



*Castle House  
Great North Road  
Newark  
NG24 1BY*

*Tel: 01636 650000*  
[www.newark-sherwooddc.gov.uk](http://www.newark-sherwooddc.gov.uk)

**Monday, 8 December 2025**

**Chair: Councillor L Tift**  
**Vice-Chair: Councillor R Jackson**

**To all Members of the Council:**

**MEETING: Full Council**

**DATE: Tuesday, 16 December 2025 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 Tel: 01636 655243  
Email: [nigel.hill@newark-sherwooddc.gov.uk](mailto: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 by Members and Officers	
4. Minutes from the meeting held on 21 October 2025	4 - 13
5. Communications which the Chair, Leader, Chief Executive or Portfolio Holders may wish to lay before the Council	
6. In accordance with Rule No. 3.1 to receive the presentation or the debating of any Petitions from Members of the Council (if any)	
7. Questions from Members of the Public and Council	
In accordance with Rule No. 3.3.3 the following question has been submitted to the Council from Councillor Peter Harris:	
“The Leader is our representative to the East Midlands Combined Authority Mayor. What influence does the East Midlands Mayor have at the Government for improving rail services in our area?”	
8. Localised Council Tax Support Scheme 2026-27	14 - 17
9. Political Composition of the Council and Allocation of Seats on Committees	18 - 21
10. Proposed Schedule of Meetings 2026-27	22 - 28
11. Update on the Council's Arrangements for Dealing with Code of Conduct Complaints	29 - 33
12. Notices of Motion	34 - 37
In accordance with Rule No. 3.4.3, the following motions are to be considered:	
Motion 1 - Code of Conduct	
Motion 2 - Union Flag to be flown permanently at Castle House	
13. Minutes for Noting	
(a) Cabinet - 14 October 2025	38 - 45
(b) Cabinet - 11 November 2025	46 - 50

(c)	Cabinet - 26 November 2025	51 - 53
(d)	Policy & Performance Improvement Committee - 1 December 2025	54 - 60
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(f)	Governance, General Purposes & LGR Committee - 27 November 2025	68 - 72
(g)	Audit & Accounts Committee - 15 October 2025	73 - 78

#### 14. Exclusion of the Press and Public

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.

None.

#### Note – Fire Alarm Evacuation

In the event of an alarm sounding please evacuate the building using the nearest fire exit in the Civic Suite. You should assemble at the designated fire assembly point located in the rear car park and remain there until the Fire Service arrive and advise it is safe to return into the building

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Full Council** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 21 October 2025 at 6.00 pm.

PRESENT: Councillor L Tift (Chair)  
Councillor R Jackson (Vice-Chair)

Councillor N Allen, Councillor A Brazier, Councillor L Brazier, Councillor C Brooks, Councillor R Cozens, Councillor S Crosby, Councillor L Dales, Councillor D Darby, Councillor P Farmer, Councillor A Freeman, Councillor S Forde, Councillor J Hall, Councillor R Holloway, Councillor J Kellas, Councillor J Lee, Councillor K Melton, Councillor S Michael, Councillor D Moore, Councillor P Peacock, Councillor C Penny, Councillor M Pringle, Councillor P Rainbow, Councillor K Roberts, Councillor N Ross, Councillor S Saddington, Councillor T Smith, Councillor M Shakeshaft, Councillor M Spoors, Councillor P Taylor, Councillor T Wendels and Councillor T Wildgust

APOLOGIES FOR ABSENCE: Councillor I Brown, Councillor P Harris, Councillor S Haynes and Councillor T Thompson

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

The Chair advised the Council that the meeting was being recorded and streamed online in accordance with usual practice.

Councillor J Lee notified the Council that he would be recording parts of the meeting.

29 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

The Council noted the interests previously declared by Members in Agenda Item No. 14 – Minutes for Noting.

30 MINUTES FROM THE MEETING HELD ON 15 JULY 2025

AGREED that the minutes from the meeting held on 15 July 2025 were approved by 32 Councillors with 1 abstention, as a correct record and signed by the Chair.

31 COMMUNICATIONS WHICH THE CHAIR, LEADER, CHIEF EXECUTIVE OR PORTFOLIO HOLDERS MAY WISH TO LAY BEFORE THE COUNCIL

The Chair invited Councillor S Forde to provide a ‘moment of reflection’ for the Council.

The Chair asked the Council to remember the anniversary of the Aberfan disaster and gave an update on recent events she had attended on behalf of the Council including the Cromwell Lock, the Airbridge and the Community Awards.

The Chair also invited the Council to celebrate the success achieved at the East Midlands in Bloom Awards. Newark won the 'Least Litter in the East Midlands' award as well as the runner-up in the large town category being awarded a Silver Gilt. Two Silver Gilt awards were also given to Collingham and Edwinstowe in the Large Village and Small-Town category. The Chair thanked everyone involved and made a small presentation to some of the staff behind the Council's success.

The Leader of the Council provided a brief update on the Ollerton regeneration project following approval of the business case but did express his disappointment that the County Council had chosen not to support the project.

The Portfolio Holder for Public Protection & Community Relations reported to the Council local issues which were having a negative impact on community cohesion and were stirring up racial hatred.

### 32 QUESTIONS FROM MEMBERS OF THE PUBLIC AND COUNCIL

In accordance with Rule No. 3.3.2, one question had been submitted to the Council by a member of the public, Laurence Goff.

In accordance with Rule No. 3.3.3, three questions had been submitted by Councillors. The first question from Councillor P Harris was deferred to the next meeting of the Council given his absence through illness. A second question had been submitted by Councillor J Lee and a third from Councillor N Allen.

Details of the questions put forward, and the response given by the appropriate Portfolio Holders are attached as Appendix A to the Minutes.

### 33 APPOINTMENT OF THE COUNCIL'S MONITORING OFFICER

The Council considered the report of the Chief Executive which proposed the appointment of Francesca Whyley as the Council's Monitoring Officer and the Director – Resources and Section 151 Officer, Sanjiv Kohli as Senior Responsible Officer (Regulation of Investigatory Powers Act (RIPA)).

The appointment was required following the former Monitoring Officer leaving the authority. Usually, the post would be filled on a like for like basis, however with LGR pending, agreement had been reached with Gedling to share the Monitoring Officer role. In addition, short term locum support had been sourced to ensure continuity of service and to sustain the current level of resource required on Code of Conduct issues.

Following the appointment, minor amendments would be required to the Constitution to reflect the change and given delegations to the role of Assistant Director - Legal & Democratic Services given that would no longer exist. In addition, the Assistant Director - Legal & Democratic Services held the role of Senior Responsible Officer (RIPA).

AGREED (unanimously) that Council:

- a) approve the appointment of Francesca Whyley as the Council's Monitoring Officer with immediate effect;

- b) approve the appointment of Sanjiv Kohli as Senior Responsible Officer (RIPA) with immediate effect; and
- c) give delegated authority to the Monitoring Officer to make minor consequential amendments to the Constitution given references to the Assistant Director - Legal & Democratic Services.

34 APPOINTMENT OF INDEPENDENT REMUNERATION PANEL

The Council considered the report of the Business Manager - Elections & Democratic Services and Deputy Monitoring Officer concerning the convening of an Independent Remuneration Panel to consider Members' Special Responsibility Allowances given the recent changes in Committees.

At the last meeting of the Council a resolution was made to convene the same Panel who last undertook the review of Special Responsibility Allowances, but unfortunately, the Chair of the Panel was unable to help. Following various enquiries, a new Chair, Mr Declan Hall, who acts as an 'remuneration consultant' was approached and agreed to assist. Given the information provided by Mr Hall in terms of time frame and expenses, a larger cost envelope for the review was required.

AGREED (with 30 votes for, 1 against and 2 abstentions) that Council:

- a) approve the convening of the Independent Remuneration Panel as set out in the report to undertake a full review of the Special Responsibility Allowances; and;
- b) approve a cost envelope of £4,500 for the purposes of the review.

35 TREASURY MANAGEMENT OUTTURN REPORT 2024/25

The Council considered the report of the Business Manager - Financial Services to update Members on the Treasury Management activity and confirmed that the Council had complied with its Prudential Indicators for 2024/25. The activity report was reported to the Audit & Governance Committee at their meeting held on 2 July 2025

AGREED (unanimously) that Council note:

- a) the Treasury Management Outturn 2024/25; and
- b) that in 2024/25 the Council complied with its Prudential Indicators which were approved by Full Council on 7 March 2024.

36 WINTHORPE AND LANGFORD NEIGHBOURHOOD PLAN REFERENDUM

The Council considered the report of the Business Manager - Planning Policy & Infrastructure which sought Council approval to call the referendum for the Winthorpe with Langford Neighbourhood Plan. Following its Examination, the Independent Examiner had concluded that the Winthorpe with Langford

Neighbourhood Plan met the Basic Conditions and other relevant regulatory requirements. It was therefore recommended that the Plan proceed onto referendum.

AGREED (unanimously) that Council:

- a) note the report; and
- b) authorise the Chief Executive, acting as Returning Officer, to arrange the referendum for the Winthorpe with Langford Neighbourhood Plan.

37 OUTCOME OF STANDARDS COMPLAINTS HEARING PANEL

The Council considered the report of the Deputy Monitoring Officers which conveyed the decision to Council of the outcome of the Code of Conduct Hearing held on 10 October 2025 in relation to the conduct of Councillor J Lee. The Panel considered two complaints where it was found that there had been breaches of the Code of Conduct. The decision notice was attached as an appendix to the report. The two sanctions imposed were that Councillor J Lee should attend training in relation to the Code of Conduct which should include training on the use of social media and confidentiality, as well as the decision being reported to the Council.

AGREED (with 27 votes for and 6 abstentions) that the report be noted.

38 NOTICES OF MOTION

**Motion One – Consideration of the introduction of Article 4 Directions within urban areas of Newark and Sherwood (Under the Town & Country Planning (General Permitted Development) (England) Order 2015)**

In accordance with Rule No. 3.4.3 Councillor J Lee moved and Councillor M Spoors seconded a motion to the following effect:

“This Council resolves to:

- a) Establish a working group through the Policy Performance & Improvement Committee to assess the current and future impact of the permitted development allowing change of use from a dwelling house (C3) to a House of Multiple Occupation (C4) at all conurbations across our district.
- b) The working group should consider the impact of HMOs on our communities including (but not limited to) housing affordability, community balance, infrastructure and planning enforcement.
- c) The working group should present through the Policy Performance & Improvement Committee to Cabinet recommendations regarding the principles of issuing Article 4 Directions.

- d) Subject to any view of Cabinet any Article 4 Directions be referred to the Planning Committee for progression”.

The motion, on being put to the vote, was agreed (with 32 votes for and 1 abstention).

**Motion Two – Marie Curie Campaign for a Council Tax Exemption for Terminally Ill**

In accordance with Rule No. 3.4.3 Councillor J Hall moved and Councillor P Peacock seconded a motion to the following effect:

“Newark & Sherwood District Council resolves to:

- a) Support the Marie Curie campaign for a Council Tax Exemption for the Terminally Ill.
- b) Congratulate Manchester City Council on becoming the first council to implement such a scheme for their local residents.
- c) Establish a PPIC working group to consider the development of an appropriate policy for Council Tax Exemption for those with a terminal illness, or a partner or family member within the same household, as part of the local tax reduction scheme. PPIC to make recommendations to Cabinet to adopt a formal policy if appropriate.
- d) Write to other Nottinghamshire Local Authorities to ask that they support the Marie Curie campaign for a Council Tax Exemption for the terminally ill”.

The motion, on being put to the vote, was agreed unanimously.

39 MINUTES FOR NOTING

39a CABINET - 8 JULY 2025

39b CABINET - 15 JULY 2025

39c CABINET - 9 SEPTEMBER 2025

39d POLICY & PERFORMANCE IMPROVEMENT COMMITTEE - 1 SEPTEMBER 2025

39e POLICY & PERFORMANCE IMPROVEMENT COMMITTEE - 6 OCTOBER 2025

39f PLANNING COMMITTEE - 21 JULY 2025

39g PLANNING COMMITTEE - 7 AUGUST 2025

39h PLANNING COMMITTEE - 4 SEPTEMBER 2025

39i PLANNING COMMITTEE - 2 OCTOBER 2025

39j GOVERNANCE, GENERAL PURPOSES & LGR COMMITTEE - 11 SEPTEMBER 2025

39k EXECUTIVE SHAREHOLDER COMMITTEE - 8 JULY 2025

39l EXECUTIVE SHAREHOLDER COMMITTEE - 9 SEPTEMBER 2025

Meeting closed at 7.49 pm.

Chair

**FULL COUNCIL MEETING – 21 OCTOBER 2025**

**QUESTIONS FROM MEMBERS OF THE PUBLIC**

**In accordance with Rule No. 3.3.2 the following question was submitted to the Council from Mr Laurence Goff:**

Empty Properties – Why did it take so long?

For many years Newark and Sherwood has had empty buildings not being protected, empty properties, often commercial buildings.

Work is set to take place to transform the historic 300-year-old Ollerton Hall that has stood vacant for 50 years. It now has planning permission to turn them into apartments. The Robin Hood Hotel in Newark, a landmark building, stood derelict for over two decades after its closure in 1999 before being transformed into a Travelodge hotel.

The Lilley and Stone School, Newark has stood empty for 9 years; Woods Court former care home is empty; the Oaks and Little Oaks Care Home, 172 London Road, Balderton, Newark is also standing empty. The Corn Exchange, Newark stood empty for years which is now a night club, located in the Town Centre.

The question is why they did not have someone to live in to safeguard the properties in the first place? It would be good to setup a Guardianship to safeguard our properties across the District.

An empty property guardianship offers the best solution where an individual lives in and protects vacant properties, at a lower cost than traditional renting, while the property owner benefits from security and reduced risks. Guardians secure the property, preventing issues like squatters, anti-social behaviour and vandalism, and often enjoy more affordable, flexible living arrangements. Not only do property owners benefit from having their vacant buildings protected, but guardians pay lower rent than market rates in exchange for maintaining the property and ensuring its security.

**Reply from Councillor Claire Penny – Portfolio Holder for Sustainable Economic Development**

Thank you, Laurence. I really appreciate the thoughtful question.

Like you, I absolutely share the frustration of residents when buildings sit empty for years, whether that's heritage assets, missed housing or social opportunities. Some cases like Ollerton Hall, or former schools have been tied up in private ownership, complex planning, or viability challenges, but I'm proud to say our teams have made real progress in this.

The Council has intervened in some cases with examples including:

Ollerton Hall, vacant for over 50 years, is now nearing completion with brand new apartments. 32 Stodman Street, in Newark, is now being redeveloped into high-quality

homes and retail and 14 Market Place, a long-standing empty unit, is being brought back into use as part of our efforts to support independent businesses in the town centre.

Unfortunately, our resources are finite and we cannot intervene in all cases.

Your idea about property guardianship is genuinely interesting and it can work well in certain contexts, though it does come with some legal and safeguarding considerations. Importantly it also requires a willing and present landowner. For many long-term empty buildings, the reasons are often complex, sometimes involving absentee owners.

