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**Tuesday, 4 September 2018**

**Chairman: Councillor K Girling  
Vice-Chairman: Councillor Mrs P Rainbow**

**Members of the Committee:**

**Councillor R Blaney  
Councillor Mrs R Crowe  
Councillor Mrs G Dawn  
Councillor J Lee  
Councillor N Mitchell  
Councillor P Peacock  
Councillor T Roberts  
Councillor F Taylor  
Councillor T Wendels  
Councillor Mrs Y Woodhead**

**Substitute Members:**

**Councillor M Cope  
Councillor Mrs M Dobson  
Councillor D Staples  
Councillor D Thompson  
Councillor K Walker**

**MEETING: Economic Development Committee**  
**DATE: Wednesday, 12 September 2018 at 6.00 pm**  
**VENUE: Civic Suite, Castle House, Great North Road,  
Newark, Notts 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 Helen Brandham on [helen.brandham@newark-sherwooddc.gov.uk](mailto:helen.brandham@newark-sherwooddc.gov.uk) 01636 655248.**



## AGENDA

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<p>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 Paragraphs 3 of part 1 of Schedule 12A of the Act.</p>	
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## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Economic Development Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Wednesday, 20 June 2018 at 6.00 pm.

PRESENT: Councillor K Girling (Chairman)  
Councillor Mrs P Rainbow (Vice-Chairman)

Councillor R Blaney, Councillor Mrs R Crowe, Councillor J Lee,  
Councillor N Mitchell, Councillor P Peacock, Councillor F Taylor,  
Councillor T Wendels and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor T Roberts

### 1 DECLARATION OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

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

### 2 DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there was no audio recording of the meeting by the Council.

### 3 MINUTES OF MEETING HELD ON 28 MARCH 2018

AGREED (unanimously) that the Minutes of the meeting held on 28 March 2018 be approved as a correct record and signed by the Chairman.

### 4 FORWARD PLAN

The Committee considered the Notes of the Decisions taken for the period June 2016 to June 2018.

The Chairman informed Members that he had asked for this work to be undertaken in order for the Committee to review what decisions had been made over the period June 2016 to June 2018 and whether the actions from those decisions had been implemented. This would then form part of the Committees Forward Plan with decisions that had been implemented being removed and any that had not been implemented remaining on the Forward Plan to be monitored. The plan would, therefore, need to be broken down into three sections; completed, ongoing, and future. Members were encouraged to submit any areas of work they wanted to address for the forthcoming year so that these could be added to the Forward Plan.

The following areas of work were suggested for future meetings:

Growth Investment Fund – It was suggested that the Committee should periodically review whether this was still appropriate and fit for purpose.

National Civil War Centre – Report identifying the number of visitors attending the Centre and whether that attendance could be improved.

AGREED (unanimously) that a Forward Plan be formulated using the note of decisions taken for the period June 2016 to June 2018 and the plan be divided into three sections: completed, ongoing, and future projects.

5 ELECTRIC VEHICLE CHARGING PROVISION IN NEWARK AND SHERWOOD

The Committee considered the report presented by the Business Manager Environmental Health & Licensing which sought Member consideration as to the future development of an electric vehicle charging network within Newark and Sherwood.

The Committee at its September 2017 meeting agreed that a review of car parks should be undertaken to ascertain the most appropriate location and numbers of electric vehicle charging points within the Councils car parks. The Parking Services team had undertaken this work, however, it had become apparent that the infrastructure needs and car technology was moving rapidly and what appeared to be a relatively straightforward task was complex and would require careful consideration to put in place a network that would meet the future needs of drivers. It was also noted that it would be important to put a network in place across Newark and Sherwood rather than concentrating solely on the council's car parks.

Nottingham City Council had been the lead Authority and they had been awarded government funding to install a publicly accessible electric vehicle charge point network across the D2N2 region.

The report informed the Committee that the City Council had undertaken a detailed procurement exercise and had appointed Chargemaster to be the contractors to deliver and manage the electric charging network for a ten year period and provided the detail of what that entailed. The report also provided the proposals for the Committee and the impact on the budget and policy framework.

Members sought clarification as to what happens after the ten year contract ends. The Business Manager confirmed that if the Council wanted the charging units it would be within the Councils gift to do so. Ten years would provide time for partnership working and upgrading.

A Member asked whether the lorry park could be upgraded with electric charging networks at the same time as the surveys were being undertaken in the Council car parks, to future proof that site. The Business Manager confirmed that the question would be asked however he was under the understanding that electric powered engines were not suitable for HGV's, but enquiries would be made for the lorry park.

Members were very keen for this project to move forward and requested that the results of the surveys be submitted to the September 2018 meeting of the Committee for consideration.

AGREED (unanimously) that:

- (a) Chargemaster PLC be appointed to develop infrastructure for charging electric vehicles on Council land;

- (b) other organisations be approached to offer them the opportunity to provide charging points on their land; and
- (c) a full plan and recommendations on charging options be submitted to the 12 September 2018 meeting of the Economic Development Committee on completion of the survey.

## 6 REVIEW OF NEWARK LORRY PARK

The Committee considered the report presented by the Business Manager Environmental Health & Licensing, which sought Members consideration regarding the challenges and opportunities for the future development and potential expansion to the Newark Lorry Park.

The report informed Members of the background information regarding the lorry parking and that the scheme to extend the lorry park was approved by the Economic Development Committee at the 29 March 2017 meeting.

The report detailed the work undertaken regarding a planning application and provided information on the Capital Programme. Additional security on the site was also noted due to regular reports of criminal activity taking place on the lorry park.

The report also provided details regarding the Refuelling Centre and the possible expansion of that by a national company that installed and operated refuelling operations for heavy goods vehicles. The Café and Welfare Facilities were also detailed.

The report provided an options appraisal and proposals, staff resources, equalities implications, and impact on the budget/policy framework.

A Member sought clarification as to whether a sign would be erected informing the public that the lorry park was a Newark & Sherwood District Council facility. The Business Manager confirmed that discussions were taking place regarding developing a brand for the lorry park and advertising that the park was run by the District Council and was a brand offering a top class facility.

Some Members commented that there was a contentious history to the lorry park and there were reservations as to whether this was the best use of the land. It was felt that the decisions that had previously been made should be reviewed and that the land should be valued to ensure that the best possible return for that land was being achieved. It was suggested that the lorry park could be re-sited closer to the A1 which would elevate congestion from HGV's entering Newark and also release a valuable piece of land.

The Business Manager commented that the HGV drivers supported the local economy as they parked their vehicles and walked into Newark and used local amenities, which would not be achieved if they were on a site close to the A1.

A Member also commented that the lorry park provided a good service for Newark and prevented lorries being parked outside of resident's properties.

Members raised concern regarding the proposed refuelling bunker and commented that this should be thought through very carefully as that service, whilst, would bring in income for the café and local economy, it would also increase the HGV's entering Newark and congestion within the town was already high.

One Member suggested that a valuation of the site be undertaken and that other alternatives uses such as housing or commercial development be considered. The Deputy Chief Executive and Director of Resources responded that a valuation on the land could be undertaken for this site, however Members needed to indicate what the potential uses were for the land i.e. industrial, commercial, residential development etc. as the land value would have a different value for each. Members were also asked to be mindful that the land did flood and may not be suitable for residential development. After further consideration, it was decided that a valuation of the land was not necessary.

Members questioned the projected income for the lorry park and indicated that the finances and formula used did not appear to be accurate.

The Business Manager confirmed that the fuel bunker would take up to six lorry parking bays, however another review would be undertaken to try and maximise the space available.

A Member commented on the cost of overnight parking on the site appeared cheap and should be reviewed to increase income.

AGREED (with 7 votes for and 3 votes against) that:

- (a) the revised scheme for the Newark Lorry Park extension project be approved;
- (b) the required additional capital and revenue budgets for the project be approved; and
- (c) the siting of a fuel bunker on the lorry park subject to legal agreements be approved.

## 7 LOCAL DEVELOPMENT FRAMEWORK PROGRESS REPORT

The Committee considered the report presented by the Business Manager Planning Policy which updated Members on the progress of the various elements of the Local Development Framework (LDF) contained within the Local Development Scheme (LDS) timetable and sought delegated authority to agree a statement of Common Ground with Mansfield District Council.

The report provided the background information regarding the current LDS which was adopted by Full Council on 11 July 2017 and came into force on the 12 July 2017.

AGREED (unanimously) that:

- (a) progress towards meeting the timetable of the adopted Local Development Scheme be noted; and

- (b) delegated authority to sign a Statement of Common Ground with Mansfield District Council and Ashfield District Council on the proposals within the Mansfield Local Plan be given to the Acting Chief Executive in consultation with the Chairman, Vice-Chairman and Opposition Spokesman of the Committee and Chairman of the Local Development Framework Task Group.

## 8 PROMOTION OF TOURISM UPDATE

The Committee considered the report presented by the Business Manager Economic Growth which updated Members on the utilisation of the Promotion of the Tourism budget which was introduced in April 2017.

The report informed the Committee that following the restructure of the Tourism Function in 2016, a budget for the Promotion of Tourism was agreed by the Economic Development Committee which came into effect in April 2017 and was for £98,000 in total.

The report detailed the activities to date relating to the Tourism Strategy and is in line with the Destination Management Plan (DMP) agreed for Newark and, although in development at present, the plans for Southwell and Sherwood. The aims of the DMP for Newark were detailed within the report.

The report also detailed Social Media; Partnerships; Blog Posts; Campaigns; Campaigns for 2018; Tourism Action Group; The Tourism Board; Familiarisation Visit for Coach Tour Operators; and Other activities undertaken since April 2017.

Members were keen for the Destination Management Plans for Southwell and Sherwood to be progressed and asked if an update report could be presented to the 12 September 2018 meeting rather than the November meeting as proposed.

A Member commented that he welcomed the use of Social Media, but was disappointed regarding the Social Media figures and sought clarification regarding the budget for Social Media. The Business Manager confirmed that Social Media was being built up and had been used for one year. It was confirmed that a report including the budget for Social Media would be submitted to the September meeting of the committee.

Clarification was sought regarding when the display boards would be installed. It was confirmed that they had been ordered via East Midlands through procurement and would be ready August 2018, that was dependent on the suppliers of the display boards.

A Member congratulated the Economic Growth team on the work they had undertaken regarding the Tourism Action Group (TAG) meetings, which had been useful and attendance had increased. The Business Manager confirmed that the dates for the TAG meetings were on the Council's website and all Members were welcome to attend, but please inform the Economic Growth team in order for seating arrangements to be made available.



AGREED (unanimously) that:

- (a) the activities undertaken since the establishment of the Promotion of Tourism Budget in April 2017 be noted;
- (b) the Committee support the development of the Tourism offer for the district and in particular the recruitment of the Palace Marketing Manager post and actions from the Newark Destination Management Plan;
- (c) the Destination Management Plans for Southwell and Sherwood are progressed with the plans to be presented to the 12 September 2018 Economic Development Committee; and
- (d) an update report including the budget for Social Media be submitted to the 12 September 2018 Economic Development Committee.

9 ENTERPRISE ADVISER FUNDING REQUEST REPORT

The Committee considered the report presented by the Business Manager Economic Growth which sought to provide Members with information relating to the Careers Enterprise Company (Careers Enterprise Advisers) and to request a decision as to whether a contribution to the continuation of this service should be funded.

Members commended the Economic Growth team for the work undertaken in this area and felt that the schools in the district were engaging with the Council productively and the work would be achieved better in-house.

AGREED (unanimously) that the Committee decline the offer to support the continuation of the Enterprise Adviser role for Newark & Sherwood.

10 SITE VISIT TO NEWARK & SHERWOOD DISTRICT COUNCIL OWNED FACILITIES

The Committee considered the report of the Deputy Chief Executive & Director – Resources which asked Members to discuss and formalise a date for the Economic Development Committee to undertake site visits to Council owned facilities.

The following sites were proposed for the site visit: Sconce and Devon Park; Beacon Innovation Centre; Vicars Water; Craft Centre; Lorry Park and All gateways to Newark.

Members requested that the industrial units at Blidworth and Clipstone be added to the site visits and that the Committees Substitutes be invited to attend the tour.

Members were asked to confirm their preferred date with the Democratic Services team. An email would also be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites. Transport would be arranged internally.

AGREED (unanimously) that:

- (a) an email be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites.; and
- (b) the following Council owned sites would be included for site visits:
  - Sconce and Devon Park
  - Beacon Innovation Centre
  - Vicars Water
  - Craft Centre
  - Lorry Park
  - All gateways to Newark
  - Blidworth and Clipstone Industrial Units

## 11 RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

The Committee considered the report of the Acting Chief Executive in relation to the appointing of representatives to the Local Development Framework Task Group and the reconvening and appointing of representatives to the Growth Investment Fund & Policy Monitoring Group.

AGREED (unanimously) that:

- (a) the Growth Investment Fund & Policy Monitoring Group be reconvened, the Members of the Group for the forthcoming municipal year to be:

Councillors: K. Girling, J. Lee, N. Mitchell, Mrs P. Rainbow and T. Wendels

- (b) the Local Development Framework Task Group be reconvened and the Committee's representatives for the forthcoming municipal year to be:

Councillors: K. Girling and R.V. Blaney

## 12 EXCLUSION OF THE PRESS AND PUBLIC

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 involved the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act.

## 13 NEWARK BEACON - BUSINESS INNOVATION CENTRE

The Committee considered the exempt report presented by the Business Manager – Planning Policy in relation to an options appraisal for the future running of the Newark Beacon Business Innovation Centre (BIC).

(Summary provided in accordance with 100C(2) of the Local Government Act 1972.)

Meeting closed at 7.53 pm.

Chairman

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

Document is Restricted

**ECONOMIC DEVELOPMENT COMMITTEE  
NOTE OF DECISIONS TAKEN AND COMPLETED  
JUNE 2016 TO PRESENT DAY**

<u>DATE</u>	<u>REPORT TITLE</u>	<u>DECISION TAKEN</u>	<u>UPDATE BY OFFICERS (May 2018)</u>
15.06.16	National Civil War Centre – Newark Museum – Process to Gain Official Arts Council England Accreditation	<p>AGREED (unanimously) that the following policies be approved:</p> <p>(i) National Civil War Centre – Newark Museum – Forward Plan 2016/20;</p> <p>(ii) Collections Care &amp; Conservation Policy; and</p> <p>(iii) Exhibitions &amp; Display Policy.</p>	<p><b>COMPLETE</b></p> <p>Arts Accreditation achieved – see updated papers</p> <p>CK - Nationally styled Accreditation from Arts Council England (ACE) achieved November 2017</p>
15.06.18	<p>Nottingham Trent University – Brackenhurst Campus Development – Memorandum of Understanding</p> <p><i>“The District Council will work with Nottingham Trent University and other partners to:</i></p> <ul style="list-style-type: none"> <li>• <i>Support the development of new educational and research facilities at the Brackenhurst Campus;</i></li> <li>• <i>Encourage the development of businesses and companies locally which harness the education and research potential of the Campus; and</i></li> <li>• <i>Ensure that new development does not detrimentally affect the setting of the Campus or the town of Southwell.”</i></li> </ul>	<p>AGREED (unanimously) that delegated authority be given to the Deputy Chief Executive to sign the Memorandum of Understanding with Nottingham Trent University as set out in Appendix A to the report, subject to the amendment to the wording of the Design and Conservation Section as set out above.</p>	<p><b>COMPLETE</b></p> <p>JRS - The MOU has been used to support Brackenhurst in their development of the Campus from a Planning perspective; assisting them in the purchase of the Bramley Apple cottages and the eventual development of a Bramley Apple exhibition</p>

<p>15.06.18</p>	<p>Car Parking</p>	<p>AGREED (unanimously) that:</p> <p>(a) a 5 day (Monday to Friday) annual season ticket be made available on request for Riverside Car Park only for a fee of £350.00 pa;</p> <p>(b) free dedicated motor cycle areas be provided at the Wharf, London Road, Riverside and Appletongate Car Parks with a prohibition of motor cycle parking in general bays;</p> <p>(c) urgent discussions be held by the Council with Newark Town Council, the Police and Nottinghamshire County Council to identify an effective solution to the current problem associated with unauthorised access into the Market Place area;</p> <p>(d) subject to further consultation with Nottinghamshire County Council to determine whether sufficient on street parking is available for Pelham Street residents the Council 12 bay car park there be changed and offered for contract parking only; and  <i>(Update from 14.09.16 Meeting - In relation to the issues of parking at Pelham Street, Members were informed that a meeting had taken place with residents and consultation had been undertaken with Nottinghamshire County Council. A letter was to be sent to the residents setting out the facts in relation to the matter.</i></p> <p>(e) cashless parking is introduced in all Council car park in Newark by 1 September 2016.</p>	<p><b>COMPLETE</b></p> <p>In place</p> <p>This has been done but concerns have been raised about the numbers of spaces available on the Wharf and this is currently being reviewed.</p> <p>Rising Bollard installed</p> <p>Cashless parking via Ringo app available in all car parks</p>
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		<i>(Update from 14.09.16 Meeting - A Member of the Committee queried as to the latest position in relation to the introduction of cashless parking in all Council car parks in Newark. It was noted that at the previous meeting it had been agreed that cashless parking would be with effect from 1 September 2016 but to-date it had not been introduced. In response, Members were advised that its introduction was imminent.)</i>	
15.06.18	St. Mary's Gardens Open Space Scheme	AGREED (unanimously) that the proposed scheme, along with the process to be taken to implement it, be considered and approved as set out in paragraph 4.1 of the report.	<b>COMPLETE</b> AH - I believe this relates to the scheme to improve the former are occupied by the Little Angels Neighbourhood Nursey Initiative and the project has been delivered and has made a significant improvement to the area.
15.06.18	Tourism Report (EXEMPT)	<p>AGREED that:</p> <p>(a) the strategy should have key aims and two distinct plans below the strategy – one for Newark and one for Sherwood and that the aims would be as reflected in the report;</p> <p>(b) Option Four from the Options Appraisal is adopted in order to maximise the tourism spend and to increase visitors spend. This option was to provide Visitor Information from the Visitor Hub and not to renew the SLA with MN&amp;N. Any savings could be ring fenced in the current financial year with a further report to the Committee on options to increase tourism revenue within the district. Specific projects can be undertaken with MN&amp;N where this is best value. Consideration to be given as to whether the BM Heritage, Culture and Visitors has an overview role relating to Castle and Sconce and possible to arts development; and</p>	<b>COMPLETE</b> JRS - Implemented as from April 2017 – update report proposed for June 2018 Economic Development Committee

		(c) to proceed with the Tourism Structure within the Visitor Hub as identified and work with MN&N as appropriate. This does involve redundancies for Tourism staff within Sherwood TIC and the cessation of the support provided at Southwell TIC, although there is no redundancy in this case as the additional ten hours are available within the current budget and structure for Economic Growth.	
14.09.16	Proposed Support for Local Business (Exempt)	<p>AGREED (unanimously) that the matter be referred to the Policy &amp; Finance Committee with a recommendation to develop a Policy in relation to Discretionary Rate Relief.</p> <p><i>Exempt P&amp;F Minute No. 39 (22.09.16) - AGREED (unanimously) that the current policy for awarding discretionary business rates relief under Localism Act provisions be reviewed and brought back to the Committee for approval.</i></p>	<b>COMPLETE</b>
18.01.17	Tourism Strategy	<p>AGREED (by 8 votes for with 3 abstentions) that:</p> <p>(a) the vision, aims and objectives for the Tourism Strategy be agreed; and</p> <p>(b) the Action Plan for 2017/18 as identified within the Strategy be supported.</p>	<p><b>COMPLETE</b></p> <p>JRS - In place, actions taken and now to be report to June 2018 Ec Dev Committee</p>
19.03.18	Sconce and Devon Park – Visitor Centre Extension	AGREED (unanimously) that Committee noted the progress of the potential project and its merits. However, the Committee feels that the interconnectivity with other local and heritage schemes cannot be fully assessed at this time and does not recommend that any further progress be made unless significant further funding be found to apply to the scheme.	<b>COMPLETE</b>



21.06.17	Business Case Proposal	<p>AGREED (by 11 votes for with 1 against) that:</p> <p>(a) the recommendation to provide an additional budget of £28,800 to assist with the training of up to 24 people across the district be not supported at this time; and</p> <p>(b) if contributions from either the Department of Work &amp; Pensions and/or the organisation seeking a qualified HGV driver could be secured then the Committee would review their decision noted above not to support.</p>	<p><b>COMPLETE</b></p> <p>JRS - As per committee decision, this was not progressed following the successful pilot</p>
21.06.17	Economic Growth & Tourism Update	<p>AGREED (unanimously) that:</p> <p>(a) the activities undertaken within the Economic Growth Team be noted; and</p> <p>(b) the aims for 2017 be supported.</p>	<p><b>COMPLETE</b></p> <p>JRS - As per Ec Dev strategy</p>
17.01.18	National Civil War Centre – Newark Museum – Process to Maintain Nationally Styled Arts Council England Accreditation	<p>AGREED (unanimously) that:</p> <p>(a) the following policies be approved:</p> <ul style="list-style-type: none"> <li>(i) National Civil War Centre – Newark Museum – Forward Plan 2016-2010;</li> <li>(ii) Collections Development Policy;</li> <li>(iii) Access Policy; and</li> </ul> <p>(b) the Committee agrees to review any future name change of the National Civil War Centre – Newark Museum at an appropriate time in conjunction with the Destination Management Plan and to suitably reflect the purpose and vision of the Centre.</p>	<p><b>COMPLETE</b></p> <p>CK - Approved policies issued to Arts Council England</p>

28.03.18	Supporting Small Businesses Through Small Business Rate Relief	<p>AGREED (unanimously) that:</p> <p>(a) the report be noted;</p> <p>(b) Members continue to support the Small Business Rate Relief Scheme as detailed in the report; and</p> <p>(c) the Council undertake an analysis of their business rates database to ascertain which eligible businesses had not applied for small business rate relief and contact them to advise them of the scheme accordingly.</p>	<p><b>COMPLETE</b></p> <p>PRW - A list of properties with a rateable value of below £15,000 RV has been produced and matched to those properties currently qualifying for SBR.</p> <p>The residual properties are ones where providing the qualifying criteria are met they may qualify for SBR.</p> <p>It is anticipated that the review of these residual properties will be completed by year 31/12/18.</p>
28.03.18	Ollerton Outreach Service	<p>AGREED (unanimously) that:</p> <p>(a) the continuation of the service be supported; and</p> <p>(b) the aims identified for 2018 as report in paragraph 3.4.2 of the report be supported.</p>	<p><b>COMPLETE</b></p> <p>JRS - Outreach continues to be successful</p>

**ECONOMIC DEVELOPMENT COMMITTEE  
NOTE OF DECISIONS TAKEN AND ONGOING  
JUNE 2016 TO PRESENT DAY**

15.06.18	Ollerton & Boughton Neighbourhood Study	AGREED (unanimously) that the model, scope and proposals detailed as set out in paragraph 5.1 and 5.2 of the report to undertake the Ollerton & Boughton Neighbourhood Study be approved.	<b>ONGOING</b> RM – Report going to June Committee to present draft final Study report.
14.09.16	<p>Hawtonville Community Centre Update</p> <p><i>Paragraph 6.1 - In noting the updates provided in this report on the future use of Hawtonville Community Centre, the Committee is asked to consider the following proposals set against available resources:</i></p> <p>a) <i>Ongoing support is provided to the Newark &amp; Sherwood Play Support Group to source alternative funding mechanisms to enable the Group to become tenants of the Hawtonville Community Centre, and;</i></p> <p>b) <i>Work continues with interested organisations over the short term use of the Centre and with Newark and Sherwood Homes over the proposal to manage the Community Centre.</i></p>	<p>AGREED (unanimously) that:</p> <p>(a) the report be noted; and</p> <p>(b) the proposals as set out in paragraph 6.1 to the report be agreed subject to the addition of:</p> <p>(c) an investigation be held into the option for the potential redevelopment of the site for housing.</p>	<b>ONGOING</b> AH - The application for Lottery funding was unsuccessful and the scheme could not progress. NSH worked with DC Officers to provide an interim management arrangement and the Centre is now under a new lease agreement with Reach Learning Disability. A progress report will be considered by L&E Committee in June.
14.09.16	Newark Castle Gatehouse Tower Project	<p>AGREED (by 7 votes for with 1 against) that:</p> <p>(a) the re-submission of a Stage 1 Heritage Lottery Fund bid towards improvements to the Gatehouse at Newark Castle be approved;</p>	<b>ONGOING</b> PB - This is an ongoing project

		<p>(b) the increase in project costs and the increase in the Council’s Phase 1 contribution be supported and the potential Phase 2 contribution be noted and recommended to the Policy &amp; Finance Committee; and</p> <p>(c) following the submission of Phase 1, more work be undertaken to ascertain the throughput and income and to have a view to aligning the heritage attractions into a single entity in Newark.</p>	
<p>23.11.16</p>	<p>Nottinghamshire Pre-Development Fund  <i>Part of preamble to the resolution.....  Members of the Committee queried as to how the decision on what projects were put forward to apply for funding from the business rates pool had been taken and by who. In response, Members were advised that the timescale to consider which projects had merited submission had been extremely tight and this had not afforded sufficient time to consult with Members of the Committee. When considering the projects, Officers had taken into consideration the council’s current priorities. Members expressed concern that they had not been able to take part in the process and requested that a report be brought to a future meeting of the Committee as to what projects had been successful in their funding bids.</i></p>	<p>AGREED (unanimously) that the report be noted.</p>	<p><b>ONGOING</b>  JRS - 3 projects awarded – Ollerton Hall, Newark Buttermarket and Newark Gateway. Studies nearing completion and on list of projects discussed with the Leader</p>

18.01.17	Growth Investment Fund (GIF) (Think Big) Update Report	<p>AGREED (unanimously) that support for the recommendations agreed at the Policy Monitoring Group on 28 November 2016 as follows, be supported:</p> <ul style="list-style-type: none"> <li>(a) the Think BIG Loan Fund continues to focus on gap funding, providing working capital for businesses that demonstrate growth potential and job creation and are unable to obtain the required bank support or other funding. The Fund can thereby make a difference in enabling investment and growth to happen;</li> <li>(b) the Investment Panel to continue to help businesses be in a better position to access funding from Banks and other enders;</li> <li>(c) the Pathfinder element of the loan fund to continue to be promoted to encourage longer term entrepreneurial impact on the local business culture; and</li> <li>(d) the impact and opportunity of the Midlands Engine Investment Fund to be assessed and reported to the next Policy Monitoring Group meeting.</li> </ul>	<p><b>ONGOING</b></p> <p>JRS - Loan fund continues to operate, meeting to be organised once new Policy Monitoring Group formed at June Ec Dev to provide an update which can then be presented to Ec Development</p>
18.01.17	Capital Expenditure Newark Town Council – Maps & Signage	<p>AGREED (unanimously) that the Policy &amp; Finance Committee be recommended to add the scheme to the Council's Capital Programme in order to complete the signage and location maps for Newark Town Centre.</p>	<p><b>ONGOING</b></p> <p>JRS - Following a number of discussions between Newark Town Council and Via EM, Order now placed (17 May) for full process</p>

29.03.17	The Beacon Innovation Centre	<p>AGREED (unanimously) that:</p> <ul style="list-style-type: none"> <li>(a) the contents of the report be noted;</li> <li>(b) the re-configuration at Newark Beacon takes place following approval by Assessment within NSDC;</li> <li>(c) Policy &amp; Finance Committee be recommended to add the scheme to the capital programme; and</li> <li>(d) the opportunity to re-tender the contract for the three Nottinghamshire Innovation Centres be progressed in a timely and considered manner.</li> </ul> <p><i>P&amp;F Minute No. 93 (06.04.17) – AGREED (unanimously) that £75,000 be added to the Council’s Capital Programme for the Newark Beacon Innovation Scheme.</i></p>	<p><b>ONGOING</b></p> <p>JRS - Works nearing completion and Commercials team will be presenting options on new contract</p>
29.03.17	Newark Lorry Park Extension Project	<p>AGREED (by 9 votes for and 1 abstention) that:</p> <ul style="list-style-type: none"> <li>(a) the lorry park expansion project be approved;</li> <li>(b) the full expansion scheme be approved with a concrete roadway with the required budget for the project being approved;</li> <li>(c) the above decision of the Committee be reported to the April meeting of the Policy &amp; Finance Committee meeting for ratification;</li> <li>(d) the submission of a planning application and the preparation of tender documents for the project be approved, subject to the approval of the Policy &amp; Finance Committee referred to in Recommendation (c) above; and</li> </ul>	<p><b>ONGOING</b></p> <p>AB - Further report to be presented to committee on 20 June 2018</p>

		<p>(e) any approved scheme be included as part of the Council's capital programme.</p> <p><i>P&amp;F Minute No. 85 – AGREED (with 5 votes for and 2 against) that:</i></p> <p>(a) the full lorry park expansion scheme with the concrete roadway and the required budget for this be approved;</p> <p>(b) the submission of a planning application and the preparation of tender documents for the project be approved; and</p> <p>(c) the approved scheme be included as part of the Council's Capital Programme.</p>	
13.09.17	Electric Vehicle Charging Provision in Council Car Parks	AGREED (unanimously) that the review and associated timescale into the provision of electric charging points in the Council Car Parks be approved.	<b>ONGOING</b> AB - Report to be presented to committee on 20 June 2018
13.09.17	Economic Development Strategy Review	<p>AGREED (unanimously) that:</p> <p>(a) the outcomes of the workshop to review the Economic Development Strategy be developed and brought back to the Committee in November 2017; and</p> <p>(b) the collaboration model for Business Facing Departments be progressed.</p>	<b>ONGOING</b> JRS - In progress and collaboration meetings taking place
13.09.17	Business Case Proposal – Sherwood Forest Education Partnership	AGREED (unanimously) that the proposal to provide funding of £6,600 to develop innovative approaches to the long-standing issues of poverty of aspiration and future employment for children, young people and their parents in the Dukeries area be supported.	<b>ONGOING</b> JRS - This project is making excellent progress and a full report will be prepared once complete (Dec 2018)
22.11.17	Tour of Britain – Additional Budget Request	<p>AGREED (unanimously) that:</p> <p>(a) Policy &amp; Finance Committee be recommended to approve the additional budget required, in the sum of £9,970, to cover the costs associated with hosting the Stage 4 Finish of the Tour of Britain 2017; and</p>	<b>ONGOING</b> AH - The 2018 event will take place on Saturday 8 September, a report for budget approval will be considered by P&F in June.

