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Monday, 1 October 2018

Chairman: Councillor K Walker
Vice-Chairman: Councillor B Crowe

To all Members of the Council

MEETING: Full Council

DATE: Tuesday, 9 October 2018 at 6.00 pm

**VENUE: Civic Suite, Castle House, Great North Road,
Newark, Nottinghamshire, NG24 1BY**

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

If you have any queries please contact Nigel Hill Tel: 01636 655243
Email: Nigel.hill@newark-sherwooddc.gov.uk

AGENDA

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1. Apologies for absence	
2. Minutes from the meeting held on 17 July 2018	5 - 9
3. Declarations of Interest by Members and Officers and as to the Party Whip	
4. Declarations of any Intentions to Record the Meeting	
5. Communications which the Chairman or the Chief Executive may wish to lay before the Council	
6. Communications which the Leader of the Council and Committee Chairmen may wish to lay before the Council	
7. Questions from Members of the Public	
8. In accordance with Rule No. 10 to receive Petitions from Members of the Council (if any)	
9. Treasury Management Outturn Report 2017/18	10 - 18
10. Notices of Motion (if any)	

In accordance with Rule No 13.1, Councillor Paul Peacock will move and Councillor Neal Mitchell will second a motion to the following effect:

The Government has put forward proposals via a Written Ministerial Statement (WMS) to allow the exploration phase of hydraulic fracturing (fracking) to be allowed under Permitted Development (PD). The Government also propose to bring the production phase of fracking under the Nationally Significant Infrastructure Projects (NSIP) regime, allowing applications to be decided centrally by the Planning Inspectorate and the Secretary of State. The Department for Housing, Communities and Local Government are currently consulting on these proposals.

If these proposals are enacted there will be no local decision making over applications for the exploration for shale gas and no local control over applications for the production stage of fracking.

Therefore in responding to the Consultations 'Permitted Development for shale gas exploration' and 'Inclusion of shale gas production projects in the Nationally Significant Infrastructure Project regime':

1. Newark and Sherwood District Council believes that local people have the right to be involved in the decision making of applications for the exploration of shale gas and applications for the production phase of fracking;

2. Newark and Sherwood District Council endorses local decision making of fracking applications by local Minerals Planning Authorities;
3. Newark and Sherwood District Council supports the current Nottinghamshire Minerals Plan and the policies within it; and
4. Newark and Sherwood District Council instructs our officers to respond to the government consultation accordingly, by rejecting the changes proposed for PD and NSIP as inappropriate and with the view that the Nottinghamshire Minerals Plan should have primacy for all planning decisions at all stages of fracking.

11. Questions from Members of the Council

12. Minutes for Noting

(a)	Policy & Finance Committee - 20 September 2018	19 - 29
(b)	Economic Development Committee - 12 September 2018	30 - 39
(c)	Homes & Communities Committee - 10 September 2018	40 - 45
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(g)	Audit & Accounts Committee - 25 July 2018	59 - 61
(h)	Planning Committee - 24 July 2018	62 - 68
(i)	Planning Committee - 7 August 2018	69 - 76
(j)	Planning Committee - 4 September 2018	77 - 82
(k)	Planning Committee - 2 October 2018	To Follow

13. Exclusion of the Press and Public

To consider resolving that, under section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.	None
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NOTES:

- (1) The Conservative Group will meet at 5.00pm in Rooms F1 - F3 prior to the Council Meeting.
- (2) The Labour Group will meet at 5.00pm in Room G1 prior to the Council Meeting.
- (3) The Independent Group will meet at 5.00pm prior to the Council Meeting.
- (4) Tea and coffee will be available in the Civic Suite.

Agenda Item 2

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Full Council** held in the Civic Suite, Castle House, Great North Road, Newark, Nottinghamshire, NG24 1BY on Tuesday, 17 July 2018 at 6.00 pm.

PRESENT: Councillor K Walker (Chairman)
Councillor B Crowe (Vice-Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs B Brooks, Councillor Mrs C Brooks, Councillor Mrs I Brown, Councillor M Buttery, Councillor M Cope, Councillor J Lee, Councillor D Lloyd, Councillor Mrs S Michael, Councillor D Payne, Councillor B Wells, Councillor T Wendels, Councillor Mrs Y Woodhead, Councillor Mrs R Crowe, Councillor Mrs G Dawn, Councillor P Duncan, Councillor K Girling, Councillor P Handley, Councillor Mrs L Hurst, Councillor R Jackson, Councillor B Laughton, Councillor N Mison, Councillor N Mitchell, Councillor P Peacock, Councillor Mrs P Rainbow, Councillor T Roberts, Councillor Mrs S Saddington, Councillor Mrs S Soar, Councillor D Staples, Councillor Mrs L Tift, Councillor D Thompson, Councillor Mrs A Truswell and Councillor I Walker

APOLOGIES FOR ABSENCE: Councillor D Clarke, Councillor Mrs M Dobson and Councillor F Taylor

15 MINUTES FROM THE MEETING HELD ON 15 MAY 2018

AGREED that the minutes of the meeting held on 15 May 2018 be approved as a correct record and signed by the Chairman.

16 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED:- (a) the interests declared as shown in the schedule circulated at the meeting; and
(b) the additional interest which was declared at the meeting as follows:

<u>Member</u>	<u>Agenda Item No.</u>
Councillor J Lee	Agenda Item No. 9 – Newark Community Governance Review Disclosable Pecuniary Interest

17 DECLARATIONS OF ANY INTENTIONS TO RECORD THE MEETING

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

18 COMMUNICATIONS WHICH THE CHAIRMAN OR THE CHIEF EXECUTIVE MAY WISH TO LAY BEFORE THE COUNCIL

The Chairman expressed his thanks, on behalf of the Council, to firefighters from the district who had assisted colleagues in dealing with the recent moor fires in Lancashire.

19 COMMUNICATIONS WHICH THE LEADER OF THE COUNCIL AND COMMITTEE CHAIRMEN MAY WISH TO LAY BEFORE THE COUNCIL

Councillor D Lloyd referred to the motion agreed by Nottinghamshire County Council to prepare a business case for the creation of a unitary authority for the county. He advised that the districts would cooperate in the compilation of the business case but this Council's views on any proposal would not be made until the business case had been completed.

Members of the Council noted and endorsed the stance taken by the Leader of the Council.

20 NEWARK COMMUNITY GOVERNANCE REVIEW

The Council considered the report of the Acting Chief Executive which sought to approve and publish final proposals for the Community Governance Review of the Newark Town Council boundaries.

At their meeting held on 10 April 2018 the Council approved draft proposals for the review of the Newark Town Council boundaries and agreed to publish these for a period of consultation which ended on 25 May 2018. A total of 22 responses were received during this final consultation process. These included representations from Newark Town Council and Balderton Parish Council. All the representations were considered by the Community Governance Review Working Party meeting held on 28 June 2018.

The final proposals as recommended by the Working Party were set out in Appendix A to the report. In view of the representations from those residents living in properties 92 – 102 London Road, Newark the Working Party had agreed one amendment to the draft proposals with the final proposals now showing an unaltered boundary apart from a slight change to redraw along the back gardens to several properties (map 2 referred). The Working Party also recommended that the whole of the Highfields development site be unified in a single parish and they considered this should be Balderton. Map 2 had also been revised from the draft proposals to include the whole development site.

The following final proposals were AGREED as follows:

- (a) (unanimously) that the eastern boundary with Winthorpe and Langford Parish Council be redrawn along the A1 (Map 3 referred);

- (b) (with 32 votes for and 3 against) that the boundary with Balderton Parish Council around the Highfields School site be redrawn so the whole of the site be placed in Balderton Parish Council (Map 2 referred);
- (c) (with 19 votes for and 16 against) that the southern boundary with Balderton Parish Council be redrawn to follow the line of the Sustrans route (Map 1 refers); and
- (d) that following consent from the Local Government Boundary Commission for England, Officers draw up the Community Governance Order to take effect from 1 December 2018.

(Councillor J Lee, having declared a Disclosable Pecuniary Interest, left the meeting during the consideration of this item).

21 APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES - PATIENT & PUBLIC ENGAGEMENT COMMITTEE

The Council considered the report of the Acting Chief Executive which sought to confirm representatives on the new Patient and Public Engagement Committee. This new body was to replace the Newark and Sherwood Clinical Commissioning Group (CCG) Stakeholder Reference Group.

At the Annual Council Meeting on 15 May 2018, Councillor N Mison was appointed as the representative on the Newark and Sherwood CCG Stakeholder Reference Group with Councillor D Staples as substitute. It was proposed that these appointments be carried forward to this replacement body.

AGREED (unanimously) that Councillor N Mison and Councillor D Staples (as substitute) be appointed as the Council representatives of the new Patient and Public Engagement Committee.

22 LATE ITEM - MAKING NEWARK & SHERWOOD CLEANER, SAFER, GREENER, A PLACE WE ARE ALL PROUD OF

In accordance with Section 100(B)(4)(b) of the Local Government Act 1972 the Chairman agreed to take this late item of business in order to consider the launch of a campaign to make Newark and Sherwood a Cleaner, Safer and Greener district, prior to the summer recess.

The Council considered the report of the Director – Customers which sought approval to implement the Cleaner, Safer, Greener campaign. The campaign strategy was attached as Appendix A to the report. The strategy set out key objectives relating to littering, graffiti, dog fouling and other environmental offences and a set of performance indicators had been developed to measure success in achieving those objectives. It was intended that the launch of the new strategy would be reinforced through a media and public awareness campaign which would seek to encourage a partnership approach to securing the objective of a cleaner, safer and greener environment together with residents, businesses, key partners and parish and town councils.

AGREED (unanimously) that:

- (a) the Council formally adopts the Cleaner, Safer, Greener Campaign Strategy as attached at Appendix A to the report; and
- (b) a report be submitted to the September meeting of the Policy & Finance Committee with a view to the appointment of 2 dedicated officers to promote and enforce the strategy on a pilot basis, with consideration being given to the allocation of additional resources in the 2019/20 budget to further increase the officer capacity and associated resources to promote the cleaner, safer, greener agenda.

23 MINUTES FOR NOTING

(a) Policy & Finance Committee – 28 June 2018

(i) Minute No. 10 - Review of Leisure Centre Provision

Councillor D. Staples advised that he understood that the swimming pool at the Dukeries Leisure Centre had not been filled as had previously been reported and asked if the Chairman would reconsider a further report to consider providing swimming activities at the Dukeries Leisure Centre as an alternative to the current solution being developed at Wellow House School.

Councillor D. Lloyd confirmed that the Council may have been misinformed and undertook to request officers to approach Dukeries Academy to discuss possible use of the pool. In light of these discussions Councillor D. Lloyd confirmed that any significant work on site at Wellow House School would be put on hold pending the outcome of those discussions.

(ii) Minute No. 14 - Asset Transfer- Rainworth Village Hall

Councillor Mrs L. Tift expressed her thanks to the District Council in assisting with the work to transfer Rainworth Village Hall to Rainworth Parish Council.

(b) Economic Development Committee – 20 June 2018

(c) Homes & Communities Committee – 11 June 2018

(d) Leisure & Environment Committee – 26 June 2018

(e) General Purposes Committee – 14 June 2018

(f) Licensing Committee – 14 June 2018

(g) Planning Committee – 5 June and 3 July 2018

Meeting closed at 7.46 pm.

Chairman

COUNCIL MEETING – 9 OCTOBER 2018

TREASURY MANAGEMENT OUTTURN REPORT 2017/18

1.0 Purpose of Report

- 1.1. The purpose of this report is to give Members the opportunity to review the Annual Treasury Outturn report, copy attached at **Appendix A**.

2.0 Introduction

- 2.1. In January 2010 the Council formally adopted the CIPFA Code of Practice on Treasury Management which requires that the Council receives regular reports on its treasury management activities including, as a minimum, an annual strategy and plan in advance of the year, a mid-year review and an annual report after its close.
- 2.2. The Council delegates responsibility for the implementation and regular monitoring of its treasury management policies and practices to the Audit & Accounts Committee and for the execution and administration of treasury management decisions to the Section 151 Officer, who will act in accordance with the Council's policies and practices.
- 2.3. The Treasury Management Strategy Statement for 2017/18 was approved by Council on 9 March 2017 and the Outturn report is the last report for the financial year, required by the Code.

3.0 RECOMMENDATION

That the Treasury Outturn position for 2017/18 be noted.

Background Papers

Nil

For further information please contact Tara Beesley on extn. 5328

Nick Wilson
Business Manager - Financial Services

ANNUAL TREASURY REPORT 2017/18

1. Background

- 1.1. The Council's treasury management activity is underpinned by CIPFA's Code of Practice on Treasury Management ('the Code') which requires local authorities to produce annually Prudential Indicators and a Treasury Management Strategy Statement on the likely financing and investment activity. The Code also recommends that members are informed of treasury management activities at least twice a year. Scrutiny of treasury policy, strategy and activity is delegated to the Audit and Accounts Committee.
- 1.2. Treasury management is defined as: 'The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.'
- 1.3. Overall responsibility for treasury management remains with the Council. No treasury management activity is without risk; the effective identification and management of risk are integral to the Council's treasury management strategy.

2. Economic Background

- 2.1. 2017-18 was characterised by the push-pull from expectations of tapering of Quantitative Easing (QE) and the potential for increased policy rates in the US and Europe and from geopolitical tensions, which also had an impact.
- 2.2. The UK economy showed signs of slowing with latest estimates showing GDP, helped by an improving global economy, grew by 1.8% in calendar 2017, the same level as in 2016. This was a far better outcome than the majority of forecasts following the EU Referendum in June 2016, but it also reflected the international growth momentum generated by the increasingly buoyant US economy and the re-emergence of the Eurozone economies.
- 2.3. The inflationary impact of rising import prices, a consequence of the fall in sterling associated with the EU referendum result, resulted in year-on-year CPI rising to 3.1% in November before falling back to 2.7% in February 2018. Consumers felt the squeeze as real average earnings growth, i.e. after inflation, turned negative before slowly recovering. The labour market showed resilience as the unemployment rate fell back to 4.3% in January 2018. The inherent weakness in UK business investment was not helped by political uncertainty following the surprise General Election in June and by the lack of clarity on Brexit, the UK and the EU only reaching an agreement in March 2018 on a transition which will now be span Q2 2019 to Q4 2020. The Withdrawal Treaty is yet to be ratified by the UK parliament and those of the other 27 EU member states and new international trading arrangements are yet to be negotiated and agreed.

- 2.4. The Bank of England's Monetary Policy Committee (MPC) increased Bank Rate by 0.25% in November 2017. It was significant in that it was the first rate hike in ten years, although in essence the MPC reversed its August 2016 cut following the referendum result. The February Inflation Report indicated the MPC was keen to return inflation to the 2% target over a more conventional (18-24 month) horizon with 'gradual' and 'limited' policy tightening. Although in March two MPC members voted to increase policy rates immediately and the MPC itself stopped short of committing itself to the timing of the next increase in rates, the minutes of the meeting suggested that an increase in May 2018 was highly likely.
- 2.5. In contrast, economic activity in the Eurozone gained momentum and although the European Central Bank removed reference to an 'easing bias' in its market communications and had yet to confirm its QE intention when asset purchases end in September 2018, the central bank appeared some way off normalising interest rates. The US economy grew steadily and, with its policy objectives of price stability and maximising employment remaining on track, the Federal Reserve Open Market Committee (FOMC) increased interest rates in December 2017 by 0.25% and again in March, raising the policy rate target range to 1.50% - 1.75%. The Fed is expected to deliver two more increases in 2018 and a further two in 2019. However, the imposition of tariffs on a broadening range of goods initiated by the US, which has led to retaliation by China, could escalate into a deep-rooted trade war having broader economic consequences including inflation rising rapidly, warranting more interest rate hikes.
- 2.6 **Financial markets:** The increase in Bank Rate resulted in higher money markets rates: 1-month, 3-month and 12-month LIBID rates averaged 0.32%, 0.39% and 0.69% and at 31st March 2018 were 0.43%, 0.72% and 1.12% respectively.
- 2.7 Gilt yields displayed significant volatility over the twelve-month period with the change in sentiment in the Bank of England's outlook for interest rates. The yield on the 5-year gilts which had fallen to 0.35% in mid-June rose to 1.65% by the end of March. 10-year gilt yields also rose from their lows of 0.93% in June to 1.65% by mid-February before falling back to 1.35% at year-end. 20-year gilt yields followed an even more erratic path with lows of 1.62% in June, and highs of 2.03% in February, only to plummet back down to 1.70% by the end of the financial year.
- 2.8 The FTSE 100 had a strong finish to calendar 2017, reaching yet another record high of 7688, before plummeting below 7000 at the beginning of 2018 in the global equity correction and sell-off.
- 2.9 **Credit Metrics:** In the first quarter of the financial year, UK bank credit default swaps reached three-year lows on the announcement that the Funding for Lending Scheme, which gave banks access to cheaper funding, was being extended to 2018. For the rest of the year, CDS prices remained broadly flat.
- 2.10 The rules for UK banks' ring-fencing were finalised by the Prudential Regulation Authority and banks began the complex implementation process ahead of the statutory deadline of 1st January 2019. As there was some uncertainty surrounding which banking entities the Authority would be dealing with once ring-fencing was implemented and what the balance sheets of the ring-fenced and non-ring-fenced entities would look like, in May 2017 Arlingclose advised adjusting downwards the maturity limit for unsecured investments to a maximum of 6 months. The rating agencies had slightly varying views on the creditworthiness of the restructured entities.

