank. NSDC will deliver and retain the Public Service Hub element of the scheme.
NSDC (HRA)	Residential elements of the scheme are being designed alongside housing colleagues with a view that the land is appropriated to the HRA and retains the final units. It is advised that the units will be provided as part of the HRA Phase 6 programme, which has an approved budget from Cabinet for delivery.
Tesco	Important for ongoing town centre parking in accordance with the original S106 Commitment when the store was granted planning permission. Tesco are also key in providing the land earmarked for the transport hub, being provided by NCC.
Nottinghamshire County Council/Inspire Learning	A proposed tenant of the library on a long-term lease. Negotiations with NCC are ongoing in this regard. The scheme is currently structured in order to allow a discounted long-lease in return for a capital contribution to the scheme. NCC are also leading the transport and mobility hub with an aim to fund this via external funding.

- 2.3 The team have continued to engage healthcare colleagues (NHS); however, they have now confirmed their position is not to relocate into the scheme. The current GP practice is privately owned and do not wish to move, instead they intend on extending the current building using allocated S106 funds. Negotiations continue with an optician and dental practice with the potential to position them in the new retail unit fronting Forest Road. Securing their interest has a low impact on the overall delivery of the project, however, would have a high impact in supporting the needs of the community.
- 2.4 The public sector hub had ambitions of a blended space including Ollerton & Boughton Town Council and NSDC, sitting alongside multiple supporting agencies such as Citizens Advice and DWP. Despite engagement with DWP, they have now confirmed their position is not to be involved with the scheme nor return to Ollerton with a similar support service as previously established. Their previous Job Club support had developed over the years beyond their original remit and following a health and safety incident in late 2023, the decision was made to redraw DWP services from Ollerton. Whilst they are supportive of the scheme and excited to see the transformational impact it will have upon the town, any future DWP services provided in Ollerton will be ad hoc and more focused towards a specific training programme. Should this be the case, the scheme will have several meetings spaces within the hub which should easily accommodate their needs.

Cinema Procurement

- 2.5 A competitive tender exercise was run during April and May conducted by Welland Procurement. The advert for the tender was placed on Proactis and was open to all interested operators to consider and tender for. Accompanying the tender was a range of documents, including a Draft Agreement for Lease, Draft Lease, and Memorandum of Understanding; which were created following independent legal advice and, a specification; informed following dialogue with an independent cinema specialist.
- 2.6 The benefit of securing the operator early in the process is to ensure the designs are specifically tailored to suit their exact needs, such as screen size; chair choice; acoustic preferences; and the location/management of the kitchen facilities, used to also support the accompanying café space.

Structure of Delivery and Management.

- 2.7 The Council has commissioned via a Framework, a design and build contractor for the scheme and it is currently envisaged that this route will continue to delivery. The Council will act as the developer, constructing all elements of the scheme. The Council will retain the public services hub (including the cinema) and the public realm, including the new access road through the site (with maintenance costs secured through service charges levied to each tenant). A number of commercial elements will be available to Johal Ltd to acquire on a red book valuation basis. The HRA will deliver the housing elements. NCC will, subject to agreement, take a long lease on the library alongside a capital financial contribution. All tenants on the site will be subject to service charges. The Council will retain the freehold of the entire site, with any tenants taking leases of various lengths. Further updates will be provided on all elements to a future Cabinet.

Managing Risks

- 2.8 As with any project of this scale there are multiple risks to manage on an ongoing basis. Key risks are captured and mitigated via a risk register for the project, as is standard for the Council on all major Capital schemes.

Programme

- 2.9 The project as a whole is ambitious; aiming to be in a position to submit a planning application in the summer of 2024, with planning consent expected by the end of 2024. A start in 2025 will allow the spend of LUF 3 funds by March 2026, the deadline currently set by the government. It is anticipated that final fitouts will take place over the summer of 2026.

Planning

- 2.10 It remains an ambition to deliver a quality planning application and as such the submission will be delivered upon satisfaction of all elements having been completed to a satisfactory standard, the scheme will make best use of the pre application process accordingly. The scheme will be delivering 10 affordable homes provided for the HRA, there may be additional s.106 elements yet to be established which the scheme will need to deliver upon and/or pay for. These will be established and reported on as soon as we are made aware of them. It will need to be established the appropriate legal structure for completing the planning application.

Additional Funding

- 2.11 Given the ongoing challenges in project delivery, Officers continue to explore match funding opportunities. This has included:
- National Lottery Heritage Fund – An Expression of Interest submission was made in February for £2,335,000 to help support and enhance the heritage of Ollerton within the built form. The submission was well received; however, we were unsuccessful in our bid.
 - Arts Council Cultural Development Fund – An Expression of Interest submission was made in early March for £3,300,000 to help deliver the cultural elements of the project, such as the library, gallery, cinema and creative workspaces. The submission was well received; however, we were unsuccessful in our bid.
 - East Midlands Combined Authority (EMCCA) and Homes England Brownfield Housing Fund – An Expression of Interest submission was made on 09/05/2024 for £1,106,000 to cover the costs of demolishing three units (the former Lloyds Bank, The Forest Centre, and Ollerton & Boughton Town Hall); relocation of the existing sub-station; s.278 infrastructure works; and site remediation and contamination costs. This fund was available to projects where residential development could be unlocked for a minimum of five dwellings, on brownfield land, and where activity could be completed by March 2026.

Mansfield Road, Clipstone

- 2.12 The LUF 3 funds will support the capital delivery of 3 phases with which the District Council is involved: **Appendix C** shows a plan of phases across the scheme.

- Phase 1 – Clipstone Holdings. A new, energy efficient and sustainable industrial estate. The scheme will be developed not only to achieve sustainability standards and Biodiversity Net Gain but has at the heart of its development a wish to create units which will have lower running costs than the wider market, ensuring tenants and businesses are as sustainable and resilient as possible. The scheme is already approved within the Capital Program.
- Phase 2 – A relocated and enhanced Sports Hub delivered by the Clipstone Miners Welfare Trust and other partners following a ‘land swap’ with Welbeck Estates. Improving facilities in both quality and quantity will see a new pavilion and multiple additional sports provision will be provided including 3G pitches (linking to the District Council’s recently adopted Playing Pitch Strategy receiving funds from this scheme to support delivery), cricket, and an ability to grow and welcome more teams including male, female, youth and disabled.
- Phase 3 – Vicar Water Country Park. A re-imagined entrance and welcome building providing for modern education facilities from which to deliver land management skills and experiences and a new home for the District Council’s ranger service. The building will be a visual welcome and landing point. Connectivity to and enhancement of active travel routes is also identified.

Landownership

- 2.13 Phase 2 land is currently within the ownership of Welbeck Estates (Welbeck). There is a deal in principle between Welbeck and the Clipstone Miners Welfare Trust (CMWT) to ‘swap’ land with Welbeck taking ownership for the residential redevelopment of the existing Lido site. A planning application is pending determination (expected in July) by the CMWT for the Sports Hub with this Council as the Local Planning Authority. A planning application has been submitted by Welbeck for the residential redevelopment of the Lido site to Mansfield District Council.
- 2.14 Phase 3 land is mostly currently within the ownership of Welbeck, albeit the District Council long-lease from them the existing Vicar Water Country Park (save for the extent of Vicar Water in Mansfield which the District Council already owns).
- 2.15 Whilst Phases 1 and 2 of development can substantively deliver without LUF 3 funding, Phase 3 is dependent upon it for delivery. Phase 3 is also dependent upon all infrastructure (road, utilities, drainage, etc) being appropriate to take ALL future intended developments across Phases 2-4 (Proposals also include feasibility works to develop plans for the Clipstone Headstocks (a future Phase 4) in partnership with the third-party landowner. Historic England are also engaged.)

Structure of Delivery

- 2.16 The LUF 3 funding will provide for significant enhancements and a step-change in ambitions, including any necessary infrastructure capacity to future proof all of the land for phase 2-4.
- 2.17 Discussions with other Sports Funders are also continuing. As detailed in the recommendations above their is requested that £417,212 of s.106 funds be made available for the sports facility (phase 2)

- 2.18 The CMWT would own the Phase 2 land. Given any grant is likely exceed seven figures it is recommended that the District Council would want to secure the longevity of any facilities, both in terms of the ability to claw-back grant in agreed circumstances and in the ongoing management and running of the facilities. The CMWT are aware of this and are open to exploring Council representation on the Trust.
- 2.19 NSDC is leading on Phase 3 delivery. The Council has recently engaged architects to design and secure planning permission, designs are at a sufficient level of maturity to apply for planning permission in the summer 2024. Subject to planning and meeting approved budget, contractors will then be appointed. At the current time, no LUF 3 funding has been released. It has therefore been necessary to forward-fund budget until this is received as detailed in the recommendations above to ensure the project continues to progress as required within funding timescales.

Managing Risks

- 2.20 This project is not only of scale but has many moving parts, some of which are not being delivered by the District Council. Project Management and coordination across the schemes is in place, as are global and individual risk registers. As all elements of the projects mature risk is managed, mitigated, and reduced risk. A requirement is needed to increase the revenue budget by £121,000 in advance of receiving the LUF3 MOU with government to allow the development to continue on programme this effectively will forward fund the scheme. Upon receipt of the MOU, the costs can be moved to the approve Capital budget and the reserve replenished.

Programme

- 2.21 Delivery in accordance with spend timetables remains ambitious. However, Phase 2 is in for planning, with Phase 1 expected later this year. Phase 3 proposals can be developed at pace, subject to the release of additional budget sought and approval for a planning submission this summer, further updates to Cabinet can be provided as required.

Alternative Funding

- 2.22 As with Ollerton additional funding opportunities continue to be explored. This has included a National Lottery Heritage Fund Expression of Interest for £1.5 Million to fund heritage aspects of the project including an exhibition as part of the new facility and enhancing aspects of the country park to celebrate the heritage of the area and park itself. This was unsuccessful.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Legal Implications

- 3.1 As part of the feasibility work consideration should be given to the legal position in respect of any matters to be resolved regarding land ownership, assembly and use of land, that may be required. Legal support has been put in place to ensure all elements

of due diligence are being undertaken. Any terms agreed for land transfer should be subject to grant of planning permission and any other relevant pre-conditions for development. This includes advice on subsidy control which currently makes clear that there are no issues of concern.

Financial Implications (FIN24-25/1831)

3.2 The table below shows the feasibility costs for each scheme.

Approval/Source	Ollerton	Clipstone
Actual spend to date		
Up to 31 March 2024	109,559	53,511
Budgets available		
Cabinet December 2023	150,000	
Pre-23-24 Capacity Funding		145,000
23-24 Capacity Funding		47,866
SPF for 2024/25	100,000	
Additional Revenue budget required	35,000	121,000
Total	394,559	367,377

3.3 The additional budget requirements are in advance of the LUF Grant and the costs are included below within the Capital budget requirement and therefore should the schemes be approved, the funds can be transferred back to the relevant reserve. The £35,000 for Ollerton can be committed to the Capital Feasibility Reserve following SLT approval, and the £121,000 can be committed to the Change Management Reserve, following Cabinet approval.

3.4 Whilst we are currently in the final stages of the validation process, there is a continued risk that any forward funding will not be replaced via grant.

Ollerton

3.5 The Capital Programme currently has a budget as detailed in the previously exempt Cabinet report for Ollerton bank purchase. This is to be funded from the £14,995,999 LUF grant funding.

3.6 The additional Capital Budget required to deliver the scheme is £20,909,757 made up as follows:

	£
Acquisitions:	
Forest Centre (inc SDLT) land transfer of [REDACTED] needs an appropriate budget to correctly account for the donated asset	[REDACTED]
Town Council Land (inc SDLT) land transfer of [REDACTED] needs an appropriate budget to correctly account for the donated asset	[REDACTED]
Coulthold Site (inc SDLT) land transfer of [REDACTED] needs an appropriate budget to correctly account for the donated asset	[REDACTED]
Bank (SDLT not applicable) already budgeted for	[REDACTED]

Major Works:	
Construction (including fees and contingency)	██████████
Total Expenditure	██████████
<i>Total Expenditure less the bank (already in the budget)</i>	██████████
Financed By:	
LUF Grant	14,995,999
Retail Sales	██████████
Town Council Land Transfer	██████████
Town Council Coulthold Site	██████████
NCC Contribution – <i>not confirmed</i>	3,000,000
Brownfield Land Release Fund (BLRF) – <i>not confirmed</i>	1,106,000
Total Funding	██████████
Funding Gap	832,758

3.7 The costs above exclude the ██████████ which relate to the Housing development. This is going to be funded from the existing HRA Phase 6 development programme. This would take the total cost of the scheme up to ██████████

3.8 The cost of borrowing the £832,758 funding gap would be £16,655 in MRP and £41,638 in interest, based on an interest rate of 5%. A total of £58,293.

3.9 The revenue income expected in year 3 (the first full year of operation, following rent free periods etc) is currently expected to be ██████████. A notional ██████████ per year for running costs that cannot be recovered through service charges has also been included.

3.10 The net cashflow at that point is ██████████ income, therefore paying back the ██████████ within 10 years. Without the unconfirmed funding shown above, the scheme does not generate more income than expenditure at any point during the 50-year period.

Clipstone

3.11 The additional Capital Budget required to deliver the scheme is £5,784,424 and £██████████ made up as follows:

	£
Major Works:	
Construction (inc fees and contingency)	██████████
Purchase of Vicar Water park	██████████
Financed By:	
LUF Grant (Phases 2 & 3)	4,967,212
S106 to be passed to CMWT	417,212
Existing capital budget for 3G pitches (phase 2)	400,000

Funding Gap	

- 3.12 £32,788 of the LUF grant is to be made available to phase 1 of the project which is currently in the Capital Programme for Clipstone Holdings, this will reduce the borrowing required on this scheme by c£2,300.
- 3.13 The funding gap of [REDACTED] would need to be financed by borrowing and would cost [REDACTED] in MRP and [REDACTED] in interest based on 5% for 50 years. Currently, the Council pay a rent to Welbeck estates budgeted in 2024/25 for [REDACTED], which would no longer be required, therefore the purchase would cost a total of [REDACTED] per annum. The current costs for running Vicar Water and income from Rumbles Café are already included in the budget and currently it is assumed this would remain unchanged.
- 3.14 The Capital Programme currently includes a £2m budget for the Council’s contribution to 3G pitch provision across the District. The £400,000 contribution to the Clipstone Miners Welfare Trust would be taken from this budget which is financed by combination of borrowing and Capital Receipts. The revenue implications of which are already budgeted for.
- 3.15 The S106 contributions that are being committed have varying deadlines, from 20/01/2025 to 29/11/2031 and if the scheme does not go ahead, other plans will need to be put in place to ensure the funding is spent by the deadlines.
- 3.16 All costs included above, provided by Wilmott Dixon are all subject to a tender process, therefore are all currently estimates.
- 3.17 Full details of the financial elements redacted in this report are available to Members in exempt **Appendix A**.

Background Papers and Published Documents

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

Levelling Up White Paper, 2022

Levelling Up Fund Prospectus and Guidance, 2022

UK Shared Prosperity Fund Prospectus, 2022

Sherwood Levelling Up Bid, July 2022

Cabinet Report, Levelling Up Submission and UK Shared Prosperity Fund, June 2022

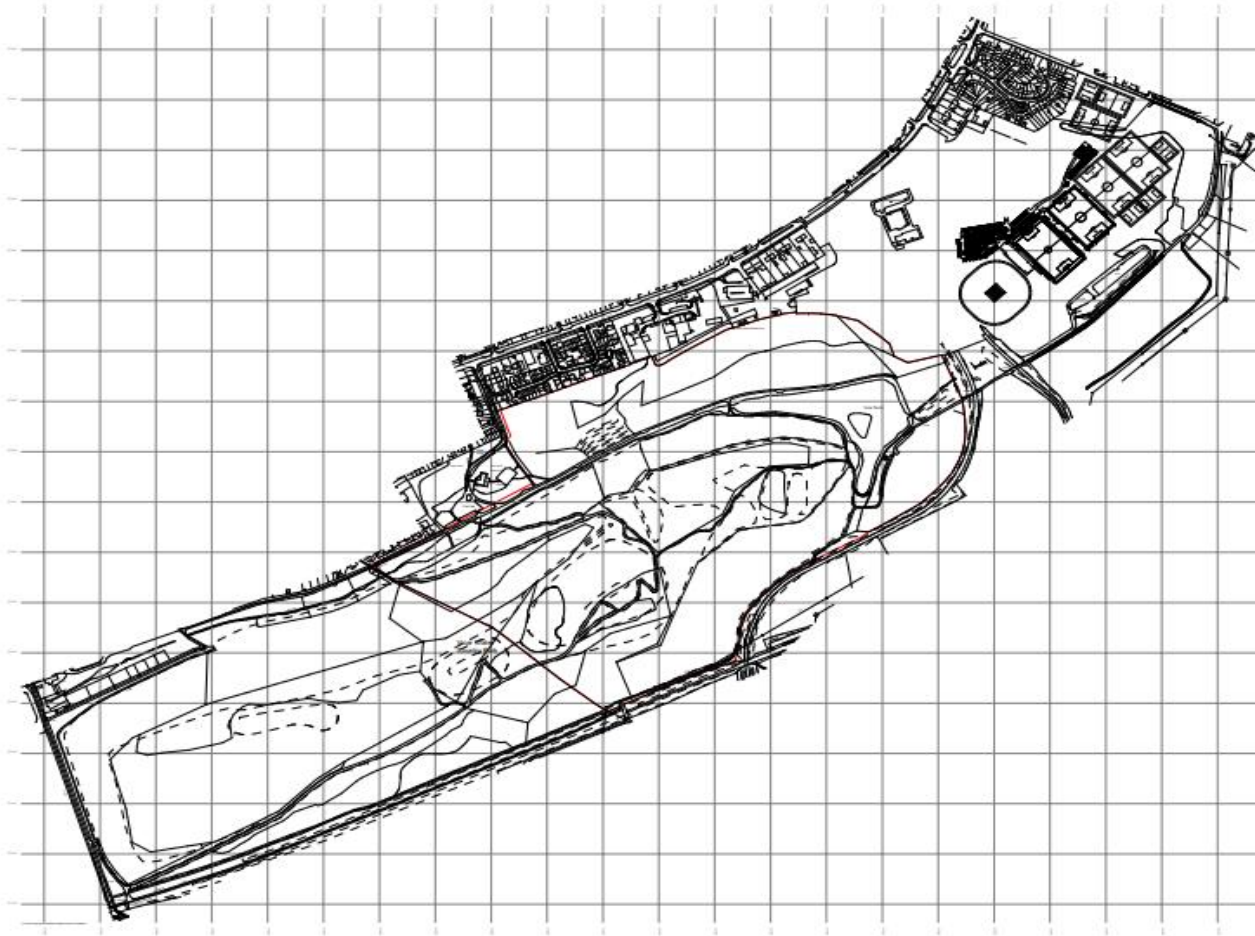
Cabinet Report, Sherwood Levelling Up Fund Update, November 2022

Cabinet Report, Ollerton Hall, July 2023

Cabinet Report, Ollerton Town Centre Regeneration and Bank purchase, December 2023

Cabinet Report, Sherwood Levelling Up 3 Update – Ollerton & Clipstone, March 2024