		(b) in principle, the Council would work in partnership with Nottinghamshire County Council and support the Tour of Britain 2018 which would again take place in the county.	
22.11.17	Growth Investment Fund Review	<p>AGREED (unanimously) that:</p> <p>(a) the loan fund continues to operate over the coming years, with an annual review to ensure that it remained appropriate. The fund to be about job creation, job protection and helping/advising businesses;</p> <p>(b) the Economic Growth Team, with input from the Loan Fund Panel, review interest rates and fees to be charged for early stage start-up businesses;</p> <p>(c) the Economic Growth Team, with input from the Loan Fund Panel, review the processes for the loan fund in order to ensure the effectiveness of the operation of the fund;</p> <p>(d) the Committee are advised of the number of applications that result in advice being provided to support the business, but where a loan application is not pursued; and</p> <p>(e) a process be defined for decommissioning the loan fund in the event that it is required.</p>	<p><b>ONGOING</b></p> <p>JRS - Loan fund being promoted and panel continuing to meet</p>
07.01.18	Destination Management Plan	<p>AGREED (unanimously) that:</p> <p>(a) the Committee approves the draft Destination Management Plan for consultation with the local and national stakeholders which have been involved in its development;</p>	<p><b>ONGOING</b></p> <p>JRS - Actions now taking place including first meeting of NMG and progress re: advertising Place management role.</p>



		<p>(b) the Director – Customers works with partners to establish the Newark Steering Group which would be the body responsible for the delivery of the Destination Management Plan;</p> <p>(c) the Committee approves, in principle, the move to a single management structure for tourism assets within the responsibility of the District Council, the creation of a new marketing post to promote the visitor offer across the District and the commissioning of research to establish better information on visitor numbers and experiences; and</p> <p>(d) subject to the approval of recommendation c), the budgetary implications of the proposals are fully costed and brought back to the Committee for decision at its meeting in March.</p>	
17.01.18	Miner to Major Landscape Partnership Scheme	<p>AGREED (unanimously) that:</p> <p>(a) the Committee approve the District Council becoming a Supporting Partner in the delivery phase of the Miner to Major Landscape Partnership Scheme; and</p> <p>(b) the Committee approve the allocation of £5,000p.a. from the Promotion of Tourism Budget for 2018/29 and commits, in principle, to further annual contributions for the following 4-years, subject to the demonstration of satisfactory progress with the project.</p>	<b>ONGOING</b>

17.01.18	Social Mobility Index Report November 2017	<p>AGREED (unanimously) that:</p> <p>(a) the Committee endorse the collaborative work being undertaken by NSDC relating to issues highlighted in the Social Mobility Index; and</p> <p>(b) the Committee supports further research into opportunities to provide additional support to improve the situation relating to the outcomes of the social mobility index and to receive a further report to the next meeting of the Committee.</p>	<p><b>ONGOING</b></p> <p>JRS - Budget was approved and activities now taking place</p>
28.03.18	Rumbles Catering Project	<p>AGREED (unanimously) that:</p> <p>(a) Officers pursue Options 2 and 3 listed in paragraph 3.1 of the report and that these be run simultaneously;</p> <p>(b) a Recovery Plan be developed and submitted to the Council for consideration within the next 3 months;</p> <p>(c) the Board of Trustees be approached with a view to the relevant Ward Member(s) attending their meetings in an observer capacity; and (appointed at Annual Council)</p> <p>(d) a full review of the Rumbles Catering Project be undertaken after a period of 18 months (September 2020).</p>	<p><b>ONGOING</b></p>
28.03.18	Tourism – Destination Management Plans (DMP) and Strategic Support	<p>AGREED (unanimously) that:</p> <p>(a) the additional research identified in paragraph 3.3 be supported including the budget implication;</p>	<p><b>ONGOING</b></p> <p>JRS – all actions in progress</p>

		<p>(b) the new Place Marketing Manager role be supported, including the budget implication; and</p> <p>(c) the Committee supports undertaking consultation to inform the development of Destination Management Plans for Sherwood and Southwell, to include engaging the previous DMP consultant to assist in uniformity.</p>	
28.03.18	Social Mobility Index Report – November 2018	<p>AGREED (unanimously) that:</p> <p>(a) the collaborative work being undertaken by NSDC relating to issues highlighted in the Social Mobility Index be endorsed;</p> <p>(b) the budget proposal of a maximum of £60k to undertake activities in partnership with DWP and Third Sector partners in order to support individuals in the 18-24 age range into work, training or further support as appropriate, be supported; and</p> <p>(c) a report in relation to the establishment of a budget of £60,000 from general fund underspend be supported and presented to the Policy &amp; Finance Committee on 5 April 2018 for consideration.</p> <p><i>P&amp;F Minute No. 91 (05.04.18) – AGREED (unanimously) that that an additional budget of a maximum of £60,000 to support the programme of work as outlined in the Economic Development Committee report, be approved.</i></p>	<p><b>ONGOING</b></p> <p>JRS - As per previous – actions now taking place</p>
28.03.18	Refurbishment of Sherwood Forest Art & Craft Centre and Associated Building	<p>AGREED (unanimously) that:</p> <p>(a) the proposal to invest £250,000 for the refurbishment of the Sherwood Forest Art &amp; Craft Centre and associated building be approved;</p>	<p><b>ONGOING</b></p> <p>JRS - Plans for refurbishment have now been communicated and a project plan is in place</p>

		<p>(b) Policy &amp; Finance Committee be recommended to approve the capital expenditure; and</p> <p>(c) a post project review report be presented to the Economic Development Committee 6 months after completion of the refurbishment works in order to ascertain whether the Council's expectations in undertaking the project had been met.</p> <p><i>P&amp;F Minute No. 92 (05.04.18) – AGREED (unanimously) that additional capital expenditure for £250,000 for the refurbishment of the Sherwood Forest Art &amp; Craft Centre, be approved for inclusion in the Council's Capital Programme.</i></p>	
28.03.18	Procurement Update	<p>AGREED (unanimously) that:</p> <p>(a) the delivery of a further workshop for Business Managers within the Council relating to local procurement but supported; and</p> <p>(b) the delivery of appropriate information sessions for businesses regarding local procurements be supported.</p>	<p><b>ONGOING</b></p> <p>JRS - Sessions to be planned with Business Managers and at Business events</p>
28.03.18	The Beacon Innovation Centre Newark	<p>AGREED (unanimously) that:</p> <p>(a) the six month extension of the contract, on the existing Terms &amp; Conditions, for the Beacon Innovation Centre be endorsed;</p> <p>(b) the approach to reviewing the future managements of the Beacon Innovation Centre as set out in paragraph 3.2 of the report be approved; and</p> <p>(c) a further report, including a business case, be presented to a future meeting of the Committee.</p>	<p><b>ONGOING</b></p> <p>MN - Awaiting business case to Committee</p> <p>MN – See 12.09.18 Agenda</p>

20.06.18	Site Visit to NSDC Owned Facilities	<p>AGREED (unanimously) that:</p> <p>(a) an email be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites.; and</p> <p>(b) the following Council owned sites would be included for site visits:</p> <ul style="list-style-type: none"> <li>• Sconce and Devon Park</li> <li>• Beacon Innovation Centre</li> <li>• Vicars Water</li> <li>• Craft Centre</li> <li>• Lorry Park</li> <li>• All gateways to Newark</li> <li>• Blidworth and Clipstone Industrial Units</li> </ul>	<b>ONGOING</b>
20.06.18	Promotion of Tourism Update	<p>AGREED (unanimously) that:</p> <p>(a) the activities undertaken since the establishment of the Promotion of Tourism Budget in April 2017 be noted;</p> <p>(b) the Committee support the development of the Tourism offer for the district and in particular the recruitment of the Palace Marketing Manager post and actions from the Newark Destination Management Plan;</p> <p>(c) the Destination Management Plans for Southwell and Sherwood are progressed with the plans to be presented to the 12 September 2018 Economic Development Committee; and</p>	<b>ONGOING</b> JRS – See 12.09.18 Agenda

		(d) an update report including the budget for Social Media be submitted to the 12 September 2018 Economic Development Committee.	
20.06.18	Review of Newark Lorry Park	<p>AGREED (with 7 votes for and 3 votes against) that:</p> <p>(a) the revised scheme for the Newark Lorry Park extension project be approved;</p> <p>(b) the required additional capital and revenue budgets for the project be approved; and</p> <p>(c) the siting of a fuel bunker on the lorry park subject to legal agreements be approved.</p>	Current status to be confirmed
20.06.18	Electric Vehicle Charging Provision in Newark & Sherwood	<p>AGREED (unanimously) that:</p> <p>(a) Chargemaster PLC be appointed to develop infrastructure for charging electric vehicles on Council land;</p> <p>(b) other organisations be approached to offer them the opportunity to provide charging points on their land; and</p> <p>(c) a full plan and recommendations on charging options be submitted to the 12 September 2018 meeting of the Economic Development Committee on completion of the survey.</p>	Current status to be confirmed

**Forward Plan of Economic Development Committee Decisions from 1 September 2018 to 31 August 2019**

This document records some of the items that will be submitted to the Economic Development Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for Economic Development Committee meetings are published on the Council's website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
21 November 2018	Buttermarket Feasibility Study	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
21 November 2018	Business Support Update Report	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
21 November 2018	Employability & Skills including progress on Social Mobility Work	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
21 November 2018	Progress update on Edwinstowe Craft Centre	<a href="mailto:david.best@newark-sherwooddc.gov.uk">david.best@newark-sherwooddc.gov.uk</a>
21 September 2018	Business Rates Consultation	<a href="mailto:phil.ward@newark-sherwooddc.gov.uk">phil.ward@newark-sherwooddc.gov.uk</a>
21 November 2018	Rumbles Café Update	<a href="mailto:phil.beard@newark-sherwooddc.gov.uk">phil.beard@newark-sherwooddc.gov.uk</a>
21 November 2018	Coach Friendly Status	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
21 November 2018	Sherwood, Southwell and District DMPs	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
21 November 2018	Newark Christmas Campaign	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
16 January 2019	Commercials Project – Update Report on BIC Implementation	<a href="mailto:matthew.norton@newark-sherwooddc.gov.uk">matthew.norton@newark-sherwooddc.gov.uk</a>
16 January 2019	Local Procurement	<a href="mailto:john.king@newark-sherwooddc.gov.uk">john.king@newark-sherwooddc.gov.uk</a>
16 January 2019	Grounds Maintenance Commercialisation	<a href="mailto:deborah.johnson@newark-sherwooddc.gov.uk">deborah.johnson@newark-sherwooddc.gov.uk</a>
16 January 2019	Trade Waste	<a href="mailto:deborah.johnson@newark-sherwooddc.gov.uk">deborah.johnson@newark-sherwooddc.gov.uk</a>
16 January 2019	Inward Investment (including Gateways, Industrial Estates etc)	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
16 January 2019	Review of Industrial Estate	<a href="mailto:steven.lyddall@newark-sherwooddc.gov.uk">steven.lyddall@newark-sherwooddc.gov.uk</a>
16 January 2019	BID Status (Industrial)	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>

16 January 2019	Ollerton & Boughton FINAL Neighbourhood Study and Next Phase	<a href="mailto:rob.main@newark-sherwooddc.gov.uk">rob.main@newark-sherwooddc.gov.uk</a>
27 March 2019	Social Mobility – Full Report	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
27 March 2019	Ollerton Outreach Report	<a href="mailto:julie.readersullivan@newark-sherwooddc.gov.uk">julie.readersullivan@newark-sherwooddc.gov.uk</a>
June 2019	Update Report on BIC Implementation	<a href="mailto:matthew.norton@newark-sherwooddc.gov.uk">matthew.norton@newark-sherwooddc.gov.uk</a>
June 2019	Update on Digitisation of Archive Material at Resource Centre	<a href="mailto:oliver.scott@newark-sherwooddc.gov.uk">oliver.scott@newark-sherwooddc.gov.uk</a>
To be confirmed	Town Centre Regeneration Masterplan	To be confirmed



## ECONOMIC DEVELOPMENT COMMITTEE

12 SEPTEMBER 2018

### OLLERTON & BOUGHTON NEIGHBOURHOOD STUDY

#### **1.0 Purpose of Report**

- 1.1 To provide the Committee with the final draft of the Ollerton & Boughton Neighbourhood Study.

#### **2.0 Background Information**

##### **About Neighbourhood Studies**

- 2.1 The role of a Neighbourhood Study is to provide a comprehensive assessment of an area focusing on the localities socio-economic characteristics (*people*), the built environment (*place*) and the opportunities and challenges these bring, with community involvement at the heart of this work.
- 2.2 The intention is to create a locally driven document that provides all local stakeholders (including the District Council) with a strategic and long-term plan to guide future decision making and investment requirements for a defined area. By engaging with local residents, a Neighbourhood Study presents opportunities, not only to gain a qualitative insight into local issues, but to also capture the voices of residents by including them at the start of the planning and development process.
- 2.3 When looking at the findings and options of a Neighbourhood Study in relation to local priorities, consideration of these will be set against the wider strategic priorities and objectives of the Council and have regard to the total resources available.

##### **Delivery Model**

- 2.4 A Neighbourhood Study is delivered through the following 3 key steps:

##### **Step 1: Baseline Report**

*This activity is undertaken by the Council and sets out an initial appraisal of the existing data for the neighbourhood, including the historical context. It also presents the first stage of community consultation and local stakeholder engagement in order to identify emerging 'People' (socio-economic) and 'Place' (built environment) opportunities and challenges for locality. The information collected then informs the consultant's brief, covering the engagement programme and master planning exercise.*

##### **Step 2: Interim Report**

*This is consultant led, providing a comprehensive account of data from the resident and stakeholder engagement programme and identifies the emerging priorities. It provides a framework of initial 'People' and 'Place' options for consideration and invites all stakeholders to feedback on these.*

### **Step 3: Final Report**

*This consists of collaborative work between the Council and Consultant, summarising all the activities undertaken through the themes of 'People' and 'Place', identifying the priorities and vision for the locality and provides a delivery plan setting out a detailed appraisal of the prioritised options, including who will action these, the resources required and a time frame to work within.*

#### **Governance**

- 2.5 Governance is a crucial element of a Neighbourhood Study, in addition to Member scrutiny through the Committee process. In this respect each Study area forms a 'Neighbourhood Partnership' involving local stakeholders (statutory and voluntary) and residents who act as an advisory group and sounding board throughout the duration of the project, agreeing at its inception a terms of reference.
- 2.6 An internal Business Units Project Group is also established to ensure there is the appropriate understanding and information sharing across the Council during the Study.
- 2.7 The overarching project plan is managed and led by the Strategic Housing Business Unit, reporting to the Director – Safety.

#### **Responsibility**

- 2.8 At the commencement of the Study it is clarified to all stakeholders that although the District Council is leading the process it is very much seen as a 'community' document and there is a responsibility for all stakeholders (including the residents themselves) to recognise their role in considering how they might assist in meeting the required options, so to deliver better outcomes for local residents and the area. The Study is also there to be used to shape each stakeholder's strategic decision making, priorities and investment for the locality.
- 2.9 A Neighbourhood Study enables the District Council to meet a number of its proposed strategic priorities and objectives.

### **3.0 Ollerton & Boughton Neighbourhood Study**

#### **Scope of the Study**

- 3.1 The Ollerton & Boughton Neighbourhood Study is examining two geographies:
  - a) **Outer Study Area - Ollerton & Boughton:**  
*This is the whole town and will consider wider strategic and physical issues through a desktop study, consolidating the existing Council and stakeholder knowledge base. According to the 2011 National Census the population of this area is 9840.*
  - b) **Inner Study Area - Ollerton & Boughton:**  
*This is the area around the Stepnall Heights and Hallam Road estates, including the allocated site OB/MU/2 (HRA land). The study will focus on 'People' (socio-economic) and 'Place' (built environment/master-planning) opportunities and challenges, with a significant element of community engagement. The estimated size of this population is 1,427 and is predominantly Council housing (Housing Revenue Account - HRA).*

### ***Consultant Appointment***

- 3.2 Set against the scope of the Study and information previously presented to the Committee at its meeting on 15 June 2016, a procurement exercise was undertaken in 2017 to appoint suitably qualified consultants to undertake the following work in two ‘packages’:
- **Work Package 1 (WP1)** covers the ***People (socio-economic)*** element of the Ollerton and Boughton Neighbourhood Study, which is primarily an engagement exercise with residents and stakeholders, with a focus on the Hallam Road and Stepnall Heights estates to identify needs, challenges and priorities. The outcome of the People report plays a key role in determining the approach for Place, informing the final Neighbourhood Study report.
  - **Work Package 2 (WP2)** covers the ***Place (built environment)*** element of the Study, setting out a master-plan for the allocated site OB/MU/2 (<http://www.newark-sherwooddc.gov.uk/adm/>) responding to the needs of local residents. The master-plan should present a clear vision for the future physical development of the site, be deliverable and fully integrated into the planning system. The master-plan should also identify small scale actions that could be quickly undertaken to improve the whole neighbourhood.
- 3.3 Importantly the two work packages are very much interlinked, though require a distinct skill set and capacity. An essential element across the two work packages is to ensure the appointed consultants form a constructive working relationship, providing the necessary interactions between the People and Place elements so to robustly inform the drawing up and key outcomes of the final Neighbourhood Study report.
- 3.4 For WP1 the consultant Planning for Real (<http://www.planningforreal.org.uk/>) was appointed to undertake the engagement work stream, which was carried out during July and August 2017. The initial findings and analysis of Planning for Real’s work was presented at the Committee meeting on 22 November 2017. **Appendix A** provides the Committee with the ‘Executive Summary’ of the final draft ‘People’ report highlighting the key outcomes of engagement work Planning for Real undertook.
- 3.5 For WP2 the consultant URBED (<http://urbed.coop/>) was appointed and through considering the findings of both WP1, working with Planning for Real and holding a series of interactive stakeholder/resident workshops they drew up proposed options for the development of the allocated site, which were presented to the Committee for consideration at its meeting in November.
- 3.6 Subsequent to the above work, URBED then commissioned a chartered surveyor to undertake viability appraisals on the proposed options to measure each option’s deliverability set against a local market appraisal, land value, construction and infrastructure costs, planning contributions and wider financial modelling.

### ***Final Draft Neighbourhood Study***

- 3.7 This has now enabled URBED to prepare the final draft of the Ollerton & Boughton Neighbourhood Study report, which amalgamates key elements of the Baseline Report (produced by the Council), the People report (WP1) and the Place report (WP2), and is attached to this report as **Appendix B**.

- 3.8 The outcome of each Neighbourhood Study is unique to the area and for this Study the emphasis has very much been on 'Place', through master planning the allocated site OB/MU/2 and proposing an emerging preferred design option informed by the findings of the engagement programme.
- 3.9 The Committee should note that further work is required to develop the 'Phasing and Next Steps' section of the Neighbourhood Study, along with prioritising the 'People' actions (*including who will action these, the resources required and a time frame to work within*) that can be taken forward independently of any development proposals.
- 3.10 These matters will be finalised subsequent to the comments of this Committee on the proposals being presented and following the stakeholder event detailed below.

### ***Stakeholder Event***

- 3.11 In order to inform local stakeholders on the outcomes of the Neighbourhood Study and the emerging preferred design option from the master plan exercise a consultation event has been arranged for Tuesday, 2 October, which will be held locally. In terms of anticipated attendees at the event previous workshops have included representation from:
- ***Members & Officers***
    - District Council
    - County Council
    - Town Council
  - ***External***
    - Local Residents
    - Newark & Sherwood Homes
    - Nottinghamshire County Council
    - Active 4 Today
    - Local shop owner
    - Nottingham Community Housing Association
    - Dukeries Academy
    - Children's Centre
    - Local Churches
    - Police
    - Citizens Advice Bureau
    - Sure Start
    - Sherwood Forrest Education Partnership
- 3.12 Work will also be progressed with the relevant Business Units to appraise the outcomes of the Study and how they fit into their business plans to optimise delivery of the prioritised actions.
- 3.13 The work being undertaken on the proposal for a joint public service hub between health, the District and Town Council and other potential partners in Ollerton and the consideration of the local leisure offer that has taken place, further to closure of the swimming pool at the Dukeries leisure centre, have both been fully considered in the work and potential outcomes of the Neighbourhood Study.

3.14 Although the Study is a Council led document it is also intended to enable stakeholders to influence their future decision making and priorities for the locality on conclusion of the Study, in terms of the options and outcomes being presented.

#### **4.0 Proposals**

4.1 It is proposed that the Committee considers, makes comment upon and endorses the findings of:

- a. the Executive Summary of the 'People' report at **Appendix A** highlighting the key outcomes of the engagement programme; and
- b. the final draft 'Ollerton & Boughton Neighbourhood Study' at **Appendix B**, which amalgamates key elements of the Baseline Report, the People and Place report, focusing on the master planning of the allocated site OB/MU/2 situated between the Stepnall Heights and Hallam Road estates.

4.2 Subject to the comments of the Committee and on the conclusion of the Stakeholder event on 2 October, a further report will be presented to:

- Provide feedback from the event.
- Finalise the 'Phasing and Next Steps' section of the Study.
- Prioritise the 'People' action plan.

#### **5.0 Equalities Implications**

5.1 According to the 2011 National Census Ollerton and Boughton is a relatively homogenous community. Of a population of 9840, 9640 people classified themselves as White, British. The next largest ethnic group was White other (99 people). 7 people identified as White Gypsy or Irish Traveller. The Census recorded 46 people who have been resident in the UK for less than 5 years.

5.2 The engagement techniques undertaken as part of the study have been delivered to ensure as far as is feasible that there is a gender, ethnicity and age balance, along with being accessible for people with physical and learning disabilities. Any options emanating from the study will need to be subject to equality reviews, including equality impact assessments, preferably undertaken with the local community.

#### **6.0 Impact on Budget/Policy Framework**

6.1 The Ollerton & Boughton Neighbourhood Study has been formulated set against the Council's and other statutory stakeholder's policy frameworks, along with considering relevant national policies and guidance.

6.2 Any Council capital projects that emerge as an option from the Study will need to be appraised in detail to assess their priority, viability and deliverability set against all other capital schemes.

6.3 It is also important to ensure that all HRA related options are fully appraised and the impact on the Housing Revenue Account Business Plan is modelled, in order to maintain the viability of the Business Plan at all times.

**7.0 Comments: Business Manager and Chief Financial Officer – Financial Services FIN18-19/6206**

7.1 The Committee approved a budget of up to the value of £48,000 to undertake the Ollerton & Boughton Neighbourhood Study and the consultants appointed to undertake WP1 and WP2 have been awarded contracts within the budget set. As at 1 April 2018 £35,530 had been spent. From the remaining £12,470, there has been £3,200 spent in the current financial year as at 31 July 2018.

**8.0 RECOMMENDATIONS that:**

- a) the Committee considers, makes comment upon and endorses the findings of the Ollerton & Boughton Neighbourhood Study as detailed at paragraph 4.1 and in Appendices A and B of the report; and
- b) a report be submitted to a future meeting of the Committee detailing feedback from the Stakeholder event on 2 October, finalising the 'Phasing and Next Steps' section of the Study and prioritising the 'People' action plan.

**Reason for Recommendations**

To develop a Neighbourhood Study approach so to inform current and future policy development for a study area, to the benefit and prosperity of its residential and business community.

**Background Papers**

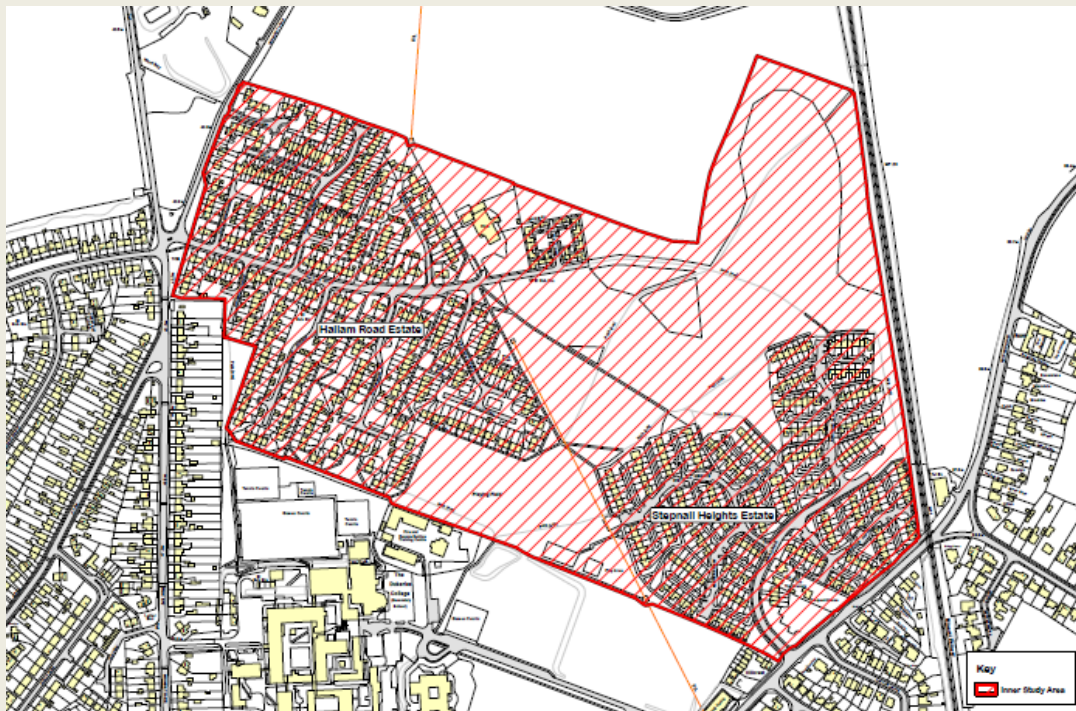
Nil

For further information please contact Rob Main, Strategic Housing – Business Unit on 01636 655930.

Karen White  
Director – Safety

# Ollerton & Boughton Neighbourhood Study

**FINAL DRAFT “People’s” Report & Updated Action Plan March 2018**



**Produced by the Planning for Real Team**



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	Executive Summary
Section 1	Introduction and Project Brief
Section 2	Strategic Context, the Baseline Study and its headlines.
Section 3	Methodology and preparation.
Section 4	Summary of Engagement <ul style="list-style-type: none"><li>a) Engagement activities</li><li>b) Level of participation</li><li>c) Analysis of views gathered</li><li>d) Outcome of Workshop 1: Priorities, Timeframe &amp; Action Plan</li><li>e) Outcome of Workshop 2: the Development Site</li></ul>
<b>Appendices</b>	
Appendix A	Combined results from all consultation events sorted by Issue and Suggestion
Appendix B	Combined results from all consultation events sorted by Location
Appendix C	Results from follow up Workshop1 – Prioritisation and Action Planning.
Appendix D	Results from follow up Workshop 1 - Record of suggestions not taken forward and reasons why.
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## Executive Summary

As with other Neighbourhood Studies that the Newark & Sherwood District Council has undertaken, for the Ollerton and Boughton Neighbourhood Study two geographic areas have been identified:

- a) **Outer Study Area:** This is the whole town and the Study will consider wider strategic and physical issues through a desktop study, consolidating the existing Council and Stakeholder knowledge base.
- b) **Inner Study Area:** This is the area around the Stepnall Heights and Hallam Road estates, including the allocated site OB/MU/2 (HRA land). The Study will focus on “People” (socio-economic) and “Place” (built environment / master planning) opportunities and challenges, with a significant element of community engagement. The estimated size of this population is 1,427 and is predominantly Council housing (Housing Revenue Account – HRA).

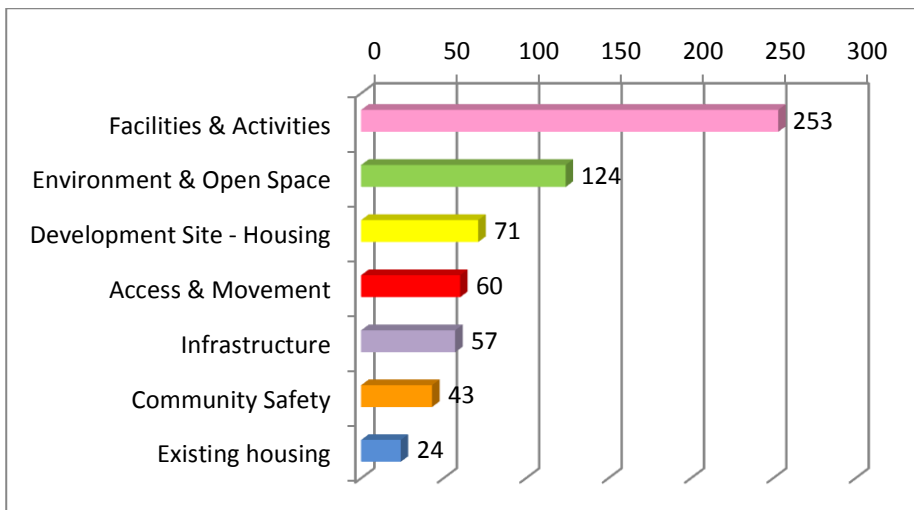
The focus of the Planning for Real Unit’s work on the “People” element (Work Package 1) of the Ollerton and Boughton Neighbourhood Study was the Inner Study Area of Stepnall Heights and Hallam Road estates with a two fold aim:

- Identify the community needs of the residents of the Hallam Road estate and the Stepnall Heights estate (also known by local people as the Retford Road or Boughton estate);
- Gather residents’ views about the development for housing and improved open space of the land between the estates (allocated development site) in order to help inform the master plan being produced by consultants, URBED under the “Place” element (Work Package 2).

With community engagement at the heart of our work, we used the well-known community planning process known as “Planning for Real” which is visual, participative and interactive, and which encourages the participation of residents of all ages and abilities.

11 engagement events were held over two weeks during August (including Bank Holiday Monday) with all but two of the events held outdoors under a gazebo in various locations around the two estates. Through this way of working we reached 190 residents who put their suggestions and concerns forward using a 3D model of the two estates and the land between.

632 individual suggestions were recorded with the greatest majority relating to Facilities and Activities, particularly for children and young people.



An analysis of these views reveals the following key points in terms of community need – “People” element:

- Residents feel that the two estates suffer from being peripheral to Ollerton; are overlooked and neglected; are poorly connected to other places, and are lacking in resources and facilities.
- Play facilities and activities for children: the focus for this provision was the allocated development site and the existing recreation ground. This was a major inadequacy identified by residents both young and old. Existing play provision needs improving and there is a strong need/demand for facilities for older children often expressed as “to keep them out of trouble” – we even heard this from the older children themselves. Organised activities were an issue also high on residents’ agenda and a Children and Young People’s Outreach Worker / Sports Development Worker was felt to be needed.
- Facilities: the absence of facilities for the two estates was a frequent topic. The nearby Dukeries Leisure Centre seemed to be little used – its swimming pool has closed; its tennis courts which used to be free now have to be paid for; the Young People’s Centre seems to be little used and is often closed even during the School holidays when it is needed most.

Residents looked to the new development as an opportunity to provide them with a community building/facility to replace the one they remembered being located near to Stepnall Heights which became a Women’s Centre which eventually closed down and was demolished. They saw this community building/facility as being somewhere to access advice and information; to meet others and socialise; and through which to provide organised activities for all ages.

- Anti-social behaviour: open drug dealing and taking are issues of concern; dumping of rubbish and litter; fires being set in the woods and open space; illegal riding of motorbikes and quad bikes around the estates and on the open land (allocated development site) were all issues of concern raised by residents. The perception of the residents was that the police do little about these activities and they requested CCTV cameras, more police patrols/a Police Station, and better lighting.
- Employment: residents requested a local Job Centre, job information point, and a local “signing on” point – Ollerton residents told us that travelling by public transport to Mansfield

to sign on is expensive at over £6 return fare, and the need to create more local jobs/employment opportunities and not “dead end jobs” as one young adult resident put it.

- Public Transport: residents wished to see improved public transport and a shuttle bus service which would connect the two estates to other parts of the locality thereby addressing the issue of isolation.

The following are the key points which came out of the initial consultation in relation to the allocated development site – the “Place” element:

- The majority of residents welcomed the proposal to build new houses once they knew that the development would only take up about one third of the open land.
- They were keen to see the remaining open space used to provide improved play provision and activity areas for children of all ages.
- They were also keen to retain the wooded / tree areas in order to protect existing wildlife and habitats and to extend these areas through further tree planting.
- Non-residential development:

As covered above under “Facilities”, the need for a community building as part of the development was identified.

There was strong support for a local shop, perhaps including a Post Office, as part of the new development and in fact this is the hope of the owner of the existing Premier Convenience Store on Turner Lane (Retford Road estate).