- 2.11 Barclays was the first to complete its ring-fence restructure over the 2018 Easter weekend; wholesale deposits including local authority deposits will henceforth be accepted by Barclays Bank plc (branded Barclays International), which is the non-ring-fenced bank.
- 2.12 **Money Market Fund regulation:** The new EU regulations for Money Market Funds (MMFs) were finally approved and published in July and existing funds will have to be compliant by no later than 21st January 2019. The key features include Low Volatility Net Asset Value (LVNAV) Money Market Funds which will be permitted to maintain a constant dealing NAV, providing they meet strict new criteria and minimum liquidity requirements. MMFs will not be prohibited from having an external fund rating (as had been suggested in draft regulations). Arlingclose expects most of the short-term MMFs it recommends to convert to the LVNAV structure and awaits confirmation from each fund.

Credit Rating Developments

- 2.13 The most significant change was the downgrade by Moody's to the UK sovereign rating in September from Aa1 to Aa2 which resulted in subsequent downgrades to sub-sovereign entities including local authorities.
- 2.14 Changes to credit ratings included Moody's downgrade of Standard Chartered Bank's long-term rating to A1 from Aa3 and the placing of UK banks' long-term ratings on review to reflect the impending ring-fencing of retail activity from investment banking (Barclays, HSBC and RBS were on review for downgrade; Lloyds Bank, Bank of Scotland and National Westminster Bank were placed on review for upgrade).
- 2.15 Standard & Poor's (S&P) revised upwards the outlook of various UK banks and building societies to positive or stable and simultaneously affirmed their long and short-term ratings, reflecting the institutions' resilience, progress in meeting regulatory capital requirements and being better positioned to deal with uncertainties and potential turbulence in the run-up to the UK's exit from the EU in March 2019. The agency upgraded Barclays Bank's long-term rating to A from A- after the bank announced its plans for its entities post ring-fencing.
- 2.16 Fitch revised the outlook on Nationwide Building Society to negative and later downgraded the institution's long-term ratings due to its reducing buffer of junior debt. S&P revised the society's outlook from positive to stable.
- 2.17 S&P downgraded Transport for London to AA- from AA following a deterioration in its financial position.
- 2.18 **Other Developments:** In February, Arlingclose advised against lending to Northamptonshire County Council (NCC). NCC issued a section 114 notice in the light of severe financial challenge and the risk that it would not be in a position to deliver a balanced budget.
- 2.19 In March, following Arlingclose's advice, the Authority removed RBS plc and National Westminster Bank from its counterparty list. This did not reflect any change to the creditworthiness of either bank, but a tightening in Arlingclose's recommended minimum credit rating criteria to A- from BBB+ for FY 2018-19. The current long-term ratings of RBS and NatWest do not meet this minimum criterion, although if following ring-fencing NatWest is upgraded, the bank would be reinstated on the Authority's lending list.

3. Local Authority Regulatory Changes

- 3.1. Revised CIPFA Codes: CIPFA published revised editions of the Treasury Management and Prudential Codes in December 2017. The required changes from the 2011 Code have been incorporated into Treasury Management Strategies and monitoring reports.
- 3.2. The 2017 Prudential Code introduces the requirement for a Capital Strategy which provides a high-level overview of the long-term context of capital expenditure and investment decisions and their associated risks and rewards along with an overview of how risk is managed for future financial sustainability. Where this strategy is produced and approved by full Council, the determination of the Treasury Management Strategy can be delegated to a committee. The Code also expands on the process and governance issues of capital expenditure and investment decisions.
- 3.3. The Council approved a Capital Strategy on 8 March 2018 alongside the Treasury Management Strategy.
- 3.4. In the 2017 Treasury Management Code the definition of 'investments' has been widened to include financial assets as well as non-financial assets held primarily for financial returns such as investment property. These, along with other investments made for non-treasury management purposes such as loans supporting service outcomes and investments in subsidiaries, must be discussed in the Capital Strategy or Investment Strategy. Additional risks of such investments are to be set out clearly and the impact on financial sustainability is to be identified and reported.
- 3.5. MHCLG Investment Guidance and Minimum Revenue Provision (MRP): In February 2018 the MHCLG (Ministry of Housing, Communities and Local Government) published revised Guidance on Local Government and Investments and Statutory Guidance on Minimum Revenue Provision (MRP).
- 3.6. Changes to the Investment Guidance include a wider definition of investments to include non-financial assets held primarily for generating income return and a new category called "loans" (e.g. temporary transfer of cash to a third party, joint venture, subsidiary or associate). The Guidance introduces the concept of proportionality, proposes additional disclosure for borrowing solely to invest and also specifies additional indicators. Investment strategies must detail the extent to which service delivery objectives are reliant on investment income and a contingency plan should yields on investments fall.
- 3.7. The definition of prudent MRP has been changed to "put aside revenue over time to cover the CFR"; it cannot be a negative charge and can only be zero if the CFR is nil or negative. Guidance on asset lives has been updated, applying to any calculation using asset lives. Any change in MRP policy cannot create an overpayment; the new policy must be applied to the outstanding CFR going forward only.
- 3.8. MiFID II: As a result of the second Markets in Financial Instruments Directive (MiFID II), from 3 January 2018 local authorities were automatically treated as retail clients but could "opt up" to professional client status, providing certain criteria was met which includes having an investment balance of at least £10 million and the person(s) authorised to make investment decisions on behalf of the authority have at least a year's relevant professional experience. In addition, the regulated financial services firms to whom this directive applies have had to assess that that person(s) have the expertise, experience and knowledge to make investment decisions and understand the risks involved.

3.9. The Authority has met the conditions to opt up to professional status and has done so in order to maintain its erstwhile MiFID II status prior to January 2018. The Authority will continue to have access to products including money market funds, pooled funds, treasury bills, bonds, shares and to financial advice.

4. Local Context

4.1. At 31/03/2018 the Council's underlying need to borrow for capital purposes as measured by the Capital Financing Requirement (CFR) was £122m, while usable reserves and working capital which are the underlying resources available for investment were £42.5m.

4.2. At 31/03/2018, the Council had £89m of borrowing and £24m of investments. The Council's current strategy is to maintain borrowing below the underlying level indicated by the CFR, and to use internal resources to cover the gap. This is referred to as internal borrowing.

4.3. The Council has an increasing CFR over the next 2 years of £1.64m, due to the borrowing requirement of £5.7m (GF £1.6m / HRA £4.1m) for financing the capital programme over the forecast period, if reserve levels permit internal borrowing will be considered. The CFR requirement reduces when minimum revenue provisions are made and the repayment of debt, over the forecast period there are three loans due for repayment with a combined total value of £3.0m.

5. Borrowing Strategy

5.1. Borrowing Activity in 2017/18

	Balance 1/4/17 £000	New Borrowing £000	Debt Maturing £000	Balance 31/3/18 £000
CFR	114,489			124,681
Short Term Borrowing	3,917	12,853	13,477	3,293
Long Term Borrowing	87,123	0	1,020	86,103
Total Borrowing	91,040	12,853	14,497	89,396
Other Long Term Liabilities	224	0	0	224
Total External Debt	91,264	12,853	14,497	89,620
Increase/(Decrease) in Borrowing £000				(1,644)

5.2. The Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.

5.3. Affordability remained an important influence on the Council's borrowing strategy alongside the "cost of carry" - consideration that, for any borrowing undertaken ahead of need, the proceeds would have to be invested in the money markets at rates of interest significantly lower than the cost of borrowing. As short-term interest rates have remained, and are likely to remain lower than long-term rates, at least over the forthcoming two years, the Council determined it was more cost effective in the short-term to use internal resources instead of borrowing.

- 5.4. The benefits of internal borrowing were monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose assists the Council with this 'cost of carry' and breakeven analysis.
- 5.5. **LOBOs:** The Council holds £3.5m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. All of the £3.5m of LOBOs had options during the year, none of which were exercised by the lender.
- 5.6. **Debt Rescheduling:** The premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council's portfolio and therefore unattractive for debt rescheduling activity. No rescheduling activity was undertaken as a consequence.

6. Investment Activity

6.1. Investment Activity in 2017/18

	Balance 1/4/17 £000	New Investments £000	Investments Redeemed £000	Balance 31/3/18 £000
Short Term Investments	27,864	135,611	139,003	24,472
Long Term Investments	0	0	0	0
Total Investments	27,864	135,611	139,003	24,472
Increase/(Decrease) in Investments £000				(3,392)

- 6.2. The Council has held invested funds, representing income received in advance of expenditure plus balances and reserves held. During 2017/18 the Council's investment balances have ranged between £21.1 and £39.5 million. The Guidance on Local Government Investments in England gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles.
- 6.3. Security of capital remained the Council's main objective. This was maintained by following the Council's counterparty policy as set out in its Treasury Management Strategy Statement for 2017/18.
- 6.4. Counterparty credit quality is assessed and monitored by Arlingclose, the Council's treasury advisors, with reference to credit ratings; credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. Arlingclose provide recommendations for suitable counterparties and maximum investment periods.

7. Compliance with Prudential Indicators

- 7.1. The Council can confirm that it has complied with its Prudential Indicators for 2017/18, which were set on 9 March 2017 as part of the Council's Treasury Management Strategy Statement, other than the Interest Rate Exposure indicator (see para 7.2 below).

7.2. **Interest Rate Exposure:** These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates for both borrowing and investments. The upper limit for variable rate exposure allows for the use of variable rate debt to offset exposure to changes in short-term rates on our portfolio of investments. The figure shown below for the variable rate for investments has exceeded the limit, although the Net effect is within the limit. All our investments are short term and there were no fixed rates that were comparable to variable rates, over the short term.

	Approved Limit for 2017/18 £m	Maximum during 2017/18 £m
<u>Fixed Rate</u>		
Borrowing	124.2	87.1
Investments	-5	0
Net Upper Limit for Fixed Rate Exposure	119.2	87.1
<i>Compliance with Limit</i>		<i>Yes</i>
<u>Variable Rate</u>		
Borrowing	31	4.9
Investments	-37.3	-39.5
Net Upper Limit for Variable Rate Exposure	-6.3	-34.6
<i>Compliance with Limit</i>		<i>No</i>

7.3. **Maturity Structure of Fixed Rate Borrowing.** This indicator is to limit large concentrations of fixed rate debt and control the Council's exposure to refinancing risk.

	Upper Limit %	Fixed Rate Borrowing 31/03/18 £m	Fixed Rate Borrowing 31/3/18 %	Compliance?
Under 12 months	15%	4.5	5.3%	Yes
12 months to 2 years	15%	2	2.4%	Yes
2 years to 5 years	30%	13.6	15.8%	Yes
5 years to 10 years	100%	22.7	26.4%	Yes
10 years and above	100%	43.3	50.1%	Yes

7.4. **Principal Sums Invested for over 364 Days.** All investments were made on a short-term basis and there were no investments for more than 364 days.

7.5. **Authorised Limit and Operational Boundary for External Debt.** The Local Government Act 2003 requires the Council to set an Affordable Borrowing Limit, irrespective of their indebted status. This is a statutory limit which should not be breached. The Operational Boundary is based on the same estimates as the Authorised Limit but reflects the most likely, prudent but not worst case scenario without the additional headroom included within the Authorised Limit. The s151 Officer confirms that there were no breaches to the Authorised Limit and the Operational Boundary during 2017/18; borrowing at its peak was £92.7m.

	Approved Operational Boundary 2017/18 £m	Authorised Limit 2017/18 £m	Actual External Debt 31/03/18 £m
Borrowing	141.8	155.2	89.4
Other Long Term Liabilities	0.4	0.6	0.2
Total	142.2	155.8	89.6

- 7.6. In compliance with the requirements of the CIPFA Code of Practice this report provides members with a summary of the treasury management activity during 2017/18. A prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.
- 7.7. The Council also confirms that during 2017/18 it complied with its Treasury Management Policy Statement and Treasury Management Practices.

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Policy & Finance Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts NG24 1BY on Thursday, 20 September 2018 at 6.00 pm.

PRESENT: Councillor D Lloyd (Chairman)
Councillor K Girling (Vice-Chairman)

Councillor R Jackson, Councillor P Peacock, Councillor D Staples,
Councillor T Wendels and Councillor N Mison (substitute for Councillor
B Laughton)

ALSO IN ATTENDANCE: Councillor B Crowe, Councillor R Crowe, Councillor B Laughton and
Councillor D Payne

27 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were no declarations of interest.

28 DECLARATIONS OF INTENTION TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

29 MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting held on 28 June 2018 were agreed as a correct record and signed by the Chairman.

30 FORWARD PLAN OF POLICY & FINANCE ITEMS

The Committee noted the Forward Plan items to be considered by the Committee over the next 12 months.

31 PAY AND GRADING ARRANGEMENTS 2019 FOR EMPLOYEES ON NJC TERMS AND CONDITIONS OF SERVICE

The Director – Safety presented a report which sought delegated authority for the Head of Paid Service, in consultation with the Leader of the Council, to negotiate any changes to the current pay and grading arrangements which were required in order to implement the 2019 NJC pay award. It was proposed that the negotiations were conducted through the Joint Consultative Committee.

AGREED (unanimously) that delegated authority be given to the Head of Paid Service and/or his designated deputies, in consultation with the Leader (or, in his absence the Deputy Leader) to negotiate and agree changes to the current pay and grading arrangements with the recognised Trades Unions through the Joint Consultative Committee.

Reason for Decision

To agree revised pay and arrangements that meet objectives detailed in the report and in so doing enable the Council to implement the national scale points with effect from 1 April 2019.

32 82 MILLGATE, NEWARK - PROPOSED DISPOSAL

The Director - Safety, presented a report concerning the disposal of 82 Millgate, Newark. The property which was managed by Newark and Sherwood Homes, on behalf of the Council, was currently used to provide 6 units of bed-sit type accommodation for single persons with additional needs.

At its meeting on 28 June 2018, the Committee resolved to support the proposed disposal of 82 Millgate. This proposal was supported taking into account the high costs of managing the building. Since the last meeting, officers from Newark and Sherwood Homes had consulted with each tenant over the future of the property. All tenants were keen to be rehoused and suitable alternative accommodation for them in Council properties had now been secured. As such the property was now empty, had been secured and the utility supplies capped off to ensure that it was safe pending a final decision regarding disposal.

The sale of the property would generate a capital receipt which would be ring-fenced to the Housing Revenue Account.

AGREED (unanimously) that the disposal of 82 Millgate, Newark in its current condition on the open market with vacant possession be approved.

Reason for Decision

To effectively manage the Council's assets to deliver a viable 30 year HRA Business Plan.

