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Monday, 31 January 2022

Chairman: Councillor Mrs P Rainbow
Vice-Chairman: Councillor Mrs S Saddington

To all Members of the Council

MEETING: Full Council

DATE: Tuesday, 8 February 2022 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	
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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 Council and Public	

In accordance with Rule No. 15.1 the following question has been submitted to the Council from Molly Chesney:

“In June 2015 Newark and Sherwood District Council approved a single loan of £250,000 from the Think BIG loan fund to a local Limited Company; this was the largest loan ever awarded by the fund and appears to account for c.17% of all loans made through the scheme.

The criteria for awarding loans was: *“Gap funding, providing working capital for businesses that demonstrate growth potential and job creation and are unable to obtain the required bank support or other funding.”* By November 2016, the 250,000 loan was deemed by Newark and Sherwood District Council to be “at-risk” as the business had had a difficult trading period. Repayments had stopped but the Council declared we had “a mortgage debenture alongside other funders and we have personal guarantees”.

Sadly, on 12th September 2018 the firm entered administration owing £241,000 to the Council. According to Council papers at the time, *“the offer currently available is to repay £34,000 as a lump sum in final settlement for a £150,000 personal guarantee.”* Adding: *“There is very little equity in the circumstances of the individual and it is important that they can continue to earn, rather than declaring bankruptcy. A compromise solution may be to accept this payment and add in legal conditions surrounding further repayments in future years with an annual review taking place”.*

However, the total capital repaid to Newark and Sherwood District Council still stands at just £43,554 (source, FOI response received 19th January 2022), which suggests that no further payments have been made since the £34,000 offer in September 2018.

Has there been an annual review in the three-plus years since the default of this debt? Did Newark and Sherwood District Council ever discuss whether there was an appropriate time to revisit the guarantees related to this debt - particularly given the promised "legal conditions" secured in 2018?"

8. In accordance with Rule No. 10 to receive the presentation or the debating of any Petitions from Members of the Council (if any)
9. 2022/2023 Housing Revenue Account (HRA) Budget and Rent Setting 19 - 38
10. Notices of Motion (if any)
11. Minutes for Noting
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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, 14 December 2021 at 6.00 pm.

PRESENT: Councillor Mrs P Rainbow (Chairman)
Councillor Mrs S Saddington (Vice-Chairman)

Councillor R Blaney, Councillor L Brailsford, Councillor L Brazier, Councillor M Brock, Councillor Mrs B Brooks, Councillor S Carlton, Councillor M Cope, Councillor Mrs R Crowe, Councillor R Crowe, Councillor D Cumberlidge, Councillor K Girling, Councillor L Goff, Councillor P Harris, Councillor S Haynes, Councillor Mrs R Holloway, Councillor J Kellas, Councillor B Loughton, Councillor J Lee, Councillor D Lloyd, Councillor Mrs S Michael, Councillor N Mison, Councillor P Peacock, Councillor M Skinner, Councillor T Smith, Councillor T Thompson, Councillor I Walker, Councillor K Walker, Councillor T Wendels, Councillor R White, Councillor T Wildgust and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor M Brown, Councillor Mrs L Dales, Councillor Mrs L Hurst, Councillor R Jackson and Councillor N Mitchell

Prior to the transaction of business, the Council stood in silence in memory of District Councillor Maureen Dobson.

46 MINUTES FROM THE EXTRAORDINARY MEETING HELD ON 24 NOVEMBER 2021

AGREED that that minutes of the Extraordinary Meeting held on 24 November 2021 be approved as a correct record and signed by the Chairman.

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

There were no declarations of interest from Members or Officers and the Council noted the interests previously declared by Members in Agenda Item No. 16 – Minutes for Noting.

48 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. The Chairman advised that the meeting was being live streamed.

49 QUESTIONS FROM MEMBERS OF THE COUNCIL AND PUBLIC

In accordance with Rule No. 15.1, members of the public submitted questions to the Council. Details of the questions put forward and the responses given from Councillor D.J. Lloyd are attached as Appendix A to these minutes.

50 ATTENDANCE AT MEETINGS

The Council considered the report of the Assistant Director – Legal & Democratic Services and Monitoring Officer which sought approval for a dispensation for Councillor Neal Mitchell, for non-attendance at Council and Committee Meetings for a period of 6 months. It was noted that Councillor Mitchell had been unable to attend meetings at Castle House due to personal health-related reasons. Given the circumstances it was recommended to grant a dispensation under Section 85(1) of the Local Government Act 1972, for a period of six months from 14 December 2021.

AGREED (unanimously) to approve a dispensation for Councillor Neal Mitchell for a period of 6 months from the date of this meeting.

51 POLITICAL COMPOSITION OF THE COUNCIL AND ALLOCATION OF SEATS ON COMMITTEES

The Council considered the report of the Chief Executive concerning the allocation of seats on Committees to Political Groups, as required by Council Procedure Rule No. 17.6, following the recent by-election for the Rainworth South and Blidworth Ward held on 21 October 2021.

Section 15 of the Local Government & Housing Act 1989 required the Council to consider the political composition of the Council. This Act, together with the Local Government (Committees & Political Groups) Regulations 1990, required the Council to allocate seats on committees on a proportional basis in accordance with the number of seats held on the Council by each political group. The proposed allocation of seats was set out in Appendix B to the report.

AGREED (unanimously) that:

- (a) the Council agree the allocation of seats to Political Groups in accordance with Appendix B to these minutes; and
- (b) changes be made in Committee memberships in accordance with Appendix C to these minutes.

52 PROPOSALS FOR NEW GOVERNANCE ARRANGEMENTS

The Council considered the report of the Chief Executive which updated Members on the progress made by the Governance Review Working Party on the design of the new governance arrangements for implementation from May 2022, and sought approval of the arrangements as set out in the report.

The report set out the principles and the proposed structure of the new governance arrangements, including the size of Committees, membership requirements, if any, and frequency and timing of meetings. Further details were provided in relation to the proposals for the Cabinet; Executive Decision Making/Key Decisions; the Policy & Performance Improvement Committee; the Call-In Procedure; and how the Council could better support all Members in their roles as community leaders. The report also set out the proposed delivery of training for all Members and appropriate staff and

the next steps leading to the formalisation of a new Constitution at the Annual General Meeting scheduled for 17 May 2022.

In considering the report Members referred to the criteria for the Call-In Procedure and the proposals for the Shareholder Committee, both of which required further consideration. The Council also emphasised the critical role the Policy & Performance Improvement Committee would play in scrutinising the decisions of the Cabinet and Portfolio Holders. It was noted that the work of the Councillors Commission and the Governance Review Working Party would continue in order to allow the proposals to be amended, as appropriate, prior to their adoption at the Annual General Meeting to be held on 17 May 2022.

AGREED (unanimously) that:

- (a) the proposals in respect of the new governance arrangements as detailed in Section 3 of the report be approved in principle, with it being noted that the size of Cabinet, the membership of Cabinet and Cabinet portfolios were matters for the approval of the Leader (as prescribed by legislation);
- (b) a £5,000 budget be established (financed from the Corporate Change Management budget) to enable the required training for the new governance arrangements to be delivered; and
- (c) the Governance Review Working Party continue to meet as required and report back to Full Council with recommended changes to the Constitution and any further refinement to the proposed governance arrangements set out in this report.

53 PROPOSED SCHEDULE OF MEETINGS 2022/23

The Council considered the report of the Chief Executive which set out a proposed Schedule of Meetings for the period May 2022 to May 2023, which was based on the proposed new governance arrangements. It was noted that given the previous 'in principle' decision to approve the new governance arrangements at the previous item, it may be that the proposed start time of 6pm for the Planning Committee, would be reviewed.

AGREED (by 32 votes for and 1 abstention) that the Schedule of Meetings for 2022/2023 in accordance with Appendix D to these minutes be approved.

54 TREASURY MANAGEMENT 2021-22 MID YEAR REPORT

The Council considered the report of the Business Manager - Financial Services which provided an update on the Council's Treasury activity and Prudential Indicators for the first half of 2021/2022. The report, which had been considered by the Audit & Accounts Committee at their meeting held on 1 December 2021, included a summary of treasury balances, details of the capital expenditure and borrowing activity and investment activity.

AGREED (unanimously that the Treasury Management Activity and Prudential Indicators be noted.

55 APPOINTMENT OF EXTERNAL AUDITORS

The Council considered the report of the Deputy Chief Executive/Director – Resources and Section 151 Officer which sought approval for a procurement route for the appointment of the Council’s External Audit arrangements post for the 2023/24 financial year onwards.

The report set out the three broad options open to the Council, advising of the advantages/benefit and the disadvantages/risks for each one. Information as to the legal and financial implications of appointing a local auditor were also detailed within the report.

AGREED (unanimously) that:

- (a) the Council opts into the National Appointment Arrangements with Public Sector Audit Appointments Limited (PSAA); and
- (b) delegated authority be given to the Section 151 Officer (or deputy in their absence) to accept the PSAA invitation to become an opted-in authority.

56 LOCALISED COUNCIL TAX SUPPORT SCHEME

The Council considered the report of the Deputy Chief Executive / Director – Resources/ Section 151 Officer which sought to confirm the continuation of the Council’s Localised Council Tax Support Scheme, which had been implemented on 1 April 2013, for the 2022/23 financial year with minor changes. The changes sought were to uprate the income and disregard criteria in accordance with the annual uprating amounts applied by the Department for Works & Pensions.

The Local Government Finance Act 1992 required the Council to consider whether, each financial year, the scheme was to be revised or replaced, no later than 31 January. By making the proposed changes to uprate income and disregard criteria, it would demonstrate that the Council had continued to consider its obligations to vulnerable groups by maintaining the income disregards and premiums to protect families with children and claimants with disabilities.

AGREED (unanimously) that the Council continues to adopt the existing Localised Council Tax Support Scheme for all potential claimants for the financial year 2022/23 and uprates the income disregards and premiums in accordance with the Departments for Works & Pensions annual uprating criteria for 2022/23.

57 REVIEW OF STATEMENT OF GAMBLING POLICY

The Council considered the report of the Director – Communities & Environment which sought approval of the Statement of Gambling Policy 2022 – 2024 which the Council was required to adopt under the Gambling Act 2005, and to consider the making of a ‘no casino’ resolution under Section 166 of the Gambling Act 2005.

The Council, as Licensing Authority under the Gambling Act 2005, was responsible for issuing premises licences for gambling premises, issuing permits in respect of gaming on licensed premises and for registering small society lotteries. In respect of carrying these duties the Council was required to adopt and have in place a Statement of Gambling Policy relating to those duties. The Policy set out the principles which the Council would apply in considering and granting those licences and permits. The Act required that the Policy be reviewed at least every three years. The draft Policy, attached as Appendix A to the report, had been subject to consultation and a small number of comments had been received. These were considered by the General Purposes Committee, and where appropriate, changes to the Policy had been made.

In adopting its original Statement of Gambling Policy the Council considered a resolution under Section 166 of the Gambling Act that it would not issue any premises licences for casinos in the district. The 'no casino' resolution was agreed and confirmed for a further three years following the review of the Statement of Gambling Policy in 2009, 2012, 2015 and 2018. Under the legislation the resolution only lasts for three years and therefore needed consideration again this year.

The General Purposes Committee had considered the draft Policy and the issue of the 'no casino' resolution at their meeting held on 11 November 2021, and recommended that the Council adopt the draft Policy and renew the resolution not to issue licenses for casinos in the District.

AGREED (unanimously) that:

- (a) the draft Statement of Gambling Policy be approved; and
- (b) the Council pass a resolution under Section 166 of the Gambling Act 2005 not to issue any premises licence for casinos in the district.

58 MINUTES FOR NOTING

58a POLICY & FINANCE COMMITTEE - 25 NOVEMBER 2021

58b ECONOMIC DEVELOPMENT COMMITTEE - 17 NOVEMBER 2021

58c HOMES & COMMUNITIES COMMITTEE - 22 NOVEMBER 2021

Minute No. 50 – Winter Provision Update

Councillor L. Goff asked when a proper shelter for the homeless would be provided in the District.

Councillor T Wendels advised that such provision was still being considered, however, he updated that the Council were utilising their own self-contained accommodation this winter. All known rough sleepers had been contacted to advise them of the facilities which were available.

Councillor K Girling added that the Council had been praised at the CVS meeting he had attended for the work they were undertaking with rough sleepers.

- 58d LEISURE & ENVIRONMENT COMMITTEE - 16 NOVEMBER 2021
- 58e GENERAL PURPOSES COMMITTEE - 11 NOVEMBER 2021
- 58f LICENSING COMMITTEE - 11 NOVEMBER 2021
- 58g TRUSTEE BOARD OF THE GILSTRAP AND WILLIAM EDWARD KNIGHT CHARITY - 19 OCTOBER 2021
- 58h AUDIT & ACCOUNTS COMMITTEE - 1 DECEMBER 2021
- 58i PLANNING COMMITTEE - 5 OCTOBER 2021
- 58j PLANNING COMMITTEE - 2 NOVEMBER 2021
- 58k COUNCILLORS COMMISSION - 2 DECEMBER 2021

Meeting closed at 7.20 pm.

Chairman

QUESTIONS FROM MEMBERS OF THE PUBLIC

In accordance with Rule No. 15.1 the following questions were submitted to the Council from members of the public:

(i) Wendy Patterson

“On 11th November 2021, before and during the overnight occupation of the Library Garden by four protestors, instructions were issued by a council representative about what could and could not be brought on site to keep the protestors warm and comfortable. The gift of a chair from supporters was refused by the council representative on the grounds that nothing that can be used for ‘habitation’ is permitted. Similarly, a pillow was refused, sleeping bags and a pop-up tent. From where did these instructions come? Who decided what and what would not be allowed? It should be noted that the police officers were far more reasonable about what the protestors were allowed and when the council representative was not on duty, a swap of chairs for more comfortable ones was permitted and various previously forbidden items were brought to the protestors by the police.”

Reply from Councillor David J Lloyd – Leader of the Council

Thank you for your question. It is worth reminding ourselves of the context/background related to your question. On this particular day, Council officers had arranged for an ecologist to visit the site. If you remember, he’d been on-site the week before but was unable to carry out his job due to the level of interest and some interference by certain campaigners. He was advised to leave the site by the Police and to return on another occasion. Council Officers and the ecologist were simply trying to go about their work to implement the decision taken by this Council and specifically to review the already completed ecology assessment from the planning permission in light of information submitted not least by yourselves. That’s what we expect them to do. The advice that you received about prohibiting trespass for the purposes of habitation was correct and remains so. People are very quick to demand action when other unlawful encampments take place and we are reminded on such occasions that equality is part of the law. Throughout this whole episode and at times in the face of significant pressure, confrontation and abuse – yes, some people, maybe not aligned directly to yourselves, have subjected Council staff to intimidation and unpleasant accusations face to face and over social media – Council staff have remained professional, calm and extremely patient. On the day, there were frequent conversations about the health and well-being of the campaigners, with one elderly lady in particular, and every effort was made to avoid forcibly removing people from the site.

Supplementary Question from Wendy Patterson

Wendy Patterson asked who had decided what could be done, as a matter of law?

Reply from Councillor David J Lloyd – Leader of the Council

It is not who decided what could be done but what was the law. The application of the law is the interpretation of Officers and land owner. The requirements to prosecute thereafter might be in conjunction with the Police but only once criminality had occurred.

(ii) Darrell Pointing

“11/11/21: A police officer from Mansfield spoke to the protestors who remained on site and said that ‘this appears to be a matter of trespass only, which is not police business’. On what grounds did NSDC require the police to attend and what did they tell the police which led the force to mount a large and expensive operation with very many hours of police and community police officers time taken up with supervising a peaceful protest? Having been issued with the directive to leave the garden to avoid arrest, why were those protestors who remained not arrested? What laws were the protestors breaking by staying on the garden?”