Infrastructure capacity was an issue raised frequently with residents expressing concern about the capacity of local doctors and dentists resulting in residents wishing to see new services included as part of the development. They were also concerned about school places and felt there was a need for more schools including a Secondary School.

Residents, members of the Neighbourhood Partnership, and Ollerton & Boughton Town Councillors participated in the two follow-up Workshops: Workshop 1 Prioritisation and Action Planning and Workshop 2 developing a strategic proposal for the new development with the intention that this should inform the work of URBED in the subsequent “Place” element of the Neighbourhood Study.

Identified as HIGH priorities (with differing timeframes – SHORT, MEDIUM, LONG term) to meet Community Needs were:

To be met by facilities provided as part of the new development and improved open space:

- A community building/facility through which a range of activities catering for residents could happen and advice, information and support accessed.
- Much improved and enhanced play provision and activity areas (both formal and informal).
- New shop with Post Office to replace the Premier Convenience Store on Turner Lane (this is something that the owner of the Turner Lane shop would also like to realise).
- Protection of woodland and wildlife habitats.
- Retention and improvement, including lighting, of existing footpaths across the open land.

- Shuttle bus/bus route to improve connectivity and diminish sense of isolation.

To meet wider Community Needs:

- Smarten up, improve the appearance and cleanliness of the estates with improvements happening before new development starts.
- Tackling crime, anti-social behaviour, the problem of off-road motorbikes and quad bikes, speeding cars, and drug issues.
- Outreach Children's and Young People's worker to organise and support activities.
- The setting up of a Community Project to organise activities and support residents along the lines of the community project that used to be based at 56 Hallam Road.
- Address residents' concerns about the Dukeries Young People's Centre in terms of the perception that it is always closed (crucially during school holidays when it is needed most) and the need for it to cater for a younger age range as well.
- More activities for young people including school holiday activities/play schemes.
- Address the expressed need for activities to be free or affordable.
- Address the issue of the closure of the swimming pool by investigating the possibility of a new pool with improved play equipment.

The work undertaken by residents, Neighbourhood Partnership members, and Ollerton & Boughton Town Councillors through Workshop 2 resulted in three different layout and access options for the proposed development of new housing and improved open space on the allocated site and these have been passed to URBED (the "Place" element consultants) to help inform their work.

#### **Update to Wider Community Needs Priorities:**

A multi-agency "Day of Action" took place on the Retford Road estate on 21<sup>st</sup> February when approximately 20 tonne of rubbish, including textiles, metal and glass/recyclables and 0.5 tonne of silt/litter from the roads and side were cleared. Also, around 1 box van full of furniture which will be used to help individuals and families. Approximately 45-50 young people attended a special youth provision that day involving arts and crafts, climbing walls, a film show and they also got involved in the litter picking. Health and Wellbeing checks were offered. Agencies involved included Newark & Sherwood District Council (ASB/Waste Management/Environmental Health), Police, NSH, Ollerton and Boughton Town Council, the Furniture Project, Dukeries Academy and the Nottinghamshire County Council's Youth Services.

Recent work undertaken by Newark & Sherwood District Council, the Police and Agencies has reduced levels of anti-social behaviour. The Police, with A4T Sports Development Staff from the Dukeries Leisure Centre, have developed a programme of football activities on a Friday evening at the Dukeries Academy which includes 6 weeks of football training ending with playing a match against the Police. The Dukeries Academy are supportive of this initiative and if the Dukeries Leisure Centre can continue to provide the Sports Development staff then they could provide the astro turf for use during the Summer Holidays and potentially other facilities during term time if there were gaps in the Academy's programme of use.

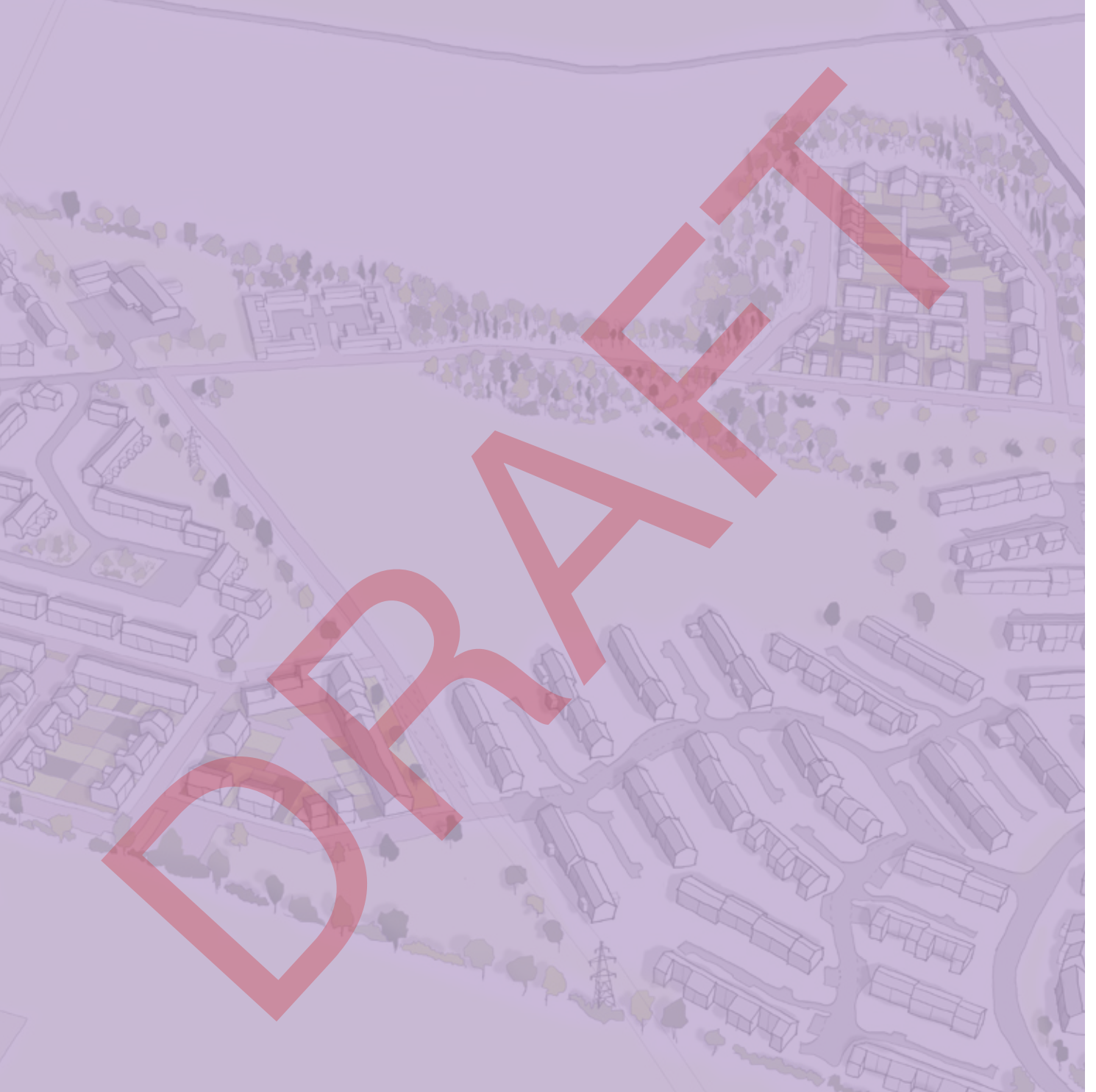
The problem of off-road motorbikes is being tackled with some offenders already given Criminal Behaviour Orders. Operation Jericho has been developed with Newark & Sherwood District Council and the Police using powers from other partners to target those who are the main perpetrators.

A "101 Report It" campaign is to be developed to encourage residents to ring in about crime and anti-social behaviour issues (e.g. illegal riding of motorbikes/drug dealing and taking). Newark and Sherwood Homes suggest that action needs to be taken to follow up on tenancy agreements when drug issues are reported.

A football project, which will be free to attend, has been developed by the Police with Active4Today. Active4Today have secured funding from SBAP to deliver activities within school time and signposting to Dukeries Leisure Centre and other community groups, with support from a Sports Coach. Nottinghamshire County Council's 3 year revenue funding grant has closed and will not be open for bids for another 3 years.

Selected holiday activities at the Dukeries Leisure Centre were delivered during half term at a cost of £1 to attend and the Children's Centre provided a range of free activities for families with children 0-5 years old

Newark & Sherwood District Council have commenced a project reviewing leisure options in the West of the District which includes reviewing swimming pool provision. An Options Appraisal is currently being developed and will be shared with the Council's Committee.



# Ollerton & Boughton Neighbourhood Study:

## Final Report

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**Ollerton and Boughton  
Neighbourhood Report**  
Status **DRAFT FINAL V3**  
**August 2018**

This document has been  
produced by URBED on behalf  
of Newark & Sherwood District  
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# Introduction

This report has been produced by urban designers URBED, consultation experts Planning For Real, and surveyors Aspinall Verdi, who were commissioned by Newark & Sherwood District Council to undertake a piece of work as part of the Ollerton & Boughton Neighbourhood Study, looking at options for a new housing development between the Hallam Road and Retford Road Estates.

The land has been allocated for a mix of housing, open space and community uses under Policy OB/MU/2 in the Allocations and Development Management DPD.

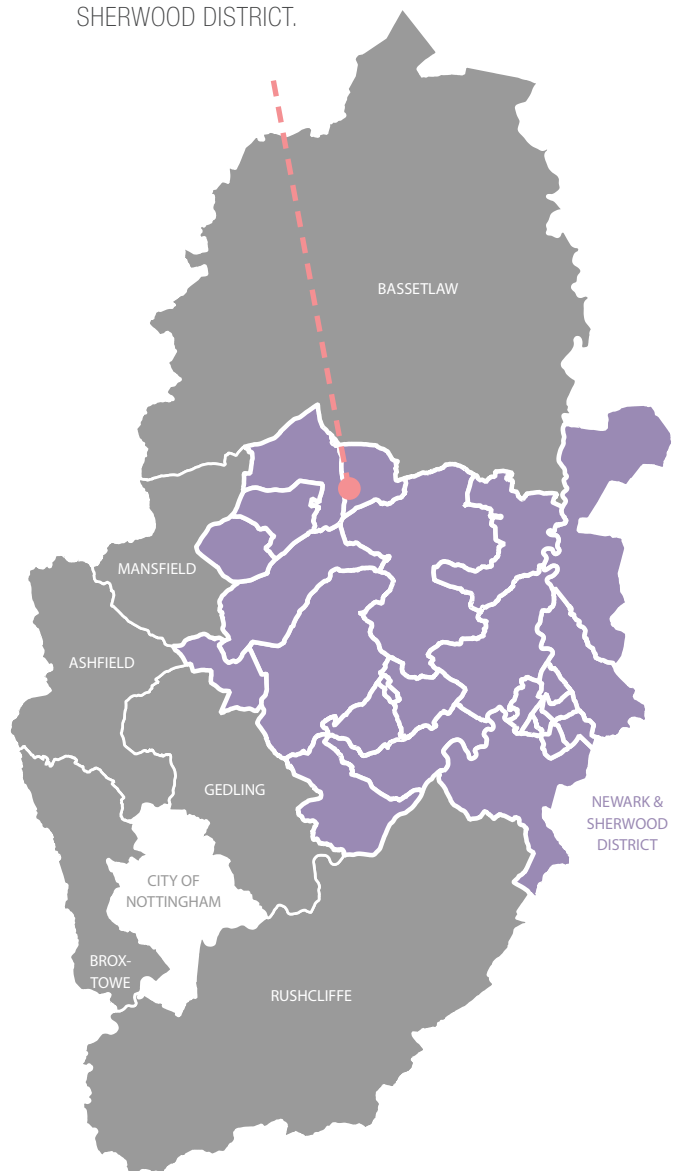
The Council wish to bring forward a high quality development of new homes, which enhances and improves connections to both the Hallam Road and Retford Road Estates.

The Council were keen to undertake this piece of work in collaboration with local residents and the first part of the study - the People Report - was carried out by consultation experts Planning for Real between August and September 2017.

URBED's role on the project has been to take on board local people's comments and views of the new development and draw up a series of masterplan options for the site, thereby forming the Place Report. Aspinall Verdi have provided market assessment and delivery advice for the scheme.

As the project progressed, new land became available to the south of the site, enlarging the original scale of the scheme, and providing the opportunity to increase recreational amenity.

THE HALLAM & RETFORD ROAD ESTATES FALL WITHIN THE BOUGHTON WARD, LOCATED IN THE NORTH WEST OF THE NEWARK & SHERWOOD DISTRICT.



NOTTINGHAMSHIRE





1



# Place Analysis

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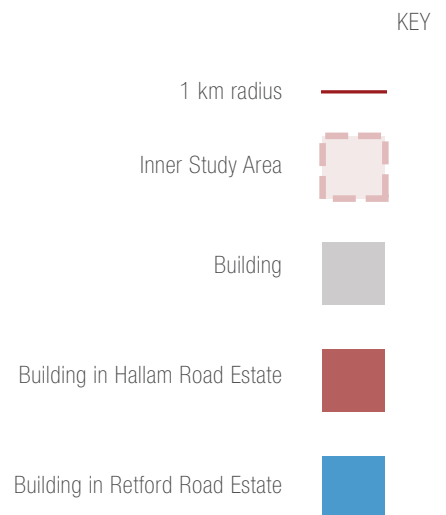
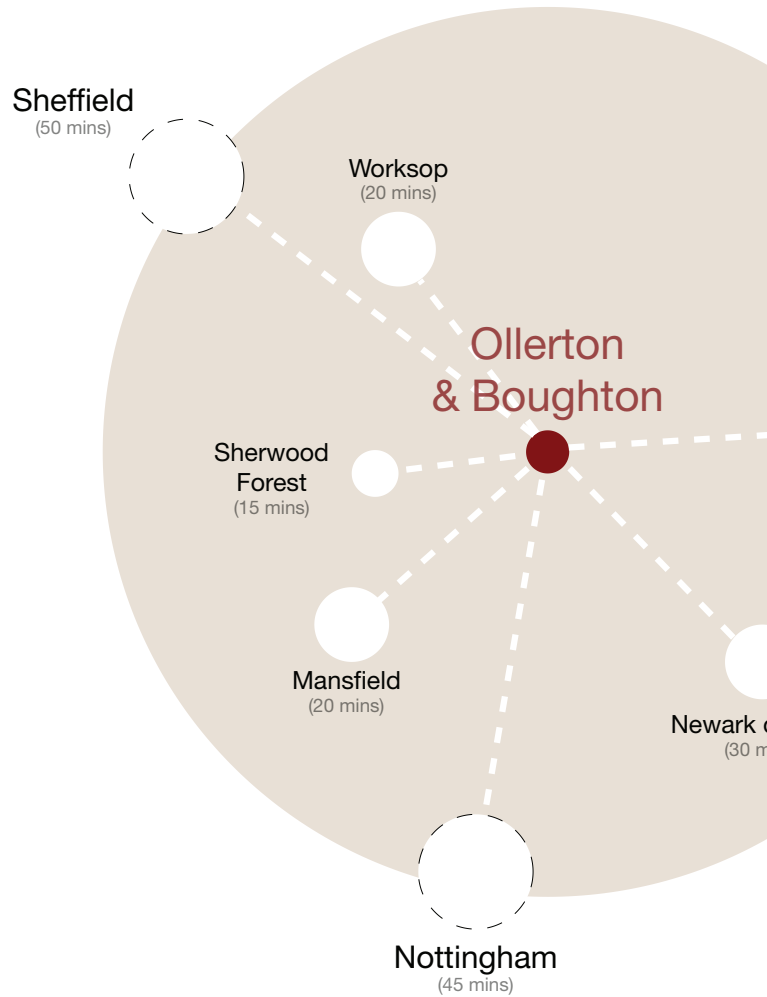
## 1.1 Local Context

Ollerton and Boughton are small towns located in the west of Newark and Sherwood District, within Nottinghamshire. The towns have a combined population of 9,480 people (2011 census), whilst larger towns within the vicinity include Worksop and Mansfield. Newark-on-Trent is also within a 30 minutes drive from Ollerton.

The towns are situated on the edge of Sherwood Forest National Nature Reserve, close to Center Parcs. There is no train station in Ollerton & Boughton, although a number of disused/ dismantled routes, likely installed to serve the colliery, still exist. Travel to neighbouring centres is therefore restricted to bus services or by car.

The boundaries between Ollerton and Boughton have become less distinct with the growth of recent housing estates. The Inner Study Area for this report focuses on the zone around two of these housing estates: Hallam Road Estate and Retford Road Estate, highlighted in red and blue on the map opposite.

To the south of the Inner Study Area site is a large playing field forming part of the Dukeries Complex (Option 5 additional land). This piece of land became available for recreational purposes part way through the course of the study, altering the scope of the development, which becomes apparent in Chapter 3: Masterplan Development.



DISTANCE BY CAR TO NEIGHBOURING TOWNS

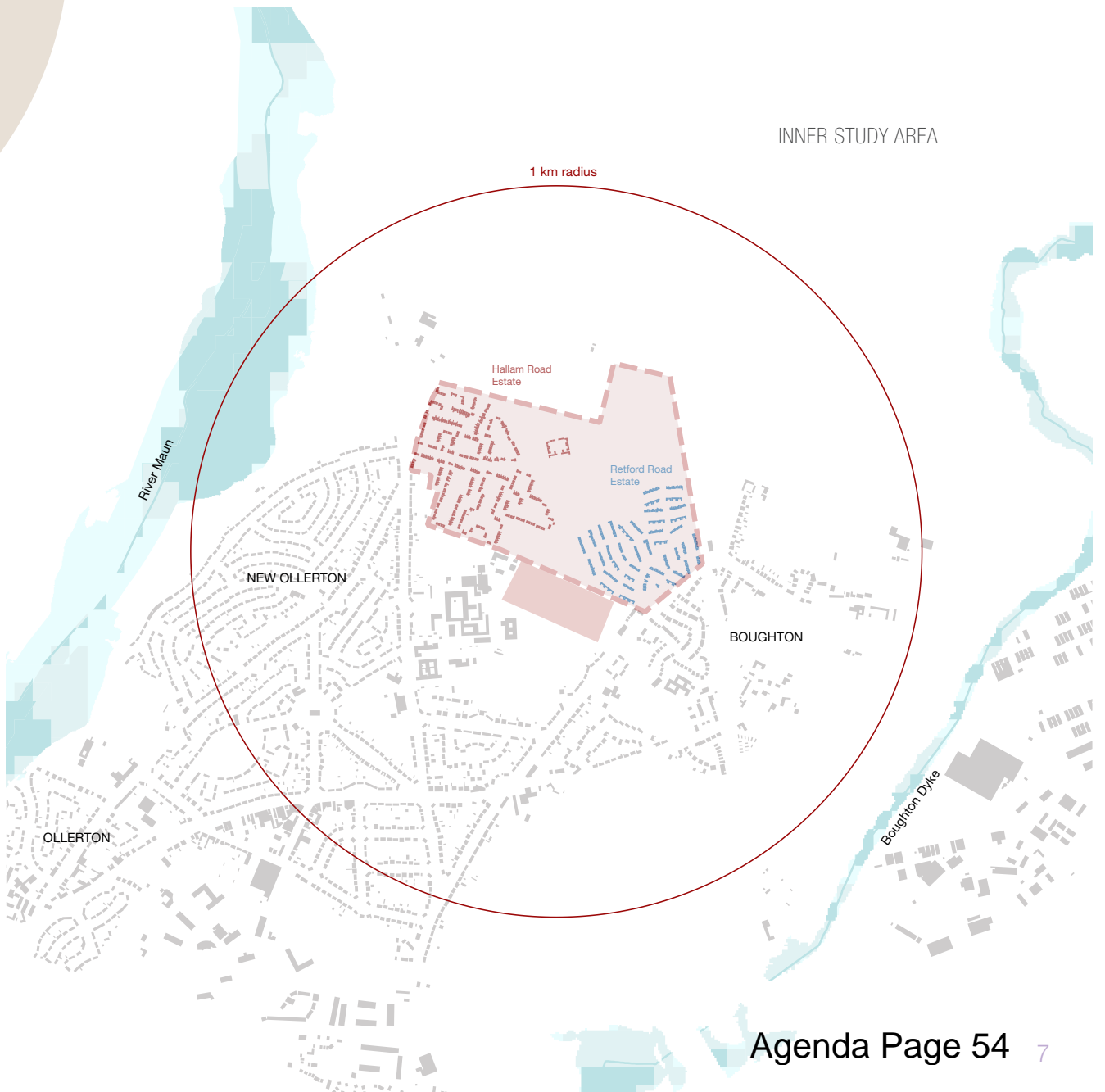


Lincoln  
(50 mins)

on Trent  
(mins)

INNER STUDY AREA

1 km radius



## 1.2 History

In the 19th century, Ollerton and Boughton were two separate villages, with one mile of agricultural land lying between them. Woodland to the north and the south-east of these settlements is still preserved today.

The maps show the introduction of a rail-line (1) south of the settlements in the 1890s. Coal mining was expanding in the district, with rail lines introduced for transportation between collieries.

The Ollerton Colliery (2) opened in 1926, dictating the arrival of New Ollerton, shown first in the 1938 map. Linear growth northwards from the colliery - along Walesby Lane (3) - housed the new mining community, whilst the town also saw significant nucleated development in the zone spanning what is now the A6075 Tuxford Road, and incorporating today's High Street (4).

The 1930s witnessed a period of expansion in Ollerton, with schools and churches built for the growing population. By 1950, the landscape around Ollerton and Boughton was scarred by the influence of mining. The pit at Ollerton has since been forested to become Ollerton Pit Woods (5).

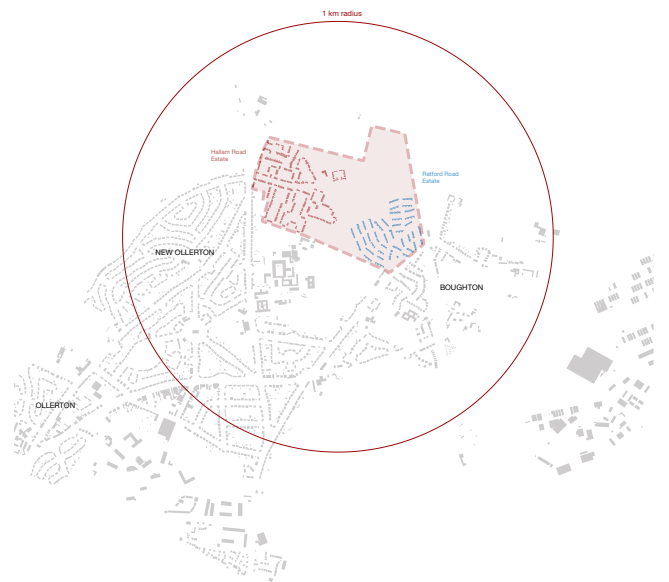
Ollerton continued to expand rapidly throughout the 70s and 80s, which much development northwards, whilst railway connections also improved. The Hallam Road Estate appears within this period. The 1986 BBC Domesday Project recorded 1240 employees at the colliery - of which 70% were local.

Boughton grew at a steadier pace, with the most significant growth seen in the final map, with the construction of the Retford Road Estate.

In 1994, the colliery closed. Much of the population of New Ollerton were employed in the mining industry, resulting in substantial increases in unemployment in the towns.

KEY

- Railway **1**
- Ollerton Colliery **2**
- Walesby Road Linear Development **3**
- High Street **4**
- Ollerton Pit Woods **5**
- Hallam Road Estate **6**
- Retford Road Estate **7**



PRESENT



1878 - 1889



1889 - 1900



1938 - 1939



1950 - 1970



1970 - 1980



1980 - 1990

# 1. PLACE ANALYSIS

## 1.3 Today

As the plan opposite shows, Ollerton and Boughton are principally residential areas. A mixed use centre, with shops and services has been established around the Forest Road/ Sherwood Drive junction, although remnants of the previous historic centre in Ollerton village still remain.

The centre is a small collection of local shops occupying the southern edge of the main A-Road through Ollerton, whilst southwards development has included a Tesco superstore, and Sherwood Energy Village business park.

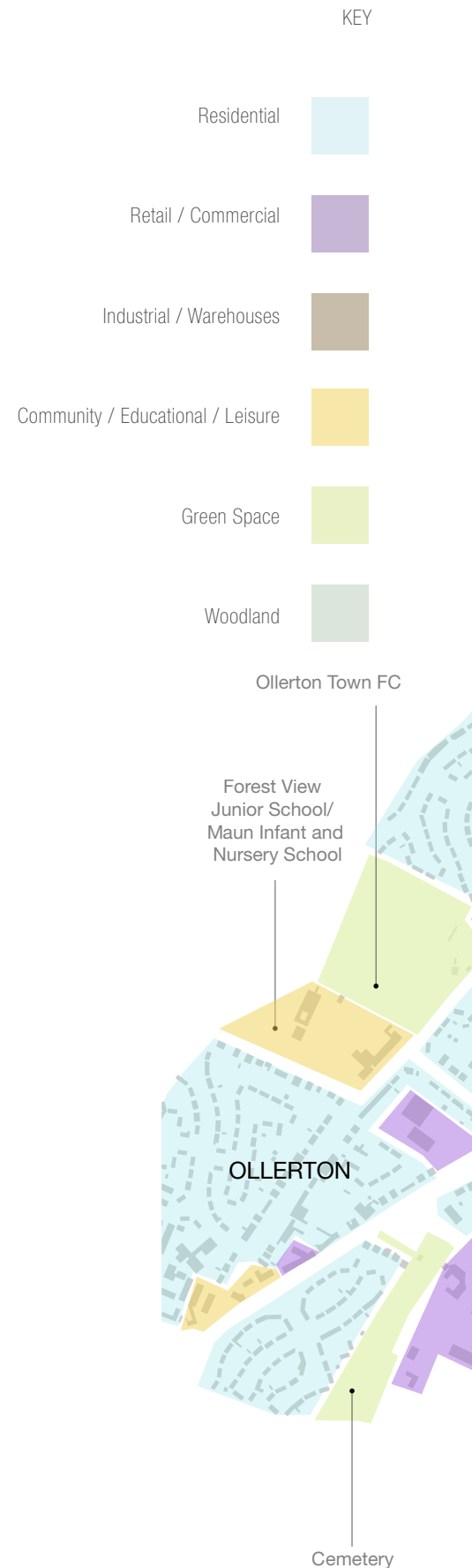
The Inner Study Area is towards the north of the settlement, and is bordered by a large zone of community facilities known as the Dukeries to the south. This area consists of amenities such as Dukeries Complex Recreation and Leisure Centre, Dukeries Academy, Dukeries Riding Centre, Ollerton Registration Office and White Water Day Centre.

A swathe of trees marks Sherwood forest to the west, whilst smaller woodlands such as Ollerton Pit Woods frame the settlements to the north and south. Allotments and recreational grounds are scattered throughout Ollerton. The boundary of Ollerton continues towards the south west, beyond the extents of the map.

### Amenities and Local Landmarks

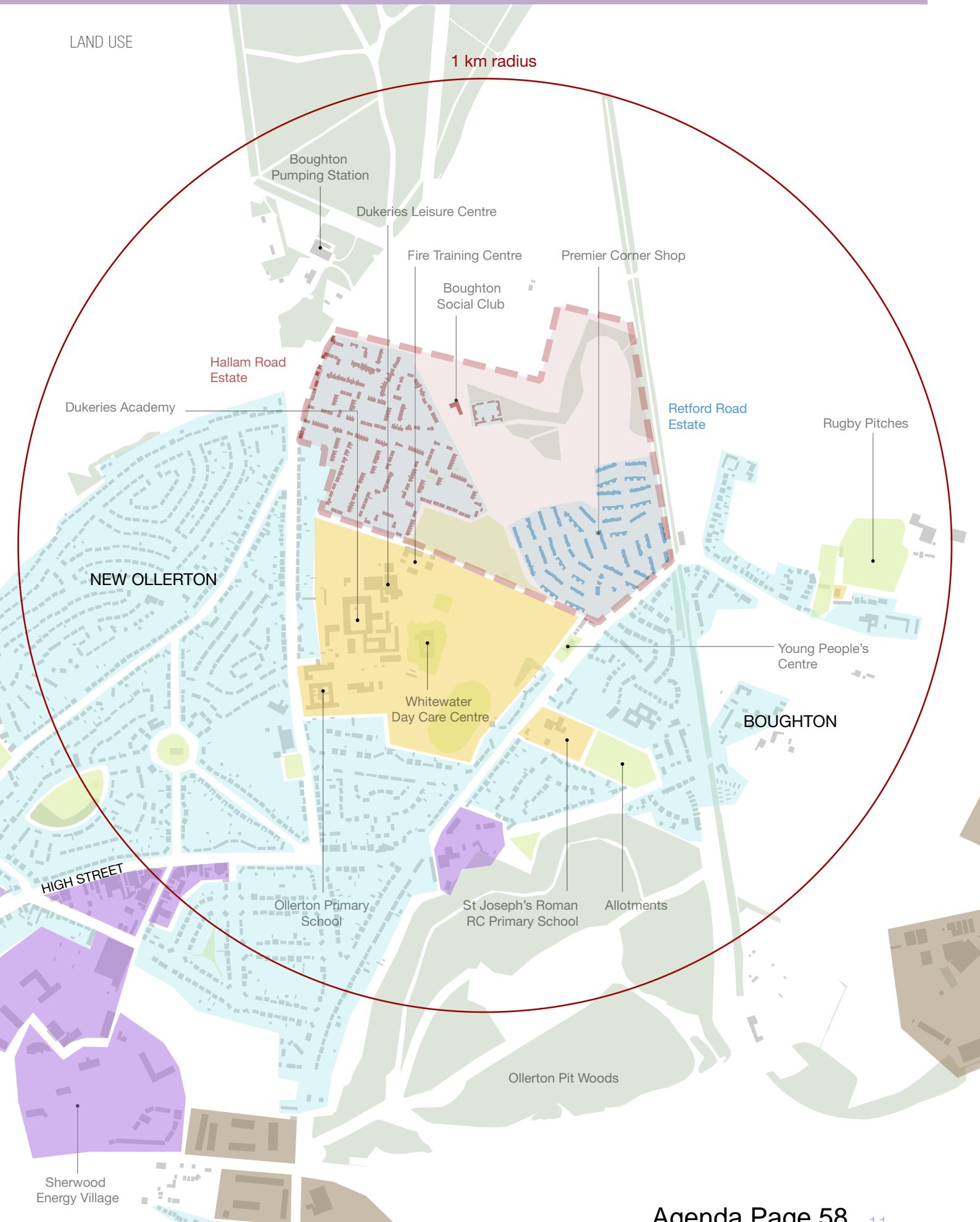
The northern conservation area contains Boughton Pumping Station whilst the Church of St. Paulinus, St. Matthew's Church, and Boughton Village Hall are all listed buildings within Ollerton and Boughton.

The Inner Study Area contains few amenities except for housing, greenland and woodland, the Premier Corner Shop and the Boughton Social Club.



LAND USE

1 km radius





## 1.4 Routes and Connections

The plan opposite shows existing roads and connections within 1km of the site.

### Roads

Whilst there are no nearby motorways, the A614 runs to the west of Ollerton (just off the map), and the A6075 runs through the neighbourhood. The B6387 Retford Road passes through Boughton and heads along the south-eastern edge of the Inner Study Area.