Appendix B – Red Line Boundary Vicar Water Country Park



Appendix C – Plan showing phases of Clipstone development site

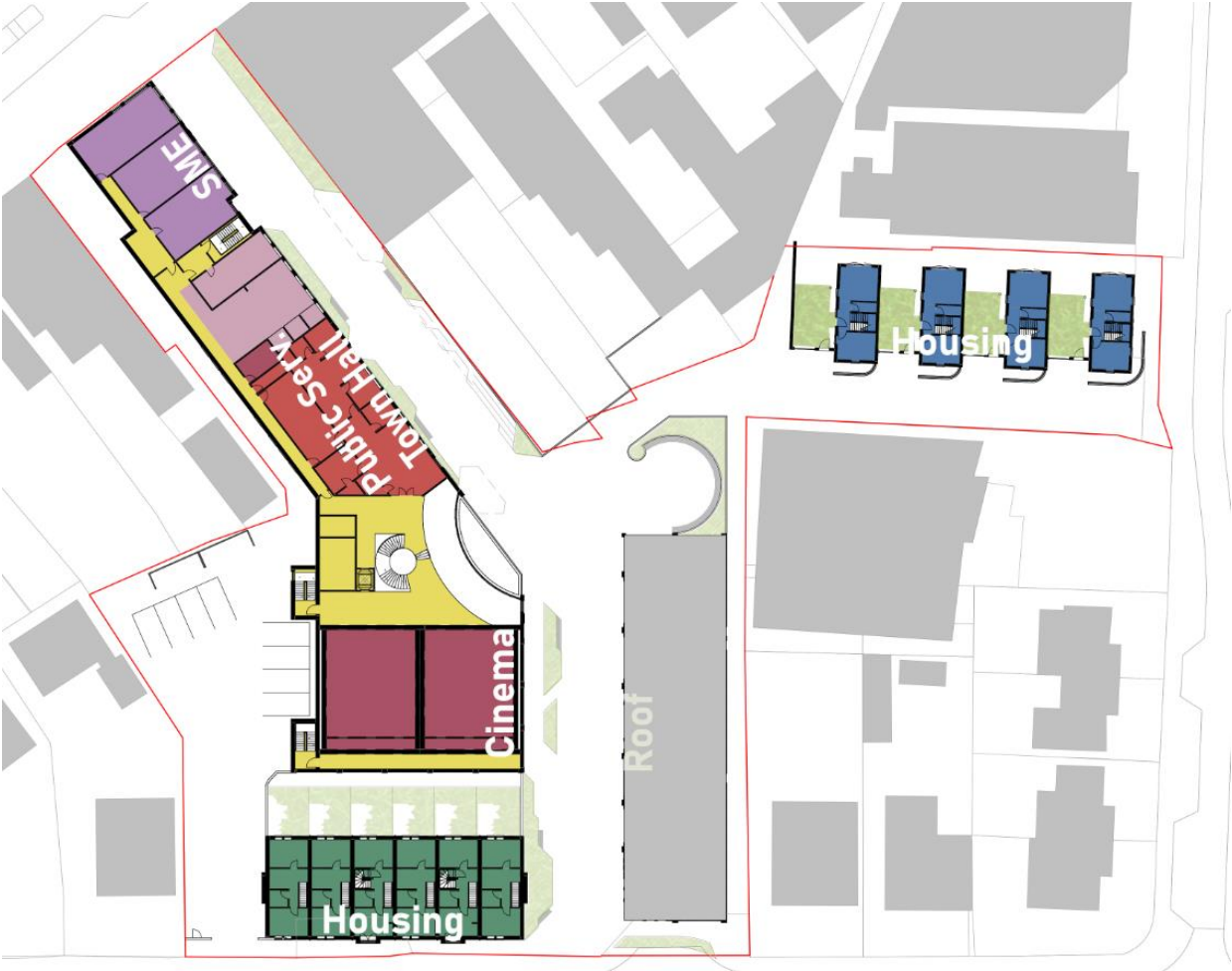


Appendix D – Indicative Layout of Ollereton Town Centre Regeneration

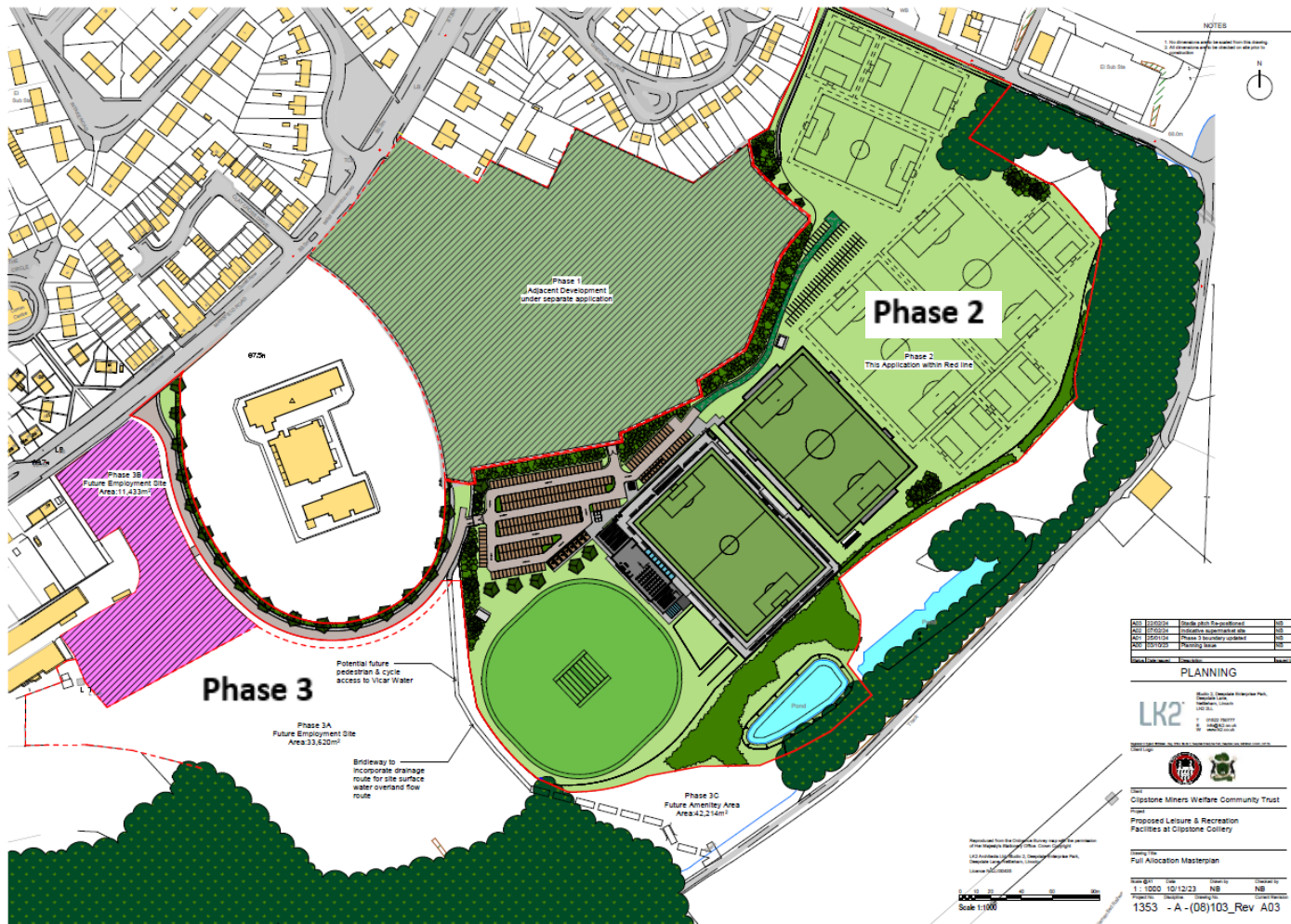
Likely floor plans and uses:
Ground Floor Plan



First Floor Plan



Appendix E – Indicative Clipstone Mansfield Road site showing Phases 2 & 3 (Proposal)





Report to: Cabinet Meeting: 4 June 2024

Portfolio Holders: Councillor Paul Peacock, Strategy Performance & Finance
Councillor Matthew Spoons, Sustainable Economic Development

Director Lead: Sanjiv Kohli – Deputy Chief Executive & Director – Resources
Matt Lamb, Director - Planning & Growth

Lead Officers: Mark Eyre, Business Manager - Corporate Property, Ext. 5440
Matthew Norton, Business Manager – Planning Policy & Infrastructure,
Ext. 5852

Report Summary	
Type of Report	Open report, key decision
Report Title	A46 Newark Bypass
Purpose of Report	To provide an update on the A46 Newark Bypass, including the decision-making process for the project as one of several Nationally Significant Infrastructure Projects (NSIPs) the Council will be involved with in the coming years and the consequential impacts for the Council as landowner along the preferred A46 route.
Recommendations	That Cabinet: <ol style="list-style-type: none"> a) note the update provided in the report and the role of the Planning Committee and Director – Planning & Growth in responding on behalf of the Council as Local Planning Authority; and b) authorise delegated authority to the Director of Resources/Deputy Chief Executive, in consultation with the Portfolio Holder for Strategy, Performance & Finance and the Portfolio Holder for Sustainable Economic Development, to issue consultation responses in relation to the Council’s interests as affected landowner and any other executive functions if required, on behalf of the Council to the Development Consent Order process, with any final financial and/or physical works settlement to be brought back to Cabinet.

<p>Alternative Options Considered</p>	<p>The A46 Newark Bypass proposals have long been an important aspiration of the Government’s National Road Investment Strategy (RIS), an aspiration supported by a raft of partners including this Council, Midlands Connect, Nottinghamshire County Council, Lincolnshire County Council, and a number of highway, LEP and Local Planning Authorities from the Humber Ports to Tewkesbury. There is no alternative but for this Council to engage, both as Local Planning Authority and affected landowner.</p> <p>Options available to the Council as landowner as explored further below.</p>
<p>Reason for Recommendations</p>	<p>To keep Members updated on the A46 Bypass proposals and the requirements upon the Council to respond as both Local Planning Authority and affected landowner.</p>

1.0 Background

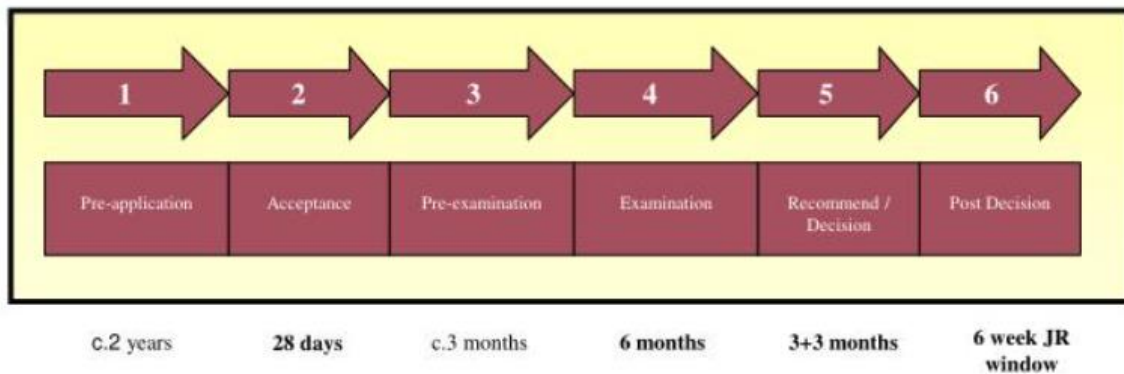
National Significance

- 1.1 Members will recall that the A46 Newark Bypass has been long-lobbied for by several tiers of government and industry locally, regionally and nationally. The then-titled A46 Newark Northern Bypass was accepted as nationally significant as part of the National Road Investment Strategy 2 (2020-2025). National Highways and their appointed design and build contractors Skanska have been progressing the scheme since.
- 1.2 Given the scale and complexity of this project, much like any other major highway scheme, there is a lengthy process involved. To date, there has been non-statutory public consultation (December 2020), statutory consultation (October 2022), and various technical consultations and negotiations with this Council and other Councils, alongside affected landowners and communities along the route of the proposed Bypass. The proposals are now entering a formal acceptance stage, with an application from National Highways for a Development Consent Order (DCO) having been submitted to the Planning Inspectorate. They are currently within the 28-day acceptance period with a decision on whether the application is to proceed further, expected by the end of May 2024.

What is a Nationally Significant Infrastructure Project (NSIP), Development Consent Order, and the process.

- 1.3 Nationally Significant Infrastructure Projects (NSIP) are large scale projects falling into five general categories (Energy; Transport; Water; Waste Water and Waste), which are considered by the Government to be so large and **nationally** important that permission to build them need to be given at a national level, by the responsible Government minister (the ‘Secretary of State’). Thresholds for infrastructure developments considered to be nationally significant are set out in the Planning Act 2008, with amendments under the Localism Act 2011.

- 1.4 Instead of applying to the local authority for Planning Permission in the normal way, the developer/applicant must apply to the Planning Inspectorate for a different permission called a Development Consent Order (DCO).
- 1.5 A DCO follows a strict timetable and procedure as set out by the Planning Inspectorate and removes the need to obtain several separate consents and is intended to be a quicker process. The final decision is taken by the Secretary of State, the elected minister with responsibility for the area of policy.
- 1.6 The Planning Act 2008 introduced the NSIP process to streamline the decision-making process for major infrastructure projects, making it fairer and faster for communities and applicant alike. There are six stages in the process which are outlined below and the bold text refers to the statutory timescales which have to be adhered to. If the Application is successful, the Secretary of State will grant the DCO in respect of the Application. The relevant Local Authority then becomes responsible for discharging and monitoring any requirements (similar to planning conditions) of the DCO and associated legal agreements.



- 1.7 It is important to stress that once the application has completed the acceptance stage, the Inspectorate will then issue statutory timeframes and a timetable that we must meet in order for our statutory function to be exercised. Deadlines for hearings or responding to information from the Inspectorate can be at short notice. This is not a process that we can be disengaged from and once a start date has been given (expected by the end of May 2024) we have a statutory duty to see it through to completion.
- 1.8 Newark & Sherwood District Council is a statutory consultee for these projects which means we can make comments but do not make the final decision on whether the schemes are approved or not.

2.0 Requirements and Recommendations

The Council as Local Planning Authority

- 2.1 As detailed above the Development Consent Order places a requirement upon this Council to respond to set timescales as part of the DCO process. Timescales to reply can vary from weeks to days, the latter often linked to what may arise at the Examination sessions themselves. A separate report regarding delegation of authority in respect of regulatory planning issues is being submitted to the Council’s Planning Committee on 6th June 2024. The need to coordinate the Council’s regulatory replies affects colleagues

and teams beyond the Planning Business Units (Planning, Development & Planning Policy & Infrastructure) notably legal and Environmental Services (particularly on matters relating to noise and air quality); responses by these teams would be categorised as technical and operational, i.e. administrative in nature and therefore already delegated to Officers under the Officer Scheme of Delegation in the Council's Constitution.

2.2 The Council is required to enter into a Planning Performance Agreement (PPA) with National Highways that will outline the respective commitments of each party. For National Highways this includes covering the reasonable costs of the Council in responding as the Local Planning Authority. Delegated authority is already in place for the Council to enter into a PPA.

2.3 It is proposed that progress reports will be presented to Cabinet and Planning Committee at appropriate junctures to update members on progress.

2.4 The Council as Landowner

As a consequence of the A46 Bypass the impact on the Newark Lorry park is estimated to be a reduction of 36 spaces as a result of land-take required to accommodate the road and associated infrastructure. This will lead to a loss of income, triggering a legitimate need for compensation. Additionally, the Council will lose land, which itself has a value which will need to be paid to the Council based on valuations yet to be agreed between the parties. There will also be a compensation of disturbance payments for impacts to the lorry park during construction which are to pay for any requirements such as new fencing. This would be paid for by National Highways as acquiring body but carried out by NSDC as landowner and will be negotiated on the same basis as the land compensation. NSDC should also be entitled to the full amount of basic loss payment and occupiers loss payment. In addition to this compensation National Highways will be required to build a new access to the lorry park as part of the implementation of the widening of the Great North Road. The existing CCTV mast will also be affected and may require relocation.

2.5 It is recommended that the Director for Resources/Deputy Chief Executive, in consultation with the Portfolio Holder for Strategy, Performance & Finance and the Portfolio Holder for Sustainable Economic Development, and Business Manager, Corporate Property continues negotiations on behalf of the Council as landowner.

3.0 Implications

In writing this report and in putting forward recommendations officers have considered the following implications; Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN24-25/8763)

- 3.1 At the time of writing the Council and National Highways have yet to agree the costs that will be provided by National Highways to the Council to cover both expenditure incurred to date and future likely impacts as part of the Councils role as Local Planning Authority. This includes the cost of highway advisors who have undertaken some design work in order to aid negotiations with National Highways. Until such time as costs are agreed to recover both spend-to-date and future spend the Council remains at risk of incurring further costs, for which at the time of writing the report, there is sufficient funding available to cover expected fees from the budget set aside for the Gateway project which has been paused following the Cabinet decision on 14 May 2024. All costs incurred to date have had budget availability. Once these costs have been agreed, a further report will be tabled to Cabinet.
- 3.2 Negotiations with National Highways on behalf of the Council as landowner are ongoing. Sufficient compensatory payments to cover specialist advice that needs to be commissioned (land valuations, legal support), compensation for the loss of lorry park spaces and associated income, compensation for the costs of relocating the CCTV mast, the delivery of a relocated entrance, and monitoring of and compensation of lost income during implementation of works will all need to be negotiated and reported back to Cabinet at a later date.

Background Papers and Published Documents

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

Cabinet Report 14 May 2022 - Newark Towns Fund Update

Cabinet Report 7 June 2022 - A46 Northern Town Bypass and Newark Towns Fund

Cabinet Report 6 December 2022 - A46 Northern Town Bypass and Newark Towns Fund

Economic Development Committee Report, January 2022

Policy & Finance Committee Report, 17 March 2022

Newark Town Investment Plan 2020



Report to: Cabinet Meeting: 4 June 2024

Portfolio Holder: Councillor Matthew Spoons, Economic Development & Visitors

Director Lead: Matt Lamb, Director – Planning & Growth

Lead Officer: Matthew Norton, Business Manager, Planning Policy & Infrastructure, Ext. 5852

Report Summary	
Type of Report	Open report, key decision
Report Title	Statement of Community Involvement
Purpose of Report	To present to Cabinet for adoption the Statement of Community Involvement
Recommendations	That Cabinet: a) Note the consultation responses in Appendix 1 ; b) note and endorse the District Council responses in section 1 of the Report; and c) formally adopt the Statement of Community Involvement set out in Appendix 2 .
Alternative Options Considered	Do Nothing – as public speaking has been agreed, not updating the SCI to reflect this would not be appropriate.
Reason for Recommendations	To ensure that the District Council is operating in accordance with the requirements of the SCI.

1.0 Background

1.1 A report was presented to Full Council on 13 February 2024, where Members agreed changes to the Council’s constitution to facilitate Planning Committee to allow public speaking. Planning Committee considered a report on 14 March 2024 where it was resolved to allow public speaking in accordance with the procedures set out within the ‘*Protocol for Dealing with Planning Matters*’. The Statement of Community Involvement (SCI) provides the detail of engagement by the Council in relation to planning matters – both for plan preparation as well as consideration of a planning application as well as pre-application advice. Therefore, it was necessary to amend the SCI to address that public speaking has now been permitted.

- 1.2 Cabinet on 26 March 2024 approved a Draft SCI for public consultation. This included amendments to address public speaking and other factual changes since 2015. A six-week period of consultation from 8 April 2024 to 20 May 2024 was undertaken. Eight consultation responses were received to the consultation, and they are included in **Appendix 1** of this report (numbers in brackets refer to the individual comments). Of the eight responses received, five were from statutory bodies confirming they had no substantive comments on the proposed changes, a number were generally supportive. A response from Southwell Civic Society (008) was supportive of the changes. A further two responses were received one by a local resident and one by a local planning agent.
- 1.3 The response received from a local resident (002) stressed the importance of providing an opportunity for those without access to technology to respond to consultations such as this one. It is important to note that the Council are able to provide documents in multiple formats and receive responses posted to Castle House in line with the SCI. Therefore, it is considered that the SCI has already adequately addressed these points.
- 1.4 It is suggested by a local planning agent (004) that the SCI refers to outdated terminology being used in respect of reference to 'Local Development Framework' and 'DPDs'. The SCI has continued to use the terms Local Development Framework and DPD because this reflects the naming conventions that the Council uses for its development plan. Once the Plan Review is complete the council will commence production of a Local Plan under the new system based on the approach within the Levelling Up & Regeneration Act. As there is no SCI within the new system it is not considered necessary to undertake a comprehensive rewrite of this section.
- 1.5 A local planning agent (004) notes that Paragraph 3.17 sets out 21 days as being the consultation period for planning applications received, however this is incorrect for applications for Permission in Principle (PIP). Under Article 5G of the Town and Country Planning (Permission in Principle) Order 2017 (inserted by the 2017 Amendment Order) the default consultation period for PIP is only 14 days. This is agreed and the SCI will be amended to reflect this with the inclusion of additional text relating to the statutory consultation period for applications for Permission in Principle.
- 1.6 Along with this change proposed in 1.5 a small number of changes have been made to the SCI, to reflect grammatical and drafting errors:
- Removal of reference to 'Strategic' and replace with 'Significant' in references to Nationally Significant Infrastructure Projects (NSIPs);
 - Amendments to paragraphs 3.24 to make clear who can now speak at Planning Committee.

We have also include reference to the Mayor of the East Midlands as a consultee in Appendix 4 of the SCI.

- 1.7 Following discussion at the last Cabinet regarding the wording at 3.23 about applications Planning Committee usually consider it has been agreed following consultation with the Chair & Vice Chair of Planning Committee to retain the original wording that was proposed for deletion. These changes have been incorporated into a final version of the SCI proposed for adoption (See **Appendix 2**) and for ease these changes have been highlighted in yellow.

2.0 Proposal

2.1 It is proposed that the SCI as set out in **Appendix 2** is formally adopted by Cabinet.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN24-25/6555)

3.1 No direct financial implications have been identified.

Equality and Diversity

3.1 Because the updated SCI is not significantly different to the version adopted in 2015, an Equalities Impact Assessment (EqIA) of it has not been carried out. An EqIA is required by national policy to look at potential impacts on people with nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The District Council chooses to also assess impacts on other groups including 'socio-economic'.

3.2 The EqIA for 2015 SCI found that the impacts of the statements were likely to be positive on people with the protected characteristics of age, race and disability and also in terms of issues around homelessness. Impacts were considered to be neutral on the protected characteristics of gender, sexual orientation, gender reassignment, marriage and civil partnership, pregnancy and maternity and religion or belief. As there were no negative impacts, the SCI is considered to be positive or neutral in terms of equalities.