Reply from Councillor David J Lloyd – Leader of the Council

I’m really grateful for the question as it gives me the opportunity to set the record straight on this particular matter. As I said in my previous response, the original plan was simply for an ecologist to visit the site with a couple of Council staff and undertake a survey. People on - site prevented him doing that and the Police advised him and Council Officers to return on another day when the Police could arrange for a greater presence. That tells you something about the nature of the situation. A return day was agreed, in conjunction with the Police, and it’s completely inaccurate to say that the Council required the Police to attend. The Police are independent of ourselves and determined for themselves the level of resource that they felt was needed given the risk and the nature of the situation. The arrangements were carefully and jointly planned between the Council and Nottinghamshire Police and the Police determined that the offence of aggravated trespass would be committed if campaigners chose not to respond to their requests to leave the site. At every point, the Council and the Police sought to avoid confrontation and that’s why people were given time to leave of their own accord. That those remaining were not arrested is further testament that we have sought to be reasonable where possible.

Supplementary Question from Darrell Pointing

Darrell Pointing commented that if it was a Police decision as to the level of presence of Police Officers then the question needed to be asked of them.

(iii) Christine Stevenson

“11/11/21: With about 50 protestors on site and while designated PNGS spokespersons were led away to the rear of the garden to speak to a police officer - Sgt 2858 Matt Ward. A council worker/contracted by the council attacked the hedge between the garden and the public footpath on the London Road car park with a chainsaw. This took place with no warning, no cones, no health and safety measures at all, while members of the public and children were present on the path, on the grass and on the garden. Who authorised this dangerous and illegal action? Video and eye witness accounts available.”

Reply from Councillor David J Lloyd – Leader of the Council

The choice of words is sadly typical of some of the misleading and inaccurate information that has been pedalled. No hedge was attacked, no members of the public were endangered and no health and safety laws were broken. A suitably qualified contractor with a hedge trimmer began to trim the hedge for access to the site. They were flanked by banksmen wearing “Hi-Viz” clothing. Protestors purposefully walked towards the workers to stop the work. Work stopped nearly as soon as it started and there was no risk to pedestrians or protestors making their way towards the hedge.

Supplementary Question from Christine Stevenson

Christine Stevenson advised that a chainsaw had come within inches of her person and asked why does your account of the situation not match that of mine? I was present at the time and also have video evidence.

Reply from Councillor David J Lloyd – Leader of the Council

I can only give a response from those persons we have sought to contact since, to establish their version and the veracity of the situation. If there is something to the contrary it needs to be submitted to the Council.

(iv) Louise Smith

“On 11 November, metal fence panels were brought onto the garden and council workers/council contracted workers proceeded with speed to erect the panels. Their haste and lack of attention to detail was such that they commenced installing the fencing along the public footpath by the Library thereby blocking the fire exit from the Library. When this was pointed out, in the midst of a chaotic and brutal operation to seal off The Library Garden, the fencing was moved forward onto the grass and off the footpath.

Please could you address the following questions:

- * On whose authorisation was the attempt to block the fire exit from the Library?
- * What were the precise instructions given to council representatives/workers/ contracted workers about this operation to secure the ‘compound’ for an immediate start of work (despite police assurances to the protestors that the only work that would be carried out was the fencing).”

Reply from Councillor David J Lloyd – Leader of the Council

Fencing feet were briefly laid on the footpath at the side of the library as the protesters began to stand in the way of the fence panels and footings as they were being carried onto the site. These feet were moved onto the grass area once final assembly of the compound was complete. At no point was the fire exit door blocked. Do you think the contractors were working so fast? It was because they knew that if they hung about, you and others would do your best to prevent them doing their jobs. No tree works were planned for this day. The site was being fenced off and an ecologist was visiting the site to undertake a survey. That’s all. Nothing brutal, nothing chaotic. Just fencing and a survey.

(v) Pamela Ball

“12.11.21 - A person was escorted on to the library gardens (proposed car park annexe), to undertake a bat survey. Protestors were informed that this person would not provide a name, or credentials. A protestor read out the regulations for such a survey at this time of year, namely bat hibernation period.

A minimal ground survey of the four trees using binoculars was conducted, to establish likelihood of bat roosts. Ladders were then used to examine a bat box in the large sycamore tree. However, bat boxes are only used for summer roosting and should therefore not be used to establish the presence of bats.

After the preliminary bat survey, which is an incomplete survey, a phase 2 survey should be conducted between May-September.

St Georges Trust conducted a detailed bat ecological survey on 24 October 2021, on behalf of the campaign group, which was subsequently provided to Newark and Sherwood District Council, establishing a high level of bat activity!

Very shortly after this preliminary survey, council contracted workers readied themselves at the rear of the garden to bring tree felling equipment onsite.

Did the bat surveyor actually submit a report with all the details, analysis and photos etc within minutes of his survey? Which officer at NSDC received the report, read it, checked it for completeness and validity and authorised the tree felling to go ahead? Had a licence from Natural England been applied for?

Over the past 50 years our wildlife has declined by 41%. Bats are a protected species and have lost much of their habitat. It is illegal to disturb or destroy bat roosts, the penalty for which is huge fines.

In these times of environmental awareness, did NSDC feel it appropriate to commit a wildlife crime?

Had Cllr Girling not arrived onsite to announce a u-turn, this is exactly what would have happened!

Finally, if the tree felling had not been stopped minutes before it was due to start, what would have happened to the four remaining protestors? Would they have been forcibly removed by the police and on what grounds? If the protestors had been allowed to stay, what health and safety measures were in place to protect them?"

Reply from Councillor David J Lloyd – Leader of the Council

It is hardly surprising that the ecologist didn't want to disclose his personal details to you or anyone else for that matter. You were hardly welcoming him on to the site with open arms. Perhaps you didn't want him there because you knew what he'd establish – he found two recently installed bat boxes but no bats and no evidence of occupancy by bats. For the record, the person commissioned was a senior ecologist who holds a Natural England Level 2 Class License and we prefer to take our advice from independent and properly recognised and qualified professionals. Again, for the record, we were never minutes away from the trees being felled. That's simply untrue.

As a Council, at Planning Committee and on many other matters, we work very closely with Nottinghamshire Wildlife Trust and Natural England. We seek their advice as statutory consultees whenever required. We know environmental law as we prosecute people under it. We are not the experts on everything but we do work with people who are experts on certain matters and we take their comments on board.

Those reviewing the original planning permission might wish to dig out the comments of the Wildlife Trust and Natural England. They might also wish to look at the original ecology assessment or the second one, copies of which can be made available. They might also like to look at other planning applications. Referring to my own Ward where 3 mature trees were being severed at Lovers Lane; at one point in excess of 38 trees at Highfields; the previous site of nature conservation half way up Beacon Hill Road on the right; to the left where the new Heights Development is; to the right where the Beacon Heights Development is; in front of the shop, or behind it, in excess of 70 mature trees, all of which I have defended and sought to protect. Indeed half way up Beacon Hill Way there was a bat survey undertaken indicating more bats than were present on the London Road Car Park survey but no comments were submitted, no campaign was run, no protests were held, no contact with myself as Ward Member was made, no comments received from the Wildlife Trust opposing the plans, no comments received from Natural England opposing the plans, no fever and nothing online. I would welcome the support in defending those trees.

My sadness on this episode in not being able to be involved was the counterpoise – we're about to hit the target of planting 10,000 trees; that we're developing a Tree Strategy; that we recognised this issue head on; that we have an understanding that some trees do have a life. They require remediation and repair, as the trees already do in the London Road annex. The lime tree will need repeatedly pollarding. We know, because we've sought the expertise, that towards the end of life, trees emit carbon, not absorb it. We know that while we're using this smaller species of trees that they very rapidly absorb carbon and the reality is if we're going to sequester carbon, those trees will need felling but they will also need replacing. Mature trees are statuesque and we want more of them but of themselves they take an incredibly long time to absorb the carbon and distinct from the goat willow, rowan and other trees we're encouraging people to plant, they won't do the job.

The Council said that when it would address carbon reduction and climate change they would do it properly, they would base line it, look at the solutions and understand them, they would put them in place and would remediate them.

Whilst I share an empathy with the tree that is now being nominated for a national competition and the other 3 that never get mentioned on the site and the 2 immediately adjacent, it was an incredibly difficult decision. I have to say that, I know I had to be away, so I must thank Councillor Girling for taking on the specific matters and assisting us that way but I know now how very difficult it was for Officers and Councillors and indeed campaigners, but a result has arrived that I think people should now recognise, that the trees are now protected as is the land. I am not saying move on, I am not saying don't campaign hereafter but there could be a spirit of constructive engagement on all these sites, on all these issues, on an agenda which the Council share with the campaigners.

**ALLOCATION OF SEATS TO
POLITICAL GROUPS**

Committee	Conservative	Labour	Liberal Democrats	Independent (MD)#	Independent (TT)	Total Seats by Committee
Policy & Finance	6	1	0	0	0	7
Homes & Communities	9	2	1	0	0	12
Leisure & Environment	9	2	1	0	0	12
Economic Development	9	2	0	1	0	12
Planning Committee	11	2	1	0	1	15
General Purposes#	10	2	1	1	1	15
Licensing#	10	2	1	1	1	15
Audit & Accounts Committee	5	1	0	0	0	6
Shareholder Committee	4	1	0	0	0	5
Board of Gilstrap Trustees	4	1	0	0	0	5
Mansfield & District Crematorium Joint Committee*	3	0	0	0	0	3
Total seats by Group	80	16	5	3	3	107

* (includes other local authority members)

Note – Councillor Dobson indicated she did not wish to take a seat on the Licensing & General Purposes Committees, so this place was taken by the controlling Group

MEMBERSHIP OF COMMITTEES – 2021/22

<u>POLICY & FINANCE COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Keith Girling (VC)	1. Paul Peacock*		
2. Rhona Holloway			
3. Roger Jackson			
4. David Lloyd (C)			
5. Tim Wendels			
6. Ronnie White			
SUBSTITUTES	SUBSTITUTE		
1. Mathew Skinner	1. Lee Brazier		
2. Neill Mison			
<u>HOMES & COMMUNITIES COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Laurence Goff	1. Malcolm Brock	
2. Scott Carlton	2. Yvonne Woodhead*		
3. Robert Crowe			
4. Linda Dales			
5. Simon Haynes			
6. Rhona Holloway (VC)			
7. Johno Lee			
8. Tim Wendels (C)			
9. Tim Wildgust			
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE	
1. Jack Kellas	1. Donna Cumberlidge	1. Peter Harris	
2. Sylvia Michael	2. Paul Peacock		
<u>LEISURE & ENVIRONMENT COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Louis Brailsford	1. Donna Cumberlidge*	1. Peter Harris	
2. Scott Carlton	2. Laurence Goff		
3. Max Cope			
4. Lydia Hurst			
5. Roger Jackson (C)			
6. Jack Kellas			
7. Bruce Laughton			
8. Johno Lee			
9. Neill Mison (VC)			
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE	
1. Tom Smith	1. Lee Brazier	1. Malcolm Brock	
2. Tim Wildgust	2. Paul Peacock		
<u>ECONOMIC DEVELOPMENT COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney	1. Lee Brazier*		1. Maureen Dobson
2. Louis Brailsford	2. Paul Peacock		
3. Rita Crowe			
4. Keith Girling (C)			
5. Neill Mison			
6. Penny Rainbow (VC)			
7. Mathew Skinner			
8. Tom Smith			
9. Ronnie White			
SUBSTITUTES	SUBSTITUTES		
1. Simon Haynes	1. Donna Cumberlidge		
2. Keith Walker	2. Yvonne Woodhead		

<u>PLANNING COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney (C)	1. Laurence Goff	1. Malcolm Brock	1. Tina Thompson
2. Robert Crowe	2. Yvonne Woodhead		
3. Linda Dales (VC)			
4. Rhona Holloway			
5. Penny Rainbow			
6. Sue Saddington			
7. Mathew Skinner			
8. Tom Smith			
9. Ivor Walker			
10. Keith Walker			
11. Tim Wildgust			
<u>LICENSING COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Lee Brazier	1. Peter Harris	1. Tina Thompson
2. Scott Carlton	2. Yvonne Woodhead		
3. Max Cope			
4. Rita Crowe (C)			
5. Roger Jackson			
6. Sylvia Michael			
7. Sue Saddington			
8. Ivor Walker			
9. Keith Walker			
10. Ronnie White (VC)			
11. Tim Wildgust			
<u>GENERAL PURPOSES COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Lee Brazier	1. Peter Harris	1. Tina Thompson
2. Scott Carlton	2. Yvonne Woodhead		
3. Max Cope			
4. Rita Crowe (C)			
5. Roger Jackson			
6. Sylvia Michael			
7. Sue Saddington			
8. Ivor Walker			
9. Keith Walker			
10. Ronnie White (VC)			
11. Tim Wildgust			
<u>AUDIT & ACCOUNTS COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Betty Brooks	1. Donna Cumberlidge		
2. Michael Brown			
3. Robert Crowe			
4. John Lee			
5. Sylvia Michael (C)			
<u>SHAREHOLDER COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Louis Brailsford	1. Paul Peacock		
2. Max Cope			
3. Simon Haynes			
4. David Lloyd (C)			

<u>MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Lydia Hurst			
2. Tom Smith			
3. Tim Wildgust			
<u>BOARD OF TRUSTEES OF THE GILSTRAP CHARITY AND W.E. KNIGHT TRUST#^</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Max Cope	1. Laurence Goff		
2. Rita Crowe (C)			
3. Keith Girling			
4. Simon Haynes			
<u>COUNCILLORS' COMMISSION#</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney (C)	1. Paul Peacock	1. Peter Harris	
2. Rita Crowe			
3. Linda Dales			
4. Lydia Hurst			
5. Jack Kellas			
<u>INVESTMENT ADVISORY BOARD#</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney	1. Lee Brazier		
2. Mathew Skinner			
<u>GOVERNANCE REVIEW WORKING PARTY#</u>			
CONSERVATIVE	LABOUR	LIBERAL DEMOCRATS	INDEPENDENT
1. Roger Blaney	1. Yvonne Woodhead		
2. Keith Girling			
3. Rhona Holloway			
4. David Lloyd			
5. Sylvia Michael			

Notes:

1. C = Chairman
2. VC = Vice-Chairman
- # The Councillors' Commission, Investment Advisory Board and Governance Review Working Party do not need to reflect political balance
- * Major Opposition Group Spokesperson
- ^ To comprise of Members representing the Newark Wards with the other Newark Ward Members to be co-opted as non-voting members

COUNCIL MEETING - 8 FEBRUARY 2022

2022/23 HOUSING REVENUE ACCOUNT (HRA) BUDGET AND RENT SETTING

1.0 Purpose of Report

1.1 To seek Council's approval of the Housing Revenue Account (HRA) budget for the 2022/23 financial year (01 April 2022 – 31 March 2023) and proposed changes in rent levels and service charge levels for 2022/23.

2.0 Background Information

2.1 At its meeting on 27 January 2022, the Policy & Finance Committee approved the HRA budget for 2022/23, financial plan to 2025/26 and proposed changes in rent levels and service charge levels for 2022/23, as set out in **Appendix A**.

3.0 Proposals

3.1 In light of the above, Officers are proposing to Council that it approves:

- a) the HRA budget for 2022/23, as set out in **Appendix A1**;
- b) an increase of 4.1% (CPI + 1%) in the 2022/23 rents of all properties in the HRA as at 31 March 2022; and
- c) the 2022/23 service charges as set out in **Appendix C**.

4.0 Digital Implications

4.1 Details of the digital implications relating to the 2022/23 HRA budget and rent setting report are set out in **Appendix A**.

5.0 Equalities Implications

5.1 Details of the equalities implications relating to the 2022/23 HRA budget and rent setting report are set out in **Appendix A**.

6.0 Financial Implications

6.1 Details of the financial implications relating to the 2022/23 HRA budget and rent setting report are set out in **Appendix A**.

7.0 Community Plan – Alignment to Objectives

7.1 Details of the how the objectives in the Community Plan align to the proposals in the 2022/23 HRA budget and rent setting report are set out in **Appendix A**.