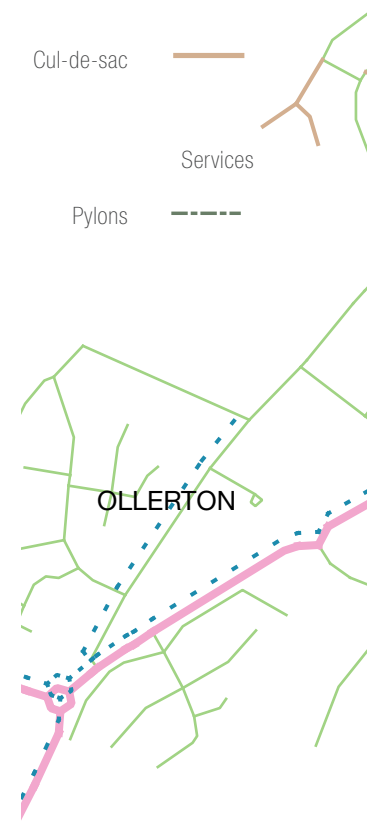
There is a prevalence of cul de sacs in residential areas, deterring connections between neighbourhoods. This is particularly obvious within the Hallam Road and Retford Road Housing Estates in the Inner Study Area, where every road meets a dead end.

### Public Transport

There is limited access to public transport in Ollerton and Boughton, and a reliance on car ownership. The railway lines shown on the map opposite are disused whilst train stations were closed in 1955. Several bus routes run through the towns, providing connection to the larger towns of Mansfield, Newark and Worksop, however some services are irregular.

### Services

Electricity pylons run north to south, bisecting the Inner Study Area.



ROUTES AND CONNECTIONS

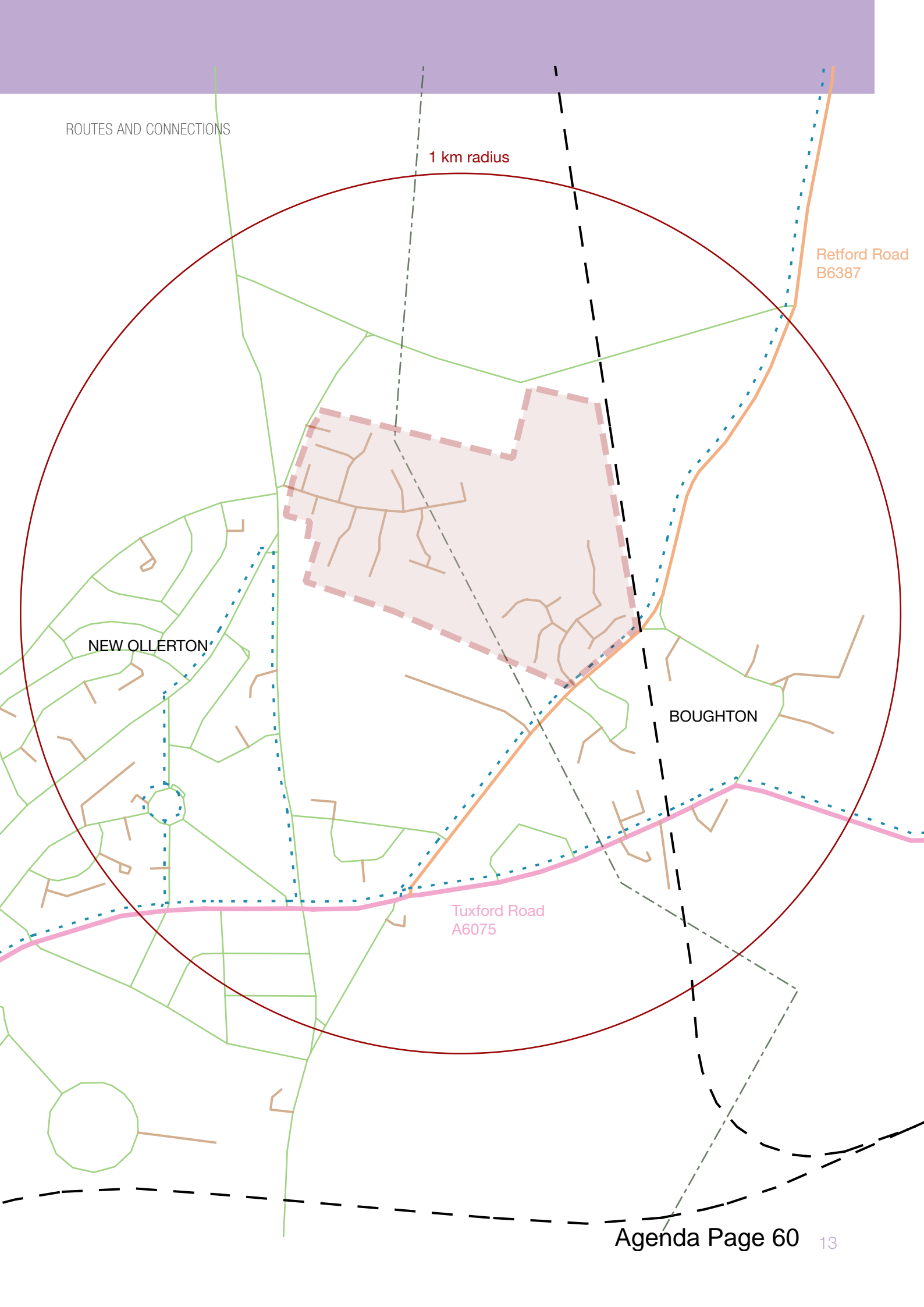
1 km radius

Retford Road  
B6387

NEW OLLERTON

BOUGHTON

Tuxford Road  
A6075



## 1.5 Population Statistics

DEMOGRAPHICS: AGE

Inner Study Area  
(Hallam Road & Retford Road Estate)

Outer Study Area  
(Ollerton & Boughton)

Newark and Sherwood District

The Inner Study Area of Hallam Road and Retford road has a population of 1427 people (2011 census), approximately evenly split between male and female residents. The area is within the top 5% of deprived neighbourhoods in England and Wales.

### Age

The diagram opposite highlights the youthful population in the Inner Study Area, with over 70% of the residents aged under 44, half of which are less than 20 years old. This contrasts with the wider Newark and Sherwood District, in which almost 50% of the population are aged 45 and over.

DEMOGRAPHICS: EMPLOYMENT

Inner Study Area  
(Hallam Road & Retford Road Estate)

Outer Study Area  
(Ollerton & Boughton)

Newark and Sherwood District

### Employment

Within the Inner Study Area, only 29% of adults are in positions of higher quality employment, with just 3% in managerial roles. Almost 40% of Ollerton and Boughton residents of working age are employed within higher quality careers, whilst this rises to 50% within the District as a whole.

HOUSING STATISTICS

Inner Study Area  
(Hallam Road & Retford Road Estate)

Outer Study Area  
(Ollerton & Boughton)

Newark and Sherwood District

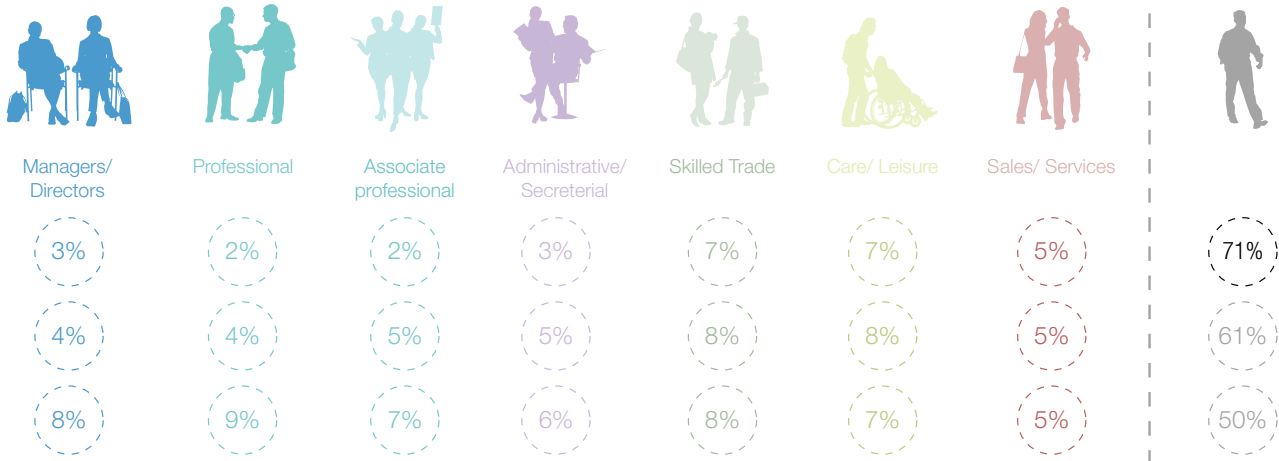
### Housing

Home ownership is 26% lower within the Inner Study Area than the Newark and Sherwood District in general. In contrast, socially rented housing is much more common, comprising 41% of homes within the estate boundaries. The majority of the socially rented houses are 2- 3 bedrooms. Within the Inner Study Area, this is most commonly in the form of terraces, whilst in wider Ollerton and Boughton, over 60% of the housing stock is semi-detached, and within the District 75% of all houses are detached or semi-detached.

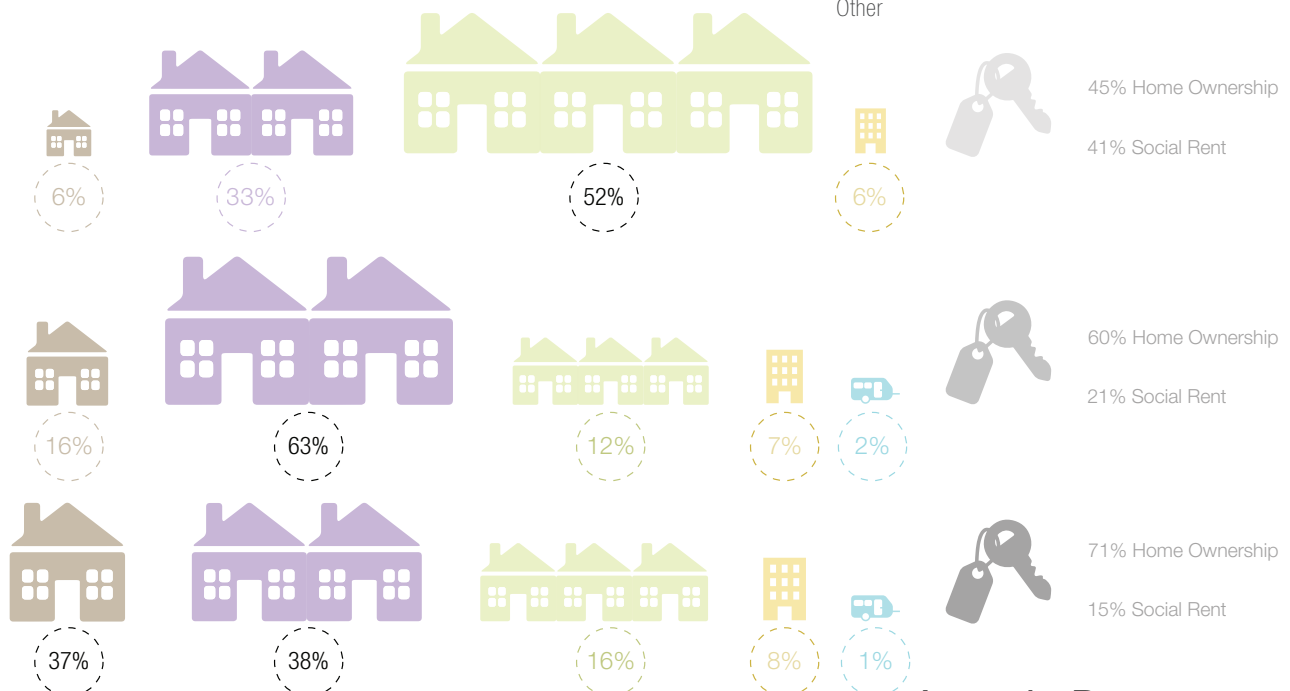


HIGHER QUALITY EMPLOYMENT

OTHER



Detached      Semi-detached      Terraced      Flats + Other



## 1.6 The Site

The original site OB/MU/2 is depicted in the map opposite. The boundary however was not fixed, providing the opportunity to regenerate areas outside of this boundary within both estates, and to consider the benefits of extending the development.

### Planning Policy

The site is allocated in the 'Newark and Sherwood Allocations & Development Management DPD' under Policy OB/MU/2, as being a mixed use site for 120 new dwellings and enhanced open space.

Policy OB/Tr/1 which is a transport allocation seeking to facilitate the reopening of the Dukeries Rail Line is also relevant to the new development, requiring the disused railway line to the east of the site to be safeguarded for any potential future development.

The 'Newark and Sherwood Core Strategy DPD' adopted in March 2011 also sets out a number of requirements, which the new development must meet:

- Core Policy 3 seeks to achieve a minimum average density of no less than 30 dwellings per hectare.
- To meet local housing need the policy also sets out that an appropriate mix of housing types reflecting local circumstances and localised housing need will be sought, although in doing so issues around viability should be taken account of.

### Market Assessment

Aspinall Verdi carried out a market assessment in order to test the viability of bringing the site forward. This involved analysis of nearby housing developments which have recently been bought forward, and sales prices in the vicinity. The study suggested that a mix of market sale and social rented properties could be provided on the site, but that due to the low land value in the area, a policy compliant scheme would be unviable.

### Flooding

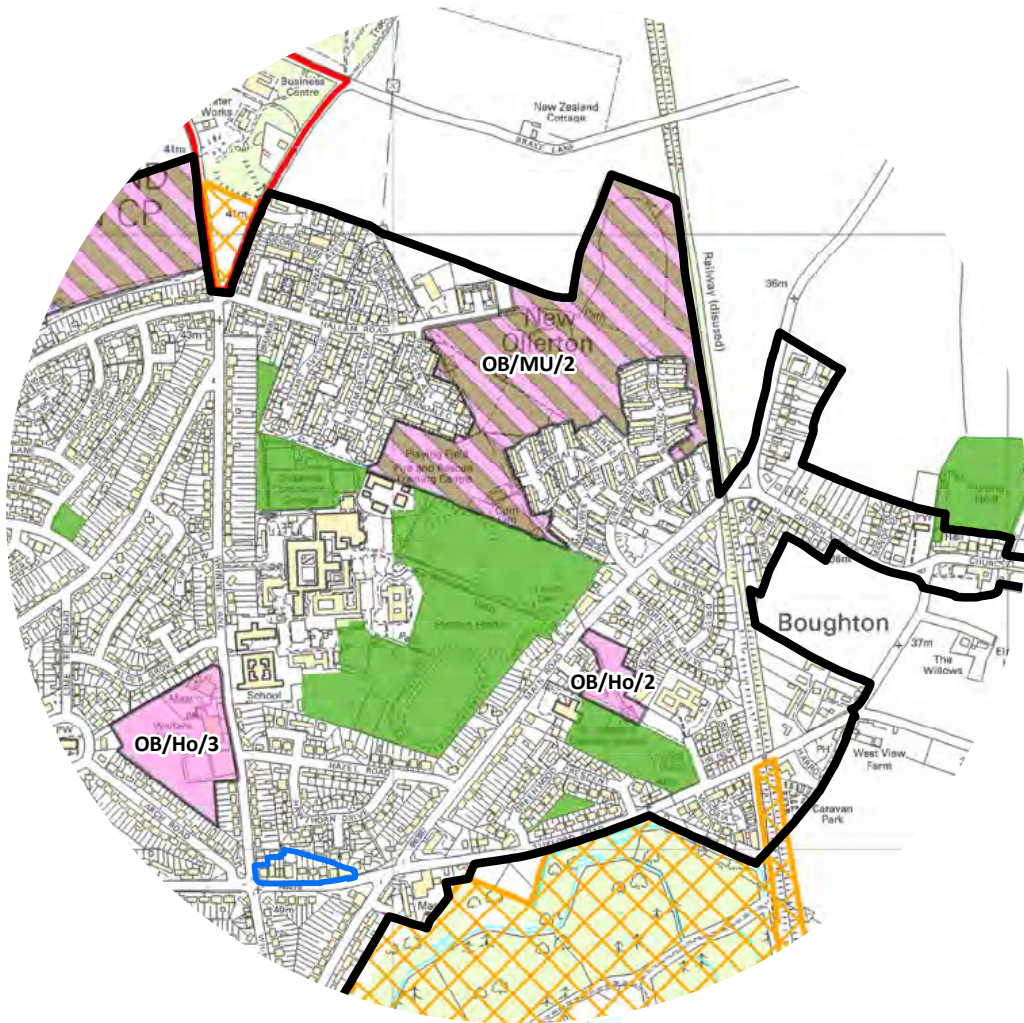
The River Maun to the west is shown to present a high flood risk in the immediate vicinity, whilst Boughton Dyke is shown to be prone to more moderate flooding.

The Inner Study Area is outside of the flooding zones indicated on the map, which emphasises the suitability of the site for new housing.

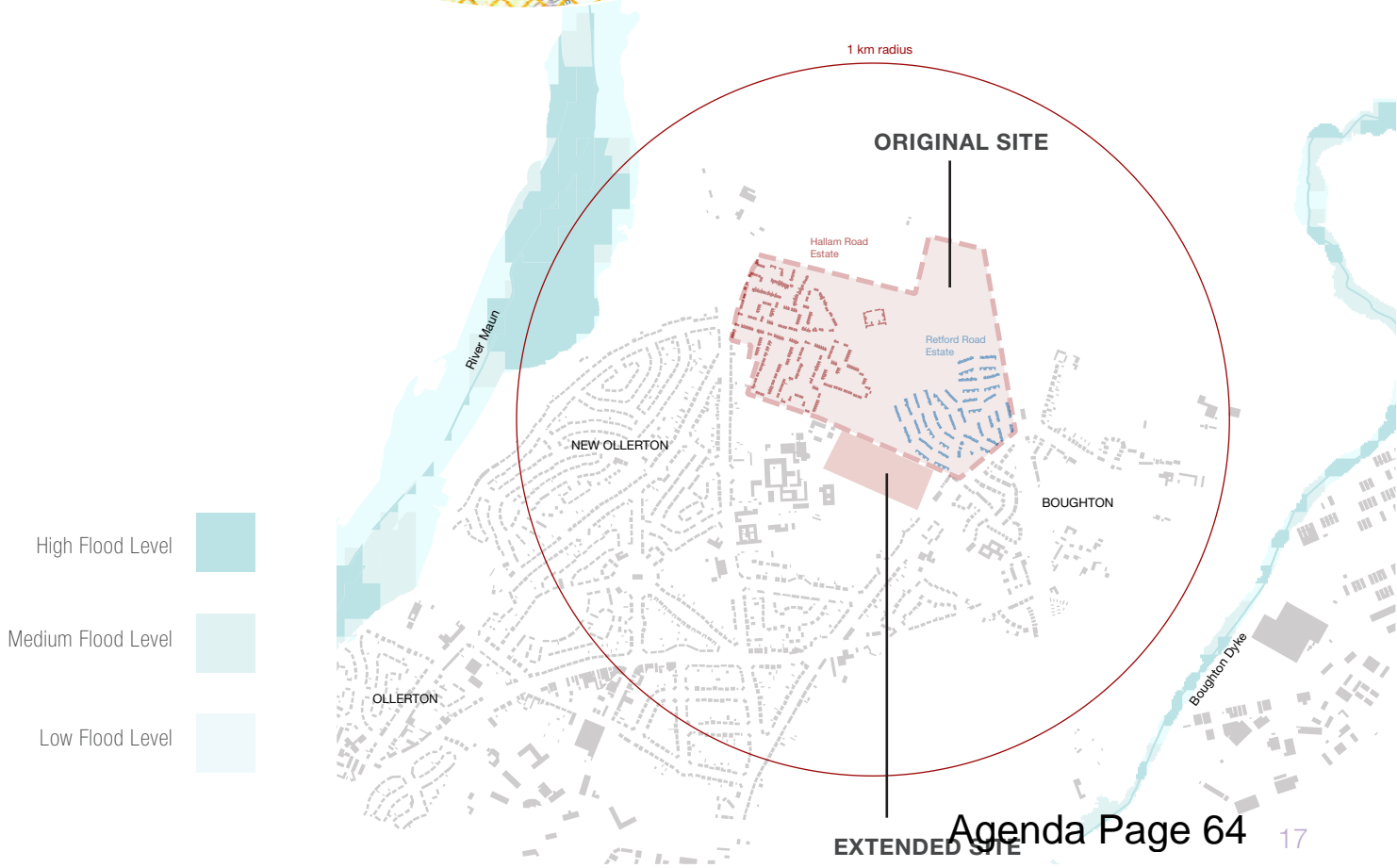
### Extended Site

The 'extended site' highlighted on the opposite map represents the additional zone (approx 3 hectares) which was integrated into plans part way through the project.

This enabled the scheme to grow in size from the suggested 120 homes up to 200, whilst also increasing the leisure and recreational facilities provision for the estates.



The site is allocated under Policy OB/MU/2



## 1.7 Opportunities and Constraints

### Opportunities

The site OB/MU/2 is approximately 13.6 hectares in size, which means roughly a third of the site would be required for development to ensure enough space for 120 new dwellings at a density of 30 dwelling per hectare.

The site topography is fairly flat, rising gradually to the north west of the site towards the Boughton Brake. The area around the Dukeries academy is at a lower elevation than the surrounding area, which provides views southwards.

### Constraints

The layout of the two housing estates limits the through-connections, as mentioned earlier. An electricity power line and pylons also run along the eastern edge of the Hallam Road estate, which may create a barrier to development here.

There are areas of woodland around the site and some open space has been left to overgrow which has attracted new wildlife. These areas may therefore be now more sensitive to development.

The 'Radburn style' layout, with footpaths to the front of homes and vehicular access roads to the back of homes makes it difficult to navigate and may make it difficult to join up to new development. This is particularly noticeable in the Retford Road Estate, where garden's cut off access to the central open space.

### Highways

The estates have been constructed off a single access, which means the number of new homes which can be provided is limited to 400 units. There is however an opportunity to join Hallam Road with Kirk Drive, which would allow for further dwellings to be provided and greatly improve connections through both estates.

Housing on the Hallam Road Estate is built in a Radburn layout



Pylons line the eastern edge of the Hallam Road Estate



Open space is in abundance around the site, although not always useable



Radburn layouts on the Retford Road Estate aka Stepnall Heights/ Boughton Estate



BOUGHTON  
PUMPING  
STATION



AGRICULTURAL FIELDS

YOUNG  
WOODLAND

POTENTIAL  
NEW ACCESS  
POINT  
INTO THE  
DEVELOPMENT

HALLAM ROAD  
ESTATE

(A)

(B)

(D)

RET福德  
ROAD ESTATE

(C)

BOUGHTON  
CONVENIENCE  
STORE

THE DUKERIES  
ACADEMY

PLAYING  
FIELDS

EXTENDED SITE

YOUTH  
CENTRE



ENTRANCE INTO THE  
ESTATE FROM THE  
DUKERIES





2



# People Report

Agenda Page 68

### 2.1 Getting to know the Neighbours

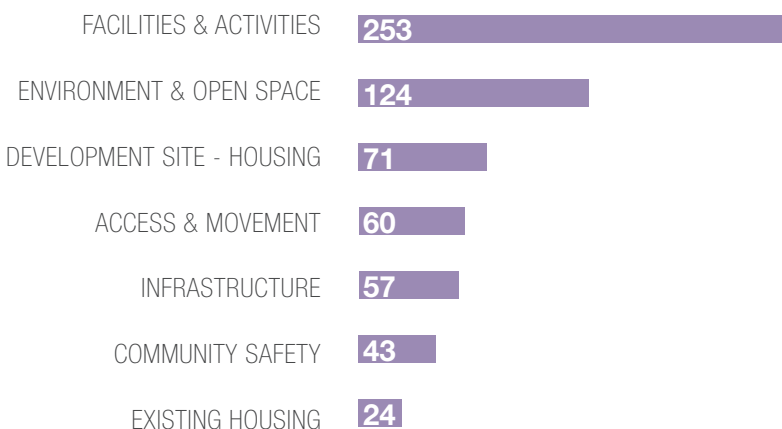
Planning for Real carried out the People Report aspect of the study, engaging with local residents and businesses to hear their initial thoughts and ideas on what they liked about the estates, any issues and improvements and what they thought about new housing being delivered close-by.

The process involved a visual participative technique which, for the Ollerton & Boughton project, used a 3D model showing the 2 estates and the development site between them, as well as colour coded pre-written and blank “Your Idea” flags to enable residents to put their suggestions and concerns forward.

Planning for Real took the model out and about on the streets of both estates delivering a programme of 11 events over the month of August. A total of **190** local people participated in the study.

632 individual suggestions were recorded with the greatest majority relating to Facilities and Activities, particularly for children and young people.

#### TOPICS MENTIONED DURING THE CONSULTATION:



#### Summary of Results

An analysis of the views received revealed the following key points related to **community needs**:

- Residents feel that the two estates suffer from being peripheral to Ollerton; are overlooked and neglected; are poorly connected to other places, and are lacking in resources and facilities.
- Play facilities and activities for children: the focus for this provision was the allocated development site and the existing recreation ground. This was a major inadequacy identified by residents both young and old. Existing play provision needs improving and there is a strong need / demand for facilities for older children often expressed as “to keep them out of trouble” – we even heard this from the older children themselves. Organised activities were an issue also high on residents’ agenda and a Children and Young People’s Outreach Worker / Sports Development Worker was felt to be needed.
- Facilities: the absence of facilities for the two estates was a frequent topic. The nearby Dukeries Leisure Centre seemed to be little used – its swimming pool has closed; its tennis courts which used to be free now have to be paid for; the Young People’s Centre seems to be little used and is often closed even during the School holidays when it is needed most.
- Residents looked to the new development as an opportunity to provide them with a community building / facility to replace the one which they remembered being located near to Stepnall Heights, which became a Women’s

Centre which eventually closed down and was demolished. They saw this community building / facility as being somewhere to access advice and information; to meet others and socialise; and to provide organised activities for all ages.

- Anti-social behaviour: open drug dealing and taking are issues of concern; dumping of rubbish and litter; fires being set in the woods and open space; illegal riding of motorbikes and quad bikes around the estates and on the open land (allocated development site) were all issues of concern raised by residents. The perception of the residents was that the police do little about these activities and they requested CCTV cameras, more police patrols / a Police Station, and better lighting. These existing issues could be tackled separately from the development proposal, and ideally in advance of building works on site.
- Employment: residents requested a local Job Centre, job information point, and a local “signing on” point – Ollerton residents told us that travelling by public transport to Mansfield to sign on is expensive at over £6 return fare, and the need to create more local jobs / employment opportunities and not “dead end jobs” as one young adult resident put it.
- Public Transport: residents wished to see improved public transport and a shuttle bus service which would connect the two estates to other parts of the locality thereby addressing the issue of isolation.

In response to the [new housing development](#) proposals, the following key points were raised:

- The majority of residents welcomed the

proposal to build new houses once they knew that the development would only take up about one third of the open land.

- They were keen to see the remaining open space used to provide improved play provision and activity areas for children of all ages.
- They were also keen to retain the wooded / tree areas in order to protect existing wildlife and habitats and to extend these areas through further tree planting.
- Non-residential development: As covered above under “Facilities”, the need for a community building as part of the development was identified.
- There was strong support for a local shop, perhaps including a Post Office, as part of the new development and in fact this is the hope of the owner of the existing Premier Convenience Store on Turner Lane (Retford Road estate).
- Infrastructure capacity was an issue raised frequently with residents expressing concern about the capacity of local doctors and dentists resulting in residents wishing to see new services included as part of the development. They were also concerned about school places and felt there was a need for more schools including a Secondary School.

It was also noted by the Planning for Real team that throughout the consultation period there were always children playing on the streets of the estate and this was something which the masterplan should not hinder.

### 2.2 Early Workshops

**Workshop 1** was organised by Planning for Real and took place on Tuesday 12th September. The workshop followed on from the eleven August consultation events, and asked participants to examine the 632 suggestions put forward by local people and put them in priority order. This Action Planning session was attended by residents, members of the Ollerton & Boughton Neighbourhood Partnership, and a number of Ollerton and Boughton Town Councillors.

The following suggestions were listed as ‘high priority items’ by participants at the workshop:

#### Related to the new development:

- A community building / facility through which a range of activities catering for residents could happen and advice, information and support accessed.
- Much improved and enhanced play provision and activity areas (both formal and informal).
- New shop with Post Office to replace the Premier Convenience Store on Turner Lane (this is something that the owner of the Turner Lane shop would also like to realise).
- Protection of woodland and wildlife habitats.
- Retention and improvement, including lighting, of existing footpaths across the open land.
- Shuttle bus / bus route to improve connectivity and diminish sense of isolation.



#### Related to wider community needs:

- Smarten up, improve the appearance and cleanliness of the estates with improvements happening before new development starts.
- Tackling crime, anti-social behaviour, the problem of off road motorbikes and quad bikes, speeding cars, and drug issues.
- Outreach Children’s and Young People’s worker to organise and support activities.
- The setting up of a Community Project to organise activities and support residents along the lines of the community project that used to

be based at 56 Hallam Road.

- Address residents' concerns about the Dukeries Young People's Centre in terms of the perception that it is always closed (crucially during school holidays when it is needed most) and the need for it to cater for a younger age range as well.
- More activities for young people including school holiday activities / play schemes.
- Address the expressed need for activities to be free or affordable.
- Address the issue of the closure of the swimming pool by investigating the possibility of a new pool with improved play equipment.

**Workshop 2** was then held on Wednesday 20th September, attended by residents, members of the Partnership Board, and Ollerton and Boughton Town Councillors. The participants worked in three groups to interpret the suggestions as categorised in Workshop 1, and to translate them into a strategic proposal for the proposed development.

This workshop was structured into three sessions:

- In the first session, the groups' task was to arrange the coloured paper on the map so as to indicate its preferred location for the new housing. This decision had to be made in coordination with determining vehicular access for the housing, which was to be drawn on the map with a coloured felt pen.
- In the second session, the task was to decide what should be the mixture of types and



tenures of new dwellings, and what should be the range of uses of the open spaces not to be built on. These were recorded partly by writing on flip chart paper, and partly by writing and drawing directly on the map.

- In the third session, the task was to decide what new non-residential development might appropriately and viably be made in addition to the housing. The consultation produced various proposals for these, although there is no guarantee that any of them might be fundable.

## 2. CONSULTATION

Across these pages we provide a summary of the decisions made by each of the three groups:

### RED GROUP

- This group decided to locate the new housing in the central space between the two existing estates, joining the two estates together, requiring the removal of some of the existing woodland.
- Access is made by extending Hallam Road from the west along the northern edge of the new development, and joining it to Kirk Drive via the land adjacent to the disused railway line.
- Allotments and children's play areas are located to the north of the new housing, inside the existing woodland. More children's play areas are located on the existing recreation ground, to the south of the new housing.
- A new shop is located on Hallam Road opposite the Geordie Club. A community facility is located on the recreation ground, adjacent to the new housing and between the two existing estates.



### GREEN GROUP

- This group decided to divide the new housing into two parts; one part to be to the north of the Retford Road estate, within the surrounding woodland; and one part in the central area of the site, connecting the two existing estates. This created two areas of open space; one between the two new housing developments, and secondly the existing recreation ground.
- Access to the new development is provided by extending Hallam Road eastwards. Initially the proposal was to connect this road to Bentinck Close, but this may have been replaced by a proposal to connect it to Kirk Drive, as in Group 1's proposal.
- Part of the recreation ground is proposed to contain tennis courts. On the edge of the recreation ground, adjacent to both existing estates and the central new development, are proposed small workshops, a new shop, and a community hub.