3.3 Given that the only significant changes will allow a wider range of people to speak at Planning Committee, which is considered a positive benefit no further assessment has been undertaken.

Background Papers

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

None

Appendix 1 Consultation Responses

Respondent ID	Name of Respondent	Response
001	Natural England	We regret we are unable to comment, in detail, on individual Statements of Community Involvement but information on the planning service we offer, including advice on how to consult us, can be found at: https://www.gov.uk/guidance/local-planning-authorities-get-environmental-advice
002	Resident	<p>Whilst I am well aware that we live in a technological age I am also well aware that people of my age group (B. 1938) have never had to use technology in the workplace and therefore cannot respond to websites because they have no means of doing so in old age.</p> <p>Therefore, we feel disenfranchised when we cannot make relevant comments on matter which may affect us directly or on wider issues on which we have opinions and concerns. Even more so when we are advised to make contact information via different websites or indeed when we can seek out that information either at Castle House or libraries etc. Those in charge should also remember that we may also have mobility problems!</p> <p>Whilst I do not know the population figures for Newark and Sherwood, either wholly or its independent parts does the Council know exactly how many of them actually have 'online' access and particularly in those areas of real poverty? Clearly if the Council only relies on emails/ 'online' responses then the Council is only being given a slanted view of the public and other stakeholders views on planning policy documents and planning applications, and particularly where a non 'online' person may be concerned and not able to comment or visit Castle House for relevant information, or indeed come to a planning committee meeting in order to speak.</p> <p>I also believe that if a resident is close to a proposed development, then the outcome must be given to the in writing. I hope that you find the above comments of interest and amend public consultation accordingly.</p>
003	National Highways	We are content with the contents of the document and have no further comments to make.
004	TOWN-PLANNING.CO.UK	<p>In relation to the consultation on the SCI update, I have the following comments to make:</p> <p>Review timetable – Under Regulation 10A (b) of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) the LPA is under a statutory duty to review a statement of community involvement, the review must be completed every five years, starting from the date of adoption of the statement of community involvement, in accordance with section 23 of the Planning and Compulsory Purchase Act 2004. It is 9 years since the SCI was last reviewed. Paragraph 1.11 of the SCI should set out this statutory obligation in order that readers can understand how regularly the SCI is required to be reviewed.</p> <p>Terminology – The SCI (and indeed the N&S website) continues to use the terminology of Local Development Framework or LDF; since the Town and Country Planning (Local Planning) (England) Regulations 2012 the statutory terminology has</p>

Appendix 1 Consultation Responses

		<p>been Local Plans and this terminology has become embedded into the NPPF, Planning Practice Guidance and other documents produced by Government bodies such as the Planning Inspectorate. The SCI does use the term Local Plans in places and LDF in other places. The term LDF is a legacy of the previous system and continuation of using it has significant potential to cause confusion. LDF as a term is now a non-statutory term only used by some LPAs who generally have dated plans, for example your neighbouring LPAs no longer use the term LDF but have moved to the term Local Plans. Continuing to use the term LDF gives the impression that N&S are not up-to-date.</p> <p>Local Plan Production – The SCI commits the LPA to undertaking two stages of consultation under Regulation 18, referred to as ‘Issues and Options’ and ‘Preferred Approach’. This exceeds the statutory minimum, which is laudable but does in turn mean that plan making will be slower overall. Given that Regulation 10A (b) of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) imposes a statutory duty on the LPA to review a Local Plan every 5 years, a process involving additional stages does not sit well against that statutory duty. The Allocations and Development Management Policies DPD started issues consultation in July 2019 and the examination is unlikely to be completed until 2025, a process that will by then have taken almost 6 years. As the Council are now in the process of doing Local Plan Reviews which can be light touch, it seems to me that the SCI gives the expectation of additional consultation stages which are no longer appropriate, it should reflect the statutory requirements.</p> <p>Consultation on Planning Applications – Paragraph 3.17 sets out 21 days as being the consultation period, however this is incorrect for applications for Permission in Principle (PIP). Under Article 5G of the Town and Country Planning (Permission in Principle) Order 2017 (inserted by the 2017 Amendment Order) the default consultation period for PIP is only 14 days. As PIP has a 5-week determination period, if a 21-day consultation period is expected then inevitably it makes determining such applications within the prescribed period for PIP difficult for the LPA. There are also some forms of applications such as demolition notifications or some prior approval notifications where a 28-day determination applies and there is in fact no consultation requirement. The SCI should identify these differences.</p>
005	Historic England	<p>Many thanks for consulting Historic England on the above consultation. We have limited comments to raise at this time. We welcome the amendment to our organisation name: Historic England. We note and welcome the reference to the historic environment within the environmental objective indicator. We look forward to working with the Council on any Local Plans documents as they are prepared and offering our statutory advice.</p>
006	Canal & River Trust	<p>Planning Policy Documents</p> <p>Although the Trust is neither a specific, nor general consultation body, it is a statutory body, one of the seven main groups identified in Section 2.8 of the SCI Update. The Trust’s interests, operations, and landholdings in the district, relating to the river navigation, could be affected by future development.</p>

Appendix 1 Consultation Responses

		<p>Therefore, we welcome the LPA’s consultations on previous and current Planning Policy documents and request that we are similarly consulted on future consultations.</p> <p>Planning Applications The SCI update covers Pre-application advice. Section 3.5 states that the LPA’s pre-app advice will help applicants through advising “on any consultation that should be carried out before an application is submitted”. This is welcomed, as it provides the opportunity for the LPA to flag engagement with the Trust where the navigation could be affected. The Trust also offers a pre-app advice service.¹ We would encourage either:</p> <ul style="list-style-type: none"> • the LPA to use this service directly and provide feedback to applicants on any issues raised; or • the applicant seek advice directly from the Trust, via this service; <p>where there is the potential for the navigation or its surroundings to be affected by development.</p>
007	Coal Authority	<p>It is noted however that this current consultation relates to a Statement of Community Involvement and I can confirm that the Planning team at the Coal Authority has no specific comments to make on this document.</p>
008	Southwell Civic Society	<p>We welcome the amendments to the 2015 Document especially the provision in Clause 3.24 to allow members of the public to speak at Planning Meetings. This is of course common practice in most Authorities and works well at Southwell Town Council Meetings. The Society does not expect to take up this opportunity on a regular basis but there have been a few occasions in the past when it would have been of benefit to the Councillors to hear first hand the views of our members. Often on large developments long and complicated written submissions can be daunting for Councillors to read.</p> <p>In respect of the rest of the document we would hope that where larger scale projects are proposed (Clause 3.7) that the authority will ensure that public consultations by the applicants are meaningful and not just PR ticking box exercises paying lip service. Many in the past have been superficial and have totally ignored legitimate concerns of the community.</p> <p>We would support the Council in adopting this document.</p>



Newark & Sherwood Local Development Framework

Statement of Community Involvement

June 2024

Document Passport

Title: Newark & Sherwood Local Development Framework Draft Statement of Community Involvement.

Status: Adopted Statement of Community Involvement

Summary: This document sets out the District Council's methods for consulting the public on planning policy documents and planning applications.

Date of Adoption: 4th June 2024

Adopted by: Cabinet 4th June 2024

Consultation Summary: Following changes to the speaking arrangements at Planning Committee, amendments were proposed to the Statement of Community Involvement (SCI). The consultation sought views from neighbouring authorities, Town and Parish Councils, Parish Meetings and other key stakeholders for a period of six weeks from 8th April 2024 until 20th May 2024. Following consideration of representations received, the document was revised and the final version was submitted to Cabinet on 4th June 2024.

Availability of document: Copies of this document are on the Council's website:
<https://www.newark-sherwooddc.gov.uk/statementcommunityinvolvement/>

In addition, paper copies are available on request.

If you have any questions, please contact the Council's Planning Policy and Infrastructure Business Unit on 01636 650000 or planning.policy@newark-sherwooddc.gov.uk

Matt Lamb MTCP MPA MRTPI
Director – Planning & Growth
Newark & Sherwood District Council
Castle House
Great North Road
Newark
Nottinghamshire NG24 1BY

CONTENTS

	Section	Page
	Document Passport	
	Contents	
1	Introduction	1
	Statement of Community Involvement	1
	The role of Nottinghamshire County Council	2
	The Community Infrastructure Levy	2
	Neighbourhood Planning	2
	Planning Aid	3
	SCI Monitoring	3
2	Planning Policy Documents	4
	Principles	4
	Developing Planning Policy	4
	Plan Review	5
	Integrated Impact Assessment	5
	Habitats Regulations Assessment	6
	LDF Consultation	6
	Local Plan Production	8
	SPD Production	9
	Consultation Groups	9
	Consultation Methods	10
	How to Comment and Make Representations on Policy Documents	11
	How Comments Received about Policy Documents are Used	11
	The Duty to Co-Operate	11
3	Planning Applications	12
	Principles	12
	Pre-Application Advice	12
	Pre-Application Consultation with Local Communities	13
	Consultation on Planning Applications	15
	Viewing Planning Applications	18
	Commenting on Planning Applications	18
	Material Considerations	19
	Publication of Comments on Planning Applications	19
	Decisions on Planning Applications: Planning Officers	19
	Decisions on Planning Applications: Planning Committee	20
	Planning Appeals	20
	Complaints	21
	Appendix 1 Glossary	22
	Appendix 2 How to Apply for Planning Permission	27
	Appendix 3 Example Site Notice	31
	Appendix 4 Consultation Bodies	32

1.0 INTRODUCTION

Statement of Community Involvement

1.1 This Statement of Community Involvement (SCI) explains how Newark and Sherwood District Council helps individuals, groups and communities with an interest in the District to participate in the planning system. This document is a revision of the existing Newark & Sherwood Statement of Community Involvement which was adopted in March 2015.

1.2 The policies that manage development in the District have changed since the production of the SCI in 2015. The District Council has adopted the Amended Core Strategy Development Plan Document (DPD) which updated the policies of the Core Strategy adopted in 2011. The Allocations & Development Management DPD is currently under review and will hopefully be replaced by the end of 2024. These documents form part of the Newark & Sherwood Local Development Framework (LDF) (see web link below) which alongside the SCI includes the following additional documents:

- Supplementary Planning Documents (SPDs) which provide detail on the interpretation and implementation of policies;
- The Policies Map, which shows the geographical scope of policies;
- The Annual Monitoring Report (AMR) which records progress in implementing the LDF; and
- The Local Development Scheme (LDS) which is the timetable for LDF document production.

[Local development framework | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

1.3 This document sets out the District Council's approach to public consultation in two areas of planning:

- Planning Policy Documents: how the public and interested groups are involved in the preparation and review of planning policy documents is described in Part 2.
- Planning Applications: how people are consulted about planning applications that the District Council is responsible for determining is explained in Part 3.

1.4 Although every effort has been made to present this document in the clearest possible language, the use of certain specialist words and phrases, and sets of initials, cannot be avoided. A Glossary is provided in Appendix 1, and the reader is encouraged to refer to this when unfamiliar language is encountered, or to see precisely how words are used in the context of this document. In January 2015, the Government published a plain

English guide to the planning system which may also be useful to those unfamiliar with the specialist language associated with planning (see web link below).

<https://www.gov.uk/government/publications/plain-english-guide-to-the-planning-system>

The Role of Nottinghamshire County Council

- 1.5 Some aspects of the planning system within the District are the responsibility of Nottinghamshire County Council. The County Council deals with policies and applications concerning minerals and waste, as well as applications for their own developments including schools, libraries and roads. The District Council, and relevant Town and Parish Councils, will be consulted on these types of policies and applications. Further information on the County Council's planning role can be found on their website (see web link below).

<http://www.nottinghamshire.gov.uk/thecouncil/democracy/planning/>

The Community Infrastructure Levy

- 1.6 The Community Infrastructure Levy (CIL) is a charge that the District Council introduced on 1st December 2011 (and updated in 2018). CIL charges apply only to certain types of development and are based on its size, type and location. The money raised goes to pay for new infrastructure to support growth. To make sure that the views of communities within the District were taken into account when deciding which infrastructure projects would be paid for, consultation on the Preliminary Draft Charging Schedule for CIL was undertaken. More detailed information about CIL is available on the Council's website (see web link below). Whilst the detailed regulations around CIL differ from those that apply to planning applications and the production of planning policy documents, the District Council will use the SCI as a guide for conducting consultation on any future changes to the CIL charging schedule.

<http://www.newark-sherwooddc.gov.uk/cil/>

Neighbourhood Planning

- 1.7 The Localism Act 2011 introduced new powers for local communities to have greater influence over the way their area is developed by participating in neighbourhood planning. Town and Parish Councils or 'neighbourhood forums' can set general planning policies for their area by producing neighbourhood development plans or permit particular kinds of development by introducing neighbourhood development orders. Neighbourhood Forums are community groups designated by the District Council that work on neighbourhood planning in areas without parishes.
- 1.8 Neighbourhood Plans must comply with national policy and guidance and be in general conformity with local policy and be compatible with habitat regulations and human

rights requirements. It is important to note that Neighbourhood Plans cannot influence planning decisions already taken and cannot prevent development from happening. Neighbourhood development plans or orders do not take effect unless there is majority support in an area-wide referendum. The District Council supports neighbourhood planning by:

- Publishing neighbourhood forum applications for consultation (and Neighbourhood Area Application which are not related solely to one Parish);
- Publishing draft neighbourhood plans for consultation;
- Arranging for referendums and appointing independent examiners; and
- Making (adopting) plans that achieve majority support at a referendum and publishing them on the Council's website.

1.9 While the District Council is not responsible for the production of neighbourhood plans, it will provide advice and assistance. The Town or Parish Council, or neighbourhood forum, representing an area should engage with and consult the wider community as much as possible at all stages of the process of creating a neighbourhood plan and this SCI should be used by them to help plan such consultation. More detailed information about neighbourhood planning can be found on the Government's Planning Portal website (see web link below).

[Introduction - Neighbourhood planning - Planning Portal](#)

Planning Aid

1.10 People who need advice or assistance to participate in the planning system beyond that which can be provided by the District Council may wish to consider contacting Planning Aid (see web link below). This organisation provides free and independent professional planning advice to community groups and individuals who cannot afford to pay professional fees. There is an online Advice Service that can be contacted via the website [RTPI | Online advice service](#). In some circumstances further support may be available to people on low incomes, and to groups or individuals who have traditionally not been involved in the planning system.

[RTPI | Planning Advice](#)

SCI Monitoring

1.11 To ensure that the Statement of Community Involvement is meeting the needs of those with an interest in the District and promoting positive public involvement in planning applications, it will be kept under review as part of the Annual Monitoring Report and will be updated as required.

2.0 PLANNING POLICY DOCUMENTS

Principles

- 2.1 As the Local Planning Authority (LPA), Newark & Sherwood District Council will abide by the principles set out below when consulting on planning policy documents:

Principles of Consultation on Planning Policy Documents:

- 1. The LPA will involve the public and consultees at the earliest opportunity when producing planning policy documents, and throughout the process.**
- 2. Consultation will be transparent, open and accessible to all communities. The LPA will enable all people to engage with the planning system.**
- 3. The consultation process will allow local communities and consultees to see how ideas have developed at various stages and will include effective feedback.**
- 4. Where possible, consultation will be carried out together with other community engagement initiatives.**

- 2.2 The Local Development Framework (LDF) currently comprises DPDs and SPDs and contains the policies and allocations that will shape the way that the District develops. The documents that make up the LDF are supported by a range of research, reports and other material that contribute to, explain and justify their preparation. These supporting documents are made publicly available alongside policy documents to support consultation on the District Council's website (see web link below). The regulations which guide the production of planning policy documents have changed and now DPDs are referred to as Local Plans. The rest of this section refers to Local Plans in accordance with this new approach.

[Local development framework | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

Developing Planning Policy

- 2.3 Planning is a democratic process and decisions are ultimately the responsibility of elected Councillors. At Newark & Sherwood District Council, the group of Councillors responsible for the development of planning policy and guidance are called the Cabinet. Each Councillor is responsible for different Council Services and is called a Portfolio Holder, this includes the Portfolio Holder for Sustainable Economic Development who is responsible for Planning Policy. It has the power to adopt SPDs and guidance notes,

although Local Plans must be adopted by Full Council. Detailed scrutiny of the development of planning policy is carried out by the Planning Policy Board, which is made up of the Portfolio Holder for Sustainable Economic Development and members who sit on Planning Committee and Policy & Performance Improvement Committee.

Plan Review

- 2.4 In order to ensure that the Local Plan remains robust and up to date, it will be subject to regular review. The current review process is just in its final stages and is scheduled to end in 2024. This has included updating the evidence base for the Plan, reviewing development targets housing and retail need and assessing the delivery of housing and employment sites. Consultation with communities within the District was central to this process.

Integrated Impact Assessment

- 2.5 The District Council seeks to ensure that the wider impacts of the Local Plan are considered as part of the process. These are documented in an Integrated Impact Assessment (IIA) which considers the social, economic, environmental, health and equalities impacts of the plan. These integrate three separate appraisals in one place:

- **Sustainability Appraisal** - The delivery of sustainable development is central to the LDF. An important part of the process of preparing a Local Plan is the Sustainability Appraisal (SA), which is produced along with a Strategic Environmental Assessment (SEA) as a single process. It assesses the social, environmental and economic impact of the Local Plan's policies. A SA is carried out throughout the preparation of a Local Plan and there will be opportunities for consultation at each stage that the Local Plan is consulted upon. There is usually no need to subject SPDs to a SA because the policies that they are based on have already been assessed. Occasionally, however, an SPD may be considered likely to give rise to significant effects which have not been assessed in a higher-level planning document, and in these circumstances an SA will be required.
- **Health Impact Assessment** is a tool to assess the impact of the plan on health and is a voluntary assessment recommended by public health and planning professionals.
- **Equalities Impact Assessment** - The purpose of an Equalities Impact Assessment (EqIA) is to ensure that planning policies do not discriminate and that, where possible, they promote equalities. All policy documents will be subject to an EqIA initial screening stage to determine whether they would result in significant equalities issues which would require a full EqIA. If the initial screening stage highlights anything that may have a negative impact on any of the identified equalities groups, a full EqIA will be carried out. In this District, a full EqIA will

assess the impact of policies on equalities groups relating to gender, race, disability, pregnancy and maternity, age, faith, social inequality and sexual orientation. The results of this full EqIA will highlight changes that can be made to the policies to mitigate any negative impacts on the equalities groups. To ensure that no possible equalities implications are missed, the EqIA is consulted on alongside the document that it relates to.

Habitats Regulations Assessment

2.6 A Habitats Regulations Assessment (HRA) is required when a Plan could impact upon the integrity of a site or sites of international nature conservation importance in Europe. This District contains one of these sites – the Birklands and Bilhaugh Special Area of Conservation (SAC), and therefore an HRA may be necessary when producing a Local Plan (but not normally an SPD). HRAs are consulted on alongside the Local Plans that they relate to.