I'm happy for officers to actively explore the idea and to look at examples elsewhere where it's worked well.

### **QUESTIONS FROM MEMBERS OF THE COUNCIL**

**In accordance with Rule No. 3.3.3 the following question was submitted to the Council from Councillor John Lee:**

During the last election, the Independents for Newark & District set out a number of manifesto commitments. Residents reasonably expect clarity on whether those commitments are being delivered within the current term.

For example:

1. Housing and Green Space – The Council's Housing Allocation Scheme consultation (Sept 2024) confirmed that demand for homes continues to outstrip supply. In addition, 142 homes were approved on Lowfield Lane, Balderton, land that residents had previously understood would be protected. ([Newark Advertiser, 2024]).
2. Climate Change – The Council has reported a 26% reduction in carbon emissions from its own buildings and operations ([Newark Advertiser, Sept 2025]), but there is no published timetable showing how the wider district will move towards the pledged 2035 net zero target.
3. Health and Wellbeing – While community events have been delivered, there is no published evidence demonstrating improvements in life expectancy or reduced health inequalities.
4. Crime and Anti-Social Behaviour – Nottinghamshire Police figures show shoplifting increased by 21% and burglary by 9% in 2024 compared to the previous year. Overall crime stood at 6,834 incidents per 100,000 people in the year to Sept 2023. ([Notts Police, Jan 2025]; [Varbes, 2023])

Given these published figures, will the Deputy Leader confirm when each of these manifesto pledges will be fully met, or whether she accepts that they will not be met within the lifetime of this administration?

### **Reply from Councillor Rowan Cozens – Deputy Leader of the Council**

Thank you, Councillor Lee, for your question and the opportunity to celebrate some fantastic achievements. Independents for Newark & District are not a political party but a group of local people who as Councillors represent and speak for the communities they live in. We were elected because people wanted change, particularly at the local level. We are

completely self-funded. As a group we have been instrumental in pursuing a respectful and collaborative approach to local politics and have had a big impact not only at District, but also on Parish and Town Councils. We are proud to work cross-party with our colleagues at the District Council.

Each quarter, progress against the Council's priorities and actions are reported to the Policy & Performance Improvement Committee and then to Cabinet. You can track progress being made. Here are a few headline examples for you. Over £500,000 has been invested in de-carbonising our Council homes; new and replacement gym equipment has been installed in all of our leisure centres; we've rolled out a programme of solar panels to Council owned facilities; we've delivered a programme of parks improvements and a pilot scheme of Green Gateways; we've delivered a new changing places style facility at the Dukeries Leisure Centre to improve access for people with disabilities; we've completed the construction of a new car park at Newark hospital to enable more services previously provided at Kings Mill to be offered at Newark; we've developed the Playing Pitch strategy and set aside £2.5million to improve local sports pitches; construction of the fantastic new Alexander Lodge facility for homeless people has been completed; various Safer Streets and other community safety initiatives have been delivered and not forgetting the brand new CCTV control room; and of course I was particularly delighted that the King's representative in Nottinghamshire chose to attend the opening and unveil our new Kidney sculptures.

You'll be pleased to know that plenty more is in the pipeline – including a new programme of Council house building; planning permission will shortly be submitted for our multi-million regeneration scheme for Ollerton town centre; the re-development of Stodman Street will complete next year; excellent progress is being made to deliver our new and green industrial park at Clipstone and building on the pilot Green Gateways initiative, where previously overlooked verges have been brought to life with wildflowers, attracting bees and butterflies, we're committed to delivering up to five new Green Gateway sites each year.

I am very pleased and proud to be part of a group of Councillors who jointly achieve so much for their residents.

**In accordance with Rule No. 3.3.3 the following question was submitted to the Council from Councillor Neil Allen:**

With the Policy and Performance Improvement Committee's annual report having just been published does this report reflect the findings of the recent peer review?

And in particular the recommendations to improve scrutiny and flexibility in regard to: - Working groups; the shaping of policy and strategy; driving service improvement; and scrutiny and allowing flexibility in regard to allowing Councillors to question performance.

**Reply from Councillor Mike Pringle – Chair of the Policy & Performance Improvement Committee**

Thank you for your question, Cllr Allen and for bringing to the attention of Council the excellent work the Policy & Performance Improvement Committee has delivered over the past year. I fully recommend the report to anyone wants to see what a wide range of work the Committee undertakes.

You are correct, the Council's recent LGA peer review included general recommendations aimed at improving Council committee structures and enhancing scrutiny.

The Council has reviewed and updated Committee terms and structures with the recommendations in mind, forming the Governance, General Purposes & LGR Committee for example, including appointing opposition Councillors as Chair and Vice Chair. And providing Audit & Accounts as a separate Committee. In fact, I believe you are Vice Chair of that Committee.

Additional recommendations on methods of scrutiny were addressed through our annual training for the Committee in March. Which I think I remember you attended. However, as you will have seen through the annual report a system that supported working groups and questions from Committee members already exists. I believe you have been a member of three working groups so far and are indeed going to be joining a fourth one shortly.

We regularly welcome Members to the Cabinet to answer questions put by Policy & Performance Improvement Committee as an informative form of scrutiny.

The PPI Committee's annual report does not reference the peer review recommendations directly, as these were received after the report period. The report looks backwards at the previous year's work. You will see it mentioned in next year's report and will keep a brief of this, however the peer challenge team are due back with us in a few weeks to check on our progress. I'm sure they will be very happy with how we have built on our excellent work and will look forward to receiving their update going directly to Cabinet and for further discussion.

#### **Supplemental Question from Councillor Allen**

On 1 September myself and Councillor Harris both put forward a topic request for a review of the heritage and cultural spending. As proposer and seconder we had hoped we would be able to lead on that working group however, we were told that as substitutes we were unable to do that and that the Constitution says that as substitutes we cannot take part.

The Constitution says that most working groups should be chaired by the Chair or Vice Chair of the Policy & Performance Improvement Committee. This is not usually the case, I think it's only once that the Vice Chair has chaired a working group. I have checked the Constitution about chairing working groups, it does not say that substitutes cannot chair a working group.

I am asking for reassurance that in the future, substitutes on scrutiny can happen at the Council and that there's confidence that as substitutes we can join working groups and lead those working groups.

#### **Reply from Councillor Mike Pringle – Chair of the Policy & Performance Improvement Committee**

I agree and if a Councillor takes the time to actually put a topic request form in and have obviously looked at the detailed history of that they should be included in presenting that to committee, so I'm happy to take this up and seek advice.



Report to: Meeting of the Full Council - 16 December 2025

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

Director Lead: Sanjiv Kohli, Deputy Chief Executive & Director - Resources

Lead Officer: Phil Ward, Business Manager – Revenues & Benefits, Ext. 5347

Report Summary	
<b>Report Title</b>	Localised Council Tax Support Scheme 2026/27
<b>Purpose of Report</b>	To confirm the continuation of the Localised Council Tax Support Scheme for 2026/27 with minor changes in accordance with the annual uprating amounts applied by the Department for Works and Pensions.
<b>Recommendations</b>	That the Council continues to adopt the existing Localised Council Tax Support Scheme for all potential claimants for the financial year 2026/27 and uprates the applicable amounts, premiums, state benefits and disregard criteria in accordance with the annual uprating amounts applied by the Department for Works & Pensions.
<b>Reason for Recommendation</b>	To ensure the Council discharges its responsibilities to agree its Council Tax Support scheme by 31 January 2026.

## **1.0 Background**

- 1.1 As part of the 2012 Welfare Reform Act the national Council Tax Benefit scheme was abolished and in accordance with the Local Government Act 2013 local authorities were required to introduce Localised Council Tax Support schemes from 1 April 2013.
- 1.2 Government funding for the new schemes was reduced by approximately 10%, for Newark & Sherwood claimants and this amounted to around £1m.
- 1.3 Support for Council Tax is now offered as reductions within the council tax system with claimants of state pension age receiving a discount of up to 100% thereby ensuring that they receive no reduction in support as a direct result of the reform.
- 1.4 Localisation provided local authorities with the flexibility to design Council Tax Support schemes for working age claimants taking into account the needs of vulnerable groups and the importance of supporting work incentives. Our current scheme provides the following:

- a) A maximum award of 80% of the liability that Council Tax Support would cover for properties in Bands A and B.
- b) A maximum award of the liability that Council Tax Support would cover equivalent to a council tax band A charge for properties in Bands C to H.
- c) No entitlement to Council Tax Support where claimants have in excess of £16,000 in capital.
- d) A work incentive entitlement that maintains the current rate of council tax support for six weeks when moving into employment.
- e) Providing additional support to vulnerable groups by applying the annual uprating of income and disregard criteria in accordance with the annual uprating amounts applied by the Department for Works and Pensions.

## **2.0 Proposal /Options Considered**

- 2.1 Council Tax Support is calculated by comparing the claimant's earned weekly income and notional capital to the applicable amount. The applicable amount is a notional figure made up of amounts set by the DWP each year and is a measure of someone's basic living requirements.
- 2.2 Earned income is the average weekly amount you earn after deductions for income tax, national insurance and half of any pension contributions.
- 2.3 There are two rules regarding notional capital, depending how old you are:
  - If you are of working age (aged 18 to below pensionable age), notional income is calculated as £1 for every £250 of capital that you have that is over £6,000. For example, if you have £6,500 of savings, this would equate to £2 per week notional income. This is calculated by disregarding the first £6,000 and taking £1 per week for every £250 remaining (£500).
  - If you are of pensionable age, notional income is calculated as £1 for every £500 of capital that you have that is over £10,000. For example, if you have £8,000 of savings, no notional income would be taken into account in the calculation
  - If you are in receipt of guaranteed pension credit, no capital is taken into account as notional income.
- 2.4 The applicable amount is made up of one or more of the following; dependent upon the makeup of the household:
  - An amount for the claimant/partner known as a personal allowance.
  - An amount for any dependant children – your children's personal allowance.
  - An amount for any qualifying premiums such as the disability living premium or carers benefit.
- 2.5 By comparing the claimant(s) income and capital to the applicable amount a decision can then be made on the amount of any Council Tax Support entitlement.
- 2.6 At their meeting held on 11 November 2025, Cabinet recommended to Full Council uprating the applicable amounts, premiums, state benefits and disregard criteria in accordance with the annual uprating amounts applied by the Department for Works and Pensions (DWP); whilst continuing the current Localised Council Tax Support Scheme for 2026/27 financial year.

- 2.7 In consideration of the obligation to consider vulnerable groups within the design of our local scheme Child Benefit, War Pensions, Personal Independence Payments, Disability Living Allowance and Attendance Allowance continue to be disregarded as income and the disability premiums are retained to protect families with children and people with disabilities.
- 2.8 By applying the annual uprating of income and disregards to the 2026/27 scheme the Council will continue to maintain the current level of support to all Council Tax Support claimants and ensure that the scheme continues to benefit the most vulnerable and low -income households using nationally recognised rates of DWP income rather than continuing with the 2025 rates that are being used in the current scheme.
- 2.9 Should the Council decide not to uprate the income and disregards in line with the annual uprating amounts applied by the DWP, this would then penalise claimants as where their income increases their applicable amount would remain the same as the current year. This would then potentially lead to a reduction in Council Tax support awarded.

### 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.

<b>Implications Considered</b>			
<b>Yes – relevant and included / NA – not applicable</b>			
Financial	Yes	Equality & Diversity	NA
Human Resources	NA	Human Rights	NA
Legal	Yes	Data Protection	NA
Digital & Cyber Security	NA	Safeguarding	NA
Sustainability	NA	Crime & Disorder	NA
LGR	NA	Tenant Consultation	NA

#### **Financial Implications (FIN25-26/3802)**

- 3.1 As at the end of September 2025, the number of working age claimants eligible for Council Tax Support was 3,879 and the number of pensioners eligible for Council Tax Support was 2,806.
- 3.2 The value of support awarded to date for the 2025/26 year is £7,951,908, in line with the forecast expenditure for the scheme. This would be forecast to increase for 2026/27 but will be dependent on the total Council Tax bill including preceptors, which at the time of writing this report are not available. The implications of an 80% award will be built into the Council Tax base in order to prepare the budget for 2026/27.
- 3.3 The additional estimated cost of moving to a maximum (working age) award of up to 90% would be approximately £577,000 of which the cost to Newark and Sherwood District Council would be £67,000.

- 3.4 The additional estimated cost of moving to a maximum (working age) award of 100% would be £1,155,000 of which the cost to Newark and Sherwood District Council would be an additional £133,000.

Legal Implications (LEG2526/7177)

- 3.5 All legal implications and relevant statutory considerations have been addressed within the report and all financial considerations have been taken into account. The report should be considered at Full Council as approval of the scheme is reserved to Full Council.

**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: Meeting of the Full Council – 16 December 2025

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

Director Lead: John Robinson, Chief Executive

Lead Officer: Nigel Hill, Business Manager - Elections & Democratic Services, Ext. 5243

Report Summary	
<b>Report Title</b>	Political Composition of the Council and Allocation of Seats on Committees
<b>Purpose of Report</b>	In accordance with the Constitution, to consider the allocation of seats to political groups in accordance with the political balance rules, following two by-elections held to fill two vacancies.
<b>Recommendations</b>	That the Council: a) approve the allocation of seats to political groups in accordance with <b>Appendix A</b> to the report; and b) note the Committee memberships in the schedule to be circulated ahead of the meeting.
<b>Reason for Recommendation</b>	To ensure the Council complies with Section 15 of the Local Government & Housing Act 1989 and the Local Government (Committees & Political Groups) Regulations 1990.

## 1.0 Background

- 1.1 Section 15 of the Local Government & Housing Act 1989 requires the Council to consider the political composition of the Council. The Act, together with Local Government (Committees & Political Groups) Regulations 1990, require local authorities to allocate seats on Committees of a local authority on a proportional basis, in accordance with the number of seats on the Council held by each political group.
- 1.2 The political composition of the Council and allocation of seats to committees was last considered and approved by the Council at their meeting held on 15 July 2025. This change to the allocation of seats was required given the deletion of the General Purposes Committee and creation of the Audit & Accounts Committee and the Governance, General Purposes and LGR Committee. This changed the overall number of seats on committees from 77 to 71.
- 1.3 Following the July Council, on 1 September 2025 and 2 September 2025 respectively, Councillors Adrian Amer (Castle Ward) and Emma Oldham (Balderton North & Coddington Ward) formally resigned from the Council.