8.0 RECOMMENDATIONS that Council approves:

- (a) the Housing Revenue Account (HRA) budget for 2022/23, as set out in **Appendix A1**;

- (b) an increase of 4.1% (CPI + 1%) in the 2022/23 rents of all properties in the HRA as at 31 March 2022; and**
- (c) the 2022/23 service charges as set out in Appendix C.**

Background Papers

Nil.

For further information please contact Caroline Wagstaff (Business Manager - Housing Projects) on extension 5637 or Mohammed Sarodia (Assistant Business Manager - Financial Services) on extension 5537.

Sanjiv Kohli
Deputy Chief Executive, Director – Resources and Section 151 Officer

Suzanne Shead
Director – Housing, Health & Wellbeing

POLICY & FINANCE COMMITTEE
27 JANUARY 2022

2022/23 HOUSING REVENUE ACCOUNT (HRA) BUDGET AND RENT SETTING

1.0 Purpose of Report

1.1 The annual report being presented to the Committee on the Housing Revenue Account (HRA) will:

- a) provide the actual outturn of the HRA for the 2020/21 financial year (1 April 2020 - 31 March 2021) (column 2 of **Appendix A1**);
- b) examine the proposed income and expenditure on the HRA for the 2022/23 financial year (column 4 of **Appendix A1**), in accordance with Section 76 (Duty to prevent debit balance on Housing Revenue Account) of the *Local Government and Housing Act 1989*;
- c) provide indicative amounts of income and expenditure for the 2023/24 to 2025/26 financial years (columns 5 to 7 of **Appendix A1**); and
- d) set rent levels and service charges for 2022/23 (with effect from the first Monday in April 2022).

1.2 The following paragraphs provide the necessary detail for the matters above.

2.0 Background Information

2.1 The setting of the HRA budget and the approval of rent levels will allow the required time to notify tenants of proposed changes to rents in accordance with legislation.

2.2 The key dates in the budget setting timetable are detailed in the table below:

Council determination of HRA budget and rent setting	8 February 2022
Newark & Sherwood District Council update of rent systems	By end of February 2022
Generation of rent cards and letters to notify tenants of variation of their rent levels (tenants are required to be given one month's notice by law of rent changes).	By end of February 2022

2.3 Any slippage from these key dates would jeopardise the implementation of rent increases from the first Monday in April 2022, and as a consequence, pose a risk to the sustainability of the 30-year HRA Business Plan (BP).

Statutory Duty

2.4 Section 76 of the *Local Government and Housing Act 1989* requires local housing authorities to set a budget annually for their HRA, and that implementation of the budget proposals will not result in a debit balance (deficit position) at year-end.

- 2.5 Following housing financing reforms (self-financing) in April 2012 the council's HRA has been operating within a 30-year business plan. The inputs and assumptions in the Business Plan are key to setting the HRA budgets annually for each year of the HRA's four-year medium-term financial plan (MTFP).
- 2.6 Members will be aware that on 8 July 2015, Government announced that registered providers (including social housing stock-owning local authorities) had to reduce social housing rents by 1% each year for four years from 2016/17, in accordance with section 23 (Reduction in social housing rents) of the *Welfare Reform and Work Act 2016*. 2019/20 was the last year of the 1% rent reduction.
- 2.7 The 1% annual rent reductions resulted in the HRA Business Plan losing more than £11m (13%) in rental income over the four years. This was equivalent to more than six months' worth of rental income in 2019-20, or the funds to build more than 100 homes.
- 2.8 This budget supports the delivery of the Landlord Strategy (elsewhere on this agenda) and supports the aspirations for our services as detailed within the Strategy.
- 2.9 Members should note that any surpluses in 2021/22 are unlikely to be repeated and are the result of underspend due to an abnormal year in terms of a pandemic and the restructure of Housing services resulting in holding a number of senior posts vacant therefore these funds would not be annually available to offset against any rent increase.
- 2.10 Due to Covid-19 pandemic there have been supply problems for a wide range of products in the building and maintenance trade which has already lead to significant increases in costs this year. This is currently masked in the HRA as only essential repairs were carried out during the first lockdown period due to Covid-19. Now teams have caught up with the backlog and we enter the busiest half of the year this impact will become more visible as we reinstate our full services again. Officers are also predicting that these increases in costs will not reduce post Covid-19.
- 2.11 Members will also be aware that now that Brexit has been implemented, there will be an even greater impact on the supply chain for building supplies and other materials than as per paragraph 2.10 above. The HRA will need to position itself to be able to absorb cost increases as necessary.

Rent Standard 2020

- 2.12 In February 2019, the Secretary of State for Housing, Communities & Local Government published a Direction to the Regulator of Social Housing (RSH) to set a Rent Standard which would apply from 2020. This was published alongside a Policy Statement on Rents for Social Housing 2018 (Rent Policy Statement) for the Regulator to have regard to when setting its Rent Standard.
- 2.13 The Rent Standard 2020 specifies that rents must be set in accordance with the Rent Policy Statement. The government's Rent Policy Statement now allows annual rent increases to social rent and affordable rent properties for at least five years, up to (and including) the Consumer Price Index (CPI) rate published for September of the preceding financial year plus 1%.

2.14 As the CPI for September 2021 was 3.1%, the Rent Policy Statement allows an annual rent increase of 4.1% for 2022/23. This would represent an average weekly social rent increase of £3.18 per week based on 52 week social rent in 2021/22 of £77.60 (average of all our housing stock rents). This is equivalent to £165.36 per year or £13.78 per month, and will provide over £900,000 of additional income for the HRA.

2.15 By providing a five-year rent settlement, the Government has recognised:

“the need for a stable financial environment to support the delivery of new homes”, and that “enabl[ing] registered providers to plan ahead” will allow them “to make the best possible use of their resources”.

2.16 In restricting annual rent increases to CPI + 1%, the Government aims to:

“strike a fair balance between the need to maintain existing affordable homes and the provision of additional affordable housing; the interests of existing and potential social housing tenants; and the cost to taxpayers through Housing Benefit/Universal Credit”.

2.17 From 1 April 2020, therefore, social housing providers registered with the RSH (‘registered providers’) must now comply with the Rent Standard 2020.

2.18 It is worth noting the November 2021 CPI was 5.1% which means the Council’s rent increase is below the national CPI increase, however, our inflationary costs are increasing as a result.

Borrowing Cap

2.19 As part of the HRA self-financing reforms introduced in April 2012, the government set a maximum amount of housing debt that each local authority could have. In subsequent years, the government awarded some local authorities limited increases to their housing borrowing limits. On 29 October 2018, the Limits on Indebtedness (Revocation) Determination 2018 revoked all previous determinations that specified limits on local authority housing indebtedness.

2.20 Though councils are no longer restricted in how much they can borrow in their HRAs, there is still the requirement for councils to make sure that all borrowing is affordable and proportionate within the context of their 30-year HRA business plan (BP). The council has used the expert external advice it obtained on the assumptions in the BP to monitor the affordability of future indebtedness. Anticipated future levels of indebtedness are currently viable within the plan.

30-year HRA Business Plan (BP)

2.21 The BP summarises the viability of the council’s plans to fulfil its management, maintenance and investment responsibilities to its HRA assets over the next 30-years. Key assumptions are made in the BP based on the council’s strategic priorities and policies, detailed stock data and other factors.

2.22 The assumptions in the BP are key to setting the HRA budgets annually for each year of the HRA’s four-year MTFP. Adverse variations in these assumptions can have significant consequences, as the examples in paragraph 2.7 make clear. Failure therefore for Members

to agree the proposals in this report could lead to a material impact on the delivery of housing management services to tenants, as well as the viability and delivery of any future proposals for any further HRA development programmes, future phases (non-committed) for Yorke Drive regeneration scheme and other investment activities.

- 2.23 The council obtained expert external advice on monitoring the BP’s capacity for borrowing (paragraph 2.20). The narrative of the HRA BP and assumptions in the financial model will be reviewed and updated when circumstances allow and presented to the Committee for approval.
- 2.24 Officers monitor relevant government policy announcements and model the implications of these on the HRA BP. The Building Safety Bill and Fire and Building Safety (Public Inquiry) Bill are currently both with the House of Commons for review; any changes to the Decent Homes Standard, the carbon zero/green agenda and the detailed requirements arising from the Social Housing White Paper which was released in November 2020. Officers will model the impacts of these changes on the HRA BP as further details become available. There is an expectation of increased scrutiny on performance, accountability to tenants and an increased expectation of regulation.

Rent Cycle

- 2.25 Rent is currently charged over 48 weeks, giving tenants four rent free weeks albeit that the full years rent charge is the same as if charged across 52 weeks. Members will be aware we are looking at the possibility to move from a 48 week rent cycle (with 4 rent free weeks) to a 52 week rent cycle annually as part of the secure tenancy review which is planned for 2022/23.

Affordability Considerations

- 2.26 This section provides information regarding the impact of the proposed changes to rent and services charges, as well as data on how tenants pay their rent and the support they receive from Housing Benefit and Universal Credit.

Rent level comparable data

- 2.27 *Table 1* compares 2020/21 data on average rent levels for the private rented sector (PRS) in Newark and Sherwood and in England to the council’s average social housing rents for general needs tenants.

Table 1: Comparison of 2020/21 data on average rent levels for the PRS in Newark and Sherwood, the PRS in England, and NSDC’s social housing rents for general needs tenants

Size of accommodation All amounts are average amounts per week	Private rented sector: Newark and Sherwood	Private rented sector: England	Social housing rents for general needs tenants: NSDC
Room only	£99.92	£95.08	-
Studio	£72.23	£132.69	£57.75
1 bedroom	£98.08	£150.00	£64.75
2 bedrooms	£126.92	£161.54	£72.15

3 bedrooms	£144.23	£184.62	£82.83
4+ bedrooms	£252.69	£311.54	£89.62
Average: all accommodation sizes	£126.92	£168.46	£79.95

2.28 For all sizes of accommodation, the council's average social housing rents for general needs tenants are significantly lower than those in the PRS.

2.29 *Table 2* compares 2020/21 data on average rent levels for Private Registered Providers (PRPs) in Newark and Sherwood to the council's average social housing rents, split for each by whether properties are for general needs tenants or supported housing tenants.

Table 2: Comparison of 2020/21 data on average rent levels for PRPs in Newark and Sherwood and NSDC's social housing rents, split by general needs tenants and supported housing tenants

Type of accommodation	Social Rent: General Needs		Social Rent: Supported Housing/Housing for Older People	
	NSDC	Private Registered Providers	NSDC	Private Registered Providers
All amounts are average amounts per week				
Non-self-contained	-	-	-	£152.72
Bedsit	£57.75	£65.64	£68.96	£116.70
1 bedroom	£64.75	£75.95	£70.33	£93.67
2 bedrooms	£72.15	£90.03	£78.59	£91.05
3 bedrooms	£82.83	£92.02	£85.68	£109.69
4 bedrooms	£89.62	£101.41		
5 bedrooms	£95.70	£96.45		
Average: excluding non-self-contained	£79.95	£87.97	£75.08	£95.48
Average: all accommodation types	£79.95	£87.97	£75.08	£108.24

2.30 For all sizes of accommodation, the council's average social housing rents are lower than those of the PRPs. It should be noted that direct comparisons can only be made between the accommodation types for general needs tenants, due to variation in the type and nature of accommodation provided for supported housing tenants/housing for older people.

2.31 The average 2020/21 social rent levels of £87.97 (general needs tenants) and £108.24 (supported housing tenants) by Newark and Sherwood PRPs in *Table 2* excludes service charges. *Table 3* shows the average 2020/21 service charges for these groups.

Table 3: average 2020/21 net rent, service charge and gross rent charged by PRPs in Newark and Sherwood to general needs tenants and supported housing tenants

Type of tenant	Net rent	Service charge	Gross rent
All amounts are average amounts per week			
General Needs	£87.97	£4.67*	£90.61*
Supported Housing/Housing for Older People	£108.24	£71.39	£179.63

- 2.32 It should be noted in *Table 3* that the gross rent equals the sum of the net rent and service charge only for supported housing tenants: not for general needs tenants. This is because the average service charge relates only to those properties with service charges, and as all properties for supported housing tenants have service charges whereas not all properties for general needs tenants have service charges.
- 2.33 Further information on the council's limited range of service charges are provided in the 'Service Charges' section below.

Housing Benefit (HB) and Universal Credit (UC)

- 2.34 A snapshot of data taken in December 2021 shows that of the 5,448 current tenants, 3,474 (64%) received help from benefits towards paying their rent. 2,179 (40%) were in receipt of Housing Benefit and 1,295 (24%) were in receipt of Universal Credit. The remaining 1,974 (36%) of tenants paid their rent without receiving help from benefits.
- 2.35 Universal Credit (UC) is the Government's working-age benefit which combines six means-tested ('legacy') benefits, including Housing Benefit (HB), into a single monthly payment. UC was a central feature of the government's *Welfare Reform Act 2012*. The Government started rolling out UC in 2013, with the full service commencing in 2018 across Newark and Sherwood.
- 2.36 Since 2018, there has been a significant increase in the number of council housing tenants claiming UC, increasing from 95 to 1,295 between June 2018 and December 2021. Of these 1,295 UC claimants, around 31% have their rent paid directly to the council, either due to being in arrears or due to a vulnerability. Over 70% of these 1,295 UC claimants are general needs tenants.
- 2.37 UC cases increased significantly during 2020 due to the COVID-19 pandemic, but have since stabilised as people have moved off the benefit. It is anticipated that over 2,000 tenants will be claiming UC once all relevant households have transferred to UC.
- 2.38 As the number of council housing tenants claiming UC is increasing, the number claiming Housing Benefit (HB) as a standalone ('legacy') benefit is decreasing. Around 2,300 of council households had tenant(s) in receipt of legacy HB in December 2020, compared to the 2,179 currently receiving legacy HB.
- 2.39 Despite the trends outlined above, a significant number of council housing tenants will continue to receive legacy HB even after all relevant households have transferred to UC. This is because eligible adults of all ages (including older people) can claim legacy HB, whereas only eligible adults of working-age can claim UC. Around 47% of the council's social housing stock is designated for older people.
- 2.40 Around 1,406 of the 2,179 households, or just under two-thirds, are entitled to the maximum amount of HB, and around 773 households to partial HB.
- 2.41 Residents claiming HB or UC who need additional help with meeting their housing costs can request a Discretionary Housing Payment (DHP) from their local council. Claimants are supported to make claims for DHP where appropriate with a view to sustain tenancies wherever possible.

- 2.42 The Committee should note that officers recognise the importance of supporting tenants at an early stage to sustain their tenancies, especially around rent collection, benefit entitlement and arrears management.
- 2.43 This commitment to a supportive approach is illustrated by two specific projects within the Community Plan, the Starting Well project and the Targeted Arrears Support Project, which seek to ensure tenancies are sustained wherever possible.
- 2.44 The Starting Well project will implement a range of initiatives to ensure new tenancies start in a positive way to give the best chance of tenancy success; whilst the Targeted Arrears Support Project will aim to provide targeted support to tenants that have been financially affected by the Coronavirus pandemic.

Service Charges

- 2.45 In addition to rent, local authorities can charge for other services they provide (service charges). Section 93 (Power to charge for discretionary services) of the *Local Government Act 2003* requires charges to be set such that taking one financial year with another, the income from charges for a service does not exceed its costs of provision.
- 2.46 The Policy Statement on Rent for Social Housing (February 2019) sets out an expectation that service charge increases remain within the limit of rent charge of CPI + 1% in order to keep service charges affordable. **Appendix C** details the current (2021/22) and proposed (2022/23) service charges, with proposed increases to current charges of 4.1% (CPI + 1%). Subsequent paragraphs provide details about the services that tenants are charged for.