LDF Consultation

2.7 There is consultation throughout the process of producing Local Plans and SPDs. The Town and Country Planning (Local Planning) (England) Regulations 2012) set the minimum requirements for consultation, which the District Council meets or exceeds. The stages at which the public are involved in the production of Local Plans and SPDs are set out below:

Local Plan Production

Production	Consultation/Examination
<p>Evidence gathering To begin with, the District Council will collect information on a range of social, economic and environmental matters relevant to the Local Plan. Certain stakeholders with specialist knowledge will be consulted on their areas of expertise; other evidence gathering seeks to assess conditions for all the communities in the District. The Council will consult with neighbouring authorities and other bodies as required by the Duty to Co-operate (see paragraph 2.12).</p>	
<p>Produce Issues and Options Paper(s) The findings of the previous stage of production are used to identify the main issues that need to be addressed by the</p>	

Local Plan, and the options that are available.	
	<p>Consult on Issues and Options Paper(s) In line with Regulation 18, the Council will publicise what the Local Plan is about and seek representations. As well as the specific consultation bodies that the Council is required to consult at this stage, views will also be sought from general consultation bodies, people who have previously expressed an interest in the LDF, and all the District's communities. People will be invited to submit representations, and views expressed at meetings and exhibitions will be noted.</p>
	<p>Consider responses to the Consultation on the Issues and Options Paper(s) The representations received and the views expressed during the Consultation on the Issues and Options Paper will be considered. These representations, the District Council's responses, and any changes made will be set out in a Consultation Responses Document.</p>
<p>Produce Preferred Approach Report In the light of the responses to the Consultation, a Preferred Approach Report will be produced.</p>	
	<p>Consult on Preferred Approach Report The Preferred Options Report Consultation is an important opportunity for the Council to take account of the views of local communities. Great care is therefore taken to ensure that appropriate consultation and participation methods are employed.</p>
<p>Produce Publication Local Plan The publication stage of a Local Plan is different from the previous stages in that it represents the version of the document that the Council wishes to submit to the Secretary of State.</p>	
	<p>Publication stage representation period The Council will publicise the publication stage of the Local Plan and seek representations on it in accordance with regulations 19, 20 and 35. The Council will</p>

	<p>seek representations on the soundness of the Publication Local Plan. Following the close of the representation period, meetings of Economic Development Committee and Full Council consider the submission of the Local Plan.</p>
<p>Produce Submission Local Plan In conformity with regulation 22, the Council will produce a Submission Local Plan and send this along with supporting documents to the Secretary of State to be examined. Specific and general consultees and anyone else who has expressed an interest will be informed that the documents have been submitted and that copies are available for inspection at the Council's offices and libraries throughout the District.</p>	
	<p>Independent examination An Inspector appointed by the Government will consider representations submitted and carry out an independent examination of the soundness of the plan, as set out in regulations 23 and 24. People who made representations on the plan may be allowed to appear in front of the Inspector in person so that their views can be discussed. These are called Hearing sessions. If during the process of examination, it is identified that changes are required to make the plan sound then consultation on these will be undertaken. This is normally after the hearing sessions have occurred so the Inspector can consider what those who have made representations think of these proposed changes before writing their report. This consultation will follow the approach set out in regulations 19, 20 and 35.</p>
<p>Publication of the Inspector's report and adoption Following the examination, the Inspector will write a report and indicate any changes that are required. The Inspector's report will be published online and Full Council will consider its findings and any required changes. If Full</p>	

Council is happy with these it will adopt the Plan including the changes in line with regulation 26.	
--	--

SPD Production*

Production	Consultation
<p>Evidence gathering The first stage is collecting information on social, economic and environmental matters relevant to the SPD.</p>	
<p>Produce Draft SPD A draft version of the SPD is produced, based on the evidence collected at the first stage.</p>	
	<p>Consult on Draft SPD The draft SPD is put out to consultation. As required by regulations 12 and 13, views will be sought from the general public, representatives of communities within the District and bodies with responsibility for or specialist knowledge of topics relevant to the SPD.</p>
	<p>Consider responses to Draft SPD The SPD will be amended in the light of representations received. These representations, the District Council's responses, and any changes made will be set out in a Consultation Responses Document, as required by regulations 12 and 13.</p>
<p>Produce finalised SPD The final version of the SPD will be produced.</p>	
<p>Adopt SPD The SPD will be adopted in line with regulation 14.</p>	

*The production stages set out in this table also apply to updating the SCI.

Consultation Groups

2.8 There are seven main groups that the District Council seeks representations from during consultations:

- The general public;
- Hard to reach groups;
- Local voluntary groups / interest groups;

- Town Councils, Parish Councils and Parish Meetings;
- Businesses;
- Statutory bodies; and
- Developers.

For more detailed information about organisations that the Council consults about policy documents, please see Appendix 4.

2.9 Hard to reach groups are those sections of the community whose opinions can be difficult to obtain because they have less day-to-day contact with the planning system than other groups of consultees. In Newark & Sherwood District, these are:

- Young people;
- Older adults;
- Ethnic minorities, including gypsies and travellers;
- People with disabilities; and
- Homeless people.

2.10 The District Council will work together with organisations representing hard to reach groups to ensure that the most appropriate consultation methods are used to seek their opinions, and that the views of people within these groups are properly taken account of. The Council will also draw upon the expertise of these representative groups by inviting them to comment on policy documents.

Consultation Methods

2.11 Although there are differences in the ways that Local Plans and SPDs are produced and adopted, the methods used to consult on them are the same. The consultation period will be for a minimum of six weeks. As part of each consultation, the methods being used and the groups being contacted will be set out along with other information such as the closing date and details of how people can respond. The District Council will:

- Contact appropriate people and organisations by email or by letter if that is their preference;
- Publicise the consultation via appropriate local media;
- Announce the consultation on social media;
- Provide details of the document or documents being consulted on as well as comments forms on the Council's website;
- Place consultation documents on deposit in libraries in areas affected by the subject of the document, at the Council's headquarters and on the Council's website;
- Consider organising exhibitions, briefing sessions, workshops or meetings; and

- Produce and distribute a Consultation Responses Document as soon as possible.

How to Comment and Make Representations on Policy Documents

- 2.12 The District Council makes it as easy as possible to comment on policy documents. Most people prefer to respond to consultations via the Council's website, with the appropriate web link being given out along with the documents. Comments forms are available at District libraries, where paper copies of the document being consulted on are made available. The Council also accepts comments via email, post or telephone. Sometimes the Council will hold consultation events and Officers will take note of issues commonly raised by members of the public and address these formally, as well as responding in person.
- 2.13 After the Consultation period has concluded and the Council has taken account of consultees' representations, a Publication Local Plan will be produced. This will be publicised and made available in the same way as consultation documents, and the Council will seek representations on this document for at least six weeks. This is different to the consultation stage because the Council is not seeking views about the subject of the document, but only representations on the soundness of the Local Plan. Representations can be submitted either in writing or electronically.

How Comments Received about Policy Documents are Used

- 2.14 At the end of the consultation period, Officers will consider all of the representations received, subject to complying with our Planning privacy notice, and make changes to the document if appropriate. All of the comments received will be made public. This means that they will be available for other people to view upon request. A Statement of Consultation will be produced which contains an overview of the consultation activities undertaken, a summary of the responses received and how these have been taken into account when producing the final version of the document. A copy of this Statement will be placed on the Council's website and will be made available to view at libraries throughout the District and at the Council's offices.

The Duty to Co-Operate

- 2.15 The Localism Act 2011 introduced the Duty to Co-operate. This requires LPAs to engage with neighbouring authorities and other organisations to work jointly on 'strategic matters' including the preparation of planning documents. The other organisations include the Environment Agency, English Heritage, Natural England, the Civil Aviation Authority and further groups with responsibility for their areas of expertise. Newark & Sherwood District Council complies fully with the Duty to Co-operate.

3.0 PLANNING APPLICATIONS

Principles

- 3.1 As the LPA, Newark & Sherwood District Council will abide by the principles set out below when consulting on planning applications:

Principles of Consultation on Planning Applications:

- 1. The Council welcomes and encourages comments on planning applications from members of all communities in the District.**
- 2. To enable all communities in the District to comment on planning applications, they will be made available to view online.**
- 3. The Council encourages people intending to submit significant applications to first:**
 - engage with the LPA in pre-application discussions; and**
 - consult with communities within the District.**

- 3.2 A guide to how to apply for planning permission is included in this document at Appendix 2.

Pre-Application Advice

- 3.3 The District Council's role as the LPA is to facilitate sustainable development unless material considerations indicate otherwise. Applicants are strongly encouraged to apply for pre-application advice before submitting a planning application. Details of this service including the pre-application advice form are available on the Council's website (see web link below).

[Our pre application service | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](https://www.newark-sherwooddc.gov.uk)

- 3.4 Guidance about domestic applications within Newark & Sherwood can be found in the Council's 'Householder Development SPD' (see web link below).

[Adopted-Householder-Development-SPD.pdf \(newark-sherwooddc.gov.uk\)](https://www.newark-sherwooddc.gov.uk)

- 3.5 The pre-application phase of development management can be critically important and should provide the applicant and the Council with the opportunity to gain a clear understanding of the objectives of, and constraints on, development. It also provides an opportunity for wider engagement, where appropriate, with other stakeholders,

including the local community, which can deliver better outcomes for all parties. Pre-application advice will help applicants:

- Identify aspects of proposals that may need amending;
- Identify information that it is necessary to include in an application;
- Receive advice on any consultation that should be carried out before an application is submitted;
- Discuss planning policies and how they are applied; and
- Find out whether a proposed development will be liable for the Community Infrastructure Levy (CIL) (see paragraph 1.8).

3.6 For more detailed guidance about the process of pre-application discussions and what can be expected from them, please see the Government's Planning Practice Guidance on the subject (see web link below).

<http://planningguidance.planningportal.gov.uk/blog/guidance/before-submitting-an-application/>

Pre-Application Consultation with Local Communities

3.7 Some applications, particularly for larger scale or controversial developments, have the potential to affect whole communities rather than just residents of neighbouring properties. For some, there is a legal requirement to undertake engagement and consultation with communities and other bodies e.g., Nationally Significant Infrastructure Projects (NSIPs) which are determined by the Secretary of State (see weblink below). For developments that are not NSIPs but are larger scale or controversial, the Council encourages developers to consult with local communities before submitting an application. Community consultation is compulsory for many large-scale renewable and low carbon energy proposals (for further details, see the Government's Planning Practice Guidance via the web link below). The District Council will expect developers of such development proposals to demonstrate that they have consulted with residents of affected parishes and representatives of the Parish Councils or Meetings and taken account of their views. Large scale ground-mounted solar photovoltaic farms can also be controversial and the Council will expect developers to show evidence of meaningful community consultation. Whether compulsory or not, well publicised pre-application consultation can facilitate development by identifying community concerns at an early stage and offering local residents an opportunity to engage with the development process.

[National Infrastructure Planning \(planninginspectorate.gov.uk\)](http://planninginspectorate.gov.uk)

3.8 The table below sets out the minimum level of consultation required by national policy for various types of major development, as well as the consultation methods that the District Council requests developers to use:

Type of Development	Minimum Consultation Legally Required	Consultation Requested by the District Council
<p>Wind turbine development involving more than two turbines or where the hub height of any turbine exceeds fifteen metres.</p>	<p>A developer must:</p> <p>Publicise the proposal widely enough that most people living or using premises nearby will be aware of it;</p> <p>Make clear how people can contact them about the proposal and when they need to submit their comments by;</p> <p>If they apply for planning permission, have regard to any responses received when finalising the application; and</p> <p>When submitting their application, explain how the local community has been consulted, what comments have been received, and how account has been taken of those comments.</p>	<p>The Council will expect developers to show that they have consulted with representatives of the Parish Councils or Meetings of all affected parishes, as well as residents.</p> <p>The developer should erect site notices and hold a well-publicised consultation event to allow local residents to view the proposals.</p> <p>Any benefit that the community could expect to gain from the development of a wind energy scheme should be clearly stated as part of the consultation. The Council may request that an applicant consult with the local community even if the application is for a single turbine of less than fifteen metres.</p>
<p>Large scale ground-mounted solar photovoltaic farms.</p>	<p>N/a</p>	<p>The developer should show that they have consulted with representatives of the Parish Councils or Meetings of all affected parishes, as well as residents.</p>

		The Council will expect to see evidence that people were fully informed about the proposal and given adequate time to respond to the consultation. The developer should show how account has been taken of views expressed.
Other major developments (residential development of ten or more houses or with a site area of more than 0.5 hectares; and development with new floorspace of more than 1000 metres or with a site area of more than 1 hectare).	N/a	The Council will expect to see evidence of meaningful community consultation which may include public exhibitions and meetings, surveys of opinion and consultation with key local groups.
Development that may involve the loss of community facilities.	N/a	The Council will expect to see evidence of meaningful community consultation which may include public exhibitions and meetings, surveys of opinion and consultation with key local groups.

3.9 We also hold [Development Consultation Forums](#) for large schemes with the aim of improving Councillor and public involvement in the pre-application process, and provide greater understanding of potential large developments within the District. Further information may be found via the above link.

Consultation on Planning Applications

3.10 When the District Council receives a planning application, it is checked to see whether it contains all the information necessary for it to be considered – if so, it is a valid application. For more information about the requirements of the validation process, please see the Council’s website (see web link below). During the process of validation, a decision is taken as to who should be consulted about a planning application. All properties that share a boundary with the application site are sent a letter informing them that the Council has received the application and has begun the process of determining it. Where the ownership of land or property adjoining an application site is unknown, the Council will put up a site notice to try and ensure that everyone

potentially affected by a development is informed. An example site notice can be seen in Appendix 3.

<http://www.newark-sherwooddc.gov.uk/validationchecklists/>

- 3.11 The Council has a wide range of consultees that it may choose to contact about applications. There are some organisations that regulations require the LPA to contact about certain types of application, and these are known as Statutory Consultees. There are other consultees whose opinions are sought because of their specialist expertise or local knowledge. Town Councils, Parish Councils and Parish Meetings are consulted about all applications in their area, along with those in neighbouring areas which might have a significant impact upon them.
- 3.12 With some applications, such as those to develop large-scale renewable and low carbon energy projects, the developer will be legally obliged to consult with local communities and demonstrate that they have taken account of consultation responses. Community consultation can help make proposals more acceptable, and it can sometimes be advisable even when it is not obligatory. Following the initial period of consultation, it may be that further additional consultation on changes submitted by an applicant is considered necessary, prior to any decision being made.
- 3.13 The Council is legally obliged to publicise all valid applications that it receives and will decide which methods to use and who to contact depending on the type of application. Communities within the District will be made aware of and consulted on applications and development proposals in different ways. Larger developments will be advertised in local newspapers. It may be appropriate for a developer to hold community meetings, workshops or other events. The minimum requirements for publicity that Council must carry out, depending on the type of application, are set out in the table below (an X indicates that this measure is required):

Type of Development	Site Notice	Site Notice or Neighbour Notification Letter	Newspaper Advertisement	Website
Applications for major development		X	X	X
Applications for developments likely to have a significant effect on the environment which are accompanied by an environmental statement	X		X	X
Applications which do not accord with the	X		X	X

development plan in force in the area				
Applications which would affect a right of way (as defined in Part 3 of the Wildlife and Countryside Act 1981)	X		X	X
Applications for planning permission not covered in the entries above e.g., non-major development		X		X
Applications for listed building consent where works to the exterior of the building are proposed	X		X	X
Applications to vary or discharge conditions attached to a listed building consent or conservation area consent or involving exterior works to a listed building.	X		X	X

3.14 To ensure that communities in the District have the opportunity to engage with the planning system, the District Council frequently does more than is required by the regulations to publicise and invite comment on planning applications. With major applications, the Council will often erect site notices and also send letters to residents of properties adjoining the proposed development. For proposed developments affecting a Conservation Area or its setting, the Council will usually display a site notice and publish an advertisement in local newspapers, and for all developments a site notice will be displayed if neighbours cannot be contacted.

3.15 The District Council is not the authority responsible for determining all the planning applications in the District. Nationally significant infrastructure projects are the responsibility of national government. The County Council deals with applications for minerals and waste, as well as its own development such as schools, libraries and roads. While the District Council will often be asked to comment on national or County developments, it is not responsible for consulting communities about them.

Viewing Planning Applications

3.16 The Council's website allows anyone who wants to search and view detailed information about valid applications submitted within the District (see web link below). It is possible to see weekly or monthly application lists, to search using a map, to search by address or reference number or to look at particular types of application. Documents associated with an application will be displayed when they are available. People who register are able to track the progress of applications. Planning applications can also be viewed at the Council's offices, at District libraries using the free internet facilities, or sometimes through the clerks of relevant Parish and Town Councils.

[Simple Search \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

Commenting on Planning Applications

3.17 Anyone can comment on a planning application, whether or not they live in the District or have received a letter about it. Comments must be made in writing, preferably via the Council's planning application website or by email or letter within 21 days (plus any UK bank holidays) of the date of the notification letter, site notice or press advertisement (see web link below). **An exception to this is applications for Permission in Principle, whereby the comments must be made in writing within 14 days.** After this time comments can still be submitted if the outcome of the application has not yet been decided, but the Council can make its decision at any time after the 21-day notification period has expired. Anyone wishing to comment after the notification period has elapsed is strongly advised to check the Council's website to see if the application has been decided.

[Simple Search \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

3.18 Most people who comment on applications do so online, because this is an immediate and simple way to make their views known. Although not everyone has a device that gives them access to the internet, computers are available to book for free in all District libraries. All these computers have screen magnification software to aid those with visual impairment, and adaptive hardware is also available. For more information about using computers in libraries including how to book them, please see Nottinghamshire County Council's website (see web link below).

[Computers in Libraries | Inspire - Culture, Learning, Libraries \(inspireculture.org.uk\)](http://inspireculture.org.uk)

Material Considerations

3.19 Only certain matters, known as ‘material considerations’, can be taken into account by Council Officers and the Planning Committee when assessing a planning application. Material considerations include, but are not limited to:

- The suitability of the land for the proposed use;
- The effect on the character of the area;
- Loss of privacy;
- Loss of light;
- The proposed design, appearance and layout;
- Environmental constraints including flood risk and water management;
- Issues surrounding access, parking and road safety; and
- The effect on trees and landscape.

3.20 Issues which are not material considerations and therefore cannot be taken into account when determining a planning application include:

- Issues relating to the loss of a private view;
- The effect on property values;
- Disputes regarding boundaries, private rights of way and land ownership;
- The character of the applicant or their agent;
- Whether a lot of other people have objected;
- Whether the work was started without planning permission; and
- Matters covered by other legislation such as building regulations.

Publication of Comments on Planning Applications

3.21 All comments received about planning applications are made available for the public to view on the Council’s website and at the Council’s headquarters, subject to complying with our Planning privacy notice. Personal information such as telephone numbers, email addresses and signatures will not be displayed. If there is an appeal against a decision, the Planning Inspector will be provided with all of the comments that were received and accepted about the application.

Decisions on Planning Applications: Planning Officers

3.22 Usually, an application will be decided by Planning Officers under delegated powers arrangements, once the consultation period has concluded. In these circumstances, a case planning officer will prepare a report for an Authorised Officer who will either approve or refuse the application, and impose any conditions thought appropriate. All

comments submitted about the application that concern material considerations will be taken into account. The decision notice will then be sent to the applicant, or their agent, and published on the Council's website (see web link below).

[Simple Search \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

Decisions on Planning Applications: Planning Committee

3.23 Sometimes, an application will be decided by a group of Councillors called Planning Committee. Any application can be dealt with by Planning Committee, but they often determine larger scale or more controversial applications, or look at cases where the recommendation of a Planning Officer is contrary to the response received from a consultee. For each application that goes to Planning Committee, Officers will prepare a report that includes details of all comments received. The agenda, minutes from previous meetings and reports for each meeting of Planning Committee are matters of public record and are available to view on the Council's website (see web link below).

[Browse meetings - Planning Committee - Newark and Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

3.24 Anyone is entitled to attend Planning Committee. Public speaking is also permitted. The Council's Protocol for Planning Committee details the full process which includes who is able to speak, for how long and how to register. This might include members of the public, Ward Councillors (that is, District Councillors whose ward includes the location of the application site), representatives from the relevant Parish/Town Councils or Parish Meetings and statutory consultees. Further information may be found via the weblinks below.

- [The Planning Protocol is part of the Council's constitution | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)
- [Planning committee | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)
- [Planning decisions | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://newark-sherwooddc.gov.uk)

Planning Appeals

3.25 People who have submitted an application have the right to appeal to the Planning Inspectorate if:

- The application has been refused;

- A decision about the application has not been reached within the statutory period (which is usually either eight or thirteen weeks from the date that the application was registered); or
- Approval has been granted, but there are conditions applied that the applicant disagrees with.

3.26 For more information, please see the Planning Portal website (web link below).

<http://www.planningportal.gov.uk/planning/appeals/appeals>

3.27 Most appeals are decided by an Inspector appointed by the Secretary of State, although occasionally some, usually the largest or most controversial cases, will be decided by the Secretary of State themselves. Appeals are usually dealt with by the submission and exchange of written representations by the Appellant and the LPA. People who have commented earlier on applications which have gone to appeal will be contacted and invited to make further comments with the exception of Fast Track appeals, and if there is a Hearing, they will be invited to appear at that.

Complaints

3.28 The District Council takes all complaints seriously and they are dealt with under the 'customer comments procedure'. Complaints about planning matters, or anything else, will be dealt with in accordance with the Council's Customer Complaints and Feedback Policy.

3.29 Further information and online comments forms can be found on the Council's website (see web link below).

[Customer feedback | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://www.newark-sherwooddc.gov.uk/customer-feedback)

3.30 If a complaint about planning concerns a procedural matter and the complainant feels that the Council has not responded satisfactorily, they can go to the Local Government and Social Care Ombudsman. The Ombudsman may also look at complaints where the Council's response is considered inadequate. For more information, please see the Local Government and Social Care Ombudsman's website (web link below).