- 1.4 By-elections for the two vacancies were held on 6 November 2025. Michelle Home (Reform UK) was elected in the Castle Ward and Kay Smith (Reform UK) was elected in the Balderton North & Coddington Ward. The two new Councillors have given notice that they wish to form a Reform political group on the Council. Therefore, the political composition of the Council is now as follows:

Political Group	Membership	Percentage of Council (rounded)
Conservative	12	30.77
Labour	10	25.64
Independents for Newark & District	6	15.38
Liberal Democrats	3	7.69
Newark & Sherwood Independents	2	5.14
Reform	2	5.14
Green	1	2.56

Independent Non-Aligned Members	Percentage of Council (rounded)
Cllr Brown	2.56
Cllr Holloway	2.56
Cllr Lee	2.56

- 1.5 Those Committees which are required to reflect political balance rules are as follows:

Committee	No. of Members
Policy & Performance Improvement Committee	15
Planning Committee	15
Licensing Committee	15
Audit & Accounts Committee	9
Governance, General Purposes & LGR Committee	12
Board of Gilstrap Trustees	5
<b>Total</b>	<b>71 seats</b>

- 1.6 The following calculation can be made in terms of allocation of seats:

			<u>Rounded</u>
Conservative	71 x 30.77%	21.84	22
Labour	71 x 25.64%	18.20	18
Independents for Newark & District	71 x 15.38%	10.92	11
Liberal Democrats	71 x 7.69%	5.46	5
N&S District Independents	71 x 5.14%	3.65	4
Reform	71 x 5.14%	3.65	4
Green (Spoors)	71 x 2.56%	1.84	2
Ind N/A (Brown)	71 x 2.56%	1.84	1
Ind N/A (Holloway)	71 x 2.56%	1.84	2
Ind N/A (Lee)	71 x 2.56%	1.84	2
			<u>71</u>

- 1.7 The allocation of seats on Committees to each political group calculated above, gives seats to the independent non-aligned Members, but the allocation of these seats is at the discretion of the Full Council, and currently Councillor Irene Brown only has one seat on Committees.
- 1.8 The revised matrix at **Appendix A** sets out the proposed allocation of seats to political groups.

## 2.0 **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.

Implications Considered			
Yes – relevant and included / NA – not applicable			
Financial	NA	Equality & Diversity	NA
Human Resources	NA	Human Rights	NA
Legal	Yes	Data Protection	NA
Digital & Cyber Security	NA	Safeguarding	NA
Sustainability	NA	Crime & Disorder	NA
LGR	NA	Tenant Consultation	NA

### Legal Implications (LEG2526/5423)

- 2.1 Full Council is the appropriate body to consider the content of this report. There is no legal requirement for Non-aligned Independent Members to be allocated Committee seats.

### **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

**ALLOCATION OF SEATS TO POLITICAL GROUPS**

Committee	Conservative	Labour	Independents for Newark & District	Liberal Democrats	Newark & Sherwood District Independents	Reform	Green - Spoors	Independent N/A - Brown	Independent N/A - Holloway	Independent N/A - Lee	Total Seats By Committee
Policy & Performance Improvement	4	4	3	1	1	1			1		15
Planning	5	4	2	2		1	1				15
Licensing	5	4	2	1	1		1			1	15
Audit & Accounts*	3	2	2		1					1	9
Governance, General Purposes & LGR	3	3	2	1	1	1			1		12
Board of Gilstrap Trustees+	2	1				1		1			5
<b>Total Seats by Group</b>	22	18	11	5	4	4	2	1	2	2	71

\*Note The Audit & Accounts Committee includes one independent co-opted member acting in an advisory capacity

+Note The Board of Trustees of the Gilstrap Charity includes up to four non-voting co-opted Members (Newark Wards)



Report to: Meeting of the Full Council – 16 December 2025

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

Director Lead: Deborah Johnson, Customer Services & Organisational Development

Lead Officer: Nigel Hill, Business Manager – Elections & Democratic Services, Ext. 5243

Report Summary	
<b>Report Title</b>	Proposed Schedule of Meetings 2026/27
<b>Purpose of Report</b>	To approve a Schedule of Meetings for the period from May 2026 to May 2027.
<b>Recommendations</b>	That the proposed Schedule of Meetings for 2026/27 as set out in the Appendix to the report be approved.
<b>Reason for Recommendation</b>	To ensure the Council has a full schedule of meetings in place for the 2026/27 Municipal Year.

## 1.0 Background

- 1.1 A proposed draft Schedule of Meetings for 2026/27 is attached as an **Appendix** to the report. The Schedule reflects the Council's governance arrangements.
- 1.2 It is necessary to get future meetings dates scheduled to enable the effective planning of Council business going into the 2026/27 Municipal Year.

## 2.0 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.

Implications Considered			
Yes – relevant and included / NA – not applicable			
Financial	NA	Equality & Diversity	NA
Human Resources	NA	Human Rights	NA
Legal	NA	Data Protection	NA
Digital & Cyber Security	NA	Safeguarding	NA
Sustainability	NA	Crime & Disorder	NA
LGR	NA	Tenant Consultation	NA

**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

**SCHEDULE OF MEETINGS  
2026/2027**

2026	Monday	Tuesday	Wednesday	Thursday	Friday
May					01
	04 BANK HOLIDAY	05	06	07 PLANNING	08
	11	12	13	14	15
	18	19 ANNUAL COUNCIL	20	21	22
	25 BANK HOLIDAY	26	27	28	29
June	01 POLICY & PERFORMANCE IMPROVEMENT	02	03	04 PLANNING	05
	08	09 CABINET	10	11 LICENSING	12
	15	16 MEMBER TRAINING	17	18 GOVERNANCE, GENERAL PURPOSES & LGR	19
	22 GILSTRAP	23	24	25	26
	29	30			
July			01	02 PLANNING	03
	06 POLICY & PERFORMANCE IMPROVEMENT	07 CABINET (P) EXECUTIVE SHAREHOLDER	08 AUDIT & ACCOUNTS	09	10
	13	14 COUNCIL	15	16	17
	20	21	22	23	24
	27	28	29	30	31

2026	Monday	Tuesday	Wednesday	Thursday	Friday
August	03	04	05	06 PLANNING	07
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31 BANK HOLIDAY				
September		01	02	03 PLANNING	04
	07	08	09	10 LICENSING	11
	14 POLICY & PERFORMANCE IMPROVEMENT	15 CABINET (P) EXECUTIVE SHAREHOLDER	16	17	18
	21 GILSTRAP	22	23 AUDIT & ACCOUNTS	24 GOVERNANCE, GENERAL PURPOSES & LGR	25
	28	29	30		
October				01 PLANNING	02
	05	06	07	08	09
	12	13 CABINET	14	15	16
	19	20 COUNCIL	21	22	23
	26 POLICY & PERFORMANCE IMPROVEMENT	27	28	29	30

2026/27	Monday	Tuesday	Wednesday	Thursday	Friday
November	02	03	04	05 PLANNING	06
	09	10 CABINET	11	12	13
	16	17 MEMBER TRAINING	18	19	20
	23 GILSTRAP	24	25	26 LICENSING	27
	30				
December		01	02	03 PLANNING	04
	07 POLICY & PERFORMANCE IMPROVEMENT	08 CABINET (P) EXECUTIVE SHAREHOLDER	09 AUDIT & ACCOUNTS	10	11
	14	15 COUNCIL	16	17 GOVERNANCE, GENERAL PURPOSES & LGR	18
	21	22	23	24	25 BANK HOLIDAY
	28 BANK HOLIDAY	29	30	31	
January					01 BANK HOLIDAY
	04	05	06	07	08
	11	12	13	14 PLANNING	15
	18	19 CABINET	20	21	22
	25	26	27	28	29

2027	Monday	Tuesday	Wednesday	Thursday	Friday
February	01	02	03	04	05
	08	09 COUNCIL	10	11 PLANNING	12
	15	16	17	18	19
	22 POLICY & PERFORMANCE IMPROVEMENT	23 CABINET (BUDGET)	24	25	29
March	01	02	03 AUDIT & ACCOUNTS	04	05
	08 GILSTRAP	09 COUNCIL (TAX SETTING)	10	11 PLANNING	12
	15	16	17	18	19
	22 POLICY & PERFORMANCE IMPROVEMENT	23 CABINET (P) EXECUTIVE SHAREHOLDER	24	25 LICENSING	26 BANK HOLIDAY
	29 BANK HOLIDAY	30	31		
April				01	02
	05	06	07	08 PLANNING	09
	12	13 CABINET	14	15 GOVERNANCE, GENERAL PURPOSES & LGR	16
	19	20	21 AUDIT & ACCOUNTS	22	23
	26	27	28	29	30

2027	Monday	Tuesday	Wednesday	Thursday	Friday
May	03 BANK HOLIDAY	04	05	06 PARISH & SHADOW UNITARY AUTHORITY ELECTIONS	07
	10	11	12	13 PLANNING	14
	17	18 ANNUAL COUNCIL	19	20	21
	24	25	26	27	28
	31 BANK HOLIDAY				

All meetings will start at 6.00pm, with the exception of the Planning Committee which will start at 4.00pm.



Report to: Meeting of the Full Council - 16 December 2025

Relevant Committee Chair: Councillor Rhona Holloway, Governance, General Purposes & Local Government Reorganisation Committee

Lead Officer: Francesca Whyley, Monitoring Officer

Report Summary	
<b>Report Title</b>	Update on the Council's Arrangements for Dealing with Code of Conduct Complaints
<b>Purpose of Report</b>	To update Council on changes made to the arrangements for dealing with Code of Conduct Complaints as agreed by the Governance, General Purposes & LGR Committee
<b>Recommendations</b>	<p>That Full Council notes:</p> <ul style="list-style-type: none"> <li>a) the changes made to the Council's arrangements for dealing with Code of Conduct Complaints as agreed by the Governance, General Purposes &amp; LGR Committee and as set out in paragraph 1.4 to the report;</li> <li>b) the ongoing work to review the arrangements through a cross-party working group of the Governance, General Purposes &amp; LGR Committee; and</li> <li>c) the changes to the Standards regime recently announced by Government which will be subject to future legislative change.</li> </ul>
<b>Reason for Recommendation</b>	To keep Members up to date on work that has been and continues to be undertaken in relation to the management of Code of Conduct Complaints

## 1.0 Background

- 1.1 The Localism Act 2011 requires authorities to have appropriate arrangements in place for managing Code of Conduct complaints. The Council does have such arrangements which were last updated and approved by the Audit & Governance Committee in September 2024. The arrangements set out how Code of Conduct complaints will be managed, including complaints in relation to parish councillors. The arrangements define timescales and confidentiality requirements as well as providing information around hearings and sanctions.
- 1.2 The current arrangements provide for effectively a two-stage process for managing complaints. Complaints are received by the Council, and the Monitoring Officer or Deputies go through a process of initial assessment in consultation with the Independent Persons and Member being complained about. If complaints can be dealt with at this stage the matter is concluded either through local resolution or no

further action. If the matter is more complex and further investigation is required, the matter will be referred for formal investigation (the second stage) and will conclude either with a local resolution or a full hearing process which may or may not result in a finding and sanctions. Currently, most complaints are dealt with at the initial assessment stage.

1.3 At the time of writing there are over 30 Code of Conduct complaints under consideration. These complaints are in relation to a combination of parish and district councillors. The Council's previous arrangements did not provide a clear mechanism for early filtering and rejection of complaints. Essentially, if the complainant has raised what they perceive to be a Code of Conduct complaint it progressed straight to initial assessment which can be lengthy. On review of the current complaints, it was apparent that whilst an issue raised may be considered by the complainant to be a Code of Conduct complaint, that was not always the case. To rectify this and provide for a swifter administration of complaints it was proposed and agreed by the Governance, General Purposes & LGR Committee at their meeting held on 27 November 2025, that additional wording be added into the arrangements by the Monitoring Officer providing clarity on how the Monitoring Officer and Deputies will deal with complaints which are not considered to be valid complaints, without engagement with the Independent Person.

1.4 To be clear, the circumstances where complaints would be deemed invalid would be limited to specific circumstances as set out below:

- Where no evidence to support the complaint is provided or available following engagement with the complainant.
- Where the Code is not engaged as the Councillor is not acting in capacity as a district or parish councillor, for example where a Councillor is acting in their capacity as a County Councillor, or where the behaviour is carried out in a private capacity. (Note- if there is any doubt on this the complaint would proceed to assessment stage).
- Where the Councillor is not a Councillor at the time of the complaint and/or at the time of the incident complained of.
- Where the issue giving rise to the complaint took place over 6 months prior to the complaint.
- Where the complaint is not about an individual Councillor's conduct but in fact about the Council as a whole or a decision-making body of the Council.
- Where the behaviour complained about is not covered by the Code of Conduct for example where the complaint relates to dissatisfaction with the Council's decisions, policies or priorities.

In every case where a complaint is deemed invalid, clear reasons for this will be communicated to the complainant. Where a complaint is not valid there will be no requirement to consult with the Independent Person, the complaint would be rejected and would not progress to initial assessment. The subject member being complained about (if indeed one is identified) may still be notified. Where there is any doubt as to the validity of the complaint, the complaint would proceed to the assessment stage. It is only in cases where complaints are clearly invalid that no assessment would be undertaken.

- 1.5 In addition to the immediate changes agreed, the Governance, General Purposes & LGR Committee also agreed to establish a working group to undertake a wider review of the arrangements for dealing with Code of Conduct complaints to ensure they remain up to date and fit for purpose.

## **2.0 Future Changes to the Standards Regime**

- 2.1 On 11 November 2025, the Government published its response to the consultation on changes to the standards regime. The Audit & Governance Committee had previously agreed a response to this consultation be submitted on 19 February 2025. The consultation closed on 26 February 2025. In the published Government response, there is a clear indication that there will be significant changes to the regime which will be made through legislation. The key proposals from Government are:

- The introduction of a mandatory code of conduct, which will include a behavioural code, for all local authority types and tiers.
- A requirement that all principal authorities convene formal standards committees, to include provisions on the constitution of standards committees to ensure objectivity, accountability and transparency.
- The requirement that all principal authorities offer individual support during any investigation into code of conduct allegations to both the complainant and the councillor subject to the allegation.
- The introduction at the authority level of a 'right for review' for both complainant and the subject elected member to have the case reassessed on grounds that will be set out in legislation.
- Powers for authorities to suspend elected members for a maximum of 6 months for serious code of conduct breaches, with the option to withhold allowances during suspension for the most serious breaches and introduce premises and facilities bans either in addition or as standalone sanctions.
- In response to the most serious allegations involving police investigation, or where sentencing is pending, the introduction of powers to suspend elected members on an interim basis for an initial period of 3 months which, if extended, will require regular review.
- A new disqualification criterion for any elected member subject to the maximum period of suspension more than once within 5 years.
- The creation of a new national appeals function, to consider appeals from elected members to decisions to suspend them and/or withhold allowances, and for complainants if they consider their complaint was mishandled. Any appeal submitted will only be permitted after complainant or elected member has invoked their 'right for review' of the local standards committee the decision has been invoked and that process is complete.

- 2.2 Whilst these changes will significantly alter the way complaints are dealt with and the Government is proposing to issue best practice guidance on how to handle Code of Conduct complaints, it is unclear what the timescale for implementation of the legislation will be, as such it was still deemed necessary to review the current arrangements.

### **3.0 Proposal**

- 3.1 It is proposed that Full Council note the changes to the arrangements for dealing with Code of Conduct Complaints agreed by the Governance, General Purposes & LGR Committee which will enable complaints which are deemed invalid to be more efficiently handled.
- 3.2 It is proposed that Full Council note the ongoing work to review the arrangements through a cross-party working group and the changes to the Standards regime recently announced by Government which will be subject to future legislative change.
- 3.3 The Governance, General Purposes & LGR Committee specifically requested that this update be provided to ensure all Councillors were made aware of the changes to the arrangements. The Committee did however consider alternative changes to the wording which have been reflected in paragraph 1.4, in particular, the Committee asked that the subject member be advised even where a complaint is deemed invalid.