Housing-Based Services for Supported Housing and Extra Care Services

- 2.47 The main housing-based support service provided is a community alarm service, to help tenants live more independently. Tenants with lifeline units in their properties can raise an alarm call from anywhere in the home if they require this. Around half of the council's social housing properties have these lifeline units.
- 2.48 Tenants in properties with lifeline units currently pay £1.78 per week for the community alarm service and this report proposes to increase that charge by 7 pence a week to a weekly charge of £1.85 per week. This represents an increase of around 3.93% per week. This charge is mandatory, in line with the terms of their tenancy agreement. This charge is not eligible for housing benefit.
- 2.49 In addition to these support services, tenants in the extra care housing schemes receive additional housing management and housing-related services due to their specialist needs. The council currently has four extra care housing schemes. These are at Gladstone House, The Broadleaves, Vale View and the Bilsthorpe Bungalows.

Other Housing-Based Services

- 2.50 Other weekly service charges applied to tenants are for the costs of water and sewerage provided to properties at Vale View (£3.88 per week) and for the costs (where appropriate) of landscaping, lighting and drainage provided to 70 general needs properties (average weekly charge of £5.53 per week).

2.51 The council provides a number of housing-related services for which it does not currently recover the cost of provision through service charges, therefore resulting in costs being met through rent income. Such services include communal cleaning, communal lighting and grounds maintenance. It is proposed that work is undertaken to identify these costs and how they might be separated from the rent charge and identified as distinct service charges. This would help to meet the cost of provision, increase transparency and meet the expectations of the Regulator.

Non-Housing Based Services

2.52 Officers manage the garages, garage ports (or car ports/parking spaces) and garage plots (or parking plots) within the council's HRA. Garages and garage ports are structures owned by the council, fully enclosed and partially enclosed respectively, whereas garage plots are pieces of land on which tenants supply their own garage structure. The charges for garages (garage rents) and garage plots are weekly, whilst those for garage ports are annually. All garage-based charges exclude standard rate value-added tax (VAT) if let to council housing tenants, and include VAT if let to non-council housing tenants.

2.53 Whilst it may be possible to increase rents by more than 4.1% (CPI + 1%) for more desirable garages, officers are aware that a large increase in rent may increase the expectations of tenants around improvements to the condition and security of garages. It is therefore proposed not to introduce differential rent levels at the current time.

2.54 Officers continue to identify existing and redundant garage sites which could be suitable for inclusion in the council's approved housing development programme.

3.0 Proposals

3.1 In light of the above, officers are proposing to the Committee that it recommends to Council at its meeting on 8 February 2022:

- a) the HRA budget for 2022/23, as set out in **Appendix A1** to this report;
- b) an increase of 4.1% (CPI + 1%) in the 2022/23 rents of all properties in the HRA as at 31 March 2022; and
- c) the 2022/23 service charges as set out in **Appendix C** to this report.

4.0 Digital Implications

4.1 There are no digital implications directly arising from this report.

5.0 Equalities Implications

5.1 The proposed rent increase would apply to all council social housing properties, whether or not these are occupied, rather than to the tenants themselves or to tenants in specific properties. The proposed rent increase is therefore not expected to discriminate against any of the characteristics protected under the *Equality Act 2010*.

- 5.2 The proposed rent and service charge increases are, however, expected to adversely impact tenants in receipt of benefits. The government's increase of 3.1% in State Pension and working-age benefits for 2022/23 is less than the 4.1% proposed increase in rent and most service charges for next year.
- 5.3 As outlined in paragraph 2.41, working-age council housing tenants claiming benefits in need of help with housing costs can request a DHP from the council. The Government has not yet announced how much DHP it will be giving councils for 2022/23.
- 5.4 Officers recognise the importance of supporting tenants of all ages to sustain their tenancies, as outlined in paragraph 2.42.

6.0 Financial Implications (FIN21-22/6206)

- 6.1 The majority of the financial implications are set out in the body of this report or its **appendices**. The financial implications of tenants' Right to Buy (RTB) are covered in further detail below.

Right to Buy (RTB)

- 6.2 The council signed a Retention Agreement with the Secretary of State to use 40% of its retained receipts (1-4-1 receipts) from properties sold under the RTB scheme on the provision of replacement social housing. The one-for-one replacement of RTB sales with new affordable rent homes is at the national level.
- 6.3 If the council is unable to spend its retained receipts within three years of receiving them, it must return these to Government with interest of 4% above the base rate (currently 0.25%).
- 6.4 By December 2021, the council managed to spend all of the 1-4-1 receipts received between April 2013 and December 2016; and by December 2026, the council anticipates that it will spend all of the 1-4-1 receipts received between January 2017 and December 2021.
- 6.5 Officers closely monitor spend against the council's approved HRA development programme to ensure that 1-4-1 receipts are used as appropriate.
- 6.6 The number of RTB sales affects how much the council receives in 1-4-1 receipts, and thus how much the council must spend on replacement social housing from its own resources or borrowing, though also affects the number of properties from which the council receives weekly rent.
- 6.7 Officers consider current and prospective local and national trends in RTB sales when setting the HRA budget annually.

7.0 Community Plan – Alignment to Objectives

- 7.1 The implementation of the proposals in this report will directly support the council's HRA to meet multiple objectives of the Community Plan 2020-2023, such as to:
- a) *"Create vibrant and self-sufficient local communities..."*; and

b) *“Create more and better quality homes...”*.

7.2 Some of the actions the council is taking to achieve the Community Plan objectives are:

- enhancing the quality of empty homes when let;
- exploring & developing carbon neutral initiatives to upgrade properties and improving fuel efficiency;
- encouraging tenancy success in a home by developing and delivering the first phase of the 'Starting Well';
- integrating the management of housing revenue account green spaces within the public realm and provided by our in house StreetScene;
- supporting the regeneration of a central estate and improving local amenities through delivering Yorke Drive Regeneration Project; and
- contributing to the offer of digital inclusion for tenants and local communities.

8.0 RECOMMENDATIONS

That the following recommendations be made to Council at its meeting on 8 February 2022:

- a) the HRA budget for 2022/23, as set out in Appendix A1 to this report;**
- b) an increase of 4.1% (CPI + 1%) in the 2022/23 rents of all properties in the HRA as at 31 March 2022; and**
- c) the 2022/23 service charges as set out in Appendix C to this report.**

Reason for Recommendations

To advise Members of the proposed HRA budget and changes in rent and service charge levels for 2022/23 and for these to be recommended to Council at its meeting on 8 February 2022.

Background Papers

Nil.

For further information please contact Caroline Wagstaff (Business Manager - Housing Projects) on Extension 5637 or Mohammed Sarodia (Assistant Business Manager - Financial Services) on Extension 5537.

Sanjiv Kohli
Director – Resources/Deputy Chief Executive

Suzanne Shead
Director – Housing, Health & Wellbeing

HOUSING REVENUE ACCOUNT (HRA) - OUTTURN 2020/21, BUDGET 2021/22 and BUDGETS 2022/23 to 2025/26

Annual rent increases of Consumer Price Index (CPI) + 1% between 2022/23 and 2024/25

CPI + 1%

CPI + 1%

CPI + 1%

CPI

4.1% estimate 3.0%

estimate 3.0%

estimate 2.0%

Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
SUMMARY	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	OUTTURN	BASE BUDGET	BASE BUDGET	BASE BUDGET	BASE BUDGET	BASE BUDGET
	£	£	£	£	£	£
INCOME						
Rents: dwellings	(22,188,938)	(22,761,110)	(23,913,120)	(24,702,590)	(25,773,480)	(25,690,480)
Rents: non-dwellings	(165,938)	(169,140)	(169,140)	(169,140)	(169,140)	(169,140)
Charges for services	(975,869)	(1,172,560)	(1,218,570)	(1,255,140)	(1,292,810)	(1,331,600)
Contributions to expenditure	(1,017,297)	(954,750)	(1,230,630)	(1,259,160)	(1,288,460)	(1,318,550)
Sub Total - Income	(24,348,042)	(25,057,560)	(26,531,460)	(27,386,030)	(28,523,890)	(28,509,770)
EXPENDITURE						
Repairs & maintenance	4,330,381	4,381,500	4,477,620	4,451,550	4,558,390	4,667,970
Supervision & management	4,850,633	4,517,740	4,853,220	4,991,160	5,113,330	5,238,830
Special services	675,651	1,614,270	1,780,770	1,712,020	1,748,220	1,785,390
Rents, rates, taxes & other charges	574,588	535,250	587,980	595,740	614,160	633,260
Depreciation & impairment	4,859,663	5,420,200	5,516,280	5,635,870	5,635,870	5,635,870
Debt management costs	12,350	80,000	25,000	25,000	25,000	25,000
Revenue expenditure funded by capital	104,969	0	0	0	0	0
Revaluation loss or (gain)	3,254,313	0	0	0	0	0
Pension-related one-off costs	43,147	0	0	0	0	0
Efficiency savings: prospective revenue initiatives	0	0	0	0	0	0
Efficiency savings: revenue initiatives	0	100,000	643,000	643,000	643,000	643,000
Efficiency savings: contribution to capital	0	590,000	0	0	0	0
Sub Total - Expenditure	18,705,696	17,238,960	17,883,870	18,054,340	18,337,970	18,629,320
NET COST OF SERVICES	(5,642,346)	(7,818,600)	(8,647,590)	(9,331,690)	(10,185,920)	(9,880,450)
Interest payable/(receivable)	4,263,865	3,770,030	3,904,450	3,650,750	3,446,350	3,312,160
Increase/(decrease) in provision for bad debt	53,484	0	0	0	252,800	251,830
Capital grants & contributions	(355,278)	0	0	0	0	0
(Profit)/loss on sale of non-current assets	427,679	32,500	27,300	27,300	27,300	27,300
NET OPERATING EXPENDITURE	(1,252,597)	(4,016,070)	(4,715,840)	(5,653,640)	(6,459,470)	(6,289,160)
APPROPRIATIONS						
(Profit)/loss on sale of non-current assets	(427,679)	(32,500)	(27,300)	(27,300)	(27,300)	(27,300)
Financial instrument account	0	0	0	0	0	0
Pension-related costs	(1,029,187)	208,170	208,170	250,000	250,000	250,000
Revaluation loss or (gain)	(3,254,313)	0	0	0	0	0
Capital grants & contributions	355,278	0	0	0	0	0
Revenue expenditure funded by capital	(104,969)	0	0	0	0	0
Revenue contribution to/(from) Major Repairs Reserve	5,008,627	3,840,400	4,534,970	5,430,940	6,236,770	6,066,460
Contributions to earmarked reserves	704,840	0	0	0	0	0
HRA (SURPLUS)/DEFICIT FOR YEAR	(0)	0	0	0	0	0
WORKING BALANCE brought forward (b/f)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
WORKING BALANCE carried forward (c/f)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)

HOUSING REVENUE ACCOUNT (HRA) - BUDGET 2021/22 to 2025/26

SUBJECTIVE SUMMARY

CODE	SERVICE	2021/22 BASE BUDGET £	2022/23 BASE BUDGET £	MORE/(LESS) £	2023/24 BASE BUDGET £	2024/25 BASE BUDGET £	2025/26 BASE BUDGET £
	EMPLOYEES						
111	SALARIES AND WAGES	3,783,170	3,923,970	140,800	4,022,770	4,103,220	4,185,290
113	NATIONAL INSURANCE	346,510	375,260	28,750	381,850	389,480	397,280
114	SUPERANNUATION	678,440	711,090	32,650	724,160	738,630	753,410
	EMPLOYEES SUB-TOTAL	4,808,120	5,010,320	202,200	5,128,780	5,231,330	5,335,980
	PREMISES-RELATED EXPENDITURE						
211	REPAIRS AND MAINTENANCE	598,260	594,870	(3,390)	499,360	508,110	517,120
212	ENERGY COSTS	185,170	215,940	30,770	226,740	238,060	249,960
214	RATES	8,400	9,000	600	9,270	9,550	9,840
215	WATER SERVICES	48,780	44,590	(4,190)	45,920	47,300	48,710
216	FIXTURES AND FITTING	14,330	13,000	(1,330)	13,120	13,240	13,370
217	CLEANING AND DOMESTIC	5,030	8,700	3,670	8,780	8,860	8,940
	TRANSPORT-RELATED EXPENDITURE						
311	TRANSPORT	29,340	97,390	68,050	94,250	97,100	100,020
312	RECHARGE FROM TRANSPORT POOL	193,800	126,450	(67,350)	114,000	117,420	120,950
315	CAR ALLOWANCES	103,660	104,550	890	92,550	92,550	92,550
	SUPPLIES & SERVICES						
411	EQUIPMENT AND FURNITURE	20,830	32,210	11,380	33,030	33,880	34,750
412	MATERIALS	545,900	575,600	29,700	565,560	582,530	600,010
421	CATERING	123,330	130,000	6,670	133,900	137,920	142,050
431	CLOTHING AND UNIFORMS	6,860	8,420	1,560	7,320	7,320	7,320
440	NASH PROJECTS	138,590	110,670	(27,920)	112,790	114,970	117,220
441	GENERAL OFFICE EXPENSES	18,000	18,540	540	19,100	19,670	20,260
451	CONTRACTUAL	1,062,070	1,210,210	148,140	1,179,160	1,213,500	1,248,880
452	OTHER SERVICES	2,475,550	2,645,880	170,330	2,721,010	2,798,390	2,878,060
461	COMMUNICATIONS AND COMPUTING	44,090	45,450	1,360	46,700	48,080	49,500
471	STAFF	8,900	9,420	520	9,230	9,460	9,690
482	SUBSCRIPTIONS	63,920	65,840	1,920	67,820	69,850	71,950
491	INSURANCE	344,670	355,010	10,340	365,660	376,630	387,930
492	CONTRIBS TO FUNDS AND PROVISNS	9,468,770	10,259,420	790,650	11,316,810	12,122,640	11,952,330
493	OTHER	891,160	889,530	(1,630)	878,420	1,133,180	1,134,220
	TRANSFER PAYMENTS						
612	OTHER TRANSFER PAYMENTS	(32,500)	(27,300)	5,200	(27,300)	(27,300)	(27,300)
	RUNNING EXPENSES SUB-TOTAL	16,366,910	17,543,390	1,176,480	18,533,200	19,772,910	19,788,330
	CAPITAL FINANCING						
811	LOANS POOL	3,775,030	3,909,450	134,420	3,655,750	3,451,350	3,317,160
817	DEBT MANAGEMENT EXPENSES	80,000	25,000	(55,000)	25,000	25,000	25,000
821	CAPITAL CHARGE	32,500	48,300	15,800	48,300	48,300	48,300
	CAPITAL FINANCING SUB-TOTAL	3,887,530	3,982,750	95,220	3,729,050	3,524,650	3,390,460
	INCOME						
922	CONTRIBUTIONS FROM OTHER LAS	(2,000)	0	2,000	0	0	0
926	RECEIPTS FROM OTHER FUNDS	(33,910)	(35,120)	(1,210)	(36,340)	(37,610)	(38,930)
928	RECHARGE NON GF ACCOUNTS	(5,650)	(5,880)	(230)	(6,060)	(6,240)	(6,430)
931	SALES	(263,820)	(440,820)	(177,000)	(449,030)	(457,400)	(465,940)
932	FEES AND CHARGES	(552,610)	(632,940)	(80,330)	(650,910)	(669,420)	(688,480)
933	RENTS	(24,019,350)	(25,244,810)	(1,225,460)	(26,068,120)	(27,173,870)	(27,126,770)
938	FEES AND CHARGES	(37,000)	(17,000)	20,000	(17,000)	(17,000)	(17,000)
939	OTHER RECEIPTS	(143,220)	(154,890)	(11,670)	(158,570)	(162,350)	(166,220)
941	INTEREST	(5,000)	(5,000)	0	(5,000)	(5,000)	(5,000)
	INCOME SUB-TOTAL	(25,062,560)	(26,536,460)	(1,473,900)	(27,391,030)	(28,528,890)	(28,514,770)
	COMMITTEE TOTAL (SURPLUS)/DEFICIT	0	0	0	0	0	0
	WORKING BALANCE brought forward (b/f)	(2,000,000)	(2,000,000)	0	(2,000,000)	(2,000,000)	(2,000,000)
	WORKING BALANCE carried forward (c/f)	(2,000,000)	(2,000,000)	0	(2,000,000)	(2,000,000)	(2,000,000)

Appendix B

Housing Revenue Account (HRA) Rent Setting Policy

1.0 Introduction

- 1.1 Each year, the council must set rents for its housing properties and notify each individual tenant of any proposed rent change, in accordance with legislation.
- 1.2 This policy outlines how Newark & Sherwood District Council (NSDC, the Council) will calculate and charge rent for the housing properties that it owns within its Housing Revenue Account (HRA) and has responsibility to manage and maintain.