33 CLEANER, SAFER AND GREENER - ENFORCEMENT POSTS

The Business Manager – Environmental Health and Licensing presented a report concerning the creation of new community based Enforcement Officers to support the Cleaner, Safer, Greener Strategy. The Strategy which was agreed by the Full Council on 17 July 2018 set out key objectives relating to littering, graffiti, dog fouling and other environmental offences.

One element of the strategy was to ensure appropriate enforcements penalties for environmental crime. At their meeting held on 26 June 2018, the Leisure & Environment Committee refreshed and set new maximum charges for fixed penalty notices issued in relation to environmental crimes. It was proposed that four posts were created to provide a dedicated function for the issuing of fixed penalty notices and promoting a responsible approach to the environment. It was proposed that the new posts would be titled Neighbourhood Wardens with a wide variety of responsibilities as detailed in the report.

As set out in the report, costs for these posts in 2018/19 were estimated at £45,687 with sufficient reserves having been set aside to cover these costs. The costs for 2019/20 onwards would be built into the base budget.

AGREED (unanimously) that:

- (a) the creation of four new posts of Neighbourhood Wardens be approved;
- (b) the additional revenue budget as shown in the report for 2018/19 and 2019/20 be approved; and
- (c) a review of these posts be undertaken after six months of operation with the results of the review being reported to the Leisure & Environment Committee.

Reason for Decision

To support the Cleaner, Safer and Greener Strategy with dedicated community based advice, education and enforcement posts.

34 OLLERTON HALL

The Committee considered the report of the Deputy Chief Executive which set out the recommendations of the Ollerton Hall Task & Finish Group for disposal of Ollerton Hall. The Task & Finish Group met on 6 September to consider options around the disposal of Ollerton Hall and a process for disposal. The unanimous recommendations of the Task & Finish Group were set out in the report.

AGREED (unanimously) that:

- (a) open market disposal of the property be approved on the basis of a long leasehold disposal with an option to purchase the freehold on satisfactory completion of the renovation works;
- (b) the successful purchaser be selected on the basis of best satisfying the range of criteria set out in the report to the Task & Finish Group with price not being the overriding consideration and the property be marketed accordingly;
- (c) Innes England be instructed to undertake the marketing of the property; and
- (d) delegated authority be given to the Deputy Chief Executive, following consultation with a Member Panel comprising Councillors Girling, Lloyd and Wells, to select the preferred bidder in accordance with the criteria agreed by the Task & Finish Group.

Reason for Decision

To dispose of Ollerton Hall and secure the long term future for the building.

35 GENERAL FUND AND CAPITAL PROJECTED OUTTURN REPORT TO 31 MARCH 2019 AS AT 31 JULY 2018

The Business Manager – Financial Services presented a report which compared the Revised Budgets with the Projected Outturn forecast for the period to 31 March 2019. The forecast to the year end was based on the four months performance to 31 July 2018 on the Council’s revenue and capital budgets. The accounts showed a projected over spend of £0.048m on service budgets, and a total projected adverse variance of £0.094m. The report detailed the small variances projected in service areas and other budgets. It was noted that the forecast position would be kept under review to ensure at least a break-even position at the end of the financial year. Non-Service expenditure was expected to have an adverse variance against the revised budget by £0.046m. This was due to the delay in the delivery of corporate savings target of £0.084m allocated to the Council’s Commercial Project Team.

The report also summarised the first four months position for the Capital Programme. Additions and amendments to the Programme for April to July 2018 were detailed in Appendix B to the report. The reported variations totalled £1.473m which if approved would increase the revised budget to £32.410m. Details of how this would be financed were set out in the report.

AGREED (unanimously) that:

- (a) the General Fund projected outturn variance of £0.094m be noted;
- (b) the variations to the Capital Programme of £1.473m be approved; and
- (c) the Capital Programme projected outturn of £32.410m be noted.

Reason for Decision

To advise Members of the projected outturn monitored against service budgets for the period ending 31 March 2019, as at 31 July 2018.

36 COUNCIL'S ANNUAL BUDGET 2019/20 - OVERALL CORPORATE STRATEGY

The Business Manager – Financial Services presented a report which set out the Budget Strategy for 2019/2020 prior to detailed work commencing on preparation of the budget. The Council’s Constitution required that the Council’s Section 151 Officer present a report on the overall Budget Strategy to the Policy & Finance Committee for approval. The budget process would result in the setting of the budget and the Council Tax for 2019/20.

The strategy took into consideration agreed policies on budgeting and council tax, reserves and provisions, value for money and also a set of budget principles which set out the approach to be taken to the budget process. These policies had been reviewed and updated as appropriate and were attached as appendices to the report.

The current Medium Term Financial Plan (MTFP) was approved on 29 June 2017. It was reported that with the change in the Leader of the Council and appointment of

the new Chief Executive, the revision of the MTFP would occur slightly later than originally planned. This would be brought to the Policy & Finance Committee on 21 February 2019 with the budget for 2019/20. The report set out a summary of the financial forecast identified within the current MTFP assuming that Council Tax at average Band D would increase by the same rate as the previous three financial years, namely 1.94%. These figures suggested that over the next two financial years between £650,000 and £700,000 of savings would need to be generated to balance the budget.

The report also set out a number of underlying assumptions which would be applied in compiling the draft budget for 2019/20 including staff costs, provision for inflation and fees and charges.

AGREED (unanimously) that:

- (a) the overall budget strategy be approved;
- (b) budget officers continue work on the assessment of various budget proposals affecting services for consideration in setting the Council's budget; and
- (c) budget managers work with finance officers in identifying further efficiency savings, increasing income from fees and charges and in identifying new income.

Reason for Decision

To enable the Council's budget process to proceed encompassing agreed inflation and salaries and wages rates for 2019/20 to 2021/22.

37 BUSINESS RATES PILOT 2019

The Deputy Chief Executive / Director – Resources presented a report which sought approval for the submission of a joint application with the other eight Nottinghamshire Councils and the Nottinghamshire Fire and Rescue Service for the 2019 Business Rates Pilot scheme.

The current Business Rates system was for 50% of the total business rates collected to be retained locally with the other 50% being paid over to central government. Councils were being invited by the Secretary of State for the Ministry of Housing, Communities & Local Government to bid to become part of a 75% Business Rates Pilot scheme. This scheme, which would last for one year and would begin 1 April 2019, would see a larger proportion of money generated within the County retained locally. A prospectus was issued on 24 July 2018 and applications needed to be submitted by 25 September 2018.

The Director - Resources, with external support from LG Futures, had been working with the Nottinghamshire Chief Finance Officers and the Nottinghamshire Chief Executives to review the existing pooling arrangements and comparing this to the forecast growth under the terms of the 2019 Pilot. It was considered that Nottinghamshire as a whole would gain just under £10m from participating in the 2019 pilot with the District Council's share being £0.6m.

AGREED (unanimously) that:

- (a) the participation of the Council in preparing a joint application for the 2019 Business Rates Pilot, together with the other six Nottinghamshire District Councils, Nottinghamshire County Council, Nottingham City Council and Nottinghamshire Fire and Rescue Service, be approved;
- (b) delegated authority be given to the Deputy Chief Executive / Director - Resources, in consultation with the Chief Executive and the Leader of the Council, to agree the detail of the application to the Ministry of Housing, Communities & Local Government; and
- (c) delegated authority be given to the Chief Executive, in consultation with the Leader of the Council, to approve the application together with the Chief Executives of the six Nottinghamshire District Councils, Nottinghamshire County Council, Nottingham City Council and Nottinghamshire Fire & Rescue Service.

Reason for Decision

Selection to be a pilot for 2018/19 would mean additional funding across Nottinghamshire of just under £10m, with £0.600m for Newark & Sherwood District Council.

38 EXTENSION AND IMPROVEMENT OF NEWARK LORRY PARK

The Business Manager – Environmental Health & Licensing presented a report which detailed proposed changes to the extension scheme for Newark Lorry Park and the provision of additional funding as had been considered by the Economic Development Committee.

In March 2017 the Economic Development Committee agreed the scheme for the extension of Newark Lorry Park. Since the Economic Development Committee reached that decision detailed work on preparing a planning application had been undertaken and it had become apparent that the scheme developed by the external consultants was not as comprehensive as it should have been with the omission of a number of key features that had an impact on both the visual aesthetics of an important gateway to Newark and on the overall costs of the project. At their meeting held on 20 June 2018 the Economic Development Committee considered a further report which detailed the additional works and the additional funding required. The Committee also considered the provision of an above ground fuel bunker on the site as an additional facility.

It was noted that currently the capital programme scheme for the extension project had been agreed at £792,000. The additional costs identified in the report would add an additional £347,021 to the capital costs of the scheme.

AGREED (with 5 votes for and 2 against) that:

- (a) additional capital expenditure of £347,021 for the extension of Newark Lorry Park be approved, for inclusion in the Council's Capital Programme; and
- (b) the Newark Lorry Park budget be amended as per paragraph 5.0 of the report as part of the 2019/20 – 2022/23 budget process.

Reason for Decision

To enable the Council to commence construction of the extension to the Newark Lorry Park and associated developments.

39 INFORMATION REQUESTS, COMPLAINTS AND RIPA UPDATE

The Committee considered the report of the Director – Safety which detailed the activity in relation to requests made to the Council during 2017/18 under the Data Protection Act 1998, Freedom of Information Act 2000 and Environmental Information Regulations 2004. The report also advised of the complaints made to the Local Government Ombudsman and the use by the Council of the Regulation of Investigatory Powers Act 2000 (RIPA) during 2017/18.

AGREED (unanimously) that the report be noted.

Reason for Decision

To keep Members informed of activities in relation to information requests, complaints made to the Local Government Ombudsman and the use of RIPA in 2017/18.

40 URGENCY ITEM - NEWARK AND SHERWOOD HOMES - MANAGEMENT FEE VARIATION

The Committee noted the decision to approve a variation in the Management Fee to Newark & Sherwood Homes by £57,525.

AGREED (unanimously) that the urgency item be noted.

Reason for Decision

To enable a resource to be put in place to enable Newark & Sherwood Homes to deliver immediate commencement of the resident liaison function to support the Yorke Drive estate regeneration project.

41 URGENCY ITEM - FUNDING FOR SECURITY WORKS AT NEWARK LORRY PARK

The Committee noted the decision to approve an additional capital budget of £40,000 to fund the installation of a barrier and entry control system to Newark Lorry Park and additional revenue funding for security staff for an interim period.

AGREED (unanimously) that the urgency item be noted.

Reason for Decision

To improve the security at Newark Lorry Park.

42 URGENCY ITEM - IMPLEMENTATION OF NEW FINANCIAL MANAGEMENT SYSTEM

The Committee noted the decision to create a capital scheme of £200,000 to fund the purchases of the licences and the implementation of a new Financial Management System.

AGREED (unanimously) that the urgency item be noted.

Reason for Decision

To refresh the Council's Financial Management System which has been in place since 2004.

43 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) 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.

44 TRUCK CARTELS LITIGATION

The Committee considered the exempt report of the Deputy Chief Executive regarding ongoing litigation.

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

45 FORMER ROBIN HOOD HOTEL - PROPOSED JOINT VENTURE SCHEME WITH MF STRAWSON LIMITED

The Committee considered the exempt report presented by the Deputy Chief Executive regarding a proposed joint venture scheme with MF Strawson Ltd for the former Robin Hood Hotel.

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

46 CASTLE GATEHOUSE - REVIEW AND PROPOSALS

The Committee considered the exempt report presented by the Director- Customers regarding proposals for the Castle Gatehouse.

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

Meeting closed at 7.28 pm.

Chairman

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

Document is Restricted

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, 12 September 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 T Roberts,
Councillor T Wendels and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor F Taylor

14 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.

15 DECLARATION OF INTENTION TO RECORD MEETING

NOTED that the Council would undertake an audio recording of the meeting.

16 MINUTES OF PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 20 June 2018 be approved as a correct record and signed by the Chairman.

17 LIST OF COMMITTEE DECISIONS (JUNE 2016 TO PRESENT DAY)

NOTED the decisions of the Economic Development Committee between June 2016 and the present day.

18 FORWARD PLAN - SEPTEMBER 2018 TO AUGUST 2019

The Committee considered the Forward Plan of some of the items that would be submitted to the Economic Development Committee over the course of the next twelve months.

AGREED (unanimously) that the Forward Plan be noted.

19 OLLERTON & BOUGHTON NEIGHBOURHOOD STUDY

The Committee considered the report presented by the Business Manager – Strategic Housing which provided Members with the final draft of the Ollerton & Boughton Neighbourhood Study.

The report provided general information about neighbourhood studies, the 3 key steps to their development, governance arrangements, responsibilities for all

stakeholders and the specific proposed strategic priorities and objectives for this particular study. Paragraph 3 of the report listed the scope of the study; the appointment of a qualified consultant, the preparation of the final draft of the study and the proposed stakeholder event scheduled for 2 October 2018.

In considering the report Members commented on the viability of the scheme, the percentage of affordable housing included therein and queried whether they could be provided with the financial appraisal that had been undertaken. The Business Manager advised that the financial information could be provided and that there was an opportunity for Members to learn more about the scheme at the aforementioned stakeholder event.

The Local Ward Member, who was in attendance at the meeting, addressed the Committee stating that he would wish to receive more information as to the viability of the scheme and suggested that the report be noted rather than endorsed at this time until the further information had been provided. In response, the Chairman stated that the Committee were not being asked to endorse a decision rather the findings of the Study.

AGREED (unanimously) that:

- (a) the findings of the Ollerton & Boughton Neighbourhood Study as detailed at paragraph 4.1 and in Appendices A and B of the report be endorsed; 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.

20 NOTTINGHAMSHIRE MINERALS LOCAL PLAN - CONSULTATION

The Committee considered the report presented by the Business Manager – Planning Policy which set out the details of the Draft Nottinghamshire Minerals Local Plan Consultation. The report also sought Members' approval for the Council's response to the Consultation.

The report set out the background to the development of the Plan and that of the previous Draft Plan in 2017 which was submitted for Examination and subsequently withdrawn. The relevant issues to the current document being consulted on were listed at paragraph 3.2 and stated that significant archaeological potential had been identified in South Muskham. The Council's proposed consultation response was reported in paragraph 4.0 of the report.

In considering the report Members welcomed the changes that had been made from the Plan that had been withdrawn and endorsed the proposed response to the consultation.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) Appendix A be approved as the District Council's response to the Draft Nottinghamshire Minerals Local Plan.

21 LOCAL DEVELOPMENT FRAMEWORK - PROGRESS REPORT

The Committee considered the report presented by the Business Manager – Planning Policy in relation to updating Members on the progress of the various elements of the Local Development Framework (LDF) contained within the Local Development Scheme (LDS) timetable. The report also sought to propose amendments to the timetable to address the issues that have arisen as part of the Amended Core Strategy Examination.

The report set out that the current LDS was adopted by Full Council and became active in July 2017. It was subject to examination in September 2017 with the Amended Core Strategy DPD (ACS) being submitted for examination in September 2017 in line with the LDS. The examinations were undertaken in February 2018 with a small number of issues being identified that required modification in order to make the Plan sound. At that time, the Inspector concluded that a new Gypsy & Traveller Accommodation Assessment (GTAA) would need to be undertaken. Consultation of the main modifications were undertaken between August and September 2018 with the proposed amendments to the LDS being reported in paragraph 4.0. It was further reported that consultants had been appointed to carry out the GTAA with the likely date for the initial Issues paper being January 2019. Paragraph 4.3 highlighted that two Supplementary Planning Documents (SPD) required updating and that an additional SPD required development.

In considering the report a Member queried why the Inspector had concluded that a new GTAA was required. The Business Manager advised that the initial assessment had been development using secondary data. This had not been perceived as an issue and had progressed to the submission stage unchallenged. However, following its submission an individual had made representations and rather than the ACS being lost in its entirety it was decided that the GTAA should be repeated.

AGREED (unanimously) that:

- (a) progress towards meeting the timetable of the adopted Local Development Scheme be noted;
- (b) the Local Development Scheme be amended to reflect the proposed approach as set out in Section 4 of the report; and
- (c) the amended Local Development Scheme would come into force on 13 September 2018.