## YELLOW GROUP

- This group proposed to divide the new housing development into two parts; one part surrounded by the woodland to the north of the Retford Road estate; and one part on the recreation ground to the south of the site. The open space was to be concentrated into the central zone of the site.
  - Access to the new development was by two routes; firstly by an extension of Hallam Road, with in addition a new road running parallel to the overhead electricity line. An alternative to this second route, or possibly an addition, is a new road running from the access road to the Dukeries leisure centre. This may be dependent upon possible development of this land off Retford Road, and may even be enabled by it.
  - On the new open space, the group proposed that there needed to be further community engagement, based on draft design proposals, in order to firmly establish the evidence of need.
- The group proposed that the existing young people's centre on Retford Road, which appears to be underused, should become a community hub. It proposed that this could accommodate a 'drop-in' medical facility, with a multi-use treatment room. A new shop and café is proposed at the conjunction of the two existing estates and the southern new development.
  - It proposed that there should be informal open space, with a MUGA optional and play areas, with an outdoor / green gymnasium and a trim trail. There should be allotments, dependent upon identified need, soft landscaping, and paths with seating, lighting and camera coverage.





### 2.3 Workshop Outcomes

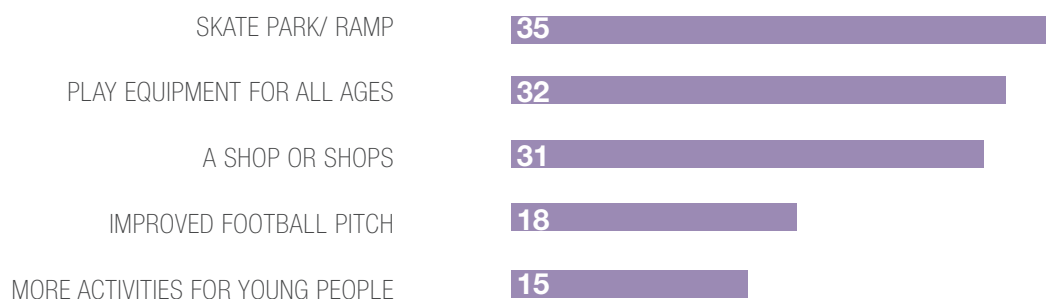
#### Facilities & Activities

Many of the residents who participated looked to the development site to meet their needs for extra community facilities and outdoor activity and play provision for their children and young people.

There was strong support for a local shop(s) incorporating a Post Office which would replace the existing convenience store on Turner Lane (Retford Road estate). The owner of this shop indicated his strong desire, if possible, to build a larger shop as part of any new development citing that the Turner Lane shop was one of his smallest premises yet was the busiest and he needed room to expand.

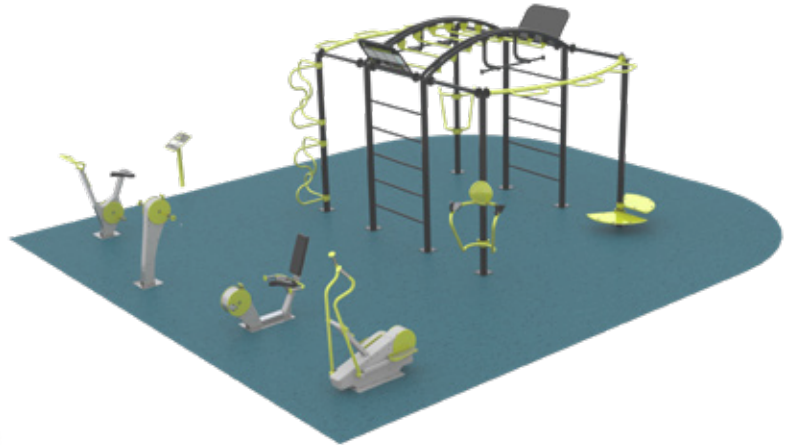
There were numerous requests for a Community Centre / Hub / House / Room where residents could meet, hold activities, and support each other.

#### TOP 5 REQUESTS





The existing 'hang-out' shelter is in poor repair. A new one could be linked to an activity area for older children



There was frequent mention of improving the existing play provision on the Recreation Ground through requests for a "bigger", "better", "well equipped" play park "for all ages. An outdoor gym and adventure playground would provide health benefits to the local community



There was an acceptance that a new skate park had been built in Ollerton and that whilst the older children and young people from the estates were able to use this facility it was seen as too far to go for the younger children. Their hope was for a big skate park but with the investment already having been made in Ollerton they realised they might only get a small skate park



The existing shop-owner is very keen to expand his business into a unit of approx. 250sqm. Other suggested shops include a post office and a small takeaway. A small local hub would encourage walking over driving into the main town for basis daily needs, and create a more determined centre to the estates

### 2.3 Workshop Outcomes

#### Environment and Open Space:

This theme received the second highest number of suggestions (124) representing 20% of the total number of suggestions.

#### The existing Housing Estates:

There were suggestions for clean ups and community rubbish collecting days (domestic and open space), and a best garden competition to encourage better environmental upkeep.

Whilst there were a number of comments that some of the shrubbery needed pruning and trees cutting back, there were also requests for more trees to be planted. Lighting of the estates was mentioned with requests that this be improved and all lighting should be LED.

#### Development Site:

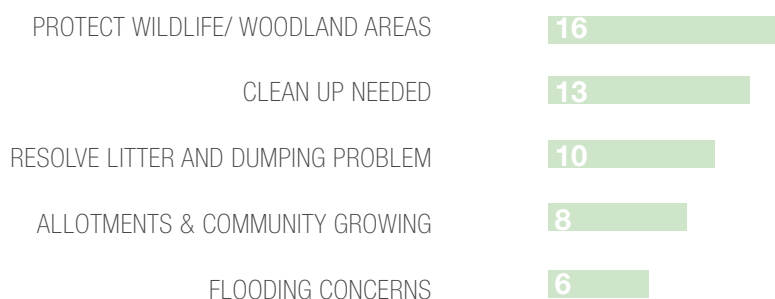
The open space which presently forms the development site is a valued asset by residents of all ages and the footpaths across this site are well used.

Important to local residents was the protection of the existing wooded areas and the wildlife that presently inhabits these areas – it is believed that newts are present in the field and a Red Kite was observed flying over the woodland. We were also made aware, however, that the wooded area nearest to Hallam Road also suffers from a dumping problem. Houses which overlook woodland and grassland areas may help with surveillance issues.

There was support for new allotments, as long as they served new and existing residents and did not go to outsiders already on the waiting list. It was also suggested that there could be a community fruit and vegetable growing project which could engage residents, particularly children, and produce fresh food at low cost for local residents.

At present many local residents walk their dogs on the open land and did not wish to lose the ability to do so because of the development therefore space specifically for dog walking was proposed.

#### TOP 5 REQUESTS





Some paths, such as this one off Stepnall Heights, are well planted, colourful and welcoming. Others lack flowers and shrubbery, with tired grass verges which could be landscaped better



The land is regularly used by dog-walkers, and access out into surrounding fields must be retained. Footpaths should be kept clean and the grass maintained more regularly

The woodland enclosing the north-eastern boundary of the site should be retained, cleaned up, and made more accessible for dog walks. Green corridors and boundaries should be planted throughout the new development, creating soft protective edges to the site



A community fruit and vegetable growing project could engage residents, particularly children, and produce fresh food at low cost for local residents. This could be a fun way to unite the three estates



# 3



# Masterplan: Development

### 3.1 Developing Options

Following the second workshop on 20th September, URBED drew up three options, based on the diagrams produced by each of the groups and taking on board the planning policy guidelines for the site.

The masterplan designs allowed the team to take into account the opportunities and constraints identified at the beginning of the report, providing a better idea of how many units could be accommodated within the site.

These options were displayed at the next workshop, on the 17th October, to generate feedback.

Each option is described in more detail over the following pages. Options 1 - 4 utilize land allocated as the 'Inner Study Area', whilst as the project progressed - and more land became available to the south of the site - Option 5 became a viable and sensible consideration.

#### **COUNCIL BRIEF:**

- Minimum of 120 homes
- Mix of residential and enhanced open space (policy)
- 52% 2 bed, 38% 3 bed, 10% 4 bed (policy)
- 30% social, 70% market sale (policy)
- Minimum housing density of 30dph (policy)
- Safeguard the Dukeries Rail Line located along eastern edge of site (policy)
- Improved road connections and pedestrian links
- Act as a catalyst for leisure and recreational facilities upgrade
- Produce a viable scheme, which could be taken forward to next stages of design

Option 1 is based on the scheme drawn up by the red group. The option connects the two estates together and deals with the Pylon towers by stepping housing back from the road. This options provides:

- 112 houses and 54 apartments (166 homes in total)
- Parking provision at 217%
- A new road linking Hallam Road to Kirk Drive
- A new road linking Hallam Road to Stepnall Heights Road
- Retained playing field adjacent to the Dukeries
- Formalised open space to the north of the site, surrounded by woodland

	SIZE (SQM)	TERRACED	SEMI	DETACHED	APARTMENT	TOTAL	PARKING
A	6991	12	14	3	0	29	61
B	2711	7	8	0	0	15	40
C	5348	0	16	0	9	25	44
D	5957	7	16	0	21	44	80
E	10079	6	20	3	24	53	106
<b>TOTAL</b>	<b>31086</b>	<b>32</b>	<b>74</b>	<b>6</b>	<b>54</b>	<b>166</b>	<b>360</b>

8 Shop  
21 Communal





Option 2 is based on the scheme drawn by the yellow group. The option retains a large open space in the middle of the site and focuses development on land adjacent to the Dukeries and to the north east corner of the site. This options provides:

- 105 houses and 18 apartments (123 homes in total)
- Parking provision at 240%
- A new road linking Hallam Road to Kirk Drive
- A new road linking Hallam Road to Stepnall Heights Road
- Formalised open space in the centre of the site
- New housing in the north east corner surrounded by retained woodland

	SIZE (SQM)	TERRACED	SEMI	DETACHED	APARTMENT	TOTAL	PARKING
A	3169	6	8	2	0	16	
B	3169	7	8	2	0	17	73
C	4858	7	8	1	18	34	77
D	4676	3	14	5	0	22	61
E	8506	7	26	1	0	34	85
<b>TOTAL</b>	<b>24378</b>	<b>30</b>	<b>64</b>	<b>11</b>	<b>18</b>	<b>123</b>	<b>296</b>



Option 3 is based green group's scheme. This option seeks to connects the two estates together and provide development which faces onto the retained green space in the centre of the site. Further housing is provided in the north east corner of the site, surrounded by the existing woodland. This options provides:

- 119 houses and 15 apartments (134 homes in total)
- Parking provision at 233%
- A new road linking Hallam Road to Kirk Drive and Bentinck Close
- Retained playing field adjacent to the Dukeries
- Formalised open space in the centre of the site
- New housing in the north east corner surrounded by retained woodland

	SIZE (SQM)	TERRACED	SEMI	DETACHED	APARTMENT	TOTAL	PARKING
A	7483	21	10	0	0	31	66
B	4663	4	8	0	15	27	52
C	4541	3	12	1	0	16	37
D	1969	3	4	2	0	9	24
E	4179	14	8	0	0	22	48
F	3644	13	4	2	0	19	47
G	2317	0	8	2	0	10	25
<b>TOTAL</b>	<b>28796</b>	<b>58</b>	<b>54</b>	<b>7</b>	<b>15</b>	<b>134</b>	<b>299</b> 15 Communal



### 3.2 Hopes and Fears Workshop

A roundtable workshop took place on Tuesday 17th October at St. Paulinus's Church Hall, situated on Larch Road in New Ollerton, less than a mile from the proposed development site.

The event attracted a range of stakeholders, including residents, the owner of the local shop, interested parties from the Dukeries Complex, and local council and housing association representatives. The attendees were split into three roundtable groups, each with a facilitator from the team.

The evening was divided into two sessions, the first involved a short introduction from URBED. The groups were given a chance to introduce themselves and discuss their hopes and fears for the development of the site.

The second stage of the evening consisted of a short presentation by URBED, in which three potential designs (based on input from previous

Planning for Real Workshops) were revealed to the assembled group. The three options presented varying street layouts and green spaces, potential access points to the existing estates, and differing densities and types of housing.

Groups were then asked to analyse the successes and failures of each scheme, in relation to the hopes and fears laid down during Session 1.

The workshop was rounded up with feedback from each table so that everyone could hear what the other groups had been discussing. Each group announced their preferred scheme (and reasons why), and URBED then summarised this information, to be considered within the development of the resolved masterplan.

A summary of the collective hopes and fears documented by each group is provided below alongside feedback from each group on the following page:

#### HOPES

- Desire for integration between estates (the existing two estates and the new housing development, creating a cohesive community).
- Safer play provisions for children/ youths
- Extended retail facilities
- Better access to community facilities
- A sense of shared ownership for existing and new residents

#### FEARS

- Increased traffic and risk of "rat-run" with people using the estates as a cut through
- Safety of children compromised as more cars along roads
- New scheme may not benefit existing residents: profit driven
- Fear over saleability of private houses in estate which has bad reputation. Vandalism?
- Fear that local amenities won't have resources to provide for new residents

## FEEDBACK



- Preferred by two groups, who felt like it's centralised location united the two separate estates.
- Too dense in the centre - could be broken up with greenery
- The road layout was preferred in this option (greatest number of connections), although traffic calming measures could be explored.
- Preference to retain the existing trees in the centralised zone



- Two groups felt this option created a sense of separation and detachment from existing communities
- All agreed that the development within the woodland enclave to the north-east of the site would be more desirable for private buyers
- A centralised green space was appreciated, and the number of trees retained in this scheme is good



- One group mentioned that it formed a barrier to the edges of the two existing estates
- One group acknowledged the benefits of delivering two large green spaces, retaining trees, and creating a route through the site which would not be so tempting as a rat-run
- The shopkeeper preferred this location for his unit (or that shown in Option 2)

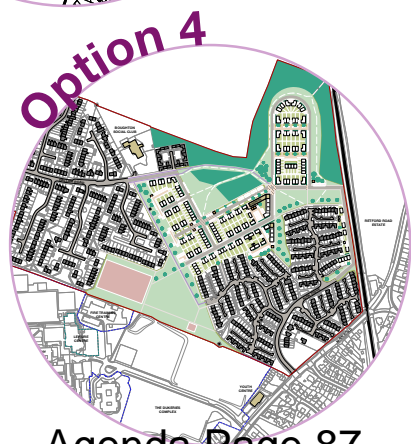
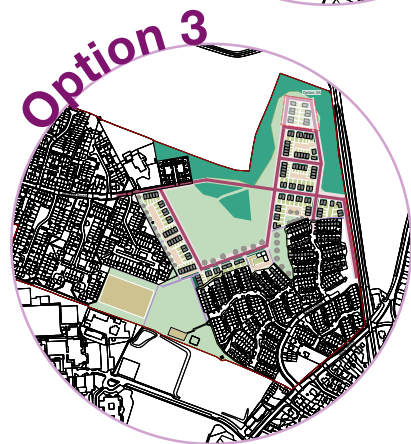
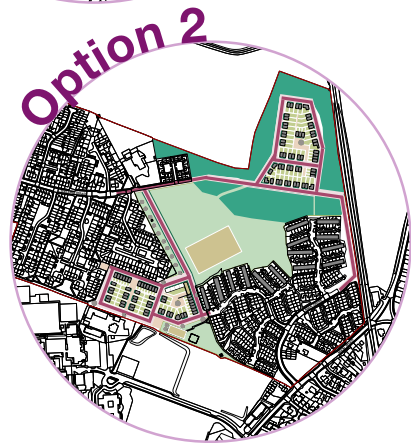
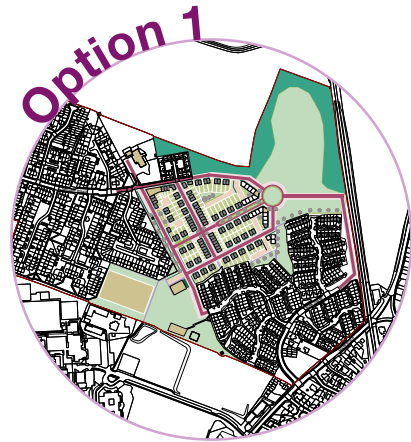
### 3.3 Options Appraisal

Following feedback from the hopes and fears workshop, URBED drew up a fourth hybrid option (shown opposite) which combined option 1 and option 3, providing more development in the north eastern corner, but cutting back on development in the centre, to provide more greenspace here. This responded to feedback from stakeholders, who wanted to maintain a central green area, and not lose the whole of this space to development.

Aspinall Verdi provided a short commentary on the viability constraints for each option, and following further discussions with the District Council and the team expressed a preference towards options 1 and 4, stating these options offered simpler access into the new development and created a larger parcel at the centre of the development which would be easier to deliver.

Gathered stakeholders acknowledged the financial benefits of delivering a denser scheme with more houses on the site than the minimum requirement of 120 homes, whilst acknowledging the need to protect community rights to green space.

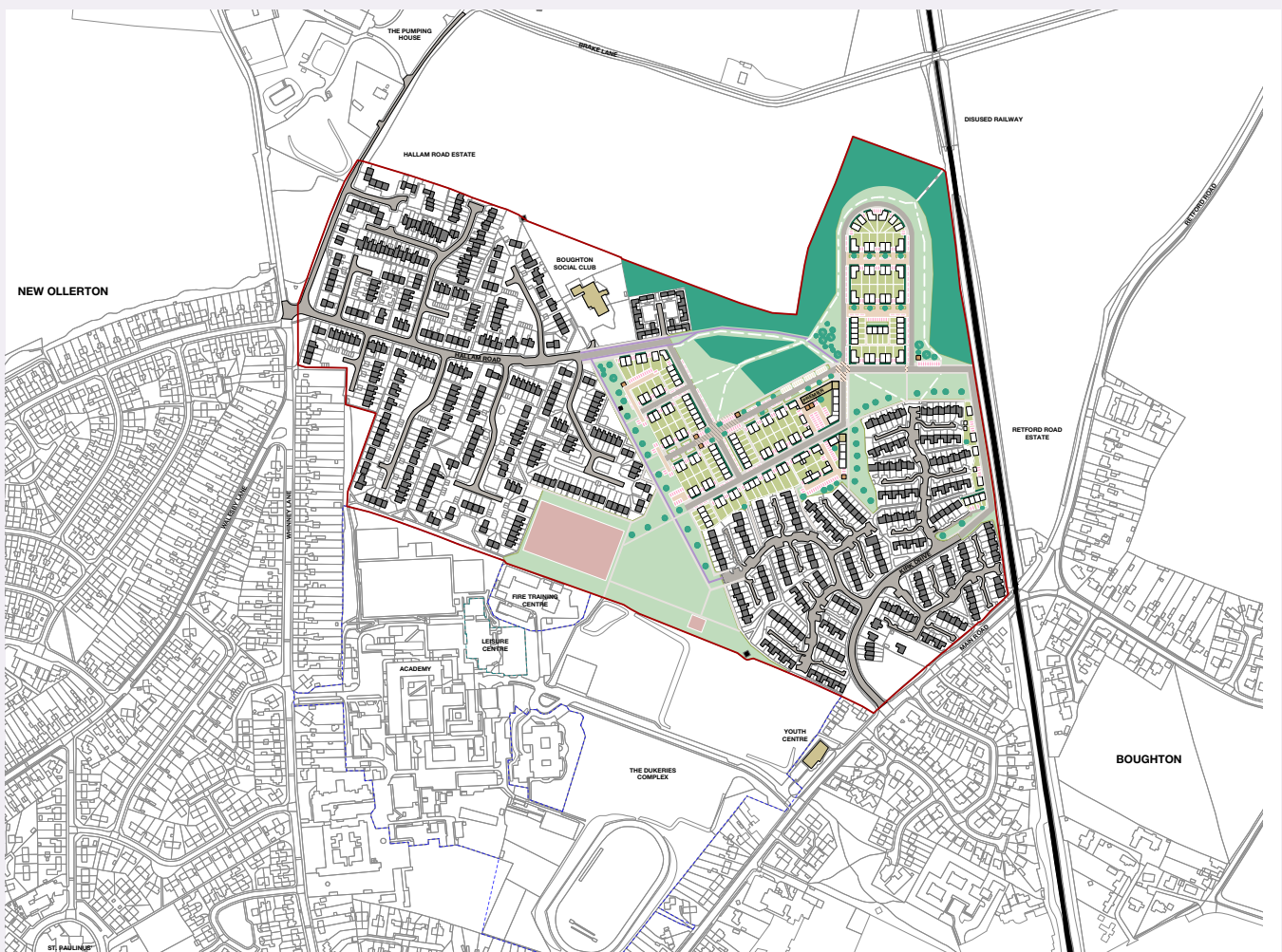
The additional land used within Option 5 (which follows), helped to meet both of the above requirements, substantially enhancing upon sports and recreational facilities, whilst delivering a viable number of homes.



Option 4 is a combination of options 1 and 3 and provides:

- 139 houses and 32 apartments (171 homes in total)
- Parking provision at 190%
- A new road linking Hallam Road to Kirk Drive but less directly
- Pockets of open space - at the centre of the site and north of Bentinck Close
- New housing in the north east corner surrounded by the retained woodland

	SIZE (SQM)	TERRACED	SEMI	DETACHED	APARTMENT	TOTAL	PARKING
A	3265	4	8	2	0	14	34
B	2713	7	8	0	0	15	32
C	2713	7	8	0	0	15	28
D	6171	7	12	3	20	42	70
E	5941	7	12	2	12	33	54
F	3530	14	4	2	0	20	41
G	2954	0	8	4	0	12	32
H	2739	0	4	4	0	12	28
I	1463	4	0	4	0	8	11
Communal	410						30
<b>TOTAL</b>	<b>31899</b>	<b>50</b>	<b>64</b>	<b>25</b>	<b>32</b>	<b>171</b>	<b>326</b>



### 3.3 Options Appraisal

#### The Emerging Preferred Design

Between February and June 2018 discussions were held with regard to the future leisure provision in Ollerton & Boughton and through this process additional land has become available adjacent to the allocated site. This has presented the opportunity to review Options 1 - 4 and resulted in Option 5 being drawn up as shown on the adjacent page.

Option 5 delivers an increased number of homes, without comprising the amount of Public Open Space accessible to the estates. The allocated Public Open Space along the southern edge of the site in Option 4, would be used to accommodate more housing in this option, as sporting facilities would be provided within the additional land to the south of the site. This space is more than double the size of the existing recreational ground, and would provide the opportunity to accommodate different types of leisure facility.

In addition to the extra amount of play space, connections to the Youth Centre and Leisure Centre would become more immediate, and the removal of the fence between the Dukeries Complex and Hallam and Retford Road Estates would better integrate this secluded neighbourhood into the wider Ollerton and Boughton communities.

The Dukeries land is currently owned by the County Council and leased to the Academy, who have three other playing fields. Access is controlled by a metal fence along the length of the Estates



The Youth Centre is often closed, and local children say they do not feel particularly welcome there. This facility has potential for greater use within Option 5



Option 5 retains the Option 4 layout for the original allocated land area, but considers how the reallocation of the some of the Dukeries land to the south increases housing yield, providing:

- 30 additional homes, bringing the total to 200
- A larger area of Public Open Space for the neighbourhoods, including better sporting facilities
- An urban design which more closely relates to the existing surroundings and opens up a secluded neighbourhood

	Affordable 1 bed	Affordable 2 bed	Market Sale 2 bed	Market Sale 3 bed (semi)	Market Sale 3 bed (detach)	Market Sale 4 bed
Houses	15	15	34	68	43	25
Total	<b>30</b>			<b>170</b>		
Percentage	7.5	7.5	17	34	21.5	12.5





### 3.4 Market Research: Aspinall Verdi

AspinallVerdi have been working alongside URBED to assist in the formulation and testing of options. This has included a financial assessment of the development options. An analysis of the local property market has been undertaken which researches values achievable in the local marketplace. The market research has informed the residential mix in terms of the type and tenure mix of units that the scheme could potentially accommodate. This section provides a summary of the work undertaken.

The options testing has considered the levels of affordable housing and other planning gain contributions that the scheme could provide. This has informed the selection of the preferred option. In order to prepare financial development appraisals, AspinallVerdi established an indicative housing mix for each option. The table below

indicates the house type mix.

The market research discounted the inclusion of apartments due to the likely non-viability due to the construction costs being higher than the end value of such units. Therefore efficient, smaller houses have been included.

In order to facilitate decision making AspinallVerdi have considered the following:

- Financial appraisal of Options 1 to 4 on the basis of complying with the Affordable Housing policy requirement at 30%, plus Community Infrastructure Levy and other S106 costs.
- Consider a further option which provides a reduction in the level of Affordable Housing that could be provided such that the scheme can be financially viable. This is presented as Option 5. The table below indicates the options and the contributions provided.

Housing Type	% mix	Indicative Floor Area Per Unit Sqm Option 1-4	Indicative Floor Area Per Unit Sqm Option 5
<b>Affordable Units</b>			
1 Bed House	50%	58	58
2 Bed House	50%	70	70
	<b>100%</b>		
<b>Market Housing</b>			
2 Bed Terraced House	20%	75	70
3 Bed Semi-Detached House	40%	84	84
3 Bed Detached House	25%	93	93
4 Bed Detached House	15%	106	97
	<b>100%</b>		

## Viability Assessment

The first stage of the financial modelling has been undertaken for Options 1-4, and are indicative viability assessments based on a range of assumptions, and modelled on a policy compliant basis including both Affordable Housing and Non-Affordable S106 contributions /CIL. The financial assessment indicated a significant deficit which basically means that the costs of the development exceed the income. This deficit (or shortfall) is significant and in order to achieve a scheme which is financially sustainable it has been necessary to explore providing a lower level of affordable housing, changing the affordable housing tenure mix and reducing the level of S106 contribution

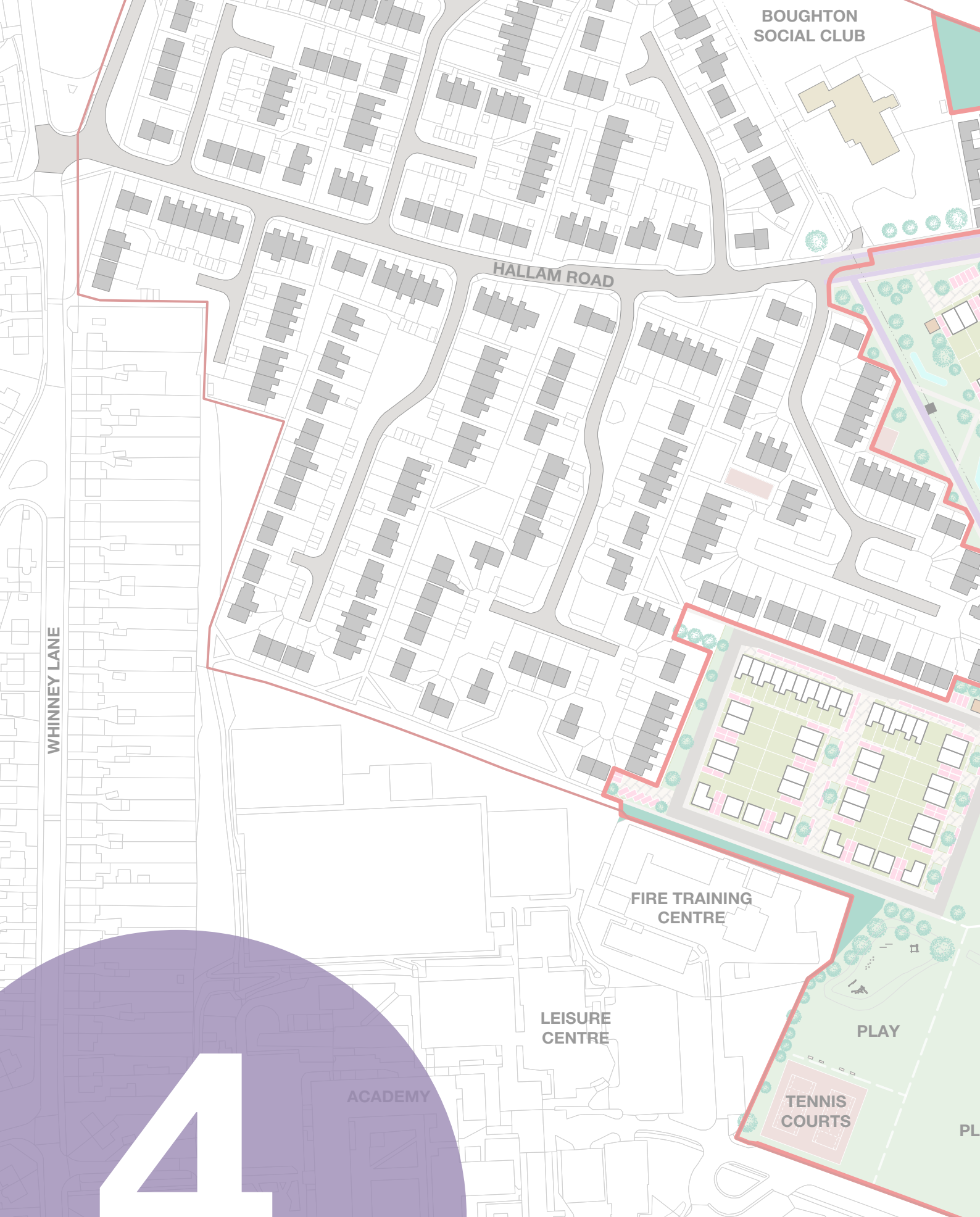
By adjusting these elements, the cross subsidy which is provided by the development of housing for market sale increases and thus the affordable housing provision and S106 contribution can be sustained, though be it at a reduced level.

The second stage of the financial modelling has been undertaken for Option 5. This appraisal

includes a reduction in the level of Affordable Housing to 15%. The chosen tenure type for Affordable Housing is as Affordable Rented. This option also includes a smaller contribution towards non affordable S106 contributions. The CIL contribution is in accordance with policy requirements and it must be noted that this element cannot be negotiated. The outturn for this appraisal has produced a positive return which suggests that the indicative proposal is deliverable as finance could be sought for the development and that such finance can be repaid. The overall outturn of the financial modelling has indicated Option 5 as the preferred option.

It has been established that in order to deliver a viable scheme, a reduction in Affordable Housing and S106 is required. It must also be noted that schemes delivered elsewhere in Ollerton and Boughton, by private sector developers do not provide any affordable housing, along with negotiating reduced overall S106 contributions. Indeed across this part of the District the maximum affordable housing level provided has been in the order of 15%.

	Option 1	Option 2	Option 3	Option 4	Option 5
<b>Tenure Mix %</b>					
Market Sale	116	86	94	120	170
Affordable	50	37	40	51	30
%	30%	30%	30%	30%	15%
Affordable Rent	40%	40%	40%	40%	100%
Social Rent	60%	60%	60%	60%	0%
<b>Total No. Units</b>	<b>166</b>	<b>123</b>	<b>134</b>	<b>171</b>	<b>200</b>
<b>Non-Affordable S106 Contributions</b>	£1,622,864	£1,202,484	£1,310,023	£1,671,746	£500,000
<b>CIL( Retail units)</b>	£27,900	£27,900	£27,900	£27,900	£27.900
<b>Viable</b>	No	No	No	No	Yes



BOUGHTON SOCIAL CLUB

HALLAM ROAD

WHINNEY LANE

FIRE TRAINING CENTRE

LEISURE CENTRE

PLAY

TENNIS COURTS

ACADEMY

4



# Masterplan: Resolved

# Preferred Masterplan



## NEW OLLERTON

Option 5 was chosen to be the most viable scheme for the site, accommodating the greatest number of new homes whilst also delivering the largest amount of accessible recreational grounds. This is a viable development scheme that can deliver both affordable housing and generate funding (through Section 106 contributions) to facilitate the desired amenities suggested within the People Report.