2.0 Purpose of Policy

- 2.1 The purpose of this policy is primarily to ensure that rents are set in accordance with all relevant legislation and obligations; and provide a clear framework for setting and reviewing the rent levels of properties.

3.0 Background Information

- 3.1 On 8 July 2015, the Government announced that registered providers (including social housing stock-owning local authorities) had to reduce social housing rents by 1% each year for four years from 2016/17, in accordance with section 23 (Reduction in social housing rents) of the *Welfare Reform and Work Act 2016*. 2019/20 is the last year of the 1% rent reduction.
- 3.2 In February 2019, the Government published a Direction to the Regulator of Social Housing (RSH) to set a Rent Standard which would apply from 2020. This was published alongside a Policy Statement on Rents for Social Housing 2018 (Rent Policy Statement) for the Regulator to have regard to when setting its Rent Standard.
- 3.3 The Rent Standard 2020 specifies that rents must be set in accordance with the Rent Policy Statement. The government's Rent Policy Statement now allows annual rent increases to social rent and affordable rent properties for at least five years, up to (and including) the CPI rate published for September of the preceding financial year plus 1%.
- 3.4 By providing a five-year rent settlement, the Government has recognised:

“the need for a stable financial environment to support the delivery of new homes”, and that “enabl[ing] registered providers to plan ahead” will allow them “to make the best possible use of their resources”.
- 3.5 In restricting annual rent increases to CPI + 1%, the Government aims to:

“strike a fair balance between the need to maintain existing affordable homes and the provision of additional affordable housing; the interests of existing and potential social housing tenants; and the cost to taxpayers through Housing Benefit/Universal Credit”.

4.0 The Policy

4.1 In accordance with the Rent Policy Statement, the council will calculate and charge rent for all housing properties that it owns within its HRA and has responsibility to manage and maintain. The paragraphs below summarises the relevant content from this document.

Social Rent

4.2 Social rent properties here refers to accommodation, as defined by section 69 (Low cost rental) of the *Housing and Regeneration Act 2008*, not classified as:

- a) affordable rent accommodation;
- b) let to social tenants with high incomes;
- c) shared ownership low cost rental accommodation;
- d) intermediate rent accommodation;
- e) specialised supported housing;
- f) relevant local authority accommodation;
- g) student accommodation;
- h) Private Finance Initiative (PFI) social housing;
- i) temporary social housing; or
- j) care homes.

4.3 The council will set the initial rent on a social rent property at a level no higher than 10% above formula rent for supported housing, and no higher than 5% above formula rent for all other social rent properties.

4.4 Formula rent is based on:

- a) 30% of a property's rent being based on relative property values;
- b) 70% of a property's rent being based on relative local earnings; and
- c) a bedroom factor, so that other things being equal, smaller properties have lower rents.

4.5 Formula rent will increase by the Consumer Price Index (CPI) plus 1% each year, based on the CPI rate for September of the previous financial year.

4.6 Formula rent is subject to a rent cap based on the number of bedrooms in a property. Where formula rent would be higher than the rent cap for a particular property, the rent cap will be used instead.

4.7 The rent cap will increase by CPI plus 1.5% each year.

4.8 The annual change in rent for tenants in a specific property will increase by no more than CPI plus 1% each year.

4.9 The rent for a property which exceeds the rent flexibility level will increase by no more than CPI each year, until the rent for the property is brought within the rent flexibility level.

- 4.10 The rent for a property which exceeds the rent flexibility level will not exceed formula rent plus the rent flexibility level when the property is re-let.
- 4.11 A social rent property will not be converted to market rent, intermediate rent or affordable rent properties, except for the latter where agreed to by Homes England or the Secretary of State.

Affordable Rent

- 4.12 Affordable rent properties here refers to accommodation which Homes England or the Secretary of State have agreed can be let at an affordable rent (including service charges).
- 4.13 Affordable rent will not exceed 80% of gross market rent (including applicable service charges).
- 4.14 Gross market rent is the rent the property would reasonably be expected to be let for in the private sector. Factors including property size, location type and service provision will be taken into account when determining gross market rent.
- 4.15 The council will comply with the terms of any agreements with Homes England or the Secretary of State when setting affordable rents.
- 4.16 The council will also have regard to the local market context, including the Local Housing Allowance (LHA) for the Broad Rental Market Area (BRMA) the property is located in, when setting affordable rents.
- 4.17 Affordable rent will, as a minimum, be the potential formula rent for the property.
- 4.18 Affordable rent properties will not be converted to market rent or intermediate rent.
- 4.19 The annual change in rent for tenants in a specific property will increase by no more than CPI plus 1% each year.
- 4.20 The rent of an affordable rent property let to a new tenant (or licensee) or re-let to an existing tenant (or licensee) will be based on a new valuation, so as to ensure the new rent does not exceed 80% of relevant market rent.
- 4.21 The rent of an affordable rent property re-let to the same tenant because their probationary tenancy has ended will not be re-set.

2020 Limit for Social Rent and Affordable Rent Accommodation

- 4.22 In 2020/21, the maximum rent increase for existing tenants will be calculated using the 2020 limit.
- 4.23 The 2020 limit is the average weekly rent payable by a tenant for accommodation in 2019/20. For properties re-let in 2019/20, the average weekly rent will be calculated based on the period since the property was last re-let.

- 4.24 The average weekly rent will be calculated based on the council's annual rent cycle of 48 weeks in a 52 week financial year, and 49 weeks in a 53 week financial year (four rent free weeks a year).

Service Charges

- 4.25 The council is expected to set reasonable and transparent service charges which reflect the service provided to tenants.
- 4.26 The council is expected to identify service and rent charges separately for social rent properties.
- 4.27 The council should endeavour to keep service charge increases within the CPI + 1% limit of annual rent changes, so that charges remain affordable.
- 4.28 The council should consult with tenants where an additional charge may need to be made for new or extended services.

Garages

- 4.29 The approach to charging for garages, garage ports (or car ports/parking spaces) and garage plots (or parking plots) may differ from the approach to charging for rents and the approach to charging for housing-based support services.
- 4.30 The council should endeavour to strengthen the relationship between garage-related expenditure and income, and to adopt a more transparent pricing structure which better reflects garage-related demand.
- 4.31 The council should consider factors including the location, condition and availability or demand when setting garage-related rents.

Notification of Rent Changes

- 4.32 Tenants will be given at least four weeks' notice in writing of any changes in rent due and the reasons for the rent change.

Newark and Sherwood District Council (NSDC): proposed 2022/23 Housing Revenue Account (HRA) service charges

Service charge	2021/22 charge (£)	Proposed 2022/23 charge (£)	Frequency	Other information
CareLine service				
Lifeline alarm monitoring. Advice, contact of next of kin or emergency service if required by tenant	1.78	1.85	per week	All tenants
Lifeline installation fee	25.37	25.00	one-off	General needs tenants only
Sensor rental and monitoring for two to five sensors	1.56	1.61	per week	All tenants. Lifeline customers only
Lifeline plus two to five sensors installation fee	35.52	36.52	one-off	New general needs tenants only
5 x 5 minute calls at times agreed between 6am - 8pm	3.55	3.66	per week	All tenants. Lifeline customers only
Additional Tenancy Assistance (opt-in service)	5.20	5.36	per week	
Gladstone House				
Support Charge	1.78	1.85	per week	
Intensive Housing Management Charge	98.16	72.08	per week	Due to reduce from £98.16 to £69.25 from February 2022 because of changes in service provision
Communal TV Licence	0.21	0.21	per week	
Meal Charge	37.64	39.18	per week	
Broadleaves				
Support Charge	1.78	1.85	per week	
Intensive Housing Management Charge	69.90	72.76	per week	
Communal TV Licence	0.27	0.27	per week	
Meal Charge	47.25	49.18	per week	
Vale View				
Intensive Housing Management Service	79.71	82.97	per week	
Support Charge	1.78	1.85	per week	
Water Charge	3.88	4.03	per week	
Extra Care Bungalows, Bilsthorpe				
Intensive Housing Management Service	102.70	106.91	per week	
Support Charge	1.78	1.85	per week	
Other charges relating to dwellings or tenants				
New build landscaping, lighting and drainage	2.93 - 7.08	3.05 - 7.37	per week	
Garages				
Garage Rent	9.00	9.36	per week	VAT added if let to non-council tenant
Garage Plot	44.58	46.40	annually	VAT added if let to non-council tenant
Garage Port	4.02	4.18	per week	VAT added if let to non-council tenant

Appendix D

Newark & Sherwood District Council (NSDC) 30-year Housing Revenue Account (HRA) Business Plan (BP): some key assumptions

Assumption topic	Assumption										
Income: inflation	<p>Increase in 2022/23 rental income by 4.1%, based on the Consumer Price Index (CPI) for September 2021 (3.1%) plus 1%.</p> <p>The Bank of England’s Monetary Policy Committee forecasts CPI inflation in 2022 to average 4.5%, though sets monetary policy to sustainably return to the government’s target inflation rate of 2%, typically over a period of around two years.</p> <p>For prudence, and in light of the current volatility, 3% increases (CPI of 2.0% + 1%) have currently been assumed in rental income for future years of the government’s five-year rent settlement (2023/24 and 2024/25). For 2025/26, a 2% increase (CPI of 2.0%) has currently been assumed.</p> <table border="1" data-bbox="507 907 1369 987"> <thead> <tr> <th></th> <th>2022/23</th> <th>2023/24</th> <th>2024/25</th> <th>2025/26</th> </tr> </thead> <tbody> <tr> <td>Rent change</td> <td>4.1%</td> <td>3.0%</td> <td>3.0%</td> <td>2.0%</td> </tr> </tbody> </table>		2022/23	2023/24	2024/25	2025/26	Rent change	4.1%	3.0%	3.0%	2.0%
	2022/23	2023/24	2024/25	2025/26							
Rent change	4.1%	3.0%	3.0%	2.0%							
Income: rent loss from void properties	1% in each year between 2022/23 and 2025/26.										
Expenditure: capital	Capital expenditure between 2022/23 and 2025/26 is updated in line with the reports presented to Policy & Finance Committee as part of the annual budget-setting and quarterly budget monitoring processes.										
Right to Buy (RTB)	<p>21 sales in each year between 2022/23 and 2025/26.</p> <p>The council has had 16 RTB sales in 2021/22 Q1-Q3.</p> <p>Nationally and locally, the number of RTB sales seemed to have peaked in recent years. The current environment could increase the ability or likelihood of some RTB sales (such as for tenants whose properties become relatively more affordable to purchase, if the ratio of house prices to rents decreases); and decrease the ability or likelihood of other RTB sales (such as for tenants whose financial circumstances have worsened as a result of the pandemic).</p>										

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Economic Development Committee** held in the Civic Suite, Castle House, Great North Road, Newark NG24 1BY on Wednesday, 19 January 2022 at 6.00 pm.

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

Councillor R Blaney, Councillor L Brazier, Councillor Mrs R Crowe,
Councillor N Mison, Councillor M Skinner, Councillor T Smith,
Councillor P Peacock and Councillor S Haynes (substitute)

ALSO IN ATTENDANCE: Councillor L Goff

APOLOGIES FOR ABSENCE: Councillor L Brailsford (Committee Member) and Councillor R White (Committee Member)

45 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.

46 DECLARATION OF INTENTION TO RECORD MEETING

The Chairman advised that the meeting was being recorded by the Council and was also being livestreamed and broadcast from the Civic Suite, Castle House.

47 MINUTES OF MEETING HELD ON 17 NOVEMBER 2021

AGREED that the Minutes of the meeting held on 17 November 2021 be agreed as a correct record and signed by the Chairman.

48 CHAIRMAN'S REPORT

The Chairman advised that further to his verbal report at the last meeting, which had been in relation to the grant funding received from central Government for various development projects within the district, the focus for the forthcoming year was the delivery of those projects. Reports would be presented to Members under the new governance arrangements advising of the progress made.

49 FORWARD PLAN

The Committee considered the Forward Plan for the Economic Development Committee for 1 December 2021 to 30 November 2022.

AGREED that the Forward Plan be noted.

50 OPEN SPACE ASSESSMENT & STRATEGY

The Committee considered the report presented by the Director – Planning & Growth which sought to update Members on the progress made towards the Open Space Assessment & Strategy. The report included responses to the consultation and sought approval for its endorsement as part of the wider Development Plan evidence base to support the Council’s decision making.

The report provided Members with a background to the development of the document together with an overview of its findings. Details of the consultation responses and the proposals therefrom were detailed in Paragraph 4 and Appendix A of the report.

In considering the report Members agreed that it provided an insight into the open space available in the district and the standard of that provision. It was noted that open space provided by some management companies lacked accountability for its upkeep and noted that the strategy did not take account of sports provision.

Members referred to the network of public footpaths within the district and commented how they linked to open space both within and beyond the district’s boundaries. It was agreed that the public’s awareness of available open space needed to be increased and that it was essential that they be maintained to a high standard.

In reference to the aforementioned sports provision, a Member commented that he would also wish to see the Playing Pitch Strategy as the documents were linked. He sought confirmation that pitches and open spaces were not double-counted and that open spaces behind closed gates were not included. The Director – Planning & Growth advised that in order to ensure the area was included in the correct strategy they were often sub-divided. He confirmed that the Playing Pitch Strategy would likely be refreshed in 2022.

AGREED (unanimously) that:

- (a) the results of the consultation and Officer responses were noted; and
- (b) the Open Space Strategy be endorsed as part of the wider Development Plan evidence base to support decision-making and inform future open space management and investment.

51 NEWARK TOWN FUND UPDATE

The Committee considered the report presented by the Director – Planning & Growth which sought to update Members on the Newark Town Fund Programme, including business case advancement and the next steps in delivery of priority projects.

The report provided Members with details as to the current status of each of the projects and at what stage the development of their business case was at, a summary of which was provided in the table at paragraph 2.7.

In considering the report Members referred to the reallocation of funds from the Newark Police Station and whether they would be lost, should the Government reject the revised profiling request and renegotiation. The Director – Planning & Growth advised that a request had been made for the remaining monies to be diverted to other Towns Fund projects detailed within the Heads of Terms, although this was not guaranteed until the DLHC had considered the matter. Members noted the response and referred to the increasing costs associated with construction and that the monies could rightly be used to offset those increases.

In relation to the YMCA Community & Activity Village, it was noted that it was now in the delivery phase. Two of the relevant Ward Members who sat on the Economic Development Committee indicated they would wish to the scheme and continue to promote it. The Director advised that the facility would be an asset for the local area, the region and even nationally and that it would be promoted to make the public aware of its existence and the facilities available. He noted that the practical completion should be achieved in the spring of 2022.

In referring to the aforementioned rise in construction costs the Director noted the projected increase in costs of approximately £400k by the time delivery commenced in late 2023 of the Castle Gatehouse Scheme. He advised that monies from the Heritage Lottery Funds would be utilised initially at the start of the works and then monies from the Newark Towns Fund latterly, providing time for a decision to be made on the reallocation of funds.

Referring to the Southern Link Road (SLR) a Member queried as to the current timeline for the development. The Director advised that there would be an open procurement process to be undertaken, following which it was likely that 2 contracts would be let. These would be for the development at the A1 and A46 ends of the SLR. The developments would have differing timetables but contractors should be on site at the end of 2022/beginning of 2023 with a completion date of 12/18 months from then.

In relation to the previous comments regarding the YMCA and the Castle Gatehouse Projects a Member expressed some concerns. He commented that he was not aware of any promotion of the YMCA facility to the wider community and in noting the increase costs associated with construction he queried whether the Castle Gatehouse Project should commence, if there was any possibility that the funds available were insufficient to take it to completion. In response, he was advised that the Sherwood Levelling Up Fund bid would include an element of the YMCA reaching out to the wider community and that following completion of the project, their marketing area would be widened.