### **4.0 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.

<b>Implications Considered</b>			
<b>Yes – relevant and included / NA – not applicable</b>			
Financial	Yes	Equality & Diversity	Yes
Human Resources	N/A	Human Rights	N/A
Legal	Yes	Data Protection	N/A
Digital & Cyber Security	N/A	Safeguarding	N/A
Sustainability	N/A	Crime & Disorder	N/A
LGR	N/A	Tenant Consultation	N/A

#### **Legal Implications (LEG2526/3709)**

- 4.1 As detailed in the report, the Localism Act requires Councils to have appropriate arrangements in place for dealing with Code of Conduct complaints.

#### **Financial Implications (FIN25-26/6858)**

- 4.2 There are no direct financial implications arising out of this report, however, in respect of the Arrangements for Dealing with Complaints, changes to these arrangements, particularly in relation to the introduction of an initial filtering stage should improve the efficiency of complaint handling and reduce the impact on current resources.

## Equality and Diversity

- 4.3 In terms of a wider review of the Council's Arrangements for dealing with Complaints an Equality Impact Assessment will be undertaken to ensure the complaints process is accessible.

### **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.

The Code of Conduct and associated complaints arrangements are published on the Council's [website](#) (in the process of updating)

[Strengthening the standards and conduct framework for local authorities in England – consultation results and government response - GOV.UK](#)

## NOTICE OF MOTION FOR FULL COUNCIL

See [Part D of the Council's Constitution – Council Procedure Rules](#) – for the rules on motions

<b>Title of Motion:</b>	Code of Conduct
<b>Date of Council meeting:</b>	16 December 2025
<b>Proposer of Motion:</b> (Name, and signature if hard copy submitted)	Councillor Paul Taylor
<b>Seconded of Motion:</b> (Name, and signature if hard copy submitted)	Councillor Simon Forde

### Background/supporting information (maximum 300 words):

The government has carried out a consultation on “Strengthening the standards and conduct framework for local Authorities in England”. Following the consultation the government have announced that they are going to strengthen.

All councillors sign up to the Nolan Principles and so cases of misconduct are highly regrettable in themselves. However, the time taken investigating complaints impacts on the Council’s and councillors’ ability to undertake their work serving their residents. The human costs can lead to losing good, sometimes irreplaceable, staff. The impact is as much on our towns and parishes as it is on the District.

The Council’s Governance Committee’s annual report on the Code of Conduct on 11 September 2025, covered the year to 31 April 2025. 41 and 40 complaints have been received in the last two years. This represents a threefold increase on 14 and 9 in the previous two years. The cost of getting external support to manage this increase in 2024/25 was £27,644.

The Council can convene a Standards Panel where there are cases of serious breaches of the Code of Conduct. The sanctions available to the Panel however are limited and will often require co-operation from the member complained about. Failing to complete a sanction can be a breach of the Code of Conduct which would have to go through a further process of assessment or investigation.

It seems clear that the trend is moving in an unwelcome direction. It is picked up by residents and the local press and undermines democracy.

The response to the government consultation shows that this is a widespread phenomenon. It is also not restricted to the UK. Nevertheless, it is time for stronger measures.

### Motion to be proposed (active section):

Newark and Sherwood District Council welcomes the proposed changes to the Code of Conduct which the Government intend to legislate for a whole system reform of the current Code of Conduct and sanctions regime as set out in Localism Act 2011.

The measures will include:

- the introduction of a mandatory code of conduct, which will include a behavioural code, for all local authority types and tiers.
- a requirement that all principal authorities convene formal standards committees, to include provisions on the constitution of standards committees to ensure objectivity, accountability and transparency.
- the requirement that all principal authorities offer individual support during any investigation into code of conduct allegations to both the complainant and the councillor subject to the allegation.
- the introduction at the authority level of a 'right for review' for both complainant and the subject elected member to have the case reassessed on grounds that will be set out in legislation.
- powers for authorities to suspend elected members for a maximum of 6 months for serious code of conduct breaches, with the option to withhold allowances during suspension for the most serious breaches and introduce premises and facilities bans either in addition or as standalone sanctions.
- in response to the most serious allegations involving police investigation, or where sentencing is pending, the introduction of powers to suspend elected members on an interim basis for an initial period of 3 months which, if extended, will require regular review.
- a new disqualification criterion for any elected member subject to the maximum period of suspension more than once within 5 years.
- the creation of a new national appeals function, to consider appeals from elected members to decisions to suspend them and/or withhold allowances, and for complainants if they consider their complaint was mishandled. Any appeal submitted will only be permitted after complainant or elected member has invoked their 'right for review' of the local standards committee decision has been invoked and that process is completed.

**Date and time received:**

*(for completion by Democratic Services)*

20 November 2025 - 11:53

## NOTICE OF MOTION FOR FULL COUNCIL

See [Part D of the Council's Constitution – Council Procedure Rules](#) – for the rules on motions

<b>Title of Motion:</b>	Union Flag to be flown permanently at Castle House
<b>Date of Council meeting:</b>	16 December 2025
<b>Proposer of Motion:</b> (Name, and signature if hard copy submitted)	Councillor Paul Peacock
<b>Seconder of Motion:</b> (Name, and signature if hard copy submitted)	Councillor Susan Crosby

### Background/supporting information (maximum 300 words):

UK Government guidance published in February 2023 states:

*'The Union Flag is the national flag of the United Kingdom of Great Britain and Northern Ireland, the Crown Dependencies and the Overseas Territories. It is a symbol of national unity and pride. The first Union Flag was created in 1606 and combined the flags of England and Scotland; the present Union Flag dates from 1801.....*

*There are designated days when the Union Flag must be flown on UK government buildings by command of His Majesty The King. However, UK government buildings are encouraged to fly the Union Flag all year around.....*

*Where UK government buildings only have one flagpole, the Union Flag should be flown every day except on certain occasions when you may wish to fly other flags, including but not limited to, the national flags of the constituent nations of the United Kingdom, the Armed Forces Day flag, the Commonwealth flag, county and other local flags, and other flags which may promote civic pride.'*

The Union Flag is a sign of unity that gives us all a sense of Pride in Place, it is also a symbol recognised throughout the world that signifies tolerance, fairness, strength, hope, trust, compassion and decency.

It is noted that Nottinghamshire County Council has decided to spend £75,000 on installing flags on lampposts throughout the County, including on the road outside our offices. This is at a time when the County Council is also cutting its funding to community organisations that serve our residents. While use of County Council funding is a matter for that Council to determine, given that this motion proposes to fly the Union Flag permanently on our flagpole, it is recommended that Newark and Sherwood District Council express our disappointment that Union Flags have been attached to lamp posts across the district.

### Motion to be proposed (active section):

Newark and Sherwood District Council is committed to promoting unity, compassion and trust in authority and agree the following:

1. The Council believes that the Union Flag is a symbol of Pride in Place and symbolizes the British values of tolerance, community cohesion, decency and fairness.

2. The Council agrees that the Union Flag should be flown at Castle House every day except on certain occasions when other flags may be flown.
3. By flying the Union Flag at Castle House, the Council is declaring Castle House as a place of sanctuary, safety and security for all communities.
4. That the Council writes to Nottinghamshire County Council expressing its disappointment that Union Flags have been attached to lamp posts across our district.
5. That the Council's flag will be flown at Castle House below the Union Flag.

**Date and time received:**

*(for completion by Democratic Services)*

27 November 2025 - 15:26

## 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 October 2025 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor L Brazier, Councillor S Forde, Councillor C Penny, Councillor P Taylor and Councillor J Kellas

ALSO IN ATTENDANCE: Councillor N Allen, Councillor I Brown, Councillor J Hall and Councillor P Rainbow

APOLOGIES FOR ABSENCE: Councillor S Crosby

### 304 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.

### 305 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillors J Kellas and P Taylor declared Other Registerable Interests in Agenda Item No. 7 - Newark Towns Deal Project Updates as Newark Town Councillors.

Councillor L Brazier declared an Other Registerable Interest in Agenda Item No. 8 - Sherwood Levelling Up Fund Programme Update as an Ollerton & Boughton Town Councillor.

Sanjiv Kohli declared an interest in Agenda Item No. 12 - HRA Development Programme - Acquisition of S106 Homes at Rainworth as a Director of Arkwood Developments.

### 306 MINUTES FROM CABINET MEETING HELD ON 9 SEPTEMBER 2025

The minutes from the meeting held on 9 September 2025 were agreed as a correct record and signed by the Chair.

### 307 14 MARKET PLACE, NEWARK

Agreed that this item be deferred to a future meeting of the Cabinet.

### 308 NEWARK TOWNS DEAL PROJECTS UPDATE (KEY DECISION)

The Business Manager - Economic Growth & Visitor Economy presented a report which provided an update on the local delivery of Towns Deal programme and the progress made in relation to the remaining and completed scheme projects. It was reported that the government had announced the shift from Towns Deal as known to date, to become part of the new 'Local Regeneration Fund' and updates were provided on three projects that were underway, Castle Gatehouse, 32 Stodman Street and Newark Cultural Heart.

In respect of Newark Cultural Heart, there was an additional £40,000 revenue budget requirement to facilitate and conclude the final stage of designs. In evolving the design recommendations, the Town Council had agreed to a revised market layout accommodating 45 semi-permanent market stalls with flexibility to increase this number with pop-up stalls. In addition the Town Council were to seek to relocate the market for 12 months to allow the Market Place scheme to be implemented.

AGREED (with 6 votes for and 1 abstention) that Cabinet:

- a) note the updates associated with the Towns Deal projects, including the revised scheme name of the 'Local Regeneration Fund', as detailed in 1.3 of this report;
- b) approve an additional revenue budget of £40,000 funded by the Change Management Reserve, towards the design phase of the Newark Market Place improvement scheme (Newark Cultural Heart), as detailed in paragraph 2.10 of this report; and
- c) approves delegated authority for the Deputy Chief Executive / Director – Resources in consultation with Council's Director - Planning & Growth, for the Council to enter into a varied or new lease agreement via a surrender and regrant with Newark Town Council, as detailed in paragraph 2.14 of the report.

Reasons for Decision:

To ensure Members are aware of the recent updates and developments associated with the Towns Deal programme, and to support the progression of remaining and live schemes.

Options Considered:

It remains an option for the Council to decline to participate within the remaining activity associated with the Towns Deal scheme (or newly re-named Local Regeneration Fund), refusing to accept grant funding and deliver final projects. This approach is not recommended as it would represent a missed opportunity to deliver transformative change within Newark.

309 SHERWOOD LEVELLING UP FUND (LUF) PROGRAMME UPDATE (KEY DECISION)

The Economic Development Grants & Programmes Manager and Regeneration Project Delivery Manager presented a report which provided an update on the Sherwood Levelling Up Fund 3 programme and proposed key recommendations to enable the ongoing delivery of the Ollerton and Clipstone regeneration projects.

In respect of Ollerton it was reported that the regeneration scheme had progressed through RIBA Stage 3 Developed design stage, ready to submit for planning application in October 2025 following the full business case approval. The report referred to the acquisition of the Forest Centre and the involvement of Ollerton & Boughton Town Council in the project.

In respect of Clipstone, it was reported that the regeneration scheme continued to operate in 3 core phases, commercial units at the Clipstone Holdings site, an enhanced sports and leisure facility and an improved educational and visitor offering at Vicar Water Country Park. An update was provided on each of these phases.

AGREED (unanimously) that Cabinet:

- a) notes the updates associated with the LUF 3 programme including the revised name of 'Local Regeneration Fund', as detailed in 1.4 of the report;

#### Ollerton Project

- b) approves a budget to be added to the Council's Capital Programme in 2025/26 to finance the acquisition of the Forest Centre unit, funded by UK Shared Prosperity Fund grant, and LUF 3 grant, in advance of securing planning permission and Full Business Case (FBC) approval, as noted in paragraphs 1.11 and 1.12 of the report. In addition, a revenue budget of £40,000 was required to retain the unit until demolition. The full costings are contained within the Exempt Appendix;
- c) to delegate the finalisation and execution of the Agreement for Lease (and any other associated legal contracts required) with Ollerton and Boughton Town Council, in advance of securing planning consent, but upon completion of Heads of Terms, to the Director - Planning & Growth, as noted in paragraph 1.15 and 1.16 of this report;
- d) approves a commitment to the Change Management Reserve of £1,225,000 and £105,000 from Capital Receipts towards the Ollerton Regeneration scheme, in accordance with paragraph 1.17; and
- e) approves a budget of £682,746 to be added to the Capital Programme in 2025/26, financed by LUF 3 grant, to fund RIBA 4 activities, in advance of securing planning consent and finalisation of legals, but following FBC approval, as noted further in paragraph 1.20.

#### Reasons for Decision

To ensure Members are aware of the recent updates and developments associated with the LUF 3 programme, and to enable ongoing progression of the Ollerton scheme for delivery within potential Government timescales. Without access to further funding, there is an elevated risk that the project is unable to meet spend timescales detailed within this report.

#### Options Considered

It remains an option for the Council to refuse to accept any future grant towards the scheme or decide not to proceed with programme delivery. This approach is not recommended as it would represent a missed opportunity to deliver genuine and impactful transformative change in the communities of Ollerton and Clipstone.

Without the establishment of further budgets for Ollerton in advance of planning approval and FBC approval, delivery risk is elevated, particularly regarding LUF funding timescales. This would result in the potential loss of community and partnership momentum, and increased costs due to further delays.

310 NOTTINGHAMSHIRE & NOTTINGHAM LOCAL NATURE RECOVERY STRATEGY (LNRS) - FINAL FOR PUBLICATION (KEY DECISION)

The Business Manager - Planning Policy & Infrastructure presented a report which informed the Cabinet of the County Council's response to the consultation response submitted in respect of the Local Nature Recovery Strategy. The consultation response approved by the Cabinet on 10 June 2025 highlighted there were still areas of concern, and these had been addressed by the County Council as set out in the report.

It was considered that whilst there were still concerns regarding the implementation of the Strategy and its potential effects on workload when reviewing biodiversity net gain calculations, they were not sufficiently material to justify an objection to the final Strategy being published.

AGREED (unanimously) that:

- a) the Council raises no objection to the proposed Nottinghamshire & Nottingham Local Nature Recovery Strategy being published; and
- b) officers prepare any guidance necessary regarding usage of the LNRS in relation to planning development and the preparation of biodiversity net gain assessments.

Reasons for Decision

Officers consider that the LNRS proposed for publication is sufficiently acceptable and when published will be a consideration when plan making and therefore has relevance in respect of Ambition 6 of the Community Plan.

Options Considered

None, as a Supporting Authority it is considered important that the Council informs the County Council's LNRS team whether it intends to object or not to the publication of the LNRS.