This design contains 200 housing units, which are divided between three smaller linked neighbourhoods: the woodland enclosure, the central 'park view' homes, and the southern belt of homes, which occupy the current football pitch site. Removal of the fence and some hedges between the estates and the sports grounds to the south, allows residents to access a much larger football and play space.



**KEY**

- Woodland
- Grass
- Back Gardens
- Front garden
- Roads
- Paths
- Cycle paths
- New houses
- Existing houses
- Parking / circulation
- Parking
- Retail / community facility
- Bin stores etc
- Playground/ Hardcourt / gym
- Pylon
- Indicative SUDS
- Site boundary



Drawn	Checked	Date	By	Ap
HB		14-09-2017		

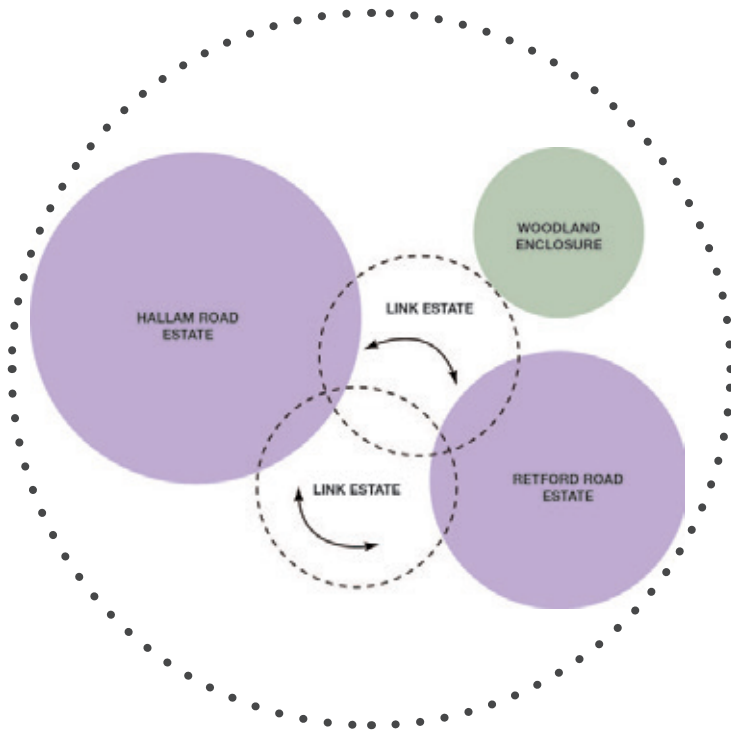


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Drawing Title: <b>Inner Study Area Preferred Masterplan</b>	
Project Title: <b>Ollerton &amp; Boughton</b>	
Client: <b>Newark &amp; Sherwood District Council</b>	
Project Number: <b>1032</b>	Issue Status:
Drawing Number: <b>1032-URB-20-22-DR-U-Preferred_Masterplan</b>	Date: <b>30-08-2018</b>
Scale: <b>1:1000</b>	Revision:

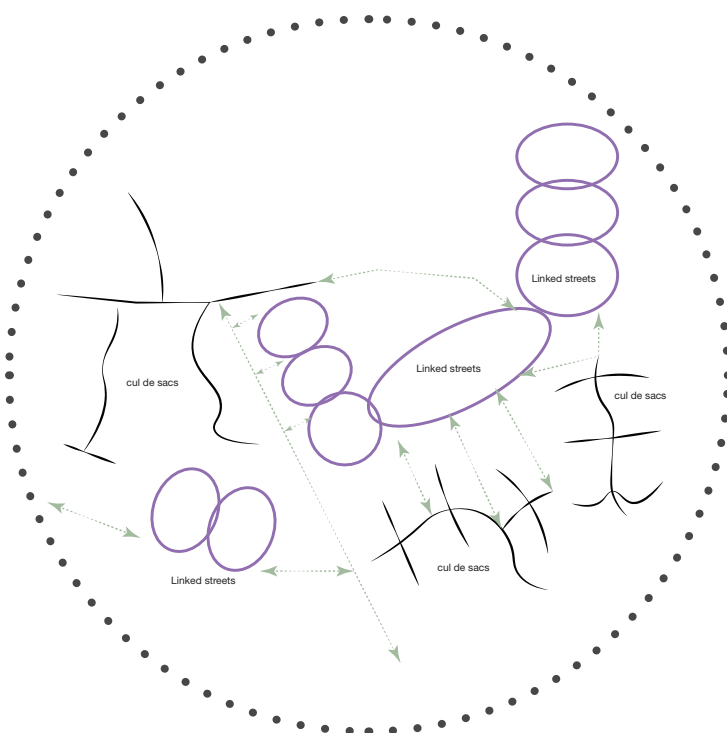
This drawing is to be read in conjunction with all related drawings. Do not scale from this drawing, this drawing is copyright and remains property of URBED (urbanism, environment and design) Ltd.

### 4.1 Design Principles



#### 1. CONNECTING THE EXISTING ESTATES

- Currently Hallam Estate and Retford Estate are detached with overgrown grassland between.
- The consultation process revealed that more residents were in favour of better integration and connectivity
- The new housing estate would help to create links with roads, cycle lanes and paths
- Meanwhile the 'Woodland Enclosure' could form the third side of the surrounding triangle of homes, sitting slightly removed within the trees



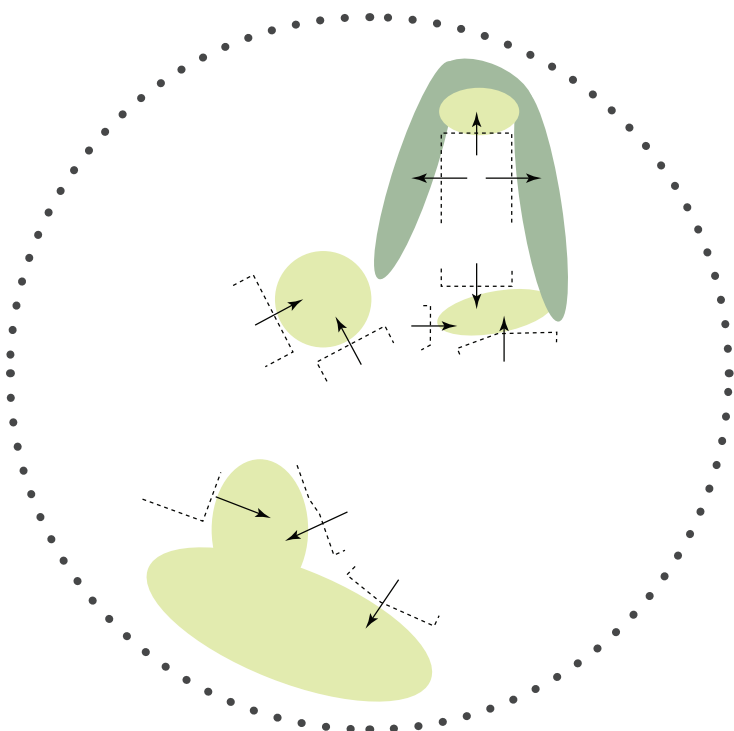
#### 2. STREET DESIGN: LINKS AND CUL-DE-SACS

- Hallam Road and Retford Road estates are both laid out with cul-de-sacs running off a spine road
- The preferred scheme is planned with linking streets to enable better connectivity
- Where possible, road connections to the existing estates are limited, in favour of pedestrian and cycle connections. This enables existing 'playful streets' to remain safe from traffic



### GREEN EDGES

- The public consultation period showed strong support for the retention of woodland bordering the north-eastern edge of the site
- The preferred option is split into 3 wedges of accommodation, with green strips between and green edges wrapping around, to create softer responses to existing estate boundaries and enable a level of privacy



### SAFER GREEN SPACES

- Currently arson, dumping and quad-bikers threaten the large unkept green belt between estates.
- Creating smaller more manageable overlooked green parks and playing fields will help to deter vandalism.
- Many of the new houses would face woodland, parkland or play areas, which should increase their appeal to homebuyers.



## 4.2 Zones



### Central Zone

- This area links the separate estates, and contains the highest number of new housing.
- The zone breaks into 5 separate grid lined blocks, with a retail unit (Premier) under one-bed maisonettes along the eastern edge, the pylon wires and cycle path bounding the western edge, Retford estate to the south and a public park with woodland to the north, which is the focal point within this zone
- Retail facilities are located in the central most accessible zone

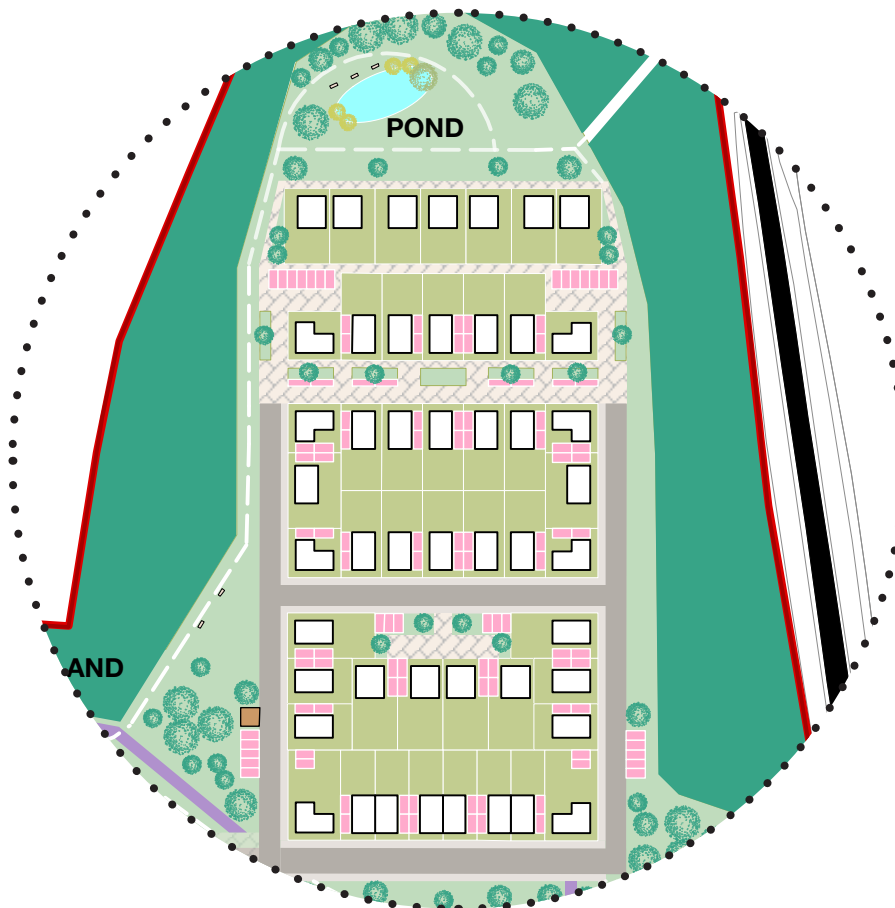
### Turner Lane Park

- The masterplan proposes that the current football field on Turner Lane Park becomes a smaller residential neighbourhood consisting of two blocks of mixed tenure housing
- The design draws reference to the housing layouts of Hallam Road Estate



### Larger Public Open Space

- The preferred masterplan proposes that the area of land directly south of the original site becomes part of the development, providing the new, larger playing fields, playgrounds, exercise space and wild play for the enlarged neighbourhood.
  - This area is currently underused, and the Dukeries school is already well accommodated with playing fields.
- This area should contain the play facilities outlined in the People Report, such as a skate ramp



### Woodland Grove

- This zone is in the most desirable, quietest location, nestled within the woodland and away from the other estates.
- It contains the larger premium detached properties - three and four bed houses - and generous gardens
- Whilst it is the least accessible, being the furthest from main roads, it is more likely that residents here will be car owners

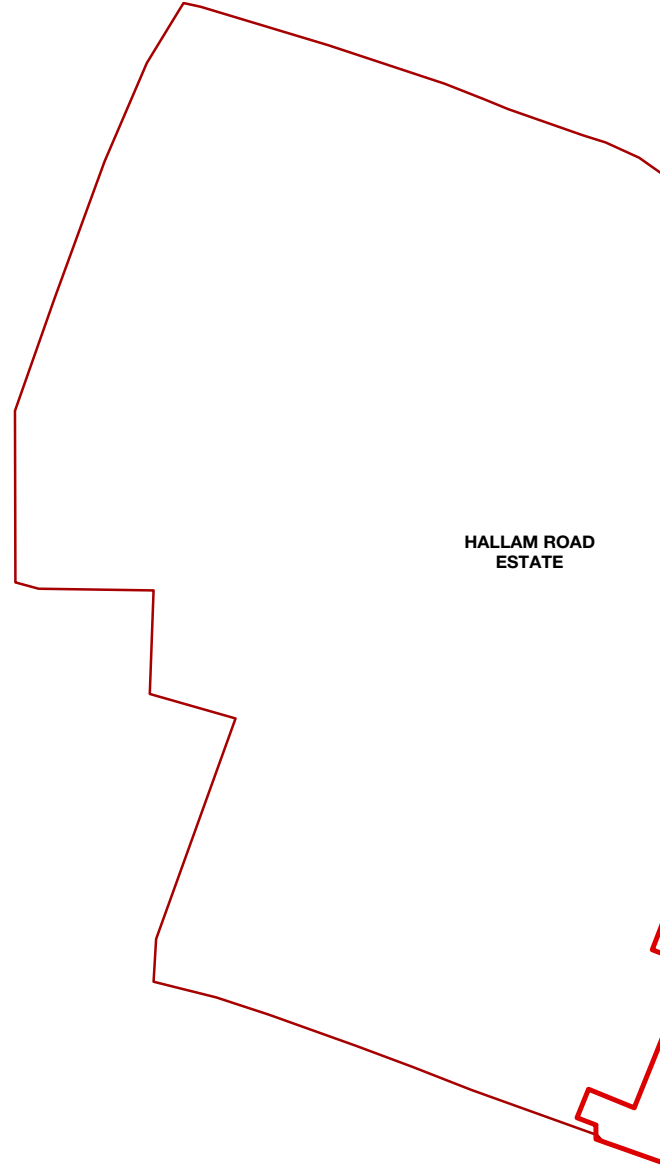
## 4.3 Housing Mix

The scheme contains 200 units, with the following housing mix:

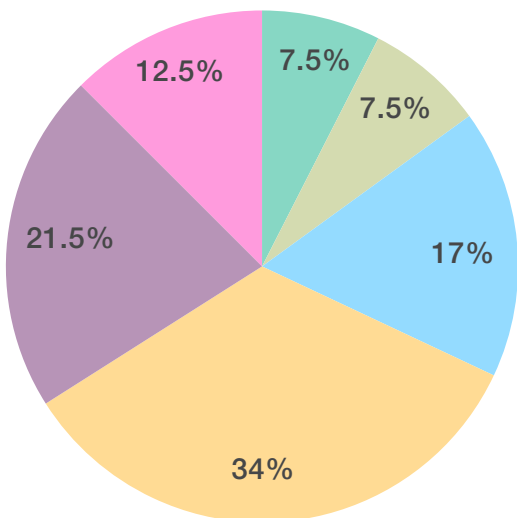
- 15 1-bed affordable rented units
- 15 2-bed affordable rented terraced houses
- 34 2-bed market sales terraced houses
- 68 3-bed market sales semi-detached houses
- 43 3-bed market sales detached houses
- 25 4-bed market sales detached houses

Affordable Rented Housing is spread across the central and southernmost neighbourhoods, with short rows of two-bed terraced housing, and one bed units inclusively designed into the wider development. This makes up 15% of the total housing. According to Apinall Verdi's Viability Assessment, several recent developments by Gleasons and other housing developers in the locality have failed to deliver any affordable housing in their schemes, so whilst it was not possible to reach policy compliancy within this design - and remain viable - there have still been provisions made for social housing.

The 'Woodland Grove' estate in the north contains more larger detached housing, as the secluded natural location favours premium family homes, with greater sale values.



HALLAM ROAD ESTATE



KEY	
4 bed detached	<span style="color: #FF00FF;">■</span>
3 bed detached	<span style="color: #800080;">■</span>
3 bed semi	<span style="color: #FFA500;">■</span>
2 bed terrace	<span style="color: #00BFFF;">■</span>
2 bed Affordable Rent Housing	<span style="color: #90EE90;">■</span>
1 bed Affordable Rent flat	<span style="color: #00CED1;">■</span>



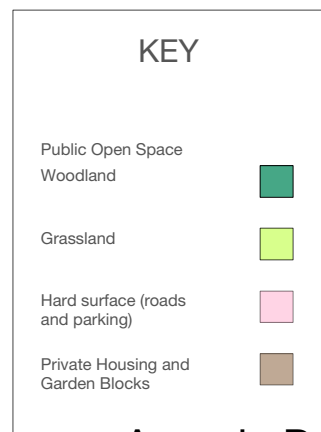
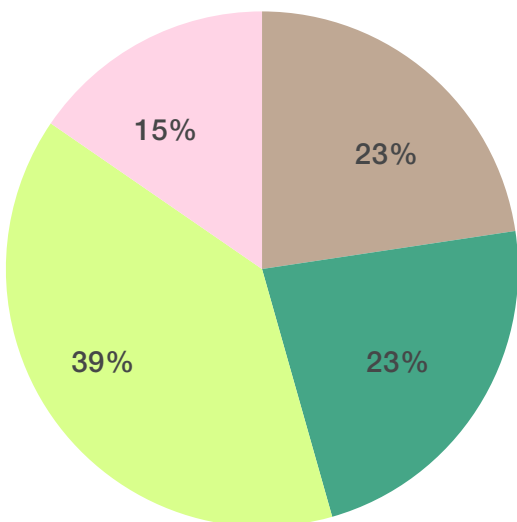
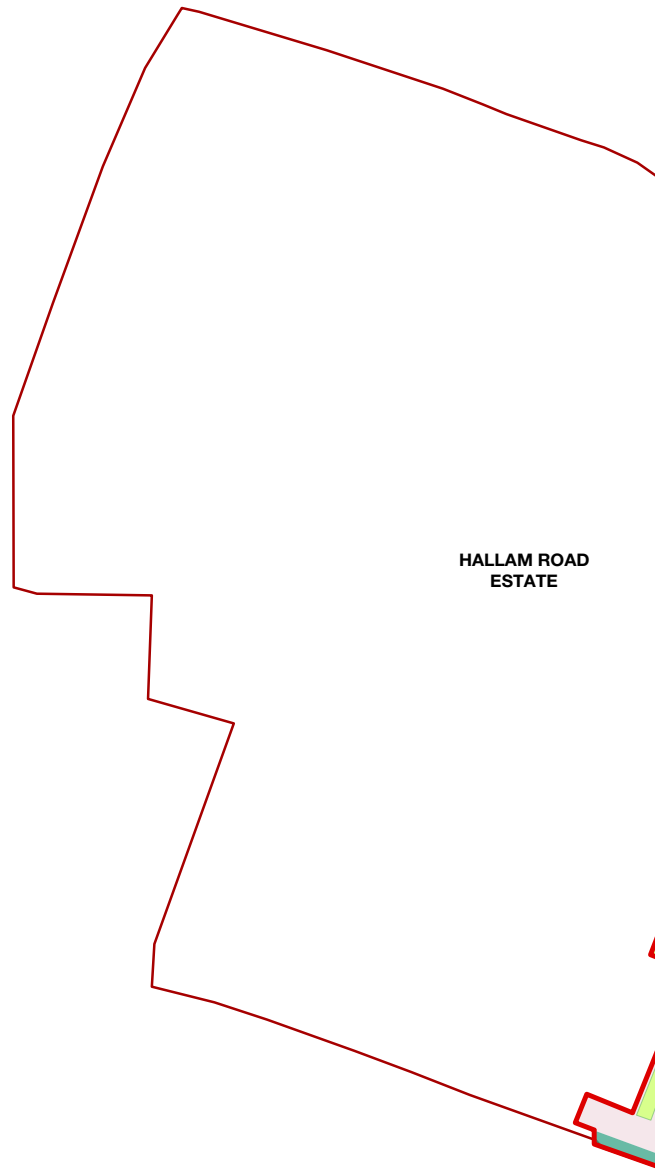
## 4.4 Area Schedule

The original proposal for 120 + new homes within the smaller 13.6 hectare site was estimated to occupy approximately one third of the total area.

The enlarged site (approx 16.5 hectares) comprises 38% developed land - including private gardens, houses, and hard surfaced roads and parking bays, and 62% open green space, which is scattered around the site.

The existing woodland is largely retained, but should be cleaned and enhanced with better public footpaths. Play facilities will be concentrated to the south, on the 3 hectares of grass fields currently within the Dukeries site.

The fence must be removed between these playing fields and the housing estates - and new landscaping and play amenities installed - before Turner Lane Park is built upon, to allow local residents better access to these facilities.





KIRK DRIVE  
ESTATE



5



TO BE UPDATED



### 5.1 Next Steps

This concludes the feasibility study for the area of land between the Retford and Hallam Road estates. Whilst a preferred option has been selected, a further comprehensive study including in depth market appraisals and detailed design would be required before this project could be submitted as a planning application.

This study has proven that the site is viable for development, and could host up to 200 homes, whilst providing a marked improvement in public green space, supported by Section 106 contributions from the new housing. It has been useful to speak to local residents, and record their hopes and fears for a new development, and the results of the People Report should be implemented within any future site development.

The council shall continue to discuss how best to proceed with this site, and will keep residents informed of decisions as they arise.





## ECONOMIC DEVELOPMENT COMMITTEE

12 SEPTEMBER 2018

### DRAFT NOTTINGHAMSHIRE MINERALS LOCAL PLAN CONSULTATION

#### **1.0 Purpose of Report**

- 1.1 To set before Committee the details of the Draft Nottinghamshire Minerals Local Plan Consultation and approve the District Council response to the Consultation.

#### **2.0 Background Information**

- 2.1 In the Draft Minerals Local Plan, Nottinghamshire County Council sets out future requirements for minerals (including sand and gravel, brick clay, and gypsum), identifies potential extraction sites and introduces policies to manage this development. An earlier iteration of the Minerals Local Plan, which the District Council objected to, was submitted by Nottinghamshire County Council for Examination in 2017 and subsequently withdrawn.
- 2.2 At the end of 2017, the County Council published a Minerals Local Plan Issues & Options paper for consultation. This document satisfactorily addressed the serious concerns that the District Council had earlier raised about the methodology used to calculate the future need for sand and gravel. As reported to 17 January 2018 Committee an Officer response following consultation with all Members was submitted to the County Council setting out that the District Council was therefore broadly supportive of the proposed approach in the Issues & Options paper.

#### **3.0 Relevant Issues**

- 3.1 The same methodology and figures for sand and gravel that were in the Issues & Options paper have been carried forward in the document that is being consulted on now. The figures are significantly lower than those in the withdrawn plan and no new quarries are suggested in Newark & Sherwood District. Instead, extensions are proposed to Bantycok Quarry South and to quarries at Langford Lowfields. This is an approach that the District Council has previously endorsed as being more sustainable than opening new sites.
- 3.2 The only site specific matter of relevance is that significant archaeological potential has been identified at South Muskham. Policy DM6: Historic Environment, of the Draft Minerals Local Plan, states that no development shall take place within the archaeological resource area at South Muskham.

#### **4.0 Proposed Consultation Response**

- 4.1 The consultation closes on Friday, 28 September. The proposed District Council response is attached at **Appendix A**. This response has been prepared following consultation with Members whose wards have site specific proposals within them. Subject to any additional comments from the Committee it is proposed that Appendix A form the District Council's response to the Nottinghamshire Draft Minerals Local Plan.

## **5.0 Equalities Implications**

5.1 None identified, it is not believed that this issue will have different implications for different groups with protected characteristics. Furthermore the District Council is a consultee in the Minerals Local Plan process which is the responsibility of the County Council who will need to ensure that the Plan meets the requirements of the Equalities Act 2010.

## **6.0 RECOMMENDATIONS that:**

- a) the report be noted; and**
- b) Appendix A, subject to any additional comments from Committee, be approved as the District Council's response to the Draft Nottinghamshire Minerals Local Plan**

### **Reason for Recommendations**

**So that the report can be noted and a District Council response can be submitted on the Draft Nottinghamshire Minerals Local Plan.**

### **Background Papers**

Draft Nottinghamshire Minerals Local Plan; (available on Nottinghamshire County Council's website (<http://www.nottinghamshire.gov.uk/planning-and-environment/minerals-local-plan/new-minerals-local-plan>) A hard copy is available from the Planning Policy Business Unit.

For further information please contact Matthew Norton on Ext 5852 or Adrian Allenbury on Ext 5862

Kirsty Cole  
Deputy Chief Executive

**Draft NSDC Response to the Nottinghamshire Draft Minerals Local Plan Consultation**

**Question 1 - What do you think to the draft vision and strategic objectives set out in the plan?**

NSDC is supportive.

**Question 2 - What do you think of the draft strategic policy for sustainable development?**

NSDC is supportive.

**Question 3 - What do you think to the draft strategic policy for minerals provision?**

NSDC is supportive, particularly of 1.b.

**Question 4 - What do you think of the draft strategic policy for biodiversity led restoration?**

NSDC is supportive.

**Question 5 - What do you think of the draft strategic policy for climate change?**

NSDC is supportive.

**Question 6 - What do you think of the draft strategic policy for sustainable transport?**

NSDC is supportive.

**Question 7 - What do you think of the draft strategic policy for the built, historic and natural environment?**

In order to be thorough and consistent, it may be worth referring to the possible potential Special Protection Area (ppSPA) in paragraph 3.47. This is mentioned elsewhere in the document, including paragraph 2.13 and paragraph 5.47. Beyond this, NSDC is supportive.

**Question 8 - What do you think of the draft strategic policy for the Nottinghamshire Green Belt?**

NSDC is supportive.

**Question 9 - What do you think of the draft strategic policy for Mineral Safeguarding, Consultation Areas and associated minerals infrastructure?**

NSDC is supportive of the policy. However, Plan 4 appears to indicate that Minerals Safeguarding Areas include urban areas within Newark, Nottingham City, Mansfield and Ashfield. National guidance advises that urban areas should be included in safeguarding areas where necessary – the District Council does not believe that it is necessary in this case. It seems very unlikely that these urban areas will be used for minerals development in preference to other areas of Nottinghamshire.

**Question 10 - What do you think of the draft policy approach towards aggregate provision?**

It is welcomed that the figures on the future need for sand and gravel that are set out in the Issues & Options Consultation have been carried forward.

**Question 11 - What do you think of the draft site specific sand and gravel allocations?**

The extension of quarries at Langford Lowfields South and West and Langford Lowfields North is considered preferable to the identification of new extraction sites in Newark & Sherwood District. NSDC is therefore supportive.

**Question 12 - What do you think of the draft site specific Sherwood Sandstone allocations?**

NSDC is supportive.

**Question 13 - What do you think of the draft policy to meet expected crushed rock demand over the plan period?**

NSDC is supportive.

**Question 14 - What do you think to the draft policy regarding secondary and recycled aggregates?**

NSDC is supportive.

**Question 15 - What do you think of the draft site specific allocation for brick clay?**

NSDC is supportive. It is important that the impacts on residential amenity of the quarry in Kirton continue to be managed satisfactorily.

**Question 16 - What do you think of the draft site specific allocation for gypsum?**

The extension of Bantycok Quarry is considered preferable to the identification of new extraction sites in Newark & Sherwood District. NSDC is therefore supportive.

**Question 17 - What do you think of the draft policy to meet demand for silica sand over the plan period?**

NSDC is supportive.

**Question 18 - What do you think of the draft policy to meet demand for Industrial dolomite over the plan period?**

NSDC is supportive.

**Question 19 - What do you think to the draft policy to meet demand for building stone over the plan period?**

NSDC is supportive.

**Question 20 - What do you think of the draft policy relating to meet demand for coal over the plan period?**

NSDC is supportive.

**Question 21 - What do you think of the draft policy to meet demand for hydrocarbon minerals over the plan period?**

NSDC is supportive, but would emphasise the importance of a thorough and robust assessment of impacts on the environment and residential amenity.

**Question 22 - What do you think of the draft policy wording for DM1: Protecting local amenity?**

NSDC is supportive. Page 98 is a duplicate of page 88 and three paragraphs (5.5, 5.6 and 5.7) are missing.

**Question 23 - What do you think of the draft policy wording for DM2: Water resources and flood risk?**

NSDC is supportive.

**Question 24 - What do you think of the draft policy wording for DM3: Agricultural land and soil quality?**

NSDC is supportive.

**Question 25 - What do you think of the draft policy wording for DM4: Protection and enhancement of biodiversity and geodiversity?**

NSDC is supportive, and the reference to the ppSPA in paragraph 5.47 is welcomed.

**Question 26 - What do you think of the draft policy wording for DM5: Landscape character?**

NSDC is supportive.

**Question 27 - What do you think of the draft policy wording for DM6: Historic environment?**

NSDC is supportive, and the references to the archaeological resource area at South Muskhams in paragraph 4 of the policy and paragraph 5.78 are welcomed.

**Question 28 - What do you think of the draft policy wording for DM7: Public access?**

NSDC is supportive.

**Question 29 - What do you think of the draft policy wording for DM8: Cumulative impact?**

NSDC is supportive.

**Question 30 - What do you think of the draft policy wording for DM9: Highways safety and vehicle movements/routeing?**

NSDC is supportive.

**Question 31 - What do you think of the draft policy wording for DM10: Airfield safeguarding?**

NSDC is supportive.

**Question 32 - What do you think of the draft policy wording for DM11: Planning obligations?**

NSDC is supportive.

**Question 33 - What do you think of the draft policy wording for DM12: Restoration, after-use and aftercare?**

NSDC is supportive.

**Question 34 - What do you think of the draft policy wording for DM13: Incidental mineral extraction?**

NSDC is supportive.

**Question 35 - What do you think of the draft policy wording for DM14: Irrigation lagoons?**

NSDC is supportive.

**Question 36 - What do you think of the draft policy wording for DM15: Borrow pits?**

NSDC is supportive.

**Question 37 - What do you think of the draft policy wording for DM16: Associated industrial development?**

NSDC is supportive.

**Question 38 - What do you think of the draft policy wording for DM17: Mineral exploration?**

NSDC is supportive.



## **ECONOMIC DEVELOPMENT COMMITTEE**

**12 SEPTEMBER 2018**

### **LOCAL DEVELOPMENT FRAMEWORK PROGRESS REPORT**

#### **1.0 Purpose of Report**

1.1 To update Members on the progress of the various elements of the Local Development Framework (LDF) contained within the Local Development Scheme (LDS) timetable and to propose amendments to the timetable to address the issues that have arisen as part of the Amended Core Strategy Examination.

#### **2.0 Background Information**

2.1 The current LDS was adopted by Full Council on 11 July 2017 and came into force on 12 July 2017. Full Council adopted the LDS to ensure that the Amended Core Strategy could be submitted for Examination in September 2017. As reported to 20 June meeting, the Amended Core Strategy DPD (ACS) was submitted for examination on 29 September 2017 in line with the Local Development Scheme. The Planning Inspectorate appointed Inspector Mr. Paul Griffiths BSc (Hons) BArch IHBC to carry out the Examination process.

2.2 The Examination Hearings took place on 1 and 2 February 2018. The Inspector identified a small number of issues where he believed that the Council need to make modifications to the Plan to make the Plan sound. The Inspector has however following consideration (and several exchanges of correspondence) of the Gypsy & Traveller Accommodation Assessment (GTAA) concluded that a new assessment will need to be undertaken.