22 CONSERVATION AREA REVIEW

The Committee considered the report presented by the Conservation Officer which sought to advise Members of the Conservation Team's proposals to review the District's Conservation Areas (CAs). The report also highlighted that a future project to develop online access to items at the resource centre at the Brunel Drive depot was to be progressed at a later date.

The report set out the background to the designation of CAs and the affects they had on property owners and/or businesses. The report noted that the Council had a legal duty to review existing CAs from time to time in accordance with the relevant legislation. Paragraph 3.0 of the report set out the proposal to fully review the district's CAs and, in due course, to amend/designate CAs and publish associated CA Appraisal documents. It was intended to review the Newark, Ollerton, Edwinstowe and Southwell CAs during the following 3 year period. It was reported that it was also intended to publish designation statements for all 47 CAs which would enable a schedule of priorities to be produced.

Paragraph 3.4 of the report highlighted that there was currently a limited resource to progress a more comprehensive and audience focused digitisation project of the museum's collection and that this would be taken forward in the future including, where appropriate, funding bids.

In considering the report the Members sought clarification on a number of issues.

In relation to the consultation period, the Conservation Officer advised that this would extend past the statutory minimum requirement of 6 weeks. The Council's website would be update to reflect the consultation and it was the Team's aspiration to have a rolling programme of updates for the CAs going forward.

The Conservation Officer confirmed that there would be significant involvement with Parish and Town Councils and it was hoped that they would encourage their residents to participate in the process.

Having regard to the formal process of adopting a CA it was reported that it was a legal requirement for the Committee to consider any draft amendment to a CA, together with information gathered from the consultations and the subsequent proposal prior to them being adopted.

In response to whether the information gathered during the review could be used as a marketing tool for tourism, the Conservation Officer advised that there would be many opportunities for sharing the information with other Business Units at the Council.

In considering the implications of a CA, a Member sought clarification on issues relating to Tree Preservation Orders (TPO). The Conservation Officer advised that if a tree required work carrying out on it and was in a CA the Conservation Team would need to be notified. They would then assess the situation and whether the tree was worthy of having a TPO. He added that trees would form part of the CA review.

AGREED (unanimously) that:

- (a) the Conservation Team be given delegated authority to undertake the Conservation Area review work. Updates to 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 be progressed at a later date when resources permit be noted.

(Councillor Lee did not take part in the vote as he was absent from the room at that time.)

23 THINK BIG LOAN FUND

The Committee considered the report presented by the Business Manager – Economic Growth which sought to update Members about the Growth Investment Fund. The report also recommended that the Loan Fund be closed.

The report set out that the fund was introduced during 2012/2013 with the purpose of providing financial support to small businesses in the district that could not, because of the reluctance of traditional lenders to lend to small businesses, which was partly due to the outcomes of the economic crisis. Information as to the number of loans awarded and the amounts loaned and repaid were contained within the report together with the monitoring process undertaken and the further developments in the regional funding market.

In considering the report all Members agreed that the establishment of the fund had been a success and had achieved its original purpose. It was also agreed that following increased lending by traditional lenders and the establishment of the Midlands Engine Investment Fund it was timely to close the Council's fund.

AGREED (unanimously) that:

- (a) the Think BIG Loan be closed to new applications and existing loans be monitoring by the Economic Growth Team;
- (b) 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;
- (c) the Officers and Panel Members involved in the initiative be thanked for their work in making it a success.

The Committee considered the report presented by the Business Manager – Economic Growth which advised Members of the outcomes of the Newark Gateway First Stage Masterplan that had been completed in July 2018.

The report set out that the funding for the Masterplan was received through the Nottinghamshire Pre-Development Fund with support being received in relation to Feasibility Studies for Ollerton Hall, the Buttermarket in Newark and the Newark Gateway First Stage Masterplan. The aim of the Masterplan was to provide a framework for the development of the area of Newark, extended from Newark Castle State to the Cattle Market Island in the longer term. Potential road development in the area had been considered and it was reported that further work could be undertaken relating to specific recommendations within the report with any proposals being reported to a future meeting. The Masterplan sought to establish a flexible framework which provided for the redevelopment of the key land parcels in the important gateway to the town. Paragraph 4.0 of the report set out the proposals for consideration.

In considering the report a Member suggested that it would be advisable to choose some specific areas for further research rather than agreeing and accepting the full Masterplan and that this may also open up other sources of funding. In response it was stated that the recommendation was worded to allow flexibility.

A Member stated that he welcomed the report and that the presentation given in relation to the matter had been informative. He noted that there may be projects of development in the location covered that were not within the control of the Council e.g. the former Highway's Depot and that adoption of the Masterplan would enable the Council to challenge or resist unsuitable applications. The Member added that the Council should lobby Network Rail to construct a pedestrian and cycle link over the tracks at Castle Station and that if that was not accepted then a means of crossing the tracks, in the event of a barrier failure, should be established.

AGREED (unanimously) 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 be approved;
- (c) further research proposals may be presented to the Committee relating to specific elements of the Gateways to Newark proposals; and
- (d) Officers approach Network Rail to explore options for installing a pedestrian and cycle link across the railway line at Castle Station.

25 NEWARK BEACON BUSINESS INNOVATION CENTRE

The Committee considered the report presented by the Business Manager – Planning Policy in relation to progress made towards the transfer of the Newark Beacon Business Innovation Centre to ‘in-house’ management on 1 October 2018.

The report set out that following the decisions taken by this Committee and the Policy & Finance Committee in June 2018 the Centre would be brought back under ‘in-house’ management following the conclusion of the existing contract with Oxford Innovations. It was reported that due to vital information to setting a future pricing policy not being available the Business Plan would be presented to the November meeting of the Committee. All other areas of work had progressed to ensure that the proposed changes would be managed successfully.

Members expressed concern that they had not had the opportunity to consider the Business Plan. The Business Manager advised that they considered it prudent to delay this until November to ensure that Members were presented with a robust document for consideration.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) the Newark Beacon Business Plan be presented to the November meeting of the Economic Development Committee.

26 PROMOTION OF TOURISM SOCIAL MEDIA UPDATE

The Committee considered the report of the Business Manager – Economic Development in relation to an update on the utilisation of social media since the Promotion of Tourism budget was introduced in April 2017.

Appendix A to the report provided detailed statistics on the progress of social media activity since April 2017. Information listed related to: Facebook; Twitter; Reach; and weekly blog posts with paragraph 3.3 providing information on the 2018 campaigns.

A Member stated that he would wish to see the budget provision for social media adding that it was a relatively inexpensive way to advertise. The Business Manager advised that it was a lengthy process to develop such a service from scratch. Another Member stated that there was a visible improvement in the number of views and queried whether it was possible to see what the returns were against the number of views. The Business Manager agreed that going forward the number of views would be recorded.

AGREED (unanimously) that the report be noted.

27 COMMERCIAL PROJECTS UPDATE

The Committee considered the report presented jointly by the Strategic Development Manager and the Policy & Projects Officer which sought to update Members on the commercials group's projects and their progress.

The report set out that it was 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. This ambition was being led by the Commercial Project Team, details of which were included in Appendix A to the report.

Paragraph 3.2 listed the current 5 projects in progress with paragraph 3.3 listing the 2 strategic projects that were being supported by the Commercial Project Team.

Appendix A also provided a list of commercial projects and included details of project aims, timescales, progress to date, reporting deadlines and projected savings or income generation.

In considering the report it was noted that there was a shortfall of £124K against projected savings with Members querying if this would be met. In response the Strategic Development Manager stated that whilst this could not be guaranteed it was considered likely. In response to the query of how the projects were chosen, the Strategic Development Manager advised that there was a set criteria with the Corporate Management Teams having reviewed all those chosen to-date. The Deputy Chief Executive/Director – Resources added that the Terms of Reference were set out in the Council's Commercial Strategy which had been approved by Full Council. This Strategy also set out the methodology of how projects were progressed.

AGREED (unanimously) that the report be noted.

28 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 Paragraphs 3 of part 1 of Schedule 12A of the Act.

29 CASTLE GATEHOUSE REVIEW

The Committee considered the exempt report presented by the Business and Assistant Business Manager – Heritage, Culture & Visitors in relation to a review and proposals for Castle Gatehouse.

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

Meeting closed at 7.47 pm.

Chairman

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

Document is Restricted

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Homes & Communities Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts. NG24 1BY on Monday, 10 September 2018 at 6.00 pm.

PRESENT: Councillor B Laughton (Chairman)
Councillor T Wendels (Vice-Chairman)

Councillor Mrs B Brooks, Councillor Mrs C Brooks, Councillor Mrs I Brown, Councillor M Buttery, Councillor N Mison, Councillor Mrs P Rainbow, Councillor Mrs S Saddington and Councillor Mrs S Soar

APOLOGIES FOR ABSENCE: Councillor Mrs S Michael and Councillor N Mitchell

ALSO IN ATTENDANCE: Councillor P Duncan, Councillor P Peacock and Councillor D Staples

15 DECLARATIONS 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.

16 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED that there would be an audio recording of the meeting undertaken by the Council.

17 MINUTES OF PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 11 June 2018 be approved as a correct record and signed by the Chairman.

18 ORDER OF BUSINESS

With the agreement of the Committee the Chairman moved discussion of the Forward Plan to the last item on the Agenda. All other items remained unchanged.

19 HOMELESSNESS REDUCTION ACT PRESENTATION

The Committee received a presentation from the Business Manager – Housing & Safeguarding and the Senior Housing Options Officer in relation to the Homelessness Reduction Act. The presentation provided an update 3 months on from the Acts implementation and the new Duty to Refer that was to come into force in October 2018.

The presentation provided the background to the Act and what the 12 main changes were. It also gave details of the implementation process and how the Council compared with the national and county trends and changes. Further details of the Duty to Refer were also included and how the Council would facilitate that together with details of the next steps that the Council were to follow.

In considering the presentation Members raised a number of issues. They noted, with regret, that a bed and breakfast had been used as temporary accommodation for those presenting as homeless and that this was the first time this had occurred in 18 years.

A Member queried whether there was any discretion available to Officers when rehoming people if the individual/family considered it to be an unsafe location. In response the Senior Housing Options Officer advised that the process remained unchanged and that all circumstances would be given due consideration. She added that there may be a requirement for input from the Police and/or a need for evidence to be supplied to support the claim. It was noted that the main reason for homelessness was due to private tenancy evictions.

A Member stated that within her Ward there were a couple of rough sleepers who migrated between the Newark & Sherwood and Mansfield districts and queried whether the Council worked in partnership with Mansfield District Council (MDC). Members were advised that partnership working was ongoing with both MDC and Ashfield District Council in relation to homelessness.

AGREED that the presentation be noted.

20 THE BETTER CARE FUND 2018/19 - UPDATE

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the schemes being delivered from funding from the district's allocation of the Better Care fund in 2018/19.

It was reported that the Care Act 2014 amended the NHS Act 2006 to provide the legislative basis for the Better Care Fund (BCF). It created a local single pooled budget to incentivise the NHS and local government to work more closely together around people, placing their wellbeing as the focus of health and care services and shifting resources into social care and community services for the benefit of the people, communities and health and care. The report also set out the governance arrangements for the fund together with the delivery of local schemes. Information was also provided in relation to: mandatory disabled facilities grants; discretionary DFGs; handy person adaptations schemes; warm homes on prescription; assisted technology; and accessible homes together with schemes for future years and potential future developments.

In considering the report Members all agreed that there was a requirement for more accessible homes and that they would wish to see such homes included in the Council's current building programme, noting that it was easier to build an accessible property rather than having to adapt it at a later stage.

AGREED (unanimously) that:

- (a) the schemes for 2018/19 be supported; and
- (b) if possible, accessible homes be included in the Council's building programme.

21 AMENDMENT TO DISABLED FACILITIES GRANT POLICY - DISCRETIONARY FUNDING

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing which sought Members’ approval for an interim amendment to the policy covering the maximum amount of funding eligible from the discretionary element of the Disabled Facilities Grants (DFGs).

It was reported that DFGs were mandatory grants designed to provide adaptations to the home to allow a disabled person to continue living in the community. The grants were subject to a means test with some applicants having to pay a contribution towards the cost of the works. Referrals for grants were received from the Occupational Therapy team of the County Council. The Policy also set out the limited circumstances under which the Council might consider using discretionary powers to provide additional grant over and above the mandatory maximum of DFG in circumstances that would fall outside normal grant eligibility. The report set out that the maximum award for a mandatory DFG scheme was £30,000 but that this was often exceeded for more complex adaptations. Part 2 of the Policy set out the section on discretionary help. The proposed amendment was to increase the discretionary grant from £10,000 to £15,000 but only in exceptional circumstances and after all other sources of funding had been exhausted. It was further proposed that the additional funding would only be awarded following consultation with the Director – Safety and that the interim arrangement would be reviewed within 12 months or sooner if the outcomes from the national review of DFGs were known.

In noting the contents of the report a Member queried what arrangements were in place should the allocated budget for disabled facilities adaptations be overspent. The Business Manager advised that referrals were received from Occupational Therapy with the Council administering the budget which was closely monitored. He added that there were a number of options available should the upper limit be reached e.g. applying to the DCLG for additional funds.

AGREED (unanimously) that:

- (a) the additional £5,000 of discretionary funding for DFG schemes, in exceptional circumstances, be approved;
- (b) the additional discretionary funding only be awarded following consultation with the Director – Safety; and
- (c) a review of the Policy be undertaken within 12 months with a further report being presented to the Homes & Communities Committee.

22 SHERWOOD PUBLIC SERVICES HUB UPDATE REPORT

The Committee considered the report presented by the Business Manager – Customer Services & External Communications which updated Members on the possible provision of a Public Services Hub in Ollerton. The report also sought Members’ approval of the initial Feasibility Study Report.

The report set out that in 2014 the Council in conjunction with the Department of Work and Pensions, Dukeries Community College and Ollerton & Boughton Town Council commenced delivery of a joint service from Ollerton & Boughton Town Hall. Initially the service operated for 1 day a week but due to demand it was increased to 2 days per week in April 2017. The report set out the reasons behind the need for an enhanced face to face provision in Ollerton and other factors which further strengthened the requirement.

Paragraph 3 of the report set out the purpose of the feasibility study as follows: to assess the suitability of the preferred site, determination of the maximum scale of any development on site, the taking into account of planning constraints and to establish the requirements of partners who might provide services from the Hub, reflecting future health and social care needs with paragraph 4 setting out the next steps.

The Local Member who was in attendance at the meeting addressed the Committee and welcomed the report. He added that he would have wished to see the report reflect more accurately the poor health care facilities in the area and the level of deprivation experienced by some residents, referring to statistics about life expectancy. He added further that the potential gains from the proposed facilities would be extremely beneficial and would go some way to solving some of the issues experienced by residents.

All Members of the Committee were in agreement that the proposed Sherwood Public Services Hub was to be welcomed and would not just be where residents accessed medical facilities. A Member noted that the project relied heavily on support from the Clinical Commissioning Group (CCG) and queried whether there was any indication as to when they would confirm if they were supporting the project.

The Business Manager noted and agreed that it was not just a proposal to provide medical facilities and recognised that as it stood there was a heavy involvement from the CCG. She referred to paragraph 4.3 of the report which noted the amendment to the project that would be required should the CCG not commit to supporting the scheme.

AGREED (unanimously) that:

- (a) the feasibility study be approved; and
- (b) an update report be brought back to a future meeting when the CCG's commitment to the scheme has been clarified.

23 CASTLE HOUSE UPDATE REPORT

The Committee considered the report presented by the Business Manager – Customer Services & External Communications which sought to appraise Members of improvements in customer experiences one year on from the move to Castle House.

The report set out the main differences between customer experiences at Kelham Hall to Castle House and the enhanced services that were now available. It was also reported that 8 partners had co-located to Castle House and these were listed at paragraph 3.1.

Members all agreed that the move to Castle House had been a success and that access to services for both the public and elected Members was much improved.