311 GREEN GATEWAYS UPDATE

The Director - Communities & Environment presented a report which updated the Cabinet on the 'Green Gateways' pilots undertaken in 2025 and made a proposal to successfully deliver more sites in the District.

Options to explore green gateways were part of the Community Plan and aimed to enhance the natural environment at entrances into towns and villages to increase biodiversity and improve residential and visitor wellbeing. The report gave an overview and key learning from the three pilot schemes undertaken in Bilsthorpe, Blidworth and Boughton and set out proposals for progressing the initiative into other parts of the District.

AGREED (unanimously) that Cabinet:

- a) note the findings and lessons learned from the pilot initiative to green entrances and exits to towns and villages in Newark & Sherwood in line with the aspiration set out within the Community Plan;
- b) agree that officers try to identify a further five towns and parishes for inclusion in the initiative in 2025/26 and in subsequent years through to Local Government Reorganisation in 2028;
- c) agree that Newark & Sherwood District Council will absorb the labour costs for the planting initiatives within existing resources, but costs associated with the purchase of plants, seed and bulbs is met by the Town and Parishes, as well as the cost of their future maintenance either via the Town and Parish or VIA; and
- d) give approval for one-off costs of £8,606 to fund a rotavator and bowser be agreed, as well as an annual cost of £1,034 for access to a water rental, with both to be from within the Environmental Services budget, to enable future delivery of the project.

#### Reasons for Decision

The pilot scheme demonstrated that green gateways with wildflowers will enhance biodiversity in towns and villages in line with the Community Plan, but ongoing success depends on having appropriate resources and a commitment to a future maintenance plan.

#### Options Considered

Not to proceed with the full scale roll out of the Green Gateways Project.

### 312 YORKE DRIVE REGENERATION PROJECT UPDATE (KEY DECISION)

The Regeneration Project Delivery Manager presented a report which provided an update on the progress of the Yorke Drive regeneration project and sought the necessary approvals to enable the project to progress into the next phase of delivery. The report focused on the project progress since February 2025 and the full approvals required for the full execution of the programme of moving and rehousing of tenants and residents, the 'decant programme' to enable project delivery. The report set out the position with affected residents and the Compulsory Purchase Order process.

AGREED (unanimously) that Cabinet approve delegation to the Director - Housing, Health & Wellbeing to:

- a) exercise the Council's powers pursuant to Section 17 of the Housing Act 1985 and Section 13 of the Local Government (Miscellaneous Provisions) Act 1976 to make a Compulsory Purchase Order (CPO) in order to acquire such interests and rights in or over the land shown edged red on the plan at Appendix A (the "Land") or any part of the Land required in order to facilitate the Yorke Drive Regeneration project (the "Scheme");

- b) acquire all interests within the Land as may be necessary to facilitate the Scheme, either by agreement or compulsorily; including entering into negotiations and arrangements with any third parties for the acquisition of their land interests; and
- c) take all steps incidental, conducive or consequential to the making of, confirmation and implementation of the CPO or to the voluntary acquisition of the Land or any part it including (but not limited to):
  - 1. making further amendments to the draft Statement of Reasons;
  - 2. issuing and serving all required notices (including press, site, and individual notices);
  - 3. the preparation and presentation of the Council's case at any future local public inquiry;
  - 4. approving the terms for the acquisition of legal interests in the Land
  - 5. approving agreements with landowners setting out the terms for the withdrawal of any objections to the CPO including (but not limited to) the exclusion of land from the Order
  - 6. the payment of compensation and dealing with any blight notices served in connection with the CPO
  - 7. making any necessary additions, deletions, or amendments to the Land and to seeking any necessary modifications to the CPO and any CPO maps; and
  - 8. in the event the order is confirmed, publishing and serve notices of confirmation of the Order and thereafter to execute and serve any general vesting declarations and/or notices to treat and notices of entry, and any other notices or correspondence to acquire the Land or any part of it.

#### Reasons for Decision

To enable the programme of moving and rehousing of tenants and residents to be fully executed, in line with the Council's ambition to fully transform the Yorke Drive estate and Lincoln Road playing fields.

#### Options considered

Alternative options have been considered to negate the need for a CPO, as detailed below, but have been discounted:

- 1) To enhance the incentives to remaining homeowners to reach a voluntary sale would cause inconsistencies with the Council's previous and live acquisitions of other privately owned properties.
- 2) The retention of individual properties within the scheme would not be appropriate given their location and relationship to adjoining properties, the comprehensive nature of the redevelopment, and the objective to achieve the wider regeneration benefits of the proposals.

- 3) The option to 'do-nothing' is no longer feasible, due to the contractual commitments to ensure the programme is delivered on time. Failure to move out existing residents, including the private homeowners, may result in financial penalties and project delays for the Council.

(Councillor Cozens left the meeting during the consideration of this item).

313 HRA DEVELOPMENT PROGRAMME - ACQUISITION OF S106 HOMES AT RAINWORTH (KEY DECISION)

The Business Manager - Healthy Places presented a report which set out the business case for the acquisition of twenty S106 housing units at Rainworth. The Council had been approached by Arkwood Developments with an opportunity to purchase off-plan, twenty of the S106 properties to be delivered by the company at Rainworth. The report and exempt appendix set out the business case for the acquisition of those properties. The report demonstrated that there was demand for the units in question, that it provided value for money and that there was a strategic justification for the Council intervening in this particular development.

AGREED (unanimously) that Cabinet:

- a) approve the Business Case for the acquisition of 20, S106 properties at Rainworth from Arkwood Developments Ltd;
- b) approve that delegated authority be granted to the Director - Housing, Health & Wellbeing, in consultation with the Portfolio Holder for Housing, to finalise terms (including, but not limited to property type and specification) and enter into contract with Arkwood Developments Ltd. for the purchase of 20 x S106 properties on the terms set out in exempt Appendix 1; and
- c) approve that the Capital programme for Phase 6 of the new build programme is increased by £200,000 to £11,150,000 financed as shown in the table at 3.3 of the report.

Reasons for Decision

This recommendation aligns with the Council's ambition to increase the supply of housing, in particular decent homes that residents can afford to buy and rent, as well as improving housing standards.

The recommendation also supports the Council's Commercial Strategy 2022-26 through the support of its Arm's Length Development Company.

Options Considered

The alternative option is to not purchase the S106 properties from Arkwood Developments Ltd. This alternative has been discounted further to the rationale set out in the business case, section two of this report.

Meeting closed at 7.20 pm.

Chair

## 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, 11 November 2025 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier,  
Councillor S Forde, Councillor C Penny, Councillor P Taylor and  
Councillor J Kellas

ALSO IN ATTENDANCE: Councillor N Allen and Councillor P Rainbow

314 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.

315 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

316 MINUTES FROM THE PREVIOUS MEETING HELD ON 14 OCTOBER 2025

The minutes from the meeting held on 14 October 2025 were agreed as a correct record and signed by the Chair.

317 LOCALISED COUNCIL TAX SUPPORT SCHEME 2026/27

The Business Manager – Revenues & Benefits presented a report in relation to the continuation of the Localised Council Tax Support Scheme for 2026/27 with minor changes in accordance with the annual uprating amounts applied by the Department for Works and Pensions (DWP). By applying the annual uprating of income and disregards to the 2026/27 scheme, the Council would continue to maintain the current level of support to all Council Tax Support claimants and ensure that the scheme continued to benefit the most vulnerable and low-income households using nationally recognised rates of DWP income rather than continuing with the 2025 rates that were being used in the current scheme.

AGREED (unanimously) that Cabinet recommends to Full Council the uprating of the applicable amounts, premiums, state benefits and disregard criteria in accordance with the annual uprating amounts applied by the Department for Works & Pensions (DWP); whilst continuing the current Localised Council Tax Support Scheme for 2026/27 financial year.

Reasons for Decision:

To ensure the Council discharges its responsibilities to agree its Council Tax Support scheme by 31 January 2026.

Options Considered:

An alternative option would be to increase the maximum award of 80% - the cost of doing this has been considered within the financial implications section in the report.

318 BIODIVERSITY NET GAIN ONSITE MONITORING FEES (KEY DECISION)

The Biodiversity and Ecology Lead Officer presented a report which informed the Cabinet of issues arising with current approved fees for monitoring onsite Biodiversity Net Gain (BNG) in relation to small developments, and which made a recommendation for a temporary relief to cover the interim period before Fees and Charges are set for the 2026-27 financial year.

The report concerned planning applications where if permission were granted, the general Biodiversity Gain Condition would apply. The Condition was discharged by the submission of a Biodiversity Gain Plan which set out how the biodiversity gain objective, a net gain of 10%, would be met. The legislation required that significant onsite habitat enhancement must be subject to a planning condition, Section 106 agreement or conservation covenant that required the habitat to be maintained for at least 30 years after the development was completed. Consequently, there was a need to charge a monitoring fee, and fees were set for 2024/25, and then increased for 2025/26. However, it had become apparent that for small sites of less than 1ha, the fees were disproportionately high. The report therefore recommended relief against the fees and charges for those smaller developments. Two criteria were proposed as detailed in the report.

AGREED (unanimously) that Cabinet approves two levels of relief for the existing fees and charges schedule to create two new lower fee levels for monitoring onsite BNG for the remainder of the financial year 2025-26:

Tier 1 - £1,033 (inc. VAT); and

Tier 2 - £1,722 (inc. VAT).

Reasons for Decision:

The proposed new fee levels are considered necessary in the light of the experiences with having actual small developments that are subject to mandatory BNG. In line with the Council's values, it is considered important that the Council responds appropriately to its experiences with small developments that are subject to mandatory BNG.

Options Considered:

Firstly, to take no action, or secondly to address as part of the setting of Fees and Charges for the 2026-27 Financial Year.

319 PURCHASE, OPERATION AND TRAINING FOR A NEWARK & SHERWOOD DISTRICT COUNCIL DRONE ASSET

The Senior Planner (Enforcement) presented a report which presented the case for the purchase a drone asset, principally for use by the Council, but with the potential to offer support to other public sector organisations. It was reported that the Council were increasingly reliant on commissioning drone technology, for both investigatory

and promotional activities, at a cost of just under £6,000 in the last 12 months. It was therefore considered that an in-house resource would increase availability, responsiveness, and be more cost effective going forward. The costs to purchase and for the operation of the drone asset were detailed in the report.

In addition, the report sought approval for a 'Drone Policy' to cover the use of the operation, as it was critical that the circumstances of when the drone would be deployed were understood and managed safely. The training of Senior Responsible Officers was also required.

AGREED (unanimously) that Cabinet approve:

- a) the adoption of a Drone Usage Policy as detailed at Appendix A of the report, with delegated authority being given to the relevant Directors to make necessary amendments to improve operational effectiveness within the first 12 months of its adoption;
- b) the purchase and use of drone assets, primarily for use by NSDC in discharge of its relevant duties and services;
- c) the training of Senior Responsible Officers for the deployment and maintenance of drone asset(s) across the Council; and
- d) the creation of a fee schedule, to be reported to a future Cabinet, to allow NSDC to support other local authorities and public bodies.

Reasons for Decision:

The recommendations align with most of the Community Plan objectives. As set out in the report, this presents a cost-effective way to responsibly best utilise available technology.

Options Considered:

The Council could continue to procure drone support on an ad-hoc basis or seek a more permanent formal arrangement with the commercial market. Both routes would be more costly. Moreover, an NSDC owned and controlled asset will increase resiliency in terms of immediate availability alongside growing staff skills and competencies in this field.

320 PLAN FOR NEIGHBOURHOODS PROGRAMME AND LOCAL ASSURANCE FRAMEWORK UPDATE (KEY DECISION)

The Economic Development Grants & Programmes Manager presented a report which provided the Cabinet with an update on the delivery of the Plan for Neighbourhoods programme (now referred to as the Pride in Place Programme) and proposed key recommendations to enable programme delivery to commence from April 2026. Additionally, the report updated Cabinet on programme governance processes including a proposed updated Local Assurance Framework required for the Newark Town Board.

AGREED (unanimously) that Cabinet:

- a) note the updates provided in relation to the Plan for Neighbourhoods initiative including the recent name change implemented by the UK Government of the 'Pride in Place Programme' (PiPP) and the related role of the Newark Town Board, as set out in section 2.0 of the report;
- b) note and endorse the Newark Town Board's PiPP Regeneration Plan for submission to the UK Government by 28 November 2025 (subject to Board and Section 151 Officer approval), comprising a 10-year vision document and four-year indicative investment profile;
- c) approve the addition of a revenue budget of £1,502,000 and a capital budget of £5,306,000 required for the first four years of the PiPP delivery (2026 to 2030) with individual financial commitments to be approved by the Newark Town Board and the Section 151 Officer. Both budgets remain subject to the Council receiving sufficient assurance of funding through a finalised Memorandum of Understanding (MoU) from the UK Government, to be approved by the Section 151 Officer, as detailed further in paragraphs 2.5 and 2.6 of the report; and
- d) approve the proposed Newark Town Board Local Assurance Framework (LAF), as provided in Appendix 3 of the report and detailed further in paragraphs 2.12 and 2.13.

Reasons for Decision:

The recommendations within this report are necessary to enable the local Newark Town Board to oversee and deliver the PiPP over the next decade through the provision of programme budgets. The proposed Local Assurance Framework will support the council to effectively fulfil its assurance role, clearly defining roles and processes to be followed by the Newark Town Board throughout programme delivery.

Options Considered:

The governance and funding arrangements detailed within this report are set by the UK Government throughout the PiPP prospectus. In particular, the council's role as the accountable body for programme funding, with the local Newark Town Board considered the strategic decision makers. The recommendations within this report reflect the arrangements and the funding conditions set by MHCLG.

321 SUSTAINABLE ECONOMIC GROWTH STRATEGY 2026 - 2031 (KEY DECISION)

The Business Manager - Economic Growth & Visitor Economy presented a report which sought approval of the Newark & Sherwood District Council Sustainable Economic Growth Strategy 2026 – 2031. The Strategy, which was attached as an appendix to the report, was proposed based on providing a strategic direction for the Council which provided a data and evidenced based approach. The Strategy identified a number of emerging priorities which aligned with the UK Industrial Strategy and the EMCCA Growth Plan & Inclusive Growth Commission. The Strategy also had a greater focus on health and raising aspirations of young people.

AGREED (unanimously) that Cabinet endorse the Newark & Sherwood District Council Sustainable Economic Growth Strategy for 2026 – 2031.

Reasons for Decision:

To enable a strategic, meaningful direction of travel for local economic growth the proposed recommendation to update the Sustainable Economic Growth Strategy based on data and evidence is recommended.

Options Considered:

There is an option to not update the Sustainable Economic Growth Strategy. This option has been discounted as Newark & Sherwood District Council have identified economic growth as a priority.

Meeting closed at 6.47 pm.