A non-Committee Member queried whether there was any intention by the YMCA to offer hostel accommodation as in other areas. He was advised that the organisation were actively looking for suitable accommodation in Newark for young persons provision.

The Director sought to advise Members that the 3 outstanding Business Cases would require to be signed-off by the Policy & Finance Committee on 17 March 2022. The cases would be presented to the Policy & Finance Committee following consultation

with the Chairman and Vice-Chairman of the Economic Development Committee. The Chairman requested that the Opposition Spokesperson also be included in that consultation.

It was noted that Recommendation (b) of the report required amendment to read as follows:

- (b) delegated authority be given to the s151 Officer to approve the 20 Minute Cycle Business Case after independent assurance reviews are completed.

AGREED (unanimously) that:

- (a) the update provided be noted;
- (b) delegated authority be given to the s151 Officer to approve the 20 Minute Cycle Business Case after independent assurance reviews are completed;
- (c) a recommendation be made to the Policy & Finance Committee that the 32 Stodman Street redevelopment proceeds, subject to the Committees assessment of the Business Case and Delivery options presented; and
- (d) the Director – Planning & Growth, following consultation with the Chairman, Vice-Chairman and Opposition Spokesperson of the Economic Development Committee, present the outstanding Business Cases for SiSCLog; Castle Gatehouse and the Cultural Heart of Newark Schemes for final approval to the special meeting of the Policy & Finance Committee to be held on 17 March 2022.

52 THE FUTURE FIRST EXPO 2021 - EVALUATION AND NEXT STEPS

The Committee considered the report presented by the Business Manager – Economic Growth & Visitor Economy which sought to provide Members with an evaluation of the 2021 Future First EXPO and the proposed approach for 2022 onwards.

The report set out that it had been necessary to reduce the scale of the 2021 event by 50% due to the pandemic but that a total of 8 schools with some 1176 students and 50 businesses had participated. A summary of the programme provided throughout the day was included within the report together with feedback from some of the businesses/organisations in attendance. Members were asked to consider the proposed next steps and how the event could development in future years.

In considering the report Members welcomed the event’s success and agreed that it should be built upon for future years.

A Member queried how many older people had been in attendance, referring to those in further education. The Business Manager advised that the focus had been on younger people. He referred to the Kick Start Programme and the Ollerton Job Club and advised that work was ongoing as to how to develop and provide a bespoke

programme for older people. Members agreed that one of the effects of the pandemic had been that people had changed their career paths and that opportunities for them to upskill was required.

Members all agreed that the event had been a success and wished for their thanks to be passed on to the Officers involved.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) the continuation of the Expo for 2022 and 2023 be supported.

53 TOWN CENTRE STRATEGY AND SUPPORT

The Committee considered the report presented by the Business Manager – Economic Growth & Visitor Economy which sought to update Members on the Council’s strategy for supporting the town centres within the District, included ongoing activities and proposals for the forthcoming year.

The report set out the issues experienced by town centres and high streets both before and after the pandemic. It noted that there remained a need for intervention and support from national and local government for businesses, residents and visitors who were crucial in the running of town centres and high streets. The report provided details of the national picture and the various actions and strategies applied by the Council to tackle some of the main challenges experienced due to the pandemic together with the proposals to sustain support to the town centres and high street moving forward.

In response to a query regarding the use of footfall cameras in Newark’s Heritage Action Zone, the Business Manager advised that the information had been affected by the various national lockdowns but the figures were rising. The information on this was passed to third parties to inform their business plans. It was noted that Sundays were proving to be a busy day and that this needed to be widely communicated to retailers in the town.

A Member raised concerns that the report offered little information in relation to the future development of the high street in Ollerton. He also suggested that help and support was required in the smaller towns and villages within the district. In noting the comments, the Chairman stated that the Sherwood Levelling-Up Fund (LUF) bid would go some-way to addressing those issues with it also being noted that Ollerton and Edwinstowe were central pillars for the Sherwood LUF bid. The Chairman stated that he would be a representative on the Sherwood LUF Board which would focus on the Sherwood area and that a good bid must be submitted to be considered suitable to receive funding.

In referring to the announcement of the preferred route for the A46 and Southern Link Road, Members voiced their frustrations that until this was known, projects within the Newark Town Fund could not be fully progressed, referring specifically to the Gateway Project.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) the activities to date and proposed activities be supported.

54 ECONOMIC DEVELOPMENT COMMITTEE - REVENUE AND CAPITAL FORECAST
OUTTURN REPORT TO 31 MARCH 2022 AS AT 30 NOVEMBER 2021

The Committee considered the report presented by the Business Manager – Financial Services which sought to provide Members with a comparison between the Revised Budgets for the period ending 31 March 2022 with the Projected Outturn Forecast for the period. The figures were based on eight months' performance information on the Council's revenue and capital budgets.

It was reported that as at 30 November 2021 the forecast General Fund revenue outturn position for the Committee was a favourable variance of £0.41m with the main reasons and a summary of the changes being detailed in the appendices to the report.

AGREED (unanimously) that the report be noted.

55 ECONOMIC DEVELOPMENT COMMITTEE REVENUE BUDGET 2022/23

The Committee considered the report presented by the Business Manager – Financial Services in relation to the budget and scales of fees and charges for those areas falling under the remit of the Economic Development Committee for 2022/2023.

The report set out the proposals for recommendation to the Policy & Finance Committee on 21 February 2022 in relation to the base budget for 2022/2023 for inclusion in the overall Council budget and the 2022/2023 fees and charges.

In considering the report Members noted the apparent decrease in available budget for tourism. The Director – Planning & Growth advised that this was largely due to a salary decrease. Members agreed that the promotion of tourism in the district required additional investment to increase the footfall of visitors.

In relation to the revenue received from surface car parks, Members noted that this was one third lower than pre-pandemic revenue and queried whether this was too low.

In response to the above comments, the Business Manager advised that this was a proposed budget and amended recommendations could be made to the Policy & Finance Committee for consideration. Members agreed that there was insufficient budget provision for tourism and that the recommendations to the Policy & Finance Committee reflect their comments thereon.

It was noted that following the introduction of the new governance arrangements in May 2022, the individual Portfolio Holders would be responsible for presenting draft budgets, with a narrative as to how they had been developed.

AGREED (by 8 votes for with 2 abstentions) that the following recommendations be made to the Policy & Finance Committee at its meeting on 21 February 2022:

- (a) 2022/2023 base budget in Appendix A for inclusion in the overall Council budget; and
- (b) to Council on 8 March 2022 the 2022/23 fees and charges in Appendix D, subject to the ability to use future positive variances, as deemed appropriate, in accordance with a Promotion of Tourism update to be presented to the March 2022 Economic Development Committee.

56 HIGH STREET DIVERSIFICATION FUND

The Committee considered the report presented by the Business Manager – Economic Growth & Visitor Economy which sought to provide Members with an update on the High Street Diversification Fund for Newark & Sherwood retailers.

The report set out the background to the development and implementation of the Fund and that businesses who had adapted to trading differently through and beyond lockdowns had thrived, noting that this was in the main the digitisation and professionalising their online capabilities. Details of the criteria to qualify for the grant were detailed in paragraph 3 of the report together with statistical information and feedback from independent retailers who had received funding. Information in relation to the support given to the hospitality sector in December 2021 was detailed in paragraph 3.9.

In considering the report, Members welcomed the Fund's success. A Member noted that there were still many individuals and businesses that would benefit from additional support and queried whether the defined trading areas could be widened. The Business Manager advised that any applications from business outside the trading areas had been helped, if possible, and that should additional resource be made available the set trading areas could be widened.

In welcoming the report Members suggested that a report be presented at the next meeting of the Committee with a view to continuing the support in 2023/2024 financial year. The report to contain proposals on how the trading area could be expanded and how Members could assist in the promotion of the scheme.

AGREED (unanimously) that the success of the High Street Diversification Fund be noted.

57 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.

58 NEWARK TOWNS FUND EXEMPT APPENDIX A

This document was an exempt Appendix to the above report. No discussion or debate was held in relation to the Appendix.

Meeting closed at 8.26 pm.

Chairman

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, 24 January 2022 at 6.00 pm.

PRESENT: Councillor T Wendels (Chairman)
Councillor Mrs R Holloway (Vice-Chairman)

Councillor Mrs B Brooks, Councillor S Carlton, Councillor R Crowe,
Councillor Mrs L Dales, Councillor L Goff, Councillor S Haynes,
Councillor J Lee, Councillor T Wildgust and Councillor Mrs Y Woodhead

ALSO IN ATTENDANCE: Councillor Mrs P Rainbow

APOLOGIES FOR ABSENCE: Councillor M Brock (Committee Member)

52 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.

53 DECLARATION OF ANY INTENTION TO RECORD THE MEETING

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

54 MINUTES OF MEETING HELD ON 22 NOVEMBER 2021

AGREED (unanimously) that the Minutes of the meeting held on 22 November 2021 be approved as a correct record and signed by the Chairman.

55 POLICING IN NEWARK AND SHERWOOD - PRESENTATION FROM NEIGHBOURHOOD POLICING INSPECTOR CHARLOTTE ALLARDICE

The Neighbourhood Policing Inspector Charlotte Allardice gave her apologies and would provide her presentation at the March meeting of the Committee.

56 UPDATE ON ANTISOCIAL BEHAVIOUR AND INTERVENTIONS AND ENFORCEMENT

The Committee considered the report from the Business Manager for Public Protection providing the Committee with information on the current position with regard to anti-social behaviour across the district and the interventions and enforcement used to combat this behaviour.

In the report ASB does not recognise council structures or partnerships, however there are a number of ways in which ASB is measured and recorded. The measure in the report is the ASB incidents reported and recorded by the police.

The impact of the pandemic resulted in an increase in ASB and in order for a comparison to be meaningful the current level of ASB is being compared to 2019/20 and it can be seen that there has been an increase in ASB but this is well below that being experienced last year.

The Committee were advised that wildlife crime was on the increase and that police had visited schools to address this.

A Clipstone Day of Action recently took place providing positive engagement with a large number of school age children as part of a graffiti project that centred on respect for each other and for the local areas.

The Committee also heard that as well as reacting to reports of ASB, the council is also proactive in identifying ASB in its early stages and to then be able to prevent it escalating. The Community Protection Officers and Housing Street Wardens playing a key role in this.

AGREED (unanimously) that the Committee noted the data relating to Anti-Social Behaviour and the range of activities, both delivered and planned that are in place to address Anti-Social Behaviour.

57 CHAIRMAN'S REPORT

The Chairman welcomed everyone to the first meeting of 2022 and wished the Members a healthy and happy new year. The Chairman also welcomed Councillor Mrs Yvonne Woodhead, as the newest member of the Committee.

The Chairman advised that the recent Tenant Engagement Survey gave a small positive response to the proposals for future engagement which will now be complimented with neighbourhood pop up events, targeted in unrepresented neighbourhoods alongside telephone and door step campaigns to seek wider views. The officers are also looking at social media to promote feedback.

In line with the digital declaration and to encourage the use of the digital services involved tenants have been trained so that they can become trainers themselves and deliver training to other tenants. The digital training has now been completed and the content of the lesson plans and handbook are progressing through the final stages. These will be tested during a number of pilot sessions at Chatham Court Hub. For those tenants wishing to progress further with their digital learning a connection has been made with Inspire and Newark College.

At the end of quarter 3, 71 tenants had been actively engaging and we have set challenging targets to expand our pool of engaged tenants over the next year.

The Community Engagement Team, working with partners delivered a very successful district wide Veteran's Breakfast and Support Awareness event at Newark Town Hall in December. It showcased a number of services including Careline and Support for Older Persons. This event was well attended and requests have been received to replicate our approach across Nottinghamshire.

The team has also co-ordinated the Crop Drop End of Season Celebration Event which showcased the value of sharing fresh surplus produce and supported over 200 families in need of additional support across the District. They have assisted 10 community groups so far to receive funding from the Nottinghamshire County Council's Social Recovery Fund and Food Fund.

The Chairman also informed the Members that a very successful Day of Action in Clipstone took place in December, working with partners and the local school delivering a Graffiti Art Project on the local cycle network, collected over 10 tonnes of waste which included 9 tyres, 2 gas bottles and a rocking horse to name just a few and issued 5 speed warnings to motorists and reinstated 30 dog fouling notices.

Plans are in place for the arrival of the third Afghan family and also recently arranged a tour of Sherwood Forest for the resettled families as part of their ongoing integration into the Newark and Sherwood community.

The Yorke Drive Regeneration project is now moving forward with resident consultation on an element of redesign programmed at the end of January. This redesign takes into account the challenges identified around noise and the introduction of the new Parking Supplementary Planning Document including the installation of Electric Vehicle Charge Points. Following the resident consultation, the proposals will be finalised with a detailed planning application for Phase 1 to be submitted in Spring 2022.

And finally the Chairman reminded the Members that the Ollerton Advice Office is open for business to help with any and all Council related issues, queries and advice. The opening hours are Monday to Friday 9am – 4.30pm closing for lunch between 12.30 and 1.30.

58 FORWARD PLAN - FEBRUARY 2022 TO JANUARY 2023

The Committee considered the Forward Plan for February 2022 to January 2023 with the Chairman inviting Members to put forward any items they would wish to be considered by Committee at a future meeting.

A Committee Member requested that an update report be provided on Homelessness for the March meeting and the Chairman requested that it be included on the Forward Plan.

59 HOUSING OMBUDSMAN COMPLAINT HANDLING - SELF ASSESSMENT

The Committee considered the report from the Business Manager for Customer Services providing an annual update on the results of the self-assessment of the Customer Feedback Policy against the Housing Ombudsman Effective Complaints Handling Self-Assessment.

The Committee recalled receiving the inaugural update at the January 2021 meeting following the introduction of the Housing Ombudsman Effective Complaints Code in July 2020.

The Committee were reminded that the Complaint Handling Code placed a mandate for all Council's to undertake a self-assessment against the code by 31 December 2020, and an annual review thereafter.

The Complaint Handling Code provides a framework to promote high quality complaint management, in particular:

- i. greater and easier routes of access for tenants and residents with faster resolutions
- ii. how we use and share the learning from complaints to drive service improvements or amendments

The Tenant Forum having inputted into the self-assessment process again this year and provided feedback on the findings.

The Housing Advisory Group having met on 6 January 2022 were happy with the direction of travel and additional feedback was received as there could be confusion for tenants when wanting to make a complaint being directed to a feedback form. Following the recommendations an amendment will be made to the feedback mechanism to make it clear if the tenants comments are treated as feedback or a complaint.

The Housing Advisory Group felt the communications plan was a work in progress and would look forward to the improvements over the next year.

The Committee were also informed that a revised code would be created in February 2022 for implementation in April 2022.

AGREED (unanimously) that:

- a) Members noted the progress and continued compliance against the self-assessment.
- b) Members noted and endorsed the actions put in place to support the Council's approach of the effective complaint handling.
- c) the creation of a communications plan to promote the feedback policy, as outlined in section 8.2.

60 REASONABLE ADJUSTMENT POLICY FOR CUSTOMERS REPORT

The Committee considered the report from the Business Manager for Customer Services seeking approval of the Reasonable Adjustment for Customers Policy, subject to final approval by the Policy & Finance Committee.

This report followed on from the previous report, and the policy in Appendix 1 detailed what is a reasonable adjustment, including how the Council communicates with customers and what can be done to support. Each request to be considered on its own merits and the council will support the request within the parameters set out in the policy.

The Housing Advisory Group at their meeting on 6 January 2022 agreed with the policy as being a key way of supporting customers through adjusting our services.

AGREED (unanimously) that Members of the Committee supported the Reasonable Adjustment for Customers Policy and recommended it to the Policy & Finance Committee for final approval.

61 DEALING WITH UNREASONABLE BEHAVIOUR AND VEXATIOUS COMPLAINTS POLICY

The Committee considered the report from the Business Manager for Customer Services seeking approval of the revised Dealing with Unreasonable Behaviour and Vexatious Complaints Policy, subject to final approval by the Policy & Finance Committee.