2.3 A recent ruling by the European Court on the process of ensuring that plans and programmes do not have adverse impact on a protected European habitat has also impacted on the ACS. This required the production of an Appropriate Assessment, which has subsequently been submitted to the Planning Inspector.

#### **3.0 Progress**

3.1 Following the submission of the Appropriate Assessment the Planning Inspector has indicated that the proposed Main Modifications which he requires to make the Plan sound are acceptable for consultation. Subsequently the District Council commenced consultation on the proposed Main Modifications for a period of just over six weeks from 8 August until 21 September 2018. In addition to the consultation on the Main Modifications the Council is also consulting on the following:

- a number of minor modifications/clarifications along with the Appropriate Assessment;
- An assessment of the impact of the Main Modifications and the Minor Modifications/Points of Clarification on the Integrated Impact Assessment & HRA; and
- Appropriate Assessment.

3.2 Once this process is concluded the Inspector will consider any responses on the Main Modifications and any comments on the Appropriate Assessment and prepare his Inspectors Report.

#### 4.0 **Amendments to the LDS**

4.1 The Local Development Scheme will need to be updated both to reflect the recent progress on the examination of the ACS and the requirement to undertake a new GTAA as part of the Allocations & Development Management DPD. The following dates are proposed for the remaining stages of the ACS:

- Consultation on Main Modifications (August/September 2018)
- Receipt of Inspector's Report (November 2018)
- Adoption and Publication (December 2018)

4.2 The Council have appointed consultants to undertake the GTTA and it is estimated that given the need to undertake significant survey work this will take 9 months to complete. It is proposed to undertake the production of the Plan in two phases with an initial Issues Paper consultation in January 2019 focusing on an outline approach to Gypsy & Traveller policy and call for sites. This consultation will also allow the Council to consult on amendments to Development Management Policies which will need to be in line with the recently published National Planning Policy Framework and update the position in relation to the various existing allocations and identifying Opportunity sites. Once the GTAA is completed a further stage of consultation will be undertaken in June/July 2019. The proposed timetable for production is set out in the table below:

<b>Amended Allocations &amp; Development Management DPD</b>
<b>Issues Report (January/Feb 2019)</b> Review of Development Management Policies, updated sites position, outline approach to Gypsy & Traveller policy and call for sites
<b>Options Report (July/August 2019)</b> Detailed Approach to Gypsy & Traveller policy and allocations
<b>Publication of Draft DPD (and final Integrated Impact Assessment) for period of Public Representation (October/November 2019)</b> Consideration of representations and any potential amendments
<b>Submission of DPD to Secretary of State (January 2020)</b> Examination by Inspector <b>(May 2020)</b>
Consultation on <b>Main Modifications (July/August 2020)</b> Receipt of <b>Inspector's Report (October 2020)</b>
<b>Adoption and Publication (November 2020)</b>

4.3 It is also proposed that production of two updated Supplementary Planning Documents (SPD) will be consulted upon over the next year as a priority. The table overleaf sets out timetables for updating the Developer Contributions & Planning Obligations SPD and the Affordable Housing SPD. A proposed timetable of the Newark Gateway Master Plan, to be incorporated as an SPD as set out elsewhere in the Committee Agenda is also included. Further SPDs will be updated or developed to assist in the implementation of the various elements of the Development Plan once the Allocations & Development Management DPD has been adopted.

<b>SPD Timetable</b>	
Developer Contributions & Planning Obligations SPD	Consultation: January/February 2019 Adoption: March 2019
Affordable Housing SPD	Consultation: June/July 2020 Adoption: September 2020
Newark Gateway Master Plan SPD	Consultation: Sept/Oct 2020 Adoption: November 2020

## **5.0 Impact on Budget/Policy Framework**

5.1 The Constitution gives responsibility to Economic Development Committee for agreeing the update of the Local Development Scheme.

## **6.0 RECOMMENDATIONS that:**

- (a) **Committee note progress towards meeting the timetable of the adopted Local Development Scheme;**
- (b) **Committee agree to amend the Local Development Scheme to reflect the proposed approach set out in Section 4 of the report; and**
- (c) **the amended Local Development Scheme comes into force on 13 September 2018.**

## **Reason for Recommendations**

**To comply with the Planning and Compulsory Purchase Act 2004 and amending regulations.**

## **Background Papers**

Local Development Scheme July 2017.

For further information please contact Matthew Norton on Ext 5852

Kirstin H Cole  
Deputy Chief Executive

## **ECONOMIC DEVELOPMENT COMMITTEE**

**12 SEPTEMBER 2018**

### **CONSERVATION AREA REVIEW**

#### **1.0 Purpose of Report**

- 1.1 To advise the Committee on the Conservation Team's proposals to review the District's Conservation Areas (CAs).
- 1.2 For Committee to note that a future project developing online access to items at the resource centre at the Brunel Drive depot will be progressed at a later date.

#### **2.0 Background Information**

- 2.1 The power to designate CAs falls under the Planning (Listed Buildings and Conservation Areas) Act 1990 (the 'Act'). Section 69 (1) states: "Every local planning authority— (a) shall from time to time determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance, and (b) shall designate those areas as conservation areas". The first CAs were designated in 1967 under the Civic Amenities Act and there are now over 9,000 CAs in England. They are designated for their special architectural and historic interest. An area may warrant designation if, for example, it has an historic layout of streets, or a grouping of historic buildings that reflect the materials and style of the region. It may also be an area reflective of a particular historical time period, or it could be that the relationships between buildings and spaces create a unique historic environment. There are many different types including the centres of our historic towns and cities, model villages and planned housing estates, 18<sup>th</sup> and 19<sup>th</sup>-century suburbs, country houses set in their historic parks and historic transport links and their environs, such as stretches of canal.
- 2.2 Most CAs are designated by the Council as the local planning authority. Historic England can designate CAs in London, where they have to consult the relevant London Borough Council and obtain the consent of the Secretary of State for National Heritage. The Secretary of State can also designate in exceptional circumstances - usually where the area is of more than local interest.
- 2.3 Designation is a Land Charge and affects property owners. Designation does not prevent change, but enables the Council to positively manage and protect areas from neglect, decay or inappropriate development. Typically, if you live in or run a business from a property in a CA, you may need permission from the Council before making alterations such as external cladding, inserting windows, installing satellite dishes and solar panels, adding conservatories or other extensions, laying paving or building walls. As the Council can change the types of alterations that need permission by making an Article 4 Direction, property owners are encouraged to contact the Council before making arrangements to start any work. In addition, property owners in CAs are required to notify the Council if they are thinking of cutting down a tree or doing any pruning work. Demolition or substantial demolition of a building within a CA will usually require permission from the Council.

- 2.4 The Council has a legal duty to review existing CAs from time to time in accordance with Section 69(2) of the Act. The special interest of areas designated many years ago may now be so eroded by piecemeal change or by single examples of poorly designed development that parts of the area may no longer have special interest. In such cases, boundary revisions will be needed to exclude them or, in exceptional circumstances, reconsideration of the CA designation as a whole. Conversely, the existing boundary may have been drawn too tightly, omitting areas now considered of special interest such as historic rear plots with archaeological potential, later phases of development (such as more recent housing), or parks, cemeteries and historic green spaces. In such cases the existing boundary may need to be extended.
- 2.5 In undertaking the review of the CA, it is usual to publish a draft CA Appraisal document in accordance with advice and guidance contained within the Historic England document 'Conservation Area Designation, Appraisal and Management: Historic England Advice Note 1'. Local communities may be involved in many ways with CAs, not only by consultation of both communities and owners, obviously important in achieving support, but by proactive assistance in identifying the general areas that merit conservation area status and defining the boundaries, therefore adding depth and a new perspective to the local authority view.
- 2.6 In addition, Section 71 of the Act places on local planning authorities the duty to draw up and publish proposals for the preservation and enhancement of CAs in their districts. Regularly reviewed appraisals identifying threats and opportunities can be developed into a management plan, which can in turn channel development pressure to conserve the special quality of the CA. Both areas in relative economic decline and those under pressure for development can benefit from management opportunities that promote beneficial change.
- 2.7 There are currently 47 conservation areas in Newark & Sherwood District. Newark was the first designation in 1968. The Council currently has 15 CA Appraisals in total, although some of these are now of some age and might only be regarded as background documents (albeit still useful). The last formal review of a CA was Thurgarton in 2008.
- 2.8 It is desirable to maintain a continuous programme of CA reviews, noting the general duty within section 69 of the Act to designate new areas and review past designations. In addition, various local and parish councils have approached the Conservation Team in the recent past to request a review of their areas, including Edwinstowe, Halam, Balderton, Halloughton and Norwell for example. Some of the existing Appraisals such as Southwell and Collingham require an update furthermore due to the impact of development and new research on the significance of that area (in the case of Southwell, for example, the Appraisal would benefit from the addition of the local community project work on archaeological interest as expressed in their 'archaeological core' mapping). Others require a comprehensive review. However, when considered strategically, we feel that our focus to begin with should be CAs at risk (including through development pressure). In this regard, we feel that Newark and Ollerton should be a priority for boundary review and publication of a draft Appraisal with Management Plan. Both settlements are identified as being at risk on the national CA 'at risk register'. Considerable work has already been undertaken towards a draft Newark Appraisal furthermore, and as officers, we have already discussed potential boundary changes to consider, such as whether Northgate benefits from remaining in the Newark CA, and whether further historic housing stock might be considered for inclusion. However, we are open-minded about these issues and plan to run a comprehensive public consultation including a public meeting.

## Brunel Drive Archive Material

- 2.9 The Resource Centre based at the depot on Brunel Drive stores the bulk of the museum's collection. The purpose built facility holds over 87,000 objects and archive materials in climate controlled conditions. Within the collection are over 20,000 historic photographs. Limited digitisation of the whole collection is ongoing. The Resource Centre is open to the public by appointment.

### **3.0 Proposals**

- 3.1 Our proposal is to fully review the District's CAs, and in due course, amend/designate CAs and publish associated CA Appraisal documents. The work will involve comprehensive public consultation using the approach set out in the Statement of Community Involvement in relation to developing Supplementary Planning Documents. This includes 6 weeks of public consultation and engagement with interested stakeholders such as Civic Societies and local history groups.
- 3.2 Specifically, over the next 3 years we will review Newark, Ollerton, Edwinstowe and Southwell CAs.
- 3.3 In addition, within the next 3 years, it is our intention to publish designation statements for all 47 areas. The designation statements will provide factual information on the date of designation and include a summary of interest. This is a useful process for us insofar as it provides a context for priorities in preparing appraisals and boundary reviews. It also provides a useful interim resource for developers and stakeholders. The preparation of these statements is not too resource intensive, but does allow us to conduct a reasonably effective review of all the CAs and then draw up a schedule of priorities in terms of appraisal writing and boundary reviews. There are a small number of villages which might also be considered for designation, including the estate villages of Winkburn and Budby, as well as attractive settlements with distinctive historic cores such as Halam and Langford.

## Digitisation Project

- 3.4 Committee is to note that whilst there are currently limited resources to progress a more comprehensive and audience focused digitisation project of the Museum's collection that this will be taken forward in the future, including where appropriate, funding bids.

### **4.0 Equalities Implications**

- 4.1 In carrying out the Council's legal duty under section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990, there are no specific equalities implications for the District Council when designating or reviewing conservation areas. However, in accordance with the duty to publish management proposals within the affected area and the benefit of wide ranging public engagement, appropriate consideration will need to be given to consultation strategies, public meetings and access to documents (also in accordance with public expectations for consultation as set out in the Statement of Community Involvement). As such, before we start the programme of review, the Conservation Team will undertake an equalities initial assessment in accordance with the Council's Equalities Checklist. Consultation reports will also be published alongside each Appraisal setting out how, amongst other things, access and equality has been considered.

## **5.0 Impact on Budget/Policy Framework**

- 5.1 The Conservation Team expects no budget impact in this case. A new Conservation Officer is due to join in October 2018, increasing our capacity to undertake conservation area reviews. In addition, the number of planning applications received by the Council is not likely to change significantly as a result of this work. It is possible that increased reporting of enforcement matters might occur, but it is considered that current provision exists within the Planning Team to deal with this.
- 5.2 There are no budget impacts with the digitisation project as this is for information only. This will have potential budget implications in future.

## **6.0 Comments of Director**

- 6.1 It is desirable to maintain a continuous programme of CA reviews, noting the general duty within section 69 of the Act to designate new areas and review past designations. There are currently 47 conservation areas in the district of Newark and Sherwood. Newark was the first designation in 1968. The Council currently has 15 CA Appraisals in total, although some of these are now of some age and might only be regarded as background documents (albeit still useful). The last formal review of a CA was Thurgarton in 2008.
- 6.2 As for the digitisation of the archived material at the Resource Centre, whilst it would be of benefit to have elements of the 'unseen' collection online, the vast quantity of archived material, as stated in 2.9 above, makes digitisation a very long process and resource intensive. This process, therefore, needs to be evaluated against other priorities within the service; namely, the continued improvement to the permanent exhibitions in the NCWC, signage and the ongoing work in relation to the wider Castle Gatehouse scheme

## **7.0 RECOMMENDATIONS that:**

- (a) **the Conservation Team be given delegated authority to undertake the Conservation Area review work. Updates will be given to the Committee bi-annually, as well as reports at the appropriate time to designate/amend Conservation Areas and adopt the associated Appraisal; and**
- (b) **that a future project developing online access to items at the resource centre at the Brunel Drive depot will be progressed at a later date when resources permit be noted.**

### **Reason for Recommendations**

**To enable officers to carry out the Council's legal duties in respect of section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990.**

Background Papers - Nil

For further information please contact Oliver Scott on Ext 5847.

Matt Lamb  
Interim Director

## ECONOMIC DEVELOPMENT COMMITTEE

12 SEPTEMBER 2018

### THINK BIG LOAN FUND

#### 1.0 Purpose of Report

- 1.1 To provide an update for the Policy Monitoring Group regarding the Growth Investment Fund (Think BIG).
- 1.2 To recommend the closure of the Loan Fund.

#### 2.0 Background Information

- 2.1 The loan fund was introduced during 2012/13 in order to provide small businesses in the district that could not, because of the reluctance of traditional lenders to lend to small businesses which was partly the outcomes of the economic crisis. The loan fund has, since inception, approved a number of qualifying loans which have been drawn down by businesses to enable growth and the majority of these businesses have repaid the initial loan and are now financially independent. This independence, together with the improvement in availability of funding from traditional sources has meant that there has been a significant decline in applications for loans from the fund in the past 12 months. In the first 4 months of this year, to 31 July 2018, there have been no loans awarded.
- 2.2 17 loans have been drawn since the fund was established in December 2012 and at present has achieved a net increase in fte jobs created of 111. The jobs created figure does vary as businesses re-structure and find new markets/products. Since the commencement of the loan fund 2 businesses have received additional loans from the fund in order to support further growth although these have not been included in the calculation of loans drawn down as they were for the same business. 3 loans have been repaid and losses are expected in respect of 2 loans.
- 2.3 Since inception, £1,457,967 has been loaned to local businesses. The total gross costs of operating the scheme have been £421,138 and income earned of £209,065. The net cost to the fund to 30 June 2018 is therefore £212,073, or 14.55% of loans awarded. This is a disproportionately high cost and will further increase following the potential write offs of further loans (2.4 below)

A12506	Growth Investment Fund	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	Total
	Think Big Fund Balance B/f	1,294,842.80	1,877,074.01	1,574,175.33	1,416,740.51	1,217,270.63	1,151,782.11	1,202,641.76	
	<b>Contribution to the fund</b>								
	From other balances	705,157.20	12,766.88						
	<b>Costs</b>								
	Professional Services	70,691.46	37,978.09	62,758.54	54,171.21	61,684.59	66,817.39	10,492.35	364,593.63
	Internal Charges	6,502.84	2,456.46	2,705.28	3,192.11	6,129.38	602.56	0.00	21,588.63
	Bank Charges from Streets		74.00	31.80	29.40	28.00	24.20	5.40	192.80
	Loan Write Offs						34,763.74		34,763.74
	<b>Total running costs of the scheme</b>	<b>77,194.30</b>	<b>40,508.55</b>	<b>65,495.62</b>	<b>57,392.72</b>	<b>67,841.97</b>	<b>102,207.89</b>	<b>10,497.75</b>	<b>421,138.80</b>
	<b>Income</b>								
	Fees charged	-125.00	-6,575.00	-9,250.00	-10,464.00	-14,850.00	-11,650.00	-3,250.00	-56,164.00
	Interest	-799.88	-17,751.22	-33,207.38	-36,890.21	-35,040.81	-21,179.34	-8,032.31	-152,901.15
	<b>Total Income</b>	<b>-924.88</b>	<b>-24,326.22</b>	<b>-42,457.38</b>	<b>-47,354.21</b>	<b>-49,890.81</b>	<b>-32,829.34</b>	<b>-11,282.31</b>	<b>-209,065.15</b>
	<b>NET Costs of the scheme</b>	<b>76,269.42</b>	<b>16,182.33</b>	<b>23,038.24</b>	<b>10,038.51</b>	<b>17,951.16</b>	<b>69,378.55</b>	<b>-784.56</b>	<b>212,073.65</b>
	<b>Loans</b>								
	Amounts loaned out	50,500.00	370,000.00	297,500.00	368,762.53	210,000.00	161,205.45	0.00	1,457,967.98
	Principal Repaid	-3,843.43	-70,516.77	-163,103.42	-179,331.16	-162,462.64	-247,260.70	-35,756.20	-862,274.32
	Principal write off						-34,763.74	0.00	-34,763.74
	Write off debtor discrepancy from 2012/13						580.79	0.00	580.79
	<b>NET Loan Balance</b>	<b>46,656.57</b>	<b>299,483.23</b>	<b>134,396.58</b>	<b>189,431.37</b>	<b>47,537.36</b>	<b>-120,238.20</b>	<b>-35,756.20</b>	<b>561,510.71</b>
	Balance c/f	1,877,074.01	1,574,175.33	1,416,740.51	1,217,270.63	1,151,782.11	1,151,782.11	1,202,641.76	



## 2.4 Summary of Risk Status

Monitoring Status	Original Loan	%	Amount outstanding		Number of Loans
			£	%	
RED	290,000	32.7	275,093	49.0	2
AMBER	101,205	11.4	86,467	15.4	1
GREEN	496,262	55.9	212,037	37.8	7
<b>Total</b>	<b>887,467</b>	<b>100.0</b>	<b>561,510</b>	<b>102.2</b>	<b>10</b>

### **RED Risk:**

**Case 1)** Original Loan £40,000 in 2014: the business has faced difficult times and has closed. We have a charge over the property which will either be sold or converted into a residential house and a new mortgage obtained to repay our loan. The building was declared an Asset of Community Value and there is a community bid being developed to buy the building. Once the building is sold, NSDC have second charge behind Barclays for the mortgage and so there is sufficient equity that this will clear the outstanding amount.

**Case 2)** Original Loan £250,000 in 2015: this business has gone into administration. Discussions have been ongoing with the personal guarantors, although no significant progress has been made. The offer currently available is to repay £34,000 as a lump sum in final settlement for a £150,000 personal guarantee. There is very little equity in the circumstances of the individual and it is important that they can continue to earn, rather than declaring bankruptcy. A compromise solution may be to accept this payment and add in legal conditions surrounding further repayments in future years with an annual review taking place.

**Case 3)** A loan of £50,000 was made in 2015 to help an experienced restaurant owner re-open a former restaurant in a popular location in Newark. A further loan of £50,000 was made in 2017 to help establish a Fish & Chip shop restaurant in the town. The decline in restaurant trade in recent months has led to the first restaurant being closed. The loan is currently being restructured at £88,000 and repayments have been suspended until trade picks up, hopefully in the autumn. Whilst NSDC would have debenture and personal guarantee security there is a risk of loss and the business is being monitored closely.

One loan has now been written off by the Section 151 Officer. The original loan was for £50,000 in 2013: net Loss of £23,337. The business has gone into liquidation with minimal assets. Personal guarantees were pursued but have not resulted in any further repayments. The individuals concerned have declared insolvency and the loss has now been written off by NSDC Finance Team.

## 2.5 Monitoring Processes

The advisers to the Think Big Loan Fund have been carrying out the following monitoring procedures:

Each business granted a loan participates in a quarterly monitoring review meeting with the Business Analyst. This allows the Panel to identify any issues at an early stage. The Payment Services provider, Street UK advises the Economic Growth Team if any repayments are missed and contact is made with the business to determine the reason. Investment Panel members are advised and the Business Analyst will visit and report as necessary. On several occasions the Panel has assessed the working capital position of the business and agreed to defer repayments to help the business through cash flow issues.

The involvement of our Business Analyst has increased the confidence of banks who then agree to increased overdraft and loan facilities. 15 businesses have successfully secured traditional lending facilities following support from the Business Analyst acting for the Loan Fund.

In cases where a business is unable to survive we have a Recovery Process to work with the Administrator or liquidator. The process includes the internal legal team and the Investment Panel in discussion as to the appropriate legal recovery action. Processes are reviewed for the whole monitoring process on a regular basis in the light of experience gained.

## 2.6 Further Developments in the Regional Funding Market

The **Midlands Engine Investment Fund of £250m** has now been set up to fund businesses across the East and West Midlands. It will be important to make businesses in the district aware of the opportunity and how the Growth Investment Fund could be used to fill gaps and give support. The Economic Growth Team of the Council will provide support to businesses in applying for this source of investment and loan funding.

## 3.0 Proposals

- 3.1 In Autumn 2017, a review of the Loan Fund concluded that the Fund should continue to operate with ongoing review. The self-sufficiency of businesses, however, and the availability of other sources of funding now available to businesses in the district, means that the loan fund is no longer required as an additional option of support to businesses. The costs for the administration of the fund can therefore be considerably reduced and existing loans monitored through the Economic Growth Team rather than the Business Analyst and then Loan Fund Panel can also be disbanded. The Economic Growth Team will also provide advice and support to local businesses in bidding for the Midlands Engine Investment Fund.

## 4.0 Equalities Implications

- 4.1 There are no negative equality implications with applications to other funding sources being monitored and supported through the Economic Growth Team.

## 5.0 Impact on Budget/Policy Framework

- 5.1 As at 30 June 2018 the Council has £561,510.71 in loans outstanding. The Council originally set aside £2.013m during 2012/13 and 2013/14 into a reserve to fund the scheme. This amount included any costs for the running costs and bad debts, should they occur.

- 5.2 To date, net costs totalling £212,073.65 have been incurred in running the scheme, which includes £34,763.74 for a debt written off during 2017/18.
- 5.3 There is further likelihood (as set out in 2.4 above) of non-collection of cash to the value of £275,093. The balance remaining on the reserve, should these debts be written off, would be £1.526m.
- 5.4 Included in the professional costs £66,817.39 in 2017/18 (table in 2.3 above), are fees of £4,398.63 paid to an external agency for the administration of payments and receipts from the fund. Interest and fees on the loans during 2017/18 totalled £32,829.34. This cost of administration will continue until the last loan is repaid which is currently expected to be August 2021 (unless a payment holiday is agreed). The interest and fees will be reduced annually as the loans are repaid. This will be built into the budget process for 2019/20.
- 5.5 Closing the fund will release the **£1.526m** in reserves to fund other strategic priorities.

## **6.0 Comments of Director – Resources/Deputy Chief Executive**

- 6.1 The Growth Investment Fund (Think Big) was set up in 2012/13 to provide a “last resort” funding option for small businesses and was partly a response to the lack of confidence of the traditional banks to provide loan facilities to small businesses with low (or no) credit rating.
- 6.2 The fund has run successfully over this period and has, to some extent, met its primary objective of supporting small local businesses to establish and grow over time. The landscape today, however, is very different from what it was in 2013/14; supported businesses have become financially independent, banks have become more confident in lending to small business that can present a good business case and the Midlands Engine Investment Fund of £250m has now been set up to fund businesses across the East and West Midlands.
- 6.3 The Loan Fund has not been fully prescribed and for the first quarter of this financial year, no loans have been granted. The Fund however continues to incur professional, advisory, fees on a monthly basis. In addition, there is a high probability that there will be a further need to write off about £270K later in this financial year.
- 6.4 The Council continues to face the challenges of maintaining sustainable general fund services and providing funding for its key projects. The Council’s Medium Term Financial Plan, Commercial strategy and Investment Plan require all services to be regularly reviewed to ensure value for money. The Think Big Loan Fund has met its purpose and for the reasons set out in this report no longer provides value and the £1.526m which is held in the reserve can be better applied to the other strategic priorities of the Council

## **7.0 RECOMMENDATIONS**

**It is proposed that the Policy Monitoring Group support the following recommendations:**

- a) that the Think BIG Loan is closed to new applications and existing loans are monitored through the Economic Growth Team; and**

- b) that the Economic Growth Team signpost small local businesses to the Midlands Engine Fund and other sources of financial and business support and wherever possible support businesses to submit applications for funding.**

Reason for Recommendations

Other financial support is now available to businesses in the District

Background Papers

None

For further information please contact Julie Reader-Sullivan on ext 5258

Sanjiv Kohli  
Director – Resources/Deputy Chief Executive

## **ECONOMIC DEVELOPMENT COMMITTEE**

**12 SEPTEMBER 2018**

### **NEWARK GATEWAY FIRST STAGE MASTERPLAN REPORT**

#### **1.0 Purpose of Report**

- 1.1 To advise members on the outcomes of the Newark Gateway First Stage Masterplan report completed in July 2018.

#### **2.0 Background Information**

- 2.1 This Masterplan research and report was supported financially through the Nottinghamshire Pre-Development Fund (NPDF). Following an application process from all Districts and Boroughs within the County, Newark & Sherwood District Council were successful in receiving financial support for a Feasibility Study relating to Ollerton Hall, Ollerton; a feasibility study relating to the Buttermarket in Newark and the Newark Gateway First Stage Masterplan.
- 2.2 This aim of Masterplan is to provide a framework for the development of the area of Newark extending from Newark Castle Station to the Cattle Market island in the longer term. It takes into account issues and potential road developments in this area. Further work may be undertaken relating to specific recommendations within this report and proposals will be presented to a future Committee meeting.
- 2.3 With a population just over 37,000, Newark is the largest urban area within the district of Newark & Sherwood. Newark is in close proximity to three important road corridors, the A617, A46 and the A1. The town is 21 miles from Nottingham, 37 miles from Derby and 38 miles from Leicester.
- 2.4 Newark & Sherwood District Council wants Newark to flourish, capitalising on the town's existing assets. This Gateway into Newark, along the Great North Road, provides the main multi-modal access into the town for a significant population within the East Midlands, including those residents living to the north and west of the town. It is also one of the major access routes into the town from the primary and Strategic Road Network. The importance of this Gateway relates not only to it being one of the main movement corridors, but also as one of the routes with the most cultural and heritage opportunities, with vistas of the town's skyline and Newark Castle provided from the Great North Road.
- 2.5 This first stage masterplan seeks to establish a flexible framework which provides for the redevelopment of the key land parcels in this important gateway to the town, recognising the important cultural and historic assets and providing high quality infrastructure and opportunities for economic growth. The masterplan will ensure that a transformational approach to development is achieved, creating the jobs for the future and providing a catalyst for further regeneration opportunities across the Gateway area to be achieved.

#### **3.0 Proposals**

- 3.1 The Masterplan strategy focuses on four interlinked structuring elements as identified over:

**1. Quality Accessible Environment.**

Public realm and landscape interventions are identified across the Gateway to provide an attractive environment and welcoming entrance to the town centre. Four interventions are identified within the masterplan which will help guide and facilitate a quality environment within which new development will be accommodated.

**2. Appropriate New Land Uses.** A mix of uses for the Gateway area must support and complement the role, function and character of the town centre. The town centre already benefits from a good mix of retail, leisure, cultural and community uses and a key objective of the masterplan is to make the most of the uses currently present – identifying how, through appropriate new land uses, the existing offer can be supported and diversified.

**3. Development Opportunities with Flexible Phasing.**

There are a number of sites which have been identified and can be brought in a phased approach within the Gateway area to provide flexibility to delivery. The purpose of identifying flexible phasing is to allow new land uses to come forward on key sites when market conditions allow or are considered appropriate, to facilitate regeneration of Newark Gateway without being reliant on a single area to deliver the whole.

**4. Masterplan Design Principles.** Making sure that the design and implementation of development reflects the importance of the location and the attractiveness of the town centre. This will create a positive first impression of Newark for those arriving by train, bus and car.

- 3.2 The full report is available in the **Additional Documents Pack** and over is a summary table of the proposals. The full report will help inform the development of more detailed planning policy to be included within the amended Allocations & Development Management Development Plan Document (SPD). It is also proposed that the Masterplan could in due course be adopted as a Supplementary Planning Document once the Allocations & Development Management DPD is replaced. This approach is reflected in the report on the Local Development Scheme under consideration elsewhere on the Agenda for this meeting.
- 3.3 It is also proposed that specific elements of the Masterplan which require further work will be investigated and where appropriate will be presented to future meetings of the Committee.

DEVELOPMENT OPPORTUNITY / PUBLIC REALM INTERVENTION	POTENTIAL USE	INDICATIVE DEVELOPMENT AND POTENTIAL LINKAGE WITH PUBLIC REALM IMPROVEMENTS	OWNERSHIP
Former Highways Depot	Hotel accommodation.  Flexible business accommodation	Potential for a small-medium sized hotel of circa 80-bedrooms, with parking for coaches.  Potential for business accommodation to include offices, incubator and grow-on space and workshops for SMEs.  Internal pedestrian and cycle linkage to existing routes.	Public
Eastern Edge	Flexible business accommodation.	Potential for business accommodation to include offices, incubator and grow-on space and workshops for SMEs.  Existing area of Council car parking to be retained and expanded as a shared facility.  Internal pedestrian and cycle linkage to existing routes.	Public
Northern edge of the Lorry Park	Business Park.	Business accommodation to include offices, incubator and grow-on space and workshops for SMEs.  Internal pedestrian and cycle linkages to existing routes.	Public
Livestock Market and Lorry Park	Livestock Market and Lorry Park (retained operation)  Future potential for flexible business accommodation	Livestock Market and Lorry Park to be retained until such a time that an extension to the proposed Business Park can come forward (and subject to re-location of Livestock Market and Lorry Park).  Potential for business accommodation to include offices, incubator and grow-on space and workshops for SMEs.  Internal pedestrian and cycle linkages to existing routes.	Private
Station and Riverside	Environmental improvements.  Commercial and leisure activities.	Environmental improvements to enhance the area's attractiveness as an important gateway into the town centre.  Potential commercial and leisure activities along the River Trent corridor.	Public / Private
Millennium Bridge Link	Pedestrian and cycle link across railway line.	Potential new Millennium Bridge link providing a secondary pedestrian and cycle connection across the railway line, via the Millennium Bridge.	Public / Private

ISSUES AND OBSTACLES	OUTLINE PROCESS FOR IMPLEMENTATION – ACTIONS FOR NEWARK & SHERWOOD DISTRICT COUNCIL
<p>Potential use(s) subject to agreement with the Environment Agency on their suitability on a site in Flood Zones 2 and 3.</p> <p>Lime trees along the Great North Road to be retained.</p>	<ul style="list-style-type: none"> <li>• Engagement with hotel operators to establish level of interest.</li> <li>• Development Brief.</li> <li>• Dialogue with Nottinghamshire County Council re finance/ funding options for delivery.</li> <li>• Disposal of site.</li> </ul>
<p>Existing culvert to be retained and incorporated as part of a linear park with pedestrian and cycle links.</p> <p>Business accommodation dependent on market demand.</p>	<ul style="list-style-type: none"> <li>• Identify internal/external funding for further scheme development underpinned by a market needs study and site surveys.</li> <li>• Develop business plan to support a future grant application to D2N2 LEP to assist with bridging viability gap.</li> <li>• Identify other sources of match funding including S106, CIL Reg 123 List, and Capital Reserves.</li> </ul>
<p>Redevelopment of the site must ensure the continued operation of the adjacent Lorry Park.</p> <p>The Old Trent Dyke is to be retained and incorporated within a wider network of SuDS along the northern edge.</p> <p>Lime trees along the Great North Road to be retained.</p>	<ul style="list-style-type: none"> <li>• Lorry Park will continue to operate on-site.</li> <li>• Initial phase of development to provide business accommodation along the northern-most (currently undeveloped) edge, with the Lorry Park continuing to operate on-site.</li> <li>• Establish whether an alternative site is available and suitable to re-locate the Lorry Park.</li> <li>• Following the identification of a suitable alternative site for the Lorry Park, prepare a development brief.</li> <li>• Marketing and disposal of site.</li> </ul>
<p>Land in public ownership.</p> <p>A site is to be made available for the re-location of the Livestock Market and Lorry Park in advance of any re-development of the site.</p> <p>Lime trees along the Great North Road to be retained.</p>	<ul style="list-style-type: none"> <li>• Livestock market and Lorry Park will continue to operate on-site.</li> <li>• Work with the District Council to establish whether an alternative site could accommodate a re-located Livestock Market and Lorry Park.</li> <li>• Following the identification of a suitable alternative site for the Livestock Market and Lorry Park, work with the District Council to bring forward a suitable development brief.</li> <li>• Bring forward the site as a development opportunity.</li> </ul>
<p>Any commercial and/or leisure activities must be able to demonstrate that no harm will be caused to the physical and natural environment of the River or to adjacent heritage assets, including Newark Castle.</p>	<ul style="list-style-type: none"> <li>• Engage with landowners to establish timescales for delivering commercial and leisure activities and environmental improvements, potentially as a 'quick-win'.</li> <li>• Development of a planning brief for the area, signifying the development and public realm opportunities.</li> </ul>
<p>Millennium Bridge link subject to securing funding potentially through Local Enterprise Partnership (LEP).</p> <p>Negotiations required with Network Rail to establish a pedestrian and cycle link across the railway line.</p>	<ul style="list-style-type: none"> <li>• Seek funding for Millennium Bridge Link potentially through LEP.</li> <li>• Delivery of Millennium Bridge Link.</li> </ul>

#### 4.0 **Equalities Implications**

4.1 There are no negative equality implications with this report.



## **5.0 Impact on Budget/Policy Framework**

5.1 There is no impact on Budget at this stage. The outcomes will be further developed and a proposal presented to the Committee for inclusion in the Local Plan.