[Complaints about how your planning application is dealt with - Local Government and Social Care Ombudsman](http://www.local.gov.uk/complaints)

Appendix 1 - Glossary

Allocations & Development Management DPD	A Newark & Sherwood District planning policy document that forms part of the Local Plan and LDF and was adopted on 16 th July 2013. This document sets out allocations of land for new housing, employment and other development in the District's main settlements. It also contains development management policies that are used in the consideration of planning applications.
Annual Monitoring Report	A report that monitors the effectiveness of the policies within the Local Development Framework, and progress towards the delivery of its objectives. It also sets out details of the amount of residential, employment and other development within the District.
Community (or Public) engagement	This is defined by the Royal Town Planning Institute as 'actions and processes taken or undertaken to establish effective relationships with individuals or groups so that more specific interactions can then take place'. (Compare with Community (or Public) involvement).
Community Infrastructure Levy (CIL)	CIL is a levy that the Council charges on new developments in the District. The money can be used to fund a wide range of infrastructure that is needed as a result of development. This includes new or safer road schemes, flood defences, schools, hospitals and other health and social care facilities, park improvements, green spaces and leisure centres.
Community (or Public) involvement	This is defined by the Royal Town Planning Institute as ' <i>effective interactions between planners, decision-makers, individual and representative stakeholders to identify issues and exchange views on a continuous basis</i> '. (Compare with Community (or Public) engagement).
Community right to build orders	Under neighbourhood planning legislation, a Community Right to Build Order can be used to grant planning permission for development schemes (see 'Neighbourhood planning').
Consultation	The dynamic process of dialogue between individuals or groups, based upon a genuine exchange of views, and normally with the objective of influencing decisions, policies or programmes of action.
Amended Core Strategy DPD	A Newark & Sherwood District planning policy document that forms part of the Local Plan and LDF and was adopted on 7 th March 2019. This document sets out the spatial policy framework for delivering the development and change needed to realise the District Council's vision for the District up to 2033.
Councillors	In Newark & Sherwood District, there are 39 Councillors who run the Council, who may also be referred to as Elected Members. The District is divided into areas known as wards, and the people in each ward elect a Councillor to represent them for four years. Councillors are responsible for making decisions on behalf of the local community about local services and budgets, including the level of the council tax.

Delegated powers	These are powers which allow an Officer to determine certain planning and related applications without reference to Planning Committee, under the Scheme of Delegation operated by the Council.
Development Plan	Applications for Planning Permission are considered in line with contents of this document. See DPD and Local Plan below.
Development Plan Document (DPD) now referred to as a Local Plan (see below)	A document setting out the plan for the development of the local area, drawn up by the District Council in consultation with the community and subject to independent examination. Both the Allocations & Development Management DPD and the Amended Core Strategy DPD are examples.
District Council	A local government body with responsibility for running some of the area's services. Newark & Sherwood District Council is a non-metropolitan district council and is responsible for processing most planning applications and setting local planning policy, as well as refuse collection, recycling, street cleaning, environmental health and other services.
Duty to Co-operate	A legal duty on Local Planning Authorities such as the District Council, as well as English County Councils and certain other public bodies to work together. They should engage constructively, actively and on an ongoing basis on strategic and cross boundary issues when preparing plans.
Elected Members	See 'Councillors'.
Integrated Impact Assessment (IIA)	The Integrated Impact Assessment (IIA) fulfils the statutory requirements to carry out a Sustainability Appraisal (SA) and a Strategic Environmental Assessment (SEA) as well as an Equalities Impact Assessment (EqIA). While there is no statutory obligation to undertake a Health Impact Assessment (HIA), this is a recognised process for considering the health impacts of plans and is widely seen as best practice. The IIA therefore also incorporates a HIA. See 'SA', 'SEA' below.
Local Development Framework (LDF)	This is a set of documents that contain the policies that will shape how the District develops. These documents are the Amended Core Strategy DPD, the Allocations & Development Management DPD, the Policies Map, the Annual Monitoring Report (AMR), the Local Development Scheme (LDS), the Statement of Community Involvement, (SCI) and a number of Supplementary Planning Documents (SPDs).
Local Development Scheme (LDS)	The Local Development Scheme (LDS) sets out the timetable for the production and review of Newark & Sherwood's Development Plan.
Local Plan	In this District, this phrase refers to the Amended Core Strategy DPD and the Allocations & Development Management DPD. Taken together, these documents form the development plan for the future development of the District. Along with Supplementary Planning Documents (SPDs) and other documents, the Local Plan makes up the Local Development Framework.

Local Planning Authority (LPA)	A public authority with responsibility for carrying out certain planning functions for a particular area. The District Council is the Local Planning Authority (LPA) for Newark & Sherwood and is an example of a non-metropolitan district council. Other types of LPAs in England include London borough councils, metropolitan borough councils and unitary authority councils.
Localism Act 2011	The Localism Act 2011 was intended to give more power to councils and to local communities. The Duty to Co-operate, the Community Infrastructure Levy and new rights to create Neighbourhood Plans were all introduced by this Act.
Material considerations	Matters that should be considered when reaching a decision about a planning application or appeal.
National Planning Policy Framework (NPPF)	This document sets out the Government's planning policies for England and how these are expected to be applied. The NPPF is a material consideration in the preparation of planning documents and when considering planning applications.
Neighbourhood development order	Under neighbourhood planning legislation, a means of granting permission for a particular kind of development within a specified area. This can be the whole neighbourhood or just a part of it.
Neighbourhood Forum	Neighbourhood forums are community groups that are designated to take forward neighbourhood planning in areas without parishes. It is the role of the local planning authority to agree who should be the neighbourhood forum for the neighbourhood area.
Neighbourhood planning	Neighbourhood planning was introduced through the Localism Act 2011 and the legislation has been in effect since April 2012. It allows communities (represented by a Neighbourhood Forum or Parish Council) to influence development in their area. This could be through a Neighbourhood Plan, Neighbourhood Development Orders or Community Right to Build Orders. It is necessary to gain a more than 50% 'yes' vote in a public referendum to bring these plans and orders into force.
Neighbourhood plan (or neighbourhood development plan)	<p>A plan prepared by a Parish Council or Neighbourhood Forum for a particular area. It may set out planning policies, describe aims for an area or allocate sites for a particular kind of development.</p> <p>A neighbourhood plan may focus on a single topic or address a wide range of issues. Any policies must conform with wider local and national policies. The plan cannot affect planning decisions that have already been taken, and it cannot be used to prevent development. Neighbourhood plans will be subject to an independent examination and must gain a more than 50% 'yes' vote in a public referendum to come into force.</p>
Parish Council	A parish council is an elected body that represents a civil parish and is the first tier of local government. Smaller parishes, typically those with fewer than 200 electors, have parish meetings instead. Some parishes may share councils with neighbouring parishes.

	Newark & Sherwood District has 54 Parish Councils, including 3 Town Councils, and 22 Parish Meetings.
Parish Meeting	See 'Parish Council'.
Participation	The extent and nature of activities undertaken by those who take part in public or community involvement.
Planning Committee	<p>A formal meeting of councillors who make decisions on certain planning applications, often large scale or controversial proposals. Other planning applications are determined by Officers under a scheme of delegation.</p> <p>Planning committee is usually held every four weeks and is open to the public, members of the public can attend and register to speak in accordance with the adopted Protocol for Planning Committee.</p>
Public Engagement	See 'Community (or Public) Engagement'.
Public Involvement	See 'Community (or Public) Involvement'.
Soundness	To be considered sound, a Development Plan Document (DPD) must be justified and effective. This means that it must be founded on robust and credible evidence and be the most appropriate strategy, and also it must be deliverable, flexible and able to be monitored.
Statement of Community Involvement	A document that Local Planning Authorities have to produce that sets out the standards which they uphold in relation to involving local communities in the preparation, amendment and review of planning policy documents and in the determination of planning applications.
Strategic Environmental Assessment (SEA)	<p>An assessment of the environmental impacts of the policies and proposals of the LDF. The European 'SEA Directive' (2001/42/EC) requires a formal 'environmental assessment' of plans and programmes that set the framework for development in various fields, including planning.</p> <p>See also 'IIA'</p>
Supplementary Planning Document (SPD)	A document that provides detailed guidance on the interpretation and implementation of adopted policies but cannot introduce new policies. SPDs can be material considerations.
Sustainability Appraisal (SA)	<p>An evaluation of the social, economic and environmental implications of strategies, policies and proposals to ensure that they contribute to the achievement of sustainable development objectives. This will be carried out at the same time as the Strategic Environmental Assessment (SEA).</p> <p>All Development Plan Documents (DPDs) must be subject to SA. Supplementary Planning Documents (SPDs) only need to be subject to SA if they are found likely to give rise to significant effects which have not been formally assessed in the context of a</p>

	higher-level planning document (e. g. a DPD). The District Council screens SPDs to see if they require an SA.
Sustainable development	<p>Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.</p> <p>Paragraph 8 of the NPPF states:</p> <p><i>“Achieving sustainable development means that the planning system has 3 overarching objectives, which are interdependent and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objectives):</i></p> <ul style="list-style-type: none"> • <i>an economic objective</i> – <i>to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure</i> • <i>a social objective</i> – <i>to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering well-designed beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities’ health, social and cultural well-being; and</i> • <i>an environmental objective</i> – <i>to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.”</i>
Validation	This is the process of making sure that all the information necessary to reach an informed decision is submitted with a planning application. There are both local and national requirements. Only when an application has been through validation will it begin to be assessed on its merits.

Appendix 2 - How to Apply for Planning Permission

Pre-application Advice

Prior to the submission of a planning application (including revisions to refused proposals) pre-application advice can be sought. This has many benefits - the most obvious being the understanding of how development plan policies will be applied to your proposal, the resolving of particular issues before the submission of an application and establishing the likelihood of planning permission being gained.

In the case where a bold and contemporary design is proposed then applicants are particularly recommended to take advantage of this service. For all applications, those that have been submitted in the absence of any pre-application discussions might be refused without further negotiation. Details of our service provision will be regularly reviewed, in light of Government Guidance and Regulations, and the latest information provided on the pre-application service page of our website.

Please note that a fee will be charged for advice. Further detail on how to apply for pre-application advice and any fees involved is available through our website (link below).

[Our pre application service | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://www.newark-sherwooddc.gov.uk)

Planning Application Process

Stage 1 - Submission

Submit a completed application form along with **as a minimum** your ownership certificates, site location plan, site layout plan, detailed drawings and application fee. Dependent on-site circumstances there may be further submission requirements. Please refer to the District Council's website for more detail on:

How to apply & application fees:

[Submitting an application | Newark & Sherwood District Council \(newark-sherwooddc.gov.uk\)](http://www.newark-sherwooddc.gov.uk)

Validation Requirements:

<http://www.newark-sherwooddc.gov.uk/validationchecklists/>



Stage 2 - Validation

Upon receipt, the application will be checked to ensure that it is valid and that all the information required has been submitted (see validation requirements above).

To help ensure the application process runs smoothly and to avoid unnecessary delays applicants should ensure that all necessary information and the correct fee have been submitted. Should this not be the case then the application will not be valid and further information will be requested from the applicant.

On receipt of a valid application, it will be registered and the process of its determination started.



Stage 3 – Publicity & Consultation

Various bodies will be consulted to obtain their expert input on the proposal. This may include the Highway Authority, Natural England, Historic England or the Environment Agency. Adjoining properties will also be notified to let them know that an application has been submitted. Depending on the type and location of development proposed a site notice and/ or notice in the local press may also be used to advertise the application. Usually, all parties will be given 21 days to make comments.



Stage 4 – Allocation & Site Visit

The application will be allocated to a Case Officer who will deal with the application and be the main contact point throughout the process. The Case Officer will carry out a site visit to assess the proposal, with this normally being within four weeks of an application being registered. At the site visit the Officer will look at the plans, make notes and take photographs of the site as required.



Stage 5 - Consideration

The application will be assessed by the Case Officer who will take into account national planning policy and all relevant planning policies in the District's development plan, consultation responses, comments from local residents received at Stage 3 and any other material considerations.



Stage 6a – Negotiation

In certain circumstances where the application, as submitted, is not acceptable but could become so through the making of amendments then these may be requested. If the changes necessary are significant then the re-notification of the application may take place with further comments being sought from stakeholders.



Stage 6b – Application Progresses to Determination

Following consideration of the application against relevant planning policy, the taking account of consultation responses / comments and the outcome from any negotiations the Case Officer will make a recommendation over whether the application should be approved or refused.



Stage 7 – Decision

After the Case Officer makes their recommendation, a decision over the application will be made within the target date or extended date, as may be agreed). This decision will either be made by an Authorised Officer of the District Council under delegated powers or through its referral on to Planning Committee.

The Council's Constitution and Scheme of Delegation sets out under what circumstances and application can be decided through the exercising of delegated powers.

<http://www.newark-sherwooddc.gov.uk/constitution/>

Once a decision has been made, a decision notice will be sent out to the applicant or their agent. Those who have commented on the application will however not be directly informed that the decision has been issued; all decisions will be available to view through the Council's website.

<http://www.newark-sherwooddc.gov.uk/planningapplications/>



Stage 8a – Planning Permission Granted

Planning Conditions are applied to almost every grant of planning permission. It is important that applicants read and understand these Conditions as they can limit and control the way in which the permission may be implemented.

Informatives may also be attached to the decision notice to guide the applicant in properly carrying out the development.

There may also be a s106 Planning Obligation, requiring the developer, Council or other party to undertake certain actions or pay monies as a result of the development. Obligations are available on the District Council's website.

Please refer to the District Council's website for further information on what happens after planning permission is granted.

Stage 8b – Planning Permission Refused

If the application has been refused then the decision notice will set out the reasons why. Any applicant who has an application refused has a right of appeal to the Secretary of State. Details of how to appeal are set out in the decision notice.

Prior to appealing it is however advised that applicants talk to the District Council as there may be changes which can be made to the proposal to make it acceptable.

Extensions and alterations may also require Buildings Regulations approval regardless of whether planning permission is required or not. The District Council's Building Control team offers a full plan checking and site inspection service. Further details can be found through the link below:

[Local Building Control | East Midlands Building Consultancy \(eastmidlandsbc.com\)](http://www.eastmidlandsbc.com)

Appendix 3 – Example of a Site Notice

Site Address:	1A Example Street Newark On Trent NG23 5QX
Proposal:	Householder application for demolition of existing single storey rear extension and construction of new single storey rear extension
Applicant:	Mrs. A. N. Example
Application Number:	24/99999/FUL
Reason for Site Notice:	Development in a Conservation Area

We have received the above application and would like to know your views. Application details, including plans and supporting information are available to view on our website at <https://publicaccess.newark-sherwooddc.gov.uk/onlineapplications/> (or scan the QR code below), or at your local Town/Parish Council by appointment. You can also track the progress of the application online.

We are committed to protecting your personal data and privacy. The personal information you provide will only be used by Newark and Sherwood District Council, the Data Controller, in accordance with UK Data Privacy laws. For further information about how we process your data, please read the Planning Privacy Notice.

It is important you consider the content of your comment as this will be published on our website. Prior to publishing on our website, we will remove the author's telephone numbers, email address and signature but all comments relating to an application together with your name and address will be visible.

You can submit your comments using the above website or in writing to Planning Development Business Unit, Castle House, Great North Road, Newark, NG24 1BY, by the expiry date shown below. Please ensure you include application number 23/1234/FUL on your comment.

Expiry date for comments: 7th April 2024

We regret that we are unable to provide detailed responses to your comment, however, a copy of the final decision (including any conditions or reasons for refusal) when this is made, will be available on our website for you to view.

In the event of an appeal, comments must be provided to the Planning Inspectorate and the appellant. We will only remove the author's telephone numbers, email addresses and signatures. Further information can be found on their website www.gov.uk/government/organisations/planning-inspectorate. Please see our website for further information regarding commenting on a planning application and our privacy notice.

Scan the QR Code below to visit our planning application website and enter the above application number to view further details of this application.

Appendix 4 – Consultation Bodies

The District Council is required by regulations (The Town and Country Planning (Local Planning) (England) Regulations 2012) to notify certain organisations that a Local Plan is being prepared or consulted on. These include any of the specific consultation bodies that the Council considers may have an interest in the subject of the proposed plan, and general consultation bodies or anyone else with an interest in the District that the Council thinks it is appropriate to consult. This will change over time and differ according to the documents being consulted on, so the list here should be taken as indicative rather than exhaustive, and as referring to successor bodies where reorganisations occur.

N.B. DC stands for District Council and BC for Borough Council.

<p>Specific Consultees may include:</p> <ul style="list-style-type: none"> • Neighbouring Local Planning Authorities (Ashfield DC, Mansfield DC, Bassetlaw DC, West Lindsey DC, North Kesteven DC, South Kesteven DC, Melton BC, Rushcliffe BC, and Gedling BC); • Active Travel England; • Nottinghamshire County Council; • Leicestershire County Council; • Lincolnshire County Council; • Central Lincolnshire Joint Planning Units; • Nottingham City Council; • Mayor of the East Midlands (EMCCA); • National Grid; • The Coal Authority; • The Environment Agency; • National Highways; • NHS England and local NHS; • The Historic Buildings and Monuments Commission for England (Historic England); • Natural England; • Severn Trent Water; • Anglian Water; • Homes and Communities Agency; • Upper Witham Internal Drainage Board; • Trent Valley Internal Drainage Board; • Telecommunications providers; • Network Rail; • Ofcom; • Nottinghamshire Police; and • Town and Parish Councils, Parish Meetings including Newark Town Council, Ollerton & Boughton Town Council & Southwell Town Council. 	<p>General Consultees may include:</p> <ul style="list-style-type: none"> • Voluntary bodies whose activities benefit any part of the District; • Groups representing the interests of different racial, ethnic or national groups in the District, including Gypsies and Travellers; • Organisations representing local religious groups; • Groups acting for disabled people including local access groups; • Bodies representing the interests of local businesspeople; • Other groups including local conservation groups, environmental organisations, sports and cultural associations, representatives of older adults and young people; homeless peoples' groups and housing associations; • Developers and landowners; • Newark and Sherwood Homes; • Nottinghamshire Wildlife Trust; • Newark and Sherwood Council for Voluntary Services; • Campaign to Protect Rural England; • Crown Estates; • Defence Estates; • Sport England; • Forestry Commission; • Woodland Trust; and • Royal Mail.
---	---



Report to: Cabinet Meeting: 4 June 2024
 Portfolio Holder: Councillor Lee Brazier, Housing
 Director Lead: Suzanne Shead, Director - Housing, Health & Wellbeing
 Lead Officer: Caroline Wagstaff, Business Manager - Housing Maintenance & Asset Management, Ext. 5367

Report Summary	
Type of Report	Open report (with exempt appendix), key decision
Report Title	220-224 London Road, Balderton - Options Appraisal
Purpose of Report	To present the options appraisal for 220-224 London Road following ongoing challenges with property condition and cost to remediate.
Report Recommendations	That Cabinet: a) approve the proposal as set out in Option 3 – the sale of the properties; b) approve the progression of the sale in line with the Acquisitions & Disposals Policy; and c) approve the reinvestment of the capital receipt in provision of new homes.
Alternative Options Considered	Retain the properties and invest to bring the homes up to standard.
Reason for Recommendations	To ensure both value for money and ensuring that homes are decent, warm and safe. The capital from disposal of these homes will be reinvested in new homes. The proposal links to Objective 2 of the Community Plan, to increase the supply, choice and standard of housing.

1.0 Background

1.1 The three properties identified in this report are Victorian terrace houses converted from agricultural barns:

- 220 London Road - 3-bedroom house – Occupied – tenancy commenced 1994
- 222 London Road – 3 bedroom - Vacant
- 224 London Road - 2 bedroom – Vacant (rehoused following Stage 2 complaint)

- 1.2 The Council responded to complaints about continued problems with damp penetration to 224 London Road in August 2022. There have been problems on and off with damp issues at the property for some time and a more detailed analysis of repairs can be found in section 2.1.1 to 2.1.7 below.
- 1.3 A new damp proof course and pointing was carried out in 2019 but did not remedy the damp completely as it appeared in the kitchen again. Damp was also visible in the living room as well.

The tenant of 222 London Road had also reported and confirmed that there was damp in the kitchen and bathroom and with mould in the upstairs bedrooms.

- 1.4 A visual condition inspection of 222 and external inspection of 220 and 224 London Road was undertaken in November 2022. The findings of these inspections can be found in **Appendices 1A – 1C**.
- 1.5 At present the condition of the properties would not meet the Decent Homes Standard; specifically, it is a category 1 hazard under the Housing Health and Ratings System (HHSRS) as there is damp and mould growth which is a threat to health. There is also some concern around the thermal integrity of the property which may fail the HHSRS standard. So, the option to do nothing is not feasible.
- 1.6 The roofs for all 3 properties were in 2022/23 roof renewal programme, along with kitchen replacements for 2 of the 3 properties and these works have been placed on hold pending the outcome from this report.
- 1.7 The table below gives a summary of the repair jobs raised against the 3 properties in the last 5 years. On average you would expect between 3-4 jobs per property per year. It appears 220 has rarely contacted or engaged with us and this is concerning given the problems reported in the other two properties. Repairs for 222 London Road are low this year as it has been void for most of the year.

Property London Rd	Job Nos				
	2018	2019	2020	2021	2022
220	1	1	2		1
222	3	14	9	24	1
224	4	8	11	22	7

- 1.8 The inspections have identified significant works required including tanking of the foundations and the external of the property to address the road being higher than the properties and hitting above the existing damp proof course and the raised water course in this area.
- 1.9 This proposal has been discussed at length at Council Land and Planning Group and at the meeting of 07 March 2023, CLAP supported the recommendation contained in this report to dispose of the properties subject to revising costings.