The report explained that this policy was last updated in 2009 and therefore required a refresh, to make the policy easier to read, hear all complaints fairly and to protect staff from persistent contact and unreasonable behaviour, with each case reviewed on its own merit.

The Housing Advisory Group felt the approach taken was necessary and as a last resort where resources were being directed away from other residents they supported. A right of appeal ensures the Council were being objective in their application of the policy.

AGREED (unanimously) that Members of the Committee supported the revised Dealing with Unreasonable Behaviour and Vexatious Complaints Policy and recommended it to the Policy & Finance Committee for final approval.

62 ALLOCATION OF HRA EFFICIENCY SAVINGS WITHIN HOUSING SERVICES

The Committee considered the report from the Director for Housing, Health and Wellbeing on the proposed allocation of budget savings from the integration of housing services back to the Council.

The report also requested delegated authority by given to the Homes & Communities Committee to approve the allocation of budgets subject to individual business case reports being presented.

The Chairman and Vice Chairman of the Homes and Communities Committee met with a small number of tenants and officers in December 2021 to review nearly 3000 responses over two years from tenants on various services to provide some direction for projects and investment. The group agreed it was important not to spend “just because” and that it was important to make every penny count.

The Housing Advisory Group having considered the proposals based on the meeting with tenants were therefore satisfied with the short and long term proposals and that the money would be spent wisely.

AGREED (unanimously) that:

- a) the Committee note the comments and involvement of tenant feedback and endorse the proposals set out in the report.
- b) the Committee recommend to the Policy & Finance Committee to approve the proposals as set out in the report to enable Officers to build these proposals into the budget process for 2022-23.

63 LANDLORD STRATEGY

The Committee considered the report from the Director for Housing, Health and Wellbeing sharing the Council's Landlord Strategy which sets out the approach the Council intend to take with landlord services over the next five years and to show the proposal that will form the narrative and basis of the financial modelling of the 30 year HRA Business Plan.

The Committee commended the Officers in carrying out a great job providing customer engagement and noting also that the Housing Advisory Group had endorsed the strategy at their January 2022 meeting.

AGREED (unanimously) that:

- a) the Homes & Communities Committee endorsed the Landlord Strategy as the narrative for the 30 year HRA Business Plan.
- b) the Homes & communities Committee recommend adoption of the Strategy at Policy & Finance Committee on 27 January 2022.

64 STRATEGIC APPROACH TO SOCIAL HOUSING ASSET MANAGEMENT

The Committee considered the report from the Business Manager for Housing Maintenance and Asset Management providing members of the Committee with an overview of the Council's approach to managing HRA social housing assets and to explain how we expect our strategic approach to managing social housing assets to develop.

The report informed members of the Committee that the Landlord Strategy will be supported by an HRA asset management strategy which will be developed over the next year. One of the key pieces of work is a new externally conducted stock condition survey of upto 50% of the housing portfolio. This has been procured and is being undertaken in 2022. Further in-house surveys will take place over the following four years to achieve 100% stock condition information by 2026, using this information to reformulate the HRA Business Plan and to reconfigure our programmes of investment in tenants' homes.

The Housing Advisory Group having met on 6 January 2022 were happy with the approach set out in the appendix. They also welcomed the stock condition survey and annual visits to help keep the Council up to date with the condition of homes and ensuring they are fit for purpose.

AGREED (unanimously) that the Committee noted the contents of the report.

65 2022/23 HOUSING REVENUE ACCOUNT (HRA) BUDGET AND RENT SETTING

The Committee considered the report from the Business Manager for Housing Maintenance and Asset Management and the Assistant Business Manager for Financial Services.

The annual report being presented to the Committee on the Housing Revenue Account (HRA) would:

- a) provide the actual outturn of the HRA for the 2020/21 financial year (1 April 2020 - 31 March 2021) (column 2 of Appendix A1);
- b) examine the proposed income and expenditure on the HRA for the 2022/23 financial year (column 4 of Appendix A1), in accordance with Section 76 (Duty to prevent debit balance on Housing Revenue Account) of the *Local Government and Housing Act 1989*;
- c) provide indicative amounts of income and expenditure for the 2023/24 to 2025/26 financial years (columns 5 to 7 of Appendix A1); and
- d) set rent levels and service charges for 2022/2023 (with effect from the first Monday in April 2022).

The setting of the HRA budget and the approval of rent levels will allow the required time to notify tenants of proposed changes to rents in accordance with legislation.

AGREED that the following recommendations be made to the Policy & Finance Committee on the 27 January 2022 and to Full Council at its meeting on 8 February 2022:

- a) the HRA budget for 2022/23, as set out in Appendix A1 to this report;
- b) an increase of 4.1% (CPI + 1%) in the 2022/23 rents of all properties in the HRA as at 31 March 2022; and
- c) the 2022/23 service charges as set out in Appendix C to this report.

66 HOMES & COMMUNITIES REVENUE AND CAPITAL FORECAST OUTTURN REPORT TO 31 MARCH 2022 AS AT 30 NOVEMBER 2021

The Committee considered the report from the Business Manager for Financial Services comparing the Revised Budgets for the period ending 31 March 2022 with the Projected Outturn forecast for the period, based on meetings with Financial Services staff and the appropriate Business Manager. These are based on eight months' performance information on the Council's revenue and capital budgets, including:

The Committee were reminded that it was requested by Members at the Policy & Finance Committee during February 2020 that reports were presented to individual Committees, for noting, for them to understand the financial position of their Committee.

The Committee were presented with the report for noting and to be taken to the next Policy & Finance Committee on 27 January 2022.

AGREED (unanimously) that the contents of the report be noted.

67 HOMES & COMMUNITIES COMMITTEE REVENUE BUDGET 2022/23

The Committee considered the report from the Business Manager and Assistant Business Manager for Financial Services:

To seek approval from the Committee for the 2022/23 base budget in Appendix A to be recommended to Policy & Finance Committee at its meeting on 21 February 2022 for inclusion in the overall council budget; and

To seek approval from the Committee for the 2022/23 fees & charges in Appendix D to be recommended to Policy & Finance Committee at its meeting on 21 February 2022 and Council at its meeting on 08 March 2022.

AGREED (unanimously) that the following recommendations be made to the Policy & Finance Committee at its meeting on 21 February 2022:

- i. the 2022/23 base budget in Appendix A for inclusion in the overall council budget;
- ii. and to Council on 8 March 2022 the 2022/23 fees and charges in Appendix D.

68 HRA GROUNDS MAINTENANCE SERVICE UPDATE

The Committee considered the report from the Director of Housing, Health and Wellbeing providing an update on the performance of the Grounds Maintenance Service for the Housing Revenue Account (HRA) land and council owned homes provided by StreetScene.

The Grounds Maintenance Service was brought back in house from April 2021 from an external contractor and has been running for nine months, with the Council employing an additional seven staff to facilitate the contract.

The Committee commented that the service is improving and was the right decision to bring back in house, with improved tenant satisfaction through monthly surveys.

The Housing Advisory Group reviewed the update at their meeting on 6 January 2022 and endorsed the findings having first-hand experience of the improved level of service quality and responsiveness.

AGREED (unanimously) that the Committee noted the positive progress of the service.

Meeting closed at 7.54 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Trustee Board of the Gilstrap and William Edward Knight Charities** held in the Civic Suite, Castle House, Great North Road, Newark NG24 1BY on Tuesday, 11 January 2022 at 6.00 pm.

PRESENT: Councillor Mrs R Crowe (Chairman)

Councillor M Cope, Councillor K Girling, Councillor L Goff, Councillor S Haynes, Councillor R Crowe, Councillor J Kellas and Councillor M Skinner

APOLOGIES FOR
ABSENCE: Councillor D Lloyd

25 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that the following voting Members declared an interest in Agenda Item No. 5

Councillor Rita Crowe as elected Member of Beacon Ward
Councillor Keith Girling as elected Member of Castle Ward

that the following non-voting Member declared an interest in Agenda Item No. 5

Councillor Mathew Skinner as elected Member of Beacon Ward

26 DECLARATION OF INTENTION TO RECORD THE MEETING

The Chairman advised that the meeting was being recorded and livestreamed by the Council on social media.

27 MINUTES OF THE MEETING HELD ON 19 OCTOBER 2021

AGREED that the Minutes of the Meeting held on 19 October 2021 be approved and signed by the Chairman as a correct record.

The Trustees noted an update with reference to Minute No. 20 – Trust Accounts for the Financial Year Ending 31 March 2021.

The Gilstrap Accounts for the financial year ended 31 March 2021 were subject to an independent examiner's report. The Assistant Business Manager – Financial Services had advised that the accounts were audited with no changes.

28 APPLICATION FOR FUNDING – NEWARK CASTLE EVENTS

The Chairman advised the Trustees that this item related to a funding application from the District Council. As all Trustees are District Councillors having all received training and understand when sitting as Members of the Trustee Board that their duty is to consider the best interests of the Trust and whether the funding application meets the objectives of the Trust.

The Trustees considered the report presented by the Clerk to the Trustees to consider an application made to the Gilstrap Charity for grant funding to support the Newark Castle Comes to Life Events in 2022.

The application informed the Trustees that there would be 3 public events planned in 2022 to interpret and enhance the stories of Newark Castle. These events to include live performances of drama and music, demonstrations such as sword-fighting and falconry, castle tours, outdoor crafts such as willow weaving and woodturning and fun activities for people of all ages.

The overarching objectives of the festival are:

- To promote enjoyment of Newark Castle and Victorian Gardens as a free, safe, outdoor venue in the wake of the pandemic
- To educate local residents and tourists about 900 years of history at Newark Castle

The Trustees were provided with the application form at Appendix B noting that the organiser was looking to secure funding in the sum of £5,930.00.

AGREED (unanimously) that the Board had considered and determined the application received from the Heritage & Culture Business Unit of Newark & Sherwood District Council and that it be approved.

29 CEDAR AVENUE UPDATE

The Trustees considered the verbal report presented by the Clerk to the Trustees which provided an update on progress since the Board's last meeting in October 2021.

The Clerk distributed to those present a minute from the Finance & General Purposes Committee of the Town Council, as provided below:

FGP34/21/22	Land off Cedar Avenue
	Prior to discussion of the item Cllr Mrs R Crowe and Cllr L Goff declared a prejudicial interest and left the meeting. The Town Clerk advised that it was then AGREED that all the N&SDC Councillors still present were non-voting members of the Gilstrap Trust.

	Cllr Mrs G Dawn said that she was delighted to see this report. She informed Members that she was looking forward to the Town Clerk having a dialogue with the people that had formed a community group who had some ideas for this site. It would be good to work closely with them.
(i)	Members CONSIDERED, in principle, the purchase of the land off Cedar Avenue for the purpose of public open space.
(ii)	In view of (i) above, Members AGREED to recommend to the Town Council the purchase of the Cedar Avenue site.
(iii)	Members then also AGREED to recommend to the Town Council the approval of a supplementary capital budget of £45,000 from the Town Council's Capital Receipts account.

The Clerk also confirmed that quotations for charities law advice, to ensure the Trustee Board meets its obligations in the event the land is sold, had been obtained. A report would be brought to the next meeting of the Trustee Board.

AGREED (unanimously) that the Trustee Board noted the verbal update and that having instructed the external legal advisors an update be brought to the next meeting.

30 NEWARK R&M CRICKET CLUB PROJECT - UPDATE

The Trustees considered the verbal report presented by the Clerk to the Trustees which provided an update since the Board's last meeting in October 2021.

The Clerk distributed to those present a copy of a letter from Newark R&M Cricket Club addressed to the Clerk to the Trustees on behalf of the W.E. Knight Trust.

The letter provided an update on the progress of Newark R&M Cricket Club's Ground Development Project having invited several local companies to tender for the changing room construction works. They advised they had received three responses but all three exceeded the current amount of available funding.

The Quantity Surveyor assisting the Club had provided a report having evaluated the difference between the estimated figures and final tender returns. It was concluded that most of the difference was due to the industry wide increase in building costs, as well as additional costs associated with the access and foundation requirements.

The Club will look at additional funding sources and cost reductions, by planning to meet with the company who provided the most affordable tender as soon as possible to discuss how savings could be made. The Club thanked the Trust for its patience and that any further detail could be provided if required.

AGREED (unanimously) that the report be noted.

31 DATE OF NEXT MEETING

AGREED (unanimously) that the date of the next meeting be held on:

Tuesday, 5 April 2022 @ 18:00 hours

A Trustee requested for the next meeting a report be provided to promote how to apply for funding as not many applications are received. To also consider updating the website enabling greater publicity going forward.

Meeting closed at 6.19 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 Monday, 6 December 2021 at 4.00 pm.

PRESENT: Councillor R Blaney (Chairman)
Councillor Mrs L Dales (Vice-Chairman)

Councillor M Brock, Councillor R Crowe, Councillor L Goff, Councillor Mrs R Holloway, Councillor Mrs P Rainbow, Councillor Mrs S Saddington, Councillor M Skinner, Councillor I Walker, Councillor K Walker, Councillor T Wildgust and Councillor Mrs Y Woodhead

APOLOGIES FOR ABSENCE: Councillor L Brazier (Committee Member) and Councillor T Smith (Committee Member)

The Planning Committee undertook a minutes silence in remembrance of Councillor Mrs Maureen Dobson, who sadly passed away on the 30 November 2021.

77 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor Mrs P Rainbow declared a disclosable pecuniary interest in Agenda Item No. 9 – Seven Hills, Quibells Lane, Newark On Trent, NG24 2FE (21/02009/RMAM) (MAJOR) as she owned land which abutted land on Quibells Lane.

Councillors Mrs L Dales, I Walker and K Walker declared registerable Interests as Council appointed representatives on the Trent Valley Internal Drainage Board and Upper Witham Valley Drainage Board.

78 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

79 MINUTES OF THE MEETING HELD ON 2 NOVEMBER 2021

AGREED that the Minutes of the meeting held on 2 November 2021 were approved as a correct record and signed by the Chairman.

80 STAUNTON WORKS, ALVERTON ROAD, STAUNTON IN THE VALE, NG13 9QB - 21/01879/FUL

The Committee considered the report of the Business Manager – Planning Development which sought full planning permission for the retention of an existing concrete casting structure and its cover and a proposed new identical additional structure immediately to its east.

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

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from Robert Jenrick MP and the Planning Case Officer, which provided a revised committee plan as the one provided in the agenda was incorrect.

The Business Manager – Planning Development informed the Committee of an inaccuracy within the report which stated that no new employment would ensue from the proposal. Confirmation had been received that the proposal would create approximately 2 - 3 job opportunities and therefore would be of economic benefit.

Members considered the application and it was felt that the benefits to the economy through employment outweighed any harm.

AGREED (with 12 votes For and 1 vote Against) that planning permission is approved (partly in retrospect) subject to the conditions and reasons contained within the report.

81 BRAMLEY HEDGE, BOAT LANE, BLEASBY, NG14 7FT - 21/02104/FUL

The Committee considered the report of the Business Manager – Planning Development which sought planning permission for the demolition of all existing buildings on the site and the erection of a two-storey 3-bed dwelling.

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

Members considered the application and clarification was sought regarding the dwelling being in flood zone 3. The Senior Planning Officer confirmed that a flood assessment had been submitted in terms of the development. There were conditions in place requiring the house to comply with higher floor measurements and the requirement to sign up to a flood warning evacuation plan. A two storey dwelling in flood risk terms was better than a single storey.

AGREED (with 12 votes For and 1 Abstention) that planning permission be granted subject to the conditions contained within the report.

82 HOVERINGHAM CRICKET PITCH, MAIN STREET, HOVERINGHAM, NG14 7JR - 21/02082/FUL

The application was removed from the agenda having been withdrawn by the applicant.

83 FIELD REF NO 4804, SOUTHWELL ROAD, KIRKLINGTON - 21/01219/FULM

The Committee considered the report of the Business Manager – Planning Development which sought planning permission for the change of use of the agricultural field to a dog exercise area and creation of a new access and parking area.