Chair

## 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 Wednesday, 26 November 2025 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor S Crosby, Councillor L Brazier, Councillor S Forde, Councillor C Penny, Councillor P Taylor and Councillor J Kellas

ALSO IN ATTENDANCE: Councillor N Allen, Councillor I Brown, Councillor S Haynes and Councillor P Rainbow

APOLOGIES FOR ABSENCE: Councillor R Cozens

### 322 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.

### 323 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

### 324 LOCAL GOVERNMENT REORGANISATION IN NOTTINGHAM AND NOTTINGHAMSHIRE

The Cabinet considered the report of the Chief Executive which sought to endorse the submission of the Final Proposal for the Council's preferred option for Local Government Reorganisation (LGR) in Nottingham and Nottinghamshire.

Each Council was only allowed to express support for one option in its submission which was due to be sent to government by 28 November 2025. The report advised of the current indications of how each Council were proposing to respond, with Nottinghamshire County Council and Rushcliffe supporting Option 1b; Nottingham considering a model on based on an expanded City known as Option 1bii; Bassetlaw, Gedling, Mansfield and Newark & Sherwood supporting Option 1e; Ashfield not determining a preference; and Broxtowe expressing no desire to be part of any reorganisation though had expressed a marginal preference for Option 1e.

Since the Council and Cabinet meetings held on 15 July 2025, work had continued on Option 1e and a submission had been developed by officers from across the four Councils of Bassetlaw, Gedling, Mansfield and Newark & Sherwood with input from Ashfield and Broxtowe on an advisory basis. The proposed Option 1e submission which was attached as an appendix to the report, had taken into account the government feedback on the Interim Plan and the Executive Summary highlighted why this option was considered to present the best option to meet the government's criteria and provide a future platform for the delivery of housing and economic growth ambitions in conjunction with EMCCA.

AGREED (with 6 votes for and 1 against) that Cabinet:

- a) endorse the submission of a Final Proposal for a new unitary structure of Local Government for Nottingham and Nottinghamshire, as attached as Appendix A to the report, based on two new authorities, the first based on the existing boundaries of Ashfield, Bassetlaw, Gedling, Mansfield and Newark & Sherwood and the second based on the existing boundaries of Broxtowe, Nottingham City and Rushcliffe;
- b) notes the reference within the Final Proposal to the potential for future changes to council size and electoral arrangements as part of the first Electoral Review, and requests the Leader to write formally to the Secretary of State as part of our submission expressing our Council's support to consolidate all of the Newark constituency within the proposed Sherwood Forest unitary Council;
- c) expresses support for continued collaborative working with other local authorities across Nottingham and Nottinghamshire on the implementation proposals for any new authorities;
- d) notes the additional workload and risks associated with reorganisation and commits to ensure; appropriate governance, communication, financial and management arrangements are put in place to mitigate potential impacts during the transition period; and
- e) delegates authority to the Chief Executive to make any minor amendments to Final Proposal, if necessary, prior to submission.

Reasons for Decision:

To ensure that the Council meets the requirements of the statutory invitation from government to submit a final proposal for local government reorganisation by 28 November 2025.

The proposed Option 1e is the best for Local Government Reorganisation in Nottingham and Nottinghamshire. It is also noted that from the public engagement of those respondents expressing a view on the future structure, it is Option 1e that makes most sense to them.

The proposal takes into account the Government's criteria for submissions, namely:

- 1) Sensible single tier of local government.
- 2) 'Right sized' and financially viable local government.
- 3) High quality, sustainable services.
- 4) Meets local needs.
- 5) Supports devolution arrangements.
- 6) Local engagement and empowerment.

Options Considered:

The Council could decide not to respond to the Secretary of State's invitation; however, a new structure will be implemented irrespective of this. Notwithstanding concerns about some aspects of reorganisation, the Council has determined that the responsible thing to do is to participate fully in the process. This includes making its position known on a preferred option that reflects the criteria given for reorganisation.

Councils could have developed proposals in isolation rather than collectively across the whole area of Nottinghamshire. This would have risked options being developed which meet the needs of part of the area but not the whole, and which have less alignment with the criteria set out by MHCLG in the statutory invitation. The proposed options for Local Government Reorganisation outlined in this report and detailed in Appendix A have been developed through a structured and detailed work programme overseen by Leaders/Mayors with support from Chief Executives, other statutory officers, a wide range of other officers and technical advice and analysis from advisors PwC, Peopletoo and CIPFA. Although support for differing options has emerged, this work has continued.

Meeting closed at 6.18 pm.

Chair

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Performance Improvement Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Monday, 1 December 2025 at 6.00 pm.

PRESENT: Councillor M Pringle (Chair)  
Councillor N Ross (Vice-Chair)

Councillor N Allen, Councillor A Brazier, Councillor C Brooks, Councillor A Freeman, Councillor J Hall, Councillor R Holloway, Councillor R Jackson, Councillor P Rainbow, Councillor K Roberts, Councillor T Thompson and Councillor T Wendels

IN ATTENDANCE: Councillor L Tift

APOLOGIES FOR ABSENCE: Councillor S Haynes, Councillor D Moore and Councillor M Spoors

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

The Chair advised that the meeting was being recorded and live streamed from Castle House.

166 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS

There were no declarations of interest.

167 MINUTES OF THE MEETING HELD ON 6 OCTOBER 2025

The minutes from the meeting held on 6 October 2025 were agreed as a correct record and signed by the Chair.

168 OUT OF REMIT ACTIVITIES WORKING GROUP - FINAL REPORT

The Committee considered the report of the Business Manager – Transformation & Service Improvement and the Senior Transformation & Service Improvement Officer which sought to share with Members the recommendations put forward by the Working Group and also the Committee's endorsement where relevant.

Councillor Rhona Holloway, Chair of the Working Group, presented the report to Members which outlined the rationale for the establishment of the Working Group, which was consideration of activities outside the Council's remit and the balance of the benefit to residents with resource impact. Topics which the Working Group considered were detailed within the report with the proposals detailed in paragraph 2; including flooding – the effects and prevention; continuity of public health services delivered by the Council during local government reorganisation; and planning infrastructure. An agreed proposal was to extend an invitation to the Environment Agency (EA) to attend committee in order to provide Members with further insight into the EAs role within flood prevention, as well as key priorities and projects which

had been identified as areas of focus within the County, specifically the Newark & Sherwood district. Richard Cooper of the Environment Agency was in attendance at the meeting.

AGREED (unanimously) that the Policy & Performance Improvement Committee note:

- a) that the Leader of the Council had written to the Mayor of the East Midlands Combined County Authority on the issue of Flooding; and
- b) that an invitation had been extended to representatives of the Environment Agency to discuss and understand the priorities and areas of focus for this agency within flood prevention in Newark & Sherwood;

AGREED (unanimously) that the Policy & Performance Improvement Committee endorse:

- c) the continuity of public health services provided by the Council during the Local Government Reorganisation (LGR) and through the transition process leading up to vesting day, recommending that the Health Active Lifestyles manager be appointed to Newark & Sherwood District Council's LGR implementation group, once established; and
- d) that an invitation be extended to Planning Infrastructure colleagues to a future meeting of the Policy & Performance Improvement Committee, to provide an overview of the service areas, including cases where operations extend beyond 'typical' district council responsibilities.

## 169 PRESENTATION BY THE ENVIRONMENT AGENCY

The Chair welcomed Richard Cooper, the Partnership & Strategic Overview Team Leader – Notts. & Tidal Trent, from the Environment Agency (EA) who had been invited to attend to speak to Members about flooding within the district.

The presentation covered a number of topics including: flood risk remit; challenges; maintenance works; for the future; and responses to submitted questions.

Mr. Cooper provided Members with the background to the establishment of the EA and their remit: flood risk (main rivers only); and environmental (all watercourses). He noted that the East Midlands was the only defined area without a coastline and that Newark & Sherwood District Council were 1 of approximately 30 local authorities within the area. The advised of areas of responsibility noting the organisations involved: EA, Nottinghamshire County Council, Severn Trent Water Authority, Trent Valley Internal Drainage Board. He provided Members with information as to the challenges faced which included climate change and consequences of storms. Details of maintenance works undertaken were provided together with projects planned for the future.

Members were asked to submit questions ahead of the meeting and details of these and the responses given can be found at Appendix A to these minutes.

In considering the presentation, Members raised a number of queries in relation to the wards they represented.

In referring to Lowdham, a Member suggested that communication between Flood Groups and the EA could be improved. Mr. Cooper advised that the EA dealt with the main river running through the area, but they had no remit to deal with issues in relation to surface water. However, it would be beneficial if the EA were aware of the areas which suffered with surface water flooding. This would enable the organisations involved to provide a co-ordinated response. He further advised that the Flood Resilience Teams were going to become a national team.

A Member queried whether the response from the EA during the development stage of housing was sufficient. Mr. Cooper advised that there should be a greater emphasis on the pre-application stage by developers. He commented that it was not the EA's responsibility to advise on what the development should be, but to comment on the proposal submitted. He added that developers were often reticent to seek pre-application advice as it resulted in additional costs. The EA made every effort to work closely with the Council's planners and that advice given was legislatively correct but noted that issues such as climate change had an impact on that legislative advice. In referring to the Middlebeck development, Mr. Cooper stated that national planning guidance prevented the EA from requesting any measures other than the minimum required and that it was difficult to say with any certainty as to the reason for its flooding. He noted that contributing factors could be from the close proximity of the river and the amount of water held in the ground. He added that effective communication would be vital when the dualling of the A46 commenced.

A Member raised the issue of the accuracy of maps used when determining developments in the district. Mr. Cooper acknowledged that the maps may be outdated, adding that it was difficult to include anecdotal evidence. He commented that the Newark & Sherwood district area had the highest number of applications in the functional flood plains.

In noting the success of the Lowdham Reservoir Project, a Member stated that surface water was a significant contributor to flooding. He queried as to the effectiveness of the relationship between the EA and Severn Trent Water (STW) and whether they were maintaining their infrastructure responsibilities. Mr. Cooper stated that it was rainwater which caused flooding and not the condition of the becks in the area. He advised that the EA could not hold STW to account but that both organisations worked in partnership. He added that he would forward any out of remit questions to the appropriate organisation.

A Member raised the issue of responsibility for the maintenance of ditches. Mr. Cooper advised that these were considered to be ordinary watercourses so their maintenance was mainly the responsibility of Nottinghamshire County Council, except where privately owned. He added that residents were also able to carry out repairs but that was not widely known. He further added that it had been agreed nationally

that development could be undertaken in areas designated as being within Flod Zone 1.

In closing the debate, the Chair thanked Mr. Cooper for his attendance and for his presentation.

AGREED (unanimously) that the presentation by Richard Cooper, the Partnership & Strategic Overview Team Leader – Notts. & Tidal Trent, from the Environment Agency be welcomed and noted.

170 REVIEW OF HRA BUSINESS PLAN ASSUMPTIONS

The Committee considered the report of the Business Manager – Financial Services which sought to provide Members with an overview of the key assumptions to be made within the production of the 30-year Housing Revenue Account (HRA) Business Plan.

The report set out the background to the development and maintenance of the HRA Business Plan, setting out some of the key assumptions which would affect the Plan from an external perspective. The external factors would then be considered when looking at internal factors e.g. setting of rent, capital improvements or revenue services. The agreed assumptions would then be fed into the overall HRA Business Plan which in turn would form the basis of the HRA Budget and Rent Setting report.

AGREED that the assumptions presented, to be utilised in the update of the 30-year HRA Business Plan, be endorsed.

171 PROJECTED GENERAL FUND AND HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL OUTTURN REPORT TO 31 MARCH 2026 AS AT 30 SEPTEMBER 2025

The Committee considered the report of the Business Manager – Financial Services, which provided Members with the forecast position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets. The report also provided Members with information as to the performance against the approved estimates of revenue expenditure and income and on major variances from planned budget performance, in accordance with the Council's Constitution.

Details were provided as to the current position (as at 30 September 2025) variances. Table 1 showed a projected unfavourable variance against the revised budget of £0.359m on service budgets, with an overall favourable variance of £0.062m that would require transferring to the General Fund reserves. Table 2 provided an overview of projected Housing Revenue Account (HRA) Outturn for 2025/26 with an unfavourable variance on the net cost of HRA Services against the revised budget of £0.172m and a reduced transfer to the Major Repairs Reserve of £0.201m. Details of the overview of the Projected Capital Outturn 2025/26 were also provided.

In considering the report, a Member noted the slippage on schemes from 2024/25 and queried as to the reason for this. The Business Manager – Financial Services advised he would provide a written response to Members.

AGREED that the following be noted:

- a) the General Fund projected favourable outturn variance of £0.062m;
- b) the Housing Revenue Account project unfavourable outturn variance of £0.201m to the Major Repairs Reserve; and
- c) the Capital Programme revised budget and financing of £46.823m.

172 COMMUNITY PLAN PERFORMANCE FOR Q2

The Committee considered the report of the Senior Transformation & Service Improvement Officer which presented to Members the Quarter 2 Community Plan Performance Report (July to September 2025). Members were asked to review the Community Plan Performance Report attached as Appendix 1 together with the Compliance Report attached as Appendix 2.

In considering the report, Members referred to the ongoing works to deliver the enhanced in-house CCTV control room. The Director – Customer Services & Organisational Development advised that it was currently being modified and fitted out ready to receive the necessary equipment to become operational.

In relation to the rent arrears as a percentage of the annual rent debit, a Member noted that these had increased and queried as to whether the reason for this was known. A Member queried as to whether it could be attributed to the way in which benefits were now being paid to the Department for Work & Pensions and not directly to the tenant. The Senior Transformation & Service Improvement Officer advised that she would provide a written response to Members of the Committee.

AGREED that the Community Plan Performance Report Q2 be noted.

173 COUNCIL TAX SUPPORT FOR TERMINALLY ILL RESIDENTS

The Committee considered the report of the Transactional Finance Manager and the Business Manager – Revenues & Benefits which sought to provide Members with information and options for supporting terminally ill residents by providing council tax support through discretionary measures.

The report set out that Full Council had unanimously supported a Motion to develop an appropriate policy for Council Tax Exemption for those with a terminal illness, or a partner or family member within the same household, as part of the local tax reduction scheme. Following this decision, Officers had developed four options for Members to consider, which were detailed within the report, with their recommendation being that Option 3 was the most appropriate scheme for the Council to adopt. In presenting the report, the Transactional Finance Manager advised that a letter had been forwarded to the Rt Hon Steve Reed, Secretary of State for Housing, Communities & Local Government, urging him to consider the implementation of a national policy to provide council tax exemption to all residents diagnosed with a terminal illness or those council tax paying residents who reside with

a person so diagnosed.

In considering the report, a Member commented that his preference would be to develop Option 1 but acknowledged that in order to do so it would require an agreement being reached with Nottinghamshire County Council, the Nottinghamshire Police & Crime Commissioner and the Nottinghamshire & City of Nottingham Fire Authority to reduce the precept they received from council tax demands. In response, Members were advised that an approach could be made but it would delay the commencement of the scheme recommended in Option 3.

Members agreed that the priority was to commence the scheme as soon as possible with a view to expanding it in the future. The Transactional Finance Manager advised that, subject to Cabinet's approval on 20 January 2026, the proposed scheme could be commenced on 1 April 2026 and then subsequent conversations with the other organisations could be held.