2.0 Proposal/Details of Options Considered

2.1 Option 1 - Complete Works

- 2.1.1 This option would require extensive works (including drainage) to be completed for all three properties. An internal visual and external survey was carried out for all three properties to determine approximate costs.
- 2.1.2 Estimated costings originally obtained in December 2022 were adjusted in November 2023 to include additional roof works, tanking and renewal of all ground floors and these estimates may increase once tendering has commenced, the total costs are £337,450 including estimates for decant and council tax costs whilst empty. These costings can be found in **Appendix 2**.
- 2.1.3 The costings include external insulation at the rear elevation as the most cost effective; otherwise, the stairs would need to be removed and repositioned to enable internal insulation. The current PVCU windows and doors are due for renewal alongside the roof as part of the Council's investment programme.
- 2.1.4 Extensive works will also be required to the roof structure to enable the new roof to be watertight. This is one of the main areas for water penetration into the property. We will also need to also install fire breaks between each roof space.
- 2.1.5 Renewal of the kitchen and decorations are necessary because of the intrusive work required; the kitchens would need to be removed again (as it has already been for both 220 and 224 London Rd) and is very unlikely to survive another refitting. It is assumed this would be the same for 222 London Rd.
- 2.1.6 Given the extensive nature of the works to be undertaken, the last remaining tenanted property would need to be decanted and moved to alternative accommodation for the duration of the works. Estimate time for completion of works including tendering for works would be between 8-9 months.

2.2 Option 2 – Rebuild

- 2.2.1 Option 2 focuses on the possibility of demolishing the 3 terrace houses and rebuilding new. This option was explored by Kevin Shutt (Housing Development Manager). In his opinion, it would not be economically viable to develop this site as “the net gain would be nil, and the return would be negative”.
- 2.2.2 The properties are currently on a main street scene, and they fit in with the surrounding properties which in the main are 2 story houses. Planning would require a development in this location to be in fitting with the current street scene so they would only allow the like for like replacement of terraced type cottages or flats that look like cottages.
- 2.2.3 The new car parking standards which came into effect April 2022 would require 2 no side-by-side car parking spaces per property up to 2 beds and 3 spaces per property for larger houses i.e. 3 beds 3 spaces. Tandem parking is not approved or recommended.

- 2.2.4 The redevelopment of the site could not meet the current standards for car parking unless we built smaller and less properties. For example, 2 x 1 bed flats with off street parking and the correct size outdoor amenity space however, to achieve these three houses would need to be demolished.
- 2.2.5 The costs of demolishing three properties as standing and re-building as 2 x 1 bed flats (allowing for 3 off-street car parking spaces 1 per unit plus 1 visitor as the new parking standards) they would have re-development costs of approximately £470,000:
- £15,000 site investigations and Planning
 - £50,000 demolition and making good of gable end to private property
 - £25,000 relocation allowance of existing tenants,
 - £380,000 (£190,000 new build costs per flat)
 - **£470,000** total redevelopment costs estimated.
- 2.2.6 The 2 x 1 bed flats would generate an annual income of approximately £10,600 per year. Payback period would be around 45 years with standard attendance costs added in. The business plan payback period is a maximum of 30 years on the investment. As the re-development would not provide additional housing units it would not be eligible for grant funding.

2.3 Option 3 Sale

- 2.3.1 Under the Acquisitions and Disposal policy 2021 the properties meet the following key criteria:
- 2.1 (e) The property is deemed to be an underperforming asset with either under-utilisation of space at low capacity or that the financial cost to retain property is too significant, the income generation possibilities are too low with a greater return/ cost saving being achievable through disposal of the property.
- 2.3.2 A professional valuation was commissioned with CWH Surveyor to carry out the valuation survey on 11 January 2024. The valuation is assessed as unencumbered Freehold title with full vacant possession on three properties. The portfolio consists of small group 3 x terraced houses. The valuations for all 3 properties can be found in the full Valuation Report in the exempt Appendix.
- 2.3.3 If the properties are disposed of then 2 x 'Home Loss' payments of £8,100 (as from 1/10/23) would be payable in addition to disturbance payment for moving which would be applicable for all options.
- 2.3.4 Any capital receipts from the sale of 220 -224 London Road would be used to supplement the Council House Development Programme.

2.4 Consideration of Options

- 2.4.1 The estimated costs to bring the current properties up to a decent standard is £326,450 and this investment would continue to provide 2x2 bed and 1 x 3 bed terraced houses with an annual income of approximately £13,985 in 2023/24. This income would change dependant on rent settlement figure, year on year.

- 2.4.2 There is a risk that given the build type and age, carrying out these works may not fully irradiate the problem and there could be further major works expenditure within a relatively short space of time.
- 2.4.3 The rebuild option has been disregarded as it is not economically viable and would require substantial capital investment for well below average returns. There are likely to be far better sites available to invest in for the Council’s new build programme.
- 2.4.5 On this basis, the recommended option is sale, as this saves investment into poor performing homes and when sold, provides a significant capital receipt of £270,400 after costs.

2.5 Lettings Implications

- 2.5.1 These properties are general needs family accommodation in an area of strong demand, the property types are high demand, low availability.
- 2.5.2 The council currently has stock of 15 two bedroom and 127 three-bedroom properties in Balderton and a further 67 two bedroom and 789 three-bedroom properties in Newark. To put stock levels in context please see table below for a breakdown of property type availability in 2021/22 in Balderton and Newark.

Area	Property Type	Number of Lettings	Bid numbers
Balderton	2 Bed House	0	
	3 Bed House	4	Ranging from 102 to 132 bids
Newark	2 Bed House	8	Including 7 new builds, ranging from 108 to 131 bids
	3 Bed House	19	Ranging from 80 to 149 bid

- 2.5.3 For London Road there is only bid data for number 222 London Rd (as other 2 tenancy pre 2006 data held). For 222, there were 58 bids in July 2022 when it was available for letting.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN23-24/5074)

- 3.1 The costs associated with the proposals have been summarised below, including decant costs.

3.2 The table below outlines costs and income as a comparison between the 3 options.

	Revenue Costs	Works costs	Total Costs	Rent Income / Capital Receipt
Option 1	£8,000 Decant Costs (£2,000 each way per property x 2) £3,000 Council Tax	£326,450	£337,450	£13,985 gross per year
Option 2	£16,200 home loss £4,000 Decant costs	£470,000	£489,600	£10,600 gross per year
Option 3	£16,200 home loss £4,000 Decant costs	£0	£19,600	£290,000 one-off receipt (excluding any repayment).

3.3 The Investment Programme budget is for investment in existing properties, but some of the improvements yet due for renewal, so would be carried out ahead of time. It should be noted that the rental incomes are gross i.e before taking into consideration debt costs and annual management and repairs costs.

3.4 A financial appraisal has been conducted and the summary can be found in the table below. Full details of the appraisal are set out below.

Financial Appraisal Summary - London Road

Scheme/Property Name

	NPV	Payback Period (yrs)	ANRR	Purchase Price
Option 1 - Complete Works	-£211,469	31.29	2.22%	£0
Option 2 - Rebuild	-£417,753	45.66	0.71%	£0
Option 3 - Sale	£173,157	1.00	3.34%	£0

Rates	
NPV/IRR	5.00%
Cost inflation rate	3.00%
Property inflation	2.00%
Rent increase rate	5.00%

Notes -

Net Present Value (NPV) is calculated using a standard 5% discount rate

The payback period is the years required for the net expenditure to reach zero

Average Net Rate of Return (ANRR) is the average annual return as a percentage of the original investment

Background Papers and Published Documents

None

**PROPERTY CONDITION ASSESSMENT
220 LONDON ROAD, BALDERTON.
NEWARK AND SHERWOOD DISTRICT COUNCIL**



FRIDAY 11TH NOVEMBER 2022

Contents

1.0 Introduction

2.0 Inspection

2.1 External of property

2.2 Internal of property

3.0 Conclusion

4.0 Recommendation

Appendices

Appendix A Photographs

Appendix B Location maps

Appendix C Refurbishment budget estimate

1.0 Introduction

Asset management were asked to provide a visual condition inspection of three properties 220,222 and 224 London Road Balderton. Number 224 is the subject of a current live official complaint and is also subject of an MP enquiry (Robert Jenrick). The property has had a previous history of significant damp and thermal integrity issues. The roofs of all three properties are included in this year's roof renewal programme.

Our inspection took place on the 11th November 2022 and our findings are presented in the remainder of this report.

Access was granted to number 220 which was arranged previously with the current tenant Mrs Mansfield. Consequently the internal observations relate to this address only.

Photographs are at appendix A and a location plan is contained in Appendix B.

2.0 Inspection

The property was inspected by Simon Ingram on Friday 11th November at 2.30pm. The weather conditions were fine and dry.

The property consists of a ground floor lounge, kitchen, and dining room with 3 bedrooms and a bathroom to the 1st floor.

The interior of the property was fully furnished with floor coverings to all floors. The decoration was a mix of painted plaster and wallpaper with some ceilings being covered in woodchip

2.1 External of property

- 2.1.1 The property is one of three Victorian terraced houses, which we understand have been converted from agricultural barns. They consist pitched concrete interlocking tiled roof on traditional cut rafter/purlin construction. The external walls are 9" solid brickwork in lime mortar with pvcu double glazed windows and composite doors completing the external façade.
- 2.1.2 The property is adjacent to a busy main road which is higher than the property and there is a pavement that separates them.
- 2.1.3 At the time of inspection, the main drain to the road was block with leaves and debris, and the gulley at the corner of the property was starting to get blocked up with leaves
- 2.1.4 The brickwork to the ground floor areas front, side and rear are in poor condition. Bricks are spalling due to the high moisture content and frost damage.
- 2.1.5 Various repairs have been undertaken to the brickwork including brick replacements and re-pointing.
- 2.1.6 There are signs the property has been treated for damp on various occasions by a chemically injected DPC to both brickwork and mortar.
- 2.1.7 The rear yard is mainly concrete with a patch of grass.
- 2.1.8 The roof is showing signs of wear and has had multiple repairs undertaken including tile replacements and works to rafters and fire breaks.
- 2.1.9 There are no fire breaks in the loft space between 224 and 222 and 222 and 220.

2.2 Internal of property

- 2.2.1 The lounge is at the front of the property with the front door straight from the pavement into the room.
- 2.2.2 The lounge is in a good state of decoration.
- 2.2.3 Some work to combat damp has been undertaken in the past including, thermal plasterboards to the internal wall between 220 and 222 and between lounge and kitchen.

- 2.2.4 The window in the lounge is below standard having no trickle vents and the opening casement opening into the room.
- 2.2.5 The lounge floor is of solid construction (concrete or pitch mastic) and is uneven, but due to floor coverings at the time of survey I was unable to determine the cause
- 2.2.6 The kitchen at the rear of the property off the lounge.
- 2.2.7 The kitchen is in need of replacement due to age, condition and layout.
- 2.2.8 The resident mentioned that she was having issues with damp in the kitchen, but due to the number of items in the area it was hard to see.
- 2.2.9 There are signs of damp on the internal wall that separates lounge and kitchen.
- 2.2.10 The dining room is to the front of the property. The resident mentioned that the room floods when there is heavy rain, and the drains are blocked externally.
- 2.2.11 The dining room floor had no carpet, and a pitch mastic floor was visible. The room itself doesn't look like it is being used other than a storeroom.
- 2.2.12 The first floor of the property is accessed from stairs which are accessed from a lobby area between the kitchen and dining room.
- 2.2.13 The resident was not keen for me to access the 1st floor area, but after conversations with the resident and what I could ascertain from the external inspection, a new bathroom is required and all windows to bedrooms and bathroom are required.
- 2.2.14 I was unable to access the loft area at the time of inspection due to no access equipment being available and no permission from the resident to access the first floor.
- 2.2.15 The resident told me that there are no walls (fire breaks) between the neighbouring properties, and you can access these properties. Further investigation is required.

3.0 Conclusions

From the inspection and a conversation with the resident, she is not keen to be moved out of the property and believes works could be done around her. I explained the extent of the works which seemed to shock the resident, but she remained adamant that if she had to move out, she wanted to return.

Internally this property would benefit from a programme of works to renew the kitchen and bathroom, but it is evident that there are major issues with damp due to the lack of DPM, so this would need to be remedied before these works were undertaken.

Externally the problem with the road runoff and the drainage system is an issue. This will need to be cured to prevent the dining room from becoming flood on occasion. The gable end wall would benefit from EWI, as the brickwork is particularly poor in this area and would help the thermal properties of the house due to the large expanse of 9" brickwork.

In conclusion, the property is of an age and condition where damp issues are now significant, this coupled with the lack of any external wall insulation means that any solution would require major intervention and consequently substantial investment. I am not convinced that even were the improvements required carried out that these properties offer any guarantee of long term sustainable social housing accommodation. Even with major refurbishment the core fabric of the building is poor quality Victorian era.

4.0 Recommendations

Major investment would be required to bring the property up to a decent home standard due to the damp issues.

Work would include but not limited to.

- New roof
- New ground floor floors including DPM and DPC
- New kitchen and bathroom
- EWI to side and rear elevation
- Upgrade electrics
- Fire break in loft

See full breakdown in Appendix C

Due to the extent of the works and there being no guarantee works would be 100% successful, disposal maybe the better option.

Appendix A

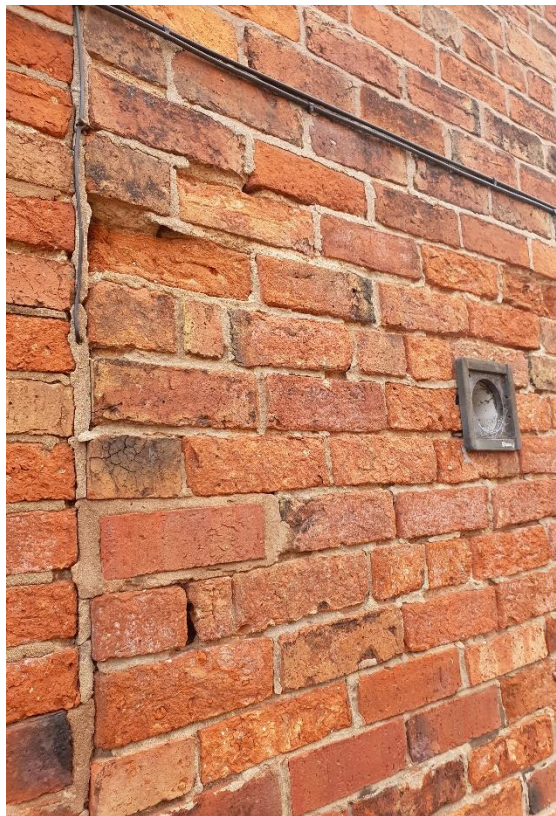
Repairs to front elevation



Repairs required to front elevation brickwork



Front corner of property where water enters dining room



Side elevation brickwork

Missing vent cover and spalling brickwork to side elevation



Internally opening window with no trickle



Signs of damp on internal wall between lounge and kitchen



Corner of property where water enters



Blocked main drain on road



Photo of road runoff area

Appendix B



Appendix C

Description	UOM	Q	Unit rate £	Total £
Renew roof covering to current specification. Including extension at eaves where required to allow for EWI installation	item	1	8500	£8,500
Roof strengthening works. Including rebuild stepped gable and renew lead flashings, inc chimneys.	Pc sum	1	2200	£2,200
Chemical injected dpc	item	1	1200	£1,200
Renew solid ground floor including 150mm hardcore 100mm insulation and 1200-gauge dpm.	item	1	4500	£4,500
Renew kitchen to current specification	item	1	5500	£5,500
Renew bathroom to current specification	item	1	3500	£3,500
Renew gas central heating complete, and ancillary domestic supply pipework	item	1	3200	£3,200
Rewire to current specification	item	1	3300	£3,300
Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£2,800
EWI to R/E and 33% gable wall.	item	1	5000	£5,000
Renew pvcu windows and composite doors	item	1	3800	£3,800
Internal re plastering walls and ceilings.	item	1	4200	£4,200
Drainage alterations (EWI)	Pc sum	1	1200	£1,200
Whole property decoration internally.	item	1	1800	£1,800
Sound insulation to dividing walls?	Pc sum	1	1750	£1,750
Electrical alterations to supply.	Prov sum	1	1700	£1,700
Internal doors/architraves,skirting.	Prov sum	1	2500	£2,500
Rebuild fire break in loft space	Prov sum	1	2500	£2,500
Repair brickwork to F/E	Prov sum	1	500	£500
Potential flood defence work due to high water table and road runoff	Prov sum	1	3000	£3,000
Investigative works (structural, flood)	Prov sum	1	2000	£2,000
Provisional sum	Prov sum	1	8500	£8,500
Total				£70,650

Highlighted works extra to original inspection of 222 London Road

**PROPERTY CONDITION ASSESSMENT
222, LONDON ROAD, BALDERTON.
NEWARK AND SHERWOOD DISTRICT COUNCIL**

MONDAY 1ST AUGUST 2022

CONTENTS

1.0 INTRODUCTION

2.0 INSPECTION

3.0 CONCLUSIONS AND RECCOMENDATIONS

4.0 GENERAL

APPENDICES

APPENDIX A PHOTOGRAPHS

APPENDIX B LOCATION MAP

APPENDIX C REFURBISHMENT BUDGET ESTIMATE

1.0 INTRODUCTION

- 1.1 Asset management were asked to provide a visual condition inspection of three properties 220,222 and 224 London Road Balderton. Number 224 is the subject of a current live official complaint and is also subject of an MP enquiry (Robert Jenrick). The property has had a previous history of significant damp and thermal integrity issues. The roofs of all three properties are included in this year's roof renewal programme.
- 1.2 Our inspection took place on the 1st of August 2022 and our findings are presented in the remainder of this report. Debbie Taylor (Repairs inspector) was in attendance.
- 1.3 Access was gained to number 222 which was void to avoid any anxiety to the tenant of number 224. Consequently the internal observations relate to this address. The external observations incorporate all three addresses. Should also be noted that they are contained within a block of four properties fronting London Road, 218 being an owner occupier.
- 1.4 Photographs are at appendix A (historic) and a location plan is contained in Appendix B.

2.0 INSPECTION

2.1 Description of the properties

- 2.1.1 The properties consist of three two bedroom Victorian terraced houses, which we understand have been converted from agricultural barns. They consist pitched concrete interlocking tiled roof on traditional cut rafter/purlin construction. The external walls are 9" solid brickwork in lime mortar with pvcu double glazed windows and composite doors completing the external façade.
- 2.1.2 The roof and brickwork are potentially porous due to age and the doors and windows are in below average condition, particularly to the front elevation fronting London Road. The properties were not constructed with a DPC or DPM to the solid ground floors. There are signs off various retrofit attempts at installing a DPC which do not appear, to currently be proving effective.
- 2.1.3 Internal inspection revealed widespread excessive damp, both rising and penetrative to all GF walls. Floor coverings were discoloured suggesting a lack of any horizontal underfloor DPM. Plasterwork was damaged and de laminating as a result.
- 2.1.4 Some remedial works have we understand been undertaken at number 224 by Peter cox preservation via our repairs team, but given the nature of the current complaint it appears these have not proved effective.

3.0 CONCLUSIONS AND RECOMMENDATIONS

- 3.1 The three properties are of an age and condition where damp issues are now significant, this coupled with the lack of any external wall insulation means that any solution would require major intervention and consequently substantial investment. I am not convinced that even were the improvements required carried out that these properties offer any guarantee of long term sustainable social housing accommodation. Even with major refurbishment the core fabric of the building is poor quality Victorian era.

Recommendations are as below

- 3.1.1 Carry out detailed surveys and prepare accurate costings for all necessary remedial works. (Appendix C)
- 3.1.2 Re-develop the site.
- 3.1.3 Disposal as is.

4.0 GENERAL

- 4.1 We have not carried out any intrusive works during this preliminary survey consequently any parts of the structure which are covered, inaccessible or unexposed cannot be guaranteed as free from defects.