AGREED (unanimously) that:

- (a) the contents of the report be noted; and
- (b) an annual update report be presented to the Committee.

24 ENERGY & HOME SUPPORT SERVICE UPDATE

The Committee considered the report presented by the Business Manager – Housing & Safeguarding which provided an update on the Warm Homes on Prescription Scheme and outlined other funding opportunities being explored by the Council’s Energy and Home Support Team to continuously improve the service offer for vulnerable fuel poor households in the private sector.

The report set out the aims of the Council-led Nottinghamshire Warm Homes on Prescription (WHOP) and that the number of referred administered for the previous year had been 234. It also stated that despite the prolonged hot weather, which had had a significant impact on the number of WHOP enquiries, the Council had already spent and committed almost a third of its 2018/2019 Better Care Fund WHOP budget. Paragraph 2.5 of the report provided information about the Government’s new ECO 3 Scheme and the expanded role that local authorities will be delivering. Appendix B outlined the current and proposed services being developed by the Energy & Homes Support Team.

AGREED (unanimously) that the progress made with the Warm Homes on Prescription Scheme and the range of funding opportunities being explored by Newark & Sherwood District Council’s Energy & Home Support Team be noted.

25 FORWARD PLAN - SEPTEMBER 2018 TO AUGUST 2019

The Committee considered the Forward Plan of some of the items that would be submitted to the Homes & Communities Committee over the course of the next twelve months.

The Chairman requested that Members put forward any items they would wish to see included. These were as follows:

Gladstone House Update Report

The Chairman advised that in relation to the Better Care Facility in Ollerton a bid for funding was to be made to Homes England within the week. Work was also ongoing in relation to going out to tender for possible contractors.

AGREED (unanimously) that

- (a) the Forward Plan be noted; and

- (b) an update report in relation to Gladstone House be added to the Forward Plan.

26 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 Paragraphs 1, 2, 3 and 7 of part 1 of Schedule 12A of the Act.

None

Meeting closed at 6.55 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Leisure & Environment Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 18 September 2018 at 6.00 pm.

PRESENT: Councillor R Jackson (Chairman)
Councillor N Mison (Vice-Chairman)

Councillor Mrs R Crowe, Councillor Mrs L Hurst, Councillor D Staples,
Councillor Mrs L Tift, Councillor K Walker, Councillor T Wendels,
Councillor Mrs Y Woodhead and Councillor P Peacock

APOLOGIES FOR ABSENCE: Councillor M Cope and Councillor Mrs A Truswell

15 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

Councillor T Wendels declared a personal interest in Agenda Item 6 – Active4Today Performance Report as he is a Southwell Leisure Centre Trustee.

16 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

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

17 MINUTES OF PREVIOUS MEETING

Minute No. 5, Active4Today – 2017/2018 Annual Report. The Minute should read: “A Member commented that the report indicated that there were no equalities and diversity issues and it was asked how that could be when the report indicated that areas of deprivation had declined”.

AGREED that subject to the above amendment the Minutes of the meeting held on 26 June 2018, be approved as a correct record and signed by the Chairman.

18 PRESENTATION BY EAST MIDLANDS AMBULANCE SERVICE (EMAS)

An update presentation was provided by the East Midlands Ambulance Services (EMAS). Wendy Hazard – Ambulance Operations Manager (Communications and Engagement, Nottinghamshire) and Alastair Smith – Duty Operations Manager attended the meeting.

Following the presentation a question and answer session ensued as follows:

A Member asked what the cost of an emergency vehicle was. It was confirmed approx. £125 - £135,000. Seven new vehicles would be purchased; the emergency vehicle was not as expensive as the A&E vehicles. The average fleet life span in the past was seven years, which had been reduced to five years as the vehicles clocked

high mileage.

A Member asked whether the recruitment proposals were realistic and how long it took to train a Paramedic. It was confirmed that the training programme for a Paramedic was three years; an Ambulance Technician could be trained a lot quicker. The £19 million funding was against performance standards and would have to be paid back if the performance was not achieved.

A Member commented on a past presentation from EMAS to the External Relations and Partnership Committee which had indicated that EMAS was poorly funded in comparison to the rest of the country. It was confirmed that the West Midlands had received better funding in the past; however the increased funding had bridged that gap.

A Member commented that Newark & Sherwood had now received an additional 112 hours per week for their crew and asked what was the base line? It was confirmed that there had been an additional 25% increase in the Crew.

A Member sought clarification regarding hand over times in hospitals. It was confirmed that Queens Medical Centre was a major trauma centre and was good at hand overs in A&E due to good facilities. Kings Mill Hospital was a small hospital, if there was a steady flow they could cope; however when there was an influx of ambulances the handover times could be over the 30 minutes threshold. Lincoln Hospital did cause the Ambulance crew problems due to capacity. Lincoln had only one hospital and its A&E department had not expanded and was an old facility dealing with new pressures.

A Member sought clarification regarding ambulance response times and how did the crew cope when they were stood down from a call. It was confirmed that a new system was in place when a call was taken which gave 4 minutes for the right job to be allocated to the correct vehicle. It was confirmed that the crew may still be stood down from a category 3 (CAT3) job to attend a category 1 (CAT1) job if they were the nearest ambulance. It was confirmed that the 4 minutes had made a difference and the vehicles worked actively on the road.

A Member asked what the Leisure and Environment Committee could do to get the message out regarding categorising CAT1 & CAT2 calls. It was confirmed that the public did not need to worry about what category the call was as the call centre operated on a triage system. Accurate information regarding the address and patient conditions was the most important thing for the caller to confirm and to update the call centre should the patient's condition change for the better or worse during the waiting time. The public could be educated regarding when to use the 999 service.

A Member commented on a visit that he had attended to the Emergency Services Call Centre at Nottingham and whilst the centre was fascinating he felt distressed at some of the call that were received and the number of people that were isolated within their community. He felt that Members could create more opportunities for support and get people more involved in their communities.

The Chairman thanked the representatives for their informative presentation and was

pleased that more funding had been made available.

AGREED that the presentation be noted.

19 ACTIVE4TODAY PERFORMANCE REPORT

The Committee considered the report presented by the Director of Customers and Managing Director – Active4Today, which updated Members regarding the performance of Active4Today during the period between April 1 and July 31, 2018. The report also set out some key issues arising from the information presented and some proposals in response to the issues.

The Director of Customers informed Members of an error in the report at 3.13, the figure for the mechanical and electrical improvements to bring the Dukeries pool up to a usable standard were forecasted at £350,000 and not £450,000 as reported.

Members sought clarification regarding what the modular pool would look like. It was confirmed that it was constructed from heavy duty plastic and was very energy efficient. Members were informed that the pool wouldn't win any design awards but was very economical and cost effective. The pool had been developed for Rebecca Adlington who ran the Swim Start programme. The life expectancy was approx. 25 years.

A Member sought clarification regarding the free seven day trial leisure centre pass which was undertaken over the summer. It was confirmed that the scheme was not successful and a full report would be submitted to the November Committee, including the cost of the scheme and the results. It was confirmed that sixty six people took up the opportunity of the scheme.

A Member commented on the Dukeries swimming pool and was disappointed that the Council had not looked more in depth to make the existing pool work. The cost of the modular pool was considered good and may provide the Council with the answer for Sherwood. The Wellow swimming provision was considered not an option that made sense when looking at the decline in users.

The Chairman commented that to invest in the Dukeries pool would not be a good investment compared to the proposed modular pool.

Members discussed the use of the swimming pool at the Wellow House School and whether the contract would be extended after September. The Managing Director – Active4Today confirmed that the Wellow swimming pool had been the only option to the Council. There were approx. four hundred children using the Wellow pool. The school had worked well with the Council regarding allowing public access to the pool facility. The Service Level Agreement was until 30 September 2018, a meeting had taken place with the new Headmistress who was happy with the current arrangement and was keen to formalise future arrangements.

The Chairman asked for a report to be submitted to the 13 November 2018 meeting of the Committee finalising all the details regarding the Modular pool and the Wellow House School arrangements.

A Member raised concern regarding the modular pool option and was unsure whether that would be a sound investment. He felt that there may be an alternative way to deliver a permanent swimming pool and asked the Committee to keep all options open. He commented on the need for equal opportunities for people across the district.

AGREED (unanimously) that:

- (a) the Active4Today performance reports be noted; and
- (b) a report on the potential of a modular pool to be provided at the Dukeries site be brought back to 13 November 2018 meeting of the Committee once officers have completed their investigations into the viability of such a solution.

20 UPDATE REPORT - COMMERCIAL PROJECT - GARDEN WASTE

The Committee considered the report presented by the Strategic Development Manager which informed Members on the progress made in transferring the administration for the garden waste service back to an in house provision.

Members agreed at the 26 June 2018 Leisure and Environment Committee to transfer the administration for the garden waste scheme from Rushcliffe Borough Council to an in house provision. Transferring the administration for 6,500 properties (4,500 collected by Newark & Sherwood District Council and 2,000 collected by Rushcliffe Borough Council) to Newark & Sherwood District Council would be absorbed within current resources, with the exception of a one off cost of £14,000, for the expansion of the current customer records management system (CRM) to accommodate the service. Moving the administration back to an in house provision would result in an additional £30,000 income per annum as well as an improved customer experience.

Notice was served to Rushcliffe Borough Council for the administration in accordance with the Memorandum of Understanding in July 2018 and the service would operate in house from January 2019.

AGREED that:

- (a) the update in respect of transferring the administration back to an in house provision be noted; and
- (b) a report including the business case be submitted to the 13 November 2018 Leisure and Environment Committee.

21 MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE - ANNUAL STATEMENT OF ACCOUNTS

The Committee considered the report presented by the Business Manager Financial Services, which presented the Annual Statement of Accounts for the Mansfield and District Crematorium Joint Committee. The relevant Minute from the 25 May 2018

meeting of the Mansfield and District Crematorium Joint Committee was also appended to the report for information.

AGREED that the Annual Statement of Accounts for the Mansfield and District Crematorium Joint Committee be noted.

22 LEISURE & ENVIRONMENT COMMITTEE FORWARD PLAN

An amended Forward Plan was tabled at the meeting for information. Members were encouraged to submit any areas of work they wanted to address for the forthcoming year.

The following work areas were suggested:

- YMCA Sports Village progress report
- Health Remit – Sherwood Forest Hospital Trust and Clinical Commissioning Group (CCG), progress reports
- Mental Health – Invite the charity MIND to attend who have had budget cuts.
- Other Charities and Voluntary Groups

NOTED the Forward Plan.

23 HEALTH AND WELLBEING

The Leisure & Environment Committee Vice-Chairman informed the Committee that he had attended the 7 September 2018 Health and Wellbeing Board meeting, the reports on the agenda had been procedural. Members were also informed regarding the Newark and Sherwood Health and Wellbeing Workshop taking place on the 24 September 2018. Partners including the CCG, local charities and voluntary groups around the district had been invited. The Workshops aim was to try and build up a partnership with the Health and Wellbeing Board. The Health and Wellbeing Chairman would be undertaking some speeches at the event.

It was reported that the Patient and Public Engagement Committee was two months into operation.

NOTED the verbal update.

24 EXCLUSION OF THE PRESS AND PUBLIC

There were none.

Meeting closed at 7.26 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 6 September 2018 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)
Councillor I Walker (Vice-Chairman)

Councillor Mrs K Arnold, Councillor Mrs B Brooks, Councillor Mrs I Brown, Councillor D Clarke, Councillor M Cope, Councillor P Duncan, Councillor Mrs S Michael, Councillor D Payne, Councillor Mrs S Saddington, Councillor Mrs S Soar, Councillor Mrs L Tift and Councillor B Wells

APOLOGIES FOR ABSENCE: Councillor Mrs Y Woodhead

10 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

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

11 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED that an audio recording was to be made of the meeting by the Council.

12 MINUTES OF THE PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 14 June 2018 be approved as a correct record and signed by the Chairman.

13 REVIEW OF POLLING PLACE

The Committee considered the report presented by the Electoral Services Manager which sought approval for the change of two polling places in the Trent and Castle Wards.

It was reported that following the move from Kelham Hall to Castle House the current arrangements had been reviewed and it was proposed to move the polling station from Kelham Hall to the Manners Sutton Primary School in Averham.

In relation to the current polling station at the Christ Church Infant School it was reported that the School Governors had raised issues regarding its closure and had suggested alternative venues. It was therefore proposed that the Christ Church Infant School no longer be used and that the Holy Trinity Community Centre be used for all future elections.

Representations to the proposals had been sought and the responses received were included in the report.

A Member of the Committee highlighted the issues that elderly residents who lived on Broadgate Lane experienced with crossing the A617. She requested that when the polling cards were sent out for the scheduled elections in 2019 the change was clearly marked. The Electoral Services Manager advised that the change of polling station would be highlighted and that there would be sufficient time for all residents to apply for a postal vote if they did not wish to travel to the new venue.

AGREED (unanimously) that:

- (a) the Manners Sutton Primary School, Newark Road, Averham be used as a polling place to replace the Dome Entrance, Kelham Hall, Kelham; and
- (b) the Holy Trinity Community Centre, Boundary Road, Newark be used as a polling place to replace Christ Church Infant School, Victoria Street, Newark.

14 HACKNEY CARRIAGE & PRIVATE HIRE POLICY AMENDMENT

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the proposal to amend the Hackney Carriage & Private Hire Policy the effect of which would require safeguarding training to be undertaken prior to a driver’s licence being issued.

The report set out that in June 2015 the Committee agreed to amend the aforementioned Policy which required all drivers to undertake safeguarding awareness training within 12 months of obtaining their licence. Following discussions with other licensing authorities in Nottinghamshire it was apparent that most required training to be undertaken prior to a licence being issued. Following these discussions it was proposed to amend the Policy with the relevant wording being included at paragraph 3.2 of the report.

AGREED (unanimously) that:

- (a) the Hackney Carriage and Private Hire Drivers Licence Conditions be amended to include the requirement for applicants to attend a safeguarding course prior to their licence being granted; and
- (b) the paragraph set out in paragraph 3.2 of the report be added to the Hackney Carriage and Private Hire Policy.

15 PROPOSED AMENDMENT TO CASTLEGATE TAXI RANK

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to a proposal to amend the operating hours of the Castlegate Taxi Rank.

It was reported that the Taxi Rank Order had been amended in November 2011 but subsequently regular complaints had been received from taxi drivers expressing their frustrations at private vehicles parking in the taxi rank during its hours of operation. It was noted that the issue was of particular concern on Friday and Saturday evenings and that despite the issue of Penalty Charge Notices complaints continued to be received.

The current operating hours for the taxi rank were 20:00 to 06:00 hours with the problems arising due to uncontrolled parking between 18:00 and 20:00 hours. Following discussions with Nottinghamshire County Council it had been agreed that the commencement time of the Taxi Rank Order would be amended to 18:00 hours. If approved by Members, it was proposed to undertake a consultation exercise with businesses on Castlegate and with the taxi trade to seek comments on the suggested amendments to the operating times of the taxi rank.

A Member of the Committee commented that the purpose of the taxi rank was to facilitate the dispersal of people from the venues in the town centre. The previous hours had been amended following receipt of representations from local businesses. He stated that the drivers who chose to park in the taxi rank during its hours of operation were fully aware of the restrictions and that there was no traffic enforcement after 18:00 hours. He added that there were sufficient other places to park and that the businesses were not entitled to have free parking adjacent to the premises. He suggested that the hours of operation should commence at 16:00 hours as traffic enforcement officers were still patrolling the area.

Members also raised the question of how the restrictions would be enforced following the proposed amendment to the hours and whether, following the ongoing roadworks, Nottinghamshire County Council would make good any repairs to road markings and signage.

The Business Manager advised that the traffic enforcement officers generally worked between the hours of 08:00 and 17:00/18:00 hours. Following the aforementioned complaints about private vehicles parking in the rank they had been rostered on to work later into the evenings but although tickets had been issued, it had not resolved the problem. He added that when the proposed changes had been made it would be vigorously patrolled. In relation to the signage and road markings discussions had already taken place with the county council with a view to making them more visible.