A referring to the current Council Tax Relief (CTR) Scheme, a Member noted that a terminal diagnosis may result in a person becoming eligible for that scheme and queried as to the speed with which their application would be processed. The Transactional Finance Manager referred to the SR1 form which was a medical report used for fast-tracking benefits claims for people who were terminally ill and expected to live for less than 12 months. He advised that the intention was to have the NHS submit the form to both the DWP and the Council. The Council would put in place measures to expedite such claims.

AGREED that the Policy & Performance Improvement Committee endorse and recommend to Cabinet:

- a) that approval be given to the preferred Option 3 as detailed in the report;
- b) that Officers be instructed to develop a Discretionary Council Tax Relief Scheme to support households facing the hardship of living with a terminally ill family member; and
- c) that, subject to approval by Cabinet of Recommendations a) and b), Officers be authorised to approach Nottinghamshire County Council, the Nottinghamshire Police & Crime Commissioner and the Nottinghamshire & City of Nottingham Fire Authority in relation to expanding Option 3 - the Discretionary Council Tax Relief Scheme.

174 CABINET FORWARD PLAN (NOVEMBER 2025 TO FEBRUARY 2026)

NOTED the Forward Plan of the Cabinet for the period November 2025 to February 2026.

175 MINUTES OF CABINET MEETING HELD ON 14 OCTOBER 2025

NOTED the Cabinet Minutes from the meeting held on 14 October 2025.

176 PROVISIONAL ITEMS FOR FUTURE AGENDAS

- Half 1 Customer Feedback Report
- Presentation by Portfolio Holder for Sustainable Economic Development
- Life Chances for Girls Working Group Final Report
- Annual Review of Grant Funding Outturn
- Equity, Diversity & Inclusion Strategy

Meeting closed at 8.12 pm.

Chair

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Thursday, 13 November 2025 at 4.00 pm.

PRESENT: Councillor A Freeman (Chair)

Councillor C Brooks, Councillor L Dales, Councillor S Forde, Councillor P Harris, Councillor K Melton, Councillor P Rainbow, Councillor S Saddington, Councillor M Shakeshaft, Councillor L Tift and Councillor T Wildgust

ALSO IN ATTENDANCE: Councillor N Allen

APOLOGIES FOR ABSENCE: Councillor D Moore (Vice-Chair) and Councillor T Smith

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

The Chair informed the Committee that the Council was undertaking an audio recording of the meeting and that it was being live streamed.

62 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillors L Dales, A Freeman and K Melton declared an other registrable interest for any relevant items, as they were appointed representatives on the Trent Valley Internal Drainage Board.

Councillor M Shakeshaft declared he was pre-determined regarding application No. 24/01338/FUL – Former Winner City Cantonese Restaurant, White Post, Farnsfield, as he was the Chair of Planning Committee for Farnsfield Parish Council where this item had been discussed and voted on. He would leave the meeting for the duration of that item.

63 MINUTES OF THE MEETING HELD ON 2 OCTOBER 2025

AGREED that the minutes from the meeting held on 2 October 2025 were agreed as a correct record and signed by the Chair.

64 LAND TO THE SOUTH EAST OF BULLPIT ROAD, BALDERTON, NEWARK ON TRENT, NG24 3NA - 25/00805/FULM

The Committee considered the report of the Business Manager – Planning Development, which sought the change of use of land to a traveller site including ancillary hardstanding.

A site visit had taken place prior to the commencement of the Planning Committee for Members, for the following reasons:

- (i) There were particular site factors which were significant in terms of the weight attached to them relative to other factors if they would be difficult to assess in the absence of a site inspection;
- (ii) There were specific site factors and/or significant policy or precedent implications that needed to be carefully addressed; and
- (iii) The proposal was particularly contentious, and the aspects being raised could only be viewed on site.

Councillor J Hall, Balderton Parish Council, spoke against the application.

Mrs A Simmonds, the Agent, spoke in support of the application.

Councillor J Lee, Local Ward Member, spoke against the application.

Members considered the presentation from the Senior Planning Officer, which included photographs and plans of the proposed development. Members were also informed of an error in the wording of Informative No. 5, which should read “Bullpit Road” and not Great North Road, which would be amended should the Planning Committee be minded to approve the application.

Members considered the application and it was commented that some of the objections raised were valid but that some within the report were unacceptable and not well phrased. The noise objection was considered hard to accept given the high-speed railway line running parallel to the site, which was loud. Members commented on the need for traveller sites although concern was raised regarding the close proximity to the railway line, especially with children playing and that the site was in the open countryside. The Highways objection, although technical also raised concern for Members. It was suggested that a footpath be included on the roadside to connect the site with the footpath at the railway crossing. The Senior Planning Officer confirmed that this could be achieved through a Grampian condition. Members further commented that this was not an allocated site and did erode the open break between Newark and Balderton and there was no landscaping as included on the plan.

A Member sought clarification as to whether this application was consistent with the procedure for other applications and whether the application would have been treated differently if not retrospective. The Senior Planning Officer confirmed that the application would have been treated the same. Members debated the requirements of Bio-diversity net gain (BNG) and that given that the application was retrospective that did not have to be considered. Members raised their concerns regarding this rule and felt that the application therefore had not been treated the same. It was considered that this would encourage further retrospective applications coming forward as this would be a loophole for applicants. The Senior Planning Officer confirmed that legislation stated that retrospective applications do not have to provide BNG as the mandatory condition for BNG was a pre-commencement one.

The Senior Planning Officer confirmed in response to Members questions that the correct consultation process had been undertaken. The Highways, technical problems had been addressed through condition. The cumulative impact for the three sites

was, Chestnut Lodge – 19 pitches, Winthorpe – 16 pitches and Appleby – 16 pitches, these were considered small sites given the small number of pitches. In terms of waste disposal, four plots shared a septic tank, the remaining six plots had their own septic tanks. The Highways objection maintained that the visibility splays did fall short, however Highways recent comments were that although the splays had been drawn short, the correct visibility could be achieved. The lack of footpath could be achieved through a Grampian condition and soft landscaping could also be conditioned.

The Planning Committee Chair commented that the site was surround by tall fencing, there was therefore no risk to children wondering onto the railway line, as raised as a concern in the debate.

A vote was taken and lost to defer the application, with 3 votes For and 7 votes Against.

AGREED (with 6 votes For and 5 votes Against) that Planning Permission be approved subject to the conditions, as contained within the report and additional conditions including Grampian condition for a footpath and sensitive landscaping, the wording of the additional conditions to be delegated to the Business Manager – Planning Development.

A recorded vote was moved and seconded as follows:

Councillor	Vote
C Brooks	For
L Dales	Against
S Forde	Against
A Freeman	For
P Harris	For
K Melton	For
P Rainbow	For
S Saddington	Against
M Shakeshaft	Against
L Tift	Against
T Wildgust	For

*Councillor M Shakeshaft declared he was pre-determined and left the meeting for the duration of the following item, including the discussion and vote.*

65 FORMER WINNER CITY CANTONESE RESTAURANT, WHITE POST, FARNSFIELD, NG22 8JD - 24/01338/FUL

The Committee considered the report of the Business Manager – Planning Development, which sought the demolition of the existing building and structures and construction of two Drive-Thru units (Class E/Sui Generis Hot Food Takeaway) with cycle and car parking, alterations to vehicular access, refuse storage, landscaping, and associated works.

A site visit had taken place prior to the commencement of the Planning Committee for Members, for the following reasons:

- (i) There were particular site factors which were significant in terms of the weight attached to them relative to other factors if they would be difficult to assess in the absence of a site inspection;
- (ii) There were specific site factors and/or significant policy or precedent implications that needed to be carefully addressed; and
- (iii) The proposal was particularly contentious, and the aspects being raised could only be viewed on site.

Mr Blakey, the applicant, spoke in support of the application.

Members considered the presentation from the Senior Planning Officer, which included photographs and plans of the proposed development.

Members considered the application and expressed concern regarding the amount of rubbish this proposal may generate, as customers may not discard their used takeaway rubbish correctly, littering hedge rows and neighbouring villages. The proposed buildings were considered in keeping with their brands but were uninspiring in design. Concerns were raised regarding the traffic using the busy A614 which would further increase traffic problems in this locality. The right hand turn out of the premises car park also presented concern to a majority of Members. Members debated the officer clarifications from the Highway Authority, noting concern that restricting a right hand turn might cause stacking problems at the roundabout.

The Senior Planning Officer confirmed that there would be a parking management plan and travel plan secured by condition, which could include a restriction of the time spent in the car park.

AGREED (with 9 votes For and 1 vote Against) that Planning Permission be approved subject to the conditions contained within the report and a s106 agreement.

*Councillor M Shakeshaft returned to the meeting at this point.*

66 LAND AT MANOR FARM, SAND LANE, SPALFORD, NEWARK ON TRENT, NG23 7HF - 25/00222/FUL

The Committee considered the report of the Business Manager – Planning Development, which sought the demolition of existing agricultural buildings. Erection of 5 new dwellings, detached garages, associated surfacing and boundary treatments.

A site visit had taken place prior to the commencement of the Planning Committee for Members, for the following reasons:

- (i) There were particular site factors which were significant in terms of the weight attached to them relative to other factors if they would be difficult to assess in the absence of a site inspection; and

- (ii) There were specific site factors and/or significant policy or precedent implications that needed to be carefully addressed.

Mr J McArthur, Spalford Parish Meeting Chair, spoke against the application.

Members considered the presentation from the Business Manager – Planning Development, which included photographs and plans of the proposed development

*The Planning Committee Chair indicated that the meeting duration had expired therefore a motion was moved by the Chair and agreed by Members to continue the meeting for a further hour.*

Members considered the application, and the Ward Member commented that she would have preferred the original scheme, which had more affordable homes, as they would be more in keeping with the site. Some Members felt that the new builds would be a better solution than barn conversions, providing better insulated and quality houses and would improve what was currently in situ. Other Members considered the proposal as a housing development and out of character. Some weight was given to the legitimate class Q fallback and titled balance, despite concerns about the scale of new houses and impact on the hamlet.

AGREED (with 7 votes For and 3 votes Against) that Planning Permission be approved subject to the conditions contained within the report.

Councillor Mrs Saddington left the meeting during the presentation of this item.

67 LAND AT WILLOW HALL FARM MANSFIELD ROAD EDINGLEY NG22 8BQ - 25/01492/PIP

The Committee considered the report of the Business Manager – Planning Development, which sought in principle a residential development of one dwelling.

A site visit had taken place prior to the commencement of the Planning Committee for Members, for the following reasons:

- (i) There were particular site factors which were significant in terms of the weight attached to them relative to other factors if they would be difficult to assess in the absence of a site inspection; and
- (ii) There were specific site factors and/or significant policy or precedent implications that needed to be carefully addressed.

Mr A Northcote, the agent, spoke in support of the application.

Members considered the presentation from the Business Manager – Planning Development, which included photographs and plans of the proposed development. The report included commentary on the principle of development, site constraints (including flood risk, ecology and open countryside location) and the legal process for determining Permission in Principle.

Members considered the application acceptable as the planning in principle was for one residential dwelling which would be set back from the road but not isolated from the village. Members debated the Local Plan position in regard to countryside policies, alongside the specific site factors and the previous appeal decision. One Member remained concerned about the impact on countryside. The importance of securing a good quality design at technical submission stage was indicated.

AGREED (with 9 votes For and 1 vote Against) that Planning Permission in principle be approved.

68 KENNELS FARM, MAY LODGE DRIVE, RUFFORD - 25/00961/FUL

The Committee considered the report of the Business Manager – Planning Development, which sought a residential redevelopment of a former poultry complex comprising the construction of 1no. dwelling and ancillary accommodation.

A site visit had taken place prior to the commencement of the Planning Committee for Members, for the following reasons:

- (i) There were particular site factors which were significant in terms of the weight attached to them relative to other factors if they would be difficult to assess in the absence of a site inspection; and
- (ii) There were specific site factors and/or significant policy or precedent implications that needed to be carefully addressed.

Mr Baseley, the agent, spoke in support of the application.

Members considered the presentation from the Planning Officer, which included photographs and plans of the proposed development.

Members discussed the location of the site, the fallback position and the merits of the design scheme. Members considered this an exceptional development.

AGREED (unanimously) that Planning Permission be approved subject to the conditions contained within the report.

Councillor T Wildgust left the meeting during the Officers presentation.

*The Planning Committee Chair indicated that the meeting duration of an additional hour had expired therefore a motion was moved by the Chair and agreed by Members to continue the meeting for a further hour.*

69 APPEALS LODGED

AGREED that the report be noted.

70 APPEALS DETERMINED

Members were informed that the Planning Inspectorate had dismissed the Weston appeal and that the Flaggs Farm, Caunton appeal had been allowed by the Planning Inspectorate, this was a Planning Committee overturn. Feedback on the recent solar Inquiry was also discussed.

AGREED that the report be noted.

71 DEVELOPMENT MANAGEMENT PERFORMANCE REPORT

The Committee considered the report of the Director for Planning & Growth relating to the performance of the Planning Development Business Unit over the three-month period July to September 2025 (Quarter 2). Performance had continued to be met and exceeded, despite challenges within and without the organisation.

The Planning Department undertook a range of activities including the processing of planning applications and associated appeals, planning enforcement, conservation and listed building advice, tree applications, pre-application advice as well as other service areas including land charges, street naming and numbering and management of the building control service for the Council. The report related to the planning functions of the service area.

The Planning Committee Chair thanked the Business Manager – Planning Development and the Development Control team for their work.

AGREED that the report be noted.

72 QUARTERLY PLANNING ENFORCEMENT ACTIVITY UPDATE REPORT

The Committee considered the report of the Business Manager – Planning Development updating Members as to the activity and performance of the planning enforcement function over the fourth quarter of the current financial year.

The report provided Members with examples of cases that had been resolved, both through negotiation and via the service of notices and provided detailed and explanations of notices that had been issued during the period covered 1 July 2025 – 30 September 2025.

The Planning Committee Chair expressed his thanks to the Enforcement Team for their commitment and hard work.

AGREED that the contents of the report and the ongoing work of the planning enforcement team be noted.

Meeting closed at 8.35 pm.

Chair

## NEWARK AND SHERWOOD DISTRICT COUNCIL

### Minutes of the Meeting of **Governance, General Purposes & Local Government**

**Reorganisation Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Thursday, 27 November 2025 at 6.00 pm.

PRESENT: Councillor R Holloway (Chair)  
Councillor P Rainbow (Vice-Chair)

Councillor L Brazier (Substitute), Councillor A Freeman, Councillor J Hall, Councillor S Haynes, Councillor J Kellas, Councillor D Moore, Councillor P Peacock and Councillor L Brazier

IN ATTENDANCE: Councillor N Allen, Councillor R Jackson and Councillor K Smith

APOLOGIES FOR ABSENCE: Councillor D Darby, Councillor P Harris and Councillor M Pringle

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

The Chair advised that the meeting was being recorded and live streamed from Castle House.

#### 12 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

#### 13 MINUTES OF THE MEETING HELD ON 11 SEPTEMBER 2025

The minutes from the meeting held on 11 September 2025 were agreed as a correct record and signed by the Chair.