APPENDIX A

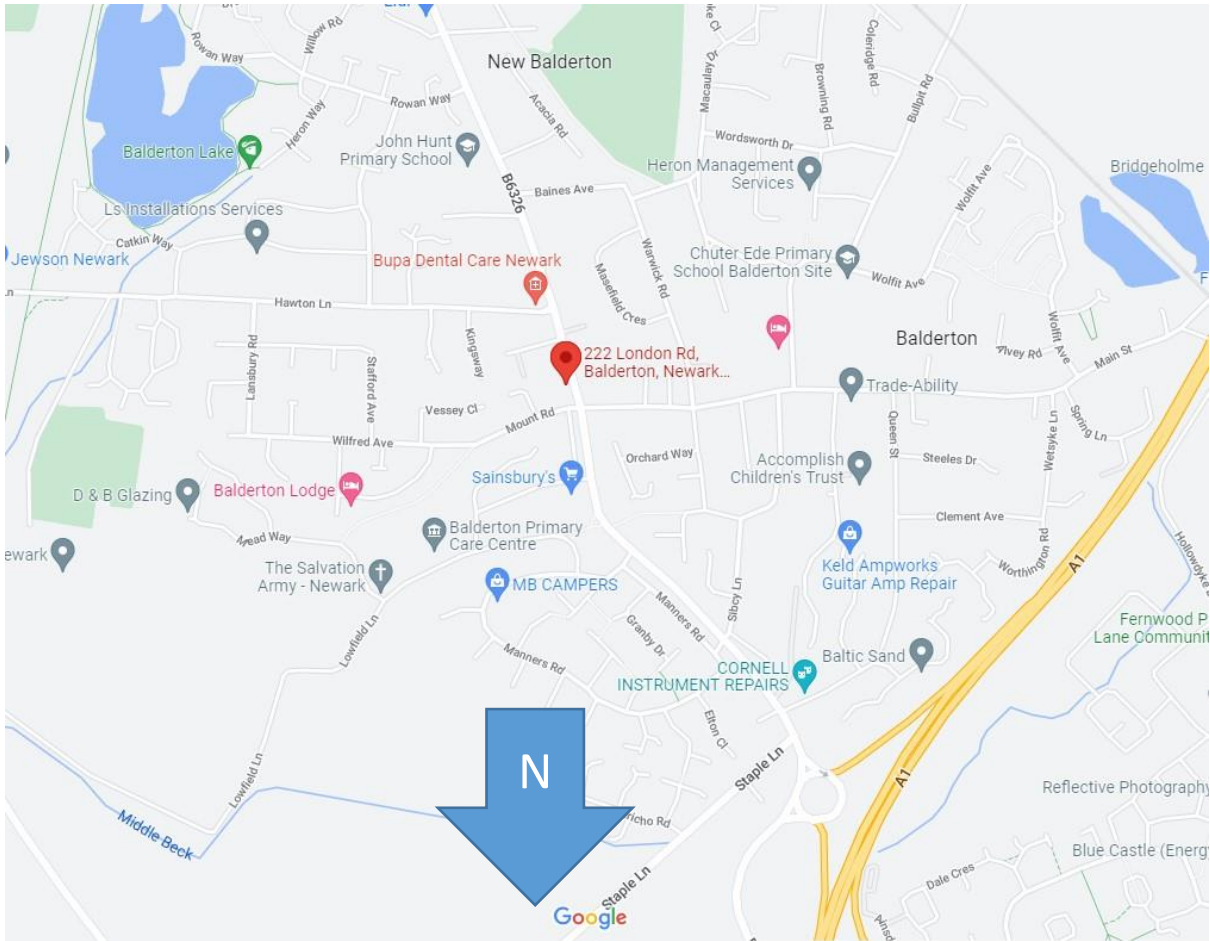


1





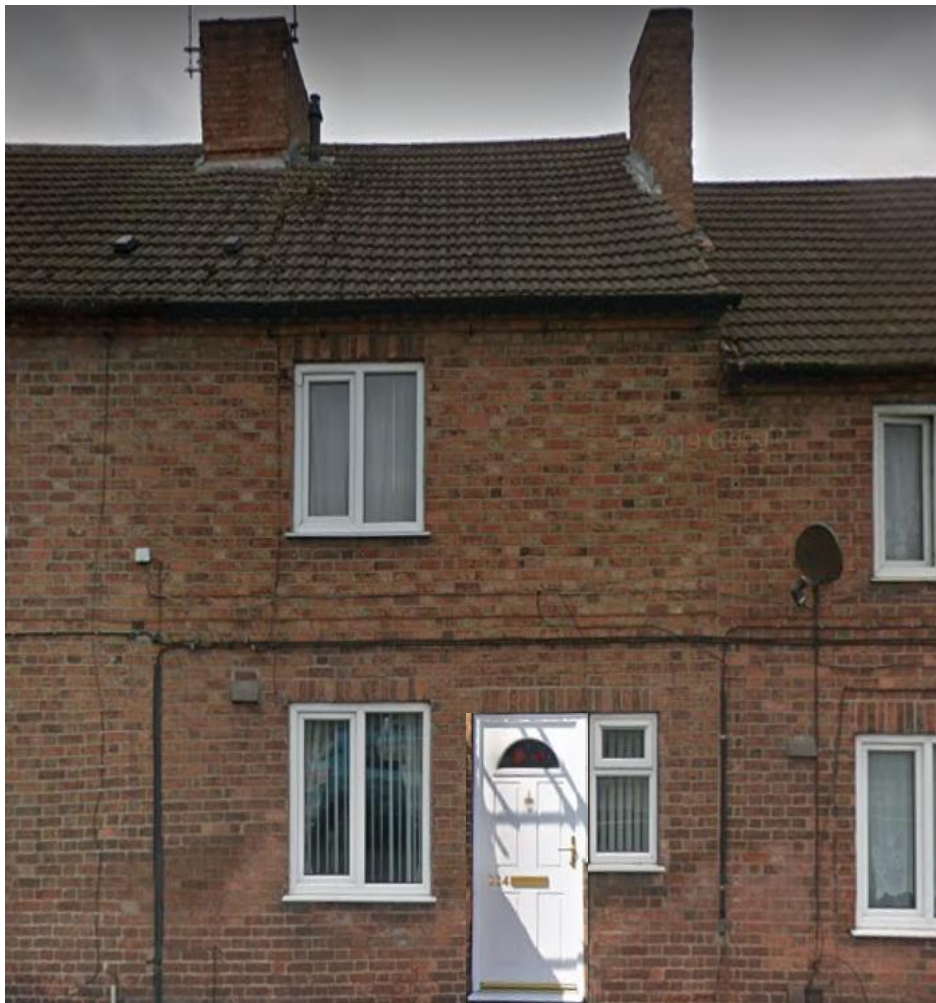
APPENDIX B



APPENDIX C

Item	Description	uom	Q	£ Unit rate	item	
a	Renew roof covering to current specification. Including extension at eaves where required to allow for EWI installation	item	1	8500	£ 8,500.00	-
b	Roof strengthening works. Including rebuild stepped gable and renew lead flashings, inc chimneys.	pc sum	1	2200	£ 2,200.00	-
c	Chemical injected dpc	item	1	1200	£ 1,200.00	-
d	renew solid ground floor including 150mm hardcore 100mm insulation and 1200 gauge dpm.	item	1	4500	£ 4,500.00	-
e	floor cover,kitchen/bathroom.	item	1	850	£ 850.00	-
f	renew kitchen to current specification	item	1	5500	£ 5,500.00	-
g	renew bathroom to current specification.	item	1	3500	£ 3,500.00	-
h	renew gas central heating complete, and ancillary domestic supply pipework	item	1	3200	£ 3,200.00	-
i	Rewire to current specification	item	1	3300	£ 3,300.00	-
j	Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£ 2,800.00	-
k	EWI to R/E and 33% gable wall.	item	1	3800	£ 3,800.00	-

**PROPERTY CONDITION ASSESSMENT
224 LONDON ROAD, BALDERTON.
NEWARK AND SHERWOOD DISTRICT COUNCIL**



FRIDAY 11TH NOVEMBER 2022

Contents

1.0 Introduction

2.0 Inspection

2.1 External of property

2.2 Internal of property

3.0 Conclusion

4.0 Recommendation

Appendices

Appendix A Photographs

Appendix B Location maps

Appendix C Refurbishment budget estimate

1.0 Introduction

Asset management were asked to provide a visual condition inspection of three properties 220,222 and 224 London Road Balderton. Number 224 is the subject of a current live official complaint and is also subject of an MP enquiry (Robert Jenrick). The property has had a previous history of significant damp and thermal integrity issues. The roofs of all three properties are included in this year's roof renewal programme.

Our inspection took place on the 11th November 2022 and our findings are presented in the remainder of this report.

Access was granted to number 224 which was arranged previously with the current tenant Mrs Smalley. Consequently, the internal observations relate to this address only.

Photographs are at appendix A and a location plan is contained in Appendix B.

2.0 Inspection

The property was inspected by Simon Ingram on Friday 11th November at 1.30pm. The weather conditions were fine and dry.

The property consists of a ground floor lounge and kitchen with 2 bedrooms and a bathroom to the 1st floor.

The interior of the property was fully furnished with floor coverings to all floors. The decoration was a mix of painted plaster and wallpaper with some ceilings being covered in woodchip

2.1 External of property

- 2.1.1 The property is one of three Victorian terraced houses, which we understand have been converted from agricultural barns. They consist pitched concrete interlocking tiled roof on traditional cut rafter/purlin construction. The external walls are 9" solid brickwork in lime mortar with pvcu double glazed windows and composite doors completing the external façade.
- 2.1.2 The property is adjacent to a busy main road which is higher than the property and there is a pavement that separates them.
- 2.1.3 The brickwork to the ground floor areas front and rear are in poor condition. Bricks are spalling due to the high moisture content and frost damage.
- 2.1.4 Various repairs have been undertaken to the brickwork including brick replacements and re-pointing.
- 2.1.5 There are signs the property has been treated for damp on various occasions by a chemically injected DPC to both brickwork and mortar.
- 2.1.6 The rear yard is mainly concrete with areas of artificial grass.
- 2.1.7 The resident mentioned the rear yard does flood in heavy rain and takes a long time to dry out, during the inspection the yard was damp, and mould was visible on the artificial grass.
- 2.1.8 The roof is showing signs of wear and has had multiple repairs undertaken including tile replacements and works to rafters and fire breaks.
- 2.1.9 There are no fire breaks in the loft space between 224 and 222 and 222 and 220.

2.2 Internal of property

- 2.2.1 The lounge is at the front of the property with the front door straight from the pavement into the room.
- 2.2.2 The lounge is in a good state of decoration other than signs of damp adjacent to the right of the front door.
- 2.2.3 The window in the lounge is below standard having no trickle vents and the opening casement opening into the room.

- 2.2.4 The lounge floor is of solid construction (concrete or pitch mastic) and is uneven, but due to floor coverings at the time of survey I was unable to determine the cause
- 2.2.5 The kitchen at the rear of the property off the lounge.
- 2.2.6 There are signs of damp on the chimney breast and some other areas of paintwork are starting to peel away from the plasterwork.
- 2.2.7 The kitchen floor visually slopes from one side of the room to the other meaning units on one side of the kitchen are almost 2 inches higher than the other side.
- 2.2.8 Some remedial works have been undertaken at number 224 by Peter Cox preservation via our repairs team but given the nature of the current complaint and what was witnessed at the time of survey, it appears these have not proved effective.
- 2.2.9 A new kitchen has been fitted in the property, but due to various damp works, the units have been removed and refitted a number of times and now show signs of wear.
- 2.2.10 The first floor of the property is accessed from stairs off of the lounge area.
- 2.2.11 The floors are of solid floor construction with no signs of any issues, although floor coverings were present at the time of inspection.
- 2.2.12 The bathroom has been renewed and is in good condition.
- 2.2.13 There is a sign of damp to the wall under the wash hand basin in the bathroom, this looks to be caused by condensation and there are no signs of any leaks.
- 2.2.14 There are bedrooms to the front and rear, both in a good state of decoration.
- 2.2.15 Windows are required to both bedrooms, as these are substandard without trickle vents and inward opening casements. There are also signs of condensation mould around the window reveals.
- 2.2.16 I was unable to access the loft area at the time of inspection due to no access equipment being available.
- 2.2.17 The resident told me that there are no walls (fire breaks) between the neighbouring properties, and you can access these properties. Further investigation is required.

3.0 Conclusions

From the inspection and a conversation with the resident, there seems to be a high-water table in this area. The resident mentioned that the garden often floods during heavy rain and that with the main road to the front of the property being higher than the property, means the properties in the terrace often have issues with water runoff from the road. This seems to be evident in the brickwork as high moisture content is spalling large areas of the bricks.

Internally this property is well maintained by the resident, but it is evident that there are major issues with damp due to the lack of DPM and there may also be ongoing issues with the rear chimney, further intrusive investigation would need to be done to determine this.

The nature of the build being of solid 9" brickwork and the lack of cavity wall insulation is contributing to the property being cold and exasperating the issues of damp.

In conclusion, the property is of an age and condition where damp issues are now significant, this coupled with the lack of any external wall insulation means that any solution would require major intervention and consequently substantial investment. I am not convinced that even were the improvements required carried out that these properties offer any guarantee of long term sustainable social housing accommodation. Even with major refurbishment the core fabric of the building is poor quality Victorian era.

4.0 Recommendations

Major investment would be required to bring the property up to a decent home standard due to the damp issues.

Work would include but not limited to.

- New roof
- New ground floor floors including DPM and DPC
- New kitchen
- Upgrade electrics
- Fire break in loft

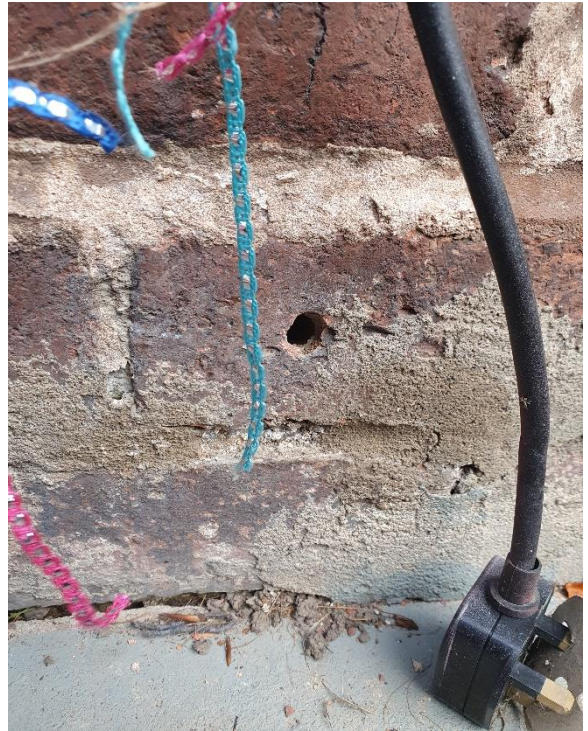
See full breakdown in Appendix C

Due to the extent of the works and there being no guarantee works would be 100% successful, disposal maybe the better option.

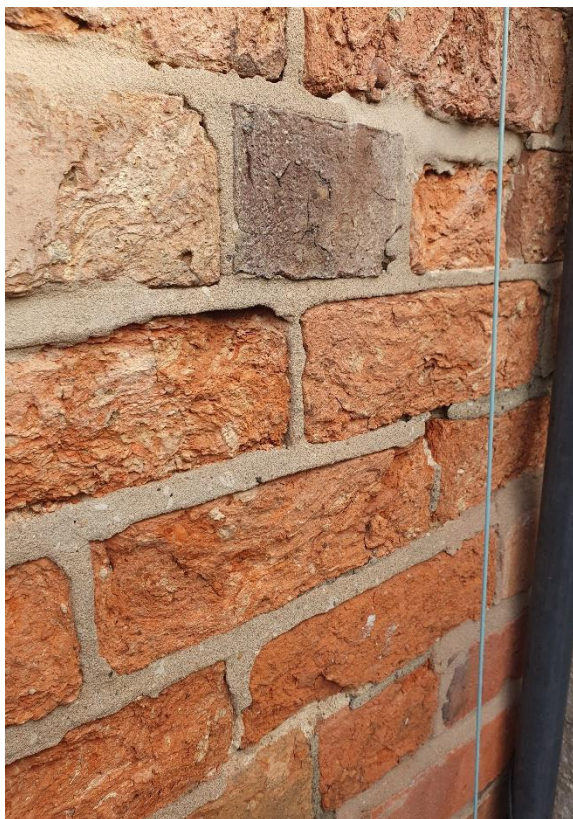
Appendix A



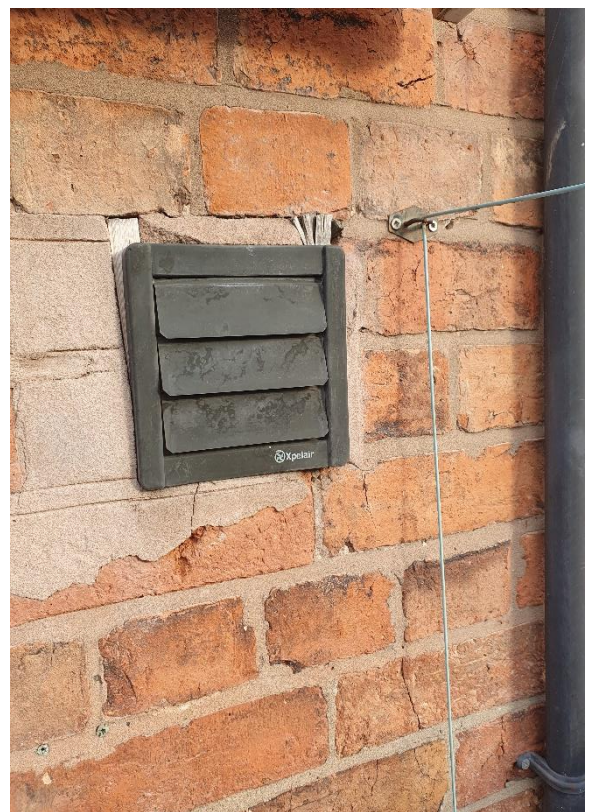
Evidence of historic DPC



DPC to brickwork and mortar



Spalling brickwork rear elevation



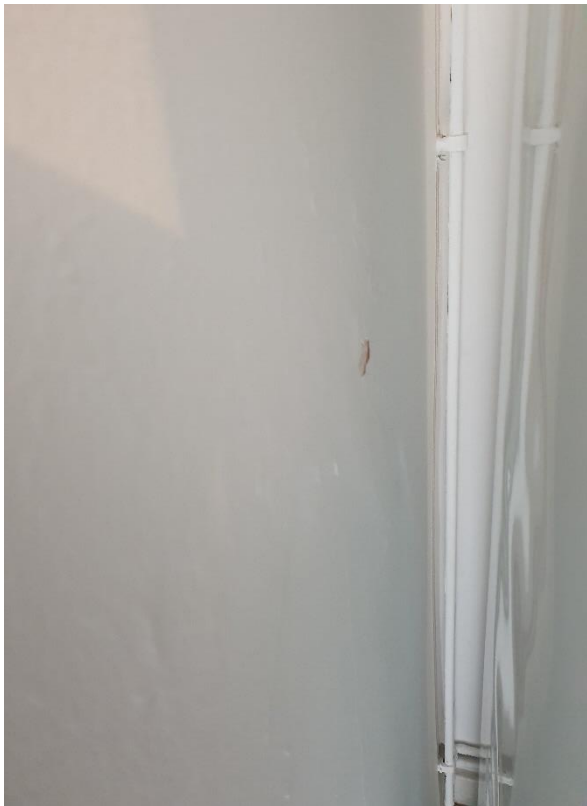
Poor repair work after extractor installation



Peeling paintwork in kitchen



Peeling paintwork in kitchen



Peeling paintwork to external wall kitchen



Damp to chimney breast in kitchen, previous works to chimney and DPC have been done