AGREED (with 13 votes for and 1 abstention) that the proposed times of operation for the taxi rank adjacent to the Swan & Salmon Yard, Castlegate be amended to 16:00 to 06:00 hours each day and that Nottinghamshire County Council undertake the statutory consultation process.

16 UPDATE ON QUARTERLY PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Business Manager - Environmental Health & Licensing in relation to the activity and performance of the Licensing Team with details of the current ongoing enforcement issues.

The report covered the period from 1 April to 30 June 2018 inclusive and set out the range and number of licence applications during this period. It also highlighted any activity required as a result of the applications.

Information contained in the report relating to the number of applications for grants and renewals of licences for Hackney Carriage; Private Hire; and Ambulance Drivers together with those for Hackney Carriage and Private Hire Vehicles.

Also provided within the report was information relating to both street and house to house collections. Enforcement activity was also listed with information as to what action had been taken to-date for the period 1 April to 30 June 2018.

AGREED (unanimously) that the report be noted.

17 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 Paragraphs 1, 2, 3 and 7 of part 1 of Schedule 12A of the Act.

NONE

Meeting closed at 6.25 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Licensing Committee** held in the Castle House, Great North Road, Newark, Notts. NG24 1BY on Thursday, 6 September 2018 at 6.26 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)
Councillor I Walker (Vice-Chairman)

Councillor Mrs K Arnold, Councillor Mrs B Brooks, Councillor Mrs I Brown, Councillor D Clarke, Councillor M Cope, Councillor P Duncan, Councillor Mrs S Michael, Councillor D Payne, Councillor Mrs S Saddington, Councillor Mrs S Soar, Councillor Mrs L Tift and Councillor B Wells

APOLOGIES FOR ABSENCE: Councillor Mrs Y Woodhead

11 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

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

12 DECLARATION OF ANY INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

13 MINUTES OF THE MEETING PREVIOUS MEETING

AGREED (unanimously) that the Minutes of the meeting held on 14 June 2018 be approved as a correct record and signed by the Chairman.

14 SCHEMELINK FOR PUBWATCH

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing which sought approval for the purchase of the SchemeLink software for the members of Pubwatch within the District.

It was reported that SchemeLink was an app that had been developed as a central point for easier data sharing and communication across scheme types e.g. pubwatch and shopwatch and unified online services for members, police and council's.

The report set out that it was proposed to purchase membership for one year for active members of Pubwatch. If the Pubwatch member ceased to attend meetings their membership would be cancelled with remaining period being transferred to another organisation.

A Member commented that he had seen a demonstration of the SchemeLink app and was confident that it would be a useful tool to the licensing trade. He added that following his visit to a Pubwatch meeting he considered that it may be beneficial if the Chairman of the organisation was invited to a future meeting of the Committee to inform Members of the Committee about some of the issues they face in their licensed premises.

A Member commented that the Committee had not had a demonstration of the SchemeLink app and felt that this would be beneficial prior to them approving its purchase. A Member also commented that invariably if an individual was banned from one licensed premise they would take their business elsewhere and that if the premise was not in Pubwatch then the app would not prevent them gaining access to that particular premise.

In response to whether supermarkets who sold alcohol used the app the Licensing Officer advised that the app could be tailored to meet the needs of the user, noting that Aldi, Boots and Tesco's used it for Shopwatch to assist in the prevention of shoplifting.

In noting the proposed uses of the app e.g. taking photographs of individuals and sharing that with other premises, a Member queried whether this would be a breach of the new GDPR legislation. The Business Manager advised that should Members approve the purchase of the app all the necessary checks would be carried out to ensure that it met with all current legislative requirements. He noted that it was already successfully in operation in the Bassetlaw areas of Retford and Worksop.

AGREED (unanimously) that the purchase of the SchemeLink app be deferred pending further information being provided to the Committee.

15 LICENSING ACT TRAINING FEEDBACK

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing which provided feedback from the Licensing Act training provided on 4 July 2018.

It was noted that the feedback from the training had been positive and useful to both experienced and new Members to the licensing regime. The topics covered the following areas of licensing legislation: county lines and drug trafficking; safeguarding and vulnerable people in the night time economy; and licensing hearings.

A Member stated that he had found a comment by the presenter of the Sexual Exploitation topic to be unacceptable when he had accused elected Members of being at fault by not asking the right questions of Officers. He added that this called into question the professionalism of Officers and that the sexual exploitation of youngsters in Rochdale and Rotherham had arisen due to political correctness. He further added that a degree of fault lay with all parties, e.g. the Council, the Police, Social Services etc.

The Member also went on to say that since the new licensing regime had been introduced, with responsibility being transferred from Magistrates Courts to Councils, the number of Magistrates Courts had decreased with there now being only two in Mansfield and Nottingham. It was his belief that any appeal of a decision made by the Licensing Authority should be heard at Crown Court and not the Magistrates Court. The Business Manager advised that the Clerk to the Court was often invited to speak at meetings of the Nottinghamshire Authorities Licensing Group (NALG) but that these were becoming much less frequent. He added that he would raise the above comments at the next meeting of NALG.

AGREED (unanimously) that the report be noted.

16 ADDRESSING SAFEGUARDING IN LICENSED PREMISES

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the actions being taken to address issues of safeguarding in licensed premises.

The report highlighted that there was increased scrutiny to ensure that users of the night time economy were safe and that younger people and vulnerable adults were safe from harm. Steps had already been taken in relation to the requirement for all licensed drivers to undertake safeguarding training but that recent focus had moved towards licensed premises. Leaflets covering a range of premises had been designed with all licensing authorities across the county using the same design to ensure a consistent approach. A number of training sessions had already been delivered with attendance by some of the major venues in Newark. There had been positive engagement with door staff companies and a date had been confirmed for a training session.

A Member requested that copies of the aforementioned leaflets be circulated to Members.

AGREED (unanimously) that the actions taken to address safeguarding in the night time economy be noted.

17 A COMMUNITY ALCOHOL PARTNERSHIP IN OLLERTON

The Committee considered the report presented by the Business Manager – Environmental Health & Licensing in relation to the establishment of a Community Alcohol Partnership (CAP) in Ollerton. The report also sought a representative for the Project Group.

It was reported that the partnerships brought together local retailers and licensees, trading standards, police, health services, education providers and other local stakeholders to tackle the problem of underage drinking and associated anti-social behaviour. The CAP model was unique in that it recognised that retailers and licensees were part of the solution and had been shown to be more effective than traditional enforcement methods alone. The core activities of the partnerships were: Education; Enforcement; and Business Engagement.

The Business Manager highlighted that the aim of the partnership was to reduce the amount of underage drinking. He added that discussions had taken place with a view to setting up a partnership in Southwell but the issues experienced there were mostly in relation to over-18s. He added further that at that time there had been no Police commitment in Newark to establishing such a partnership. However, the relevant organisations in Ollerton, Boughton and Edwinstowe were keen to progress the partnership.

AGREED (unanimously) that:

- (a) the progress in establishing the local CAP be noted; and
- (b) Councillor B. Wells be appointed as the Committee's representative on the Ollerton CAP Project Group.

18 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report presented by the Licensing Manager in relation to the activity and performance of the Licensing Team between 1 April and 30 June 2018 inclusive, together with details of current ongoing enforcement issues.

Information contained within the report related to the number of applications for the grant or variation of licences received between the above dates and the enforcement activity between the same two dates.

AGREED (unanimously) that the report be noted.

19 TEMPORARY EVENT NOTICES 1 APRIL TO 30 JUNE 2018

The Committee considered the report of the Licensing Manager in relation to the Temporary Event Notices (TEN) received and acknowledged between 1 April and 30 June 2018 inclusive.

In reviewing the number of TENs applied for a Member commented on the number issued to a particular premises in Newark stating that they covered an external area. He added that restrictions and conditions in relation to potential noise nuisance were applied to applicants of a premises licence but that no such conditions were applied to TENs and that the only objections could be from either the Police or Environmental Health Officers (EHO).

AGREED (unanimously) that the report be noted.

20 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 Paragraphs 1, 2, 3 and 7 of part 1 of Schedule 12A of the Act.

NONE

Meeting closed at 7.15 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Audit & Accounts Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Wednesday, 25 July 2018 at 10.00 am.

PRESENT: Councillor Mrs S Michael (Chairman)
Councillor B Crowe, Councillor D Payne and Councillor B Wells

APOLOGIES FOR Councillor P Handley
ABSENCE:

47 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

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

48 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

There were no declarations of intention to record the meeting.

49 MINUTES OF THE PREVIOUS MEETING

That the Minutes of the meeting held on 25 April 2018 be approved as a correct record and signed by the Chairman.

50 TREASURY MANAGEMENT OUTTURN REPORT 2017/18

The Business Manager- Financial Services, presented the Treasury Outturn report for 2017/18. The Treasury Strategy and Prudential Indicators for 2017/18 were approved by Council on 9th March 2017 and the Outturn report was the last report for the financial year, required by the CIPFA Code. It had been prepared on the basis of the draft final accounts

He drew the attention of the Committee to one prudential indicator which had been breached during the period. The prudential indicator 'Interest Rate Exposure' limit was exceeded was £2.181m for one day during February 2018. The timing of receipt of income meant that excess funds were receipted into the bank account, which needed to be invested, as the money would have been at greater risk due to breaching the counterparty investment limit should they not have been. This arose as there was a cash limit on this indicator, rather than a percentage basis, as set within the Treasury Management Strategy approved at Council on 9 March 2017.

The Council had complied with all other indicators.

AGREED (Unanimously) that the Treasury Management outturn position be noted.

51 EXTERNAL AUDIT GOVERNANCE REPORT 2017/18

The Committee considered the External Audit Governance Report 2017/18. John Cornett, Director- KPMG, was in attendance to present the report. The Committee considered the report and heard about a material error that had been corrected regarding the revaluation of Kelham Hall, which should have been undertaken when it was sold.

Other risks highlighted were considered and the value for money opinion of unqualified was also detailed in the report. The financial resilience of the authority had been found to be sound and well based. Mr Cornett expressed his thanks to officers for their work and assistance and also the quality of the working papers provided for the audit. The accounts had been produced within the new timescale by the statutory deadline of 31 May 2018.

On behalf of the Committee and Officers, the Chairman expressed thanks to KPMG.

AGREED that:

- a) the Committee receives the External Auditors Annual Governance Report for 2017/18;
- b) the Committee notes the adjustments to the financial statements set out in the report; and
- c) the letter of representation signed by the Director of Resources – S151 Officer and the chair of the committee, be approved.

52 STATEMENT OF ACCOUNTS 2017/18 AND ANNUAL GOVERNANCE STATEMENT

The Committee considered the Statement of Accounts and Annual Governance Statement 2017/18. The Committee had previously considered both documents in depth at a workshop session with Officers.

The Business Manager- Financial Services explained that a number of amendments had been made in relation to the revaluation of Kelham Hall. Members considered the amendments.

AGREED that

- a) Members approve the Annual Governance Statement for the financial year ended 31 March 2018;
- b) Members approve the Statement of Accounts for the financial year ended 31 March 2018; and
- c) Members note that as per the previous report the s151 Officer and the Chairman have signed the Letter of Representation.

53 INTERNAL AUDIT PROGRESS REPORT 2018/19

The Committee considered the Internal Audit Progress report. The Committee noted that three audits had been issued during the period, which were: Procurement – Substantial Assurance; Health and Safety – Substantial Assurance; and Business Continuity – Limited Assurance. The Committee considered the management response in relation to the limited assurance given to the Business Continuity audit.

Members considered the details of audits in progress and of work undertaken by the Internal Auditors in relation to the Mansfield and District Joint Crematorium Committee accounts. The Committee heard that Officers were continuing to work with Mansfield and Ashfield District Councils in relation to an issue surrounding VAT and expenditure required to update equipment at the crematorium.

In course of the discussion the Committee heard a concern, raised by a member of the Committee, regarding use of hybrid mail systems and the potential delay this may lead to in receiving mail. The Director-Resources agreed to consider the issue and update the Committee.

AGREED That the Audit and Accounts Committee consider and comment upon the latest internal audit progress report.

54 ANNUAL INTERNAL AUDIT REPORT 2017/18

The Committee considered the Annual Internal Report 2017/18. The Committee heard that in areas of governance, risk, internal control and financial control the Council was performing well. Members considered detail of the overall combined assurance on critical activities and noted that there was 66% areas of high assurance and 34% and medium assurance. There were no areas of limited assurance.

The report also contained details of changes to the audit plan, recommendations made and the number implemented, other additional work undertaken and the delivery of the plan. Members heard that officers were working to improve the audit process with Business Managers to better respond to work pressures.

AGREED That the Audit & Accounts Committee consider and comment upon the annual internal audit report.

55 COMMITTEE WORKPLAN

The Business Manager- Financial Services presented the committee workplan.

AGREED that the Committee workplan be noted.

56 DATE OF NEXT MEETING

Wednesday 28 November 2018 at 10am. A training session for Members of the Committee would be held prior to the meeting, at 9am.

Meeting closed at 10.55 am.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 24 July 2018 at 3.00 pm.

PRESENT: Councillor D Payne (Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs C Brooks, Councillor B Crowe, Councillor P Duncan, Councillor J Lee, Councillor F Taylor, Councillor Mrs L Tift, Councillor I Walker, Councillor B Wells and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor P Handley (Vice-Chairman), Councillor Mrs M Dobson and Councillor Mrs P Rainbow

43 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor P Duncan declared a Personal Interest in Agenda Item No. 5 – Site of Robin Hood Hotel, 1-3 Lombard Street, Newark (18/01020/FULM) as he is the Chairman of the Nottingham Building Preservation Trust.

44 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording of the meeting.

45 MINUTES OF THE PREVIOUS MEETING

The Committee considered the minutes of the meeting held on 3 July 2018.

AGREED that the minutes of the meeting held on 3 July 2018 be approved as a correct record and signed by the Chairman.

46 SITE OF ROBIN HOOD HOTEL, 1-3 LOMBARD STREET, NEWARK (18/01020/FULM (MAJOR) AND (18/01021/LBC)

The Committee considered the report of the Business Manager – Growth & Regeneration, which sought to re-develop the site of the Robin Hood into a mixed use scheme of commercial development and a 66 bed hotel. Unlike the previously withdrawn schemes, the current applications sought to retain the façade and some additional walls of the Robin Hood buildings in the development. The design of the current proposal had evolved following pre-application discussions with interested parties including Historic England and Travelodge as the end occupier of the hotel.

As clarified by the submitted Design and Access Statement, the scheme proposed commercial development at ground floor. This took the form of commercial units, a hotel entrance and supporting ancillary hotel spaces. The intermediate, first and second floors provided hotel accommodation and supporting ancillary hotel/commercial spaces. The ground and intermediate floors would contain three commercial units.

The proposed use of these units would be flexible to allow shop (Class A1); financial and professional services (Class A2); café/restaurant (Class A3); and leisure (Class D2) uses. The first and second floors provided a total of 66 beds of hotel accommodation, linen areas and stores.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from a neighbouring party and Historic England.

The Business Manager Growth & Regeneration informed the Committee that Officers had agreed that the revised comments received from the Historic England as detailed in the Schedule of Communication and the revised wording to Condition 3 was appropriate and therefore should be amended to read as follows:

“Prior to commencement of development an updated ‘Historic Fabric to be retained’ plan and associated schedule of works, including structural engineering drawings and method statement shall be submitted to and approved in writing by the Local Planning Authority in consultation with Historic England. The updated ‘Historic Fabric to be retained’ plan shall retain at least the areas shown as ‘Historic Fabric to be retained’ in plan ref. J1565 (08) 113 Rev. B. The details shall include:

- the areas of masonry to be demolished;
- a method statement for ensuring the safety and stability of the building fabric identified to be retained throughout the phases of demolition and reconstruction;
- the arrangements for temporary secure storage of salvage materials; the person or body specialising in this procedure appointed by the applicant; and a timetable for their reinstatement, re-use or disposal; and a detailed methodology for the repair and renovation of the building fabric to be retained. Particular regard should be given to the following item(s): chimney-pieces; cast guttering and hopper-heads; windows containing historic window glass; historic timber beams, joists and rafters. No such features shall be disturbed or removed temporarily or permanently except as indicated on the approved drawings or without the prior approval in writing of the Local Planning Authority. Where appropriate, sound materials/features/fixtures forming part of the building shall be carefully taken down, protected and securely stored for later re-use. During the works, if hidden historic features are revealed they should be retained in-situ unless otherwise agreed in writing with the District Planning Authority. Works shall otherwise be halted in the relevant area of the building and the Local Planning Authority should be notified immediately. The agreed measures shall be carried out in full.