## **6.0 Comments of the Business Manager - Planning Policy**

6.1 The Planning Policy Business Unit has worked alongside colleagues in Economic Growth to develop the Masterplan and as set out at paragraph 3.2 it is proposed that this will inform the development of a policy in the Allocations & Development Management DPD. It is also proposed that, in due course, once the DPD policy is adopted, the Masterplan be adopted as a Supplementary Planning Document providing detailed guidance to help manage future development in the gateway area. This approach is reflected in the report on the Local Development Scheme under consideration elsewhere on the Agenda for this meeting.

## **7.0 RECOMMENDATIONS that:**

- (a) the Newark Gateway First Stage Masterplan report be accepted;**
- (b) the proposed approach to integrating the findings into the Local Development Framework as set out at paragraph 3.2 are approved; and**
- (c) further research proposals may be presented to the Committee relating to specific elements of the Gateways to Newark proposals.**

### **Reason for Recommendations**

To provide strategic direction relating to the development of Gateways to Newark

### **Background Papers**

The full report is available in the Additional Documents Pack

For further information please contact Julie Reader-Sullivan on ext 5258

Sanjiv Kohli  
Director – Resources/Deputy Chief Executive

## **ECONOMIC DEVELOPMENT COMMITTEE**

**12 SEPTEMBER 2018**

### **NEWARK BEACON – BUSINESS INNOVATION CENTRE**

#### **1.0 Purpose of Report**

1.1 To update Members on progress towards the transfer of the Newark Beacon Business Innovation Centre to 'in-house' management on 1 October 2018.

#### **2.0 Background Information**

2.1 Following a recommendation from Economic Development Committee, Policy & Finance Committee agreed on 20 June 2018 that on the conclusion of the existing contract with Oxford Innovations that the District Council would bring the management of the BIC back in house. These items were heard as exempt information under Schedule 12A of the Local Government Act 1972 Paragraph 3.

2.2 It was additionally agreed that a Business Plan setting out the long term aims of the Council in managing the centre be presented to the September Economic Development Committee.

#### **3.0 Proposals**

3.1 The Business Plan is intended to be a high level document which will guide the detailed management of the centre. Unfortunately whilst progress has been made in developing certain areas of the plan information vital to setting a future pricing strategy has not become available in time. Given the importance of this document and that it sets the future direction for the Beacon for the next 5 years, officers felt that it was important to prepare it in possession of the full facts. It is therefore proposed that the Business Plan be presented to the November Economic Development Committee.

3.2 This delay has not affected the wider work in bringing the centre in house. Officers have been working closely with the centre staff (who will be transferring under TUPE regulations to the District Council along with the centre) and the current managing agents Oxford Innovations to ensure that as far as occupiers of the centre are concerned it will be 'business as usual' on 1 October. Key areas of work have focussed on ensuring that the systems which support the management of the centre continue to be in place or where necessary replaced in time for the handover date. The Asset Management Business Unit have been working with the ICT Business Unit to facilitate appropriate solutions.

3.3 Staff from the Asset Management Business Unit and the Economic Growth Business Unit have been on site to meet the businesses that occupy the centre and the Economic Growth team intend to be a regular presence on site to provide their key account management services in the building.

#### **4.0 Equalities Implications**

4.1 An equalities checklist has determined that better and more efficient management of the BIC has the potential to have a positive socio-economic impact. There are no negative implications anticipated.

**5.0 RECOMMENDATIONS that:**

- a) the contents of the report are noted; and
- b) the Newark Beacon Business Plan be presented to the November Committee Meeting.

**Reason for Recommendations**

**To ensure that a Business Plan is in place to run the Newark Beacon.**

**Background Papers**

Nil

For further information please contact Matthew Norton on Ext 5852 or Steven Syddall on Ext 5385.

Sanjiv Kohli  
Deputy Chief Executive & Director – Resources

## **ECONOMIC DEVELOPMENT COMMITTEE**

**12 SEPTEMBER 2018**

### **PROMOTION OF TOURISM SOCIAL MEDIA UPDATE REPORT**

#### **1.0 Purpose of Report**

1.1 This report seeks to provide Members with an update, as requested in the June 2018 Committee meeting on the utilisation of Social Media since the Promotion of Tourism budget was introduced in April 2017.

#### **2.0 Background Information**

2.1 Following the report to the Economic Development Committee in June 2018, the following provides detailed statistics on the progress of social media activity since April 2017. Two examples are provided – one to November 2017 and one to July 2018 at Appendix 1

#### **3.0 Proposals**

##### **3.1 Social Media**

Postings are programmed based on research as to the optimal time with up to three postings per day at 9.30, 15.15 and 20.00. The interest has increased considerably over the year and there are now:

Facebook (@visitnewarksherwood) – 1,657 followers to 5 August 2018

Twitter (Twitter@NewarkSherwood) – 4,529 followers to 5 August 2018

Facebook is by far the largest social media platform available in terms of users and the one that offers the most potential to build awareness of the Visit Newark & Sherwood Brand.

Reach - the number of people who had any content from or about our Page enter their screen – is a key metric relating to building brand awareness on Facebook. Up to end of April 2018, the page has organically achieved reaches varying from a few hundred on a single day, up to 6,000.

In May 2018, we embarked on our first Facebook advertising ad, as part of a three-month campaign to boost posts and further increase reach and to target the population of the counties surrounding Nottinghamshire where there is potential to attract visitors for staycations and weekends.

Of our Facebook followers to April 2018 - 1,209 Facebook followers, 932 were from the UK, and 352 were from Newark. 76% were female. Of the female followers, 59% were aged between 25 and 54 years of age. In line with the tourism strategy set out in 2017, the Facebook advertising campaign will also target the 54 years and up audience to tap into the grey pound.

The campaigns will focus on outdoors and family activities and cultural and heritage sites.

### 3.2 Blog Posts



Regular blog posts are now produced on a weekly or bi-monthly basis and a summary is provided in **Appendix 1**.

### 3.3 Campaigns

In 2017, the following social media campaigns were undertaken successfully with prizes provided by Tourism Businesses in the district. The Inspired by Newark & Sherwood poetry competition was very successful and has led into the Poetry Trail as the campaign for the current year. Tourism businesses and visitors have commended the campaigns.

Date	Title	Region	Entries
19 June to 30 July	#robinhoodsays....	Sherwood	22
3 July to 31 August	Inspired by Newark & Sherwood	Newark with Sherwood element	97 as of 29/08/2017
14 August to 10 September	ToB cycling campaigns	Newark, Sherwood and Southwell	5 different campaigns

#### **Campaigns for 2018**

Campaign	Period
Newark & Sherwood Poetry Trail - includes Southwell Minster, Sherwood Forest Arts & Craft Centre and Newark Castle as the trail venues, as well as Newark Book Festival and the Byron Festival  <b>NEWARK &amp; SHERWOOD POETRY TRAIL</b>	12 March – 31 August – plus September winner announcement
Robin Hood Portrait Competition  <b>ROBIN HOOD</b> <small>PORTRAIT COMPETITION</small>	19 March – 31 August – plus September winner announcement

The campaigns this year have prizes that promote varied aspects of the region, for example art and jewellery from local craftspeople, signed books from local writers, art supplies from a Seawhite of Brighton, which has its warehouse near Sherwood Forest, and a winners' exhibition opportunity from the RSPB. The non-tourism related nature of the prizes is to make the campaigns accessible to all tourism businesses by not promoting a competitive tourism prize.

This has been a successful strategy with TAG members signing up for hard copies of the Newark & Sherwood poetry trail as well as posters for both competitions. Tourism businesses are using the campaigns to target their own customers and prospects.

### 4.0 Equalities Implications

4.1 None identified.

**5.0 Impact on Budget/Policy Framework**

5.1 None

**6.0 RECOMMENDATION**

**That the contents of this report be noted.**

Reason for Recommendation

To provide an update on progress regarding Social Media, following a request at the June Economic Development Committee meeting.

Background Papers

Nil

For further information please contact Julie Reader-Sullivan on Ext 5258

Sanjiv Kohli  
Director – Resources/Deputy Chief Executive

**Social Media Statistics January to 5 August 2018**

SM Platform	January	February	March	April	May	June	July – 5 Aug
Facebook @visitnewarksherwood	797 Likes 806 Followers	843 Likes 852 Followers	886 Likes 896 Followers	932 Likes 943 Followers	997 Likes 1,012 Followers	1,211 Likes 1,230 Followers	1,237 Likes 1,258 Followers
	810 Likes 819 Followers	870 Likes 879 Followers	897 Likes 907 Followers	942 Likes 954 Followers	1,002 Likes 1,018 Followers	1,221 Likes 1,240 Followers	1,281 Likes 1,302 Followers
	814 Likes 823 Followers	877 Likes 886 Followers	902 Likes 912 Followers	946 Likes 958 Followers	1,002 Likes 1,018 Followers	1,229 likes 1,248 followers	1,294 likes 1,317 Followers
	827 Likes 836 Followers		924 Likes 934 Followers	963 Likes 975 Followers	1,191 Likes 1,209 Followers	1,235 likes 1,256 followers	5 Aug: 1,637 likes 1,657 Followers
	830 Likes 839 Followers						
Twitter @NewarkSherwood	4,288 followers	4,346 followers	4,375 followers	4,430 followers	4,460 followers	4,478 followers	4,499 followers
	4,308 followers	4,363 followers	4,375 followers	4,448 followers	4,468 followers	4,488 followers	4,505 followers
	4,323 followers	4,369 followers	4,392 followers	4,453 followers	4,473 followers	4,486 followers	4,504 followers
	4,328 followers		4,409 followers	4,456 followers	4,475 followers	4,494 followers	5 Aug: 4,529 followers
	4,338 followers						
Pinterest - Cycling	83 followers 443 monthly views	83 followers 354 monthly views	83 followers 433 monthly views	82 followers 232 monthly viewers	82 followers 278 monthly viewers	444 monthly viewers	459 monthly viewers
	83 followers 701 monthly views	83 followers 493 monthly views	83 followers 289 monthly views	82 followers 297 monthly viewers	82 followers 278 monthly viewers	627 monthly viewers	768 monthly viewers
	83 followers 706 monthly views	83 followers 481 monthly views	83 followers 225 monthly viewers	82 followers 304 monthly views	82 followers 323 monthly viewers	580 monthly viewers	698 monthly viewers
	82 followers 689 monthly views		83 followers 204 monthly viewers	82 followers 293 monthly views	564 monthly viewers	449 monthly viewers	5 Aug: 322 monthly views
	82 followers 553 monthly views						

<b>Instagram</b>	337 followers	540 followers	612 followers	670 followers	734 followers	797 followers	843 followers
	381 followers	574 followers	622 followers	687 followers	747 followers	809 followers	851 followers
	434 followers	601 followers	623 followers	702 followers	762 followers	824 followers	856 followers
	480 followers		638 followers	715 followers	775 followers	839 followers	5 Aug: 893 followers
	524 followers						

### Blog posts

Date	Title	Region
2 January 2018	History: King John	Newark and Sherwood
8 January 2018	History: Southwell	Southwell
15 January 2018	History: Dukeries	Sherwood
22 January 2018	History: Civil War	Newark and Southwell
29 January 2018	History: Mining	Sherwood – Thoresby, Bilsthorpe & Clipstone
5 February 2018	Half term activities in Newark and Sherwood	Newark, Sherwood, Southwell
11 February 2018	Discover interesting outdoor skills in Newark and Sherwood	Newark and Sherwood
19 February 2018	If antiques are your thing, you will love Newark and its surrounds	Newark, Southwell and Sherwood
26 February 2018	Have a wonderful wedding in Newark and Sherwood	Newark, Southwell and Sherwood
5 March 2018	Easter activities	Newark, Southwell and Sherwood
13 March 2018	Music Festivals in Newark & Sherwood	Newark, Southwell and Sherwood
19 March 2018	Unique shopping experience in Newark and Sherwood	Newark, Southwell and Sherwood
26 March 2018	Cycling in Newark & Sherwood	Newark, Southwell and Sherwood
9 April 2018	Guest blog from Newark Air Museum about 45 <sup>th</sup> anniversary	Newark Air Museum
16 April 2018	Living history events May Day weekend	Newark and Sherwood
30 April 2018	Newark Book Festival and Byron Festival	Newark, Southwell
14 May 2018	Guest blog from National Holocaust Centre and Museum	Laxton
21 May 2018	May half term activities	Newark, Southwell and Sherwood
11 June 2018	A fabulous Father's Day in Newark and Sherwood	Newark, Southwell and Sherwood
27 June 2018	Open gardens at National Holocaust Centre and Museum, guest post	Laxton
3 July 2018	Byron Festival	Hucknall, Newark and Southwell
9 July 2018	Guest blog from RSPB on development of new Sherwood Forest VC	Sherwood Forest
29 July 2018	Summer holiday activities in Newark and Sherwood	Newark, Sherwood, Southwell
5 August 2018	Newark Air Museum & Rufford Abbey celebrate the 1940s	Newark, Sherwood



### TAG numbers 2018

- Figures include only orgs that have signed a membership form – other organisations participate regularly but are not members (eg RSPB, Southwell Town Council, Notts County Council)

Jan	Feb	March	April	May	June	July
36	39	41	43	43	43	45

### Campaigns

Campaign	Period
Newark & Sherwood Poetry Trail	12 March – 31 August – plus September winner announcement
Robin Hood Portrait Competition	19 March – 31 August – plus September winner announcement
English Tourism Week campaign	21 & 24 March

### Social Media Statistics June 2017 to November 2017

SM Platform	5 June 2017 – 26 June	3 July 2017 – 31 July	7 August 2017	September 2017	October 2017	November 2017	December 2017
Facebook @visitnewarksherwood	164 Likes 193 Followers	271 Likes 275 Followers	473 Likes 481 Followers	687 Likes 697 Followers	757 Likes 767 Followers	782 Likes 791 Followers	
	189 Likes 192 Followers	308 Likes 338 Followers	587 Likes 630 Followers	728 Likes 752 Followers	762 Likes 777 Followers		
	243 Likes 247 Followers	404 Likes 411 Followers		749 Likes 759 Followers			
	4123 followers	4,154 followers	4,183 followers	4,196 followers	4,222 followers	4,239 followers	
Twitter @Homeofrobinhood	4127 followers	4,162 followers	4,185 followers	4,201 followers	4,229 followers		
	4132 followers	4,172 followers	4,192 followers	4,201 followers	4,232 followers		
	4143 followers	4,174 followers		4,211 followers			
Pinterest	1 follower	2 followers	3 followers	Focussing on Cycling Pinterest			
	2 followers	2 followers	3 followers				
	2 followers	2 followers	3 followers				
	2 followers	2 followers					

Pinterest – Cycling				73 followers	82 followers 1.2K monthly views	83 followers		
			66 followers	78 followers 779 monthly views	82 followers 1.3K monthly views			
			67 followers	80 followers 756 monthly views	83 followers 1.3K monthly views			
Instagram	11 followers	71 followers	143 followers	185 followers	243 followers	275 followers		
	24 followers	84 followers	150 followers	202 followers	249 followers			
	39 followers	94 followers	170 followers	201 followers	251 followers			
	60 followers	131 followers		208 followers				
You Tube Visit Newark & Sherwood	0 subscribers	0 subscribers	0 subscribers	0 subscribers	0 subscribers	0 subscribers		
	0 subscribers	0 subscribers	0 subscribers	0 subscribers	0 subscribers			
	0 subscribers	0 subscribers	0 subscribers	0 subscribers				

### Blog Posts

Date	Title	Region
1 June 2017	Something for everyone at Newark Festival	Newark
12 June 2017	Take your Dad to Newark for Father's Day	Newark
22 June	Visit Sherwood Forest and be prepared to want to stay – lots of TAG members mentioned	Sherwood
28 June	Guest blog – Helen Moffat, RSPB	Sherwood
4 July	Literary events	Newark and Southwell
12 July	Summer activities for the kids – Robin Hood Festival, Ingenious Inventions at NCWC, Gloworm	Newark and Sherwood
18 July	Going back in time at Newark & Sherwood events: Newark Traditions, 1940s at Newark Air Museum (Newark), Medieval weekend/80s night at Kelham Hall (Newark/Southwell), outdoor cinema at Clumber Park (Sherwood), Rufford Abbey and Newark Castle	Newark and some Sherwood

28 July	Focus on Laxton - small village with a heavy historic punch: Open farming system and the National Holocaust Museum	Laxton
8 August	Learn new skills on holiday in Newark and Sherwood	Newark and Sherwood
20 August	The Major Oak Woodland Festival	Sherwood
31 August	Top cycling spots in Newark and Sherwood	Newark and Sherwood
12 September	Halloween activities in Newark & Sherwood	Newark and Sherwood
26 September	Taking your dog on holidays	Newark and Sherwood
9 October	The Bramley Festival	Southwell
24 October	Bonfire night in Newark and Sherwood	Newark and Sherwood
5 November	Christmas markets	Newark and Sherwood

### Campaigns

Date	Title	Region	Entries
19 June to 30 July	#robinhoodsays...	Sherwood	22
3 July to 31 August	Inspired by Newark & Sherwood	Newark with Sherwood element	97 as of 29/8/2017
14 August to 10 September	ToB cycling campaigns	Newark, Sherwood and Southwell	5 different campaigns
13 Nov – 31 December	Crackers at Christmas – 5% discount voucher	All	

### Collaboration/Partnerships

#### June 2017

Newark Festival included link to [www.visitnewarkandsherwood.info](http://www.visitnewarkandsherwood.info) on its website in the Places to Stay section.

Newark Racecourse may link to [visitnewarkandsherwood.info](http://visitnewarkandsherwood.info) as it phases out its own paid-for accommodation section

RSPB wrote a guest blog for us

#### July 2017

Worked with National Trust to have at The Workhouse promoting the Heritage Campaign

Took part in the Newark Book Festival to generate content for social media campaigns

TAG increased to 28 members. We had our first working meeting and leaflet swop. Clusters were formed. Online Facebook group was also formed.

Set up TAG FB group

August 2017

Acted as a central point of communication for the Sherwood Forest Trust to communicate about the Woodland Festival and share flyers.  
Sharing TAG members’ details within the group (during week commencing 21/8/17) to facilitate collaboration  
Facilitated sharing of artisan food supplier contacts – request by one member

September 2017

Shared job vacancy for TAG member (National Holocaust Centre) via main comms team and Economic Development social media channels  
Assisted TAG member to put call out for crafters for craft fair (Thoresby)  
TAG – new members

October 2017

Working with Digital Growth programme to provide training to TAG members on social media – 13 orgs signed up 9/10/17  
Breeze UK, Collingham Velo Club and Brand Newark came on board as cycling champions – providing images and rout information for Pinterest page

**TAG Numbers 2017**

June	July	August	September	October	November	December
17	28	28	32	32		

**TAG Clusters 2017**

June	July	August	September		November	December
0	3	Initial clusters successful, asking TAG is they would like more cluster work during 19 Sept meeting				

Tour of Britain/Cycling

Used the ToB to create noise around cycling in the area – produced new leaflet and set up Pinterest page. Creating Cycling Champions to get appropriate information.

PR activity – regional – for summer 2017 campaigns

PR for both campaigns sent to regional titles in England -78 releases sent out to cover areas below:	PR for both campaigns sent to other areas and to specialist media titles and organisations	Writing groups sent info about Inspired by Newark & Sherwood	PR for #robinhoodsays... distributed through newswires
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<p>Bedfordshire          Berkshire          Birmingham          Buckinghamshire          Cambridgeshire          Cheshire          Cumbria          Cornwall          Derbyshire          Devon          Dorset          Durham          Essex          Gloucestershire          Hampshire          Hertfordshire          Kent          Lancashire          Leicestershire          Lincolnshire          Manchester          Merseyside          Norfolk          Northamptonshire          Nottinghamshire          Oxfordshire          Shropshire          Somerset          Staffordshire          Suffolk          Surrey          Sussex          Warwickshire          Worcestershire          Yorkshire</p>	<p>Other regional, both campaigns:          Wales – 8 titles          Scotland - 23          Northern Ireland – 7</p> <p><u>Travel mags sent both campaigns:</u>          Family Travel Magazine          Family Travel website          Travel Pulse          Travel Daily News          Travel Weekly</p> <p><u>Inspired by Newark &amp; Sherwood:</u>          Almond Press          Christopher Fielden Comp list          Creative Writing Ink          Forward Poetry          Poetry Society          Poets &amp; Writers Magazine          Poets &amp; Writers Online          The Poetry Library          The Writer          Writers Online          Writer’s Digest          Writers Forum          Writers Reign          Writing Forum</p> <p><u>Competition websites for both campaigns:</u>          Hot UK deals (via third party and cannot submit your own competition)          Loquax          The Competition Database</p>	<p>Week commencing          17/7/17</p>	<p>Via pressat news:          Reached 12,750 recipients including news terminals and syndication partners.</p> <p>Viewed 1,954 times via RSS feed.</p> <p>Press pack (release and images) downloaded 18 times.</p> <p>Geographic reach:          66.7% in US          16.7 % in UK          16.7% in France</p>
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## ECONOMIC DEVELOPMENT COMMITTEE

12 SEPTEMBER 2018

### PROGRESS UPDATE ON THE COMMERCIALS PROJECT TEAM

#### **1.0 Purpose of Report**

1.1 To ensure Members are kept up to date on commercials group projects and their progress.

#### **2.0 Background Information**

2.1 The Commercial Strategy sets out the Council's ambition to be financially self-sufficient by 2020/2021 through commercial aspirations to meet the funding challenges identified in the Medium Term Financial Plan.

2.2 As part of the Commercial Strategy, the establishment of a Commercials Project Team was recommended to deliver and implement projects which would either generate income or offer a reduction in operating costs through an alternative delivery approach.

2.3 The Commercial Strategy was considered at Policy & Finance Committee in September 2017 and approved by Full Council in October 2017.

2.4 The Commercials Project Team is chaired by the Strategic Development Manager and the team have been selected for their commercial acumen. The Commercials Project Team was established in late 2017 and is made up of a group of officers (details of the team are included in as **Appendix A**) who lead and support on a range of commercials projects.

#### **3.0 Commercials Projects**

3.1 The current phase of commercial projects have been selected via discussions with CMT based on those projects which support commercial aspirations and will either generate income or offer projected savings.

3.2 Currently there are 5 projects in progress by the Commercials Project Team:-

Project	Project Lead	Project Description
Newark BIC	Project Lead: Matthew Norton Project Support: Ella Brady	To consider options for increasing the revenue position from the management arrangements of the BIC
Garden Waste	Project Lead: Deborah Johnson Project Support: Natalie Cook	To consider options of increasing income by delivering the garden waste service in house
Service Level Agreements	Project Lead: Diane Kirk Project Support: Natalie Cook	To review all existing SLA's to ensure they follow a standard approach, are accurate and include an appropriate charging mechanism
Grounds Maintenance	Project Lead: Jill Baker Project Support: Ella Brady	To consider options of increasing income by appropriate expansion of the service

Trade Waste	Project Lead: Sharon Parkinson Project Support: Natalie Cook	To consider options of increasing income by appropriate expansion of the trade waste service
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3.3 In addition, there are **2** strategic projects which have been supported by the commercials project team:-

Project	Project Lead	Project Description
Castle Gatehouse	Project Lead: Dean Rothwell	To establish a business case which gives clear and realistic projections on the revenue position
Leisure Provision in Sherwood	Project Lead: Leanne Monger Project Support: Natalie Cook	To establish an options appraisal ensuring that the full financial implications had been worked through to enable an informed decisions from Members

3.4 Each project has a project plan, risk register and is led by a member of the Commercials Project Team. Project risk registers are incorporated into the Council's risk register process and are managed and reported through the appropriate reporting mechanisms.

3.5 Attached as **Appendix A** is the register of commercials projects, including detail of project aims, timescales, progress to date, reporting deadlines and projected savings or income generation.

3.6 The Commercials Project Team have developed a business case template that all business cases should follow so that information is presented in the same way. The business case is comprehensive and gives a robust picture of any proposition.

3.7 The Commercials Project Team have hosted 2 commercial training sessions for all Business Managers which have covered case studies of commercial opportunities in local authorities and joint ventures.

#### **4.0 Savings Identified/Income Generated**

4.1 The Council's Commercial Strategy identifies the measure of success for the Commercials Team is the net effect of commercialisation to the General Fund, expressed in monetary terms. For 2018/19 the target has been set at £84k, increasing to £334k in 2019/20. This target will be cumulative year on year. Current projected savings and income have been identified in the table below:-

Project	Projected Savings/income 18/19 (Target is £84k)	Projected Savings/Income 19/20 (Target is £334k)
Newark BIC	£76k	approx. £180k
Garden Waste (Admin)	Service to operate in 19/20	£30k
Garden Waste (In house option for collection)	Business Case in development	Awaiting business case for projected savings figure

Service Level Agreements	Approx. £4k	Awaiting review of SLA's with NSH for projected savings figure
Grounds Maintenance	Business Case in development	Awaiting business case for projected savings figure
Trade Waste	Business case in development	Awaiting options appraisal for projected savings figure
<b>Total Identified so far</b>	<b>£80k</b>	<b>£210k</b>

The Commercials Team are still working towards the target for 2018/19 and are working to meet the target identified for 2019/20.

## **5.0 Equalities Implications**

5.1 Each project is subject to completion of an equalities checklist and an EQIA if required. This report does not implement policy or procedure change and there are no equality implications

## **6.0 Impact on Budget/Policy Framework**

6.1 Within Section 4 of this report, the projected savings/increased income from the commercials projects are detailed. Each project is subject to a robust business case which may include a one off capital or revenue costs. Each business case will be subject to consideration on an individual basis. This update report does not include any impact on budget or policy framework not already incorporated.

## **7.0 Comments of Business Manager – Financial Services – FIN18-19/6761**

7.1 The 2018/19 budget identified a savings target of £84k. The table as shown in paragraph 4.1 forecasts a saving of £80k within 2018/19. This shows that more work is needed in order to meet the savings target in the current year. This will constantly be kept under review to ensure these savings are generated.

## **8.0 RECOMMENDATION**

**That the update regarding Commercial Projects be noted.**

### **Reason for Recommendation**

**To update Members on the progress of the Commercials Project Team**

### **Background Papers**

Nil

For further information please contact Deborah Johnson, Strategic Development Manager on ext. 5800 or Natalie Cook, Policy & Projects Officer on ext 5275.

Sanjiv Kohli  
Deputy Chief Executive/Director – Resources



## Appendix A

### Commercials Project Team

#### Project Team Members

- Sanjiv Kohli (Project Sponsor)
- Deborah Johnson (Chair)
- Jill Baker (Project Team)
- Ella Brady (Project Team)
- Natalie Cook (Project Team)
- Diane Kirk (Project Team)
- Leanne Monger (Project Team)
- Matthew Norton (Project Team)
- Sharon Parkinson (Project Team)
- Dean Rothwell (Project Team)

### Commercials Projects

Project Name	Project Lead/ Project Support	Project Description	Progress to date	Projected Savings/ Income	Committee Meeting Date
Newark Business Innovation Centre (BIC)	Project Lead: <i>Matthew Norton</i> Support: <i>Ella Brady</i>	To consider options for increasing the revenue position from the management arrangements of the BIC	Members agreed in May for the BIC to be operated in house. The Business Plan is currently being developed.	£76k for 2018/19. Approx £180k in 2019/20	Business Plan will be presented to Economic Development Committee in September
Garden Waste	Project Lead: <i>Deborah Johnson</i> Support: <i>Natalie Cook</i>	To consider options of increasing income by delivering the garden waste service in house	Members agreed in June to bring the administration back in house. Notice has been served to Rushcliffe BC on the administration and it will operate in house from January 2019. The project team are working on developing the business case for delivering both collection and administration in house.	£30k from bringing the administration back in house  Awaiting business case for in house option for projected savings figure	An update report on admin provision will be presented to Leisure and Environment Committee in September  A full business case considering the in house option will be presented to Leisure & Environment Committee in November

Service Level Agreements (SLA's)	Project Lead: <i>Diane Kirk</i> Project Support: <i>Natalie Cook</i>	To review all existing SLA's to ensure they follow a standard approach, are accurate and include an appropriate charging mechanism	SLA's with Active4Today have been reviewed and signed. SLA's with Newark and Sherwood Homes are now being reviewed.	Approx. £4k for 2018/19	
Grounds Maintenance	Project Lead: <i>Jill Baker</i> Support: <i>Ella Brady</i>	To consider options of increasing income by appropriate expansion of the service	A scoping exercise is being undertaken to identify opportunities for growth.	Awaiting business case for projected savings figure	Update Report to Leisure & Environment Committee in November  Full Business Case to be considered by Leisure & Environment Committee in January
Trade Waste	Project Lead: <i>Sharon Parkinson</i> Support: <i>Natalie Cook</i>	To consider options of increasing income by appropriate expansion of the trade waste service	A consultation exercise with current and potential customers will be undertaken in September to identify trends and opportunities for growth.	Awaiting options appraisal for in house option for projected savings figure	Options Appraisal to be considered by Leisure & Environment Committee in January

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