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

The Business Manager – Planning Development informed Committee of a typographical error in condition 8 of the report, which should read ‘metres’ and not meters, this would be clarified in the decision notice, should the Committee be minded to grant the application.

Members considered the application and it was commented that whilst this enterprise was different, Members had seen this operate successfully in other areas and considered the business plan adequate with a demand for this service. Concern was raised regarding the access road if there was a high intake for this operation and whether there would be enough vehicle parking bays and how parking would be enforced, if at all. Hours of operation was also raised. A Member commented that an online booking system would be used and a code would be issued which would control the access and parking for the site. It was suggested that an additional condition be included stipulating the number of vehicles to a maximum of six on site associated with the use of the field at anyone time.

AGREED (with 10 votes For, 2 votes Against and 1 Abstention) that full planning permission be approved subject to the conditions contained within the report and an additional condition of a maximum of six vehicles in the parking area.

84 SEVEN HILLS, QUIBELLS LANE, NEWARK ON TRENT, NG24 2FE - 21/02009/RMAM (MAJOR)

The Committee considered the report of the Business Manager – Planning Development which sought reserved matters consent for all remaining matters including appearance, landscaping, layout and scale for the erection of a replacement temporary living accommodation facility for the homeless.

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

Members considered the application acceptable.

AGREED (unanimously) that reserved matters approval be granted subject to the conditions and reasons contained within the report.

85 APPEALS LODGED

AGREED that the report be noted.

86 APPEALS DETERMINED

AGREED that the report be noted.

87 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.

88 HALLOUGHTON SOLAR PLANNING APPEAL PUBLIC INQUIRY UPDATE

The Business Manager – Planning Development, provided Committee with a verbal update regarding the Halloughton Solar Planning Appeal which was due to take place the following day.

The reason for the verbal late report was due to additional information being submitted and the Public Inquiry being the following day.

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

Meeting closed at 5.24 pm.

Chairman

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

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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, 18 January 2022 at 4.00 pm.

PRESENT: Councillor R Blaney (Chairman)
Councillor Mrs L Dales (Vice-Chairman)

Councillor M Brock, Councillor R Crowe, Councillor L Goff, Councillor Mrs R Holloway, Councillor Mrs P Rainbow, Councillor Mrs S Saddington, Councillor M Skinner, Councillor T Smith, Councillor T Thompson, Councillor I Walker, Councillor K Walker, Councillor T Wildgust and Councillor Mrs Y Woodhead.

ALSO IN ATTENDANCE: Councillor S Haynes

The Chairman welcomed Councillor T Thompson to her first meeting of the Planning Committee.

89 DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

Councillor R Blaney declared an Other Registerable Interest in Agenda Item No. 12 – Community Hall, Easthorpe, Southwell (21/02410/FUL), as he was a Trustee of the charity who was the applicant.

Councillors Mrs L Dales, I Walker and K Walker declared Registerable Interests as Council appointed representatives on the Trent Valley Internal Drainage Board and Upper Witham Valley Drainage Board.

90 DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

91 MINUTES OF THE MEETING HELD ON 6 DECEMBER 2021

AGREED that the Minutes of the meeting held on 6 December 2021 were approved as a correct record and signed by the Chairman.

The Chairman informed the Committee of an urgent late item of business which would be considered after agenda item 12, entitled 'Kilvington Lakes, Kilvington – 20/02420/S73M'.

92 STAUNTON INDUSTRIAL ESTATE, ALVERTON ROAD, STAUNTON IN THE VALE - 21/02386/FULM (MAJOR)

The Committee considered the report of the Business Manager – Planning Development, which sought the erection of commercial storage units and erection of new office with associated parking, the application was a resubmission.

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

Members considered the application and it was felt that if the Committee were minded to approve the application a band of trees should be planted between the property and the pond and downward lighting to prevent light pollution and an obvious mass within the open countryside. A Member commented that there was no reason for this business to be in the countryside, creating more traffic and reducing quality agricultural land and would be more suited in one of the districts allocated sites. A Member commented that he remained uncomfortable about the application, but had noted that alternative sites had been explored. Another Member commented that long established estates such as this one should be supported in the open countryside. A Member raised concern with the additional information presented to support the application given that the areas sought for alternatives sites were greater than the existing and proposed floor areas combined.

A vote was taken to approve planning permission and lost with 6 votes For and 9 votes Against.

AGREED (with 9 votes For and 6 votes Against) that contrary to Officer recommendation planning permission is refused on the grounds that the development was not small scale or considered to be a proportionate increase of the existing business and that Members were not persuaded that the development requires a rural location as per the previous reason for refusal.

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

Councillor	Vote
R. Blaney	For
M. Brock	Against
R. Crowe	For
Mrs L. Dales	For
L. Goff	For
Mrs R. Holloway	For
Mrs P. Rainbow	Against
Mrs S. Saddington	For
M. Skinner	For
T. Smith	Against
T. Thompson	For
I. Walker	Against
K. Walker	Against
T. Wildgust	Against
Mrs Y. Woodhead	For

93 SPRINGFIELD BUNGALOW, NOTTINGHAM ROAD, SOUTHWELL - 21/01899/S73M

The Committee considered the report of the Business Manager – Planning Development which sought the variation of Condition 2 attached to 19/01828/FULM to allow the erection of a single storey plant room and 3no. air-source condensing units to the east (side) elevation of the building approved under 19/01828/FULM for the erection of 12 units of living accommodation for assisted living following the demolition of the existing bungalow.

Members considered the presentation from the Director – Planning & Growth, which included photographs and plans of the proposed development.

Members considered the application acceptable.

AGREED (unanimously) that planning permission is approved subject to the sealing of a S106 Legal Agreement and the conditions and reasons contained within the report.

94 WOODLANDS LIVERY, BECKINGHAM ROAD, CODDINGTON, NEWARK ON TRENT - 21/02210/FUL

The Committee considered the report of the Business Manager – Planning Development which sought the change of use of land for the siting of 3 no. holiday lodges and creation of a wildflower meadow

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

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the Planning Case Officer.

Councillor D Armstrong, on behalf of Coddington Parish Council, spoke against the application, in accordance with the views of Coddington Parish Council, as contained within the report.

Members considered the application and it was felt that the lodges should only be used for tourist accommodation and inhabited for no longer than 28 days. One Member commented on recent appeals that had been allowed for developments of a similar nature. Members requested that the exact wording of condition 5 be checked for robustness and any required changes were delegated to the Business Manager – Planning Development. The Director of Planning & Growth confirmed that a register of occupants should be retained by the site manager as per the requirements of the recommended condition 4.

AGREED (with 13 votes For and 2 votes Against) that planning permission is approved subject to the conditions and reasons contained within the report and subject to the exact wording of condition 5 being checked for robustness and any required changes delegated to the Business Manager – Planning Development.

The Committee considered the report of the Business Manager – Planning Development which sought alterations to No.81 Lincoln Road and the erection of a new dwelling.

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

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the Planning Case Officer.

Councillor J Kellas, Local Ward Member for Bridge spoke against the application and also spoke on behalf of Councillor S Haynes, also Local Ward Member for Bridge, who was in attendance at the meeting, on the following grounds: loss of amenity to neighbours; infringe on the privacy of the neighbouring bungalows; back land development; lack of access for emergency services; risk of potential crime; and concerns of the neighbouring residents. The two Local Ward Members also supported Newark Town Council's objection.

Members considered the application and it was felt that the proposal for the new dwelling was over intensification of back land development that was harmful to the character of the area. Additionally, it would set a precedent for future development with the potential to further erode and harm the character of the area. It was suggested that the boundary fence should be re-instated. Members however had no concern regarding the extension to the existing property, No. 81 and suggested that an informative be included to the applicant stating that if the applicant wanted to pursue the extension to the existing property, they could do so on a separate application.

Another Member confirmed that he saw no material objection for this application. A precedent had already been established which could be seen on the plan north of the site. The privacy of neighbouring properties and amenity was also challenged. The driveway was narrow but it was stated that the fire brigade were trained to work on properties at a distance.

A vote was taken to approve planning permission and lost with 4 votes For, 10 votes Against and 1 Abstention.

AGREED (with 10 votes For, 4 votes Against and 1 Abstention) that contrary to Officer recommendation planning permission be refused on the grounds of over intensification of development due to the back land nature of the development which was out of character with the area and a precedent likely to be repeated.

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

Councillor	Vote
R. Blaney	For
M. Brock	Abstention
R. Crowe	For
Mrs L. Dales	For
L. Goff	For
Mrs R. Holloway	For
Mrs P. Rainbow	For
Mrs S. Saddington	For
M. Skinner	Against
T. Smith	For
T. Thompson	For
I. Walker	Against
K. Walker	Against
T. Wildgust	Against
Mrs Y. Woodhead	For

96 THE RUSTIC CRUST PIZZERIA, MAIN STREET, FARNSFIELD - 21/02396/S73

The Committee considered the report of the Business Manager – Planning Development which sought to remove condition 8 of planning permission 19/00208/FUL to allow the takeaway of hot food.

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

Members considered the application and concern was raised regarding the volume of traffic on Main Road and the number of cars parked on Main Road, due to this being a heavily populated residential area, with car parking problems. Members suggested that a temporary permission of twelve months be imposed in order for traffic movement to be monitored as the Country moved out of the pandemic and daily life moved back to pre-pandemic. An additional condition also be included attaching the planning permission to the business and condition 11 restricting how the takeaway be operated to not be included.

AGREED (unanimously) that:

- (a) delegated approval be granted to the Business Manager - Planning Development, to allow temporary planning permission for twelve months in order for traffic movement to be monitored; and
- (b) omission of condition 11.

97 THE BUTTERMARKET, 27 MIDDLE GATE, NEWARK-ON-TRENT - 21/02462/LBC

The Committee considered the report of the Business Manager – Planning Development which sought the removal of the existing in-filled wall within the Buttermarket First Floor Atrium and provision of new access doors.

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

Members considered the application acceptable.

AGREED (unanimously) that Listed Building Consent is granted subject to the conditions contained within the report.

98 THE BUTTERMARKEt, 27 MIDDLE GATE, NEWARK-ON-TRENT - 21/02470/LBC

The Committee considered the report of the Business Manager – Planning Development which sought provision of a general access staircase within the Buttermarket atrium leading from ground floor to the first floor mezzanine level.

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

Members considered the application acceptable.

AGREED (unanimously) that Listed Building Consent is granted subject to the conditions contained within the report.

99 COMMUNITY HALL, EASTHORPE, SOUTHWELL - 21/02410/FUL

Having Declared an Other Registerable Interest, Councillor R Blaney left the meeting for the duration of this item. Councillor Mrs L Dales took the Chair.

The Committee considered the report of the Business Manager – Planning Development which sought the change of use of the community hall to one dwelling including the erection of an extension and external alterations.

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

Members considered the application and it was felt that as the building was so small it wasn't adequate for the use of a community facility and as confirmed within the report wasn't being used. The building required regular use in order to prevent it from falling into disrepair which would be achieved through a change of use to residential use. A Member raised concern that the hall had been used as a polling station in the past and was concerned that this local facility would be lost. The Director of Planning & Growth confirmed that an alternative venue would be found for the purpose of a polling place.

(Having declared an Other Registerable Interest, Councillor R Blaney left the meeting for the duration of this item and took no part in the vote).

AGREED (with 13 votes For and 1 vote Against) that planning permission is approved subject to the conditions and reasons contained within the report.

Councillor R Blaney returned to the meeting.

100 KILVINGTON LAKES, KILVINGTON - 20/02420/S73M

The Committee considered the report of the Business Manager – Planning Development which sought to remove conditions 19 and 20 attached to planning permission 14/02023/FULM and conditions 17 and 18 attached to planning permission 19/01097/FULM (Ref: APP/B3030/W/19/3239439).

Members were informed regarding an appeal that had been lodged and were asked to ratify the broad statement of case which officers intended to submit. Given the timetable for submission of the Council’s case, imposed by The Planning Inspectorate that week, had not allowed for the matter to be brought to the 15 February 2022, Planning Committee and hence the matter was presented as an urgent item.

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

A schedule of communication was tabled at the meeting which detailed correspondence received after the Agenda was published from the Clinical Commissioning Group on behalf of the NHS and a letter from the RPS Group.

Members considered the proposal acceptable.

AGREED (unanimously) that the broad statement of case outlined in the report be endorsed.

101 AMENDMENTS TO THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT ETC.) (ENGLAND) (AMENDMENT) (NO.3) ORDER 2021

The Committee considered the report of the Director – Growth & Regeneration which provided an update to Members on a recently published Statutory Instrument SI 2021 No. 1464 - The Town and Country Planning (General Permitted Development etc.) (England) (Amendment) (No. 3) Order 2021 extends permitted development rights for pubs, cafes and restaurants.

The Government had published a Statutory Instrument (SI 2021 No. 467) on 14 April 2021 providing for moveable structures within the curtilage of certain buildings including public houses, restaurants and historic visitor attractions. This relaxation was for a temporary period of time to facilitate businesses continuing to operate during the Covid-19 pandemic. These rights had now become permanent, however some were subject to other limitations whilst there had also been expansion. The relevant ones for Newark and Sherwood District Council were summarised within the report.

Due to the pandemic, permitted development rights were also introduced in 2020 allowing emergency development by either a local authority or health service body to take place without permission. This right (Part 12A of Schedule 2) had been utilised within the District e.g. with the PCR testing station previously at Castle House and now at the NCC depot. This temporary right had been extended until 31 December 2022.

AGREED (unanimously) that :

- (a) Members note the contents of the report; and
- (b) further changes to legislation will be reported to Members.

102 APPEALS LODGED

AGREED that the report be noted.

103 APPEALS DETERMINED

AGREED that the report be noted.

Meeting closed at 5.57 pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Shareholder Committee** held in the Civic Suite, Castle House on Tuesday, 30 November 2021 at 5.30 pm.

PRESENT: Councillor D Lloyd (Chairman)

Councillor M Cope and Councillor S Haynes

APOLOGIES FOR ABSENCE: Councillor L Brailsford (Committee Member) and Councillor P Peacock (Committee Member)

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

There were no declarations of interest.

81 DECLARATIONS OF ANY INTENTIONS TO RECORD THE MEETING

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

82 FORWARD PLAN

The Committee noted the Forward Plan for November 2021- March 2022.

83 MINUTES OF THE MEETING HELD ON 14 SEPTEMBER 2021

The Minutes of the meeting held on 14 September 2021 were approved as a correct record and signed by the Chairman.

84 ARKWOOD MATERNITY POLICY

In accordance with Section 100(B)(4)(b) of the Local Government Act 1972, the Chairman has agreed to take this item as a late item of business in order to ensure statutory employment provisions were in place.

The Committee considered a report which sought support to adopt a Maternity Policy for Arkwood Developments. The Arkwood Board had considered the issue at their Board meeting on 29 November 2021. A policy on maternity payments was required to provide the statutory minimum employment provisions.

The report detailed maternity provision by Newark and Sherwood District Council and other development companies. In discussion, the Board had resolved 18 weeks full pay + remainder at SMP. Whilst falling short of some of the market leaders, this was perceived as a very attractive, competitive and affordable option, sufficient to demonstrate to both existing and potential new employees that the business values and supports female employees during this important stage in their life.

AGREED (unanimously) that the Shareholder Committee support the Arkwood Board's decision for the implementation of a maternity policy which entitles female employees to 18 weeks full pay + remainder of statutory maternity period at SMP.

85 EXCLUSION OF PRESS AND PUBLIC

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

86 ARKWOOD DEVELOPMENTS PROGRESS REPORT

The Committee considered the Arkwood Developments Progress report.

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

87 RISK MANAGEMENT REPORT

The Committee considered the Risk Management report.

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

88 MINUTES FROM PREVIOUS BOARD MEETINGS

The Committee considered the minutes of previous Arkwood Developments Board meetings.

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

89 DATE OF NEXT MEETING

Tuesday 29 March 2022.

Meeting closed at 6.40 pm.

Chairman

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

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