Reason: To ensure that the maximum level of historic fabric to the Listed Buildings is retained as envisaged through the application submission and to ensure that those areas shown as ‘Historic Fabric to be retained’ in plan ref. J1565 (08) 113 Rev. B are retained in any event.”

It was also recommended that recommendation 3 be revised as detailed within the Schedule of Communication.

The Chairman informed the Committee that the application was before them due to

the objection from the Society of Outstanding Buildings and the application would have to be referred to the National Planning Casework Unit for them to decide if the application should be called in for determination by the Secretary of State.

Members considered the application and a Member commented that the Council needed to be clear that paragraphs 132 and 134 of the National Planning Policy Framework (NPPF) had been applied to determine whether there was substantial harm. It was also confirmed that Historic England had withdrawn their objection, but the Society for the Protection of Ancient Buildings (SPAB) had not. Members felt that as the Robin Hood had been converted to a hotel 50 years ago a return to a hotel was welcomed as there was a shortage of them within the town centre. The improvements to the adjacent car park was also discussed which would offer twenty-four hour parking and would help the night time economy. It was commented that Newark's listed buildings provided added value to the town. The proposed application was a vital gateway to the town and would enhance the street scene.

AGREED (unanimously) that subject to conformity with the newly revised National Planning Policy Framework (NPPF), to be assessed by way of compliance statement published by the Business Manager, Growth and Regeneration:

- (a) both full planning permission and listed building consent be approved subject to the conditions and reasons contained within the report, with the change to Condition 3 as contained above and in the schedule of communication;
- (b) the applications be referred to the National Planning Casework Unit for them to decide if the application should be called in for determination by the Secretary of State; and
- (C) approval of the applications are subject to a signed Section 106 agreement to ensure that:
 - both 18/01021/LBC and 18/01020/FULM are linked such that no development granted by the consents shall commence until a contract for the construction of the development approved by the permission has firstly been submitted to and approved in writing by the local planning authority; and
 - to secure the overnight parking arrangements with the adjacent NCP car park.

47 LAND NORTH AND EAST OF EXISTING FERNWOOD DEVELOPMENT, FERNWOOD, NEWARK (18/00526/RMAM)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought reserved matters for the entire site and details 1,050 dwellings, public open space, sports provision, allotments and associated infrastructure. The reserved matter included the appearance, layout, landscaping and scale of all matters. This was all of the matters reserved at outline stage.

The Committee was informed that this was the largest detailed application to date that the Authority had received.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the following: Fernwood Parish Council; the Applicant and the Planning Case Officer. The Business Manager Growth & Regeneration informed the Committee that the outstanding objection from Cadent Gas had been lifted following the printing of the Late Items Schedule.

Councillor Mrs M Weale, representing Fernwood Parish Council spoke against the application in accordance with the views of Fernwood Parish Council, although it was commented that they were not against development.

The Business Manager Growth & Regeneration informed the Committee that the management of the site, which would be controlled through a Section 106 agreement, was not a matter for debate for this application. Condition 12 was also requested to be deleted as lighting was not required. Additional conditions were requested regarding street furniture, hard landscaping and those necessary to resolve issues associated with a Highway Safety Audit undertaken by the applicant to the request of NCC Highways Authority.

Members considered that the car parking provision on site was acceptable and that the sports facilities could potentially be passed over to the Parish Council to be managed. A Member commented that the Community and Activity village was in close proximity to the development, which was run by the YMCA. It was suggested that Fernwood Parish Council could contact them regarding sports development.

AGREED (with 11 votes For and 1 vote Against) that Reserved Matters be approved subject to the conditions and reasons contained within the report, with the removal of condition 12 and the imposition of additional conditions to control the provision of street furniture and hard landscaping for all public areas and subject to either (a) NCC Highways confirming they are satisfied with the Highway Safety Audit or (b) that the affected plots are deleted from the approval. Subject to conformity with the newly revised National Planning Policy Framework (NPPF), to be assessed by way of compliance statement published by the Business Manager, Growth and Regeneration.

48 LAND AT FERNWOOD SOUTH, NOTTINGHAMSHIRE (16/00506/OUTM)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought outline planning for a phased residential development of up to 1,800 dwellings; a mixed use Local Centre of up to 0.75ha to include up to 535sqm of A1 food retail (not exceeding 420sqm) and non-food retail (not exceeding 115sqm), A3 food and drink uses (not exceeding 115sqm), D1 community uses (not exceeding 1,413sqm); sports pavilion up to 252sqm; primary school (2.2ha) with school expansion land (0.8ha); formal and informal open space including sports

pitches, pocket parks, structural landscaping/greenspace and drainage infrastructure; principal means of access, internal roads and associated works. All other matters to be reserved.

Members considered that the application was acceptable.

AGREED (unanimously) that: Outline planning permission be approved subject to the completion of an associated Section 106 agreement; and the finalisation of conditions in substantive accordance with those Appended through Appendix 4 as contained within the report and subject to conformity with the newly revised National Planning Policy Framework (NPPF), to be assessed by way of compliance statement published by the Business Manager, Growth and Regeneration.

49 NEWARK WORKING MEN'S CLUB, 13 BEACON HILL ROAD, NEWARK (18/00125/FULM)
(MAJOR)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought full planning permission for the conversion and change of use of the former working men's club to 8 residential apartments and the erection of 8 new build dwellings within its grounds; totalling 16 dwellings. Car parking for 19 vehicles was now proposed on-site having been amended from 16 in an attempt to address highway concerns. A pedestrian access route was also proposed via a passageway at the north-west corner of the site linking the site to Lindum Street to the north.

Following the last meeting of the Planning Committee where the Committee resolved to grant planning permission, which was contrary to Officer recommendation, comments from Nottinghamshire County Council (NCC) transportation team were received on 10 July 2018. NCC had been consulted in January 2018 and that represented their first comments. The Business Manager Growth & Regeneration had very clearly expressed that this was unacceptable, unfortunately such comments did need to be considered in an overall planning balance given that the planning permission had not to date been issued pending completion of the Section 106.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the applicants agent and NCC (Transport & Travel Services Response).

The applicant had requested confirmation that the facing bricks for the new build dwelling were the Weinberger Oast Russet. The applicant had been advised that should planning permission be granted by the Committee, that officers would recommend that this would be a good quality brick that would be acceptable. The suggested conditions were recommended to reflect this and were appended to the schedule of communication as Appendix A.

Members considered the application and felt that it was unacceptable for a public body to take six months to submit their comments and approved the application, contrary to Officer recommendation, subject to the additional condition contained within the schedule of communication.

AGREED (unanimously) that: contrary to Officer recommendation, planning permission be approved subject to the conditions contained in the report and the schedule of communication and subject to conformity with the newly revised National Planning Policy Framework (NPPF), to be assessed by way of compliance statement published by the Business Manager, Growth and Regeneration.

The Business Manager Growth & Regeneration informed the Committee that the revised National Planning Policy Framework (NPPF) had been published that afternoon and requested that delegated authority be granted to allow officers to review and prepare a compliance statement to confirm that the applications before Committee remained in accordance with the NPPF dated 24 July 2018. Only if the revised NPPF raises new material planning considerations would the application need to go back before the Committee.

50 APPEALS LODGED

There were none.

51 APPEALS DETERMINED

There were none.

52 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 Paragraphs 3 and 5 of part 1 of Schedule 12A of the Act.

53 RESIDENTIAL DEVELOPMENT AT EPPERSTONE MANOR, MAIN STREET, EPPERSTONE 05/01839/FULM, 07/00244/FULM AND 08/01841/FULM

The Committee considered the exempt report of the Business Manager – Growth & Regeneration in relation to Residential Development at Epperstone Manor, Main Street, Epperstone (05/01839/FULM, 07/00244/FULM and 08/01841/FULM).

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

Meeting closed at 5.05 pm.

Chairman

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

Document is Restricted

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts. NG24 1BY on Tuesday, 7 August 2018 at 4.00 pm.

PRESENT: Councillor D Payne (Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs C Brooks, Councillor B Crowe, Councillor Mrs M Dobson, Councillor P Duncan, Councillor Mrs P Rainbow, Councillor F Taylor, Councillor I Walker, Councillor B Wells and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor P Handley (Vice-Chairman), Councillor J Lee and Councillor Mrs L Tift

54 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor R.V. Blaney declared a Personal Interest in Agenda Item No. 17 – Active4Today Ltd., Newark Sports & Fitness Centre, Bowbridge Road, Newark (18/01097/FUL) as he is a member on the Board of Directors.

Councillors: Mrs A.C. Brooks, P.C. Duncan and D.R. Payne all declared a Non-Pecuniary Interest in the following Agenda Item Nos: 6 – Former Garage Site, Thorpe Close, Coddington (18/00413/FUL), 11 – Land off Westgate, Southwell (18/00832/FUL), 12 – 7 Allenby Road, Southwell (18/01006/FUL) and 16 – Former Garage Site Woodlands, Winthorpe (18/00630/FUL) as they were all Board Members of Newark and Sherwood Homes.

Councillor Mrs P. Rainbow declared a Personal Interest in the following Agenda Item Nos: 7 – 42 Lower Kirklington Road, Southwell (18/00394/FUL) and 10 – 22 Halloughton Road, Southwell (18/00785/FUL) as both the applicants were known to her.

55 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording of the meeting.

56 MINUTES OF THE PREVIOUS MEETING

The Committee considered the minutes of the meeting held on 24 July 2018.

AGREED that the minutes of the meeting held on 24 July 2018 be approved as a correct record and signed by the Chairman.

57 LAND AT CINDER LANE, OLLERTON, NOTTINGHAMSHIRE (16/01102/OUTM) (MAJOR)

The Committee considered the report of the Business Manager - Growth & Regeneration, following a site inspection, which sought outline planning permission for a residential development for 25 dwellings with primary access off Cinder Lane with all other matters reserved.

The Business Manager – Growth & Regeneration advised the Committee of the reasons for the delay in bringing the application before them referring to the applicant needing to acquire land to address highways issues and the Council’s 5 Year Housing Land Supply position. He stated that the applicant had sought to address all technical reasons that might have resulted in the application being refused.

Members considered the application with the local Ward Member stating that he did not find the application acceptable and agreed with the officer recommendation of refusal, adding that it was outside of the village envelope and to grant would result in a development being located in open countryside.

It was noted that the site had previously been put forward for housing when the Local Plan and the Strategic Housing Land Availability Assessment was being developed and had, at that stage, been rejected. The application site remained outside of the development envelope and it was considered that there were no exceptional circumstances that warranted it to be granted.

AGREED (unanimously) that outline planning permission be refused for the reasons contained within the report.

58 FORMER GARAGE SITE, THORPE CLOSE, CODDINGTON, NOTTINGHAMSHIRE (18/00413/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the demolition of existing garages and the development of 1no. 3-bedroomed unit.

Councillor David Armstrong, representing Coddington Parish Council, spoke against the application in accordance with the views of the parish council, stating that the parish’s objections remained the same despite the revisions to the application. In response to whether he conceded that there was a need for 1 or 2 bedroomed social housing in the location, Councillor Armstrong conceded that there was such a need.

Members considered the application noting the Council’s ambitious 5 year programme for social housing and that they were seeking to make use of the sites in their ownership. Comment was made that the proposed 3-bedroomed unit was causing issues with the existing dwellings and how vehicular access would be achieved. It was suggested that the applicant be asked to consider reducing the footprint of the property which would protect the access to the existing dwellings.

AGREED (unanimously) that the item be deferred for one committee cycle and that the applicant be asked to consider reducing the footprint of the proposed dwelling having consideration of the comments above.

59 42 LOWER KIRKLINGTON ROAD, SOUTHWELL (18/00394/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for a proposed new bungalow in the grounds of 42 Lower Kirklington Road, Southwell.

Members considered and supported the application. A Member queried whether the materials to be used on the hardstanding was permeable and requested that an additional condition be attached to require this in the interests of flood risk where necessary.

AGREED (with 10 votes for with 2 abstentions) that full planning permission be approved subject to the conditions contained in the report together with an additional condition where necessary requiring the use of permeable materials on the hardstanding in the interests of flood risk.

60 ORDER OF BUSINESS

Due to an issue with technical equipment, the Chairman changed the order of business as follows.

61 7 ALLENBY ROAD, SOUTHWELL (18/01006/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the demolition of an existing single store outbuilding to the rear corner and the erection of a single storey extension at the rear corner to house lounge/diner and shower room together with the installation of a dropped kerb to the front.

AGREED (unanimously) that full planning permission be approved subject to the conditions and reasons contained within the report.

62 ACTIVE4TODAY LTD NEWARK SPORTS AND FITNESS CENTRE, BOWBRIDGE ROAD, NEWARK (18/01097/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the extension to and reorganisation of the car park to provide 56 additional spaces incorporating additional lighting, CCTV, lining works, road signage, drawing and landscaping.

AGREED (unanimously) that full planning permission be approved subject to the conditions contained within the report.

63 APPEALS LODGED

AGREED that the report be noted.

64 APPEALS DETERMINED

AGREED that the report be noted.

65 QUARTERLY ENFORCEMENT ACTIVITY UPDATE REPORT

AGREED that the report be noted.

66 EXCLUSION OF THE PRESS AND PUBLIC

The Committee were advised that the previously exempt report in relation to the Residential Development at Epperstone Manor, Main Street, Epperstone (05/01839/FULM, 07/00244/FULM and 08/018141/FULM) was no longer exempt.

The Business Manager – Growth & Regeneration advised that a revised Section 106 Agreement had been concluded that would secure the transfer of the recreational land to the District Council which in turn would be transferred to the Parish Council.

67 LAND ADJACENT TO THE MANOR HOUSE, MAIN STREET, HOVERINGHAM (18/00373/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the proposed erection of 1no. 2-bedroomed dwelling.

It was reported that Planning Committee had considered and resolved to approve the application, contrary to Officer recommendations in May 2018. The Environment Agency had subsequently submitted comments that represented new material information that needed to be considered in an overall planning balance. Members were advised that the key point for consideration was whether the new information changed their overall resolution to grant planning permission.

Councillor Lady Helen Nall, representing Hoveringham Parish Council, again spoke in support of the application in accordance with the views of the parish council.

Councillor R.J. Jackson, local Ward Member for Dover Beck, also spoke in support of the application reiterating his previous comments that the application site was at the highest point within the village.

AGREED (with 11 votes for with 1 abstention) that contrary to Officer recommendation full planning permission be approved subject to demonstration that the proposal would minimise, as far as practicable, the flood risk to third parties to the satisfaction of Newark & Sherwood District Council and that appropriate and proportionate mitigation measures for possible flooding to be secured by conditions as well as other suitable conditions.

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	Vote
Mrs K. Arnold	For
R.V. Blaney	For
Mrs A.C. Brooks	For
R.A. Crowe	For
Mrs M. Dobson	For
P. Duncan	Abstain

G.P. Handley	Absent
J. Lee	Absent
D.R. Payne	For
Mrs P. Rainbow	For
F. Taylor	For
Mrs L.M.J. Tift	Absent
I. Walker	For
B. Wells	For
Mrs Y. Woodhead	For

68 LAND AT MAIN STREET, NORTH MUSKHAM (18/00597/FULM)

The Committee considered the report of the Business Manager - Growth & Regeneration, following a site inspection, which sought planning permission for a proposed development of 12 affordable homes and 4 market bungalows which was a resubmission of Application No. 16/01885/FULM.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the following: Nottinghamshire County Council; 12 no. neighbours; LLFA; North Muskham Parish Council; LCC – Archaeology; and NSDC - Community Sports & Arts Development. A list of conditions and notes to the applicant had also been forwarded to Members after the Agenda had been published.

The Business Manager – Growth & Regeneration advised the Committee that the main areas for consideration were: need; the mix of affordable and market homes; flood risk; and impact on heritage addressing each in turn.

Councillor Ian Harrison, Chairman of North Muskham Parish Council, spoke against the application in accordance with the views of the parish council. He stated that the parish considered that there had been no discernible mitigation against the previous objections of the district council.

In considering the application, the Committee’s previous decision to refuse in September 2017 and the reasons given were noted. A Member commented that the issues surrounding heritage, need and flood risk had all now been satisfactorily addressed.

AGREED (with 9 votes for, 2 votes against with 1 abstention) that full planning permission be approved, subject to the conditions contained within the report and the signing of a S106 Agreement to secure the affordable housing was retained in perpetuity.

69 22 HALLOUGHTON ROAD, SOUTHWELL (18/00785/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the demolition of an existing dwelling and replacement with a new 2 storey dwelling incorporating ancillary accommodation.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the applicant's agent and a neighbour.

Councillor R.B. Laughton, local Ward Member, spoke against the application and in support of the Officer's recommendation to refuse due to the design and character impact of the proposed dwelling.

The Business Manager – Growth & Regeneration advised that Officers had concerns with the description of the proposed dwelling and the impact that the proposal would have on the character and appearance of the area. He advised Members that they must consider whether the footprint of the proposal, location within the plot of land together with the scale and design of the property, noting the proposed domed aluminium roof, was acceptable.

In considering the application, Members noted that the comments of Southwell Town Council appeared to be contradictory. They were supportive of the proposal but had requested that the local Ward Member call it in on the grounds of loss of privacy on neighbouring properties and the visual impact of the aluminium roof.

Members agreed that they were not opposed to modern and innovative designs but that this was not the correct location and the plot of land was not large enough to accommodate it.

AGREED (with 11 votes for with 1 abstention) that planning permission be refused for the reasons contained within the report.

70 LAND OFF WESTGATE SOUTHWELL (18/00832/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for the development of 1no. 3-bedroomed and 2no. 1-bedroomed bungalows.

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from: the applicant's agent; Nottinghamshire County Council – Highways; and Southwell Town Council.

It was noted that the Committee had previously considered and deferred the application in July 2018 to allow Officers to negotiate a reduction in the scheme to 3 units and to make amendments to the parking provision to allocate spaces to respective dwellings. Following consultation on the revised Scheme, the Committee considered that the application was now acceptable.

AGREED (unanimously) that full planning permission be approved subject to the conditions contained within the report.

71 BURTON JOYCE CAR CENTRE, OLD MAIN ROAD, BULCOTE (17/01729/FULM)

The Committee considered the report of the Business Manager - Growth & Regeneration, following a site inspection, which sought planning permission for the demolition of existing buildings and the erection of 43 retirement living apartments for the elderly including communal facilities, landscaping, car parking and ancillary development.

In considering the application a Member noted the comments of Planning Policy and Strategic Housing in relation to an affordable housing contribution. He also expressed concern about the apparent disparity between the appraisal summaries submitted by the applicant and that of the independent expert commissioned by the Council. In summary the Member stated that they were being asked to consider a development which they approved of in relation to location and design but which did not provide the Council with the commuted sum they were anticipating.

AGREED (with 11 votes for with 1 abstention) that:

- (a) officers be given delegated authority to resolve the disparity between the appraisal summaries by either:
 - (i) negotiating an additional amount of monies towards the affordable housing contribution; or
 - (ii) verifying the accuracy of the Council's aforementioned independent expert as to the findings contained within the appraisal summary;
- (b) subject to additional monies being secured for the affordable housing contribution or verification that the previous findings from the independent viability assessor are correct, full planning permission be approved, subject to the applicant entering into a S106 Agreement to secure contributions towards affordable housing and community facilities and subject to the conditions contained within the report conditions (with delegated authority to amend flood risk/contamination conditions as appropriate with advice from relevant consultees) .

72 3 MILNER STREET, NEWARK ON TRENT (18/01112/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for a change of use from garages and apartments into a single dwelling house.

Members considered the application and were fully supportive of the proposed change of use from garages and apartment into a single dwelling house.

AGREED (unanimously) that full planning permission be approved subject to the conditions contained within the report.

73 LAND ADJACENT TO 31 DARRICOTT CLOSE, RAINWORTH (18/00572/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, which sought planning permission for a change of use of public open space to extend the garden area of 31 Darricott Close, Rainworth.

Members considered the application and commented that no response had been received from Rainworth Parish Council in relation to whether they would wish to purchase the parcel of land and that it was hoped that the value of the land was recognised by the Council's Asset Management Business Unit.

Members suggested that the Council's Legal Services be requested to consider the disposal of the land with a view to imposing a restrictive covenant on its future use.

AGREED (unanimously) that:

- (a) the parcel of land be disposed of subject to the imposition of a restrictive covenant; and
- (b) full planning permission be approved subject to the conditions contained within the report.

74 FORMER GARAGE SITE WOODLANDS WINTHORPE (18/00630/FUL)

The Committee considered the report of the Business Manager - Growth & Regeneration, following a site inspection, which sought planning permission for the demolition of existing garages and the development of 1no. 1-bedroomed bungalow.

Members considered the application and agreed that the proposed widening of the access road was unnecessary and should be retained at the existing width.

AGREED (unanimously) that full planning permission be approved subject to the conditions contained within the report and that the access road be retained at the existing width giving delegated authority to officers to seek this amendment, subject to a public consultation on an amended plan not raising any new material planning issues.

Meeting closed at 7.26 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Planning Committee** held in the Civic Suite, Castle House, Great North Road, Newark, Notts, NG24 1BY on Tuesday, 4 September 2018 at 4.00 pm.

PRESENT: Councillor D Payne (Chairman)
Councillor P Handley (Vice-Chairman)

Councillor Mrs K Arnold, Councillor R Blaney, Councillor Mrs C Brooks,
Councillor B Crowe, Councillor Mrs M Dobson, Councillor P Duncan,
Councillor J Lee, Councillor Mrs P Rainbow, Councillor F Taylor,
Councillor Mrs L Tift, Councillor I Walker and Councillor B Wells

APOLOGIES FOR Councillor Mrs Y Woodhead
ABSENCE:

75 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillors D.R. Payne, I. Walker and B. Wells declared Personal Interests in Agenda Item No. 8 – 37 and 39 Halloughton Road, Southwell, Nottinghamshire (18/01258/FUL) as they were Members of the Trent Valley Internal Drainage Board.

76 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording of the meeting.

77 MINUTES OF THE PREVIOUS MEETING

The Committee considered the minutes of the meeting held on 7 August 2018.

AGREED that the minutes of the meeting held on 7 August 2018 be approved as a correct record and signed by the Chairman.

78 ORDER OF BUSINESS

With the agreement of the Committee, the Chairman changed the order of business and Agenda Item No. 7 was taken after Agenda Item No. 11, the agenda resumed its stated order thereafter.

79 OMBUDSMAN DECISION - SOUTH CLIFTON

The Committee considered the report of the Business Manager Growth & Regeneration, which updated the Committee on a recent Ombudsman decision and sought approval for the payment to the complainant of the sum recommended by the Ombudsman by the way of remedy. The Ombudsman's finding was that there had been maladministration and injustice and they recommended the Council pay the sum of £700 to the complainant by way of remedy. The Ombudsman decision was attached to the report. The report also detailed the information relating to the complaint.

AGREED (unanimously) that the Ombudsman finding of maladministration and injustice be accepted and the recommended remedy of payment of £700 to the complainant be approved.

80 11 FRIEND LANE, EDWINSTOWE, NOTTINGHAMSHIRE (18/00139/FUL)

The Committee considered the report of the Business Manager Growth & Regeneration, following a site inspection, which sought full planning permission for the erection of a single independent detached two bedroom dwelling and a detached single garage.

A schedule of communication was tabled at the meeting which detailed correspondence received after the agenda was published from the Planning Case Officer regarding the correct separation distances between the proposed dwelling and the closet neighbouring dwellings, which were different to those within the report but in any case did not alter the overall Officer recommendation.

Members considered the application and felt that the location was inadequate for the proposed development and would set a precedent for backland development in that area. The impact from this development on the business situated to the south of the property was also raised.

(Councillor P. Duncan entered the meeting during the Officer presentation and took no part in the debate or vote).

AGREED (with 12 votes for and 1 abstention) that planning permission be refused for the reasons contained within the report.

81 37 AND 39 HALLOUGHTON ROAD, SOUTHWELL, NOTTINGHAMSHIRE (18/01258/FUL)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought to demolish two semi-detached properties known as 37 and 39 Halloughton Road and erect two detached replacement dwellings with garages within the boundaries of the above properties and garden.

A schedule of communication was tabled at the meeting which detailed correspondence received after the agenda was published from the following: Southwell Civic Society; neighbouring parties; Newark & Sherwood District Council Access and Equalities Officer and Nottinghamshire County Council Highways.

Members considered the application and one Member felt that the application was finely balanced due to the two bungalows which had no significant merit but were situated in the conservation area and to be replaced by two significantly larger properties, which had one additional bedroom and study. Concern was raised regarding whether the properties would appear larger when built than they appeared on the proposed plans.

The Business Manager Growth & Regeneration confirmed the status of the site to the Potwell Dyke in terms of current visual appearance (drawing Members attention to a photograph within the late items schedule) and residents responsibilities for

maintenance given riparian ownership. The proposed hedge was also discussed and it was proposed that the hedge should not be planted within at least 8 metres of the Potwell Dyke. The Business Manager confirmed that the hedgerow was to delineate the boundary and the scheme was conditioned for a boundary, which could explicitly refer to a distance.

A Member commented that he was pleased that the three detached houses would sit side by side; although the houses were higher than the existing. It was also suggested that Officers provide a 4 metre line from the centre line of the dyke as this was a serious level of concern due to the flooding in 2017 and would not want to see a further flooding event. The applicant through an informative should be reminded of riparian ownership duties.

A Member also requested that a further condition be included to prevent the proposed houses being built and the two bungalows not being demolished. It was suggested that the two bungalows be demolished within 6 months on completion of the property to the right of the plan and no occupation of either property until demolition of the bungalows had taken place.

(Councillor J. Lee was not present for the Officer presentation and did not take part in the debate or vote).

AGREED (unanimously) that full planning permission be approved subject to the conditions and reasons contained within the report and the following additional conditions:

- (i) The boundary scheme be located further south in line with NCC comments on distance with a planting and maintenance scheme which would maintain the principle of a wild life corridor. The applicant through an informative be reminded of the right of riparian duties;
- (ii) The two bungalows be demolished before occupation of Plot 39.

82 FORMER GARAGE SITE, THORPE CLOSE, CODDINGTON, NOTTINGHAMSHIRE (18/00413/FUL)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought full planning permission for the demolition of an existing garage court and the erection of one bungalow. There were ten garages on the site which were proposed to be demolished.

Members considered the application and whilst one Member felt that the site was not suitable for the development and would cause further problems regarding car parking and the potential loss of the bus service should the roads become further congested with parked vehicles. Other Members considered that the scheme was good and the access position for neighbouring properties had been addressed.

AGREED (with 13 votes for and 1 vote against) that planning permission be

approved subject to the conditions and reasons contained within the report.

83 LAND AT THE WATER TOWER, GOLDSTRAW LANE, FERNWOOD (18/00474/FULM)
(MAJOR)

The Committee considered the report of the Business Manager Growth & Regeneration, following a site inspection, which sought full planning permission for the conversion of the existing tower and new build development to provide a total of thirteen residential units.

A schedule of communication was tabled at the meeting which detailed correspondence received after the agenda was published from the following: Neighbour; Fernwood & Newark residents; and Newark & Sherwood District Council Community Facilities Manager.

Councillor N. Mison, local Ward Member for Farndon & Fernwood spoke in support of the application and commented that the water tower had not been used for 50 years and the use had been unresolved for 20 years. He felt that the water tower should be retained; it was a land mark that could be seen from the A1 and railway line when entering Newark. The proposed scheme would retain the Art Deco style. The car parking had not been too bad on the morning of the site inspection; neighbouring residents had however raised concern regarding the extra car parking the scheme may incur. He felt that there were car parking and viability issues which were presented in the report.

Members considered the application and felt that the water tower was a local land mark and would like to see it retained and developed. Residents' concerns regarding car parking had been shown within the schedule of communication, which they felt could be overcome. It was suggested that the wide footpaths could be reduced to allow for parallel parking on the road side. It was also suggested that the retention and maintenance of the clock could be included within a condition should the committee be mindful to approve the application. It was further suggested that the Parish Council be asked to reduce the footpaths to allow for the required three additional car parking spaces or if the footpaths had not been transferred to Nottinghamshire County Council, the work could be suggested to the developer.

AGREED (with 11 votes for 2 votes against and 1 abstention) that contrary to officer recommendation full planning permission be granted subject to appropriate conditions to be considered by the Business Manager Growth & Regeneration.

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	Vote
Mrs K. Arnold	For
R.V. Blaney	For
Mrs A.C. Brooks	For
R.A. Crowe	For

Mrs M. Dobson	Against
P. Duncan	For
G.P. Handley	For
J. Lee	Abstention
D.R. Payne	For
Mrs P. Rainbow	For
F. Taylor	For
Mrs L.M.J. Tift	For
I. Walker	Against
B. Wells	For
Mrs Y. Woodhead	Absent

84 FUTURE FISHING LTD, UNIT 17, HARDYS BUSINESS PARK, HAWTON LANE, FARNDON (18/01118/FUL)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought full planning permission to retain the existing building and use as a Sui Generis Retail Warehouse Club with ancillary B1 (Business) and B8 (Storage and Distribution) uses. The application is retrospective in nature and the building has been in situ since May 2016 according to the planning application forms.

A schedule of communication was tabled at the meeting which detailed correspondence received after the agenda was published from the Agent, the letter was attached in full at appendix 1 of the schedule.

Members considered the application and felt that a full investigation of the site was required to ensure that all the units had authorised use.

AGREED (unanimously) that the item be deferred to allow the whole site to be looked at by the Planning Authority in order to understand any wider issues that would relate to the determination of this current scheme.

85 PARK FARM, MAIN STREET, CARLTON ON TRENT (18/00698/FUL)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought to vary the plans condition attached to the planning permission 06/01847/FUL to vary the approved plans.

Members considered the application acceptable.

AGREED (unanimously) that planning permission be approved subject to the conditions and reasons contained within the report.

86 LAND AT ENFIELD COURT, HARBY, NOTTS (18/01217/OUT)

The Committee considered the report of the Business Manager Growth & Regeneration, which sought outline planning permission for the erection of four market dwellings consisting of two semi-detached and two detached properties, on land formerly used for agriculture but which now appeared to be for storage. All matters were reserved apart from the access.

A schedule of communication was tabled at the meeting which detailed correspondence received after the agenda was published from the Agent, a Technical Note had been added as appendix 3 to the schedule.

Councillor Mrs Rose representing Harby Parish Council spoke in support of the application in accordance with the views of Harby Parish Council

Members considered the application and it was commented that the proposed development would complete Enfield Close and the removal of the metal framed structure would benefit the village. It was also commented that there was a market for properties in Harby, a thriving school and whilst there was not a bus service, the locals had established a car share scheme with two neighbouring villages. A member raised the issue that the aerial photographs were out of date and therefore it was difficult to gain an understanding of site factors. The Chairman proposed that a site visit should take place as a site visit had not previously been undertaken as it was felt that the Officer recommendation of refusal was down to policy issues and not site factor issues.

A vote was taken for approval but was lost with 6 votes for and 8 votes against.

AGREED (unanimously) that the item be deferred pending a site visit.

87 APPEALS LODGED

AGREED that the report be noted.

88 APPEALS DETERMINED

AGREED that the report be noted.

89 EXCLUSION OF THE PRESS AND PUBLIC

There were none.

Meeting closed at 6.11 pm.

Chairman