#### 14 LOCAL GOVERNMENT REORGANISATION IN NOTTINGHAM AND NOTTINGHAMSHIRE

The Committee considered the report of the Chief Executive which sought to provide Members with the latest position in respect of local government reorganisation. It was noted that the Cabinet had considered this matter at their meeting held on 26 November and had agreed the recommendations as detailed in Appendix A to this report, which was to endorse the submission of the Final Proposal for a new unitary structure of local government for Nottingham and Nottinghamshire. The report set out the timetable of the next steps following the submission of the proposal to Government with details of the process undertaken in developing the Council's preferred option of 1e being provided in Appendix A.

In considering the report, Members agreed that the speed with which the final proposal for reorganisation needed to be submitted to central Government was rushed and did not provide sufficient time for local authorities to fully explore their submissions.

Members agreed that, if possible, they would wish to see the next steps detailed within a schedule of deadlines and the actions to be covered. It was suggested that Members could lend their support to Officers in the next stages of transition and that consideration be given to the creation of sub-committees to look at specific areas of work. In response, the Transformation & Service Improvement Officer advised that all the constituent local authorities now needed to reconvene to begin joint working on non-option specific activities.

A Member commented that the Council needed to continue to drive forward their priorities, querying as to when Chief Officers for the new unitary authority would be appointed, before or after the Shadow Authority elections, noting that it would be a catalyst for major change. The Leader of the Council advised that that level of detail had not yet been developed but that consideration must be given as to when and how the appointment process would be actioned. It was anticipated that the Government's decision on the preferred options submitted would be received towards the end of May/June 2026 with the elections to the Shadow Council being held in May 2027. The Transformation & Service Improvement Officer advised that the new Leaders of the Shadow Council would appoint the Chief Officers to the new unitary authority.

Members agreed that preparatory work for the elections to the Shadow Council was vital and that the creation of sub-committees to enable Members to assist Officers in this was essential.

AGREED that the Governance, General Purposes & LGR Committee:

- a) note the decision of the Cabinet in respect of local government reorganisation; and
- b) consider the next steps following the submission of the Final Proposal to Government.

Councillor Lee Brazier left the meeting part way through the following item and therefore did not take part in the discussion or voting.

15 ANNUAL REVIEW OF HOUSING SERVICE COMPLAINTS & IMPROVEMENT REPORT

The Committee considered the report of the Director – Housing, Health & Wellbeing which sought to provide Members with an insight into complaints performance and to confirm the Council's compliance with the Complaint Handling Code for 2024/2025. The report also highlighted themes, trends or risks identified through complaints and presented the Housing Ombudsman Service 2024/2025 Landlord Performance Report.

In considering the report a member sought clarity on the correct definition of maladministration in relation to the Council. The Director advised that the definition was that used by the Housing Ombudsman and that further information would be circulated to members of the Committee.

In referring to local government reorganisation, the Director advised that benchmarking work had already commenced with the other constituent authorities, whose preferred choice was Option 1e, to see how they responded to complaints and how they measured their tenant satisfaction levels.

AGREED (unanimously) that:

- a) the Annual Review of Housing Service Complaints report be approved; and
- b) the Housing Ombudsman Service Report 2024/2025 be noted.

16 REVIEW OF ARRANGEMENTS FOR DEALING WITH CODE OF CONDUCT COMPLAINTS, MEMBER/OFFICER PROTOCOL AND SOCIAL MEDIA PROTOCOL FOR MEMBERS

The Committee considered the report of the Monitoring Officer which recommended some immediate changes to the Council's Arrangements for Dealing with Code of Conduct Complaints to enable complaints which were not deemed valid to be rejected before initial assessment. In addition, the report recommended that Members establish a Working Group to do a wider review of the arrangements for dealing with Code of Conduct Complaints to enable the effective management of complaints. It was also proposed that the Working Group would review the Member/Officer Protocol, the Social Media Protocol for Members and proposals for a Member Development Plan.

The report detailed the rationale to the proposal to review the current arrangements for dealing with Code of Conduct Complaints and the recommendation to establish a Working Group to review the Member/Officer Protocol, the Social Media Protocol for Members and proposals for a Member Development Plan.

In considering the proposed immediate amendment to the Code of Conduct Complaints process, a Member expressed concern as to the proposal not to inform the subject member being complained about when a complaint had been deemed not valid and that this be revised to ensure they were told. He requested that the Committee receive future reports providing details of numbers and trends of complaints made, including those deemed valid and not valid with the rationale for this being that it would inform requests for training. In response the Monitoring Officer advised that in some circumstances there was no subject Member, for example if a complaint had been made about a parish clerk and that the proposal could be amended to include a degree of flexibility for the Monitoring Officer.

In relation to the Government's response to the consultation on changes to the Standards regime, a Member referred to the powers being given to authorities to suspend elected members for a maximum of 6 months etc. (paragraph 1.7 – bullet point 5). He suggested that Officers give consideration to delegate this function to either the whole Council or a specific Committee. The Member also suggested that when a submitted complaint led to a counter-complaint, it would be useful to see them merged and defined as a single complaint. He noted that these were usually the same subject matter and should have a single assessment.

Members agreed that they would wish to see future reports containing numbers and trends of complaints submitted; the number submitted by the same person; whether any were classed as vexatious; the number in relation to district and parish.

In relation to Code of Conduct training, a Member queried whether this would be a mandatory requirement. In response, the Monitoring Officer advised that this could be looked at within the proposed Working Group. It was suggested that the training be undertaken online as this removes the need for Members to attend in person. It was however, acknowledged that not all Members were able to undertake online training and that separate provision would need to be made for them.

In closing the debate, the Chair advised that the membership of the Working Group would be set after the meeting due to the absence of some Committee Members.

AGREED that the Governance, General Purposes & LGR Committee:

- a) approve the Monitoring Officer to make the proposed amendments to the Arrangements for Dealing with Code of Conduct complaints as detailed within this report at para 1.5 with immediate effect, having considered the Members' comments as detailed above;
- b) approve the establishment of a cross-party Working Group, to support a wider review of the Council's Arrangements for Dealing with Complaints, the Member/Officer Protocol, Social Media Protocol for Members and proposals for a Member Development Plan; and
- c) subject to the approval of b), the Chair to determine the membership of the Working Group after the meeting with a recommended membership of up to six Members.

#### 17 CHANGE IN COMMITTEE MEMBERSHIP

NOTED that Councillors Andrew Freeman and Maurice Shakeshaft had exchanged places on the Audit & Accounts and Governance, General Purposes & LGR Committees and that Councillor Shakeshaft was now a substitute member on the Governance, General Purposes & LGR Committee.

#### 18 OPERATION OF NSDC DRONE ASSET

The Committee considered the report of the Director – Planning & Growth which sought to provide Members with an update on the Council's acquisition of a drone asset by the Council.

It was reported that Cabinet had approved the recommendation to purchase a drone asset at their meeting held on 11 November 2025. Details of the proposed usage of the drone were detailed within the report which included: tourism promotion; events; regeneration consultation; overt enforcement activity and recoding for emergency events such as flooding. The proposed usage broadly fell into two categories: investigatory activity and promotional activity with the present drone usage being commissioned on an as-and-when basis from the private market. As detailed in the

report, it was considered there was sufficient demand and benefits to develop a Council drone resource. Attached as Appendix A to the report was the appropriate governance and deployment arrangements in the form of a NSDC Drone Policy.

In considering the proposed Drone Policy a Member queried how responsive the Civil Aviation Authority (CAA) were in relation to granting permission for the Council to commence operation of drones and further details of how many officers would receive the appropriate operational training. In response, the Principal Legal Officer advised that she would provide a written response in relation to the timeframe for permission being granted by the CAA and that it was proposed that 3 officers from different Business Units would undergo the training. She added that once the Council's drone was operational, the service could be offered to other organisations.

In noting paragraph 2.5 of the report, specifically in relation to drone recordings and the storage thereof, a Member queried as to what checks had been done to ensure that should the drone be taken, it could not be used to gain access to the Council's network. The Principal Legal Officer advised that she would provide a written response to the Committee.

AGREED that the Governance, General Purposes & LGR Committee note:

- a) the Drone Usage Policy as detailed in Appendix A to the report; and
- b) the purchase and use of drone assets, primarily for use by NSDC in the discharge of its relevant duties and services.

## 19 COMMITTEE WORK PROGRAMME

AGREED that the Governance, General Purposes & LGR Committee's Work Programme be noted.

Meeting closed at 7.40 pm.

Chair

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Audit & Accounts Committee** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Wednesday, 15 October 2025 at 6.00 pm.

PRESENT: Councillor S Michael (Chair)  
Councillor N Allen (Vice-Chair)

Councillor J Hall, Councillor T Wendels and C Richardson - Co-optee

APOLOGIES FOR ABSENCE: Councillor S Crosby, Councillor D Darby, Councillor J Lee, Councillor C Penny and Councillor M Shakeshaft

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

Other than the Council recording in accordance with usual practice, there were no declarations of intention to record the meeting.

13 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

That no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

14 MINUTES OF THE MEETING HELD ON 2 JULY 2025

AGREED that the minutes from the meeting held on 2 July 2025 be approved as a correct record and signed by the Chair.

14a CHANGE IN COMMITTEE MEMBERSHIP

The Chair advised Members that in accordance with Committee Procedure Rule 6.5 Councillor Freeman and Councillor Shakeshaft are swapping their memberships on the Audit & Accounts Committee and Governance, General Purposes & LGR Committee (Cllr Freeman going onto Governance, General Purposes & LGR and Cllr Shakeshaft going onto Audit & Accounts) with effect from the date of this meeting.

15 EXTERNAL AUDITORS ANNUAL AUDIT REPORT

The Committee considered the report from the Business Manager for Financial Services presenting the External Auditors Annual Audit Report for Newark and Sherwood District Council for 2024/25.

The representative from Mazars, Ellie West presented the External Auditors report and who had joined the meeting in person.

The Committee were advised of the progress with no issues to note.

AGREED (unanimously) that:

- a) Members received and noted the External Auditors Final Annual Audit Report

for 2024/25; and

- b) Members noted the adjustments to the audited financial statements set out in the report.

16 EXTERNAL AUDITORS DRAFT AUDIT COMPLETION REPORT

The Committee considered the report from the Business Manager for Financial Services presenting the External Auditors Draft Audit Completion Report for Newark and Sherwood District Council for 2024/25.

The representative from Mazars, Ellie West presented this report.

The Committee were advised of the progress, with no change to the audit memorandum.

AGREED (unanimously) that:

- a) Members received and noted the External Auditors Draft Annual Audit Completion Report for 2024/25; and
- b) Members noted the adjustments to the draft audited financial statements set out in the report.

17 APPROVAL OF THE STATEMENT OF ACCOUNTS

The Committee considered the report from the Assistant Business Manager for Financial Services to obtain approval of the Council's Statutory Accounts for the financial year ended 31 March 2025.

There is a legal requirement that the Statement of Accounts for the Council receive approval by an appropriate Committee by the 27 February 2026 following the end of the financial year to which the Accounts relate and In accordance with the Council's Constitution and the remit of this Committee, the Statement of Accounts is therefore brought to this Committee for approval.

AGREED (unanimously) that:

- (a) Members approved the Annual Governance Statement for the financial year ended 31 March 2025;
- (b) Members approved the Draft Audited Statement of Accounts for the financial year ended 31 March 2025;
- (c) Members gave delegation to the Deputy Chief Executive/Director of Resources - S151 Officer and the Chairman to sign a revised set of accounts if required as per paragraph 3.5;
- (d) Members gave delegation for the Deputy Chief Executive/Director of Resources - S151 Officer and the Chairman to sign the Management Letter of

Representation as per paragraph 3.8; and

- (e) Members gave delegation to the Leader of the Council and the Chief Executive to sign the Annual Governance Statement as per paragraph 3.10.

18 INTERNAL AUDIT PROGRESS REPORT 2025/26

The Committee considered the report from Philip Lazenby, Director of Audit (TIAA) having joined the meeting through Teams and Livestreamed alongside colleague Fiona Roe, providing a summary of Internal Audit work undertaken during 2025/26 against the agreed audit plan.

The Audit Plan for 2025/26 was tabled at the Audit & Governance Committee in February 2025 and throughout the year reports on the progress made and changes to the plan are taken to the now named Audit & Accounts Committee.

AGREED (unanimously) that the Audit & Accounts Committee considered and commented upon the latest internal audit progress report and noted its content.

19 COUNTER-FRAUD ACTIVITIES FROM 1 APRIL 2025 TO 30 SEPTEMBER 2025

The Committee considered the report from the Business Manager for Financial Services to inform Members of counter-fraud activity undertaken since the last update reported on 16 April 2025.

The role of the Audit & Accounts Committee is to provide assurance to the Council that its anti-fraud arrangements are operating effectively, counter-fraud activity reports are brought to the Committee twice a year. These reports detail the number of cases detected, amounts lost, the outcome of cases and amounts recovered, together with any other counter fraud work that has been undertaken.

AGREED (unanimously) that Members noted the report.

20 PROJECTED GENERAL FUND AND HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL OUTTURN REPORT TO 31 MARCH 2026 AS AT 30 JUNE 2025

The Committee considered the report from the Business Manager for Financial Services to update Members with the forecast outturn position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets.

The report also showed performance against the approved estimates of revenue expenditure and income.

The Business Manager for Financial Services informed Members this report refers to Quarter 1 which has already been considered at Policy & Performance Improvement Committee (PPIC) and Cabinet.

AGREED (unanimously) to:

- (a) note the General Fund projected favourable outturn variance of £0.303m;
- (b) note the Housing Revenue Account projected unfavourable outturn variance of £0.409m to the Major Repairs Reserve;
- (c) note the Capital Programme revised budget and financing of £55.240m; and
- (d) note the Prudential indicators at Appendix A.

21 UPDATE ON THE LGA NEWARK AND SHERWOOD DISTRICT COUNCIL CYBER 360 REPORT

The Committee considered the report from the Business Manager for ICT & Digital Services presented the updated results of the LGA Newark and Sherwood District Council Cyber 360 Report.

The Local Government Association piloted Cyber 360 (C360s) peer reviews with several Local Authorities to ensure Cyber and information Security governance and culture is being understood and adequately resourced. However, the Cyber 360 Action Plan is not in the public area of this open report for security reasons and is held in the exempt version of the report.

AGREED (unanimously) that Members reviewed, commented upon and noted the update on the LGA Newark and Sherwood District Council Cyber 360 Report.

22 WORK PROGRAMME FOR AUDIT AND ACCOUNTS COMMITTEE

The Committee received the Work Programme from the Business Manager for Financial Services for consideration.

AGREED (unanimously) that the Work Programme be noted.

23 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

24 LGA NEWARK AND SHERWOOD DISTRICT COUNCIL CYBER 360 REPORT

The Committee considered the exempt report from the Business Manager for ICT & Digital Services providing an update on the LGA Newark and Sherwood District Council Cyber 360 Report.

25 DATE OF NEXT MEETING - 10 DECEMBER 2025

Chair

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

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