Damp to wall right of front door in lounge



Damp to wall right of front door in lounge



Opening inwards windows with no trickle vents



Damp area in bathroom possible condensation



Spalling brickwork to front elevation



Repairs to front elevation brickwork

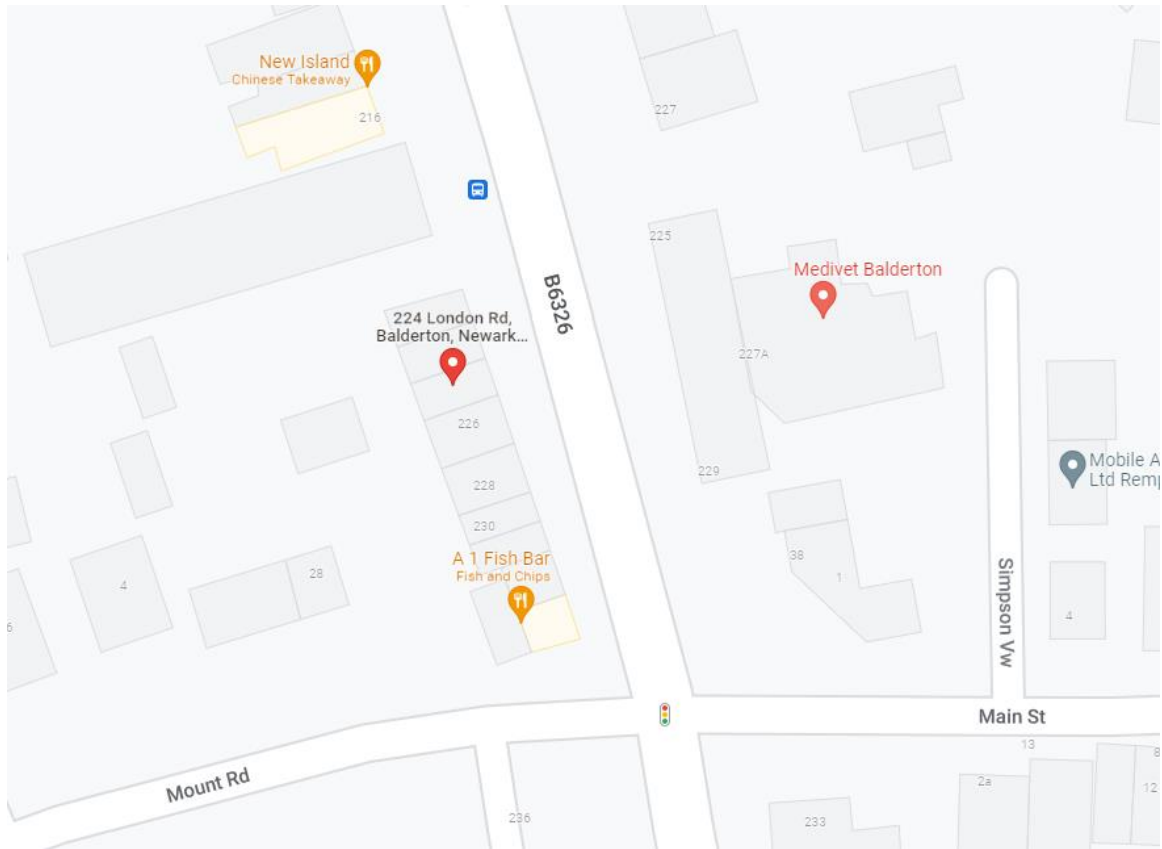


More evidence of sub-standard windows



Repairs to front elevation, but more required

Appendix B



Description	UOM	Q	Unit rate £	Total £
Renew roof covering to current specification. Including extension at eaves where required to allow for EWI installation	item	1	8500	£8,500
Roof strengthening works. Including rebuild stepped gable and renew lead flashings, inc chimneys.	Pc sum	1	2200	£2,200
Chemical injected dpc	item	1	1200	£1,200
Renew solid ground floor including 150mm hardcore 100mm insulation and 1200-gauge dpm.	item	1	4500	£4,500
Renew kitchen to current specification	item	1	5500	£5,500
Renew gas central heating complete, and ancillary domestic supply pipework	item	1	3200	£3,200
Rewire to current specification	item	1	3300	£3,300
Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£2,800
EWI to R/E and 33% gable wall.	item	1	3800	£3,800
Renew pvcu windows and composite doors	item	1	3800	£3,800
Internal re plastering walls and ceilings.	item	1	4200	£4,200
Drainage alterations (EWI)	Pc sum	1	650	£650
Whole property decoration internally.	item	1	1800	£1,800
Sound insulation to dividing walls?	Pc sum	1	1750	£1,750
Electrical alterations to supply.	Prov sum	1	1700	£1,700
Internal doors/architraves,skirting.	Prov sum	1	2500	£2,500
Rebuild fire break in loft space	Prov sum	1	2500	£2,500
Repair brickwork to F/E	Prov sum	1	500	£500
Potential Chimney works	Prov sum	1	2000	£2,000
Potential flood defence work due to high water table and road runoff	Prov sum	1	3000	£3,000
Investigative works (structural, flood)	Prov sum	1	2000	£2,000
Provisional sum	Prov sum	1	8500	£8,500
Total				£69,900

Highlighted work extra to previous survey of 222 London Road

APPENDIX 2

220 London Road

Description	UOM	Q	Unit rate £	Total £
Renew roof inc trusses	item	1	15000	£15,000
External wall tanking	item	1	8000	£8,000
Renew solid ground floor including 150mm hardcore 100mm insulation and 1200-gauge dpm.	item	1	25000	£25,000
Renew kitchen to current specification	item	1	7000	£7,000
Renew bathroom to current specification	item	1	3500	£3,500
Renew gas central heating complete, and ancillary domestic supply pipework	item	1	4000	£4,000
Rewire to current specification	item	1	3600	£3,600
Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£2,800
EWI to R/E and gable wall.	item	1	15000	£15,000
Renew pvcu windows and composite doors	item	1	4200	£4,200
Internal re plastering walls and ceilings.	item	1	4200	£4,200
Drainage alterations (EWI)	Pc sum	1	1200	£1,200
Whole property decoration internally.	item	1	1800	£1,800
Sound insulation to dividing walls?	Pc sum	1	1750	£1,750
Electrical alterations to supply.	Prov sum	1	1700	£1,700
Internal doors/architraves,skirting.	Prov sum	1	2500	£2,500
Rebuild fire break in loft space	Prov sum	1	2500	£2,500
Repair brickwork to all elevations	Prov sum	1	3000	£3,000
Potential flood defence work due to high water table and road runoff	Prov sum	1	3000	£3,000
Investigative works (structural, flood)	Prov sum	1	2000	£2,000
Provisional sum	Prov sum	1	10000	£10,000

£121,750

222 London Road

Description	UOM	Q	Unit rate £	Total £
Renew roof inc trusses	item	1	15000	£15,000
External wall tanking	item	1	6000	£6,000
Renew solid ground floor including 150mm hardcore 100mm insulation and 1200-gauge dpm.	item	1	20000	£20,000
Renew kitchen to current specification	item	1	7000	£7,000
Renew bathroom to current specification	item	1	3500	£3,500
Renew gas central heating complete, and ancillary domestic supply pipework	item	1	4000	£4,000
Rewire to current specification	item	1	3600	£3,600
Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£2,800
EWI to R/E	item	1	8000	£8,000
Renew pvcu windows and composite doors	item	1	3800	£3,800
Internal re plastering walls and ceilings.	item	1	4200	£4,200
Drainage alterations (EWI)	Pc sum	1	1200	£1,200
Whole property decoration internally.	item	1	1800	£1,800
Sound insulation to dividing walls?	Pc sum	1	1750	£1,750
Electrical alterations to supply.	Prov sum	1	1700	£1,700
Internal doors/architraves,skirting.	Prov sum	1	2500	£2,500
Rebuild fire break in loft space	Prov sum	1	2500	£2,500
Repair brickwork to F/E	Prov sum	1	2000	£2,000
Potential flood defence work due to high water table and road runoff	Prov sum	1	2000	£2,000
Provisional sum	Prov sum	1	9000	£9,000

£102,350

224 London Road

Description	UOM	Q	Unit rate £	Total £
Renew roof inc trusses	item	1	15000	£15,000
External wall tanking	item	1	6000	£6,000
Renew solid ground floor including 150mm hardcore 100mm insulation and 1200-gauge dpm.	item	1	20000	£20,000
Renew kitchen to current specification	item	1	7000	£7,000
Renew bathroom to current specification	item	1	3500	£3,500
Renew gas central heating complete, and ancillary domestic supply pipework	item	1	4000	£4,000
Rewire to current specification	item	1	3600	£3,600
Insulated dry lining to all F/E walls inc plaster finish.	item	1	2800	£2,800
EWI to R/E	item	1	8000	£8,000
Renew pvcu windows and composite doors	item	1	3800	£3,800
Internal re plastering walls and ceilings.	item	1	4200	£4,200
Drainage alterations (EWI)	Pc sum	1	1200	£1,200
Whole property decoration internally.	item	1	1800	£1,800
Sound insulation to dividing walls?	Pc sum	1	1750	£1,750
Electrical alterations to supply.	Prov sum	1	1700	£1,700
Internal doors/architraves,skirting.	Prov sum	1	2500	£2,500
Rebuild fire break in loft space	Prov sum	1	2500	£2,500
Repair brickwork to F/E	Prov sum	1	2000	£2,000
Potential flood defence work due to high water table and road runoff	Prov sum	1	2000	£2,000
Provisional sum	Prov sum	1	9000	£9,000

£102,350

Total for total upgrade of 220,222 and 224 London Road

£ 326,450.00

£ 337,450.00

Costs include Decant & Council Tax



Report to: Cabinet Meeting: 4 June 2024
 Portfolio Holder: Councillor Lee Brazier, Housing
 Director Lead: Suzanne Shead, Director - Housing, Health & Wellbeing
 Lead Officer: Maria Cook, Assistant Business Manager - Housing & Estate Management, Ext. 5456

Report Summary	
Type of Report	Open report, non-key decision
Report Title	Homes for Ukraine and Local Authority Housing Fund Update
Purpose of Report	To provide an update on the Homes for Ukraine (HFU) scheme and to provide an overview of the achievements of the Local Authority Housing Fund (LAHF).
Recommendations	That Cabinet note the content of the report and the achievements highlighted.
Alternative Options Considered	This report is for noting only.
Reason for Recommendations	<p>This is an update report displaying the outcomes that have been achieved as part of this delivery programme.</p> <p>Aligning to 24/27 Community Plan objectives:</p> <ul style="list-style-type: none"> • Increase the supply, choice, and standard of housing. • Raise peoples’ skills levels and create employment opportunities for the to fulfil their potential. • To be a top performing, modern and accessible Council.

1.0 Background

- 1.1 In March 2022 the Government made the commitment to support those leaving Ukraine due to the conflict that had arisen. As part of this support, they introduced the Homes for Ukraine Scheme and Newark & Sherwood District Council (NSDC) in conjunction with Nottinghamshire County Council (NCC) delivered and continue to deliver hosted placements for those entering the UK under this programme.
- 1.2 Since the scheme commenced NSDC has assisted 181 individuals/groups into hosted placements and currently there are 41 still in placement and 4 new arrivals expected shortly.

- 1.3 When the scheme was introduced the initial work and emergency placements were dealt with by the Council as a humanitarian response via the Community Engagement team. As time passed and it became apparent that this assistance was required longer term, the Council chose to develop a tenancy support worker model for future delivery of the programme and created a resettlement team.
- 1.4 The team consists of a Resettlement Coordinator, who deals with all elements of the Council resettlement programme, two - two year fixed term Tenancy Support Workers, who assess and secure the host placement, provide support, advice and assistance to enable the individual/family settle into the UK and when appropriate, help them to secure move on accommodation, there is also an Assistant Community Development Officer, providing administration support to the team. These posts have been funded by Government funding via NCC for our HFU delivery model.
- 1.5 This scheme is delivered by local housing authorities all across the UK and has assisted over 143,000 people but as might be expected, when placement cease or breakdown this places significant pressures on local homelessness services. To help address this, the Government launched the Local Authority Housing Fund (LAHF) programme on 14 December 2022 via a prospectus, Newark & Sherwood were listed in the first round of local housing authorities encouraged to consider applying for the targeted funding through a Memorandum of Understanding.
- 1.6 Each local housing authority listed in the report was given a suggested number of units to deliver and there was a requirement for some capital contributions to be made in addition to the grant funding for wider scheme delivery. The Council took the decision to progress and secured grant funding to enable the delivery of 14 homes with match funding from the Council.

2.0 Progress Update

- 2.1 The funding was phased as the grant required targets to be met before the next phase of funding was to be released. There was also a requirement for the grant phases to be spent by November 2023.
- 2.2 There was a maximum grant payable, so finance colleagues helped to ensure that the property purchase prices maximised our grant contribution, up to the 40% ceiling. In Q4 of 2022/23 the Council received £366,557 and the table below show the budget spent on purchasing properties.

2.3 The Council researched how best to spend the funding and devised a criteria to shortlist suitable properties. This resulted in purchases being made from the private market in the west of the district rather than undertaking acquisitions or build programmes due to the tight timescales and property prices. In addition to the purchase price of each property, the Government provided £20,000 revenue funding to complete any required works to bring the homes up to decent homes and the Council's own fit to let standard.

Homes for Ukraine				
Property Types	Purchase Price	Fees	Works	Total
Main Element	£ 157,500.00	£ 6,933.95	£ 7,769.32	£ 172,203.27
3 - 2 Bedroom Houses	£ 174,000.00	£ 8,202.00	£ 9,077.67	£ 191,279.67
1 - 4 Bedroom House	£ 155,000.00	£ 7,484.25	£ 20,796.37	£ 183,280.62
9 - 3 Bedroom Houses	£ 160,000.00	£ 8,378.25	£ 12,553.52	£ 180,931.77
	£ 160,000.00	£ 5,565.00	£ 4,456.90	£ 170,021.90
	£ 199,950.00	£ 9,317.00	£ 15,613.51	£ 224,880.51
	£ 170,000.00	£ 6,122.02	£ 2,172.00	£ 178,294.02
	£ 192,000.00	£ 6,853.00	£ 4,182.42	£ 203,035.42
	£ 168,000.00	£ 5,865.00	£ 37,500.00	£ 211,365.00
	£ 162,000.00	£ 6,538.00	£ 24,506.28	£ 193,044.28
	£ 160,000.00	£ 5,673.00	£ 2,237.50	£ 167,910.50
	£ 180,000.00	£ 6,165.00	£ 2,338.92	£ 188,503.92
	£ 160,000.00	£ 5,565.00	£ 1,740.00	£ 167,305.00
	£ 2,198,450.00	£ 88,661.47	£ 144,944.41	£ 2,432,055.88
	Main Budget	Remaining		
	£ 2,600,000.00	£ 401,550.00		
	£ 260,000.00	£ 26,394.12		
Bridging Accommodation				
	Purchase Price	Fees	Works	Total
1 - 4 Bedroom House	£ 180,000.00	£ 8,783.80	£ 11,021.67	£ 199,805.47
	Budget	Remaining		
	£ 250,000.00	£ 70,000.00		
	£ 20,000.00	£ 194.53		

2.4 Part of the grant conditions was that 13 homes should assist with addressing homelessness pressures with our HFU caseload, in the first instance and one property to be provided as 'bridging accommodation'. This bridging accommodation had to have at least 4 bedrooms and had to be made available for those exiting the bridging hotel placements for Afghan refugees.

2.5 The team were successful in securing the purchase of all 14 properties, this was achieved within the prescribed timeline and maximised grant contribution.

2.6 The team were supported by Corporate Property colleagues in the purchasing and works programmes and whilst they were securing the accommodation, the resettlement team were working on preventing imminent homelessness from the HFU cases by negotiating and extending host placements until such time as a property from the LAHF portfolio could be made available.

2.7 Currently, of the 14 properties purchased, 12 are occupied (inc 2 households who are awaiting visa assessments to enter the UK), 1 are in works, 1 is being used to support with a potential homeless case.

2.8 Prior to the securing of this property, in an email received from this family they stated 'I have been given your contact details by Ukrainian friends. Newark area and your service has a good reputation. I wonder if you can help me' which shows the Council's strong reputation as a welcoming and supportive district.

2.9 In addition to the work undertaken by the teams the LAHF programme has been included in an audit assessment for 2023-24 where it received substantial assurance from the Auditors.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment below where appropriate.

3.1 Financial Implications (FIN24-25/1978)

3.1.1 Homes for Ukraine Revenue

In terms of the Homes for Ukraine Scheme, provision has been made within revenue budgets to cover the costs of staffing, repairs & maintenance and miscellaneous expenses. All expenditure budgets are fully funded by a mix of payments from other authorities and housing rents. Budgets, in the current year and future years are profiled as below:

Budget	2024/25	2025/26	2026/27	2027/28
	£	£	£	£
Salaries	164,110	172,550	181,480	190,760
Repairs and Maintenance	25,000	25,750	26,260	26,790
Contributions to Repairs and Renewals	25,000	25,750	26,260	26,790
Miscellaneous Expenses	25,000	25,750	26,520	27,320
Payments Other Authorities	-189,110	-198,300	-208,000	-218,080
Housing Rents	-50,000	-51,500	-52,520	-53,580
	0	0	0	0

As these budgets are partly-funded via external contributions from NCC, should this funding change or cease, revenue budget would need to be identified to support delivery of the Homes for Ukraine scheme.

There is a revenue reserve in place for the Homes for Ukraine scheme, with a balance of funds received from DLUHC and NCC, at the end of 2023/24, of approximately £353,300.00. Should current funding arrangements change at some point in the future, it would need to be assessed to what extent any future balance on this reserve could be used to fund the Homes for Ukraine scheme. Otherwise, revenue budget would need to be identified.

3.1.2 LAHF Capital Programme

The Capital Programme budget for LAHF is as follows:

	Homes for Ukraine Original Budget	Homes for Ukraine Revised Budget	Bridging Accommodation Original Budget	Bridging Accommodation Revised Budget
Capital Budget	2,860,000	2,460,000	270,000	200,000
<i>Financed by:</i>				
Grant	1,416,957	1,050,400	171,457	171,457
Borrowing	1,443,043	1,409,600	98,543	28,543
<i>MRP Charge</i>	<i>28,860</i>	<i>20,860</i>	<i>1,970</i>	<i>570</i>

Actual spend in 2023/24 for Homes for Ukraine is £2,217,555.49, with £242,444 due to be carried forward into 2024/25 to finish the scheme. The spend on the Bridging accommodation is £214,003.67 and the scheme is now complete.

The full £1,588,414 grant funding has been received.

The MRP budget included in the MTFP is based on the original budget therefore there will be a reduction in the actual charge even with the actual spend on the Bridging accommodation being more than the current revised budget.

This project has delivered on time, within budget and maximised the grant contribution received and going forward it is anticipated that future implications will be limited. The delivery of a tenancy support worker model alongside the LAHF programme has reduced the risk of homelessness services being overrun and has diminished the risk of significant bed and breakfast spend and placements that many of our county colleagues have experienced without these services in situ.

When the government introduced the wider HFU scheme they did not put a timescale on the expected delivery and whilst this has not changed there are some indications from the government office that they will be making amendments to the ongoing delivery of HFU. The team will continue to monitor this and will report any changes that cause an affect for the council.

In terms of the LAHF accommodation, the government linked the procurement and usage of this accommodation to homelessness pressures and in the guidance documents they created it stated that preference should be given to using the accommodation to address HFU homelessness pressures. However, it anticipated that in years to come, this pressure might reduce and therefore the guidance also gave local housing authorities the right to use the LAHF accommodation to address general homelessness pressures, not just HFU.

At present, the accommodation is being used to minimise homelessness pressures and accommodates the target group but this may not always be possible. Therefore, the team have begun examining the possibility of using the LAHF accommodation to meet general temporary accommodation pressures in the west of the district instead of using the fixed site or bed and breakfast. The work on this continues and should it identify any implications, these too will be reported.

3.2 ICT Implications

Case management for the HFU group are held within the Meritec system and does not have any additional implications.

3.3 Equalities Implications

Whilst there are no implications resulting from this report, this update shows the Council's commitment to supporting people into safe accommodation and the flexibility of our services to respond quickly and empathetically in challenging situations.

Background Papers and Published Documents

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

None



Report to: Cabinet Meeting: 4 June 2024

Portfolio Holder: Councillor Susan Crosby, Health, Wellbeing & Leisure

Director Lead: Suzanne Shead – Director - Housing, Health & Wellbeing

Lead Officer: Cara Clarkson – Business Manager – Regeneration & Housing Strategy, Ext. 5293

Report Summary	
Type of Report	Open report, non-key decision
Report Title	Swimming Pool Support Fund Capital Grant Award
Purpose of Report	To secure Cabinet approval to utilise the capital grant awarded to the District Council through the Sport England Swimming Pool Support Fund (SPSF) Phase 2 Programme to enable the energy efficiency improvements works planned for Newark Sports & Fitness Centre to be implemented.
Recommendations	That Cabinet: a) agree to utilise the capital grant of £61,356 awarded to progress the implementation of LED lighting upgrades and new pool covers at Newark Sports & Fitness Centre, and b) add a budget of up to £71,356 to the Council’s Capital programme, financed by the SPSF grant of £61,356 and up to £10,000 from Repairs & Renewals in order that the works can proceed.
Alternative Options Considered	The grant secured will enable the proposed works to be delivered in a timely manner, will reduce the leisure centres operating costs and reduce its carbon emissions accordingly.
Reason for Recommendations	To proposal will make a positive contribution to the Council’s Community Plan 2023 – 2027 - Object 6 – ‘Reduce the Impact of Climate Change’.

1.0 Background

1.1 Members will be aware that the Sport England Swimming Pool Support Fund was initiated to provide financial support to swimming pool operators in England to mitigate against the cost impacts of increasing energy costs. The programme had two strands a ‘Revenue’ support grant, Phase 1 and a ‘Capital’ support grant Phase 2. In October 2023 the District Council was successful in securing a revenue grant of £187,539 towards utility costs over the three years 2021/22 to 2023/24 for its three swimming pool locations, and subsequently has been awarded a capital grant of £61,356 under Phase 2 towards the costs of replacement pool covers and LED lighting at Newark Sports and Fitness Centre.

2.0 Proposal/Details of Options Considered

- 2.1 In order to progress the works, the grant award of £61,356 will need to be added to the Council's Capital Programme 2024-25 in order to implement the planned works and to draw down the grant from Sport England which will be paid retrospectively on satisfactory completion of the works identified in the original grant submission. The delivery of the planned works will contribute to the Council's Community Plan 2023-2027 Objective 6 - 'Reduce the Impact of Climate Change' primarily by reducing carbon emissions.

3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN24-25/2016)

- 3.1 The budget of £61,356 will be added to the Capital Programme, financed by the recently awarded capital grant.
- 3.2 The works are fully funded, and the grant will be drawn down in arrears.
- 3.3 The works will need to go through a procurement process, which may result in the works costing more than the grant awarded. If this is the case, a transfer of up to £10,000 can be made from R&R.

Background Papers and Published Documents

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

None.

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted