



**NEWARK &
SHERWOOD**
DISTRICT COUNCIL

*Castle House
Great North Road
Newark
NG24 1BY*

Tel: 01636 650000

www.newark-sherwooddc.gov.uk

Tuesday, 8 June 2021

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

Members of the Committee:

Councillor R Blaney
Councillor L Brailsford
Councillor L Brazier
Councillor Mrs R Crowe
Councillor Mrs M Dobson
Councillor P Harris
Councillor N Mison
Councillor N Mitchell
Councillor M Skinner
Councillor R White

Substitute Members:

Councillor M Brock
Councillor S Carlton
Councillor D Cumberlidge
Councillor Mrs Y Woodhead
Councillor K Walker

MEETING: Economic Development Committee

DATE: Wednesday, 16 June 2021 at 6.00 pm

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

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

If you have any queries please contact Helen Brandham on helen.brandham@newark-sherwooddc.gov.uk 01636 655248.

AGENDA

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17. Exclusion of the Press and Public

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

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Economic Development Committee** held in the Broadcast from Castle House, Great North Road, Newark, Notts NG24 1BY on Wednesday, 24 March 2021 at 6.00 pm.

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

Councillor R Blaney, Councillor L Brailsford, Councillor L Brazier,
Councillor Mrs R Crowe, Councillor Mrs M Dobson, Councillor P Harris,
Councillor N Mison, Councillor N Mitchell, Councillor M Skinner and
Councillor R White

REMOTE MEETING LEGISLATION

The meeting was held remotely, in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

110 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.

111 DECLARATION OF INTENTION TO RECORD 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.

112 MINUTES OF MEETING HELD ON 13 JANUARY 2021

AGREED that the Minutes of the Meeting held on 13 January 2021 were accepted as a correct record.

113 CHAIRMAN'S REPORT

The Chairman stated that despite the ongoing lockdown the Council had continued to support its residents and businesses. A national roadmap to lifting the lockdown had been issued and work was ongoing for the Newark & Sherwood one to begin lifting lockdown; lifting communities; and lifting businesses.

The Chairman advised that significant funding support had been secured, referring specifically to the Newark Towns Fund, the Places to Ride Scheme and the completion of the land deal at Ollerton Hall. He also referred to the new opportunities mentioned in the Chancellor's March 2021 budget, specifically the Community Renewal Fund; the Levelling Up Fund; and the Community Ownership Fund.

The Chairman ended his report by passing his thanks on to the Committee for their continued support and to Officers and all those involved in the ongoing work being undertaken.

114 FORWARD PLAN (APRIL 2021 TO MARCH 2022)

In considering the Forward Plan, Members requested that a number of items be included for future meetings of the Committee.

AGREED (unanimously) that the following items be added to the Economic Development Committee's Forward Plan.

- Local Development Framework
- Newark Towns Fund Update
- Funding Opportunities Update
- Ollerton & Boughton Regeneration
- Parking Standards SPD
- A46 Newark Northern Bypass

(Councillor L. Brailsford joined the meeting at 18:10 hours)

115 VISITOR ECONOMY RECOVERY PLANS FOR 2021

The Committee considered the report presented by the Business Manager – Tourism which sought to provide Members with an update on plans to support the recovery of the district's visitor economy in 2021.

The report set out how the Covid-19 pandemic had impacted on the economy, specifically referring to tourism and hospitality and the proposals to support them being: relationship building with sector partners/stakeholders; destination development; destination marketing; and visitor insight, knowledge and research.

In considering the report a Member suggested that the areas known as Langford Lowfields and Besthorpe Wildlife Trust be promoted in relation to areas suitable for cycling, both of which were accessible from the Sustrans and the Trent Vale Trail routes. In response the Business Manager advised that the Get Active section was continually being expanded to provide information on walks and cycle trails and consideration would be given to the Member's suggestion.

In bringing the discussion to a close the Chairman referred to the excellent relationship with the Southwell and Sherwood Tourism Groups. He noted that this was not the case for Newark, suggesting that further work needed to be done to engage with them so that the district council could assist in promoting the area.

AGREED (unanimously) that the plans to support the recovery of the district's visitor economy in 2021 and beyond be noted and supported.

The Committee considered the report presented by the Business Manager – Planning Policy & Infrastructure which sought to update Members on progress towards the production of an Open Space Assessment and Strategy. The report also sought approval for consultation to be undertaken on a draft version of the document.

The report set out that Knight Kavanagh & Page (KKP) had been appointed to undertake an assessment of the existing and future open space needs of communities and to prepare an open space strategy which would be used to set open space standards in new development, determine where Section 106 monies should be spent to improve existing facilities and to inform the direction on the future provision of accessible, high quality, sustainable provision of open spaces in the district. KKP had also investigated potential opportunities for reducing carbon and mitigating the impact of climate change in the district's open spaces.

Paragraph 3.0 of the report provided details of how the open spaces had been identified and what methodology had been used to assess the existing spaces. It was reported that provision standards had been developed which would be used to influence future investment in open space. Four strategic recommendations were listed together with information in relation to identifying anticipated deficiencies in provision and climate change implications.

In presenting the report the Business Manager advised that meetings had been held with some parish and town councils and local district Members to sense check the findings of the assessment. Initial feedback from the parishes had been to question what action they needed to take; how the study could be used by them; and how would the district council assist them in its use.

In considering the report a Member referred to the small villages within the Collingham ward and their wish to update their play areas. She noted the low amount of precept they had to achieve that and requested that assistance be given to them in how this might be achieved.

It was noted by a Member that sports pitch provision was covered by a different strategy. He suggested that when the document was fully consulted on that this be made clear so as to avoid unnecessary responses about the provision of football pitches etc. He also suggested that thought be given to the strategy arising out of the assessment in how the district council could help the larger parish and town councils to address, for example, enhancements or expansion of the open space in their areas. At present the proposed strategy would be a useful tool for the district in planning terms but it required more detail to be of use to the town and parish councils. In response, the Business Manager advised that some of the proposals could relate to possible fundamental or significant changes, however, many more related to the management and maintenance of the open space.

In response to how the document was written and received by the public, the Director – Planning & Growth advised that when the document was circulated for consultation it would be necessary to also issue a 'common sense' narrative to enable the consultee to fully understand its contents. He added that in relation to the

document's intended use, he stated that consideration would need to be given as to how it was funded in the future and also the possibilities of leverage of funding for future development.

AGREED (unanimously) that:

- (a) progress toward the development of an Open Space Strategy be noted; and
- (b) consultation be undertaken on the Draft Open Space Assessment and Strategy as set out in Section 4 of the report.

117 NEWARK TOWN INVESTMENT PLAN UPDATE

The Committee considered the report presented by the Director – Planning & Growth which sought to update Members on Newark's application for up to £25m from the Towns Fund Initiative.

The report set out what the next steps would be following the announcement in the March Budget that Newark had been awarded the full £25m as applied for. It provided Members with key information as to the Heads of Terms, Business Case Development and Business Case Assurance. The Director provided Members with a verbal update on the latest position in relation to International Air & Space Training Institute (IASTI), 32 Stodman Street (the former Marks & Spencer building) and the YMCA.

In considering the report the Chairman sought to clarify with Members that future development of the projects would move at pace and likely would not match the meeting schedule of the Committee. Any decisions taken outside the formal committee process would be done so in accordance with current protocols for Urgency Items with appropriate consultation with opposition groups.

A Member referred to issues he had personal knowledge of in relation to the training of adults on the latest technology in the air industry and suggested that this be considered as part of the IASTI offer. The Director advised that the proposal before Members would be further developed in the future and that it would include the training of adults.

In referring to the Heads of Terms, a Member queried as to the reasons for the inclusion of the Police Station Relocation, noting that the Council had assisted with securing the funding for the development of the station. The Director advised that it was one of the projects included in the Town Investment Plan (TIP) application. Following the Police Rationalisation exercise it had been determined that the relocation would lead to a reduction in their office square footage, thereby enabling more front line services to be provided. Their relocation would also enable co-location of Police and the Council's Anti-Social Behaviour Teams. It would also result in the site being released, in conjunction with the former Orchard School site, for development in the town centre. The Chairman acknowledged the comments and added that it would lead to a strengthening of relationships between the Council's Senior Leadership Team and that of the Police Authority.

In considering the report the Chairman noted that the Plan was led by local businesses and was not solely led by the Council.

In referring to the table in paragraph 2.3 a Member noted that the projects therein were not listed in a priority order, adding that it would require more than the £25m grant to bring them all to fruition. He further noted that some of the projects would require capital investment by the Council and therefore they should be involved in the prioritisation of the projects. In response the Director advised that they were not in any particular order and updates on the projects would be reported to Committee in the June and September cycles. It was made clear that at this time all projects would be progressed, albeit some such as the YMCA, 32 Stodman Street, and the IASTI at a greater rate than others.

In welcoming the report a Member suggested that better public transport links also form part of future considerations as at present the service between Ollerton and Newark was poor and offered little flexibility for students who wished to attend Newark College.

AGREED (unanimously) that:

- (a) the confirmation of Newark's ability, subject to Heads of Terms and Business Case Development, to receive up to £25m of capital funding for the range of Town Investment Plan projects detailed in paragraph 2.3 of the report be noted and welcomed;
- (b) the Council entering into Heads of Terms as set out in the appendix to the report be noted and agreed; and
- (c) the progress to date on each of the Town Investment Plan projects be noted.

118 NEWARK BEACON UPDATE

The Committee considered the report presented by the Business Manager – Asset Facilities & Car Parks which sought to update Members on the progress made at the Newark Beacon. The report provided details of: the business plan; staffing changes; essential works; and the response and effects of Covid-19 together with the performance of: annual rental income; auxiliary income; and occupancy. Information in relation to: business support; digital communications and customer satisfaction were also reported on.

In considering the report Members welcomed the high rating of customer satisfaction during the pandemic. In response to the level of monthly charges for virtual support the Business Manager advised that the costs had been market tested but that he would compare this to other providers.

A Member queried whether any large company(ies) had approached the Beacon with a view to revising their current working practices i.e. moving away from large office buildings into more cost effective smaller accommodation. The Business Manager advised that they had not received any expressions of interest in this regard. He

added that a review of marketing the Beacon was to be undertaken in the forthcoming year and if appropriate, that area of potential business would be targeted.

AGREED (unanimously) that:

- (a) the report and achievements made to date be noted; and
- (b) a further progress report be presented to Committee in June 2021.

119 PLACES TO RIDE APPLICATION UPDATE

The Committee considered the report presented by the Business Manager – Tourism which sought to provide Members with an update on the Council’s application for British Cycling grant funding for a new recreational cycling scheme at Thoresby Vale, Edwinstowe.

The report advised that Stage Two of the application had been submitted which had included a more detailed application and business plan. The amount requested had been the maximum of British Cycling grant funding of £150,000. It was also reported that an initial notification from Sport England/British Cycling had been received but at present the Council were unable to make the information public.

AGREED (unanimously) that should funding be confirmed as expected, the Committee recommends to the Policy & Finance Committee that the project be added to the Council’s Capital Programme for delivery.

120 UPDATE ON A46 NEWARK NORTHERN BYPASS CONSULTATION

The Committee considered the report presented by the Director – Planning & Growth which sought to provide Members with an update on the public consultation for the A46 for the Newark Northern Bypass. The report detailed the significance of the Newark Northern Bypass and a copy of the Council’s full response to the consultation was appended to the report. Details of the 3 key matters highlighted to Highways England (HE) were contained in the report and that HE needed to more comprehensively and pro-actively engage with stakeholders and residents. Their attention was also drawn to the need to be cognisant of plans promoted as part of the Newark Town Investment Plan and the need to revisit the scheme design and impacts at the Winthorpe end of the route.

In considering the report a Member advised that he had met with the ‘Think Again’ Group in Winthorpe who had expressed their appreciation for the Council’s detailed response to the consultation. He noted that although the consultation period had ended, notification had been received that people would be onsite in the coming weeks to carry out ground exploration works and that HE had informed the relevant parish council and the Think Again Group of that. He requested that pressure be put on HE to commence the next stage of the consultation process as soon as practicable, noting that the overall project had already slipped to a probable opening by 2027.

In referring to the Think Again Group, another Member reiterated their appreciation of the detail contained in the Council's response to the consultation, adding her thanks for the response and that of Nottinghamshire County Council. She advised that they were an active group of residents who were developing an alternative option to the current one which would be both beneficial to the village and to HE, adding that it would meet the necessary criteria and financial commitments.

AGREED (unanimously) that:

- (a) the contents of the report and formal NSDC consultation reply be noted; and
- (b) ongoing and regular updates as the project progresses be sought.

121 OLLERTON HALL UPDATE

The Committee considered the report presented by the Director – Planning & Growth which sought to update Members on the disposal of Ollerton Hall. The report set out the background to the work undertaken to reach the point where both an Agreement for Lease and a Lease had been reached between the Council and the preferred developer, Severns (Ollerton) Limited. Details of the approach adopted were detailed in paragraph 2.3 with specific requirements contained within the executed agreements being detailed in paragraphs 2.6 and 2.7 of the report.

All Members welcomed the report and expressed their thanks to all parties involved and looked forward to the Hall being used once more. Local Members also passed on the thanks of Ollerton & Boughton Town Council.

A Member noted that earlier meetings had briefly discussed possible receipts from the development being reinvested in the Ollerton area and requested that further consideration be given to that issue now the project had progressed. The Director advised that there was no intention to change the previously agreed resolution that any capital receipt received (minus fees) would be made available for future projects.

AGREED (unanimously) that the report be noted.

122 NEW FUNDING OPPORTUNITIES

The Committee considered the report presented by the Director – Planning & Growth which sought to update Members on new revenue and capital funding opportunities which had been announced in the March 2021 Budget. It was reported that in addition to the announcement about the Newark Towns Fund other measures had also been announced which offered key opportunities for communities within and beyond the district. Those opportunities were noted as: the Community Renewal Fund; the Levelling Up Fund; and the Community Ownership Fund with the Director providing Members with an outline of potential projects within each.

In considering the report a Member noted and welcomed the possible opportunities for securing funding for projects in areas outside of Newark town. In noting the work undertaken by Officers to develop the bid for the Newark Towns Fund and the

ongoing efforts to progress the projects, he queried whether there were sufficient resources within the Council to develop bids for the aforementioned opportunities. In response the Director advised that discussions had already been held with professional Officers within the Council and that a report would be taken to the Policy & Finance Committee for consideration to secure additional resource. He added that the funds presented an opportunity for the Sherwood area of the district and that the Council would be able to demonstrate that they could deliver a successful project(s).

A Member sought clarity in relation to whether Levelling Up Fund proposals could be submitted by multiple local authorities should their MP's constituency cross district boundaries, either wholly or in part. He also referred to the 'shovel ready' projects, noting that the Southern Link Road (SLR) was such a project, adding that it sat alongside the A46 Newark Northern Bypass development and would help to mitigate against the impact of traffic disruption during the construction period should the SLR be completed before the A46 upgrade commenced. The Director advised that in terms of the SLR; Homes England; Highways England; the LEP; NCC, NSDC and a developer were all working towards unlocking the levelling up fund. In relation to the number of proposals permissible per constituency, the Director stated that the Council would be permitted to submit 2 proposals: 1 for Newark and 1 for Sherwood. He added that he would also wish to see a proposal submitted by Nottinghamshire County Council for a transport project(s).

A Member queried whether any information was available about a recently announced fund entitled 'The Ready to Reopen' fund and that an allocation of £108,000 had been given to the Council. The Chairman confirmed that the fund was in addition to those referred to in the report.

AGREED (unanimously) that the funding opportunities presented by the programs detailed in the report be noted.

123 MINUTE OF DECISION - EV CHARGE POINTS CAPITAL BUDGET SET-UP

The Committee considered the Urgency Item – Minute of Decision presented by the Parking Services Manager which sought to update Members on the work undertaken to secure Government funding for additional electric vehicle charging points to the existing ones within the district, noting that this scheme was for an On-Street Residents Charge Point Scheme.

It was minuted that installation of residents charge points would provide them with the option to purchase an electric vehicle and charge it overnight, close to their home address. It was also minuted that in the coming years visitors with electric vehicles would look at places to visit where they could charge their vehicles and that Newark & Sherwood would appear on a network map.

Details of the costs and grants received to provide the charge points were detailed in the Minute of Decision.

In considering the Minute of Decision a Member stated that given the short range of some electric vehicles, drivers may plan their routes to visit particular places where they knew they could charge their vehicles.

A Member suggested that when the next stage of installations were available, consideration be given to making a provision on Lovers Lane. She also queried whether local residents were aware of the charging points on Appletongate. The Parking Services Manager advised that work would be undertaken with the Council's Communication Team to promote the provision with both locals and tourists.

A Member raised the issue of the different charging connections and whether any pressure could be brought to bear on the providers to use a common connection. The Parking Services Manager advised that regular contact was held with BP Chargemaster and that he would pass the comments on. He added that electric vehicles were still relatively new and that he anticipated that work would be undertaken to developing a common charge connection.

AGREED (unanimously) that the Minute of Decision be noted.

124 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (by 14 votes for and 1 vote against) 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.

125 PLACES TO RIDE UPDATE - EXEMPT APPENDIX

AGREED that the Exempt Appendix to Agenda Item No. 11 – Places to Ride Application Update be noted.

Meeting closed at 8.00 pm.

Chairman

Forward Plan of Economic Development Committee Decisions from 1 June 2021 to 30 May 2022

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

These committee meetings are open to the press and public.

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

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
08.09.21	Ollerton & Boughton Regeneration/Sherwood Levelling Up Fund	cara.clarkson@newark-sherwooddc.gov.uk
08.09.21	Forest Corner Masterplan Update	richard.huthwaite@newark-sherwooddc.gov.uk
08.09.21	The Explorer's Road Update	richard.huthwaite@newark-sherwooddc.gov.uk
08.09.21	Adoption of Non-Designated Heritage Asset Criteria and Proposed Consultation on a Local Heritage List	oliver.scott@newark-sherwooddc.gov.uk
08.09.21	Newark Towns Fund Update	Matt.lamb@newark-sherwooddc.gov.uk
17.11.21	Conservation Area Review	oliver.scott@newark-sherwooddc.gov.uk
TBC	A46 Newark Northern Bypass	tim.dawson@newark-sherwooddc.gov.uk
TBC	A1 Overbridge Update	tim.dawson@newark-sherwooddc.gov.uk
TBC	Highways Update Newark Southern Link Road (SLR), A1 Overbridge, Non-Strategic Road Networks Fund – Ollerton Roundabout, A614 junctions	tim.dawson@newark-sherwooddc.gov.uk
TBC	Update on Digitisation of Archive Material at Resource Centre	oliver.scott@newark-sherwooddc.gov.uk
TBC	Review of Industrial Estates	robert.churchill@newark-sherwooddc.gov.uk
TBC	Report on Legionella Compliance Programme	robert.churchill@newark-sherwooddc.gov.uk

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

RESIDENTIAL CYCLE AND CAR PARKING STANDARD & DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT

1.0 Purpose of Report

- 1.1 To report the outcomes of the consultation on the Final Draft Residential Cycle and Car Parking Standards and Design Guide SPD and to adopt a finalised SPD as part of the Local Development Framework.

2.0 Background Information

- 2.1 An initial consultation period was undertaken between September and November 2020 to assist in developing the new standards. The consultation received a total of 30 responses. Significant changes were made to the recommended minimum parking standards following this consultation including the introduction of a zonal approach which is considered to better reflect local circumstances and strike the right balance between providing appropriate levels of car parking spaces while also promoting sustainable forms of transport in areas of good public transport accessibility.
- 2.2 The responses to this initial consultation informed the production of a final draft SPD which was consulted upon between January and March 2021. This final consultation received a total of 14 responses. Most consultees were supportive of changes made to the draft SPD. A copy of the responses received to the final consultation are contained in the Consultation Statement along with the Council's proposed response is provided at **Appendix A**.
- 2.3 Following this final consultation, a number of minor changes were made to the SPD, mostly typos. However, an amendment was made to the wording of Figure 4 which brought the text in line with Key Principle 2 in order to reflect the SPD's position as guidance rather than a requirement.
- 2.4 Since the consultation on the final draft SPD, the County Council have adopted a new Highway Design Guide for both new residential and non-residential development. Our Final SPD is broadly consistent with Section 4.1 (Residential Parking) of the Highway Design Guide (2021).

3.0 Proposals

- 3.1 It is therefore proposed that the SPD as set out in **Appendix B** is adopted as part of the Local Development Framework.
- 3.2 Upon Adoption, the District Council will write to those who responded to the consultation informing them of the event, and upload a copy of the SPD and supporting documents to the Council's website. A notice will also be placed in local newspapers.

4.0 Equalities Implications

- 4.1 The Integrated Impact Assessment (IIA) (which incorporates an Equalities Impact Assessment into the Plan Review) has been undertaken on the Amended Core Strategy including Spatial Policy 7 - Sustainable Transport which concluded that the policy maximises the potential opportunities for sustainable transport choices to be made by all and ensuring that major development is well located for convenient access by non-car modes can help support equality of opportunity.
- 4.2 The SPD also has wider positive beneficial implications as it will encourage more reasonable sized parking spaces and internal garage dimensions as standard which will also help support equality of opportunity.

5.0 Digital Implications

- 5.1 There are no digital implications arising from this report.

6.0 Financial Implications FIN21-22/5286

- 6.1 There are no financial implications arising from this report.

7.0 Community Plan – Alignment to Objectives

- 7.1 The Community Plan Objective “Create more and better quality homes through our role as landlord, developer and planning authority” is supported by the production of the SPD as this Objective seeks to provide a positive, proactive and timely planning service which secures good quality homes.
- 7.2 The Community Plan Objective “Continue to maintain the high standard of cleanliness and appearance of the local environment” is indirectly supported by the SPD as it seeks to reduce the likelihood of on street parking in new residential developments and thus improving the appearance of the local environment.

8.0 RECOMMENDATIONS that:

- a) the consultation responses within Appendix A be noted;**
- b) the proposed consultation responses within Appendix A be approved; and**
- c) the Residential Cycle and Car Parking Standards and Design Guide SPD as set out in Appendix B be adopted as a Supplementary Planning Document as part of the Newark & Sherwood Local Development Framework.**

Reason for Recommendations

To allow the Council to adopt detailed guidance on the consideration of residential development proposals as part of the Local Development Framework.

Background Papers

Nil

For further information please contact Emma Raine on Ext 5767

Matt Lamb
Director - Planning & Growth



Newark & Sherwood Local Development Framework

**Residential Cycle and Car Parking Standards & Design Guide
Supplementary Planning Document**

Statement of Consultation

June 2021

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1.0 Introduction

- 1.1 Newark & Sherwood District Council has prepared a Supplementary Planning Document ('SPD') on cycle and car parking and its design to guide new residential development that comes forward in the District. The SPD provides additional guidance to the parent policies in the Development Plan, and once adopted will be used as a material consideration for planning applications determined within the District.

Purpose of the Consultation Statement

- 1.2 This Statement of Consultation sets out the consultation which was undertaken and the responses received in relation to the Residential Cycle and Car Parking Standards & Design Guide Supplementary Planning Document (Consultation Draft) in accordance with Regulation 12(a) of the Town and Country Planning (Local Planning) (England) Regulations 2012 requires that before a local planning authority adopt a supplementary planning document it must:

- a) Prepare a statement setting out –
 - i. The persons the local planning authority consulted when preparing the supplementary planning document;
 - ii. A summary of the main issues raised by those persons; and
 - iii. How those issues have been addressed in the supplementary planning document.

- 1.3 Regulation 12 (b) of the Town and Country Planning (Local Planning) (England) Regulations 2012 requires that LPAs should make the document available for a minimum of four weeks. In normal circumstances, Regulation 35(1) requires that the documents are made available by the LPA for inspection at their principal office and at such other places within their area as appropriate and published on the Council's website. However, due to the COVID-19 pandemic, the Council was unable to carry out consultation in exactly the way set out in the Council's adopted Statement of Community Involvement. Therefore the consultation has been undertaken in accordance with the 2020 Annexe of the Statement of Community Involvement.

- 1.4 This report summarises the consultation process and sets out the feedback received. These comments helped to shape the amendments made to the final draft of the SPD.

2.0 Early Engagement

- 2.1 The first draft consultation document was informed by discussions with stakeholders including other departments in the Council and Dr Stefan Kruczkowski of Urban Design Doctor Limited.
- 2.2 The first draft document was discussed at the Council's LDF Task Group on 24th August 2020 and Economic Development Committee on 9th September 2020. A second (final draft) draft of the document was discussed at the Council's LDF Task Group on 16th December 2020 and Economic Development Committee on 13th January 2021.

2.3 Prior to consulting on the SPD, the Council screened the need for a Strategic Environmental Assessment (SEA) and / or a full Habitats Regulations Assessment to be produced. It was concluded that an SEA was not required and the SPD would not need to be subject to a full Appropriate Assessment under the Habitat Regulations.

3.0 Initial Consultation

3.1 The initial consultation took place between the 17th September and the 11th November 2020, a period of 8 weeks. A total of 30 responses were received. After the initial consultation period closed, the Council contacted a number of consultees again to ensure they had not missed the opportunity to comment.

3.2 Under Regulation 12 of The Town and Country Planning (Local Planning) (England) Regulations 2012, the District Council contacted various specific and general consultation bodies. An indicative list of groups is set out below and full details of the statutory consultees are included at Appendix 1.

Specific Consultees	General / Other Consultation bodies
Members of Parliament	Housing Associations
County Council	Developers incl. House Builders
Neighbouring Authorities	Planning Agents
Town & Parish Councils / Meetings	Members of the Public
Environmental Bodies	Council Members
Highways England	Council Officers
Network Rail	

3.2 All consultees received an email or letter by post setting out the period of consultation, where the documents could be viewed and the deadline for submitting comments (Appendix 2 & 3).

3.3 The Council published its Draft SPD on its website but due to the current COVID-19 Pandemic, paper copies were not made available as usual at Castle House or libraries within the District. The web page included a copy of the document and supporting Topic Paper, the Screening Report, along with a copy of the representation form, which could be filled in electronically or printed and returned. However in line with the Council’s 2020 Annexe to the Statement of Community Involvement paper copies of documents could be made available on request. The Council also extended the usual consultation period of 6 weeks by a further 2 weeks.

- 3.4 Notices were placed in the Local Press (Newark Advertiser, Nottingham Post and the Mansfield Chad) inviting representations and information about the consultation was posted on the Council's social media platforms.
- 3.4 In response to the consultation the District Council received 30 representations and a summary of the main issues raised and how they were addressed are included at Appendix 4.

4.0 Initial Consultation Responses

4.1 In response to the consultation, the Council received 30 responses from individuals, groups or organisations in the first consultation which ran from 17^h September 2020 to 11th November 2020. This included responses from:

- Local residents;
- Parish Councils;
- Statutory consultees (incl. Historic England & Trent Valley Internal Drainage Board)
- Developers (incl. Urban & Civic, William Davis Homes and Persimmon Homes)
- Organisations (incl. Globe Consultants & SGA LLP)

4.2 A summary of the responses received and the Council's response are set out in Appendix 4. There have also been a number of other minor changes, typos, presentational amendments and factual amendments / updates.

Issues Raised

4.3 The keys issues raised in the representations included the following:

- Support for parking standards to be differentiated between more categories (i.e. not just Newark Urban Area and the rest of the District);
- Generally in agreement that garages (both integral and detached) should be counted as a parking space provided that they are of sufficient size to accommodate both a car and storage;
- Consultees support the need for 1 bedroom dwellings to have 1 parking space provided some visitor parking can be accommodated within close proximity to smaller dwellings;
- Support for visitor parking but generally in agreement this should not be quantified and be flexible.

How was the Document Changed?

4.4 A number of changes were made to the draft document to respond to the representations received. The Council's response to the consultation comments received can be viewed at Appendix 4.

4.5 One of the key changes to the document was the introduction of a zonal approach which better reflects local circumstances and strikes the right balance between

providing appropriate levels of car parking spaces while also promoting sustainable forms of transport in areas of good public transport accessibility.

4.6 The overarching principle of the zonal approach is that residential developments located within the most sustainable locations, close to good public transport networks, local facilities and public car parks will require less parking than equivalent development in areas with lower levels of public transport accessibility. The zones are proposed as follows:

- Newark Town Centre;
- Inner Newark
- Rest of Newark Urban Area
- Service Centres (Clipstone, Ollerton & Boughton and Rainworth)
- Rest of the District (including Southwell and Edwinstowe).

4.7 A detailed map of the zones in Newark Urban Area has been produced and is included within the SPD at Map 1 and 2 to enable users to clearly identify which zone an individual site is situated within.

5.0 Final Consultation

5.1 The final consultation took place between the 19th January and 10th March 2021, a period of 8 weeks. A total of 14 responses were received. The District Council contacted all consultees previously consulted and those who had responded to the initial consultation.

5.2 A summary of the responses received and the Council's response are set out in Appendix 5.

6.0 Final Consultation Responses

6.1 In response to the final consultation, the Council received 14 responses from individuals, groups or organisations in the final consultation which ran from 19th January 2021 to 10th March 2021. This included responses from:

- Local residents;
- Statutory consultees (incl. Historic England & Sport England)
- Developers (incl. Urban & Civic & Persimmon Homes)
- Parish Councils.

6.2 The same process as the initial consultation was undertaken in respect of notifying local residents and consultees and where the consultation documents were made available to view.

Issued Raised

6.3 A summary of the responses received and the LPA responses are set out in full in Appendix 5.

How had the Document Changed?

- 6.4 A number of minor changes were made to the SPD, mostly typos. However, an amendment was made to the wording of Figure 4 which brought the text in line with Key Principle 2 in order to reflect the SPD's position as guidance rather than a requirement.

7.0 Appendices

Appendix 1: List of Statutory Consultees

Appendix 2: Text of Email sent to statutory consultees and consultees on the Local Plan database

Appendix 3: Text of Letter sent to statutory consultees and consultees on the Local Plan database

Appendix 4: Initial Consultations Responses and LPA Response

Appendix 5: Final Consultation Responses and LPA Response

Appendix 1 List of Statutory Consultees

Organisation	
All parish councils within the District	All Council Members
Age UK	Anglian Water
Ashfield District Council	Bassetlaw District Council
British Gas	BT
The Coal Authority	Central Lincolnshire Joint Planning Unit (Lincoln, North Kesteven & West Lindsey)
East Midlands Chamber	EE Customer Services
Environment Agency	Campaign to Protect Rural England
Gedling Borough Council	Historic England
Highways England	Homes England
Home Builders Federation	Lincolnshire County Council
Leicestershire County Council	Melton Borough Council
Mansfield District Council	Members of Parliament
National Trust	National Grid
Natural England	Newark & Sherwood Clinical Commissioning Group
Network Rail	Newark & Sherwood District Council Planning Development
Newark & Sherwood Community & Voluntary Service	Nottinghamshire County Council
Nottinghamshire Coalition for Disabled Persons	Nottinghamshire Police
Nottinghamshire Fire & Rescue	Nottinghamshire Wildlife Trust
O2	Rushcliffe Borough Council
Severn Trent Water	South Kesteven District Council
Three Customer Services	Trent Valley Internal Drainage Board
Vodafone	Western Power Distribution

Appendix 2 Text of Email sent to statutory consultees and consultees on the Local Plan database

Dear Consultee,

Public Consultation on the Draft Residential Cycle and Car Parking Standards & Design Guide Supplementary Planning Document ('SPD') 2020

The Council has published the Draft Residential Cycle and Car Parking Standards & Design Guide SPD for an eight week period of consultation commencing on 17th September 2020 until 11th November 2020. The SPD will set out the parking standards and design principles for parking in new residential developments in the District. This encapsulates both car and cycle parking and will apply when considering planning applications for new residential developments.

The Council is seeking views from local residents, landowners, developers, town and parish councils, registered housing providers and other interested stakeholders. The SPD can be accessed at <https://www.newark-sherwooddc.gov.uk/spd/>

There are a number of ways you can comment on the Draft SPD:

1. Email: simply fill in the electronic Comments Form and return it to planningpolicy@nsdc.info: or
2. Post: fill in a copy of the Comments Form and return it to:

Planning Policy
Newark and Sherwood District Council
Castle House
Great North Road
Newark
Nottinghamshire
NG24 1BY

The closing date for comments is 5:15pm on 11th November 2020.

Regards,

Appendix 3 Text of Letter sent to Consultees

Dear Consultee,

CONSULTATION ON NEWARK & SHERWOOD LOCAL DEVELOPMENT FRAMEWORK – RESIDENTIAL CYCLE AND CAR PARKING STANDARDS & DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT ('SPD')

I am writing to let you know that the official consultation period on the Residential Cycle and Car Parking Standards & Design Guide SPD will take place between September 17th 2020 and November 11th 2020. The SPD will set out the parking standards and design principles for parking in new residential developments in the District. This encapsulates both car and cycle parking and will apply when considering planning applications for new residential developments.

The SPD and a response questionnaire can be viewed on the Council's website at <https://www.newark-sherwooddc.gov.uk/planningpolicy/spd/>. Due to the COVID-19 pandemic, there will be no hard copy kept at the Council offices and as a result the period of consultation has been extended by a further two weeks.

If you have any questions in the meantime please do not hesitate to contact me.

Yours sincerely,

Appendix 4

Main Issues Raised by Initial Public Consultation and LPA Response

Each of the questions are set out below. Responses are summarised and the Council has responded to each comment directly in the table below. The consultation responses summary does not include the personal details of private individuals.

Question 1: Do you agree with the proposed role and scope of the Residential Cycle and Car Parking Standards & Design Guide SPD? Please provide further comment if there is anything you would change in relation to the proposed role and scope of the SPD.

Respondent ID / Organisation	Summary of Comment	Response / Action
001 / Resident of South Muskham	Agrees with proposed role and scope of the SPD.	The support for the proposed role and scope of the SPD is welcomed.
006 / Collingham Parish Council	Agrees with proposed role and scope of the SPD. It is a good base document as the District moves forward and for future development.	The support for the proposed role and scope of the SPD is welcomed.
007 / Resident of Sutton on Trent	Agrees in principle. The consultee points to the need of parking standards to take into account the location of new builds, the nature of new builds (such as infill) and the width of old roads and where public service buildings impact within an estate.	<p>The support for the proposed role and scope of the SPD is welcomed.</p> <p>The draft SPD does take into account the location of new residential development and different types of residential development (including redevelopment and reuse of existing buildings) but this will be made clearer within the document.</p> <p>The width of roads and impact on public service buildings is outside the scope of the SPD.</p>
008 / Trent Valley Internal Drainage Board	Generally agrees with the proposed role and scope of the SPD.	The support for the proposed role and scope of the SPD is welcomed.
012 / TOWN-PLANNING.CO.UK	Parking Standards is supported in principle but not in its current form.	The support for parking standards in principle is welcomed.
	The consultee does not agree with the desire to encourage electric vehicle charging points in new	The Council would like to reiterate this is Guidance, not policy. The encouragement of EVCP's is consistent with the requirements of National

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>development and believes it adds an unnecessary financial burden and introduces new policies outside of the Development Plan.</p>	<p>Policy in Paragraph 105 and 110 of the NPPF. Changes to Building Regulations requiring electric charging points are anticipated early in 2021 and in light of this we think the Guidance is appropriate. NSDC have spoken with a number of providers of electric charging points to ascertain whether there is financial burden as a consequence of encouraging this. The findings are as follows:</p> <ul style="list-style-type: none"> • EV Charging Solutions provide a domestic wall mounted charger (mode 3 at 7kW [fast charging]) for £400-£550. The cost of installation is additional. They have advised where a charging point is unviable, dummy units can be installed for c£50. This means the front can be removed and a charger fitted in its place by future occupants. • EON - £875 per charging point including installation. This excludes the Government scheme discount and is the cost for individual dwellings, not the price if bulk bought. • British Gas - £961 per charging point including installation. This excludes the Government scheme discount and is the cost for individual dwellings, not the price if bulk bought. • Scottish Power - £899 per charging point including installation. This excludes the Government scheme discount and is the cost for individual dwellings, not the price if bulk bought. <p>The Council believe that charging points should be encouraged for all new homes, but in the event that meeting the full requirement would render the development unviable, a requirement to install a dummy charger will be encouraged. This will not add a financial burden and the text in the SPD shall be updated to reflect this.</p>
	<p>The issue of viability has not been addressed in respect of electric vehicle charging points and cycle parking.</p>	<p>The Council believes the cost of additional equipment (i.e. charging points and cycle storage) is modest. The implications from the design guidance represents recognised good urban design principles taken for the most part from Building for a Healthy Life, a recognised standard. We</p>

Respondent ID / Organisation	Summary of Comment	Response / Action
		do not consider that their implementation should cause an issue in viability terms as it is incumbent on applicants to demonstrate high standards or design and layout in order to satisfy DM5, SP7 as well as Paragraphs 110 and 124 of the NPPF. It is advised that applicants factor in the need to meet these high standards from the outset.
	The consultee believes the provision of one electric vehicle charging point per dwelling in the event of unallocated parking spaces is excessive.	This guidance is in accordance with the Government’s 2019 consultation on <i>“Electric vehicle chargepoints in residential and non-residential buildings”</i> which is understood to become implemented in spring 2021. The Government are seeking to phase out petrol and diesel fuelled vehicles by 2035 thus strengthening the need to provide facilities for alternatively fuelled vehicles will become a requirement as demand grows exponentially.
	The consultee believes the SPD fails to recognise that Western Power do not have capacity in the network to accommodate charging points in new development.	Western Power provides an online ‘EV Capacity Map’ which has assessed the available capacity at each site and have represented this as a generic level of EV Charging Capacity. It explains that for the lowest level (‘some capacity available’) management of charging may need to be considered but it is only expected to be a reactive solution in certain cases whilst Western Power create additional capacity. This map identifies that there are 459 sub stations in the District, and of these 388 have either ‘capacity available’ or ‘extensive capacity available’. Only 15% have ‘some capacity available’. Therefore it is considered that there is sufficient capacity in the network to accommodate charging points in new developments. https://www.westernpower.co.uk/smarter-networks/electric-vehicles/ev-capacity-map
	Parking Standards proposed are contrary to Paragraph 105 of the NPPF.	The Council consider the parking standards are compliant with Paragraph 105 of the NPPF, this is outlined in Appendix 2.
	The consultee believes the testing of case studies in respect of parking standards should not just be purely arithmetical.	Comments noted. The Council have assessed each case study based on its design and layout alongside its assessment the quantity of parking standards.
13 / Fernwood Parish Council	Agrees with proposed role and scope of the SPD.	The support for the proposed role and scope of the SPD is welcomed.

Respondent ID / Organisation	Summary of Comment	Response / Action
015 / Historic England	Agrees with the proposed role and scope of the SPD. The content at present would provide opportunities for enhancing places, particularly Conservation Areas where parking and street clutter can affect one's appreciation of the character of an area.	The support for the proposed role and scope of the SPD is welcomed.
016 / Persimmon Homes East Midlands	The consultee believes the SPD cannot be lawfully adopted as such and falls outside the scope of Regulation 5 (1) (a) (i), (ii) and (iv) of the Town and Country Planning (Local Planning) (England) Regulations 2012.	The Council believes the SPD fully meets the Regulations. See appended Table for full details.
	The SPD will introduce significant new burdens of new development which have significant impact on viability and should be examined as part of the local plan adoption process.	The Council believes the cost of additional equipment (i.e. charging points and cycle storage) is modest. The implications from the design guidance represents recognised good urban design principles taken for the most part from Building for a Healthy Life, a recognised standard. We do not consider that their implementation should cause an issue in viability terms as it is incumbent on applicants to demonstrate high standards or design and layout in order to satisfy DM5, SP7 as well as Paragraphs 110 and 124 of the NPPF. It is advised that applicants factor in the need to meet these high standards from the outset.
	The consultee believes the Topic Paper fails to consider all factors in paragraph 105 of the NPPF.	The Council consider the parking standards are compliant with Paragraph 105 of the NPPF. See appendix 2.
	The level of encouraged cycle parking provision is excessive.	The level of encouraged cycle parking is aimed at encouraging ownership and use of cycles. There should be opportunity for cycle storage for both those community on cycles and those who cycle recreationally. It is reasonable to assume that most households who cycle, particularly families, will own one bike per family member. The guidance allows some flexibility in the number of cycle parking spaces in certain situations (i.e. site specific constraints such as change of use proposals)
	The design principles in Key Principle 2 are too prescriptive and will result in indistinguishable and repetitive design.	Key Principle 2 is built on the principles of Building for a Healthy Life which is a recognised urban design standard, and one endorsed by the National Design Guide as a key reference, which seeks to create places

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>Key Principle 2 will reduce the number of dwellings that can be accommodated on site and is contrary to the NPPF as it does not result in an effective use of land.</p>	<p>that are better for people by making more attractive places with well-designed streets and well-integrated car parking.</p> <p>The overriding objective of the planning system is to deliver sustainable development and achieving high standards of design and layout is key to this objective. Housing developments should be both well designed and fit for purpose. Paragraph 124 of the NPPF states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Paragraph 127 outlines that developments should function well and add to the overall quality of the area. It should also be noted that land provided for parking measures which aren't fit for purpose (such as driveways / garages too narrow and rear parking courts which aren't used) is an ineffective use of land. Therefore there should be a balance between effective use of land and developments which are fit for purpose and well-designed because the NPPF should be read as a whole document.</p> <p>The Council has allocated land with an estimated capacity (at generally either 40dph in Newark and 30dph elsewhere) which greatly exceeds its objectively assessed need. It is also noted the Council has a five year land supply so there is no existing or anticipated shortage of land for meeting identified housing needs in respect of Paragraph 123 of the NPPF and the Council do not consider this to be relevant. In addition, there are three allocations which are included as case studies which delivered well in excess of this which demonstrates there is scope to improve the overall design of schemes but still meet the Council's objectively assessed need. Notwithstanding a number of case studies provided a higher number of parking spaces than the recommended standards require, these were just not the most effective parking solutions.</p>

Respondent ID / Organisation	Summary of Comment	Response / Action																		
		<table border="1"> <tr> <td data-bbox="1263 228 1518 339"></td> <td data-bbox="1518 228 1727 339">Wellow Road, Ollerton</td> <td data-bbox="1727 228 1935 339">Ridgeway, Farnsfield</td> <td colspan="2" data-bbox="1935 228 2141 339">Nottingham Road, Southwell</td> </tr> <tr> <td data-bbox="1263 339 1518 411">No. of Dwellings Allocated</td> <td data-bbox="1518 339 1727 411">125</td> <td data-bbox="1727 339 1935 411">35</td> <td colspan="2" data-bbox="1935 339 2141 411">30</td> </tr> <tr> <td data-bbox="1263 411 1518 483">No. of Dwellings Built</td> <td data-bbox="1518 411 1727 483">147</td> <td data-bbox="1727 411 1935 483">60</td> <td colspan="2" data-bbox="1935 411 2141 483">34</td> </tr> </table>					Wellow Road, Ollerton	Ridgeway, Farnsfield	Nottingham Road, Southwell		No. of Dwellings Allocated	125	35	30		No. of Dwellings Built	147	60	34	
	Wellow Road, Ollerton	Ridgeway, Farnsfield	Nottingham Road, Southwell																	
No. of Dwellings Allocated	125	35	30																	
No. of Dwellings Built	147	60	34																	
	The consultee believes that electric vehicle charging points will be required through Building Regulations and inclusion in the SPD is surplus to requirements.	Only a consultation has yet occurred (closed October 2019), the outcome has yet to be announced. The Council considers it is important to encourage provision for EVCP's until a time where the Government makes them mandatory.																		
024 / Persimmon Homes Nottingham	Agrees with proposed role of the Parking Standards but the consultee believes the SPD cannot be lawfully adopted as such and falls outside the scope of Regulation 5 (1) (a) (i), (ii) and (iv) of the Town and Country Planning (Local Planning) (England) Regulations 2012.	Comments noted. The Council believes the SPD fully complies with the Regulations. See Appendix 4a for details.																		
025 / Southwell Town Council	Agrees with proposed role and scope of the SPD.	The support for the proposed role and scope of the SPD is welcomed.																		
028 / Globe Consultants	Is pleased that the SPD has been produced but is confused as to why it does not cover non-residential development. Nottinghamshire Highway Design Guide is out of date and refers to old standards.	Comments noted. The Council only wish to pursue parking standards for residential development at the current time. The Highway's Authority is due to adopt a new Highway Design Guide in early 2021 which will address non-residential development.																		
29 / SGA LLP	Agrees in principle but has concerns that an over provision of spaces would result in over dominance.	Comments noted. The SPD has been amended to include more parking standards (Newark Town Centre, Inner Newark, Rest of NUA, Service Centres and Rest of District), when assessed against the case studies, in a number of cases the case studies provided a greater level of parking than that recommended. Therefore the Council do not believe this to be a concern.																		
	Increasing size of parking spaces will have a negative impact.	Comments noted. This increase is in line with the recommendation from the Highways Authority. The reason being is that a standard parking																		

Respondent ID / Organisation	Summary of Comment	Response / Action
		<p>space in a car park is 2.4m. This is usually between other spaces. The average width of a car is c1.8m plus mirrors so on average you would have 0.6m between vehicles to open a door and enter or exit a car. On a driveway you would not be able to reasonably get out of an average car parking within a 2.4m wide space if between walls or you would likely need to step onto the garden if open plan. It would also be unlikely to provide sufficient passage to the side of a vehicle given that, in accordance with Regulation 5 of 'The Road Vehicles (Construction and Use) (Amendment) (No. 4) Regulations 2005', mirrors may project up to 200mm beyond the overall width of a car, so another 0.4m as usually on both sides. At 3.0m you would have room to comfortably open a car door and walk down the side of the vehicle. Parking spaces need to be fit for purpose and convenient for the homeowner. The Topic Paper (Case Studies) highlights that where drives are narrow, on street parking becomes more frequent.</p>
	<p>Advice in Key Principle 2 could potentially result in the need to provide a distance of 8m between dwellings in a typical 3 bed semi-detached arrangement to accommodate the requirement vehicles.</p>	<p>The Council believes that there are a variety of parking solutions which can be used in line with best practice contained in Building for a Healthy Life. The parking standards have also been amended (standards (Newark Town Centre, Inner Newark, Rest of NUA, Service Centres and Rest of District) and in all cases except Rest of the District, only two spaces are required, this could be in the form of frontage parking.</p>
<p>030 / Barton Willmore c/o Urban & Civic</p>	<p>The consultee supports the role and scope of the Draft SPD and confirm that they do not challenge anything in principle. However they do suggest amendments to be considered (see additional comments below).</p>	<p>Comments are welcomed and noted.</p>

Question 2: Does the SPD provide sufficiently clear guidance on what will be sought in relation to parking on new residential development? Please provide further comment if there is anything you would change in relation to the clarity of the document.

Respondent ID / Organisation	Summary of Comment	Response / Action
001 / Resident in South Muskham	It goes a long way to supply clear guidance but each application should be based on its own merits.	Comments noted. There is sufficient flexibility in the SPD to allow for this where appropriate.
006 / Collingham Parish Council	Agrees the SPD provides clear guidance but can't be certain until implementation begins.	Comments noted.
007 / Resident in Sutton on Trent	The consultee believes estate roads are not wide enough for visitor parking which causes displaced parking frustrating road users.	Comments noted. The width of the carriageway is the responsibility of the Highways Authority (Nottinghamshire County Council) and falls outside the scope of this SPD.
008 / Trent Valley Internal Drainage Board	Agrees that the SPD provides sufficiently clear guidance on what will be sought.	The comments are welcomed and noted.
012 / TOWN-PLANNING.CO.UK	The consultee believes the SPD has a number on incompatible factors including discouraging tandem parking, large amounts of frontage parking and rear parking courts.	Key Principle 2 is built on the principles of Building for a Healthy Life which is a recognised urban design standard, and one endorsed by the National Design Guide as a key reference, which seeks to create places that are better for people by making more attractive places with well-designed streets and well-integrated car parking. There are a variety of parking solutions available to developers without encouraging on street parking and Building for a Healthy Life provides a number of examples of good parking solutions. However, further illustrations are to be provided in the document to demonstrate this is more detail.
	The consultee believes increasing the width of a parking space from 2.4m to 3m has a significant impact on schemes and viability has not been assessed.	Comments noted. This increase is in line with the recommendation from the Highways Authority. The reason being is that a standard parking space in a car park is 2.4m. This is usually between other spaces. The average width of a car is c1.8m plus mirrors so on average you would have 0.6m between vehicles to open a door and enter or exit a car. On a driveway you would not be able to reasonably get out of an average car parking within a 2.4m wide space if between walls or you would likely need to step onto the garden if open plan. It would also be unlikely to provide sufficient passage to the side of a vehicle given that, in accordance with Regulation 5 of 'The Road Vehicles (Construction and Use) (Amendment) (No. 4) Regulations 2005', mirrors may project up to

		200m beyond the overall width of a car, so another 0.4m as usually on both sides. At 3.0m you would have room to comfortably open a car door and walk down the side of the vehicle. Parking spaces need to be fit for purpose and convenient for the homeowner. The Topic Paper (Case Studies) highlights that where drives are narrow, on street parking becomes more frequent.
	The Consultee disagrees with the Council's decision to discourage loose driveway materials within settlements.	Comments noted. The text already makes reference to recommending the surface finish of the driveway in the settlement boundary to be incorporated into a wider sustainable drainage scheme. However, the text will be amended to include the encouragement of 'smooth and hard porous materials'. Loose materials are discouraged in the settlement (although there may be some circumstances where appropriate such as barn conversions), particularly, large scale developments, because they encourage loose items to be deposited on the adoptable area of the highway (including the footway) which poses a safety risk.
013 / Fernwood Parish Council	Agrees that the SPD provides sufficiently clear guidance on what will be sought.	The comments are welcomed and noted.
015 / Historic England	Agrees that the SPD provides sufficiently clear guidance on what will be sought. The content at present would provide opportunities for enhancing places, particularly Conservation Areas where parking and street clutter can affect one's appreciation of the character of an area.	The comments are welcomed and noted.
016 / Persimmon Homes East Midlands	The consultee believes Key Principle 1 in respect of cycle parking is vague and implementation needs to be clear what cycle parking is expected and where.	The text in Key Principle 1 has been amended to include reference to Table 1 and 2 (rather than just Table 1).
024 / Persimmon Homes Nottingham	The consultee believes the document is generally clear but that the requirements are unlawful and excessive. It is believed the document lacks sufficient evidence to justify the recommendations in the SPD.	The Council has outlined in Appendix 4a why we believe the SPD is lawful. The parking standard recommendations in the SPD are based on the evidence in the Topic Paper and the recommendations for cycle parking and provision of electric vehicle charging points are a pragmatic response to the requirements of the NPPF.
	Fails to consider how the requirements of the SPD will affect viability.	The implications from the design guidance represents recognised good urban design principles taken for the most part from Building for a

		<p>Healthy Life, a recognised standard. We do not consider that their implementation should cause an issue in viability terms as it is incumbent on applicants to demonstrate high standards or design and layout in order to satisfy DM5, SP7 as well as Paragraphs 110 and 124 of the NPPF. It is advised that applicants factor in the need to meet these high standards from the outset.</p>
	<p>Fails to consider the implications on land take. Recommends a blueprint should be commissioned to consider the impacts on land take and considered against Paragraph 123 of the Framework.</p>	<p>The overriding objective of the planning system is to deliver sustainable development and achieving high standards of design and layout is key to this objective. Housing developments should be both well designed and fit for purpose. Paragraph 124 of the NPPF states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Paragraph 127 outlines that developments should function well and add to the overall quality of the area. It should also be noted that land provided for parking measures which aren't fit for purpose (such as driveways / garages too narrow and rear parking courts which aren't used) is an ineffective use of land. Therefore there should be a balance between effective use of land and developments which are fit for purpose and well-designed because the NPPF should be read as a whole document.</p> <p>The Council has allocated land with an estimated capacity (at generally either 40dph in Newark and 30dph elsewhere) which greatly exceeds its objectively assessed need. It is also noted the Council has a five year land supply so there is no existing or anticipated shortage of land for meeting identified housing needs in respect of Paragraph 123 of the NPPF and the Council do not consider this to be relevant. In addition, there are three allocations which are included as case studies which delivered well in excess of this which demonstrates there is scope to improve the overall design of schemes but still meet the Council's objectively assessed need. Notwithstanding a number of case studies provided a higher number of parking spaces than the recommended standards require, these were just not the most effective parking solutions.</p>

			Wellow Road, Ollerton	Ridgeway, Farnsfield	Nottingham Road, Southwell
		No. of Dwellings Allocated	125	35	30
		No. of Dwellings Built	147	60	34
025 / Southwell Town Council	The consultee suggests including more 'good' examples of design including Electric Vehicle Charging Points and cycle parking.	Comments noted. The Council will seek to include more examples of 'good design'.			
028 / Globe Consultants	Welcomes the specific reference to parking provision at retirement / sheltered / extra care housing but believes there should be a minimum standard for both cycle parking and care parking to safeguard provision for disabled people, shift working staff and visitor provision.	Comments noted. Certain types of accommodation will require more parking provision than others and the Council believe it is most appropriate to determine this on a case by case basis depending on the type and nature of the accommodation proposed.			
029 / SGA LLP	The consultee believes the SPD gives conflicting advice and the tandem diagrams are incomplete.	Comments noted. The tandem parking diagram is not exhaustive of all options but is provided to highlights examples of good and bad practice.			
	The SPD should provide examples of compliant schemes. The image showing frontage parking is misleading as it does not comply with the SPD.	Comments noted. Additional examples will be provided. The photographs are purely illustrative of what good design could look like. This particular photograph shows the rule of 4:1 which we seek to encourage. This is not illustrating the size of the spaces or the number of spaces which should be provided, but demonstrates how the 4:1 rule could be designed and implemented.			
030 / Barton Willmore c/o Urban & Civic	Does not object to car parking requirements which are split between Newark Urban Area and Rest of the District or the standards set out in Table 1 but would suggest a plan showing these locations is set out to provide absolute clarity.	Comments welcomed and noted. A plan will be provided showing the extent of Newark Urban Area.			

Question 3: Do you think integral garages should be counted as car parking space(s)? Do you think bicycles and mobility scooters should be stored in garages or elsewhere? Please provide an explanation.

001 / Resident from South Muskham	Garages should be counted as a parking space and believes bikes and mobility scooters should be stored in garages or elsewhere to protect the property and keep amenity space open and clear.	Comments noted. The Guidance is considered to remain appropriate so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.
006 / Collingham Parish Council	Garages should be counted as a parking space as long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and mobility scooters.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.
007 / Resident from Sutton on Trent	The consultee has concerns about the size of garages and inability to accommodate the modern car and asks what NSDC propose for secure cycle storage.	The internal dimensions encouraged in the SPD are appropriate for the modern day car. Secure cycle storage should be lockable and undercover but the location of this will depend upon the developer. A sentence will be included in the SPD to encourage lockable and undercover storage.
008 / Trent Valley Internal Drainage Board	The consultee believes garages should not be counted as a parking space as they are often not used for their intended purpose and it is difficult to compel people to only use for parking a car.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters. It is always the occupiers chose as to how they use their garage, but one of sufficient size may encourage them to use it for their intended purpose. There is also a concern that parking will dominate the streetscene if garages are not counted as spaces.
	The consultee believes it is reasonable to store cycles and mobility scooters in a garage but this might not be practical and appropriate to do. A dedicated facility for either should not be required.	Comments noted. Mobility scooters storage should only be considered where bungalows are proposed. It will be down to the developer to determine if storage is appropriate within a garage and if not, where else.
12 / TOWN-PLANNING.CO.UK	The consultee believes garages should be counted as parking spaces but considers the use of planning conditions to prevent garages from being used for other purposes should be adopted.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.

		The SPD seeks to put in place positive guidance over how the parking requirements of new development can be appropriately managed. Where implemented, this will provide residents with ample opportunity for their parking needs to be met without the need to resort to on street parking, without the need for the restrictive conditioning. From a practical perspective we would also have concerns over enforceability.
	Cycle parking should be within garages. Specialist cycle shelters are better suited to apartment blocks or HMOs.	Comments noted.
	The consultee believes the cycle parking standards for apartments in unrealistic and will impact on amenity space and landscaping.	Comments noted. The Council do not consider the cycle parking standards to be unrealistic. It is anticipated most apartment schemes will occur in or around Newark Town Centre and the service centres which are the most accessible and sustainable for cycling short trips and therefore should be encouraged. Secure cycle parking should not have a significant impact on amenity and could, for example, comprise of multiple stands in a lockable shelter that all residents have access to.
	Cycle parking should be differentiated between the largest settlements i.e. Newark, Ollerton/Boughton, Southwell, Edwinstowe and elsewhere. The opportunity to use cycles as a primary means of day to day transport is greatest in these largest settlements where services/facilities can be accessed in a 2 mile radius.	Comments noted. The cycle parking standards are not differentiated between settlements because households outside the largest settlements may wish to store bicycles for recreational cycling.
013 / Fernwood Parish Council	The consultee agrees that garages should only be counted as parking spaces if they are large enough to fit a car and usual storage.	Comments noted.
15 / Historic England	New development should ensure sufficient off street parking provided in addition to sufficient storage space for bicycles and mobility scooters so that development is futureproofed and has the best outcomes for the historic environment. On-street parking and street clutter can affect one's appreciation of the character of an area, particularly in	Comments noted.

	Conservation Areas or within the setting of other heritage assets.	
016 / Persimmon Homes East Midlands	The consultee believes that provided integral garages have sufficient internal space to park a car they should be counted as a parking space.	Comments noted.
	Bicycles / mobility scooters could be stored in a garage or cycle shed located close to the house.	Comments noted.
024 / Persimmon Homes Nottingham	The consultee believes that garages should be counted as a parking space.	Comments noted.
	The consultee believes garages can accommodate bicycles and so designated storage is not necessary.	Comments noted.
	The need for mobility scooter parking is unjustified and lacks evidence for such a need.	The SPD recommends that only where bungalows are proposed should mobility scooter parking be given consideration. Users of mobility scooters will likely occupy single storey properties.
025 / Southwell Town Council	The consultee believes garages should not be counted as parking spaces but they are rarely used for such purpose.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.
028 / Globe Consultants	The consultee believes that garages should not be counted as car parking spaces as they are too small to accommodate modern cars.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.
029 / SGA LLP	The consultee believes garages should be counted as parking spaces.	Comments noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment / bicycles and where appropriate, mobility scooters.
	Sufficient and appropriate, secure storage should be required for cycles and mobility scooters and these should be accessible; however there should be suitable planning consideration and guidance given as to how this can be achieved in all cases if large numbers of unsightly metal, timber and plastic	Comments noted. The SPD will allow bicycles and mobility scooters to be stored in garages provided they are of sufficient size to accommodate both those and a car. Where this is not the case, careful consideration will be given during the planning application process.

	lockups are not to become over prevalent pieces of street furniture.	
030 / Barton Willmore c/o Urban & Civic	The consultee believes that garages should count towards the required parking space provision otherwise parking can dominate the street scene.	Commented noted. The SPD will remain as written so it will count a parking space so long as it is of a sufficient size to accommodate a car and storage area for gardening equipment, and where appropriate, mobility scooters.

Question 4: Do you think the car parking standards should differentiate between Newark Urban Area and the rest of the district? Do you think there should be one standard applicable to the whole district? Please provide an explanation.

001 / Resident from South Muskham	The consultee believes car parking standards should be circumstantial and dependent upon the application and location.	Commented noted. The Council believes there is sufficient flexibility in the SPD to enable this.
006 / Collingham Parish Council	NUA and rest of the district are different in character, parking needs and car ownership so different standards are appropriate.	Comments noted.
007 / Resident from Sutton on Trent	The consultee has concerns that the population will be not able to afford electric vehicles and the SPD should be encouraging more walking and cycling, as well as a need to improve public transport within the District and County.	Comments noted. The Council acknowledges the affordability of electric cars could become a serious problem, but cost of EV's is outside the scope of the SPD and consider the guidance over cycle requirements have been appropriately incorporated.
008 / Trent Valley Internal Drainage Board	It would generally make sense to apply a different standard in an urban area to a more rural location. The availability of public transport and potentially better cycle links would mitigate the provision of less parking spaces in urban locations. Space can also be at a premium in urban areas and mitigation maybe required to support the viability of a development. More rural locations are likely to have less effective transport links but potentially more space available to provide enhanced onsite parking facilities.	Comments noted.
12 / TOWN-PLANNING.CO.UK	The consultee believes car parking standards should differentiate between 'Central Newark', 'Outer Newark', 'Rest of NUA', Service Centres and Rest of District.	The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell)..
	The Council need to give consideration to conversions and the fact they don't have large curtilages to meet such requirements.	Commented noted. Text has been updated to explicitly refer to change of use proposals.

016 / Persimmon Homes East Midlands	Agrees there should be some differentiation between areas but should not be limited to Newark Urban Area.	Comments noted. The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell).
024 / Persimmon Homes Nottingham	Lack of justification and evidence for the need for different parking standards in Newark Urban Area is not provided and should not be limited to such.	Commented noted. The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell). The evidence is outlined in the Topic Paper.
	The SPD should be guidance and not strictly adhered to where it can be demonstrated that the development has good transport links close by	Comments noted. The standards will reflect public transport links / sustainable location but it is also important that realistic levels of car parking demand is anticipated to guard against displaced and anti-social behaviour.
025 / Southwell Town Council	The evidence suggests differentiation may be appropriate although the Newark Growth Point being a long way out of the town centre might need to be the same as the rest of the District.	Comments noted. The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell).
028 / Globe Consultants	Agrees that parking standards should differentiate between NUA and the rest of the district.	Comments noted. The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell).
029 – SGA LLP	The consultee believes one standard should be applied to the District. It may be reasonable to try and have fewer cars in urban areas, but if that is the case, there are many other areas in the district that are just as urban as Newark	Comments noted. The Council have further reviewed the evidence available (both census data and the case studies) and will update the standards to reflect the following zones: Newark Town Centre, Inner Newark, NUA, Service Centres and Rest of the District (including Edwinstowe and Southwell).
030 / Barton Willmore c/o Urban & Civic	The consultee does not object to the parking standards set out in Table 1 but a plan to define these locations would be useful to provide clarity.	Commented noted. A plan will be provided showing the extent of Newark Urban Area.

Question 5: Do you think that 1 bedroom dwellings should be required to provide 1 parking space or 2 parking spaces? Please provide an explanation.

001 / Resident from South Muskham	The consultee believes a 1 bed dwelling should have two spaces to account for couples who may live together.	Comments noted. The SPD will remain as written as on balance we don't consider dedicated provision beyond that to be appropriate as it will potentially lead to car parking dominated schemes. The SPD will however be amended to require visitor parking where appropriate.
006 / Collingham Parish Council	The consultee believes 1 space is sufficient provided there is some visitor parking within close proximity.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space.
007 / Resident from Sutton on Trent	The new bungalow at Crow Park Avenue / The Meerings (Sutton on Trent) appears to be for a single bedroom occupancy yet has two parking spaces to the front presumably one is for the tenant, and the other for a visitor (?) I think this should be the norm for single occupation properties and particularly in rural areas. I also appreciate that in this case (above) that the roads are narrow and not really suitable for visitors parking on the highway. The new estate at Saxon Fields also appears to have a narrow road and is apparently going to have space for a retail unit in the future and this could lead to parking problems within the estate.	Comments noted. The SPD will seek 1 space for a 1 bed dwelling but will encourage visitor parking to be provided within close proximity to smaller dwellings. The width of the highway is outside the scope of the SPD.
008 / Trent Valley Internal Drainage Board	It is often argued that a couple living in a one bed dwelling will both have a car and so two spaces should be provided. However, appropriate design can make such properties unappealing to two car couples. Also the use of incentives by developers to encourage people to use other modes of transport in the form of cycle vouchers and secure parking or subsidised public transport can make these properties more appealing to those people who do not have a reliance on the motor car.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space. The use of incentives is outside the scope of the SPD.

012 / TOWN-PLANNING.CO.UK	The consultee believes 1 bedroom properties should have 1 parking space with additional provision of visitor parking where needed.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space. Visitor parking will be encouraged around smaller dwellings but will not be quantified.
013 / Fernwood Parish Council	The consultee believes 1 bedroom properties should have 1 parking space but a number of visitor spaces within close distance.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space. Visitor parking will be encouraged around smaller dwellings but will not be quantified.
016 / Persimmon Homes East Midlands	1 space for a 1 bedroom property is suitable.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space.
022 / William Davis Homes	The consultee believes 1 bedroom properties should have 1 parking space. 2 spaces per 1 bedroom dwelling would not support the desire to shift towards the use of sustainable transport means.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space.
024 / Persimmon Homes Nottingham	A 1 bedroom dwellings should provide 1 parking space. Anymore will clutter the street scene and harm the character of the area.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space.
025 / Southwell Town Council	Probably two, although concerned about cars dominating the house frontages.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space.
028 / Globe Consultants	The consultee believes that 1 parking space per 1 bed dwelling is sufficient for a town centre location but perhaps not so much in other locations.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space, but it is noted that these are <u>minimum</u> parking standards.
029 / SGA LLP	The consultee believes that 1 parking space per 1 bed dwelling is sufficient although visitor parking may be required.	Comments noted. The SPD will remain as written so that 1 bed dwellings provide 1 parking space and there is sufficient flexibility in the SPD to accommodate visitor parking where appropriate.
030 / Barton Willmore c/o Urban & Ivic	The consultee supports the parking standards for Newark Urban Area.	Comments are welcomed and noted.

Question 6: Do you think the residential parking standards should include provision for visitor parking? Do you think apartments should provide visitor parking spaces?

001 / Resident from South Muskham	Absolutely, various visitor only spaces should be provided dotted around the site so as not to inconvenience visitors.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.
006 / Collingham Parish Council	The consultee believes there should be some provision for visitor parking.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.
007 / Resident from Sutton on Trent	The consultee believes parking standards must include provision for visitor parking and have regard to deliveries to homes. Elderly people also require a number of people to visit them and need somewhere to park once or twice a day.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.
008 / Trent Valley Internal Drainage Board	The consultee believes visitor parking is required but not necessarily in a formal arrangement. A well designed layout can provide a more informal arrangement that can accommodate an element of visitor parking on street. Dependent upon location and connectivity of given site.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.
012 / TOWN-PLANNING.CO.UK	The consultee believes if visitor parking is required then the parking standards should be lower.	The SPD will recommend that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene. The standards will not be lowered because visitor parking is not quantified.
013 / Fernwood Parish Council	The consultee believes visitor parking should be included in the parking standards and provided for apartments.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings (incl. apartments) but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.
015 / Historic England	New developments should ensure that sufficient off street parking is provided so that development has the best outcomes for the historic environment. On-street parking and street clutter can affect one's appreciation of the character of an area, particularly in	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene.

	Conservation Area's or within the setting of other heritage assets.	
016 / Persimmon Homes East Midlands	Visitor parking should not be a mandatory requirement but equally there should be some flexibility to allow for this where appropriate within developments depending upon local circumstances.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene. The levels of visitor parking will be determined on a case by case basis.
024 / Persimmon Homes Nottingham	If a road is single sided the perhaps layby visitor parking could be considered. However, Persimmon have experienced negative reactions to visitor parking from the Highway Authority who adopt the roads because layby parking introduces additional maintenance issues. The SPD should defer to the adopting body in this instance to avoid imposing a standard which developers cannot get adopted.	Comments noted. Following discussion with the Highway's Authority, laybys for visitor parking will be generally discouraged however there may be some circumstances where they may be considered a suitable alternative but are likely to attract a commuted sum for future maintenance.
025 / Southwell Town Council	Visitor parking should only be provided for apartments with allocated spaces.	The SPD will be amended so that visitor parking is encouraged around smaller dwellings but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene. The levels of visitor parking will be determined on a case by case basis.
028 / Globe Consultants	The consultee believes visitor parking should be included for apartment schemes particularly if parking provision may not be sufficient and lead to on street parking.	Comments noted. The SPD will be amended so that visitor parking is encouraged around smaller dwellings (including apartments) but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene. The levels of visitor parking will be determined on a case by case basis.
029 / SGA LLP	The consultee believes visitor parking should be provided but only for a minor percentage of dwellings (say 30%) with two spaces of fewer. The consultee also believes that apartments should have say 50% of dwellings with visitor parking spaces.	Comments noted. The SPD will be amended so that visitor parking is encouraged around smaller dwellings (including apartments) but will not be quantified so as to reduce the likelihood of car parking over dominating the streetscene. The levels of visitor parking will be determined on a case by case basis.
030 / Barton Willmore c.o Urban & Civic	The consultee considers the residential parking standards proposed to be acceptable. Considers the use of on-street parking to be generally supported and for each development to be considered on a case by case basis.	Comments welcomed and noted.

Additional Comments

001 / Resident from South Muskham	Provision should be made for disabled parking for residents of, and visitors to, the development.	The County Council provide disabled parking bays on a need by need basis within residential areas based on application criteria; however, as parking is always at a premium we would not provide it as a matter of course.
002 / Conservation Officer at NSDC	The bespoke cartsheds / car ports would be over-engineered. It is suggested a caveat is included for conservation areas / listed buildings whereby garaging might be acceptable if modestly below those standards.	Comments noted. The text will be amended to reflect this.
004 / Severn Trent Water	It is recommended that the statement about requiring a smooth hard surface for driveways is amended to include reference to the use of permeable surfacing where possible and to highlight the need to incorporate SuDs thinking into the development.	Comments noted. The text will be amended to reflect this.
005 / Environment Programme Officer at NSDC	Welcomes the inclusion of cycle parking within the Guidance, especially in areas of multiple occupation such as flats.	The support for the inclusion of cycle parking standards in the SPD is welcomed.
006 / Collingham Parish Council	No questions have been asked about cycle parking.	Comments noted. The Council only asked questions where it was unclear what the best approach might be.
	The images used in the document of cycling infrastructure are wide streets with designated off carriageway cycle facilities. This should be possible but is it realistic when there is no existing infrastructure in place and no space to install them on the existing highway.	Comments noted. The images are examples of good design and best practice, however the scope of the SPD does not include the provision of off carriageway cycle facilities.
007 / Resident from South Muskham	Will the requirement for EVCP's be on posts or sockets near the front door, how will the electric current be provided and will it have an impact on current electricity supplied? How will new EV owners connect	All new homes will be encouraged to provide an electric charging point. Whether this is on a post or wall mounted will depend on the developer / homeowner but will have to comply with Building Regulations. Western Power confirm there is sufficient capacity in the network for electric charging points at most substations.

	to electric supply when they don't have a charging point?	
	The consultee agrees with 4.1 Frontage Rule but asks whether it will not be necessary for a pavement area to be incorporated into the design for the benefit of postmen and other delivery services etc. and what safety features will be incorporated for them.	Commented noted. Developers will include clear access to the front door.
	Given the current narrow roads (particularly in the old urban and rural areas) and pavements in rural areas how will it be possible to accommodate pedestrian and separate cycle paths both within new residential areas as well as within urban areas and rural areas of the sort shown in the photograph on page 14 of the SPD?	Comments noted. Unfortunately the width of roads and cycling infrastructure is outside the scope of the SPD. These are examples of good design and for illustration purposes only.
008 / Trent Valley Internal Drainage Board	The consultee asks who will be responsible for the maintenance of unallocated off street parking provision.	Commented noted. This will be dependent on the nature of the proposed development.
	Frontage Parking reads as those a block of four spaces should have the equivalent width of landscape area adjacent (i.e. 4 bays). The consultee suggests the wording is clarified.	Commented noted. The text has been amended accordingly.
	Parking bay sizes seem overly generous at 5.5m x 3m with an additional 0.5m width where adjacent to a boundary feature. Is there appropriate justification that could be defended at appeal?	Comments noted. The text has been amended to reduce 0.5m to 0.3m as this was a typo. This increase is the size of the parking space however, is in line with the recommendation from the Highways Authority. The reason being is that a standard parking space in a car park is 2.4m. This is usually between other spaces. The average width of a car is c1.8m plus mirrors so on average you would have 0.6m between vehicles to open a door and enter or exit a car. On a driveway you would not be able to reasonably get out of an average car parking within a 2.4m wide space if between walls or you would likely need to step onto the garden if open plan. It would also be unlikely to provide sufficient passage to the side of a vehicle given that, in accordance with Regulation 5 of 'The Road Vehicles (Construction and Use) (Amendment) (No. 4) Regulations 2005',

		mirrors may project up to 200m beyond the overall width of a car, so another 0.4m as usually on both sides. At 3.0m you would have room to comfortably open a car door and walk down the side of the vehicle. Parking spaces need to be fit for purpose and convenient for the homeowner. The Topic Paper (Case Studies) highlights that where drives are narrow, on street parking becomes more frequent.
	Agrees with discouraging rear parking courts.	The support for discouraging rear parking courts in the SPD is welcomed.
	Who will pay for electricity supply and maintain equipment for EVCP's in unallocated parking spaces?	A software based management system can be procured that bills drivers directly for the charging they consume. Tariffs can be set by a responsible party (i.e. management company or resident board member) with flexibility to change pricing to include a small fee for maintenance.
	Photo on Page 17 looks like a ransom strip. Strong policies within a development plan and appropriate conditions and possibly S106 obligations can help provide better connectivity between sites.	Comments noted.
009 / Harby Parish Council	Appears to be a sensible approach for future development and support the proposals.	The comments are noted and welcomed.
010 / Resident from Bleasby	Supports the provision of Electric Charging Points.	The support for encouraging the provision of electric charging points is welcomed.
	Long waiting lists for home charging points and lack of publicly available charging points (particularly in Southwell)	Comments noted but this is outside of the Council's control.
012 / TOWN-PLANNING.CO.UK	Consultation has been unusually low key and does not comply with provisions on the 2015 SCI or 2020 Annexe.	The Council believes the consultation was undertaken in line with the provisions set out through the SCI (and 2020 Annexe) with additional publicity put in place to allow reasonable opportunity for those whose details we don't hold to have sight of the draft document.
	Non-residential parking standards cannot be relied upon from a document which has not yet been produced and such standards should be contained in an additional SPD.	The text has been amended to refer to the Highway's Authority rather than the Design Guide document. Advice should be sought from the Highway's Authority as to the level of provision of non-residential parking standards.
	Directs the Council to review Arkwood's scheme at Bowbridge Road under 20/00275/FULM in respect of	The purpose of the SPD is to encourage higher standards of design and layouts where the car does not dominate the streetscene.

	parking. It relies upon continuous frontage parking, rear parking courts and tandem parking.	
013 / Fernwood Parish Council	Welcomes the discouragement of rear parking courts and to provide parking in locations where cars can be seen from within their homes.	The comments are noted and welcomed.
017 / Resident from Newark	The consultee believes no kerbside parking should be allowed and new builds should have their own parking.	Comments noted.
	All new homes should have a lockable electric charging point.	All charging points will be constructed in line with Building Regulations.
	No new homes should be built on green belt areas (Clay Lane) which are utilised for recreation or exercise.	Comments noted however this is outside the scope of the SPD.
	The area needs more rentable accommodation for the elderly and disabled.	Comments noted, however this is outside the scope of the SPD.
018 / Individual	The consultee believes all new builds should have their own parking and probably an EVCP.	Comments noted.
019 / Individual	The consultee believes the SPD is well thought out, well planned and has enough provision for cars, cycles and electric charging points.	The comments are noted and welcomed.
020 / Resident from Bilsthorpe	The consultee suggests that residents could be convinced to cycle based on providing a cost / benefit angle.	The comments are noted but this is outside the scope of the SPD.
	Questions how in table 4 of the Topic Paper, the average number of cars per household figure is arrived at.	The average number of cars per household is extrapolated from the 2011 Census. This is most recent data we have access to on car ownership levels.
	The consultee recommends updating page 15 of the Topic Paper to reflect the hourly bus service to Ollerton.	Comments noted, and has been amended accordingly.
021 / Individual	The consultee believes the proposals look good but need safe lanes for bicycles and mobility scooters	Comments noted, but cycle lanes are outside the scope of the SPD.
022 / William Davis Homes	The consultee believes discouraging tandem parking will have a major impact upon density, viability and	Comments noted. The Council have amended the wording to discourage overreliance on tandem parking rather than completely discourage it,

	<p>ultimately delivery. It also offers natural surveillance as well as breaking up the dwelling / parking ratio.</p>	<p>however tandem parking restricts the ability for the car at the front to exit the drive and encourages residents to park on the road, which we are seeking to avoid.</p>
	<p>The consultee suggests amending Figure 1 to locate parking to the frontage of the dwelling rather than just the garage and would reinforce the Key Principle whilst maintaining densities.</p>	<p>Comments noted. The Council will seeks to amend figure 1 to illustrate all examples of acceptable parking solutions.</p>
	<p>The consultee recommends that the SPD does not slow down the delivery of sites, but leave opportunity for discussion relating to parking design and standards to be had between applicant and the Council on a site by site basis as required by Para 38 of the NPPF.</p>	<p>Comments noted. The Council believes there is sufficient flexibility in the SPD to ensure the delivery of sites does not slow down.</p>
	<p>The consultee has concerns that because there is no standardised format for EVCP, they may become obsolete. It would be more appropriate to let the end user purchase the EVCP. In some cases, parking solutions do not allow EVCP's where the wires would trail across another space. Suggests the wording 'where suitable' is added to Key Principle 3 and / or seek provision of a dedicated electric spur for future EVCPs.</p>	<p>Comments noted. Building Regulations are due to be updated in early 2021 which will require all new homes to provide electric charging points. The Council believes the SPD supports the direction of change.</p>
	<p>The consultee is concerned of the impact EVCP's will have on the local electricity network and the cost required to upgrade areas with little capacity. Recommends any impact these costs will have on housing supply should be mitigated through EVCP exemption so as not to affect the delivery of homes.</p>	<p>Comments noted. Western Power provides an online 'EV Capacity Map' which has assessed the available capacity at each site and have represented this as a generic level of EV Charging Capacity. It explains that for the lowest level ('some capacity available') management of charging may need to be considered but it is only expected to be a reactive solution in certain cases whilst Western Power create additional capacity. This map identifies that there are 459 sub stations in the District, and of these 388 have either 'capacity available' or 'extensive capacity available'. Only 15% have 'some capacity available'. Therefore it is considered that there is sufficient capacity in the network to accommodate charging points in new developments.</p>

		https://www.westernpower.co.uk/smarter-networks/electric-vehicles/ev-capacity-map
	The viability of achieving EVCP on each dwelling must be thoroughly tested through the Local Plan to accord with NPPF Paragraph 57 and supporting PPG. It is not for an SPD to develop new policy and must be removed from the document.	The Council believe that no viability testing needs is required as the SPD is Guidance and should EVCP's not be viable across the development, there is an alternative mechanism in place with no impact on viability (dummy charger).
024 / Persimmon Homes Nottingham	The consultee believes the SPD contains onerous requirements that developers will find difficult to meet whilst trying to deliver housing numbers for the District. In particular: <ol style="list-style-type: none"> 1. 3 parking spaces for 3 dwellings 2. Cycle and mobility scooter parking 3. Discouraging tandem parking 4. 4:1 parking ratio 	Housing developments should be both well designed and fit for purpose. Paragraph 124 of the NPPF states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Paragraph 127 outlines that developments should function well and add to the overall quality of the area. There is the need to strike an appropriate balance between good design and housing delivery. Good design should not be at the expense of that delivery. It is considered that the guidance and principles contained within the SPD provide that balance. Reflecting the contents of the Development Plan and its approach towards delivering objectively assessed housing need, maintaining a five year land supply and promoting high standards of design.
	The consultee believes the SPD lacks justification in certain areas. Why is tandem parking not supported and why is NUA subject to less onerous parking requirements than everywhere else.	Commented noted. All justification is contained in the Topic Paper or is supported by National Planning Policy. Tandem parking is not encouraged because it restricts the first car in the space as it is blocked in by the second car. Inconvenient parking arrangements are likely to increase the number of cars parked on the street. After reviewing the evidence again, the District will be divided into more categories in respect of parking standards however, NUA has different parking standards because it is more sustainable and has better access to public transport networks.
	The SPD lacks flexibility.	Comment noted. However the Council believe there is sufficient flexibility in the SPD to deal with sites on a case by case basis if appropriate if issues are identified.

	4:1 Ratio is problematic for developers and creates an array of problems for design of development and is unrealistic. Developers will struggle to achieve a suitable density and therefore impact upon housing numbers.	Comments noted. The Council believes it is important that parking spaces do not dominate the street scene and the SPD seeks to encourage a better balance of parking solutions.
	The SPD states that soft landscaping should be taller than cars which will create visibility issues when reversing / driving on and off driveways. Soft landscaping is already practice by many developers to enhance street scene and screen frontage parking and can be done without 4:1 rule.	Comments noted. This recommendation has been removed.
	The EVCP requirements should be changed from requiring a 32amp socket to a 13 amp socket to reduce impact on electricity network. An external fuse spare is more than sufficient and provides users with flexibility to use all kinds of chargers (with an adaptor).	Building Regulations is due to be updated in early 2021 which will require all new builds to accommodate an electric charging point therefore the Council consider their Guidance to be appropriate.
025 / Southwell Town Council	The consultee is delighted to see a requirement for EV charging and cycle parking.	The comments are noted and welcomed.
	The consultee believes there is a need to find a way of creating dedicated cycle ways (particularly on school routes).	The comments are noted but cycleways are outside the scope of the SPD.
026 / Coddington Parish Council	The consultee has queried the apparent lack of future provision of electric charging points for terrace housing where there is no vehicular access.	Comments noted. This is outside the scope of the SPD as it only focuses on new residential development rather than existing housing.
027 / Balderton Parish Council	The consultee has requested that any future residential development should have slightly wider roads to accommodate the on-road parking that will almost certainly occur, which would allow for emergency vehicles in particular to pass freely and safely.	Comments noted. The width of the carriageway is outside the scope of the SPD.
028 / Globe Consultants	The guide is called 'Residential Cycle and Car Parking Standards and Design Guide' and it begins in the	Comments noted. The Council agree that this has occurred in error and has been corrected.

	<p>Executive Summary with reference to car parking before cycle parking. (However, this is different in the main text). In order to promote the importance of active and sustainable travel the document should consistently cover cycle parking first and car parking as a secondary consideration.</p> <p>Globe welcomes the addition of EV charging points to new residential development but in practical terms it is hard to provide charging points for apartments unless the provision is 1 parking space and 1 charging point per apartment. In some cases the provision of car parking could be a communal provision especially if active and sustainable travel modes are being promoted in a town centre location. It also might be that visitors to the apartments wish to access an EV charging point. How would the EV charging point be located in these circumstances?</p>	<p>The SPD is written as such to anticipate the situation where apartments do not provide one space per dwelling and will recommend one charging point per space. A software based management system can be procured that bills drivers directly for the charging they consume. Tariffs can be set by a responsible party (i.e. management company or resident board member) with flexibility to change pricing to include a small fee for maintenance.</p>
<p>029 / SGA LLP</p>	<p>There is a danger that cars will over dominate the street scene.</p> <p>If the SPD is to be used as a design guide, all needs to be looked at in much more detail to ensure that feasibility of housing provision is not jeopardised.</p>	<p>Comments noted. The Council believe the proposed parking standards and supporting design guidance will prevent such from occurring.</p> <p>The SPD is based on the design principles of Building for a Healthy Life which is a recognised urban design standard, and one endorsed by the National Design Guide as a key reference, which seeks to create places that are better for people by making more attractive places with well-designed streets and well-integrated car parking. Housing developments should be both well designed and fit for purpose. Paragraph 124 of the NPPF states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Paragraph 127 outlines that developments should function well and add to the overall quality of the area. There is the need to strike an appropriate balance between good design and housing delivery. Good design should not be at the expense of that delivery. It is considered that</p>

		the guidance and principles contained within the SPD provide that balance.
030 / Barton Willmore c/o Urban & Civic	Key Principle 2 should be amended to ensure soft landscaping, including tree planting where appropriate, compliments the street scene and takes account of highway safety.	Comments noted. Reference to tree planting has been amended to include reference to 'where appropriate'.
	Key Principle 3 should be amended to require all homes to be provided with passive provision for electric vehicles.	Comments noted. Key Principle 3 has been amended to reflect the most up to date advice from electric charging point providers.
	Key Principle 3 sets out that residential developments that do not provide one space per dwelling or provide unallocated parking spaces must accord with the minimum specification. The consultee believes the Council should consider a mixture of active EV points (i.e 1 in 10 spaces) and passive infrastructure for the remaining spaces.	Comments noted. The encouragement of EVCP's is consistent with the requirements of National Policy in Paragraph 105 and 110 of the NPPF. Changes to Building Regulations requiring electric charging points are anticipated early in 2021 and in light of this we think the Guidance is appropriate.

Appendix 4a: Compliance with Town and Country Planning (Local Planning) (England) Regulations 2012

Regulation 5 must be read in light of Regulation 2 which defines a ‘Local Plan’ as “any document of the description referred to in regulation 5 (1) (a) (i), (ii) or (iv) or 5 (2) (a) or (b)”. Regulation defines a “supplementary planning document” as “any document of a description referred to in regulation 5 (except an adopted policies map or a statement of community involvement) which is not a local plan”. The SPD falls within Regulation 5 (1) (a) (iii) since the SPD seeks to expand on the broad design principles contained in the DPD documents.

<p>Regulation 5 (1) (a) (i) - the development and use of land which the local planning authority wish to encourage during any specified period.</p>	<p>The SPD does not encourage the development and use of land because all land concerned with the SPD is residential (and in some cases a mixed use). The use of the land which the local planning authority wish to encourage is residential development, so the SPD is not contrary to this criterion of the Regulations. Policies related to housing are contained within the Amended Core Strategy (2019) and the Allocations and Development Management DPD (2013).</p>
<p>Regulation 5 (1) (a) (ii) - the allocation of sites for a particular type of development or use.</p>	<p>The SPD does not allocate any land for any purpose including residential development so it follows that Regulation 5(1)(a)(ii) does not apply.</p>
<p>Regulation 5 (1) (a) (iv) - development management and site allocation policies, which are intended to guide the determination of applications for planning permission</p>	<p>Any planning policy document (whether a DPD or SPD) is designed to guide the determination of applications for planning permission; if it did not do this, it would serve no purpose. It is therefore important to read Regulation 5 (1)(a)(iv) alongside (iii), which indicates that a document will be an SPD where it is setting out particular objectives, i.e. details, so as to achieve a broader development goal contained in the parent policies. The SPD is purely guidance which sets out particular objectives as to how to achieve “appropriate and effective parking provision” and by ensuring that “vehicular traffic generated does not create new, or exacerbate existing on street parking problem” as outlined in SP7. The SPD alone will not guide or regulate applications for planning permission.</p>
<p>Regulation 5 (2) (a) - any document which— (i) relates only to part of the area of the local planning authority (ii) identifies that an area as an area of significant change or special conservation, and (iii) contains the local planning authority's policies in relation to the area;</p>	<p>The SPD does not meet any of the criteria within Regulation 5 (2) (a) so it does not apply.</p>
<p>Regulation 5 (2) (b) - any other document which includes a site allocation policy.</p>	<p>There are no site allocation policies within the document so it does not apply.</p>

Appendix 4b: Compliance with Paragraph 105 of the NPPF

<p>A) The accessibility of the development</p>	<p>The recommended parking standards reflect the accessibility of the development with lower standards applying in those parts of the District where greater opportunity exists for travel on foot, by bicycle and by public transport. Reflecting different accessibility levels, the District is split into xx areas for the purpose of applying the recommended parking standards:</p> <p>Area 1: Newark Town Centre Area 2: Inner Newark Area 3: Newark Urban Area (NUA) Area 4: Service Centres Area 5: Rest of the District</p> <p>The location of the development will define the recommended parking standards.</p>
<p>B) The type, mix and use of development</p>	<p>The standards provide flexibility for different types, mixes and use of development (such as mixed use developments, redevelopment and reuse of historic buildings and change of use proposals) where such standards may not be achievable.</p>
<p>C) The availability of and opportunities for public transport</p>	<p>The requirement for residential development to provide car parking is relaxed in the Town Centre (and in some other circumstances), where accessibility levels are high due to the availability of public transport and the need to own a car is therefore reduced. Beyond these locations, particularly Newark have ‘good’ public transport connectivity, car ownership levels and projections are such that the application of the proposed standards are appropriate. Implementation of the Guidance will be closely monitored and where public transport usage increases and / or car ownership levels drop this will trigger a review.</p>
<p>Car ownership levels</p>	<p>Current and expected car ownership levels are outlined in the supporting Topic Paper.</p>
<p>The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.</p>	<p>The SPD encourages the provision of EVCP’ to support this policy objective.</p>

Appendix 5

Main Issues Raised by Final Public Consultation and LPA Response

Each of the questions are set out below. Responses are summarised and the Council has responded to each comment directly in the table below. The consultation responses summary does not include the personal details of private individuals.

Question 1: Do you have any comments on the changes made to the Draft SPD?

Respondent ID / Organisation	Summary of Comment	Response / Action
002 – NSDC Conservation	We are supportive of the principle of providing consistent design advice and improving the design of residential parking and bike storage.	The support for the principle of providing consistent design advice and improving the design of residential parking and bike storage is welcomed.
	<p>Many heritage assets in the district are residential or have part-residential use (e.g. flats in upper floors). Consequently, a recommended standard for the provision of cycle storage, car parking availability and the design of parking layouts may negatively impact the setting and significance of many designated and non-designated heritage assets in the district as it may distract from their architectural or historic value.</p> <p>The ‘Residential Cycle and Car Parking Standards & Design Guide’ SPD has been amended to include some flexibility in the policy wording to ensure the setting of any heritage assets is not compromised by the application of a strict criteria. This will be important to ensuring that the local authority can best conserve the setting and significance of the district’s heritage assets when determining applications, in accordance with Section 16 of the <i>National Planning Policy Framework (NPPF)</i>. We, therefore, have no objections to the additional wording in Key Principle 1 and 2 of the document.</p>	The support for the amendments to the SPD are welcomed.
004 – Severn Trent Water	Severn Trent have no major concerns regarding the approach outline within the Residential cycle and car parking standards & design guide SPD. We appreciate the additional reference to permeable surfacing that has been included in Key Principle 2 to address concerns raised in our previous response.	Comments are noted and welcomed.

Respondent ID / Organisation	Summary of Comment	Response / Action
007 – Resident of Sutton on Trent	It would be desirable if all vehicles could be parked both off road and also pavement in both urban and rural areas so that they do not impede public transport vehicles, emergency vehicles, and delivery vehicles.	Comments are noted. It is agreed that it is desirable for all vehicles to be parked both off road and off pavement however it is acknowledged that this will not always be achievable. The SPD is a mechanism to encourage future residents to utilise parking in the best possible way but cannot ensure no road parking occurs.
	I am still of the opinion that all 1 bedroom accommodation should have two parking spaces which will allow for the resident's car and also those of a family member who may be calling on the resident and also for a care worker's car as and if necessary.	As noted in the Council's response to initial consultation comment, the SPD will seek 1 space for a 1 bed dwelling but will encourage visitor parking to be provided within close proximity to smaller dwellings. We do not consider dedicated provision beyond that to be appropriate as it will potentially lead to car parking dominating the streetscene.
	EVCP's should be placed so that they are available to all.	All charging points will be constructed in line with Building Regulations. Ensuring EVCP's are placed so that they are available to all is outside the scope of the SPD.
012 – Town-Planning.co.uk	Paragraph 2.14 refers to a local transport note; these do not form national planning policy or guidance and are not referred to by the NPPF or Planning Practice Guidance. These local transport notes provide advice to local highway authorities. As such this paragraph 2.14 should be deleted as it incorrectly suggests that this is national planning policy, which it is not.	LTN 1/20 has been prepared by Department for Transport and 'provides guidance to Local Authorities on delivering high quality, cycle infrastructure'. It is a document which provides national guidance and is of importance to the SPD and therefore no changes are required to the aforementioned SPD.
	Table 1 still includes reference to non-residential development, the words on the advice of the highway authority does not overcome the fact that this SPD deals with residential parking standards. Therefore, no reference to non-residential development should be covered anywhere in the SPD.	Comments noted. It is an important tie for the reader that brings both documents together referencing the fact that while the SPD only deals with residential development, there are in fact also standards for non-residential development contained in a separate document. The Highway's Design Guide has now been adopted by the County Council and therefore has been subject to consultation and subsequent adoption, therefore can refer to document.
	The cycle parking requirements have been amended to become recommendations rather than mandatory. However, they should still be differentiated between the largest settlements i.e. Newark, Ollerton /	The level of encouraged cycle parking is aimed at encouraging ownership and use of cycles, both recreationally and for commuting purpose. There should be opportunity for cycle

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>Boughton. Southwell & Edwinstowe and elsewhere. The opportunity to use cycles as a primary means of day to day transport is greatest in these large settlements where services / facilities can be accessed in a 2 mile radius. Elsewhere cycle usage remains primarily a form of recreational transport.</p> <p>As a minor point however the text in table 2 states that applicants should explain this in the Design and Access Statement. A DAS is not required for non-major development outside designated areas, the text should just therefore say 'applicants are encouraged to explain their approach in the planning application submission'.</p> <p>References in Key Principle 2 to '(or relevant measurements at the time of submission as advised by the Highway's Authority)' should be deleted. An SPD must provide certainty for those who use it and cannot be dependent upon future changes that may or may not occur undertaken by a third party. The SPD sets the recommended standards of the LPA, not the Highway's Authority.</p>	<p>storage for both those commuting on cycles and those who cycle recreationally. It is reasonable to assume that most households who cycle, particularly families, will own one bike per family member. The guidance allows some flexibility in the number of cycle parking spaces in certain situations (i.e. site specific constraints such as change of use proposals).</p> <p>Noted and updated where relevant.</p> <p>Comments noted and reference removed.</p>
015 – Historic England	Historic England welcomes the revisions made to the draft SPD in relation to the historic environment including additions to Table 2, the inclusion of Core Policy 9: Sustainable Design and Policy DM5: Design text which adds context and clarity to the document, the addition of Paragraph 4.6, and revisions to Key Principle 2- Design, location and layout of car parking spaces.	Comments are noted and welcomed.
16 – Persimmon Homes East Midlands	<p>We do however object to the requirements of Key Principle 2 which sets out that for integral garages to count as a car parking space they should have internal dimensions of 6m x 3.3m. Our concern with this requirement is that the 3.3m width is excessive and the SPD fails to demonstrate why this is required.</p> <p>When parking in a garage it would normally only be the driver who would need to exit the car, with other passengers having already exited the car on the driveway. On the basis that a typical car has a width of between</p>	<p>The garage internal dimensions are consistent with the requirements outlined in the County Council's Highway Design Guide. NSDC have included an additional 0.3m to reflect the cycle parking standard requirements and need for adequate storage in addition to car parking requirements.</p> <p>The car shown in the house type plan provided by the consultee has dimensions smaller than a Volkswagen Golf and this is clearly not a family car. The SPD is borne out of poorly</p>

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>1.8m to 1.9m this would allow for up to 1 metre for the driver to be able to easily exit the car (shows Burnham house type). Any further space required for storage could be provided through other external storage solutions.</p> <p>The currently adopted Nottinghamshire County Council Highway Design Guide states that to count as a car parking space garages should have internal dimensions of 6 metres by 3 metres. This approach to car parking is taken by a number of local authorities in the locality including Bassetlaw District Council, Bolsover District Council, Chesterfield Borough Council, North East Derbyshire District Council, Peterborough City Council and Fenland District Council. Some local authorities adopt even smaller size requirements for a garage including South Holland District Council and Boston Borough Council where the required dimensions are 2.6m x 5.6m. This current draft SPD fails to demonstrate why larger garage spaces are required in Newark and Sherwood District Council in comparison to other local authorities.</p> <p>Persimmon Homes are of the view that the internal space standards for a car parking space provided within an integral unit should be 3m x 6m. This provides for more than sufficient space to park a car and accords with the currently adopted Nottinghamshire County Council Highway Design Guide and adopted policies of other nearby local Authorities.</p>	<p>designed schemes that discourage use of garages for their intended purpose of parking due to being inadequately sized (either because the car is wider than the garage door or the garage is needed for storage). It is also noted that the housetype plan provided does not demonstrate that cycle storage could be accommodated in the garage.</p> <p>It is essential that all homes, especially family homes, are fit for purpose. It should not be assumed that only the driver needs to exit the car from the garage. For instance, a single parent or one parent who has taken their children out in the car alone, is not going to want to use their garage if doing so means they need to leave the children on the driveway outside unsupervised.</p> <p>Developers can provide smaller garages if they so wish, but they will not be counted as parking spaces.</p>
<p>24 – Persimmon Homes Nottingham</p>	<p>I note the change in wording in the document to reinforce its purpose to provide guidance and recommendations for developers, rather than the contents of the SPD being a strict requirement in development proposals. Whilst I appreciate this effort, the SPD as amended is still prescriptive upon the number of parking spaces, the type/style of parking and its arrangement, which performs a Development Management Policy role and falls within the scope of Regulation 5(1)(a)(i),(ii) and (iv) of the Town</p>	<p>The SPD is not contrary to the regulations as outlined in Appendix x of the Initial Response to consultation comments.</p>

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>and Country Planning (Local Planning) (England) Regulations 2012, as highlighted in my previous consultation response.</p> <p>Persimmon Homes objects to the requirement for garages in Key Principle 2 which states that for garages to count as a parking space they must be 3.3m x 6m. 3.3m wide is excessive and the SPD does not justify the width required. Normally, only the driver needs to exit the car from the garage as passengers have already exited the car on the driveway. Based on a typical car width (1.8-1.9m), a further 1m is required to allow for a driver to exit the car. The recently adopted Nottinghamshire Highway Design Guide states that 3m x 6m is sufficient for garages and this is the approach taken by many authorities; therefore Persimmon are of the strong opinion that a 3m x 6m integral garage is sufficient for car parking.</p>	<p>The garage internal dimensions are consistent with the requirements outlined in the County Council's Highway Design Guide. NSDC have included an additional 0.3m to reflect the cycle parking standard requirements and need for adequate storage in addition to car parking requirements.</p> <p>The SPD is borne out of poorly designed schemes that discourage use of garages for their intended purpose of parking due to being inadequately sized (either because the car is wider than the garage door or the garage is needed for storage). It is also noted that the house type plan provided does not demonstrate that cycle storage could be accommodated in the garage.</p> <p>It is essential that all homes, especially family homes, are fit for purpose. It should not be assumed that only the driver needs to exit the car from the garage. For instance, a single parent or one parent who has taken their children out in the car alone, is not going to want to use their garage if doing so means they need to leave the children on the driveway outside unsupervised.</p> <p>Developers can provide smaller garages if they so wish, but they will not be counted as parking spaces.</p>
	<p>The SPD states that the use of garages will only be acceptable where it can be demonstrated that both cycles and cars can be stored simultaneously (page 18). This is a loaded statement to make, in assuming that all residents own a bike and store it in the garage.</p>	<p>The Council are not suggesting that all garages need to accommodate cycle parking. The SPD is suggesting that such parking should be provided, but does not stipulate where. This is consistent with Spatial Policy 7 of the Amended Core Strategy.</p>

Respondent ID / Organisation	Summary of Comment	Response / Action
	<p>I note that the SPD still states that a maximum of four bays (as four parking spaces) are to be permitted in a line before a minimum break equal in size (length and width) of one parking space should be provided for soft landscaping, and frontage parking which faces each other across the street will be discouraged. As per my previous consultation response, this provides significant obstacles in achieving a certain level of density of developments (contrary to NPPF paragraph 122), the number of plots that can be built, the overall scheme viability, and the size and number of sites that need to be allocated to achieve a 5 Year Housing Land Supply. It will indirectly penalise smaller, 2 bedroom dwellings plotted as terraces, which will reduce the number of starter homes available and overall housing choice. I note that elsewhere in the document, the words 'recommended' and 'encouraged' are used but with regards to this particular point, this language is not present.</p>	<p>It is also noted NCC's 2021 Highway's Design Guide (adopted) now requires 1 cycle storage space per bedroom.</p> <p>As outlined in our previous response to the initial consultation, housing developments should be both well designed and fit for purpose. Paragraph 124 of the NPPF states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Paragraph 127 outlines that developments should function well and add to the overall quality of the area. There is a need to strike an appropriate balance between good design and housing delivery. The reason this SPD has been prepared is because this balance has not yet been achieved. Good design should not be at the expense of that delivery. It is considered that the guidance and the principles contained within the SPD provide that balance. Reflecting the contents of the Development Plan and its approach towards delivering objectively assessed housing need, maintaining a five year housing land supply and promoting high standards of design.</p>
	<p>There have been no changes made to tandem parking (figure 2, page 29) which lacks logic. The document approves tandem parking in front of a double garage, but deems tandem parking on its own or in front of a single garage unacceptable. This is completely contradictory and also lacks justification. Tandem parking is a useful solution to deliver sufficient parking spaces whilst not dominating the street scene, which is the whole aim of the 4:1 parking ratio in the SPD.</p>	<p>Figure 3 in the SPD highlights that tandem parking in front of a double garage is only acceptable where the garage is not counted as a parking space(s) (denoted by a '+' which explains that there is additional parking or storage space in the garage but this is not counted as a space). Double width tandem parking allows for greater flexibility for occupants as less cars are effectively 'trapped' behind the front car.</p>
<p>16 – Coddington Parish Council</p>	<p>The changes don't go far enough. The wording should be more positive and less optional.</p>	<p>Comments noted. The Planning Regulations do not allow us to be less optional as the SPD only provides guidance.</p>
	<p>There is still insufficient provision for domestic vehicle charging points.</p>	<p>Comments noted.</p>
<p>30 – Barton Willmore c/o Urban & Civic</p>	<p>See comments below to Question 2.</p>	<p>Comments noted.</p>

Respondent ID / Organisation	Summary of Comment	Response / Action
032 – Sport England	We would wish at this stage to add our support to the measure contained in policy and the SPD with regard to active travel, cycle parking and would take this opportunity to reiterate our guidance on active design.	Comments noted and welcomed.
	Sport England, in conjunction with Public Health England, has produced 'Active Design' (October 2015), a guide to planning new developments that create the right environment to help people get more active, more often in the interests of health and wellbeing. The guidance sets out ten key principles for ensuring new developments incorporate opportunities for people to take part in sport and physical activity. The Active Design principles are aimed at contributing towards the Government's desire for the planning system to promote healthy communities through good urban design. Sport England would commend the use of the guidance in the master planning process for new residential developments.	Comments noted and supported.

Question 2: Do you have any additional comments?

Respondent ID / Organisation	Summary of Comment	Response / Action
007 / Alan Waddington	There are still problems in existing streets in Central Newark where the flow of traffic is impeded by parked vehicles e.g. Sleaford Road, Beacon Hill Road, Barnby Road, Sherwood Avenue. Why cannot part of the 'green area' in front of the flats be used for residents parking? If there are 'town residents' in flats/apartments over shops etc. and they need a vehicle for work where will they be able to park?	Commented noted. This is outside the scope of the SPD.
012 / TOWN-PLANNING.co.uk	The comments we made previously about the impact on viability from the individual and cumulative impact of the requirements including for electric vehicle charging; the size of car parking spaces; the desire for different types of parking layouts; and garage sizes still remain valid.	As previously outlined by the Council, we believe there is no viability testing needed is required as the SPD is Guidance. We would not expect all elements of the SPD to be satisfied in every case and the implications from the design guidance represents good urban design principles taken for the most part from Building for a Healthy Life, a recognised standard. It is incumbent on applicants to demonstrate high standards of design and layout in order to satisfy DM5, SP7 as well as Paragraphs 110 and 124 of the NPPF. Notwithstanding this is now a requirement in the County Council's Highway Design Guide. It is advised that applicants factor in the need to meet these high standards from the outset.
	It is noted that in response to the question regarding legal validity of the SPD by other parties the LPA has states in Appendix 1 of the response to consultation that: "The SPD alone will not guide or regulate applications for planning permission." As such the LPA has committed itself to the SPD not being a development management policy tool. Therefore, it will be inappropriate for the SPD to be relied upon as a reason for refusal or indeed as a reason for imposing any condition. The LPA has got itself into an unfortunate position in now trying to justify its actions. SPDs should build upon and provide more detailed advice or guidance on policies in an adopted Local Plan. As they do not	The Council is not justifying the legality of the SPD but responding directly to consultation responses which challenge the legality of the SPD. The Council is providing guidance to developers on a key and prevalent issue, the purpose of which is to support existing planning policies in the Development Plan. The Council has taken on board the concerns about the language of the SPD and has clearly responded to concerns about issues of legality.

	<p>form part of the development plan, they cannot introduce new planning policy into the development plan and introduce new financial burdens. As we indicated previously, this SPD should either form part of the Site Allocations DPD review or be produced alongside it to allow viability to be properly assessed. If the LPA proposes to refer the SPD in Policy DM5 of the ongoing DPD Review then the entire content of the SPD will be reopened for debate by default in any event. Consequently, the LPA will not be disadvantaged by waiting to finalise the SPD alongside the DPD review.</p>	
<p>026 / Coddington Parish Council</p>	<p>Key Principle 1: the phrase ‘encouraged to’ should be replaced by the word ‘should’.</p>	<p>Comments noted. However, the SPD remains as guidance and not policy so the wording cannot prescribe.</p>
	<p>Cycle storage should be made available even within historic / change of use constraints</p>	<p>Comments noted. However, not all historic or change of use proposals will have the curtilage available to provide cycle storage and so there should be flexibility allowing for this in the SPD.</p>
	<p>Key Principle 2: Visitor parking and overflow parking – there should be an expectation that all houses and apartments have access to off-street parking.</p>	<p>The SPD seeks to encourage off street parking wherever possible.</p>
	<p>Key Principle 3: Electric Vehicle Charging Infrastructure – new residential developments should provide access to an electric charging point. If a dedicated bay cannot be provided, the development should fail.</p>	<p>The SPD is guidance and cannot be used in its own right to refuse planning permission. Building Regulations are due to be introduced shortly which will require all homes to have an electric charging point. It is also now a requirement in the adopted County Council Highway Design Guide (2021).</p>
	<p>Core Policy 9 Sustainable Design. Policy DM5 Design:</p> <ol style="list-style-type: none"> 1. Access – omit the phrase ‘where practical’ 2. 2. Parking – insert ‘there should be no development that results in the loss of parking provision’ 3. 3. Amenity – insert ‘there should be no loss of amenity space’ 	<p>Comments noted, but policies within the development plan cannot be updated through the SPD consultation process.</p>

	<p>4. 5. Trees, Woodland and Biodiversity – omit ‘wherever possible’</p> <p>5. 7. Ecology – omit ‘as a last resort’, insert ‘significant impacts should be avoided’</p> <p>6. 9. Flood Risk and Water Management – omit ‘will aim’</p>	
<p>030 / Barton Willmore c/o Urban & Civic</p>	<p>Key Principle 1 – Welcomes the addition of the parking standard zone maps and that Map 2 confirms the built area of Newark South as within Newark Urban Area (NUA). We do not object to the standards for the NUA and welcome flexibility for the recommended parking standards to be reduced in certain circumstances where justification is provided.</p>	<p>Comments noted and welcomed.</p>
	<p>Key Principle 2 – As set out in our representations to the First Draft SPD, we consider that parking should not dominate the street scene, and soft landscaping assists with this. We welcome the amendment to Bullet Point 4 of Key Principle 2, which removes the requirement for soft landscaping to be taller than cars and supports provision of trees where appropriate (rather than requires tree planting regardless of the street scene or highway safety).</p> <p>However, this amendment does not appear to be reflected in Figure 4 (The 4:1 Rule for Frontage Parking), which continues to require soft landscaping to be taller than cars and requires the provision of trees.</p>	<p>Comments noted. This has been amended, it remained in error and should have been updated.</p>
	<p>Key Principle 3 – We welcome the Council’s response to our previous comments on Key Principle 3, in that it is now less prescriptive and, consequently, better able to adapt to evolving technologies. Notwithstanding this, and whilst supporting the principle of Electric Vehicle (EV) charging</p>	<p>Comments noted. Building Regulations are due to be updated which will require all dwellings to be provided with one charging unit. It is also noted that it is now a requirement in the recently adopted Nottinghamshire County Council Highway Design Guide (2021). Therefore we do not consider the recommendations of the SPD to be inappropriate.</p>

	<p>infrastructure, we continue to have some concerns over Key Principle 3 in the Final Draft SPD.</p> <p>We consider Key Principle 3 should be more supportive of the installation of ‘dummy’ chargers (with installation of the charging point at a later date). As set out in our representations to the First Draft SPD, we do not consider that providing every dwelling with a charge point, regardless of whether or not its owner/ occupier drives an EV, to be the best approach, as this results in provision of many redundant charge points. We consider the approach of a ‘dummy’ charger should be extended to all dwellings and, as set out in our earlier representations, Travel Plans used to support homeowners/ occupiers to install a charge point when they are ready to buy an EV vehicle.</p>	
	<p>The above approach would enable provision in line with market growth, and we maintain that this should also apply to the final part of Key Principle 3, which sets out that where residential developments do not provide one space per dwelling or provide unallocated parking spaces it is still expected that each parking space meets the minimum specification. As set out in our representations to the First Draft SPD, it will be a phased move to EV and, as such, we consider a mixture of active EV charging points, for example 1 in 10 spaces, with passive infrastructure for the remaining spaces to enable further provision in the future if necessary to be more appropriate.</p>	<p>Comments noted. See above.</p>
<p>33 / Resident in NSDC</p>	<p>Since much of the document was produced, we have seen the introduction of electric scooters. These are currently illegal on all but private land, but they are beginning to proliferate on cycling paths, pavements and roads. Can you therefore please ensure that there is no signage encouraging</p>	<p>Commented noted and understood. However this is outside the scope of the SPD.</p>

	such use (as has recently appeared in Southwell`), whilst use of these remains subject to government consultation.	
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NEWARK & SHERWOOD LOCAL DEVELOPMENT FRAMEWORK

RESIDENTIAL CYCLE AND CAR PARKING STANDARDS & DESIGN GUIDE

SUPPLEMENTARY PLANNING DOCUMENT

June 2021

Document Passport

Title: Newark and Sherwood Residential Cycle and Car Parking Standards & Design Guide Supplementary Planning Document

Status: Adopted Supplementary Planning Document

Summary: This Supplementary Planning Document ('SPD') sets out the District's recommended approach in relation to parking standards and design of parking provision for new residential development. As an SPD this document provides further guidance on policies within the District Council's Amended Core Strategy and Allocations and Development Management DPD but does not develop new ones. This document is part of the Council's Local Development Framework and will be a material consideration in the determination of planning applications.

Date of Adoption: xx xx xx

Adopted by: Economic Development Committee

Consultation Summary: The District Council has consulted Elected Members, local residents, landowners, developers, Town and Parish Councils, registered housing providers and other interested parties for a period of 8 weeks from 17th September 2020 to 11th November 2020. Following consideration of representations received, the Council revised the document and produced an amended document. Due to the nature of the changes it was felt necessary to reconsult which took place from 18th January 2021 to 10th March 2021. The final version of the document was submitted to the Council's Economic Development Committee on the 16th June 2021 for adoption.

Availability of Document: Copies of this document, the accompanying Screening Report for the Strategic Environment Assessment and Integrated Impact Assessment and supporting Topic Paper and Consultation Statement are on the Council's website: <https://www.newark-sherwooddc.gov.uk/spd/>. In addition, paper copies are available on request.

If you have any questions please contact the Council's Development or Planning Policy Business Units on 01636 650000 or planningpolicy@nsdc.info

Agenda Page 74
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Executive Summary

0.1 The SPD seeks to encourage the provision of well-designed residential development by setting out clear recommendations and guidance with regards to residential parking when designing new developments. These recommendations are summarised below.

Key Principle 1– Cycle and Car Parking Standards
 Developers will be encouraged to provide as a minimum the required amount of cycle and car parking as set out in Table 1 and 2 below for all new residential development.

Table 1: Recommended Cycle Parking Standards (applies to all tenures)	
	Cycle Parking
1 bedroom dwellings	Min. 1 space per dwelling
2 & 3 bedroom dwellings	Min. 2 spaces per dwelling
4 + bedroom dwellings	Min. 3 spaces per dwelling
Additional Requirements / Notes	
<p>Every residential development is encouraged to provide secure and undercover long term (or overnight) cycle parking and should provide cycle parking in accordance with the recommended standards above. The figures provided in the table above should be viewed as the encouraged standards as the starting point.</p> <p>Provision of cycle parking in Town Centre locations will be encouraged to be in line with the table above. If cycle parking is not to be provided in town centre locations (for example due to site-specific constraints relating to the reuse of historic buildings or change of use proposals), it is recommended that an explanation as to why is included in the supporting Design and Access Statement or other supporting application documents.</p> <p>The use of garages for cycle parking will only be acceptable where it can be demonstrated both cycles and cars can be stored simultaneously (in line with the recommendations in Chapter 7).</p> <p>In the case of flats and other multi-occupancy buildings, it is expected that each residential unit to have its own secure cycle storage area to offer maximum security for residents’ bicycles and their cycling equipment. It is however recognised that this might not always be possible (for example the reuse of historic buildings or change of use proposals).</p> <p>For mixed-use development, the starting point will be to achieve the respective levels of parking standards; Table 1 for residential element and Nottinghamshire County Council’s Highway Design Guide for the non-residential element.</p> <p>For non-residential development, the appropriate level of parking provision will be determined by Nottinghamshire County Council’s Highway Design Guide.</p>	

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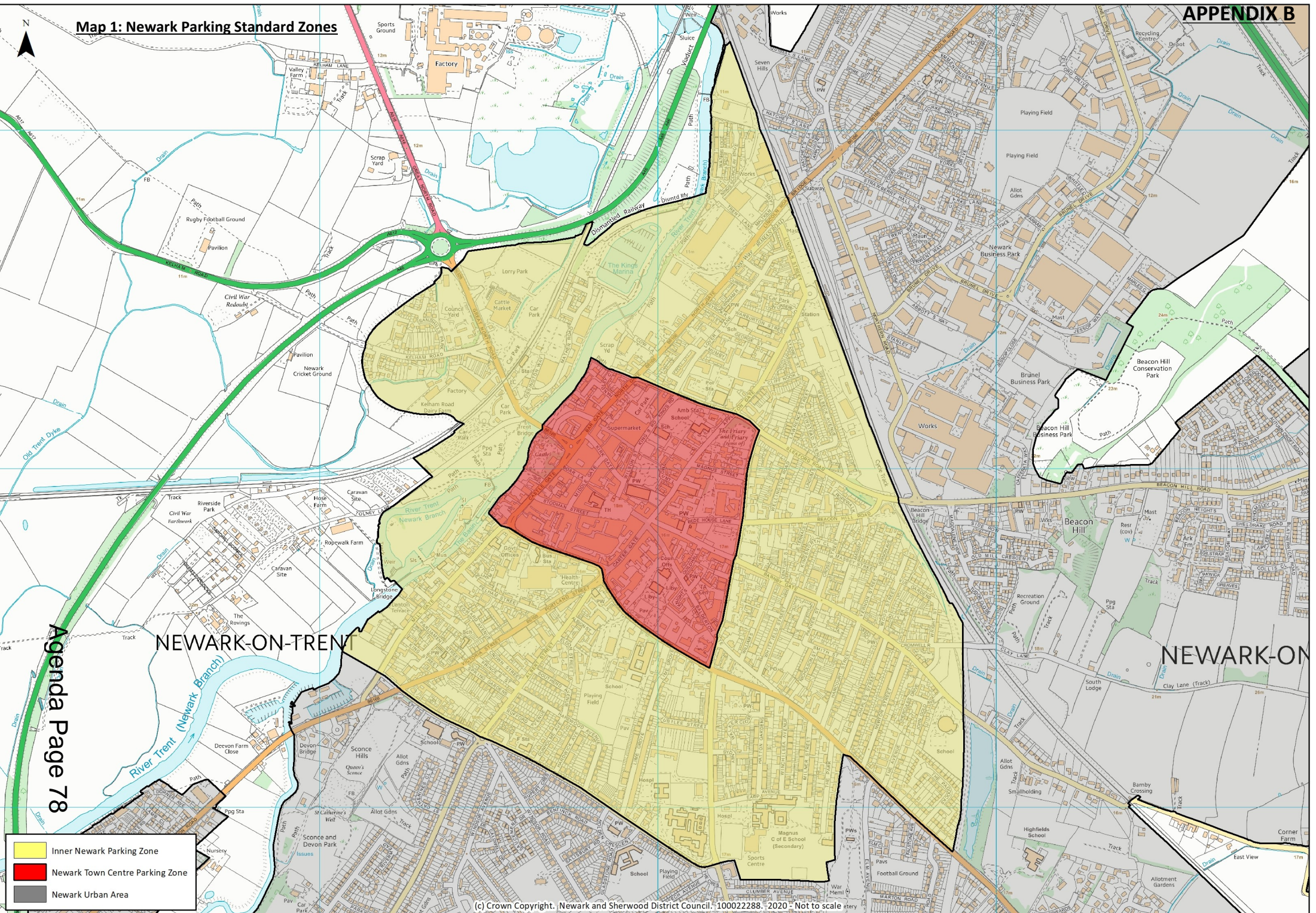
Table 2: Recommended Minimum Car Parking Standards (applies to all tenures)

	Newark Town Centre*	Inner Newark*	Rest of Newark Urban Area (NUA)*	Service Centres (Clipstone, Ollerton & Boughton and Rainworth)	Rest of the District (incl. Southwell and Edwinstowe)
1 bedroom dwellings	Newark Town Centre (as defined in the on Map 1 for the purposes of the SPD) has a range of parking facilities and good public transport connections therefore the Council would not normally expect residential car parking spaces to be provided as part of proposals on town centre sites.	1 space per dwelling	1 space per dwelling	1 space per dwelling	1 space per dwelling
2 bedroom dwellings		1 space per dwelling	2 spaces per dwelling	2 spaces per dwelling	2 spaces per dwelling
3 bedroom dwellings		2 spaces per dwelling	2 spaces per dwelling	2 spaces per dwelling	3 spaces per dwelling
4 + bedroom dwellings		2 spaces per dwelling	3 spaces per dwelling	3 spaces per dwelling	3 spaces per dwelling
Visitor / overflow Parking	Visitor / overflow parking will be encouraged where the site cannot deliver the recommended minimum space standards outlined above. On schemes of 10 or more dwellings, visitor parking will be encouraged near smaller dwellings. On schemes of less than 10 dwellings, visitor parking will be encouraged where possible and appropriate. The appropriate quantum will be determined on a case by case basis.				
Retirement / sheltered / extra care housing	To be determined on a case by case basis demonstrated by a Transport Assessment, Transport Statement or Travel Plan as appropriate. Survey data of comparable sites and explanation of anticipated car levels relating to the particular care model being proposed will be encouraged. Ambulance and mini-bus siting should also be considered as well as parking for mobility scooters.				
<p>Additional Requirements / Notes</p> <p>To accord with Spatial Policy 7 (bullet 5) of the Amended Core Strategy and to implement Paragraph 110 of the Framework, the District Council will seek to encourage the minimum car parking standards as outlined in the table above for new residential development. These figures should be viewed as the recommended minimum standards as the starting point. This includes Houses in Multiple Occupation that require planning permission.</p> <p>A garage (integral and detached), car ports and cart sheds will be counted towards parking space provision if it complies with the design requirements set out in Chapter 4. Where bungalows are proposed, consideration should be given to the secure storage of mobility scooters.</p> <p>In some circumstances, where appropriate, such as the redevelopment and reuse of historic buildings or change of use proposals in sustainable locations or with site specific constraints, the District Council will consider car parking provision below the recommended standards set out above. Applicants are encouraged to explain their approach in the supporting Design and Access Statement or other supporting documents submitted with the planning application.</p> <p>For non-residential development, the appropriate level of parking provision will be determined by the Nottinghamshire County Council’s Highway Design Guide. For mixed-use development, the starting point will be to achieve the respective levels of parking standards; Table 2 for the residential element and the Nottinghamshire County Council’s Highway Design Guide for the non-residential element.</p> <p>To accord with Spatial Policy 7 (bullet 6), where development is proposed in areas where an existing deficiency is identified and it is likely to exacerbate these at the expense of highway safety, the Council will seek to secure sufficient off-street parking to provide for the needs of the development. Where proposals involve loss of off-street parking they should be accompanied by an assessment and justification of the impact. Development resulting in the loss of car parking provision will also require justification.</p>					

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*As defined in Map 1 for the purposes of the SPD.

Map 1: Newark Parking Standard Zones



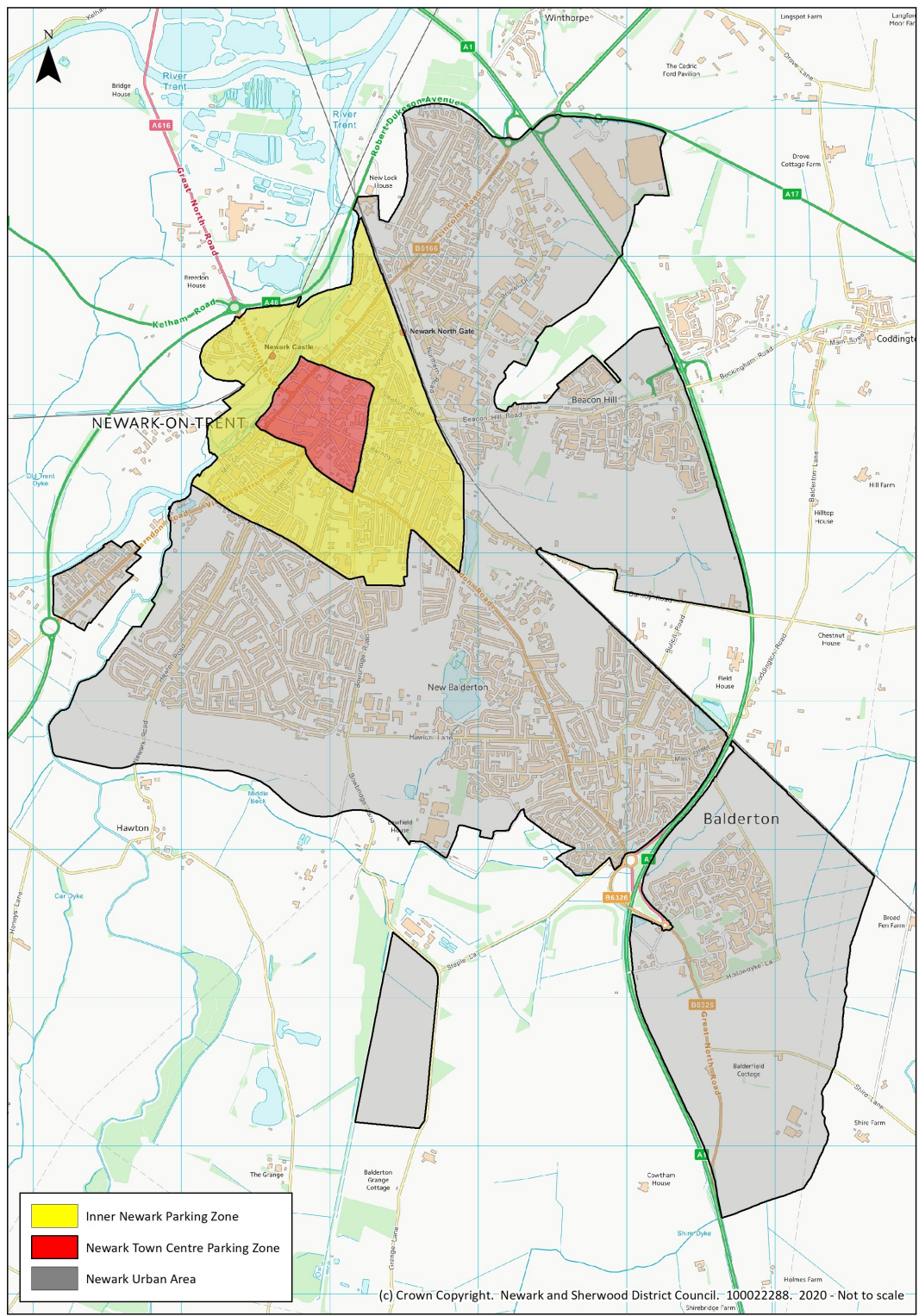
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NEWARK-ON-TRENT

NEWARK-ON

- Inner Newark Parking Zone
- Newark Town Centre Parking Zone
- Newark Urban Area

Map 2: Newark Parking Standard Zones



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Key Principle 2 - Design, Location and Layout of Car Parking Spaces

All new housing development will be encouraged to design car parking as follows:

Developers are encouraged to use Building for a Healthy Life (Cycle and Car Parking) or any superseding document to aid discussions and design proposals about any proposed residential development in respect of the design and location of car parking. This will support Spatial Policy 7 (Sustainable Transport) of the Amended Core Strategy (bullet 5) which seeks to provide appropriate and effective parking provision, both on and off-site and ensure that vehicular traffic generated does not create new, or exacerbate existing.

- The Council will seek a variety of on plot car parking solutions to be employed on proposed residential developments. The preference is to provide parking on the plot of individual dwellings and where residents can see their cars from within their home (i.e. parking to the front or side of the property);
- On-plot parking solutions such as parking behind the building line (i.e. between individual dwellings) or in front of the building line where an equal amount of space to the surface parking area is provided for soft landscaping;
- Tandem car parking arrangements can form part of a car parking strategy but will not be encouraged to be the only or predominant design solution. It is acknowledged that in some circumstances (i.e. for smaller dwellings) tandem parking may be required;
- Frontage parking can have a detrimental effect on the street scene. A maximum of four bays (to be counted as four parking spaces) are permitted in a line before a minimum break equal in size (length and width) of one parking space is encouraged to be provided for soft landscaping (e.g. trees [where appropriate] and hedges). Frontage parking which faces each other across the street will be discouraged.
- A loose surface finish will be discouraged in most circumstances, however this may be an appropriate design solution in rural areas and schemes involving heritage assets. The surface finish of the driveway, particularly in the settlement boundary, should comprise permeable surfacing and must be incorporated into a wider sustainable drainage scheme.
- The following is encouraged for parking space sizes (See diagrams on following pages for additional guidance):

Single /Double Width Parking Spaces / Tandem Parking Spaces	Perpendicular Parking Spaces
Single / double width / tandem parking spaces (not including garages) should be a minimum of 3m x 5.5m with an additional 0.3m if bounded by a wall, fence, hedge, line of trees or other similar obstruction on one side and 0.6m if bounded on both sides.	Where more than two parking space is provided side to side, spaces should be a minimum of 2.4m x 5.5m.
A clearance of 0.6m should be provided if a parking space is in directly in front of an up and over garage door.	

If garages are to be counted as a car parking space they will be required to have clear internal dimensions of at least 3.3m x 6m per single garage space (including integral garages) with a minimum door width of 2.4m or 6m x 6m per double garage space with a minimum door width of 4.2m. The applicant will also be encouraged to demonstrate that there is suitable storage provision for items usually stored within a garage (including bicycles if the developer is counting garages as cycle storage). If these two elements are not met, the garage will not be counted as a car parking space. Additional depth and/or width may be required where it cannot be demonstrated that garages have suitable storage provision. This also applies to car ports and cart sheds however it is recognised that in some circumstances, where appropriate, such as the redevelopment and reuse of historic buildings, design may take precedence.

- Rear parking courts will be strongly discouraged due to the cost of quality implementation (often results in poor quality, unattractive and unsafe environments) and the widespread preference of residents to park as close to their front door as possible. Where they are used, they will be required to meet the requirements set out in Appendix 3.

Key Principle 3 - Electric Vehicle Charging Infrastructure

It is recommended that all new housing developments shall provide the following minimum specification:

- Each dwelling with a garage or dedicated parking space within its curtilage shall be provided with an electric vehicle charging point. Where this is not possible to achieve, it is recommended that a dummy charger is installed to enable convenient installation of a charging point on plot at a later date.
- The charging point shall be located where it is easily accessible from a dedicated parking bay and should not pose a health and safety hazard (i.e. trailing across pavements);
- In the case residential developments do not provide one space per dwelling (e.g. an apartment scheme in the town centre) or provide unallocated parking spaces, it is expected that each parking space will still meet the above recommendation specification.

1 Introduction

Purpose of this Document

- 1.1 The purpose of this document is to bring together ‘good practice’ on the design and quantum of residential parking. The document sets out the recommended minimum parking standards and design principles for parking in new residential developments in the District. This encapsulates both car and cycle parking and will apply when considering planning applications for new residential development. This document seeks to ensure new development provides the right level of parking provision to accommodate demand without over providing, which would lead to developments dominated by the car, or under providing which would result in a shortfall or parking spaces, leading to potential highway safety problems in the future. Good design of car parking provision will also ensure additional strain is not placed on the highway or safety of users. Non-residential development will be dealt with using the Nottinghamshire Highway Design Guide (or equivalent at the time of submission).
- 1.2 The principal objectives associated with developing a set of recommended minimum parking standards and design principles in respect of car parking on new residential developments for the District are as follows:
- To encourage high quality, attractive, well-designed places to live with safe, convenient and useable parking provision;
 - To encourage people to cycle more for short distance trips of three miles or less to improve the health and wellbeing of residents, improve air quality, reduce fuel emissions / energy consumption and release road capacity for those using their cars for longer journeys that cannot easily or practically be completed by cycle;
 - To reduce the risk of anti-social and displaced car parking that can compromise the visual qualities of a street whilst also frustrating the ability of pedestrians (particularly the most vulnerable street users, i.e. wheelchair users and those with visual impairments) to navigate places safely and easily;
 - To ensure a consistent and transparent approach to assessing planning applications;
 - To respond to the particular characteristics of different areas and localities in the District in terms of accessibility by all modes of transport and restrictions on space availability.
- 1.3 The document is being produced as a Supplementary Planning Document (‘SPD’) and is supported by a Topic Paper which outlines the context and rationale for the SPD. It sets out the context for the provision and design of cycle and car parking on new residential development and the details of how the District Council will seek to negotiate these matters. In addition to these recommended parking standards for new residential development, this document also sets out the requirements for electric charging infrastructure provision.
- 1.4 As an SPD, the document provides further guidance on policies within the Council’s Development Plan but does not develop new ones. The SPD also assists the Council with the implementation of Paragraph 110 of the Framework. When adopted, this SPD will become part of the Council’s Local Development Framework and will be a material consideration in the determination of planning applications.

1.5 The aim of this SPD is to support Spatial Policy 7: Sustainable Transport, Core Policy 9 (Sustainable Design) and Policy DM5 (Design) as the Development Plan currently contains no parking standards for new residential development.

Spatial Policy 7: Sustainable Transport

The Council will encourage and support development proposals which promote an improved and integrated transport network and an emphasis on non-car modes as a means of access to services and facilities. In particular the Council will work with the County Council and other relevant agencies to reduce the impact of roads and traffic movement, to support the development of opportunities for the use of public transport, increase rural accessibility and to enhance the pedestrian environment.

Development proposals should contribute to, the implementation of the Nottinghamshire Local Transport Plan and should:

- minimise the need for travel, through measures such as travel plans for all development which generate significant amounts of movement, and the provision or enhancement of local services and facilities;
- provide safe, convenient and attractive accesses for all, including the elderly and disabled, and others with restricted mobility, and provide links to the existing network of footways, bridleways and cycleways, so as to maximise opportunities for their use;
- be appropriate for the highway network in terms of the volume and nature of traffic generated, and ensure that the safety, convenience and free flow of traffic using the highway are not adversely affected;
- avoid highway improvements which harm the environment and character of the area;
- provide appropriate and effective parking provision, both on and off-site, and vehicular servicing arrangements in line with Highways Authority best practice; and
- ensure that vehicular traffic generated does not create new, or exacerbate existing on street parking problems, nor materially increase other traffic problems, taking account of any contributions that have been secured for the provision of off-site works.

The District Council will safeguard locations of highway or public transport schemes identified within the Nottinghamshire Local Transport Plan and its implementation plan.

Development will not be supported where it would prevent the implementation of these schemes. The location of these schemes are identified on the Policies Map. The route of that part of the Southern Link Road which has not been built will be safeguarded and is indicatively defined on the Policies Map and Figure 5 in line with NAP2A and NAP4. The Council will safeguard land for a possible Newark Rail Flyover, to replace the existing flat crossing to the north of Newark Northgate Station, which has been symbolised on the Newark Key Diagram and identified on the Policies Map.

High quality, safe, cycle, footpath and bridleway networks will be safeguarded and extended to provide opportunities to reduce the number of short car journeys and for cycling, walking and horse riding for recreation in the countryside. Disused railway lines will be protected from other forms of development, to safeguard their potential to be reinstated to their former use for commercial or leisure purposes, or to extend the cycling or footpath networks.

All major developments should be well located for convenient access by non-car modes, such as walking, cycling and high quality public transport including those measures set out in national planning policy and policies CP11, NAP 1, NAP 2A, 2B and 2C, SoAP1, ShAP2, ShAP4 and Appendix D of the Core Strategy.

The District Council will promote and support the use of the River Trent for commercial and tourism activities.

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Core Policy 9: Sustainable Design

The District Council will expect new development proposals to demonstrate a high standard of sustainable design that both protects and enhances the natural environment and contributes to and sustains the rich local distinctiveness of the District. Therefore all new development should:

- Achieve a high standard of sustainable design and layout that is capable of being accessible to all and of an appropriate form and scale to its context complementing the existing built and landscape environments;
- Through its design, pro-actively manage surface water including, where feasible, the use of Sustainable Drainage Systems;
- Minimise the production of waste and maximise its re-use and recycling;
- Demonstrate an effective and efficient use of land that, where appropriate, promotes the re-use of previously developed land and that optimises site potential at a level suitable to local character;
- Contribute to a compatible mix of uses, particularly in the town and village centres;
- Provide for development that proves to be resilient in the long-term. Taking into account the potential impacts of climate change and the varying needs of the community; and
- Take account of the need to reduce the opportunities for crime and the fear of crime, disorder and anti-social behaviour, and promote safe living environments. The District Council will prepare an SPD which provides guidance to developers on the sustainable design of development and the consideration of making homes fit for purpose over their lifetime including ensuring adaptability and provision of broadband.

Policy DM5—Design

In accordance with the requirements of Core Policy 9, all proposals for new development shall be assessed against the following criteria:

1. Access
Provision should be made for safe and inclusive access to new development. Where practicable, this should make use of Green Infrastructure and as many alternative modes of transport as possible.
2. Parking
Parking provision for vehicles and cycles should be based on the scale and specific location of the development. Development resulting in the loss of parking provision will require justification.
3. Amenity
The layout of development within sites and separation distances from neighbouring development should be sufficient to ensure that neither suffers from an unacceptable reduction in amenity including overbearing impacts, loss of light and privacy.
Development proposals should have regard to their impact on the amenity or operation of surrounding land uses and where necessary mitigate for any detrimental impact.
Proposals resulting in the loss of amenity space will require justification.
The presence of existing development which has the potential for a detrimental impact on new development should also be taken into account and mitigated for in proposals. New development that cannot be afforded an adequate standard of amenity or creates an unacceptable standard of amenity will be resisted.
4. Local Distinctiveness and Character
The rich local distinctiveness of the District's landscape and character of built form should be reflected in the scale, form, mass, layout, design, materials and detailing of proposals for new development.

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In accordance with Core Policy 13, all development proposals will be considered against the assessments contained in the Landscape Character Assessment Supplementary Planning Document.

Proposals creating backland development will only be approved where they would be in-keeping with the general character and density of existing development in the area, and would not set a precedent for similar forms of development, the cumulative effect of which would be to harm the established character and appearance of the area.

Inappropriate backland and other uncharacteristic forms of development will be resisted.

Where local distinctiveness derives from the presence of heritage assets, proposals will also need to satisfy Policy DM9.

5. Trees, Woodlands, Biodiversity & Green Infrastructure

In accordance with Core Policy 12, natural features of importance within or adjacent to development sites should, wherever possible, be protected and enhanced. Wherever possible, this should be through integration and connectivity of the Green Infrastructure to deliver multi-functional benefits.

6. Crime & Disorder

The potential for the creation or exacerbation of crime, disorder or antisocial behaviour should be taken into account in formulating development proposals. Appropriate mitigation through the layout and design of the proposal and/or off-site measures should be included as part of development proposals.

7. Ecology

Where it is apparent that a site may provide a habitat for protected species, development proposals should be supported by an up-to date ecological assessment, including a habitat survey and a survey for species listed in the Nottinghamshire Biodiversity Action Plan. Significantly harmful ecological impacts should be avoided through the design, layout and detailing of the development, with mitigation, and as a last resort, compensation (including off-site measures), provided where significant impacts cannot be avoided.

8. Unstable Land

Development proposals within the current and historic coal mining areas of the district should take account of ground conditions, land stability and mine gas, and where necessary include mitigation measures to ensure they can be safely implemented.

9. Flood Risk and Water Management

The Council will aim to steer new development away from areas at highest risk of flooding. Development proposals within Environment Agency Flood Zones 2 and 3 and areas with critical drainage problems will only be considered where it constitutes appropriate development and it can be demonstrated, by application of the Sequential Test, that there are no reasonably available sites in lower risk Flood Zones.

Where development is necessary within areas at risk of flooding it will also need to satisfy the Exception Test by demonstrating it would be safe for the intended users without increasing flood risk elsewhere.

In accordance with the aims of Core Policy 9, development proposals should wherever possible include measures to pro-actively manage surface water including the use of appropriate surface treatments in highway design and Sustainable Drainage Systems.

10. Advertisements

Proposals requiring advertisement consent will be assessed in relation to their impact on public safety, the appearance of the building on which they are sited or the visual amenity of the surrounding area.

Document Structure

- 1.6 The document is divided into 4 chapters. Chapters 1 and 2 help set the context, introducing the planning policy context. Chapters 3 and 4 set out the minimum parking standards and design principles expected by the Council. The Council appreciates that some of the terms and concepts may be new to some readers, so please see the glossary at Appendix 1.

Acknowledgements

- 1.7 The District Council would like to thank Stefan Kruczkowski for assisting us in the preparation of this SPD including the provision of drawings and photographs.

Displaced and anti-social car parking is where cars are parked in a way that frustrates the ability of other street users to use the public realm comfortably, safely and easily. Half on and half off pavement car parking is commonplace. It is also not unusual to see cars fully parked (all four wheels) on pavements and/or cycle routes. The causes of this are partly due to the lack of enforcement and legislation; and partly associated with insufficient amounts of car parking provision (on plot or within the street). Over reliance on tandem car parking arrangements is also a cause of displaced and anti-social car parking.



2 Planning Policy Context

2.1 This SPD has been prepared in accordance with national and local planning and housing policies and guidance, which are summarised below.

National Planning Policy Context

2.2 The **National Planning Policy Framework (2019)*** ('NPPF') sets out the Government's key objectives and requires Local Plan's to be prepared positively in a way which is aspirational but deliverable, to be prepared with the objective of contributing to the achievement of sustainable development and to serve a clear purpose (Paragraph 16).

2.3 Paragraph 26 outlines that to provide maximum clarity about design expectations at an early stage, SPD's should use visual tools such as design guides and codes to provide a framework for creating distinctive places, with a consistent and high quality standard of design. The level of detail and degree of prescription should be tailored to the circumstances in each place and should allow a suitable degree of variety where this would be justified.

2.4 Paragraph 31 outlines that the preparation and review of all policies should be underpinned by relevant and up-to-date evidence which should be adequate and proportionate, focused tightly on supporting and justifying the policies concerned and take into account relevant market signals. Although the SPD will not form part of the Development Plan, it does support its implementation and so it is considered essential that the preparation of the document is underpinned by requirements of Paragraph 31 to ensure robustness.

2.5 Paragraph 102 of the NPPF requires that transport issues be considered from the earliest stages of development proposals and plan-making so that patterns of movement, streets, parking and

other transport considerations are integral to the design of schemes and contribute to plan-making and decision-making. Paragraph 104 requires that planning policies provide for high quality walking and cycling networks and supporting facilities such as cycle parking.

2.6 In respect of local parking standards for residential development, Paragraph 105 of the NPPF requires the following to be taken into account:

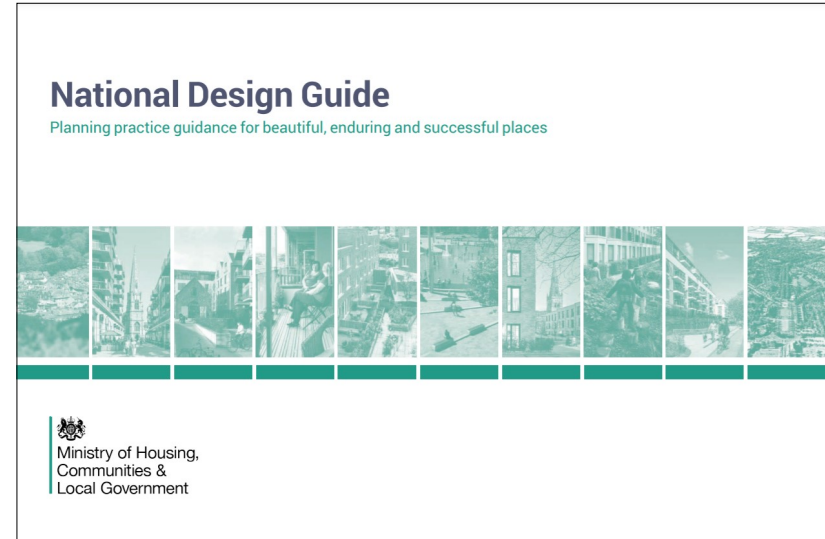
- The accessibility of the development;
- The type, mix and use of the development;
- The availability of and opportunities for public transport;
- Local car ownership levels; and
- The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.

2.7 Paragraph 106 of the NPPF states that maximum parking standards for residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of the NPPF).

2.8 Paragraph 110 of the NPPF expects applications for development to consider a number of criteria including to address the needs of people with disabilities and reduced mobility in relation to all modes of transport and be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.

*National Planning Policy Framework 2019. See https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/810197/NPPF_Feb_2019_revised.pdf

- 2.9 The **National Design Guide** sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the Government’s collection of planning practice guidance.
- 2.10 Paragraph 66 states that *“Well-designed places also use the right mix of building types, forms and scale of buildings and public spaces to create a coherent form of development that people enjoy. They also adopt strategies for parking and amenity that support the overall quality of the place.”*
- 2.11 Paragraph 74 explains that *“Patterns of movement for people are integral to well-designed places. They include walking and cycling, access to facilities, employment and servicing, parking and the convenience of public transport. They contribute to making high quality spaces for people to enjoy. They also form a crucial component of urban character. Their success is measured by how they contribute to the quality and character of the place, not only how well they function.”*
- 2.12 Paragraph 85 highlights the importance of well-designed car and cycle parking at home. It states that *“Well-designed car and cycle parking at home and at other destinations is conveniently sited so that it is well used. This could be off-street to avoid on-street problems such as pavement parking or congested streets. It is safe and meets the needs of different users including occupants, visitors and people with disabilities. It may be accommodated in a variety of ways, in terms of location, allocation and design.”* It goes on to state in Paragraph 86 that *“well-designed parking is attractive, well-landscaped and sensitively integrated into the built form so that it does not dominate the development or the street scene. It incorporates green infrastructure, including trees, to soften the visual impact of cars, help improve air quality and contribute to biodiversity. Its arrangement and positioning relative to buildings limit its impacts, whilst ensuring it is secure and overlooked.”*



- 2.13 The National Design Guide requires in paragraph 87 that electric vehicle spaces and charging points are to be considered *“so they are suitably located, sites and designed to avoid street clutter”*.
- 2.14 **LTN 1/20** (2020) is a local transport note published by the Government which provides guidance to local authorities on delivering high quality, cycle infrastructure. It recommends a number of design principles relevant to the design of new residential developments. Paragraph 11.2.5 states that cycle parking in dwellings must be convenient, either in the home, within the building or in the immediate vicinity. Paragraph 11.3.1 states that a local authority may set out minimum or preferred capacity standards and acceptable types of cycle parking in local planning guidance (and where they do not, recommends 1 space per bedroom).
- 2.15 **Local Planning Policy Context**
The Development Plan for the District is comprised of two parts; the Amended Core Strategy (2019) and the Allocation and Development Management Policies DPD (2013). These documents are supported by a number of Supplementary Planning Documents and Neighbourhood Plans.

Amended Core Strategy (2019)

- 2.16 Spatial Policy 7 (Sustainable Transport) expects development proposals to provide appropriate and effective parking provision, both on and off-site and to ensure that the vehicular traffic generated does not create new, or exacerbate existing, on street parking problems nor materially increase other traffic problems.
- 2.17 Core Policy 9 (Sustainable Design) expects new development proposals to demonstrate a high standard of sustainable design that protects and enhances the natural environment and contributes to and sustains the rich local distinctiveness of the District. All new development is required to meet a number of criterion, including to provide for development that proves to be resilient in the long-term taking into account the potential impacts for climate change and varying needs of the community.

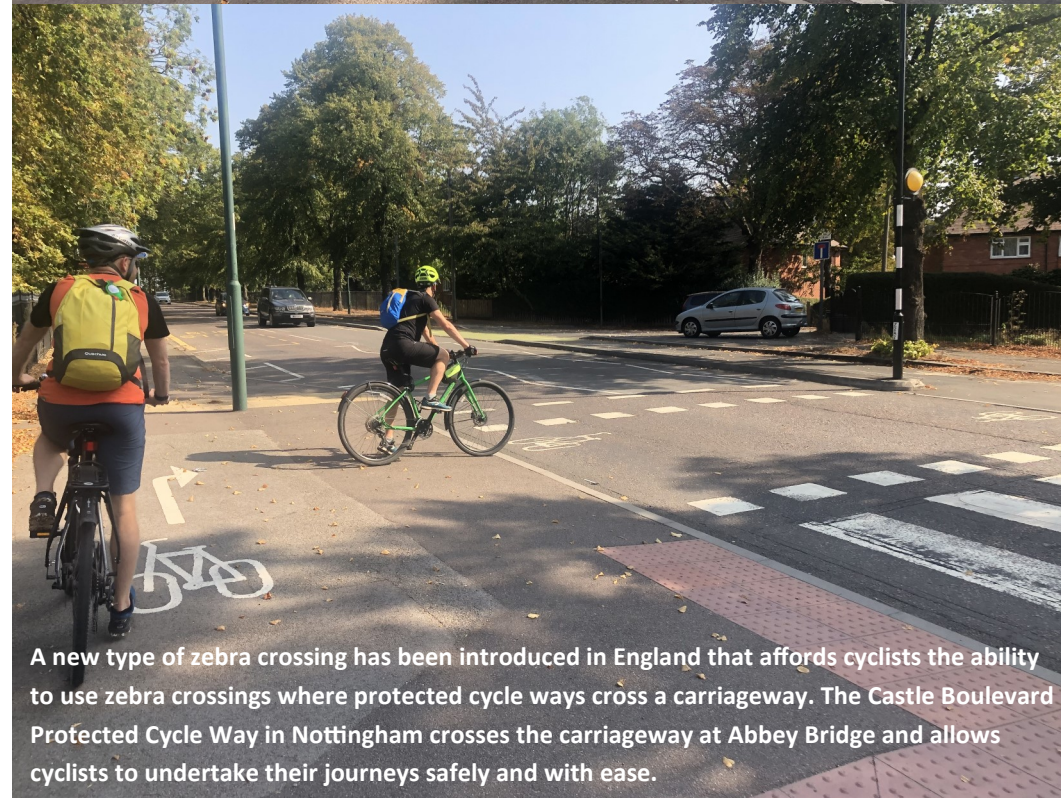
Allocations and Development Management Policies DPD (2013)

- 2.18 Policy DM5 expects proposals for new development to be assessed against the following criteria; access, parking, amenity, local distinctiveness and character, trees, woodlands, biodiversity and green infrastructure, crime and disorder, ecology, unstable land, flood risk and water management and advertisements.
- 2.19 In respect of parking, the policy stipulates that parking provision for vehicles and cycles should be based on the scale and specific location of the development and development resulting in the loss of parking provision will require justification.

Neighbourhood Planning

There are also a number of Neighbourhood Plans which form part of the Development Plan for the District and are relevant in the determination of planning applications, within the relevant neighbourhood areas. Many of these Neighbourhood Plans refer to parking issues. The following link provides access to the 'made' Neighbourhood Plans in the District:

<https://www.newark-sherwooddc.gov.uk/planningpolicy/madeneighbourhoodplans/>



A new type of zebra crossing has been introduced in England that affords cyclists the ability to use zebra crossings where protected cycle ways cross a carriageway. The Castle Boulevard Protected Cycle Way in Nottingham crosses the carriageway at Abbey Bridge and allows cyclists to undertake their journeys safely and with ease.

3 Residential Parking Standards

- 3.1 The Council’s recommended minimum residential parking standards should seek to strike a balance between providing sufficient on-site parking to meet residents’ needs, environmental sustainability and good design.

Key Principle 1– Cycle and Car Parking Standards
 Developers will be encouraged to provide as a minimum the required amount of cycle and car parking as set out in Table 1 and 2 below for all new residential developments.

Recommended Minimum Parking Standards

- 3.2 In order to support non-car travel minimum cycle parking requirements have also been incorporated into the recommended parking standards. These cycle parking standards are set out in Table 1. There will be some flexibility to sites in rural areas.
- 3.3 The use of garages for cycle parking will only be acceptable where It can be demonstrated both cycles and cars can be stored simultaneously (in line with the recommendations in Chapter 4). Sheds are not considered a suitable location for cycle parking on the basis that their location and design is typically inconvenient.

Table 1: Recommended Cycle Parking Standards (applies to all tenures)

	Cycle Parking
1 bedroom dwellings	Min. 1 space per dwelling
2 & 3 bedroom dwellings	Min. 2 spaces per dwelling
4 + bedroom dwellings	Min. 3 spaces per dwelling

Additional Requirements / Notes

Every residential development is encouraged to provide secure and undercover long term (or overnight) cycle parking and should provide cycle parking in accordance with the recommended standards above. The figures provided in the table above should be viewed as the encouraged standards as the starting point.

Provision of cycle parking in Town Centre locations will be encouraged to be in line with the table above. If cycle parking is not to be provided in town centre locations (for example due to site-specific constraints relating to the reuse of historic buildings or change of use proposals), an explanation as to why is recommended by the Council to be included in the supporting Design and Access Statement or other supporting application documents.

The use of garages for cycle parking will only be acceptable where it can be demonstrated both cycles and cars can be stored simultaneously (in line with the recommendations in Chapter

in the case of flats and other multi-occupancy buildings, it is expected that each residential unit to have its own secure cycle storage area to offer maximum security for residents’ bicycles and their cycling equipment. It is however recognised that this might not always be possible (for example reuse of historic buildings or change of use proposals).

For non-residential development, the appropriate level of parking provision will be determined on the Nottinghamshire County Council’s Highway Design Guide.

For mixed-use development, the starting point will be to achieve the respective levels of parking standards; Table 1 for residential element and Nottinghamshire County Council’s Highway Design Guide for the non-residential element.

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Protected cycleways along busy streets and junctions combined with cycle friendly streets will encourage a modal shift for shorter trips by bicycle.

- 3.4 Developers should provide an adequate amount of safe parking which is appropriate to scale, location and character of the development. These standards apply to all new residential developments and do not seek to be retrospective. In applying the recommended standards in Table 1, applicants must also take into account the additional requirements / notes set out below in the table. Table 2 provides standards based on the number of bedrooms a dwelling has.
- 3.5 Where appropriate, the Council will seek to be flexible and pragmatic towards parking provision in new residential development. Provision of adequate parking in line with expected future car ownership levels is a priority of the District Council because this can impact on whether new residential development is successful. If adequate parking provision is not delivered in new developments, then inappropriate parking will occur causing inconvenience, road safety issues and unattractive street scenes.

Table 2: Recommended Minimum Car Parking Standards (applies to all tenures)

	Newark Town Centre*	Inner Newark*	Rest of Newark Urban Area (NUA)*	Service Centres (Clipstone, Ollerton & Boughton and Rainworth)	Rest of the District (incl. Southwell and Edwinstowe)
1 bedroom dwellings	Newark Town Centre (as defined in the on Map 1 for the purposes of the SPD) has a range of parking facilities and good public transport connections therefore the Council would not normally expect residential car parking spaces to be provided as	1 space per dwelling	1 space per dwelling	1 space per dwelling	1 space per dwelling
2 bedroom dwellings		1 space per dwelling	2 spaces per dwelling	2 spaces per dwelling	2 spaces per dwelling
3 bedroom dwellings		2 spaces per dwelling	2 spaces per dwelling	2 spaces per dwelling	3 spaces per dwelling
4 + bedroom dwellings		2 spaces per dwelling	3 spaces per dwelling	3 spaces per dwelling	3 spaces per dwelling
Visitor / overflow Parking	Visitor / overflow parking will be encouraged where the site cannot deliver the recommended minimum space standards outlined above. On schemes of 10 or more dwellings, visitor parking will be encouraged near smaller dwellings. On schemes of less than 10 dwellings, visitor parking will be encouraged where possible and appropriate. The appropriate quantum will be determined on a case by case basis.				
Retirement / sheltered / extra care housing	To be determined on a case by case basis demonstrated by a Transport Assessment, Transport Statement or Travel Plan as appropriate. Survey data of comparable sites and explanation of anticipated car levels relating to the particular care model being proposed will be encouraged. Ambulance and mini-bus siting should also be considered as well as parking for mobility scooters.				

Additional Requirements / Notes

To accord with Spatial Policy 7 (bullet 5) of the Amended Core Strategy and to implement Paragraph 110 of the Framework, the District Council will seek to encourage the minimum car parking standards as outlined in the table above for new residential development. These figures should be viewed as the recommended minimum standards as the starting point. This includes Houses in Multiple Occupation that require planning permission.

A garage (integral and detached), car ports and cart sheds will be counted towards parking space provision if it complies with the design requirements set out in Chapter 4. Where bungalows are proposed, consideration should be given to the secure storage of mobility scooters.

In some circumstances, where appropriate, such as the redevelopment and reuse of historic buildings or change of use proposals in sustainable locations or with site specific constraints, the District Council will consider car parking provision below the recommended standards set out above. Applicants are encouraged to explain their approach in the supporting Design and Access Statement submitted with the planning application.

For non-residential development, the appropriate level of parking provision will be determined by Nottinghamshire County Council’s Highway Design Guide. For mixed-use development, the starting point will be to achieve the respective levels of parking standards; Table 2 for the residential element and Nottinghamshire County Council’s Highway Design Guide for the non-residential element.

To accord with Spatial Policy 7 (bullet 6), where development is proposed in areas where an existing deficiency is identified and it is likely to exacerbate these at the expense of highway safety, the Council will seek to secure sufficient off-street parking to provide for the needs of the development. Where proposals involve loss of off-street parking they should be accompanied by an assessment and justification of the impact. Development resulting in the loss of car parking provision will also require justification.

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4 Parking Design and Layout in Residential Developments

4.1 Spatial Policy 7 (bullet 5) requires development proposals to provide appropriate and effective parking provision and not create new, or exacerbate existing, on street parking problems. CP9 requires all new development is required to meet a number of criterion, including to provide for development that proves to be resilient in the long-term taking into account the potential impacts for climate change and varying needs of the community. Therefore the parking design and layout in new residential development is important to support this supplementary planning guidance.

4.2 As well as achieving the appropriate levels of parking provision within the development, the design, location, layout and futureproofing of the parking spaces will also influence the success of the development. Displaced parking is a significant issue of concern to our communities. It also affects the visual amenity of the streetscape and can significantly compromise the use of streets as social spaces. It also frustrates the ability of pedestrians, particularly those with visual or physical restrictions, to use streets safely and easily. The causes of displaced parking can be attributed to the lack of sufficient parking provision, over reliance on tandem parking, narrow kerb to kerb distances (carriageway widths), over reliance on counting garages as parking spaces, lack of shared/visitor parking but also remote, isolated and poorly designed rear car parking courtyards.

4.3 A poorly designed residential development can often lead to inappropriate on-street vehicle parking due to:

- Poor layout and configuration of individual plots (off-plot parking)
- Poorly located and designed parking courts;
- Failure to provide on-plot or allocated parking can increase on-street parking which can be a hazard to pedestrians / disabled etc.;
- Garages of insufficient size.



Parking courtyards are often unpopular and unattractive spaces



Poorly designed parking and/or a lack of spaces can result in high levels of displaced and at times, antisocial parking that can frustrate the needs of other street users.



Disconnected street patterns frustrate people's ability to move within their communities particularly by foot and by bicycle; and can contribute towards increased car usage particularly for shorter journeys. Here two adjacent developments fail to provide the ability for people to move easily from one side of the development to the other.

Frontage parking where the space equivalent to a parking space is given over to green relief every 2-4 bays can reduce the dominance of parking.



Higher quality hard surfacing cannot compensate for a street dominated by parked cars. Limited soft landscaping has limited effect on the visual impact of parked cars.

Design, Location and Layout of Car Parking Spaces

- 4.4 It is important that new residential development not only provides adequate parking but that it is also fully integrated into the design. The location and design of vehicle parking has a fundamental bearing on the density, design and quality of a scheme. The Council not only endorses Building for a Healthy Life, but has developed further local good design principles, as set out below.
- 4.5 All developments should contribute positively to the creation of well-designed buildings and spaces. Through good design, practical and meaningful places can be created and sustained over the longer term. Good design is essential in creating places that work well and looks good. The following design principles are expected in new housing developments, and where absent then this will require justification.
- 4.6 Development proposals need to balance parking provision, its location and layout with the overall aim of good design and attractive and safe places. Tandem parking, excessive frontage parking and rear parking courts are discouraged. These are poor design solutions which have the potential to increase on street parking at detriment to the attractiveness of the development and safety of cyclists and pedestrians.



Little or no soft landscaping has limited effect on the visual impact of parked cars, particularly if soft landscaping merely comprises of grass which enables households to park on this area (see red Vauxhall Astra in picture).

Key Principle 2 - Design, Location and Layout of Car Parking Spaces

All new housing development will be encouraged to design car parking as follows:

Developers are encouraged to use Building for a Healthy Life (Cycle and Car Parking) or any superseding document to aid discussions and design proposals about any proposed residential development in respect of the design and location of car parking. This will support Spatial Policy 7 (Sustainable Transport) of the Amended Core Strategy (bullet 5) which seeks to provide appropriate and effective parking provision, both on and off-site and ensure that vehicular traffic generated does not create new, or exacerbate existing.

- The Council will seek a variety of on plot car parking solutions to be employed on proposed residential developments. The preference is to provide parking on the plot of individual dwellings and where residents can see their cars from within their home (i.e. parking to the front or side of the property);
- On-plot parking solutions such as parking behind the building line (i.e. between individual dwellings) or in front of the building line where an equal amount of space to the surface parking area is provided for soft landscaping;
- Tandem car parking arrangements can form part of a car parking strategy but will not be encouraged to be the only or predominant design solution. It is acknowledged that in some circumstances (i.e. for smaller dwellings) tandem parking may be required;
- Frontage parking can have a detrimental effect on the street scene. A maximum of four bays (to be counted as four parking spaces) are permitted in a line before a minimum break equal in size (length and width) of one parking space will be encouraged to be provided for soft landscaping (e.g. trees [where appropriate] and hedges). Frontage parking which faces each other across the street will be discouraged.
- A loose surface finish will be discouraged in most circumstances, however this may be an appropriate design solution in rural areas and schemes involving heritage assets. The surface finish of the driveway, particularly in the settlement boundary, should comprise permeable surfacing and must be incorporated into a wider sustainable drainage scheme.
- The following is encouraged for parking space sizes (See diagrams on following pages for additional guidance):

Single /Double Width Parking Spaces / Tandem Parking Spaces	Perpendicular Parking Spaces
Single / double width / tandem parking spaces (not including garages) should be a minimum of 3m x 5.5m with an additional 0.3m if bounded by a wall, fence, hedge, line of trees or other similar obstruction on one side and 0.6m if bounded on both sides.	Where more than two parking space is provided side to side, spaces should be a minimum of 2.4m x 5.5m.
A clearance of 0.6m should be provided if a parking space is in directly in front of an up and over garage door.	

If garages are to be counted as a car parking space they will be required to have clear internal dimensions of at least 3.3m x 6m per single garage space (including integral garages) with a minimum door width of 2.4m or 6m x 6m per double garage space with a minimum door width of 4.2m. The applicant will also be encouraged to demonstrate that there is suitable storage provision for items usually stored within a garage (including bicycles if the developer is counting garages as cycle storage). If these two elements are not met, the garage will not be counted as a car parking space. Additional depth and/or width may be required where it cannot be demonstrated that garages have suitable storage provision. This also applies to car ports and cart sheds however it is recognised that in some circumstances, where appropriate, such as the redevelopment and reuse of historic buildings, design may take precedence.

- Rear parking courts will be strongly discouraged due to the cost of quality implementation (often results in poor quality, unattractive and unsafe environments) and the widespread preference of residents to park as close to their front door as possible. Where they are used, they will be required to meet the requirements set out in Appendix 3.

Figure 1: Recommended Dimensions of Single Width / Tandem Parking Spaces

Key dimensions for two tandem car parking spaces

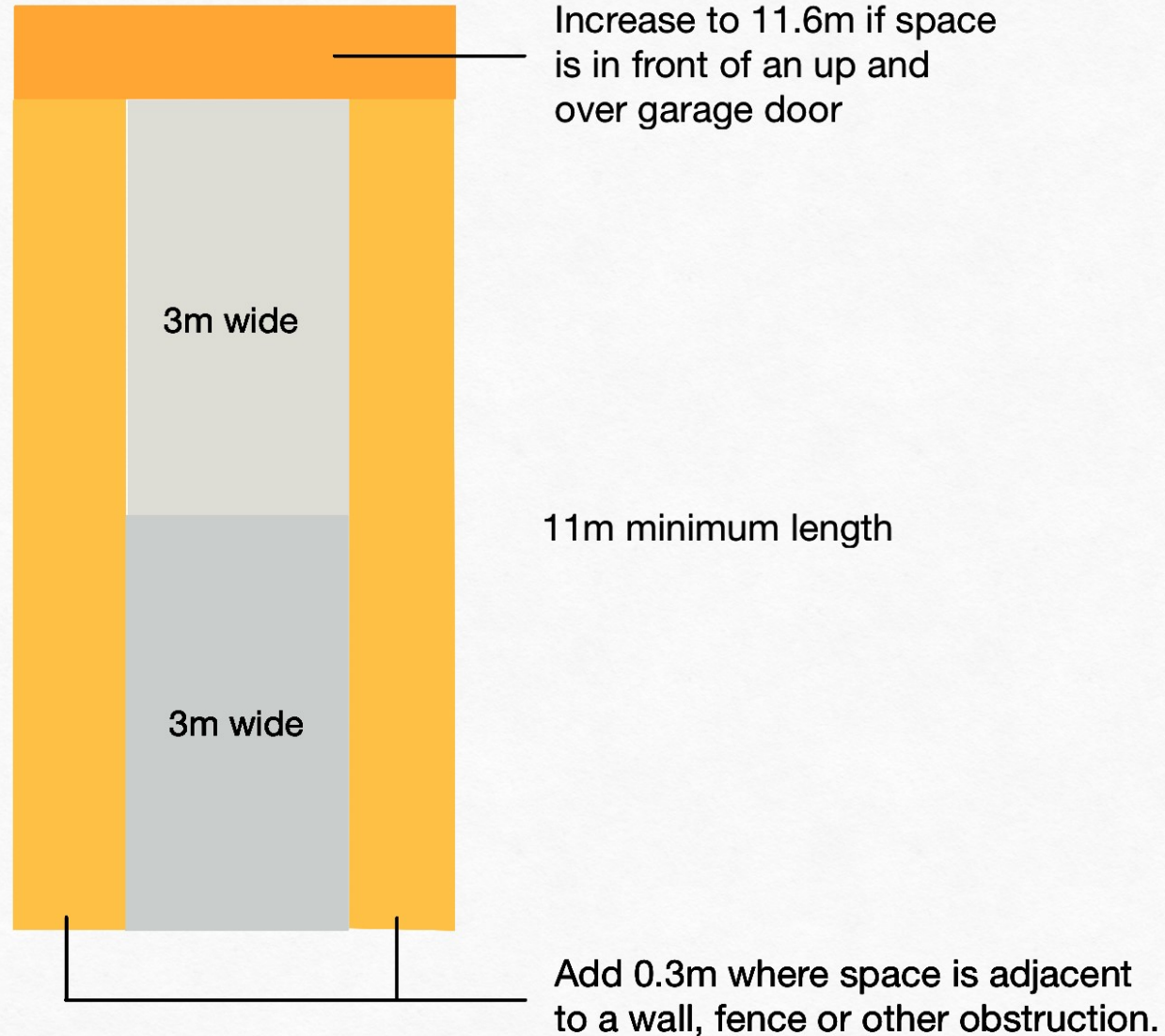
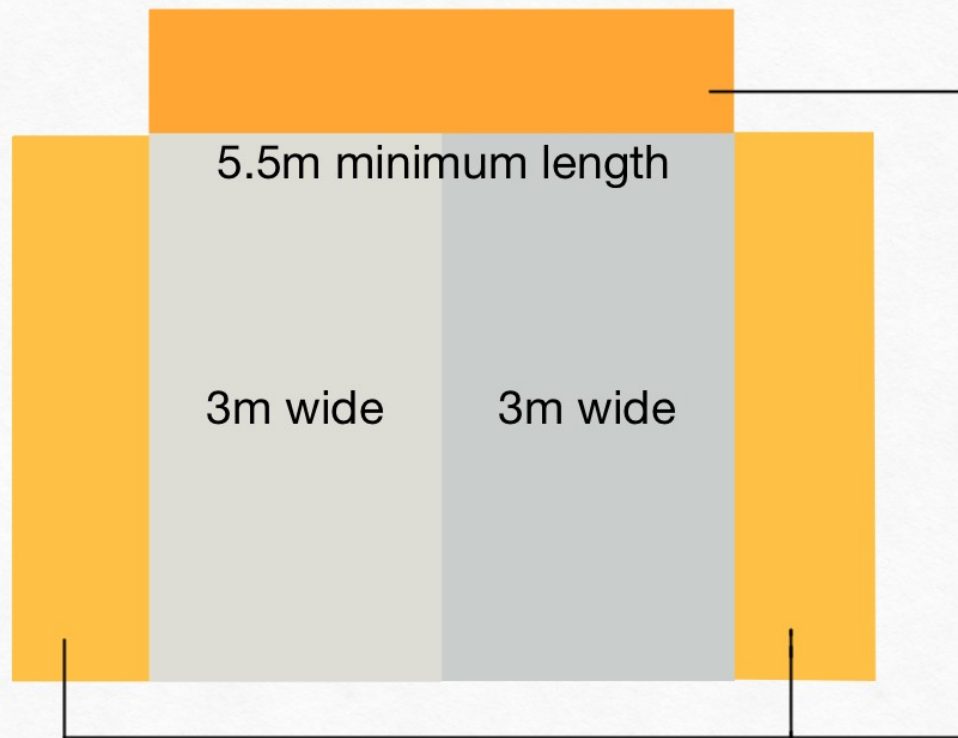


Figure 2: Recommended Double Width Parking Space Dimensions

Key dimensions for two side by side car parking spaces



Increase to 6.1m if space is in front of an up and over garage door

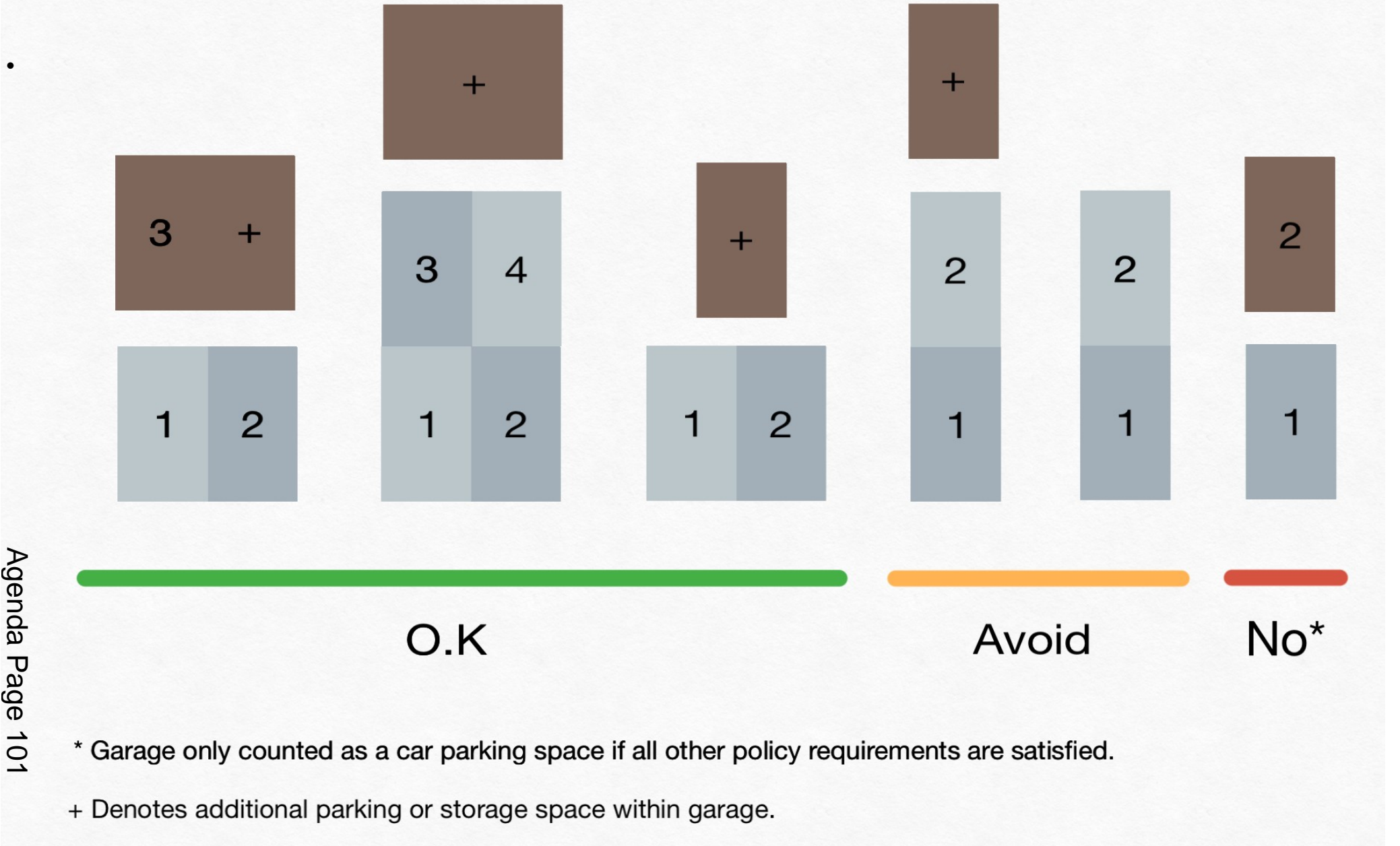
Add 0.3m where space is adjacent to a wall, fence or other obstruction.



Three affordable units (3 bedrooms) in Rainworth—A mix of parking solutions and appropriate landscaping can successfully integrate parking into the design of a scheme.

Figure 3: Tandem Parking

Tandem car parking arrangements can form part of a car parking strategy but will not be encouraged to be the only or predominant design solution. It is acknowledged that in some circumstances (i.e. for smaller dwellings), tandem parking may be required. The diagram below is not an exhaustive list of examples of good and bad examples.



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Figure 4: 4:1 Rule for Frontage Parking

It is recommended that:

- A maximum of four bays (to be counted as four parking spaces) in a line before a minimum break equal in size (length and width) of one parking space is provided for soft landscaping (e.g. trees [where appropriate] and hedges).
- Rows of frontage parking of four bays will be recommended on one side of the street only.

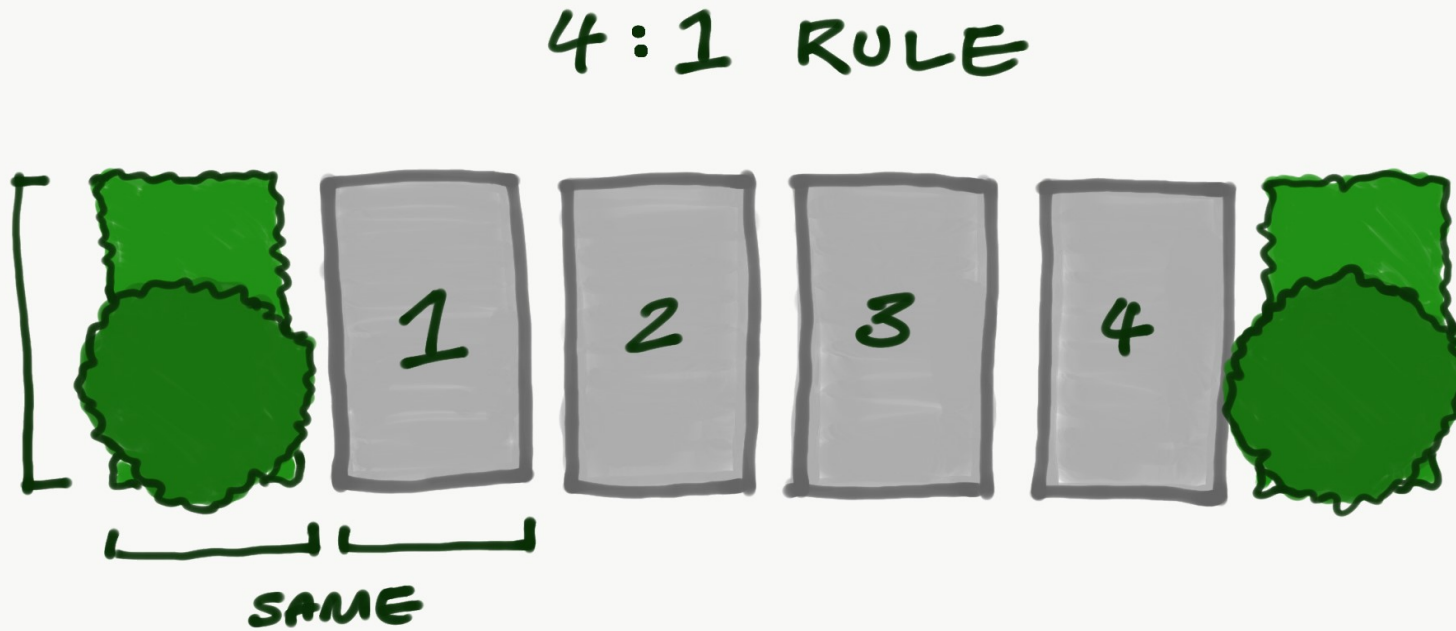
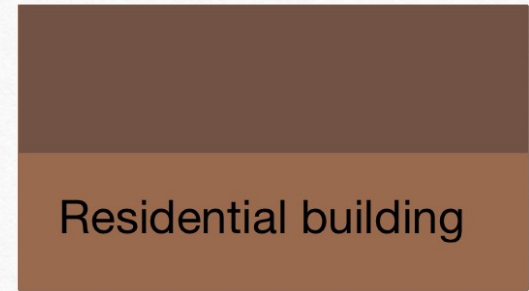
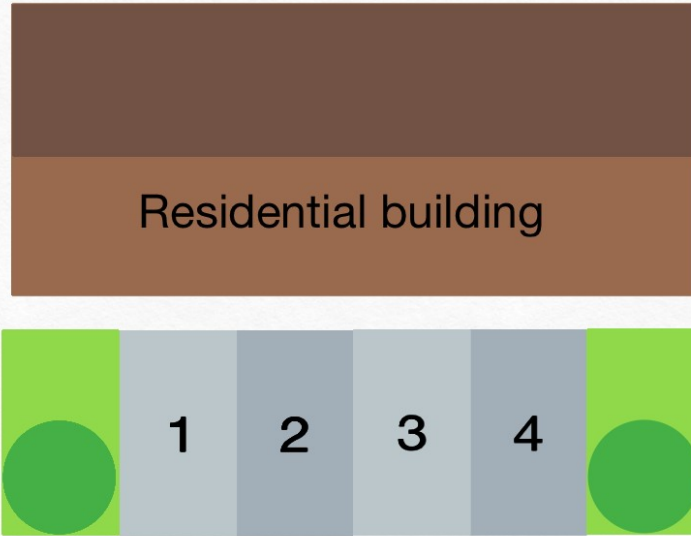
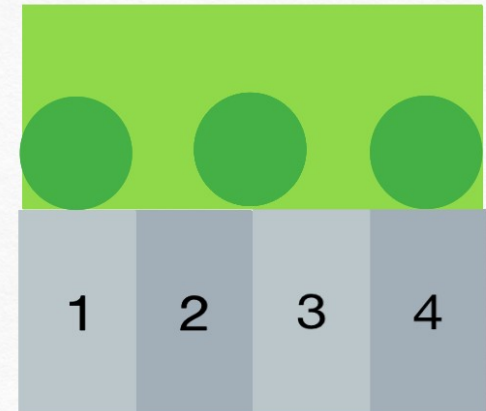
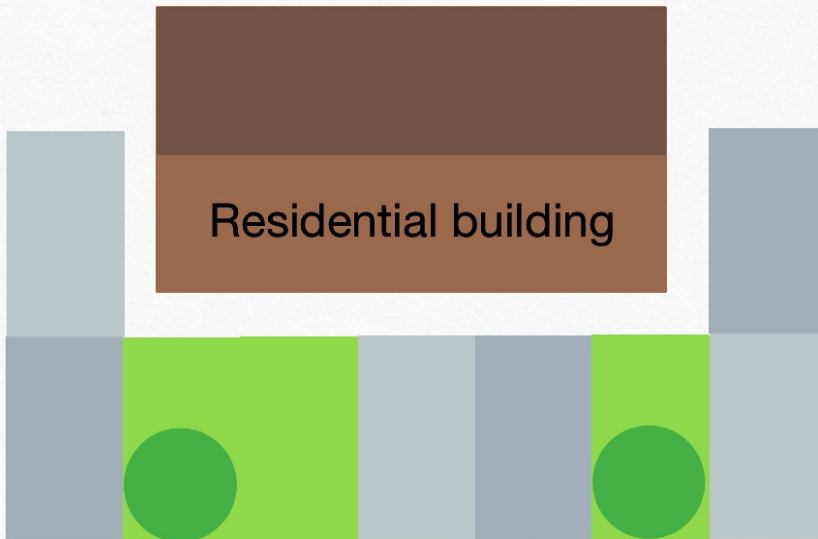


Figure 5: Examples of Good Practice



Use landscaping of size and scale to integrate car parking



Electric Vehicle Charging Infrastructure

- 4.6 Paragraph 110 of the NPPF states that new development should “*be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient location*”. From 2035, the Government are seeking a ban on selling new petrol, diesel or hybrid cars in the UK. Therefore, futureproofing new development is important because not only does it assist the transition to electric vehicles, it also ensures any connection upgrades required as a result of an increased demand for charging points are done at the time of installation rather than as part of a retrofit. As this is more cost-effective, it will encourage future occupants to consider a switch to electric vehicles if the cost of doing so is less.
- 4.7 The Council will encourage the following on new residential developments:

Key Principle 3 - Electric Vehicle Charging Infrastructure

It is recommended that all new housing developments shall provide the following minimum specification:

- Each dwelling with a garage or dedicated parking space within its curtilage shall be provided with an electric vehicle charging point. Where this is not possible to achieve, it is recommended that a dummy charger is installed to enable convenient installation of a charging point on plot at a later date.
- The charging point shall be located where it is easily accessible from a dedicated parking bay and should not pose a health and safety hazard (i.e. trailing across pavements);
- In the case residential developments do not provide one space per dwelling (e.g. an apartment scheme in the town centre) or provide unallocated parking spaces, it is expected that each parking space will still meet the above recommendation specification.

5 Monitoring and Review



- 5.1 Review and monitoring are key aspects of the Government's approach to the planning system. They are crucial to the successful delivery of the Development Plan. A review will be undertaken within the next 5 years to ensure that the SPD continues to be consistent with the Development Plan including whether the technical requirements need to be reviewed and adjusted and to reflect any changes in technology. The case study exercise will also be repeated containing new developments approved with the parking standards in this SPD.

Appendix 1: Glossary of Terms

Amended Core Strategy	A Newark & Sherwood District planning policy document that forms part of the Local Plan / LDF and was adopted in March 2019. This document sets out the spatial policy framework for delivering the development and change needed to realise the District Council’s vision for the District up to 2033.
Building for a Healthy Life	The new name for, and new edition of Building for Life 12. Building for a Healthy Life is endorsed by Homes England, Home Builders Federation, NHS England, NHS Improvement and Urban Design Group.
Building for Life	A measurement of the quality of development initiated by the Commission for Architecture and the Built Environment (CABE).
Futureproofing	Design new development so that it will continue to be successful in the future if the situation changes (i.e. a switch to electric vehicles).
Integral Garage	An integral garage is an attached garage that is built within the walls of the main property and is an element of the building’s structure.
Mixed-Use Development	Development projects that comprise a mixture of land uses, or more than just a single use.
Multi- Occupancy Buildings	A property rented out by at least 3 people who are not from 1 ‘household’ but share facilities like the bathroom and kitchen.
National Planning Policy Framework	Sets out the Government’s economic, environmental and social planning policies for England.
Perpendicular Parking	Cars are parked side by side, perpendicular to an isle of curb.
Private Electric Vehicle Charging Points (EVCPs)	Off street charging points within the curtilage of a dwelling can be post mounted or wall mounted to charge electric vehicles.
Service Centres	Refers to the District’s fairly large settlements below the Sub-Regional Centre of Newark in the settlement hierarchy. These locations either serve large rural areas or grew to support coal mining communities and possess a wide range of services.
Supplementary Planning Document	Provides further detail to explain how the policies in a Core Strategy, Local Plan or other Development Plan Document will be implemented. They can be used to provide further guidance for development on specific sites, or on particular issues, such as parking standards. SPD’s are capable of being a material consideration in planning decisions but are not part of the Development Plan.

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Appendix 2: Building for a Healthy Life (July 2020)

A2.1 Building for a Healthy Life is a design code for the design of new and growing neighbourhoods. This document was published in July 2020 and is an update to Building for Life 12.

A2.2 Examples of good practice are highlighted in the document by a green light and poor practice is highlighted with a red light. An amber light is assigned to an element of design that is considered to fall between a green and a red traffic light. Car and cycle parking forms part of the 'Streets for All' principles and is relevant to this SPD and should be referred to in designing new residential developments within this District.

- A2.3 Building for a Healthy Life identifies that the following is needed:
- Provide secure cycle storage close to people’s front doors so that cycles are as convenient to choose as a car for short trips;
 - Integration of car parking into the street environment;
 - Anticipate realistic levels of car parking demand, guarding against displaced and anti-social parking; thinking about the availability and frequency of public transport.
 - Avoid confusing car ownership with car usage;
 - Creative solutions for attractive, convenient and safe cycle parking or higher density developments (such as apartment buildings);
 - Generous landscaping to settle frontage car parking into the street;
 - Shared and unallocated parking.

A2.4 The document also identifies what a 'green' traffic light looks like:

- At least storage for one cycle where it is as easy to access to as the car;
- Secure and overlooked cycle parking that is as close to (if not closer) than car parking spaces (or car park drop off bays) to the entrances of schools, shops and other services and facilities;
- Shared and unallocated on street car parking;
- Landscaping to help settle parked cars into the street;
- Frontage parking where the space equivalent to a parking space is given over to green relief every four bays or so;
- Anticipating and designing out (or controlling) anti-social car parking;
- A range of parking solutions;
- Small and overlooked parking courtyards, with properties within courtyard spaces with ground floor habitable rooms;
- Staying up to date with rapidly advancing electric car technology;
- More creative cycle and car parking solutions.



A2.5 The document also identifies what a 'red' traffic light looks like:

- Providing all cycle storage in gardens and sheds;
- Over reliance on integral garages with frontage driveways;
- Frontage car parking with little or no softening landscaping;
- Parking courtyards enclosed by fencing; poorly overlooked, poorly lit and poorly detailed;
- Over-reliance on tandem parking arrangements;
- Failing to anticipate and respond to displaced and other anti-social parking;
- Views along streets that are dominated by parked cars, driveways or garages;
- Car parking spaces that are too narrow making it difficult for people to use them;
- Cycle parking that is located further away to the entrances to shops, schools and other facilities than car parking spaces and drop off bays;
- Relying on garages being used for everyday car parking.

A2.6 The Council will expect developers to utilise Building for a Healthy Life (Consideration 10: Cycle and Car Parking) to ensure that developments provide convenient, secure and attractive parking provision in a manner which will realistically cater for the requirements of future users. Access and parking should not dominate the design of new residential development.

Appendix 3: Rear Parking Courtyards Design Requirements

- A3.1 The Council strongly discourages the use of rear parking courtyards due to the cost of quality implementation (often resulting in poor quality, unattractive and unsafe environments) and the widespread preference of residents to park as close to their front door as possible.
- A3.2 The Council will permit the occasional use of parking courtyards subject to a series of design criteria being fully adhered to:
- The design principles are designed to ensure that attractive and safe places are created.
 - Applicants are strongly advised to factor the costs associated with these design requirements prior to committing legally to a land purchase, particularly where courtyards are intended to provide parking for affordable housing. The Council will strongly resist efforts by applicants to reduce the design quality of parking courtyards through the discharge of condition process.
 - Unless enclosed by automatic gates that only permit access to those residents that require access, courtyards will be considered part of the public realm. These courtyards must therefore be designed as good quality public spaces, with the following design features required.
 - Courtyards must be limited to a maximum of ten spaces (including any garage and/or car port/parking barn spaces) and must serve no more than five properties.
 - Clear sightlines must be provided in to and within the courtyard. Hidden corners or recessed parking bays must be

avoided. The number of access points should be afforded careful consideration, balancing the need for strong pedestrian connectivity through and within the site with community safety.

- A property must be located at the entrance to the courtyard to offer surveillance opportunities. The principal elevation of this property must be orientated to face towards the route by which the courtyard is accessed.
- At least one property is to be located within the courtyard to offer opportunities for natural surveillance.
- In order to ensure good levels of surveillance opportunity, properties located at the entrance to and within the courtyard must include ground floor windows serving habitable rooms. Therefore a flat over garage unit may complement but must not substitute the need for a dwelling in the form of a house or bungalow.
- Block surfacing with parking bays in either: the same block, contrasting block or tarmac. Individual parking bays must be discreetly delineated with blocks and individual bays discreetly numbered with a metal plate affixed to either the kerb face, wall or bay surface. Thermoplastic markings (white lining) will not be permitted to either number or delineate individual bays.
- All boundaries facing the courtyard to be 1.8m high brick walls with coping stone or brick, double tile crease and detail courses as appropriate. Where walls change direction, they should be either curved or angled. Where walls are angled, bricks must be cut and bonded.

- Low level bollard or street lighting must be provided (movement sensor lighting attached to individual dwellings may complement but must not be used to substitute low level bollard or street lighting). Developers may opt to connect lighting to appropriate plots but will be required to demonstrate to the Council that covenants place a responsibility on appropriate plots to ensure lighting is kept in good working order and in use after dark, in perpetuity.
- Appropriate and robust landscaping to help soften the environment, such as trees and hedgerows will be required. Planting must be carefully placed in a way that does not restrict sightlines.
- Where pedestrian footpaths are provided that connect courtyard parking spaces with the front door of people's homes these must be afforded good, clear sightlines and be well lit.
- Residents must be able to gain direct access from their allocated parking spaces to the front door of their home. To achieve this, developers may be required to integrate ginnels between plots to provide this access. Where such ginnels are provided, attention must be afforded to securing ginnels to prevent crime and anti-social behaviour.
- If it is not possible to provide all residents with direct access from their allocated parking spaces to the front door of their home, rear access into the home must provide access into either the kitchen, hallway or utility room. Rear access that requires residents to access their home directly into a living room, dining room or (downstairs) bedroom will not be acceptable.



ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

NEW FUNDING OPPORTUNITIES

1.0 Purpose of Report

1.1 To update Members on new revenue and capital funding opportunities.

2.0 Background Information

2.1 Members will recall from the March meeting that a raft of new funding grants, both capital and revenue, have recently been announced. Since that time Officers have worked with relevant Members, partners, and colleague authorities (notably Nottinghamshire County Council, Mansfield District Council and Bassetlaw District Council) to progress each opportunity. As Members will see from the urgency items elsewhere on this agenda the timeline for funding submissions has dictated agile decision-making in order to prepare strong, evidence-based bids.

Community Renewal Fund (CRF)

2.2 Members will recall that the CRF is a £220m national largely (expected c90%) revenue grant aimed at programs and interventions which can drive innovation and transformative change. Areas to address include removing barriers that people face in accessing skills and local labour market opportunities, business support, and place support. It is also noted that funding can be utilised to build evidence base(s) for future interventions via the UK Shared Prosperity Fund due to launch in 2023.

2.3 Members will be aware that Bassetlaw, Mansfield, and Newark & Sherwood fall within 100 local authority areas have been identified as Category 1 priority places for investment based on an index of economic resilience across Great Britain which measures productivity, household income, unemployment, skills and population density.

2.4 NCC are the identified accountable body for the Fund, who are responsible for assessing bids (up to a maximum of £3 million per place/LA area) for a final submission to Government by Friday 18th June 2021. NCC have engaged with colleagues at Bassetlaw, Mansfield, and this Council throughout the process. It has been made clear that bids will be expected to address one or more of the following key priorities:

- **Employment and skills** – Enabling people in targeted age groups, who have been disproportionately affected by the pandemic, to be supported back into work.
- **Enterprise** – Supporting small businesses and encouraging new businesses.
- **Market towns** – Supporting local market towns to improve footfall and increase businesses and residents' satisfaction.
- **Visitor economy** – Encouraging visitors in order to support local tourism and hospitality businesses.
- **Low carbon** – Support for businesses to improve their 'green' credentials.
- **Digital enablement** – Support for manufacturers to upskill the workforce to meet the increasing challenges of advanced technology and automation

2.5 A total of 37 bids were received across Nottinghamshire. At the time of writing NCC are appraising the submissions, with a likely final position on the number and value of bids being published by Nottinghamshire County Council after this agenda. A full verbal update on supported bids will be provided at the meeting.

Levelling Up Fund (LUF)

2.6 Members will recall that this is a £4.86 billion capital fund to invite proposals from local authorities areas for individual projects or a package bid (similar to the Towns Fund) consisting of multiple projects. District Councils within two-tier areas are eligible to submit bids for each constituency area which lies wholly or partly within their boundary. – in our case ‘Newark’ and ‘Sherwood’. County Council’s with transport powers are eligible, in addition, to submit one transport bid.

2.7 There is a £20m maximum per constituency area, albeit any NCC bid can be between £20m and £50m. All bids should have the approval of the relevant authority responsible for delivering them. For example, transport bids submitted by district councils should have the approval of their relevant transport authority.

2.8 Funds are eligible to support a range of interventions, covering for round one: 1) smaller transport projects; 2) town centre and high street regeneration; or 3) cultural and heritage assets.

2.9 Local authorities can only have one successful bid for each constituency area over the lifecycle of the Fund. Local authorities are therefore encouraged to consider whether bids that they wish to submit for the first round of the Fund reflect their local priorities, or if they should wait until later rounds so that they have more time to consider and develop their proposals.

Round One Bid

2.10 Round one bids must be submitted by **Friday, 18 June 2021**. It is expected that round one proposals will be sufficiently mature such that demonstrable investment or delivery ‘on the ground’ is capable in the 2021-22 financial year. Funding is expected to be spent by 31 March 2024 (exceptionally, into 2024-25 for larger schemes).

2.11 Members will recall the unanimous support for the Council to submit a Round One LUF bid for the Newark Southern Link Road (SLR) as the Newark constituency area proposal. This position has been fully endorsed by the Newark Towns Board and Newark Town Council. It is expected that Newark Business Club will also offer formal support.

2.12 The bid, whilst made by this Council, will also be supported by the developer (Urban&Civic) and Nottinghamshire County Council. As Members will note from the urgency item elsewhere on this agenda all three partners have equally shared costs of bid preparation as a show of collective support and willingness to deliver the projects and its well-reported significant benefits. Members will also note from the urgency item that additional grant release from already committed funds has been agreed to conclude design work for the roundabout at the A1-end of the SLR.

- 2.13 It is expected that the LEP, Homes England, and Highways England will all endorse the final bid, with each organisation having been involved throughout. A copy of the final bid (including any necessary redaction) will be circulated to Members upon submission.

Round Two Bid

- 2.14 Members will note the previous resolution that the Council focus efforts on a round two submission for Sherwood. This would be supported by £125,000 of capacity funding to all eligible local authorities to cover feasibility and preparatory activity, allowing proposals to be developed and submitted. At the time of writing it remains unclear when the £125,000 capacity grant will be received, nor when round two will be 'live'. It is recommended that mobilisation takes place in advance of capacity funding. This will require that the Policy & Finance Committee agree to 'forward funding' this grant, alongside securing additional officer capacity, as detailed elsewhere on the agenda.

One Public Estate (OPE) Brownfield Land Release Fund (BLRF)

- 2.15 The BLRF is offering up to £75 million (of which £25m will be allocated for self and custom-build projects) to unlock and accelerate the release of Brownfield sites. Applications will only be considered if the following 'gateway' criteria are satisfied:

- the land to which the application relates is brownfield land, fully owned by the local authority.
- the project must be undertaking capital works on local authority-owned land only
- funding must enable the release of the land for housing by end March 2024 or earlier, and must address market failure
- the works for which funding is sought are deliverable and within a timeframe that will enable the land to be released in time
- A threshold of 1.5 for Benefits Cost Ratio (BCR) + non-monetised benefits must be reached

- 2.16 Funding will provide upfront capital to address viability issues arising from abnormal costs of the proposed development. The types of abnormal costs requiring funding may include:

- site levelling, groundworks, demolition
- provision of small-scale infrastructure
- highways works or other access challenges
- addressing environmental constraints.

- 2.17 The BLRF was launched on 19 April 2021, with an initial call for sites to be concluded by 10 May via the North Midlands OPE Partnership. It was considered that only the proposal of sufficient maturity for this Council was the redevelopment at 32 Stodman Street, Newark. Members will be aware that this project is also identified for Towns Funding via the MCHLG approved Newark Town Investment Plan. 10 expressions of interest were received by the NM Partnership, 5 were in the N2 area - 3 from Nottingham City, 1 from NCC, and the Stodman Street project.

- 2.18 The Stodman Street bid has been submitted in accordance with the urgency decision detailed elsewhere on this agenda.

3.0 Equalities Implications

3.1 Each of the funding bids and/or individual projects consider equalities implications under separate cover.

4.0 Financial Implications (FIN21-22/414)

4.1 Budget associated with progressing bids for the Newark Levelling Up Fund and the Brownfield Land Release Fund are addressed via the relevant urgency decisions detailed elsewhere on this agenda.

4.2 Due to the unknown timescale of receipt of the £125,000 capacity fund anticipated to support round two of the LUF bid, an initial £50,000 will be made available from the Change Management Reserve as per the Exempt Additional Regeneration Resources report on this agenda.

5.0 Community Plan – Alignment to Objectives

5.1 The funding streams detailed cut across all Community Plan objectives.

6.0 RECOMMENDATIONS that Members:

- a) **formally support the submission of the Community Renewal Fund bid by Nottinghamshire County Council on or before 18 June 2021;**
- b) **support the submission of the final Newark Levelling Up Fund Bid for the Southern Link Road (SLR);**
- c) **support the proposals to progress work to develop a Sherwood Levelling Up Fund bid, including recommending to the Policy & Finance Committee the forward-funding £50,000 of the £125,000 in anticipated receipt of capacity funding in association with round two of the Levelling Up Fund; and**
- d) **Members note and welcome the submission of the Brownfield Land Release Fund bid for 32 Stodman Street.**

Reason for Recommendation

To allow the Council to maximise funding opportunities to deliver its Community Plan objectives and to improve lives for residents across the District.

Background Papers

Urgency Item – Newark Levelling Up Fund
Urgency Item – Brownfield Land Release Fund

For further information please contact Matt Lamb on Ext 5842.

Matt Lamb
Director - Planning & Growth

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

ANNUAL REVIEW OF THE EXEMPT REPORTS CONSIDERED BY THE ECONOMIC DEVELOPMENT COMMITTEE

1.0 Purpose of Report

1.1 To provide the Economic Development Committee with a list of the exempt business considered by the Committee for the period 27 March 2019 to date.

2.0 Background Information

2.1 The Councillors' Commission at their meeting held on 25 September 2014 proposed a number of changes in respect of exempt information, one of which being that 'the Committees undertake an annual review of their exempt items. This was ratified by the Council on 14 October 2014.

2.2 Members will also be aware that the Council agreed a review mechanism for exempt items which was incorporated into the Access to Information Procedure Rules. Rule 18 provides Members with a mechanism to request a review of exempt information with a view to this being released into the public domain should there be substantive reasons to do so.

3.0 Proposals

3.1 The following table provides the exempt business considered by the Economic Development Committee for the period 27 March 2019 to date:

Meeting Date	Agenda Item	Exempt Paragraph	Opinion of Report Author as to current status of the report
27.03.19	Castle Gatehouse <i>Matthew Finch/Carys Coulton-Jones</i>	3	Remain Exempt – commercially sensitive.
27.03.19	Future High Streets Fund <i>Matt Lamb</i>	3	Released into public domain
11.09.19	Newark Lorry Park (Appendix 1 only) <i>Deb Johnson/Ella Brady</i>	3	Remain Exempt – Appendix remains commercially sensitive.
18.11.20 13.01.21	Heritage & Culture Update <i>Carys Coulton-Jones</i>	4	Restructure of Business Unit recently completed. Report can now be released into public domain.
18.11.20	Development of the Former Robin Hood Hotel <i>Nick Wilson</i>	3	Remain Exempt – Commercially sensitive.
13.01.21	Buttermarket Report <i>Matt Lamb</i>	3	Remain Exempt – Commercial letting and feasibility exercise ongoing. Commercial confidentiality still required.
13.01.21	Economic Growth & Tourism Update <i>Matt Lamb</i>	4	Remain Exempt – Associated consultation ongoing, confidentiality still required.

13.01.21	Stodman Street Delivery Vehicle <i>Neil Cuttell</i>	3	Remain Exempt.
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4.0 **RECOMMENDATION**

That the report be noted with those items which are no longer considered as exempt being released into the public domain.

Reason for Recommendation

To advise Members of the exempt business considered by the Economic Development Committee for the period 27 March 2019 to date and those items which can now be released into the public domain.

Background Papers

Nil

For further information please contact Nigel Hill, Business Manager – Elections & Democratic Services on Ext: 5243.

John Robinson
Chief Executive

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

ECONOMIC DEVELOPMENT REVENUE AND CAPITAL FINANCIAL OUTTURN REPORT TO 31 MARCH 2021

1.0 Purpose of Report

1.1 To present to Members the 2020/21 financial outturn position on the Economic Development Committee's revenue and capital budgets, including:-

- General Fund (GF) Revenue
- Capital Programme

1.2 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.

2.0 Background Information

2.1 The financial outturn position to 31 March 2021 for the Economic Development Committee's revenue services is an unfavourable variance of £0.204m. The main reasons for this variance are in **Appendix A** attached.

2.2 The financial outturn position to 31 March 2021 for the Economic Development Committee's capital programme is a favourable variance of £0.326m, of which £0.325m requires reprofiling to 2021/22. Further details are in **Appendix B** attached.

<i>Economic Development</i>	Budget Approved as per P&F 21.01.21	Revised budget post-P&F	2020/21 Outturn	Variance
General Fund	0.626	0.670	0.344	(0.326)
General Fund REFCUS *	0.049	0.049	0.049	0.000
Total	0.675	0.719	0.393	(0.326)

*REFCUS relates to Revenue Expenditure funded from Capital under Statute i.e. expenditure on non-Council-owned assets e.g. disabled facilities grants.

3.0 Financial Implications (FIN21-22/9337)

3.1 The financial implications will all be contained within the report to Policy & Finance Committee on 24 June.

4.0 RECOMMENDATION

That the contents of the report be noted.

Reason for Recommendation

To inform Members of the financial outturn position for Economic Development Committee as at 31 March 2021.

Background Papers

Nil

For further information please contact Nick Wilson, Business Manager – Financial Services on Ext. 5317

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

General Fund (GF) Revenue Outturn Variance Analysis: Economic Development Committee - as at 31st March 2021 (2020/21)

Favourable variances are bracketed and in red - (1,234). Unfavourable variances are in black - 1,234. All amounts in £.

Cost Centre	Cost Centre Name	2020-21 Revised Budget	2020-21 Outturn	2020-21 Variance	Comments
A10104	GILSTRAP INTERPRETATION CENTR	0	1,119	1,119	Other small variances
A10105	NEWARK CASTLE/CASTLE GROUNDS	58,550	47,582	(10,968)	Heritage and Culture: additional grant and furlough income
A10108	RESOURCE CENTRE. MUSEUMS	17,120	8,959	(8,161)	Heritage and Culture: additional grant and furlough income
A10109	HERITAGE, CULTURE & VISITORS	2,677,363	2,645,961	(31,402)	Heritage and Culture: additional grant and furlough income
A10813	LAND CHARGES	(56,883)	(52,162)	4,721	Other small variances
A11314	LINCOLN ROAD SPORTS HALL	22,408	20,719	(1,688)	Other small variances
A11331	PARKS AND PLAYING FIELDS	145,574	141,852	(3,722)	Other small variances
A11334	PRIVATE ESTATES	24,024	9,359	(14,665)	Council properties: reduced income due to COVID-19
A11335	CLOSED CHURCHYARDS	4,965	4,890	(75)	Other small variances
A11336	VICAR WATER PARK	72,521	65,207	(7,314)	Other small variances
A11338	SCONCE & DEVON PARK	79,952	76,126	(3,826)	Other small variances
A11340	ENV SERV MANAGEMENT	298,440	296,157	(2,282)	Other small variances
A11573	PROMOTION OF TOURISM	286,941	249,185	(37,755)	Promotion of Tourism: events cancelled due to COVID-19
A11574	SHERWOOD YOUTH HOSTEL	(20,734)	(21,556)	(822)	Other small variances
A11578	TOWN CENTRE MANAGEMENT	59,968	54,500	(5,468)	Other small variances
A11601	GROWTH TECHNICAL SUPPORT	246,468	220,422	(26,046)	Growth/Technical Support: vacant posts
A11604	DEVELOPMENT MANAGEMENT	277,195	49,218	(227,977)	Development Management: vacant posts and increased income
A11605	PLANNING POLICY	326,939	307,757	(19,182)	Planning Policy: vacant posts
A11606	BUILDING CONTROL	93,462	89,083	(4,379)	Other small variances
A11610	LOCAL DEVELOPMENT FRAMEWORK	49,230	18,066	(31,164)	Local Development Framework: change in budgeted assumptions
A11611	COMMUNITY INFRASTRUCTURE LEVY	32,278	21,825	(10,452)	Community Infrastructure Levy: development-related administration fee income
A11614	HIGH STREET HAZ	8,199	8,260	61	Other small variances
A11702	ENVIRONMENTAL SCHEMES	11,410	4,894	(6,516)	Other small variances
A11810	NEWARK BEACON	18,736	105,426	86,690	Council properties: reduced income due to COVID-19
A11813	SUTTON ON TRENT WORKSHOPS	(29,569)	(29,963)	(394)	Council properties: reduced income due to COVID-19
A11814	CREWE CLOSE BLIDWORTH WORKSHOP	(42,425)	(46,116)	(3,690)	Council properties: reduced income due to COVID-19
A11815	BOUGHTON WORKSHOPS	(33,010)	(30,721)	2,289	Council properties: reduced income due to COVID-19
A11816	CHURCH FARM WORKSHOPS	(20,108)	(21,497)	(1,389)	Council properties: reduced income due to COVID-19
A11817	BILSTHORPE WORKSHOPS	(29,397)	(24,658)	4,739	Council properties: reduced income due to COVID-19
A11818	BURMA ROAD WORKSHOPS	(16,985)	(11,901)	5,084	Council properties: reduced income due to COVID-19
A11819	JUBILEE BRIDGE	12,138	11,524	(614)	Council properties: reduced income due to COVID-19
A11820	BURMA ROAD, BLIDWORTH	290	0	(290)	Council properties: reduced income due to COVID-19
A11821	CLIPSTONE WORKSHOPS	(33,686)	(29,758)	3,928	Council properties: reduced income due to COVID-19
A11822	BOUGHTON ADVANCE FACTORY	(37,297)	(44,106)	(6,808)	Council properties: reduced income due to COVID-19
A11823	CLIPSTONE ADVANCED FACTORIES	(36,170)	(39,915)	(3,745)	Council properties: reduced income due to COVID-19
A11824	SHERWOOD FOREST CRAFT CENTRE	(15,370)	(25,570)	(10,199)	Council properties: reduced income due to COVID-19
A11826	CLIPSTONE HOLDING CENTRE	3,376	(628)	(4,004)	Council properties: reduced income due to COVID-19
A11828	LEACH WAY BLIDWORTH ADV	(37,501)	(38,649)	(1,148)	Council properties: reduced income due to COVID-19
A11835	BUTTERMARKET	63,818	104,726	40,908	Council properties: reduced income due to COVID-19
A11836	GATEWAY LODGE	1,381	160	(1,222)	Other small variances
A11837	FARRAR CLOSE	0	0	0	Other small variances
A11842	DEVELOPMENT COSTS	136,557	136,677	120	Other small variances
A11851	ECONOMIC GROWTH	751,818	729,989	(21,830)	Economic Growth: vacant posts
A11852	TOWNS FUND REVENUE	78,185	78,185	0	
A11886	FORMER M&S BUILDING	54,738	134,896	80,158	Former M&S Building: non-domestic rates (NDR) payable for the year due to change in budgeted assumptions
A12001	PARKING SERVICES ADMIN	148,557	127,198	(21,359)	Car parks: reduced income due to COVID-19
A12011	SURFACE CAR PARKS NEWARK	(655,178)	(53,386)	601,792	Car parks: reduced income due to COVID-19
A12012	SURFACE CAR PARKS SOUTHWELL	0	(583)	(583)	Other small variances
A12014	NEWARK LORRY PARK	(246,783)	(317,863)	(71,080)	Newark Lorry Park: increased income
A12019	SURFACE CAR PARK OLLERTON	4,990	2,923	(2,067)	Other small variances
A12211	RIVERSIDE ARENA MARKET	(9,670)	0	9,670	Other small variances
A12401	OTHER PROPERTIES & WSHOP VOIDS	6,394	(7,007)	(13,402)	Council properties: reduced income due to COVID-19
A12506	GROWTH INVESTMENT FUND	(630)	1,086	1,716	Other small variances
A15002	CREW LANE DEPOT	(18,524)	(19,050)	(526)	Other small variances
A15023	STREET SCENE GROUNDS MAINT	357,207	336,100	(21,107)	Other small variances
A11935	COVID COSTS - ECDC	100,213	100,213	0	
C54070	TOWNS FUND	2,350	2,350	0	
Total	ECONOMIC DEVELOPMENT	5,193,834	5,397,506	203,672	

General Fund - Spend against budget - Estimated in year

Project	Capital Description	Project Manager	Revised Budget 20-21 (Following P&F 21.01.21)	Revised Budget including Variations for Approval	Outturn	Total Projected spend in year	Variance	Scheme Complete / Reprofile Budget	Comments - Spend to date
TA3056	NCWC Tudor Hall	C Coulton-Jones	200,000	200,000	0	0	-200,000	200,000	07.08.20 currently obtaining quotes. 09.12.20 quotes back over budget, conversations taking place with previous contractors to split costs.
TB3144	Play Area Resurfacing	A Kirk	81,150	81,150	81,011	81,011	-139		16.10.20 added following capital budget bid process to ensure timing of resurfacing fits in with most suitable time to carry out the work.
TB3160	Castle Electrical Upgrade & Fire Alarm	C Coulton-Jones	85,000	85,000	0	0	-85,000	85,000	09.12.20 tenders back in excess of budget. conversations taking place over value engineering. 31.03.21 delays caused by seeking Heritage England approval and trying to keep costs within the budget.
TB6161	S106 Vicar Water Play Area Improvements	A Kirk	38,296	38,296	38,296	38,296	0	complete	07.08.20 scheme nearly complete. 16.10.20 Scheme Complete
TC3130	Lorry Park Shower Upgrade	R Churchill	45,400	45,400	44,975	44,975	-425	complete	07.08.20 urgency item during August to increase the budget in order to provide additional showers to make site COVID-secure. 09.12.20 all in an operational.
TC3134	Works to SFACC	R Churchill	23,560	23,560	0	0	-23,560	23,560	07.08.20 Robert to look into the works that are required for phase 2. 09.12.20 reviewing phase 2 works required.
TC3135	Works to Buttermarket	P Preece	175,000	180,760	176,482	176,482	-4,278	4,278	07.08.20 Ground Floor work to be completed by the end of October. Then revisit First Floor PID. 09.20.12 ED report in Jan with options for 2nd floor.
TC3139	Appletongate Resurfacing	B Rawlinson	27,060	27,060	27,057	27,057	-3	complete	16.10.20 urgency item to arrange work before winter to avoid damage from cold weather. 09.12.20 works complete. Came in on budget.
TC3149	Onstreet Residential Chargepoint Scheme	B Rawlinson	0	38,250	25,491	25,491	-12,759	12,759	31.03.21 works started in March 2021 following an urgency item to ED and P&F approved early March, reported to P&F 1.4.21
	Economic Development Committee		675,466	719,476	393,312	393,312	-326,164	325,597	

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

NEWARK TOWNS FUND

1.0 Purpose of Report

1.1 To update on the Newark Towns Fund and associated Town Investment Plan.

2.0 Updates

Signing Heads of Terms

2.1 Members will recall from the last meeting of the Committee that on 3 March, as part of the Chancellors 2021 Budget announcement, Newark was confirmed as being successful in securing its full £25m ask from Government for projects detailed within the Newark Town Strategy and Investment Plan (TIP).

2.2 Following the Chancellors announcement, and in accordance with the resolution of the Newark Towns Board and this Council, Heads of Terms for the Newark Town Deal were formally signed on 20 April 2021 between the Government, the Co-Chairs of the Towns Board (on behalf of the Board), and the CEO of Newark & Sherwood District Council (on behalf of the accountable body).

Project Confirmation & Business Case Development

2.3 Members will recall from the March meeting that all of the priority projects promoted in the Newark TIP were identified in the Heads of Terms as being capable of receiving Towns funding, subject to business plan development and approval. In the case of the Newark Southern Link Road it was decided that NSDC would seek to close the current funding gap via a Newark Levelling Up Fund (LUF) submission on 18 June 2021, allowing towns funding to be available for all of the other priority TIP projects. This position is fully supported by the Newark Towns Board. An update on the Newark LUF for the Southern Link Road is provided elsewhere on this agenda.

2.4 On 21 May it was necessary to submit to Government confirmation of this position through the submission of 'Project Confirmation Documents' for each scheme, alongside details and/or commitments of proposed governance, assurance, engagement (including with the private sector), and monitoring and evaluation frameworks to manage the overall Towns Fund program and associated projects. This also included a commitment that all projects will demonstrate within submitted business cases how they would address Clean Growth Principles.

2.5 Table 1 below captures the projects being progressed through to Outline and Full Business Case Stage. Members will recall that each business case will be developed with the help and assistance of Hatch consulting, independent providers procured to assist each project sponsor in developing their submissions.

2.6 Members will note an additional revenue ask, endorsed by the Towns Board, for revenue capacity for management and delivery of the Towns Fund program.

Table 1.

Project	Project Sponsor	Towns Fund Contribution
20 Minute Town	NSDC	£0.2m
32 Stodman Street	NSDC	£2m
Castle Gatehouse	NSDC	£2.6m
Construction College Expansion *Costs discounted as completed using Accelerated Towns Fund	Lincoln College Group	£0.389m
Cultural Heart of Newark	NSDC	£2.1m
IASTI	Lincoln College Group	£10.6m
Police Station Relocation	Nottinghamshire Police/NSDC	£1m
SiScLog (Newark Gateway site)	University of Lincoln/NSDC	£4m
YMCA Community & Activity Village	YMCA	£2m
Towns Fund program management and Delivery	Accountable Body	£0.5m
		£25m*

Assurance Process

- 2.7 Members will be aware of the role of this Council, both in promoting and/or supporting TIP projects and as the accountable body for the Towns Fund. This latter role requires scrutiny and assurance of all projects and associated Business Plans in order to ensure value for money, delivery of expected outputs, and ultimately release of grant(s).
- 2.8 **Appendix A** details a proposed Newark Towns Board Assurance Framework (AF). The AF has been drafted in consultation with internal legal and finance colleagues, in addition to the S151 officer. Externally, colleagues at the D2N2 LEP, MCHLG, and independent consultants Hatch and Quod (those assisting in Business Case preparation and assurance respectively) have all contributed to the recommended AF. It is recommended that Members endorse the proposed AF, recommending to the Policy and Finance Committee that this be formally adopted by this Council as an approved Newark Towns Fund Assurance Framework (June 2021). If approved, all projects will be required to adhere to this Framework, with a formal recommendation on whether to release Towns Fund grant being provided by the Council's s151 Officer, in consultation with external consultancy support from Quod consulting. Any variation with the AF will be by exception, and only with the consent of this Council via the Policy & Finance Committee and the Newark Towns Board.

Business Case Approval

- 2.9 As Members would expect projects are at different stages of maturity. There are 3 projects which are likely to be advanced to Full Business Case by the autumn: 1) the YMCA Community & Activity Village; 2) the IASTI; and 3) 32 Stodman Street.
- 2.10 The YMCA Community & Activity Village is the first project to have completed and submitted a final Full Business Case (FBC) for the Council's consideration on behalf of the Newark Towns Board. At the time of writing this FBC is being appraised by Quod consulting and the Council's

s151 Officer. It is expected that this will be concluded prior to meeting of the Policy & Finance Committee, with an accompanying recommendation that the FBC is compliant and that the full £2m grant is released, subject also to the approval of the Newark Towns Board and execution of a required Grant Funding Agreement between the Council and the YMCA (that agreement will also include regular reporting of delivery and outputs). Members are asked to formally welcome and endorse this approach, which would see delivery of the completed Community and Activity Village in Spring 2022.

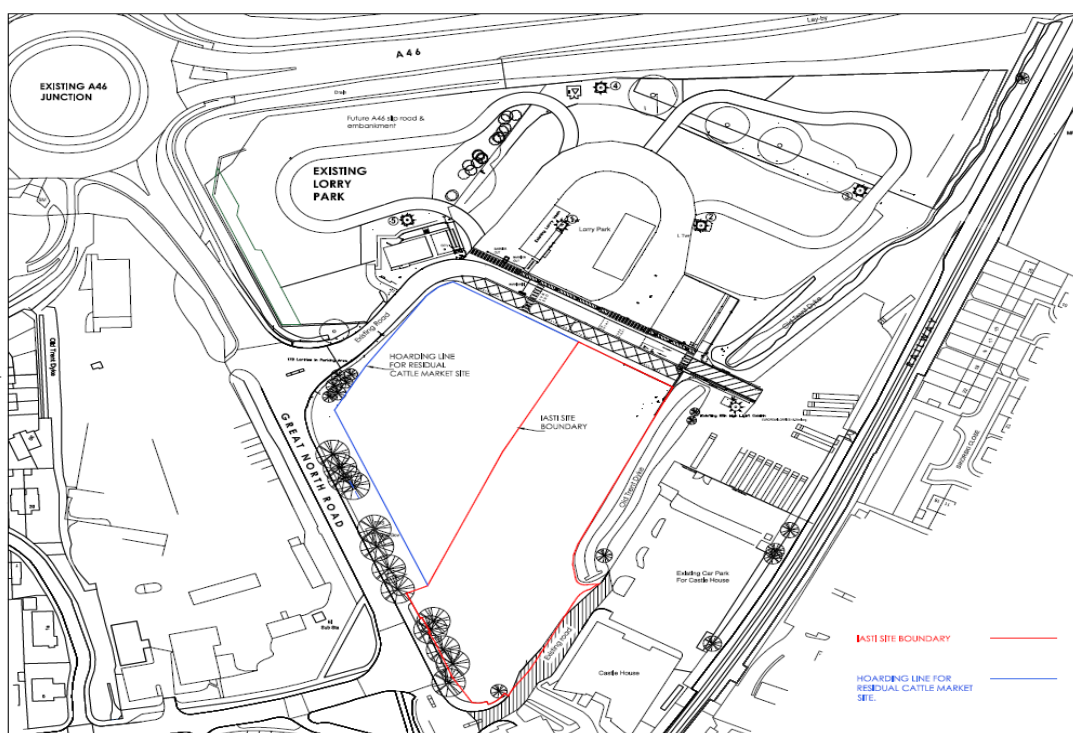
Project Updates

Newark Gateway Site (the former Cattle Market and current Lorry Park)

- 2.11 Members will be aware that following the decisions of this Committee and that of the Policy & Finance Committee in November 2020 and January 2021 works are progressing for the demolition and safe holding of the vacant cattlemarket site. Demolition consents have been issued and tenders via an open market procurement process must be submitted by the end of June. Subject to a successful award, it is expected that demolition will commence in July 2021, completing by the autumn. The site will then be securely held pending the first development, the International Air & Space Training Institute (IASTI® Newark).

IASTI® Newark

- 2.12 Members will recall this project, and its innovative approach to training across military and civil industries to create pre 16, post 16, and post 18 education pathways for pilots, ground crews, and engineers. IASTI® Newark is the first to be announced in the UK. A second at IASTI® London City has also now been [announced](#).
- 2.13 IASTI® Newark will welcome its first intake of students to temporary facilities at Newark College from September 2021 with a view to the new permanent IASTI facility opening from September 2023 on the Newark Gateway site. The proposed site of the IASTI is detailed below and follows feasibility work by the Council and College to progress a scheme. Members will see that the intention, subject to further detail and agreement by this Council as both landowner and planning authority, is for the IASTI to be serviced off the exiting access to Castle House.



- 2.14 It is expected that the IASTI® Newark will be phase 1 of the Newark Gateway development. Further phases, included the relocation of the lorry park and its redevelopment continue to be subject to feasibility work, including negotiations with Highways England giving the

scope and timings of works associated with the A46 Newark Northern Bypass. A decision of the redevelopment of the lorry park does not need to be made in order to accommodate the IASTI® Newark development with the Lincoln College Group understanding that the IASTI will be operational alongside the lorry park, albeit in the knowledge that the Council retains its desire to ultimately relocate and redevelop the lorry park, subject to conclusion of necessary feasibility work and business cases.

- 2.15 The IASTI® and Newark Gateway delivery programs have scheduled a likely planning application for the IASTI® in late summer 2021. Members are asked to recommend to the Policy & Finance Committee that they support, subject to realising best value land considerations, a land deal for the siting of the IASTI® Newark and consent to a planning application being submitted by the Lincoln College Group on Council land in summer 2021.

Replacement Livestock Market

- 2.16 The Council continues to negotiate with a third party who remain interested in progressing a new Livestock Market for Newark. This interested party already invested in purchasing various items of cattle market furniture and pennage from the old cattle market site, and continues to keep Officers informed of ongoing discussions. Further detail will be provided as this scheme is developed.

Other Projects

- 2.17 The other Towns Fund projects continue to be developed with the project sponsors, partners, and Hatch consulting. As they progress further updates will be provided.

3.0 Equalities Implications

- 3.1 Each TIP project is required to specifically address equalities and access implications as they are developed. This will be captured through the scheme and Business Case submissions.

4.0 Digital Implications

- 4.1 There are digital implications within many of the TIP plans and projects identified, with the need to ensure appropriate digital infrastructure, skills and future innovative and creative employment opportunities being key to many objectives. Each project will be required to identify this as they progress.

5.0 Financial Implications (FIN21-22/9077)

- 5.1 Budget for the funding and safe holding of the vacant livestock market was secured at the March Policy & Finance meeting, as was associated budget to progress the Newark Gateway development feasibility work.
- 5.2 As per paragraph 2.10, the business case for the Community and Activity Village has been submitted. Therefore, if members endorse the proposal to release the £2m funding a budget will need to be approved for addition into the Capital Programme.
- 5.3 Additional capacity and resources to continue to deliver the Town Fund programme, alongside other regeneration initiatives and funding opportunities will be addressed under separate cover.

6.0 Community Plan – Alignment to Objectives

6.1 The Newark Town Deal and TIP is a direct intervention of such scope and breadth that it significantly contributes to delivering all of the Council’s Community Plan objectives.

7.0 RECOMMENDATIONS that:

- (a) Members note and welcome confirmation that Heads of Terms for the Newark Towns Deal have now been signed with Government to allow access to up to £25m of capital funding for the range of Town Investment Plan (TIP) projects detailed at paragraph 2.6 of this report;**
- (b) Members endorse the proposed Newark Towns Fund Assurance Framework (June 2021) and recommend to the Policy & Finance Committee that this be adopted by the Council in its role as accountable body for the Newark Towns Fund;**
- (c) Members advise of their full support for the YMCA Community & Activity Village to the Policy & Finance Committee, requesting the release of Towns Fund Grant for this project, subject to the satisfaction of the Policy & Finance Committee and s151 Officer that the Full Business Case submitted is in accordance with the Newark Towns Fund Assurance Framework (June 2021); and**
- (d) Members welcome the update on the IASTI® Newark as the first of its kind in the UK and recommend to the Policy & Finance Committee that the development of the IASTI® Newark as a Phase 1 of the Newark Gateway redevelopment be supported, subject to necessary due diligence on securing an appropriate long lease of the land and permission for the Lincoln College Group to submit a planning application on the identified phase 1 Gateway site**

Reason for Recommendations

To continue the development the Newark Towns Strategy and Investment Plan.

Background Papers

Newark Town Investment Plan (July 2020)

For further information please contact Matt Lamb on Ext. 5842

Matt Lamb
Director – Planning & Growth



**NEWARK &
SHERWOOD**
DISTRICT COUNCIL

**Newark Towns Fund
Local Assurance Framework**

June 2021

DRAFT

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1 Introduction

Town Investment Plan

In September 2019, it was announced that Newark-on-Trent had been chosen as one of 100 towns in the UK to potentially receive up to £25 million worth of investment, as part of the Government's 'Town Deal' initiative.

For Newark to have the best chance in being awarded the maximum funding, the Newark Towns Fund Board invited residents and visitors of Newark to take part in a survey to have a say the Towns challenges and opportunities. Local children were also asked to share their ideas on the future of Newark in the form of a writing competition. This work informed the shaping of projects and proposals to enable the strongest 'Deal' possible to be presented to Government.

This was captured in the Newark's 'Town Investment Plan', which was submitted to the Government at the end of July 2020.

The ambition is to 'reimagine' the town by addressing its visible and unseen challenges whilst maximising the positives. Learning and earning constraints continue to stifle social mobility and opportunity for residents and businesses. Retail vacancies and unemployment remain unacceptable high.

Four pillars of intervention were identified:

- Skills, Education, and Business
- Connectivity (digital, physical, people, and services)
- Town Centre Regeneration and Culture
- Town Centre Residential

It was announced in March 2021 that Newark had been successful in its bid for the £25 million of investment.

Newark Towns Fund Board

The Newark Towns Fund Board comprises c.40 private and public businesses and bodies and is the vehicle through which the vision and strategy for the town is defined.

The primary role of the Newark Towns Fund Board is to provide strong and visible leadership for Newark, challenging partners to increase their ambition of what can be achieved collectively and acting as advocates for the town.

Since inception in early 2020, the Newark Towns Fund Board has agreed a vision for Newark and sought to maximise the opportunities for growth; including, the development of a well evidenced Town Investment Plan which sets out a clear understanding of the area, focusing on its assets, opportunities and challenges.

As the Newark Towns Fund Board enters its next phase in the Towns Fund process, its purpose changes to a strategic and delivery focus. As such, the structure of the Board has been updated to reflect the change in focus to include a Main Towns Fund Board and a smaller Executive Towns Board (see Section 4 for details).

Local Assurance Framework

This Local Assurance Framework (LAF) sets out how the Newark Towns Fund Board will effectively undertake its role in relation to good governance and allocation of public funds it is responsible for. It identifies the roles to be taken by Newark Towns Fund Board and its constituent Boards, by the Accountable Body and by the promoters of projects. This includes the process of ensuring value for money, prioritisation, appraisal, business case development and risk management.

It also sets out the process to be followed in selecting priorities for the Towns Fund.

Newark Towns Fund Board is fully committed to ensuring the highest standards of governance, accountability and transparency across all aspects of its activities and will review the LAF annually and make any changes in line with changes made to the Local Growth Assurance Framework to ensure consistency and full compliance. The Local Growth Assurance Framework has been used as a guide for the development of this Framework in the absence of an overarching assurance framework for the Towns Fund programme.

Newark and Sherwood District Council is the Accountable Body, and therefore has responsibility for ensuring this LAF is in place, meets the standards set out by Government and that all funding decisions are made in accordance with it. The Section 151 Officer will provide assurance of proper use of Government Funds and Governance Procedures within the Newark Towns Fund Board activities.

Newark and Sherwood District Council and the Newark Towns Fund Board will notify the Ministry of Housing, Communities and Local Government (MHCLG) of any significant changes made to the LAF.

2 Governance

The Newark Towns Fund Board have clear systems, rules and practices and processes in place to ensure that decisions are made on a transparent basis, by the appropriate persons or groups and based on appropriate skills and capability.

Members of the Newark Towns Fund Board and other subgroups will work within the agreed governance structures and will always demonstrate the highest standards of conduct. Any third party involved with the Newark Towns Fund Board or who is providing a service to the Newark Towns Fund Board will be made aware they are expected to act within the governance system and that their conduct is expected to be consistent with the standards applicable to members of the Newark Towns Fund Board.

As per the Towns Fund Prospectus, the Government expect that Town Deal Boards align with governance and policies of the Lead Council (Newark and Sherwood District Council). This includes whistle blowing, conflicts of interest and complaints.

Newark and Sherwood District Council expects employees and its members to adhere to the seven Nolan Principles of public life. Therefore, Members of the Newark Towns Fund Board, Executive Board and Sub Boards are expected to adhere to those same principles of:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Each Board Member and Substitute Board Member is required to submit a signed version of the Register of Interest, Terms of Reference, and Code of Conduct before formal membership is given. A copy of the Register of Interest, Terms of Reference, and Codes of Conduct are included within Appendix 1 and Appendix 2 of this document. Completed forms are submitted on the Newark and Sherwood District Council Website, as Accountable Body, under the list of Board representatives.

In light of the Covid-19 pandemic, Newark Towns Fund Meetings may be held in person or virtually, as required. The same governance rules apply to meetings that are held virtually.

An agenda, including reports presented to the Newark Towns Fund Main Board and Newark Towns Executive Board, are required to be circulated to all Board Members 5 working days prior to a Main Board or Executive Board Meeting and will be published on the Newark and Sherwood District's website.

An item of business not included in the agenda for a meeting may be considered by the meeting for reasons of urgency, if the person presiding at the meeting considers it appropriate and necessary to do so. Only in the most exceptional circumstances might it be considered necessary and appropriate for a matter of strategic importance to be dealt with in this manner.

Any urgent decision that needs to be made by the Newark Towns Fund Main Board or Newark Towns Fund Executive Board that does not fit within the timeframe of the scheduled meetings may be decided through the written procedure set out in Section 5, Scheme of Delegation, where the Co-Chairs consider it appropriate and necessary to do so.

Minutes and actions from Main Board and Executive Board Meetings are required to be published and circulated to Board Members no more than 10 working days following a Main Board and Executive Board Meeting.

Additional governance information such as future board meeting dates are also made available on Newark and Sherwood District Council's website.

3 Board Representatives

The Newark Towns Fund Board comprises c.40 private and public businesses and bodies (including local government, education providers, charities, local business groups, public limited companies and private organisations).

The Newark Towns Fund Board comprises of the following representatives:

- **Chair and Co-Chair** - The posts will lead and facilitate the Board providing strategic direction. Each role will be independent in its own right and at least one role will be held by a private sector representative. To enable the Board to proceed at least one of the two Chairs must be in attendance at the Main Board meetings and the Executive Board meetings. The Chair and Co-Chair will be voted in on an annual basis.
- **Board Members** - Representatives from the public and private sector including local business, Higher Education, Further Education, community voluntary services, emergency services, media and the District Council. Board Membership will be reviewed annually. Any decision made by the Chair must be formally ratified by the rest of the Board Members. There may be one vote per organisation.
- **Substitute Board Members** - Substitute members from organisations will be entitled to attend Board meetings and vote when a Board Member is not available. Substitute members are required to follow the governance process.
- **Advisors** - Advisors are invited by Board Members and participate in the meetings but have no voting rights or ability to make decisions on behalf of the Board.
- **S151 Officer** – Newark and Sherwood District Council is the Accountable Body for the Town Board. The Council's S151 Officer will ensure compliance with all necessary financial regulations.

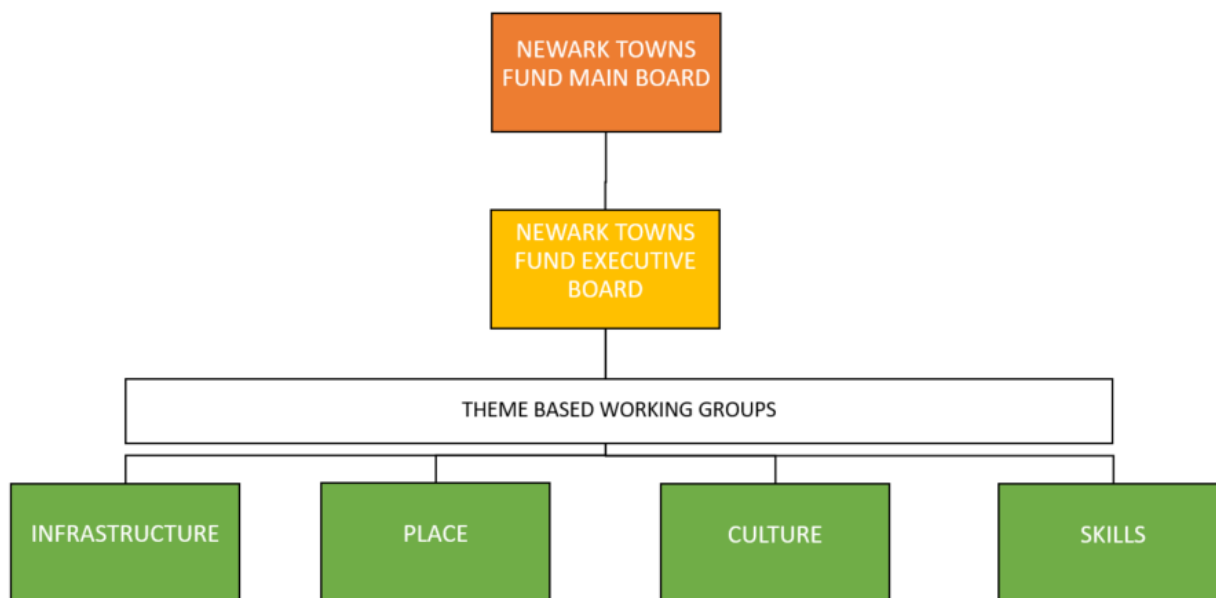
Process for New Membership

The Newark Towns Fund Board keeps a register of all Board and Substitute Members. Membership is reviewed on an annual basis. Board Members are notified with six months of their term left and given the option to reapply for a one term extension. Should the Board Member choose not to reapply the position is advertised via adverts in the local press and journals. Following the advertisement, the chairs will agree the shortlist for a vote into the Executive Towns Fund Board.

Part of the Main Board's responsibility is to ensure that that the Board Membership reflects the Newark Towns Fund Board area including age, gender, ethnicity, public and private sector, geography, and skills. Newark Towns Fund Board remains committed to diversity on its Board based on all protected characteristics and will encourage engagement and representation from across all communities from across the region.

4 Structure

The governance structure of the Newark Towns Fund Board is as follows:



The **Newark Towns Fund Main Board** is made up of the c.40 Board Members and Substitute Members as detailed in Board Representatives. The Main Board is to meet once every 6 months and its purpose is to oversee strategic decisions.

The **Newark Towns Fund Executive Board** is made up of a maximum of eight Board Members of which at least two are from Newark and Sherwood District Council, being the Chief Executive and S151 Officer, and at least four are from the private sector. The Executive Board representatives are approved annually by the Main Board and includes one of the Co-Chairs. The purpose of the Executive Board is to drive operational and delivery decisions as delegated by the Main Board. Advisors can be invited into Executive Board meetings and decision making.

Theme Based Working Groups are set up under the subjects of Skills Education & Business; Connectivity; Town Centre Regeneration & Culture; and Town Centre Residential. The Working Groups are made up of individual themed project groups. These groups are formulated and meet as required. The purpose of these groups are to deliver the projects identified in the Town Investment Plan and report any additional initiatives to the Executive Board. Theme Based Working Groups will be activated and inactivated based on the programme of projects within the Working Group. Each Theme Based Working Group will have a Working Group Champion whose role will be to call projects in under the group and organise meetings as required. A Newark and Sherwood District Council Officer will be included in each Theme Based Working Group who will be responsible for taking minutes and actions for the meetings.

5 Scheme of Delegation

The current scheme of delegation is for all strategic decisions to be made by the Newark Towns Fund Main Board. The Newark Towns Fund Board may delegate decisions to its Executive Board.

Any financial decision must be signed off by the S151 Officer from Newark and Sherwood District Council as the Accountable Body. The Council's S151 Officer will ensure compliance with all necessary financial regulations,

A decision which is made in contravention of the process will be invalid based on non-compliance unless the Newark Towns Fund Main Board has given prior approval for variation in the decision-making process.

Any decision that needs to be made by the Newark Towns Fund Main Board or Newark Towns Fund Executive Board that does not fit within the timeframe of the scheduled meetings can be decided through the written procedure below.

Only in the most exceptional circumstances might it be considered necessary and appropriate for a matter of strategic importance usually reserved to the Main Board to be decided through this procedure.

Written Procedure:

- A report in the usual meeting format and including reasons for urgency, will be circulated the veto powers to the Co-Chairs to consider whether, due to the urgent nature of the decision to be made, it is necessary and appropriate for the decision to be made before the next meeting.
- Where practicable, the Co-Chairs will consult with other Executive Board Members prior to taking the required decision.
- The Co-Chairs will take the required decision, if at all possible within 5 working days of the report being presented. If the Co-Chairs are unable to reach agreement the decision of the Chair will be final.
- For transparency the report, reasons for urgency, and decision will be presented to the next appropriate meeting.

6 Code of Conduct

As per the Towns Fund Prospectus, the Government expect that Town Deal Boards align with governance and policies of the Lead Council (Newark and Sherwood District Council). This includes whistle blowing, conflicts of interest, complaints, acceptance of the Nolan Principles, declaration of interests, gifts or hospitality and agreement of the latest Communications and Engagement Statement.

Where members of the Newark Towns Fund Board are not employed by Newark and Sherwood District Council, elements relating to pay or leave would not apply as membership of the Board is not a paid role.

Copies of Newark and Sherwood District Council's applicable policies, within its own Code of Conduct can be obtained via the website www.newark-sherwooddc.gov.uk/

Failure to adhere to the Newark Town Deal Board Code of Conduct could result in removal from the Board.

A copy of the Code of Conduct that Board Members are required to sign is included in Annex 1 of Appendix 1. All signed Codes of Conduct from Board Members are included on the Newark and Sherwood District Council website.

7 Publications of Reports and Information

Newark Towns Fund Board papers for the Main Board and Executive Board are published on the Newark and Sherwood District Council website.

These are published in line with the Best Guidance Practice Guidance in accordance with the Local Government Act 1972, meeting agendas and papers are published 5 clear working days before the meeting takes place and draft minutes of the meeting are published within 10 clear working days of the meeting taking place.

Any declaration of interest made at the meeting will be included in the minutes.

The Newark Towns Fund Board follow the Accountable Body - Newark and Sherwood District Council's document classification policy in terms of how documents are classified as public, controlled, or restricted.

Information which is not to be placed in the public domain is treated under The Local Authorities- Executive Arrangements Meetings and Access to Information Regulations 2012 using one of following 7 exemptions:

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any person (including the Authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultation or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes:
 - a. To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b. To make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

Newark and Sherwood District Council have in place appropriate data protection arrangements in line with the General Data Protection Regulations (GDPR) and the Data Protection Act 2018. The Council is the Data Controller for the Board in its capacity as Accountable Body.

8 The Accountable Body

Newark and Sherwood District Council was appointed as the Newark Towns Fund Board's single Accountable Body in January 2020 as a requirement of the Towns Fund guidance.

The Accountable Body, through the Section 151 Officer, is accountable for the proper use and administration of funding, all of which falls under the annual audit of the Newark and Sherwood District Council's accounts, and for ensuring that decisions are made in accordance with this LAF or any other framework which may instead apply.

These responsibilities include:

- Ensuring the decisions and activities of the Newark Towns Fund Board conform with legal requirements with regard to equalities, social value, environment, Subsidy Control, procurement etc.
- Ensuring that funds are used in accordance with the conditions placed on each grant.
- Ensuring (through the Section 151 Officer) that the funds are used appropriately.
- Ensuring that this Assurance Framework (or any other which may instead apply) is implemented and adhered to.
- Maintaining the official record of Newark Towns Fund Board proceedings and holding copies of all relevant Newark Towns Fund Board documents relating to any funding streams the Accountable Body is responsible for.
- Ensuring Newark Towns Fund Board decisions at formal meeting are recorded by way of minutes, and the minutes of each meeting are reported to the subsequent meeting to ensure accuracy. Minutes, agendas, and reports are published on the Newark and Sherwood District Council website.
- Responsibility for the decisions of the Newark Towns Fund Board in approving projects (for example if subjected to legal challenge).
- An independent annual audit will take place as instructed by Newark and Sherwood District Council as the Accountable Body.

The use of resources is subject to the usual local authority checks and balances – including the financial duties and rules which require councils to act prudently in spending; these are overseen and monitored by the Section 151 Officer.

While it may put in place procedures and promote proper practice, and monitor and report on the effectiveness of these, the Accountable Body is not responsible for any deficiencies in the administration of public monies among funding recipients and partner bodies. In the event of any shortcomings coming to light it will seek to safeguard, and recover where appropriate, the relevant monies through either the Newark Towns Fund Board mechanisms or its own channels as it considers most suitable in the circumstances.

The Accountable Body would only normally refuse a decision of the Newark Towns Fund Board if it were:

- Not procedurally valid, or
- Illegal, or
- Would lead to the available budget being exceeded.

If a situation did occur whereby the Accountable Body had significant concerns about a decision the Newark Towns Fund Board had taken, or proposed to take, then an urgent meeting within 5 working days would be convened by the Section 151 Officer of the Accountable Body with key stakeholders from both the Newark Towns Fund Board and the Accountable Body. The Council's S151 Officer will ensure compliance with all necessary financial regulations.

There will be a clear separation between scheme promoters (i.e. Newark and Sherwood District Council led schemes) and those advising on decision-making (the Accountable Body role), to ensure the Newark Towns Fund Board is acting on impartial advice on the merits of potentially competing business cases.

Where Newark and Sherwood District Council is the project lead and the Accountable Body, an independent business case assessor will review the project documents and provide an appraisal to the Newark Towns Fund Board on compliance to the Towns Fund programme. This should allow impartiality between different project leads and the Accountable Body.

Awards of funding by the Newark Towns Fund Board will be accompanied by a written grant offer agreement between the Accountable Body on behalf of the Newark Towns Fund Board and the promoter setting out the split of responsibilities and specifying provisions for the protection of public funds, such as arrangements to suspend or claw back funding in the event of non-delivery or mismanagement.

An equivalent agreement will be entered into where Newark and Sherwood District Council are both the Project Lead and Accountable Body.

As a minimum, these agreements will include:

- Details of the project and outputs to be delivered in a specified timescale
- Arrangements for payment (up front or in arrears, quarterly or other)
- Arrangements to suspend or claw back funding in the event of non-delivery or mismanagement
- Monitoring requirements, including the metrics and frequency of reporting
- Publicity obligations and arrangements

The agreement will be signed by the Section 151 Officer (or equivalent) of the promoting organisation and by the Section 151 Officer of the Accountable Body on behalf of the Newark Towns Fund Board, who has the final sign off on funding decisions.

The Accountable Body require Project Sponsors to provide evidence that subsidy control is adhered to. It will also satisfy itself of any subsidy control requirements in discharging its Accountable Body functions.

9 Section 151 Officer

Newark and Sherwood District Council is the Accountable Body for the Newark Towns Fund Board. The Council's S151 officer will ensure compliance with all necessary financial regulations.

The Newark Towns Fund Board and Accountable Body will ensure they address the five principles of the CIPFA guidance:

- Embed a corporate position for the Section 151 officer in Newark Town Board assurance
- Create a formal/structured mandate for the Section 151 officer
- Embed good governance onto decision making
- Ensure effective review of governance
- Ensure appropriate skills and resourcing

All Newark Towns Fund Board and any sub board documents which have a financial implication will be provided to the Section 151 officer/delegate, and where decisions are being made the Section 151/delegate will have the opportunity to comment. The Section 151 officer or delegate will also attend the Towns Fund Full Board and Executive Board.

Assurance will be provided by the submission by the Project Lead of a signed monitoring return to the Section 151 officer.

The Section 151 officer will provide the required level of assurance that is requested from MHCLG, which is to be confirmed.

10 Contracts

The Newark Towns Fund Board terms a 'contract' as a grant offer agreement for its Town Investment Projects.

As part of the grant offer agreement, the organisation responsible for the project will be required to fill in a project monitoring form to ensure compliance to achieve the desired outputs/outcomes as stated in the contract and the Town Investment Plan.

A regular programme overview is given at every Newark Towns Fund Executive Board and Newark Towns Fund Main Board meeting to update the Board on the performance, any issues and risks and mitigations of each project.

A Public Sector Equality Duty (PSED) assessment will be required as part of the contract with each individual project.

On a bi-annual basis the Newark Towns Fund Main Board is updated on outputs with each project RAG rated to highlight any projects which are an area of concern to the Newark Towns Fund Board's delivery targets. Any formal requests of changes over 25% to change grant profiles (for the avoidance of doubt, this does not relate to the overall level of grant, just the grant profile) or output profiles are taken to the Main Board for approval.

The Newark Towns Fund Main Board also receives regular updates on performance from the Newark Towns Fund Executive Board.

11 Government Branding

The Newark Towns Fund Board will meet any branding requirements set by MHCLG including the HM Government Identity Guidelines. Any additional branding changes or requests by HM Government will automatically be adopted by the Newark Towns Fund Board and will apply to all communication produced afterwards

Newark Towns Fund Board Brand

Each project is given the Newark Towns Fund Board branding guidance document which includes details for press and publicity and marketing and branding materials. This guidance adheres to the standards issued by the MHCLG.

Each project is contractually obliged to conform to the branding guidance.

This is followed up as part of the monitoring returns from each project, with projects required to provide details of forthcoming milestones linked to publicity opportunities to enable Newark Towns Fund Board to co-ordinate an appropriate marketing approach including engagement with MHCLG.

12 Engagement with Stakeholders

Newark Towns Fund Board is committed to effective engagement and collaboration with all its partners and stakeholders to effectively undertake its role as an advocate for its area and communicate key information relating to the Town Investment Projects

Examples of Newark Towns Fund Board's engagement activities include:

- Consultation of partners and stakeholders in the region for the Town Investment Projects
- Regular engagement with the local media on the Newark Towns Fund Board's work.
- Regular social media updates, website and video coverage of Town Investment Plan activity

The Chair and Co-Chair of the Newark Towns Fund Board regularly engage with local leaders, local Councillors, residents, and key business leaders.

Within Newark Towns Fund Board this engagement is being used to inform key decisions and future strategy development.

The Town Investment Plan, together with local economic development plans and capital programmes of Newark and Sherwood District Council provide the context, rationale and up to date evidence base for project and programme development.

Where there needs to be a change to the Town Investment Plan, this will be presented and agreed at Newark Town Fund Main Board before being communicated to the public. The decision will have been scrutinised appropriately by the Section 151 officer to ensure the change is fair and robust.

The Newark Towns Fund Board will remain in regular communication with MHCLG and the Towns Fund Delivery Partner and other towns who have received investment from the Towns Fund to ensure a collaborative approach to sharing ideas and support on any challenges.

13 Inclusion and Sustainability

The Newark Towns Fund Board looks to enable inclusivity and sustainability in to all its decision-making processes and strategic development. In order to be able to do this the Newark Towns Fund Board has a nominated inclusion representative and each Working Group must have at least one named inclusion representative at all times.

The Newark Towns Fund Board will consider how projects will improve the economic, social, and environmental well-being of the Newark-on-Trent area, how equality issues are considered, and how such improvements can be secured in the Town Investment Projects.

The Newark Towns Fund Board is committed to securing social value within the project designs.

All of the Newark Towns Fund Board strategies set out the inclusive ambitions and all decisions for capital funding must take into consideration the relevant charter which requires all projects to align their construction and development projects to a set of principles which create sustainable Economic, Environmental and Social impacts.

Each project as part of the Green Book Business Case should include details of how it meets the governments clean growth principles.

14 Town Investment Projects and Assurance Process

Town Investment Projects

In July 2020 the Newark Towns Fund Board submitted the Newark 'Town Investment Plan' which outlines thirty projects to span the next 30 years, including plans to regenerate the town centre, boost business and improve infrastructure. The government has announced that this plan has been accepted.

The priority projects identified to Newark are:

- **Lincoln College Group Construction College** – To provide additional courses in traditional trades (plumbing, bricklaying, joinery and stonemasonry), to over 600 new students over the next 5 years.
- **International Air and Space Training Institute** – To develop an International Air and Space Training Facility which blends education with practical experience.
- **YMCA Newark & Sherwood Community and Activity Village** – To redevelop 98.95 hectares of derelict space in the heart of Newark, with a mixture of physical and creative activities, education and health to ensure the village is a catalyst for broader social change/
- **Newark Cycle Town** – Deliver a new cycle scheme and facilities in partnership with Brompton Bike Hire.
- **Newark Castle Gatehouse** – To restore the structure of an iconic building to be used as a flexible facility for education, research and interpretation from our past and shared community space.
- **Former M&S Development** – The purchased M&S will be redeveloped, retaining a smaller, commercially attractive retail high street offer at ground floor and introducing a significant number of high-quality apartments at upper levels.
- **Newark Southern Link Road** – The completion of the Middlebeck Sustainable Urban Extension including the Newark Southern Link Road, connecting the A1 to the A46 is central to delivering the Council's Local Plan growth strategy/
- **Newark's Cultural Heart** – The project aims to build a cultural offer that will have a positive impact for the community of Newark. All who live, work and visit there, and build a sense of place for the town, balancing design with commercial reality.
- **Smart Innovation, Supply Chain & Logistics Enterprise Zone** – The creation of a new Smart Innovation, Supply Chain & Logistics Enterprise Zone, which will blend local skills, innovation and inspiration from the best examples of high-tech zones in Europe.
- **Police Station Relocation** – Project to relocate the town Police station to a Public Services Hub (expansion of Council offices).

Business Cases

Newark Towns Fund Executive Board are required to approve Business Cases for each project identified in the Town Investment Plan. It is the responsibility for each Project Lead to develop and submit the Business Cases for assessment.

The Business Case is a document setting out the case for investment used to justify the use of public spending and will set out the Case for Change, demonstrate that the investment is good value for money, affordable and deliverable. The Business Cases should be developed in accordance with the following government guidance documents; HM Treasury Green Book, HM Treasury Guide to developing a Business Case, Ministry of Housing, Communities and Local Government (MHCLG) Appraisal Guidance, DfT Transport Appraisal Guidance, DfT Appraisal and Modelling Strategy.

The Business Case Process will be delivered in three stages with each stage providing more detailed analysis to justify the investment until a project is procured and delivered. The stages are the Town 'Strategic Outline Business Case' (SOBC)- Towns Investment Plan (TIP) 'Outline Business Case' (OBC), and 'Full Business Case' (FBC).

In the case of NSDC the Towns Investment Plan is the Strategic Outline Business Case and is therefore complete.

A checklist is included in Appendix 3 which details the project milestones required for projects to progress through the Outline and Full Business Cases and includes the process for approval.

The Newark Towns Fund Executive Board and the Accountable Body will carry out an assessment of the Outline Business Case in line with the MHCLG guidance and report back to the Project Lead with confirmation on whether the project can progress to Full Business Case or whether there are any further requirements. Once the Outline Business Case is approved by the Newark Towns Fund Executive Board and the Accountable Body then the Executive Board will inform the Main Board of the approval and allow the Project Lead to progress the Full Business Case.

In circumstances, where a project has already been significantly progressed, the Project Lead may make a request to the Towns Fund Executive Board, that the Project is fast tracked straight to a Full Business Case. Full details on the project and reasoning behind the request must be presented to the Executive Board by the Project Lead in order for a decision to be made.

The Business Cases should be structured on 5 key dimensions, as referred to in the HM Treasury Green Book and referred to as the '5 Case ? .'

The Strategic Case should cover;

- Baseline analysis of the study area identifying key challenges to be addressed
- Review of relevant local, regional and national strategic policies
- Develop and agree a clear vision and objectives with stakeholders
- Analyse the need for intervention
- Project prioritisation to identify option for investment
- Develop a clear theory of change for the investment
- Assess how the investment fits in with other investments including consideration of dependencies.

The Economic Case should cover:

- Identify key benefits based on the theory of change
- Identify ways of modelling and monetarising benefits based on departmental guidance and considering the risk of double counting
- Determine costs, setting out clearly what they include and apply relevant adjustment factors
- Value for money assessment over the appraisal period including sensitivity tests
- Consideration of non-monetary benefits including social value.

The Financial Case should cover;

- Identify project costs including capital and operating costs and risks over time
- Ensure funding and financing are both covered
- Assess funding sources, project cash flows over time and the funding ask in a financial model

- Assess overall affordability of schemes
- Consider wider financial implications such as balance sheet treatment and tax issues
- Provide information on due diligence that has been undertaken to ensure the project costs are robust and sensitivity testing to understand a range of possible outcomes.

The Commercial Case should cover;

- Identify who the scheme/promoter is.
- Develop the procurement strategy
- Set the commercial strategy and set out contract arrangements including implications
- Consider social value in procurement
- Demonstrate market testing or other evidence that there is a market to deliver the project
- Determine the allocation of risks

The Management Case should cover;

- Identify governance including roles and responsibilities
- Develop a programme for investment with key milestones and decision points clearly identified
- Develop a stakeholder engagement and communications strategy
- Assess project risks and dependencies
- Develop a benefit realisation plan and monitoring & evaluation strategy

A Business Case must be developed for each of the selected projects in line with the conditions set in the Heads of Terms document. If a project consists of a package of smaller interventions these can be grouped into one Business Case as long as the strategic case is put forward demonstrating how the separate interventions link together to deliver a coherent vision. The value for money assessment must cover the project as a whole but each intervention must be costed in the financial case.

A Public Sector Equality Duty (PSED) should be fulfilled through a programme-level impact assessment; a relevant project-level impact assessment should also be undertaken. The Supplier assigned to develop the Business Case should work with the Accountable Body to produce a Summary Document for submission to MHCLG within 12 months of signing the Heads of Terms document. Environmental Impact Assessments should also be undertaken when required.

Green Book compliant Business Cases should be developed for each project. Business Cases should include:

- The evidence for the intervention using rigorous analysis of quality data and the application of best practice.
- An assessment of value for money. Attention should be given to how different types of projects will be compared and assessed. Typically, this would include the following considerations at a level proportionate to the scale of funding required for the proposal:
 - A clear economic rationale that justifies the use of public funds in addition to how a proposed project is expected to contribute to strategic objectives
 - Clearly defined inputs, activities, outputs and anticipated outcomes, ensuring that factors such as displacement and deadweight have been considered
 - Benefits that exceed the costs of intervention using appropriate value for money metrics
 - Appropriate consideration of deliverability and risk along with appropriate mitigating action (the costs of which must be clearly understood).

Recognising the diversity of market conditions and the acute nature of the Covid-19 impact in some localities, no minimum value for money threshold is set for Towns Fund projects. However, to follow best practice, all Business Cases must contain robust value for money assessments. If value for money values are low, then additional justification should be provided. A variety of measures can be used to summarise value for money, this includes estimates for:

- Net Present Social Value - defined as the present value of benefits less the present value of costs. It provides a measure of the overall impact of an option.
- Benefit-Cost Ratios - defined as the ratio of the present value of benefits to the present value of costs. It provides a measure of the benefits relative to costs

Net present social value and benefit-cost ratios should not be treated as a full representation of value for money. Rather, they should be used to summarise the benefits and costs that can be readily monetised or quantified. There may be wider strategic or social value to an intervention which may not be easily assimilated into calculations.

Business Cases should address, in a proportionate manner, the five cases set out in the HM Treasury Green Book. The Green Book has recently been updated to ensure the methodology supports the delivery of Government's levelling up ambitions and other policy priorities. These updates include a much stronger emphasis on the strategic case backed up by rigorous theory of change analysis, and renewed clarity on what constitutes value for money.

Business Cases should be developed to meet the assurance requirements of the Accountable Body. In addition to the Green Book, other appraisal guidance should be followed for specific thematic interventions where available.

All Full Business Cases must be signed off by the Newark Town Fund Executive Board to be considered a complete and final document. A Summary Document of the Full Business Case must be produced for each project. This should be submitted to MHCLG within 12 months of signing the Heads of Terms for the Town Investment Plan in order for funds to be released, save for any revenue or capitalised funding received in advance.

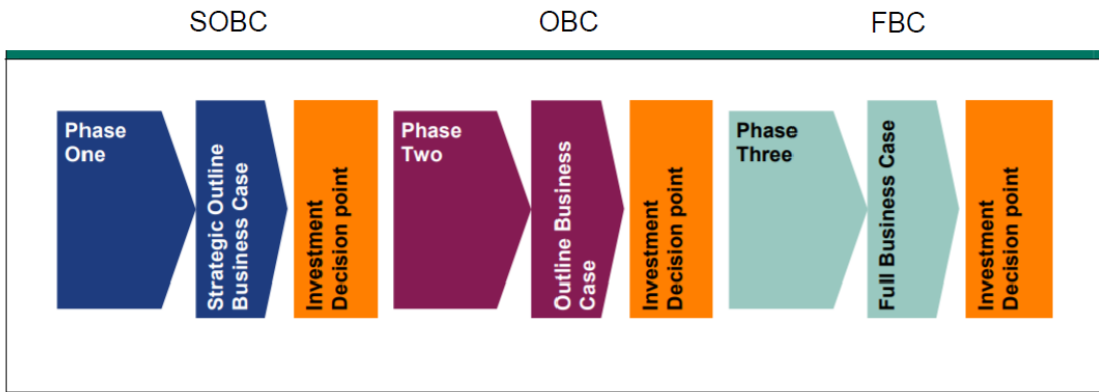
It may be permitted by MHCLG that all or a proportion of project funding can be released at an earlier date before a Full Business Case has been developed where there is a clear case for funding being needed to enable/support project progression. Release of funding will be conditional on the submission of Summary Documents within 12 months of the Heads of Terms Agreement, therefore Full Business Case's will still need to be worked up for all projects.

It is possible that some projects may have to submit 'Qualified Business Cases' for Board approval at the 12 month stage. Qualified Business Cases may be necessary where progress is dependent on procedures and permissions beyond the control of the project sponsors (e.g. the granting of full planning permission or other third party processes). In these cases, the qualification must be clearly stated, and an appropriate risk analysis included.

The Assurance Process

Independent Assurers will be appointed to assure, appraise and evaluate business cases submitted to ensure they comply with the following:

- They have been developed as per the sequence below:



- They adhere to the guidance provided by Government and meet the 5 case model
- They have been developed and completed as per the information set out in the specification document

Upon submission of the Full Business Cases, the appointed Assurer will be required to evaluate the documents in line with the required structures and methodologies set out in the Green Book to ensure compliance with the Town Board requirements and governance needs.

The appointed Assurer is expected to meet the deadlines outlined and led by Newark & Sherwood District Council and show commitment and integrity in delivering to a fast pace, changeable agenda.

Any changes to deadlines and timescales must be agreed with and approved in writing by the Authorities representative.

Following completion of the assurance process, the appointed Assurer shall send their feedback to the Newark Town Board for review and sign off.

All Full Business Cases must be signed off by the Newark Town Fund Executive Board to be considered a complete and final document.

Where there is a change in personnel within the team developing the Business Case, this must be managed by the appointed Assurer in a reasonable manner to ensure that the service is not affected.

All information included in the Business Case(s) should be kept private and confidential by the appointed Assurer and must not be shared with third parties, unless agreed with Newark & Sherwood District Council as the Accountable Body.

15 Value for Money

The Newark Towns Fund Board and the Accountable Body will need to assure themselves that projects are deliverable and represent 'High' value for money. It is the promoter's responsibility to provide sufficient independent evidence that the project delivers the required value for money score in line with HM Treasury Green Book principles. The Newark Towns Fund Board and the Accountable Body will use appropriate external consultants working on the Business Case development to consider the VFM and make recommendations to the Newark Towns Fund Executive and Main Board.

The evidence and information provided will vary from project to project due to the nature and priorities of the project.

The Newark Towns Fund Board will be responsible for ensuring value for money for all Town Investment Projects. The consultants secured for developing the business cases will include this assessment within the business case development, which will be scrutinised by the independent assurer. All business cases will be signed off by the Accountable Body and the Newark Towns Fund Board.

16 Risk

A risk register is maintained of all projects and this is updated on a regular basis and shared with the Newark Towns Fund Executive Board. The risks of each project are rated using a scoring matrix based on likelihood and impact that each risk presents. A set of mitigations is also included.

Based on the risk register and as part of the programme overview report, high risks within projects are highlighted to the Newark Towns Fund Executive Board by the project leads and mitigations are set out.

Where a project as a whole is seen as High Risk the Newark Towns Fund Executive Board will seek a full risk report including how the risks will be mitigated. If the Executive Board are not satisfied with the response they will seek a decision from the Newark Towns Fund Main Board to remove the project from the programme.

In the event that a project has, in the opinion of the Newark Towns Fund Executive Board, significantly changed (by 25% or more) from what was originally proposed (i.e.: spend profile, outputs and outcomes, or delivery) the Newark Towns Fund Executive Board will write to the project lead requesting a written response detailing why the project has changed.

Following receipt of the response the Newark Towns Fund Executive Board may decide to proceed with the amended project, may request that the project revert back to what was originally approved, release only part of the funding or delete the project from the programme.

The Newark Towns Fund Executive Board will be provided with monthly performance reports by the project lead. If it is reported that a project is delayed (commencement / completion / outputs / outcomes) by 3 months or more then the project will be reported as a High-Risk project. In this instance the Newark Towns Fund Executive Board will write to the project lead requesting a written response detailing why the project was delayed.

If the Newark Towns Fund Executive Board are not satisfied with the response, they can invite the project lead to present additional information, including at the Executive Board meeting. If the Executive Board remain dissatisfied, then they can request to the Newark Towns Fund Main Board to remove the project from the programme.

17 Monitoring and Evaluation

The Newark Towns Fund Board will manage the strategic programme and the Newark Towns Fund Executive Board will seek monthly updates from Project Leads on progress for each project.

Programme management will be through the monitoring process, the terms of this will be defined in each project's grant offer agreement and will be in line with the Monitoring and Evaluation Framework as set out by MHCLG.

Monitoring and Evaluation within the Newark Towns Fund Board

The Newark Towns Fund Board will be required to monitor the Town Investment Projects according to the milestones and outputs in the business case. This will be set out in the grant offer agreements.

The principles of programme management will be for Newark Towns Fund Executive Board to manage the key programme risks, through proactive engagement with the project leads and developing a system of regular reporting. A programme overview including high risk projects will be presented at every Newark Towns Fund Executive Board meeting.

Newark Towns Fund Board has the right, in conjunction with the Accountable Body, to withhold funding if the project delivery expectations, defined at inception are not met within the agreed funding period.

Projects will be required to submit either monthly or quarterly monitoring reports (financial, output and narrative) explaining their progress to spend and delivery targets and noting specific changes to the project and challenges in delivery. The Project Lead will check monitoring reports are correct prior to submitting an approved return and that records are retained for the duration of the reporting period. Spot checks for verification purposes will be undertaken by the Accountable Body.

A variance of 25% or more on grant profile and delivery targets will trigger a review by Newark Towns Fund Executive Board, who will request a written response detailing why the project has changed from the project lead.

Newark Towns Fund Main Board and Newark and Sherwood District Council, as Accountable Body, reserves the right to recover or withhold all or part of the funding supplied for a project in these circumstances:

- The project is not delivered within agreed dates
- The project delivered differs from that specified
- The outcomes demonstrated through post-delivery evaluation fall short of those on which the value for money assessment and business case were based
- The outputs identified in the Business Case are not delivered.

Monitoring reports will be summarised for consideration at the Newark Towns Fund Main Board meetings, using a RAG rating system. In line with good practice and to support effective and robust decision making, monitoring reports to the Newark Towns Fund Main Board will typically summarise good progress and areas of good practice. The report will also highlight risks to the delivery of the programme.

If the Newark Towns Fund Executive Board considers it appropriate, project leads will be invited to the Newark Towns Fund Main Board meeting to explain the slippage. The Newark Towns Fund Executive Board will take local circumstances into account in taking decisions over whether funding should be withheld or recovered.

All projects will be subject to a post-project evaluation completion report; this will ensure Newark Towns Fund Board follows best practice using recognised project and programme management techniques to ensure sound decisions have been made.

Each projects monitoring reports will be defined by the outputs, outcomes, and interrelationships to the wider programme.

Furthermore, an annual monitoring report for all projects will be required to ensure overall progress on the Town Investment Plan.

Monitoring and Evaluation Reporting to MHCLG

A condition of receiving Towns Fund funding will be providing regular feedback to MHCLG on progress of the Town Investment projects, to allow for monitoring and evaluation.

At least every six months (or more regularly, if agreed with the Towns Hub) Newark and Sherwood District Council will be required to provide MHCLG with a comprehensive set of data relating to each Town Investment Project, including both total and forecast spend, and output metrics. These returns will be scrutinised and signed off by the Accountable Body's Section 151 Officer.

The specific data requirements are set out in the Monitoring and Evaluation Framework.

The Towns Hub will also conduct an annual review, assessing progress, understanding issues and agreeing any actions to be taken forward by each town. Continued funding is linked to the effective delivery of the deal.

Appendix 1 Newark Towns Fund Board Terms of Reference

Last Reviewed April 2021

1 STATEMENT OF PURPOSE

1.1 The Newark Towns Fund Board is the vehicle through which the vision and strategy for the town is defined. In July 2020, the Newark Towns Fund Board submitted a Town Investment Plan, which was approved in March 2021 by the Ministry of Housing, Communities and Local Government for £25m of Towns Fund investment.

1.2 The primary role of the Newark Towns Fund Board is to provide strong and visible leadership for Newark, challenging partners to increase their ambition of what can be achieved collectively and acting as advocates for the town.

1.3 The Board will seek to maximise the opportunities for growth through the Town Investment Plan; overseeing the vision for the town and the development of the projects, focusing on its assets, opportunities and challenges.

2 MEMBERSHIP AND VOTING RIGHTS

2.1 The Newark Towns Fund Board comprises c.40 private and public businesses and bodies and is the vehicle through which the vision and strategy for the town is defined. The Newark Towns Fund Board comprises of the following representatives:

2.2 **Chair and Co-Chair** - The posts will lead and facilitate the Board providing strategic direction. Each role will be independent in its own right and at least one role will be held by a private sector representative. To enable the Board to proceed at least one of the two Chairs must be in attendance at the Main Board meetings and the Executive Board meetings. The Chair and Co-Chair will be voted in on an annual basis.

2.3 **Board Members** - Representatives from the public and private sector including local business, Higher Education, Further Education, community voluntary services, emergency services, media and the District Council. Board Membership will be reviewed annually. Any decision made by the Chair must be formally ratified by the rest of the Board Members. There may be one vote per organisation.

2.4 **Substitute Board Members** - Substitute members from organisations will be entitled to attend Board meetings and vote when a Board Member is not available. Substitute members are required to follow the governance process.

2.5 **Advisors** - Advisors are invited by Board Members and participate in the meetings but have no voting rights or ability to make decisions on behalf of the Board.

2.6 **S151 Officer** – Newark and Sherwood District Council is the Accountable Body for the Town Board. The Council's S151 Officer will ensure compliance with all necessary financial regulations.

3 BOARD REPRESENTATIVES

3.1 Board Members

Name	Company	Email
Alan Mellor	Newark Town Council	alan.mellor@newark.gov.uk
Andrew Fox	Timico	andrew.fox@timico.co.uk
Ben Sumner	University of Nottingham	ben.sumner@nottingham.ac.uk
Craig Berens	YMCA	Craig.berens@nottsymca.org
Darren Burke	Masdings of Newark	darren@masdings.com
Darren Scott	National Careers Service	darren.scott@futuresforyou.com
David Lloyd – Joint Chairman	NSDC	David.Lloyd@newark-sherwooddc.gov.uk
Fiona Anderson	Nottingham Trent University	fiona.anderson02@ntu.ac.uk
Gary Headland	Lincoln College Group	gheadland@lincolncollege.ac.uk
Henry Price	Abbott & Co (Newark) Ltd	henry@air-receivers.co.uk
Ian Dagley	Hoval	ian.dagley@hoval.co.uk
Jackie Insley	Newark and Sherwood Citizens Advice Bureau	jackieinsley@sn-ca.org.uk
Johanne Thomas	Urban and Civic	johanne.thomas@urbanandcivic.com
John Coles	Evenbrook	john.c@evenbrook.co.uk
Kevin Guthrie	Newark Business Club	k.guthrie@guthrietherapy.com
Linny Beaumont	Canal and River Trust	Linny.Beaumont@canalrivertrust.org.uk
Jerry Hague	Newark and Sherwood Community and Voluntary Services	JerryHague@nandscvs.org
Matt Colbourne	East Midlands Digital Media	matt@eastmidlandsdigitalmedia.co.uk
Matthew Ellis-Mather	Ellis Mather Group	mellis@magnetexpert.com
Mick Baker	Farndon Parish Council	mickbaker038@btinternet.com
Nikki Burley	Newark Emmaus Trust	nikki@newarkemmaustrust.co.uk
Paul Holmes	Wirtgen Group	paul.holmes@wirtgen-group.com
Richard Gelsthorpe	Pratt & Gelsthorpe	richard.gelsthorpe@peugeotmail.co.uk
Ronnie White	Balderton Parish Council	Ronnie.White@newark-sherwooddc.gov.uk
Steff Wright	Gusto UK	steffwright@gusto-uk.com
Timothy Calvert	Dixons	timothy.calvert@dixonscarphone.com
Tom Cartledge – Joint Chairman	Benoy Ltd	tom.cartledge@handley-house.com
Tony Aspbury	Newark and Nottinghamshire Agricultural Society	tony@aspburyplanning.co.uk

3.2 Substitute Board Members

Name	Company	Email
Alan Leather	Canal and River Trust	

David Jones	Timico	david.jones@timico.co.uk
Jayne Saunders	Farndon Parish Council	clerk.farndon.pc@btconnect.com
Jo Bradley	Wirtgen Group	jo.bradley@nottsymca.org
Keith Girling	NSDC	Keith.Girling@newark-sherwooddc.gov.uk
Michael Durban	University of Nottingham	michael.durban@nottingham.ac.uk
Richard Coppell	Urban and Civic	richard.coppell@urbanandcivic.com
Ross Halley	Hoval	Ross.halley@hoval.com
Simon Shaw	Newark Business Club	simon.shaw@duntop.co.uk
Stuart Ellis-Mather	Ellis Mather Group	smather@magnetexpert.com
Tom Marsden	Lincoln College Group	tmarsden@lincolncollege.ac.uk

3.3 Advisors

Name	Company	Email
Andrew Ruff	Network Rail	andrew.ruff@networkrail.co.uk
Clive Fletcher	Historic England	clive.Fletcher@HistoricEngland.org.uk
David Wright	BEIS	david.wright@beis.gov.uk
Frank Horsley	D2N2 Local Enterprise Partnership	frank.horsley@d2n2lep.org
Jane Hutchinson	NSDC	Jane.Hutchinson@newark-sherwooddc.gov.uk
John Latham	University of Lincoln	jlatham@lincoln.ac.uk
John Robinson	NSDC	John.Robinson@newark-sherwooddc.gov.uk
Karen McCarthy	Benoy Ltd	Karen.McCarthy@handley-house.com
Karl Tupling	Homes England	karl.tupling@homesengland.gov.uk
Kerry Jackson	Department for Work and Pensions	kerry.jackson@dwp.gov.uk
Lesley Owen-Jones	National Heritage Lottery Fund	lesley.owen-jones@heritagefund.org.uk
Matt Hall	Department for Work and Pensions	matthew.hall1@dwp.gov.uk
Matt Lamb	NSDC	Matt.Lamb@newark-sherwooddc.gov.uk
Neil Cuttell	NSDC	Neil.Cuttell@newark-sherwooddc.gov.uk
	Nottinghamshire County Council	
Paul Gascoine	Homes England	paul.gascoine@homesengland.gov.uk
Robert Churchill	NSDC	robert.churchill@newark-sherwooddc.gov.uk
Sarah V Forgione	NSDC	Sarah.Forgione@newark-sherwooddc.gov.uk
Sandhya Ward	Homes England	sandhya.ward@homesengland.gov.uk
Sanjiv Kohli	NSDC	Sanjiv.Kohli@newark-sherwooddc.gov.uk
Simon Witts	Aviation 360	simon.witts@aviation360.co.uk
Tim Brown	Department for Work and Pensions	tim.c.brown@dwp.gov.uk

4 TERMS OF REFERENCE

4.1 The key functions of the Newark Towns Fund Board are to:

- i. Provide leadership and accountability for the Town Investment Plan; defining vision, shared priorities and set challenges.
- ii. Oversee development of a programme of interventions and individual business cases in order to negotiate a Town Deal with the Government
- iii. Maximise visibility and promote the priorities of Newark at local, regionally, national and international levels and develop a voice for Newark with the Government
- iv. Challenge partners to increase their ambition of what can be achieved collectively, acting as advocates for the town
- v. Make decisions in terms of the Town Investment Plan and Town Deal, however Newark and Sherwood District Council as the Accountable Body will need to give approval through its own decision-making processes
- vi. Engage stakeholders through consultation programmes in the development and delivery of programmes and projects.
- vii. Ensure equality and diversity is represented on the Board to reflect the local community diversity.

5 CONDUCT

5.1 The Newark Towns Fund Board will be based on collaboration and business will be conducted in the spirit of partnership working and abide by Nolan principles. All Board Members are required to sign up to the Code of Conduct set out at Annex 1 below. All decisions will be made in accordance with the following principles:

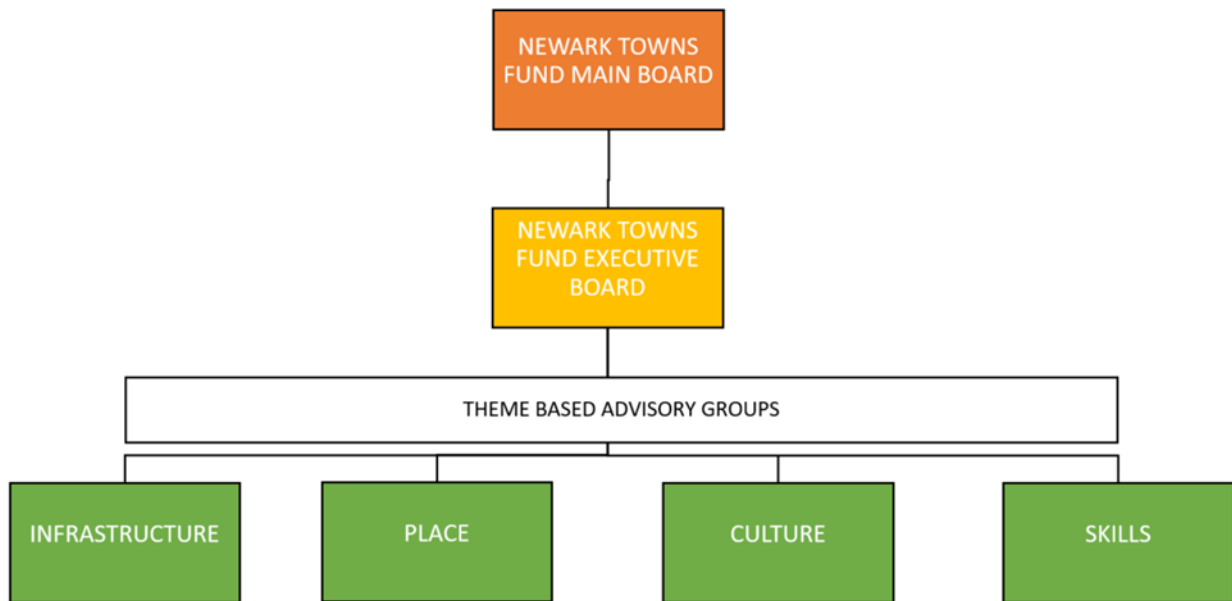
- Due consultation will be carried out where appropriate (including taking relevant professional advice from officers);
- There will be a presumption in favour of open and transparent decision making;
- There will be a clarity of aims and desired outcomes;
- All decisions will be taken as members of the Newark Town Board and not on behalf of specific organisations or areas.

5.2 Members and Substitute Members of the Newark Towns Fund Board are required to declare any interests, gifts or hospitality which they have or receive which could influence any decisions they may make as board members.

5.3 Where a Members declares an interest they will be required to leave the meeting during discussion and voting on the item, in the same circumstances that a Member of Newark & Sherwood District Council would be required to leave a meeting.

6 STRUCTURE

6.1 The structure of the Newark Towns Fund Board is as follows:



6.2 The Newark Towns Fund Main Board is made up of the Board Members and Substitute Members as detailed in Board Representatives. The Main Board is to meet once every 6 months and its purpose is to oversee strategic decisions.

6.3 The Newark Towns Fund Executive Board is made up of a maximum of eight Board Members of which at least one is from Newark and Sherwood District Council, and at least four are from the private sector. The Executive Board representatives are approved annually by the Main Board and includes one of the Co-Chairs. The purpose of the Executive Board is to drive operational and delivery decisions as delegated by the Main Board. Advisors can be invited into Executive Board meetings and decision making.

6.4 Theme Based Working Groups are made up of individual themed project groups. These groups are formulated and meet as required. The purpose of these groups are to deliver the projects identified in the Town Investment Plan and report any additional initiatives to the Executive Board.

7 MEETINGS

7.1 Newark Towns Fund Main Board

- The Board will meet on a bi-annual basis
- Meetings will include detailed discussions of matters that are of strategic importance
- Meetings will be quorate when 10 members are in attendance
- Agenda for meetings will be published on the NSDC website in advance of the meeting (allowing 5 clear working days)
- Final minutes once approved by the Board will be published on the NSDC website within 10 clear working days of the meeting
- All declarations of interest will be included in the published minutes

7.2 Newark Towns Fund Executive Board

- The Board will meet on a monthly basis
- Meetings will include detailed discussions of matters that are of operational and delivery

importance

- Meetings will be quorate when 4 members are in attendance
- Agenda for meetings will be published on the NSDC website in advance of the meeting (allowing 5 clear working days)
- Final minutes once approved by the Board will be published on the NSDC website within 10 clear working days of the meeting
- All declarations of interest will be included in the published minutes

8 ACCOUNTABLE BODY

8.1 Newark and Sherwood District Council is the Accountable Body for the Town Board. The Council's S151 Officer will ensure compliance with all necessary financial regulations.

8.2 The Board Terms of Reference will be reviewed and updated annually in March each year. This is in order to review the structure of the Board as the Newark Towns Fund Board moves into the next phases of development.

ANNEX 1

Newark Town Deal Boards - Code of Conduct

As per the Towns Fund Prospectus, the Government expect that Town Deal Boards align with governance and policies of the Lead Council (Newark and Sherwood District Council). This includes whistle blowing, conflicts of interest and complaints.

Newark and Sherwood District Council expects employees and its members to adhere to the Nolan Principles of public life. Therefore, members of the Newark Towns Board, Executive Committee and Sub Boards ('The Boards') are expected to adhere to those same principles of:

1. Selflessness
2. Integrity
3. Objectivity
4. Accountability
5. Openness
6. Honesty
7. Leadership

Although the Government expects that 'The Boards' Code of Conduct must align with that of the Lead Council, there may be elements of the Lead Council's Code of Conduct that are not applicable to board members, in relation to the Newark Town board and its function.

For example, members of 'The Boards' may not necessarily be employed by the Lead Council, therefore elements from the Lead Council's Code of Conduct relating to agreed pay would not apply, as membership of the board is not a paid role. A further example would be that there is no leave allowance associated with board membership, therefore the Lead Council's leave policy would also not apply.

Members of the Newark Town Board are required to declare any interests, gifts or hospitality which they have or receive which could influence any decisions they may make as Board members.

Members of 'The Boards' are expected adhere to the latest version of the agreed 'Communications and Engagement Statement'.

If a complaint is received by 'The Boards', the matter will be referred to the Lead Council and dealt with under the Lead Council's complaints policy.

Copies of the Lead Council's applicable policies, within its own Code of Conduct can be obtained via the website www.newark-sherwooddc.gov.uk/

Failure to adhere to the Newark Town Deal Board Code of Conduct could result in removal from the Board.

Signed:

Date:

Name:

Organisation:

Appendix 2 Register of Interest

Board Member Register of Interest

To be completed by all Board Members

This Register of Interest will be published and made public on Newark and Sherwood District Council's Town Board website

BOARD MEMBER	
Full Name	
DESCRIPTION	DETAILS
Any body of which the Board Member is a director or officer of:	
Any firm of which the Board Member is a partner:	
Any firm or organisation of which the Board Member is an employee:	
Any public body of which the Board Member is an official or elected shareholder:	
Any company whose shares are publicly quoted in which the Board Member owns or controls more than 2% of the shares:	
Any company whose shares are not publicly quoted in which the Board Member owns or controls more than 10% of the shares:	
Any property owned by the Company or any shareholder in which the Board Member has an interest or which the Board Member occupies:	
Any other interest which is significant or material including any direct or indirect financial interest which may influence the Board Member's judgement on matters being considered or to be considered by the Board:	

Privacy Notice
How We Will Use Your Data

The personal information you provide will only be used by Newark and Sherwood District Council, the Data Controller, in accordance with UK Data Protection Act 2018 to undertake a statutory function. The basis for processing this information is to enable the council to undertake a public task.

Some of your personal information will be included in a public register in accordance with our statutory responsibility and this will be published on the council's website.

Your personal data will be kept in accordance with the Council's retention policy and schedule.

For further details about how your information may be used or about your rights under this legislation and any subsequent data protection legislation please read our full privacy notice on our website: <https://www.newark-sherwooddc.gov.uk/yourcouncil/privacy/> or contact the Council's Information Governance Officer on 01636 655216 or via email on freedom@nsdc.info

Appendix 3 Checklist

Outline Business Case

If required, an Outline Business Case must demonstrate the following:

1. Land required to deliver the Project is demonstrably secured or there is a process to bring all the land required under the control of the Project Lead(s), including any letters of intent with relevant landowner(s).
2. Any other sources of funding, other than Towns funding, required to deliver the project have been identified and evidenced.
3. Confirmation that the project remains in accordance with the Newark Town Investment Plan with respect to overall grant and match contribution'
4. Outputs, timings and objectives for the project, which are in accordance with the Newark Town Investment Plan (July 2020) have been identified.
5. Confirmation that the project remains in accordance with the Newark Town Investment Plan with respect to overall grant and match contribution'
6. The project has a detailed risk register which includes:
 - a. The Project Lead responsible for the project
 - b. Scored risks
 - c. Mitigations to address the risk
 - d. A new score taking mitigations into account
7. Confirmation that the project is Subsidy Control compliant.

If a project has not reached these milestones but the Project Lead wishes for the Business Case to be progressed, then it must be agreed with the Executive Board.

The Newark Towns Fund Executive Board and the Accountable Body will carry out an assessment of the Outline Business Case in line with the MHCLG guidance and report back to the Project Lead with confirmation on whether the project can progress to Full Business Case or whether there are any further requirements. Once the Outline Business Case is approved by the Newark Towns Fund Executive Board and the Accountable Body then the Executive Board will inform the Main Board of the approval and allow the Project Lead to progress the Full Business Case.

In some circumstances, where the project has already been significantly progressed, the Project Lead may make a request to the Towns Fund Executive Board that the project is fast tracked straight to a Full Business Case. Full details on the project and reasoning behind the request must be presented to the Executive Board by the Project Lead in order for a decision to be made.

Full Business Case

Any Full Business Case submitted by the Project Lead(s) must demonstrate the following :

1. Where an OBC has been approved, all milestones from the Outline Business Case have been met.
2. Confirmation of planning permission (or that the development constitutes permitted development) or confirmation that a planning application has been submitted to the local planning authority.

3. A project plan is provided for procurement of a contractor/ developer / Management Company has completed.
4. Confirmation from the Project Lead in writing that the project will be completed in line with the Full Business Case, including a letter confirming the financial details from their Financial Director, or equivalent.
5. Confirmation that all funding is or will be in place with details of the sources of funding included in the Full Business Case.
6. Confirmation that all landownership is already secured and/or legal agreements are prepared and agreed in principle for execution.
7. The project has a detailed programme and phasing plan which identifies the start and completion elements of the project along with costs associated with each phase and outputs / outcomes that will be delivered on a quarterly basis.
8. The project has a detailed risk register which includes:
 - a. The Project Lead responsible for the project
 - b. Scored risks
 - c. Mitigations to address the risk
 - d. A new score taking mitigations into account
9. Confirmation that the project is Subsidy Control compliant.

The Project Leads are required to address all the points above in order to progress the Business Cases. Failure to supply this information to the Newark Towns Fund Executive Board as requested may delay approvals and recommendations to the Newark Towns Fund Main Board.

It is possible that some projects may have to submit 'Qualified Business Cases' for Board approval at the 12 month stage. Qualified Business Cases may be necessary where progress is dependent on procedures and permissions beyond the control of the project sponsors (e.g. the granting of full planning permission or other third party processes). In these cases, the qualification must be clearly stated, and an appropriate risk analysis included.

Progression of Business Cases

The Newark Towns Fund Executive Board and Accountable Body will progress the Business Cases as follows:

1. The appointed Assurer will review the business cases alongside the Accountable Body
2. The Assurer and Accountable Body will feedback any concerns / shortfalls and request additional information if required
3. Once the Business Case has been approved by the Assurer and the Accountable Body, the Accountable Body will report to the Executive Board with a recommendation on whether the Business Case can be approved, including any conditions which may be set.
4. Project Leads must be available, if invited, to attend the Executive Board and present their Business case.
5. The Executive Board will approve, reject or request additional information.
6. Following approval from the Executive Board, the Summary Document must be developed and submitted to MHCLG to release funding.
7. The Accountable Body will issue a grant offer agreement detailing the conditions of the funding and the timing of payments.
8. The Accountable Body and the Newark Towns Fund Executive Board will monitor the project as set out in the Monitoring and Evaluation Section.
9. Recovery of funds may be required when a project is not fully delivered in line with the Full Business Case.

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

LOCAL DEVELOPMENT FRAMEWORK PROGRESS UPDATE

1.0 Purpose of Report

1.1 To update Members on progress towards delivery of the Plan Review in relation to the Allocations and Development Management Policies and seek approval to consult later in the summer on an Allocations & Development Management Options Report. To seek approval to update the Plan Review Timetable to reflect this approach.

2.0 Background Information

2.1 Committee will recall that there have been a number of delays to the preparation of the Allocations & Development Management element of the Plan Review. These have principally been caused by the imposition of the lockdown in response to the pandemic and ongoing difficulties in relation to the identification of potential sites to accommodate additional Gypsy & Traveller pitches.

2.2 The evidence base that supports the Plan Review has now been substantially completed and a further call for sites has identified potential options for site allocations. The Local Development Framework Task Group considered the various issues on 7 June 2021.

3.0 Proposed Approach

3.1 Given the delays experienced and the necessity to address the current shortfall in available pitches for Gypsy & Travellers the Task Group considered that the next public stage of the Plan Review process - the Allocations & Development Management Options Report consultation - should occur this summer. In order for this to be possible a number of practical issues need to be addressed.

3.2 Firstly the next Committee Meeting is not until 8 September 2021 and therefore it is proposed that delegated authority be given to the Director - Planning & Growth to prepare and publish an Options Report, this would be done in consultation with the Chairman, Vice Chairman and Opposition Spokesperson of this Committee and the Local Development Framework Task Group.

3.3 Secondly, as is the normal practice, ward Members who are impacted upon by proposals will be consulted and have an opportunity to raise any issues or concerns with the Task Group. This approach will seek to ensure that adjacent ward Members are also consulted as appropriate.

3.4 Thirdly, that given the difficulties of consulting over the summer and the potential COVID issues in relation to consultation activities that a longer period of consultation is undertaken providing enough opportunity for people to participate into early September.

4.0 Proposed LDF Plan Review Timetable

4.1 The Local Development Framework Task Group at its meeting on 7 June 2021 following consideration of the proposed approach set out in Section 3 have endorsed a new proposed LDF Timetable:

Amended Allocations & Development Management DPD
Options Report (July/August/September 2021) Detailed Approach to Gypsy & Traveller policy and allocations
Publication of Draft DPD (and final Integrated Impact Assessment) for period of Public Representation (December 2021/January 2022) Consideration of representations and any potential amendments
Submission of DPD to Secretary of State (March 2022)
Examination by Inspector (June 2022) Consultation on Main Modifications (September/October 2022)
Receipt of Inspector's Report (December 2022)
Adoption and Publication (February 2023)

5.0 Equalities Implications

5.1 An Integrated Impact Assessment is being prepared alongside the Plan Review process to ensure that the impact on groups with protected characteristics of the proposals are considered as part of the policy making process. It is clearly extremely important that housing provision in line with identified need is identified for the Gypsy & Traveller community.

6.0 Digital Implications

6.1 No digital implications identified.

7.0 Financial Implications – FIN21-22/2419

7.1 There are no direct financial implications arising from this report.

8.0 Community Plan – Alignment to Objectives

8.1 The Community Plan Objective “Accelerate the supply of new homes including associated facilities” includes a requirement to complete the Plan Review and identify sites for Gypsy & Traveller pitch provision.

9.0 RECOMMENDATIONS that:

- a) the progress set out in the report towards producing the Allocations & Development Management Options Report be noted;
- b) the proposed amended timetable as set out at paragraph 4.1 be adopted and comes into force on 17 June 2021; and

- c) the Director – Planning & Growth be given delegated authority to finalise and publish for consultation the Allocations & Development Management Options Report following consultation with relevant Ward Members as set out in paragraph 3.3 the Chairman, Vice Chairman and Opposition Spokesperson and the Local Development Framework Task Group.

Reason for Recommendations

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

Background Papers

Local Development Scheme September 2020.

For further information please contact Matthew Norton on Ext 5852.

Matt Lamb
Director – Planning & Growth

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

NEWARK HIGH STREET HERITAGE ACTION ZONE UPDATE

1.0 Purpose of Report

1.1 To update Committee Members on the Newark High Street Heritage Action Zone (HSHAZ).

2.0 Background Information

2.1 The Government-funded £95 million High Street Heritage Action Zones are being delivered by Historic England (HE), aiming to unlock the potential of high streets across England by fuelling economic, social and cultural recovery. The HSHAZ schemes are due to run 2020 to 2024. Newark's bid for the HSHAZ scheme contained a package of interventions and projects that could help transform and restore disused buildings into new homes, shops, work places and community spaces, restoring local historic character and improve public realm.

2.2 Newark's success in being awarded the HSHAZ was confirmed in February 2020, comprising £275,000 from Historic England (HE), £125,000 from NSDC and £150,000 from the private sector, giving a total of £550,000. The pandemic delayed the implementation of the scheme, with the Council only being able to sign the HSHAZ Agreement with HE in October 2020. We subsequently set out a Programme Design to the Committee for the HSHAZ soon after in the November Committee cycle. A summary of the HSHAZ projects is set out below:

Project Headline	Proposed Timescale	Proposed Budget
1. HSHAZ Project Officer	January 2021- March 2024	Total - £148,993 HE - £106,834 NSDC - £42,160
2. Corn Exchange	June 2021 – January 2023	Total - £15,000 HE - £10,000 NSDC - £5,000
3. Former Old White Hart	May 2021 – March 2022	Total - £15,000 HE - £5,000 NSDC -£5,000 Private - £5,000
4. Heritage at Risk Grant Scheme	January 2021 – January 2024	Total - £70,000 HE -£30,000 NSDC – £10,000 Private £30,000
5. Heritage Grant Scheme (shopfronts)	January 2021 –January 2024	Total – £150,000 HE – £60,000 NSDC - £10,000 Private - £80,000
6. Shopfront and Upper floor Development Guide	August 2021 – January 2023	Total - £45,000 HE - £10,000 NSDC - £10,000 Private - £25,000

7. Public realm and wayfinding (Beaumont Cross)	March 2021 – February 2022	Total - £25,000 HE - £5,000 NSDC - £10,000 Private - £10,000
8. Lease tenant advice	August 2021 – September 2022	Total - £10,000 HE - £5,000 NSDC – £5,000
9. Publication – Newark Heritage	April 2021 – Jul 2023	Total - £10,000 HE - £10,000
10. Tax and Business Rates Review	August 2021 – September 2022	Total - £30,000 HE - £15,000 NSDC - £15,000
11. Community Engagement	June 2021 – March 2024	Total - £17,598 HE - £11,299 NSDC - £6,299
12. Footfall Counting	January 2021 – March 2021 (data collection ongoing)	Total - £22,100 HE - £17,000 NSDC - £5,100

2.3 A more detailed Action Plan is included in the **Appendix** and the explanation and context to the individual projects can be found within the Programme Design (in the Background Papers).

3.0 Current Progress on the Newark HSHAZ

3.1 Despite the challenges of the pandemic, work has now started in earnest in delivering the Newark HSHAZ:

- A Heritage Action Zone Project Officer was duly appointed by the Council in January 2021. The Project Officer is funded through the HSHAZ (HE are paying most of the salary and NSDC is covering the on-costs). It is a full time 4 year fixed term contract.
- Footfall sensors have been installed, with three in place before the 17 May lockdown easing, and two further sensors due to be installed over the next 2-4 weeks.
- Dedicated information page on the Council's website with all enquiries directed to the Conservation Team.
- An updated Heritage at Risk survey in the HSHAZ area has been undertaken by the Conservation Team, allowing us to refine and prioritise buildings for support.
- A Community Engagement Plan is being progressed and we hope to publish very soon.
- A Communications Plan has been progressed and it is anticipated that there will be media exposure on key milestones throughout the HSHAZ period.

3.2 The two elements of spend in the final quarter of 2020-21 was £33,196. We had originally forecast spending slightly higher than this (£45,875) for the last financial quarter, but that was in anticipation of being able to encourage conservation condition assessments and feasibility work in the Corn Exchange (estimated cost £10-12k). Due to challenges with working with the owner, this has not been possible, and the unspent monies have been carried forwards. It remains possible that feasibility work could yet be undertaken on the Corn Exchange at a later date.

- 3.3 Monitoring and evaluation is critical to understanding and evidencing the difference the HSHAZ project has made in practice to the local community and to the local economy. For this reason, we identified the need for appropriate footfall monitoring in Newark town centre (relevant for both High Street and Towns Fund agendas). A suggested budget of £10k was match-funded by the Towns Fund, and a procurement tender advertised to specialist providers. The ability to share accurate and comprehensive data with other organisations, including the Town Council, is also a positive outcome of this project.
- 3.4 There are a wide range of footfall counting technologies on the market, and the tender brief was therefore appropriately open-minded about these options provided that they could deliver a high quality product to NSDC within budget. The shortlisted tender bids included wifi and video-camera based solutions. Following evaluation, the preferred bidder Proximity Futures was awarded the contract in January 2021. Proximity Futures have a track record of delivering these types of sensors, including in other Heritage Action Zone areas. Their wifi based sensor offer to Newark comprised three sensors fixed to buildings or street furniture columns within the townscape, triangulating data from the perimeter of the market place area (the sensor has a 100m reach through uninterrupted external space in any direction).
- 3.5 A key advantage to the WiFi sensor solution is the ability to record returning customers to the high street, as well as measuring dwell times and preferred routes. It can also track people and generate heat maps of popular areas. Whilst this does require people to have a smart phone, and we accept that this is by no means universal, it is nonetheless considered to be a reliable solution. By comparison, the video camera solution is also considered to be very reliable in counting people, but it is much more limited in its ability to provide other data, as well as being restricted by the direction of the fixed camera position (a significant concern when considering the narrow historic streets of Newark).
- 3.6 Given the challenges of delivering projects during a national lockdown, HE were keen to offer additional funding to push projects as far as possible to the end of Q4 2020-21. We took advantage of this, and secured two additional footfall sensors for Newark, giving a total of 5 sensors. Our original commitment to this project from the HSHAZ budget was £10k (of which HE and NSDC would each contribute £5k), but this was increased to 22k following negotiations with HE (5k NSDC, £17k from HE). This now means that the overall HSHAZ budget is £562k, but the additional funds are entirely covered by Historic England.
- 3.7 The first three sensors were installed in mid-May. Over that first weekend following the easing of some restrictions on the 17 May, we were able to get some immediate raw data. Officers have received some initial training on how to access and understand that data, as well as being able to generate reports and share information. In addition, we have noted that there will be an opportunity to expand this project in future years to install further sensors throughout the town if budget becomes available.

Heritage at Risk and Shop Front Priorities

- 3.8 We have undertaken a detailed review of all of the Heritage at Risk buildings identified in the original HSHAZ bid. This includes an up-to-date condition appraisal, as well as examining planning history, site ownership and potential enforcement issues. This work greatly informs which buildings should be prioritised in the heritage at risk grant project. This element of the HSHAZ seeks to engage local property owners with buildings identified as being at risk (through a combination of decay and vacancy). We will be encouraging them to take up grants to either better understand what is wrong with their building (perhaps in the form of condition surveys), or to otherwise carry out repairs and restore and improve the appearance of historic buildings. The budget for this element of the HSHAZ is £70k.
- 3.9 In addition, the HSHAZ sets a target of three replacement shop fronts. This element of the HSHAZ seeks to engage local property owners within the HSHAZ area and encourage them to take up grants for historic shop front restoration. The objective is to restore and improve the appearance of traditional shop fronts and attract new visitors and businesses to this part of town. A good example of this would be replacing a poor quality modern shop front on a period building with a good quality conservation standard frontage. A budget of £150k is allowed for, but this includes a higher percentage of private investment than other projects.

The Newark HSHAZ Cultural Programme – Newark Creates

- 3.10 The Cultural Programme is resourced by a separate funding stream for cultural activities during the lifetime of the HSHAZ, and is being developed and delivered by a Cultural Consortium of local organisations from the business, public and third sector, led by Inspire. One of the major aims of the Programme is to help people feel proud of where they live, looking to engage communities with their local high streets, and celebrate the role and importance of these historic areas as hubs of the community.
- 3.11 Through a pilot funding scheme, public consultation was undertaken in February 2021 to shape the design of the cultural Programme. 1,178 people completed the survey, with 784 being residents of Newark and Sherwood. A summary of the analysis identifies that:
- Those completing the forms are very passionate about the area they live, work, visit and play in. They talk extensively about history stories beyond the Civil War such as the River, agricultural, Brewery and social history. They are keen to make the place more attractive through signage and landscaping and to see existing cultural programmes made more accessible. Night safety, parking and lack of public transport always remain an issue, especially when attending evening cultural events.
 - Artistically they ask for imagination and thinking outside the box, with lots of interest for developing existing events, festivals and cultural programmes, along with themed markets.
 - Creativity is also talked about in particular for spaces for local artists, a creative 'hub', utilising pop up spaces and empty shops for workshops, to children's programmes, exhibitions and events.

- Finally, there is much focus on the outdoor experience. This is perceived to be an important aspect of the pandemic (as evidenced by national surveys for arts and cultural organisations such as After the Interval that was designed to capture how audiences felt about missing live events during lockdown, as well as their thoughts about booking and attending in the future).
- Residents of Newark have been exploring their local places and walks and this is reflected strongly in these survey results.

3.12 The Cultural Consortium successfully bid for £90,000 of funding for a Cultural Programme which will run from April 2021 – March 2024. The Programme’s aims are:

Aim 1: To confirm and finalise the Cultural Programme and project plan

Outcome 1: Agreed Cultural Programme with community buy-in

Aim 2: To encourage new and sustainable cultural activity

Outcome 2: New collaborations and the creation and commissioning of ambitious new work

Aim 3: To engage new and diverse audiences in creative activities

Outcome 3: Wider community and professional engagement with new and different audiences

Aim 4: To develop the reputation of Newark Town Centre as one for cultural excellence

Outcome 4: Increased awareness of Newark and recognition of its quality cultural Programme

Aim 5: To celebrate Newark’s High Street, cultural heritage and stories

Outcome 5: A collective sense of pride and understanding of Newark’s cultural heritage and stories

Aim 6: New and enhanced skills within the cultural heritage sector

Outcome 6: Enhanced capacity within the cultural heritage sector through individual and professional skills development

3.13 Inspire has recruited a Cultural Programme Co-ordinator (funded through the £90k award). The post holder will work with the Consortium to develop and deliver the Programme and to seek match funding for 2022 and beyond to increase the scope and impact of the Programme.

3.14 The Programme for 2021 is in development by the Consortium. Plans include:

- A Heritage Poetry Trail inspired by Newark’s history and significant buildings.
- ‘Paint the Town’ – a series of cultural events in the town centre, encouraging people to engage with their built environment through activities such as street play, dance, roving performances and outdoor art.
- Twilight Hours – an evening of creative workshops, music, walks and tours to encourage evening footfall and welcome local communities into the town centre.

- Newark Fun Palace – Fun Palaces are a national and international campaign, nurturing and supporting the potential and positivity of sharing people’s enthusiasms, passions and skills with their own local community. This will include heritage and conservation skills, crafts, languages and restoration.

3.15 Engagement with and involvement in other national initiatives such as Heritage Open Days, The Big Draw and the Being Human Festival to enhance the impact of these events locally.

3.16 HE have commissioned Emergency Exit Arts (EEA) to produce a large-scale outdoor celebration of the high street, to be delivered in summer 2023. Five geographically diverse HSHAZ areas will be selected to host one of these outdoors arts celebrations, and work closely with the communities in that area to produce and deliver the project. What form the outdoor art takes (for example processions, performance, pyrotechnics, projection mapping etc.) will be decided following community workshops. The process will be a collaboration between EEA, HE and the specific high streets hosting the commission. The Cultural Consortium will be writing an Expression of Interest to become one of the hosts.

Integration with Wider Cultural Activities

3.17 It is recognised that the HSHAZ Cultural Programme sits within a wider spectrum of events and cultural activities, including important events promoted by Newark Town Council, NSDC events promoted through the National Civil War Centre, Palace Theatre and Newark Castle, Newark’s Cultural Heart and potentially Culture Recovery Fund projects. Consequently, we attend regular meetings on all of these different elements, including via the Towns Team (chaired by Newark Town Council) and Newark’s Cultural Heart project meetings. We have inputted on the draft What’s On calendar, furthermore, and discussed the need for integration. Potential options budgeted for in the HSHAZ include developing promotional materials to be used at relevant events, as well as providing Conservation Officer support/workshops on Heritage Open Day Weekends and other types of workshops (this might include promoting traditional heritage skills, good conservation practice, understanding heritage significance etc). There may also be opportunities to incorporate engagement on the Newark Conservation Area Appraisal through some of these events.

Communications and Promotion of the HSHAZ

3.18 The development of a strong communications strategy to promote the HSHAZ is a key element to the success of the Programme. The HSHAZ currently has a page on the NSDC website with information on the purpose of the HSHAZ, potential grants we could offer and contact details for interested people. We receive regular contact through this page and have begun discussions with potential grant sites and cultural partners.

3.19 Unlike the Cultural Programme, the HSHAZ grants, be it in the context of Heritage at Risk or replacement shopfront objectives, or otherwise consultant-led feasibility work, are all generally aimed at a landowner/tenant audience, and therefore much of the work undertaken by the HAZ Project Officer and Conservation Team will be very focussed (letter writing and bespoke meetings with owners/tenants of heritage at risk priority buildings for example). Nevertheless, the communications strategy will include a strong emphasis on digital marketing, utilising existing NSDC social media streams and working alongside Historic England’s social media strategy for the wider HSHAZ scheme. A dedicated HSHAZ social media stream would be of benefit to the Programme and would allow more regular

and unique content posting as the HSHAZ progresses. We anticipate building a new webpage for the HSHAZ which will serve for advice documents, promotion of the HSHAZ Cultural Programme and as a document of progress which will become a legacy destination after the scheme has ended. Other HSHAZ schemes have established beneficial online presences through this method.

- 3.20 Digital engagement will be supplemented by more traditional engagement procedures. The HSHAZ will be undertaking a series of community engagement workshops to engage the public in the Programme and gather their views on revitalisation of the high street and the HSHAZ scheme. Feedback will be used to shape our plans. This will ensure that the public feel a sense of ownership over their high street and an ability to influence the future of Newark. Community engagement will encompass all residents of Newark, but we will have a particular focus on with young people and with people who have not previously engaged with heritage schemes.
- 3.21 These elements are currently being developed with the Council's Communications Team who have provided a dedicated officer to support the HSHAZ. In addition, a bigger discussion is needed on co-ordinating messaging between NSDC, Newark Town Council, the Towns Fund, and Visitor Destination. Support is also given by HE, including marketing materials and intelligence on national projects with relevance to Newark.
- 3.22 It is recognised that the concoction of various projects progressing within Newark over the next few years through the HSHAZ, Towns Fund and other schemes requires co-ordination to avoid perceptions of disjointed or isolated strategies. For these reasons, regular meetings are being held with the Communications Team, and consideration being given to branding and messaging across all of the various strands, as well as how best to develop webpages.
- 3.23 We also need to consider the relationship between the HSHAZ Cultural Programme (developed by the Cultural Consortium) and the HSHAZ managed by NSDC. Although the Cultural Consortium is community-led, NSDC is giving considerable support and advice, and Consortium meetings are well attended by NSDC officers. In addition, all public enquiries on the HSHAZ are being directed through a single contact on the NSDC website (the Conservation email address) and shared between both the HAZ Project Officer and the Business Manager for Heritage Culture and Visitors. This will ensure that messaging is consistent.

Next Steps

- 3.24 Promotion of the HSHAZ will be a key objective over the coming months. This will include contacting owners of heritage at risk buildings and owners of potential shopfront replacements to begin grant scheme discussions. Community engagement activities will begin over the summer. There are a number of other projects yet to be developed, such as feasibility work in the public realm and toolkits for incentivising and encouraging reuse and repurposing of buildings within the HSHAZ area. These elements will begin to be developed in more detail this year and we will report back to this Committee later in the year with further updates.

4.0 Proposals

4.1 For the Committee to note progress on the Newark High Street Heritage Action Zone.

5.0 Equalities Implications

5.1 The Programme Design for the HSHAZ will need to ensure that there is equality of opportunity and that no individuals or groups are disadvantaged or discriminated against because of race, sex, disability, religion or belief, sexual orientation, gender reassignment, maternity and pregnancy, marriage or civil partnership, age, or social inequality.

6.0 Digital Implications

6.1 There are no direct implications for ICT.

7.0 Financial Implications FIN21-22-3351

7.1 The HSHAZ Programme covers the period from now until March 2024. The overall project is now £562,000, of which the Council has allocated revenue budget for the agreed contribution of £125,000 over the period (Historic England's contribution is £287,000, with the remaining £150,000 coming from private sector contributions). The £12k uplift is additional monies from Historic England for the footfall sensor project, with no change to NSDC contributions. £25,148 has been received from HE but only £23,280.49 belongs to the period 2020-21, and some salary income of £1,867.51 had to be carried forward to 2021-22 as Receipts in Advance. A summary of the yearly spend profile is as follows:

	Q4 2020/21	2021/22	2022/23	2023/24	TOTAL
HE Contribution	£23,280.49	£116,158	£99,045	£46,751	£287,000
NSDC Contribution	£6,506.35	£53,658	£42,045	£21,251	£125,000
Private Sector	£0	£80,000	£65,000	£5,000	£150,000
Grand Total	£29,786.94	£249,815	£206,089	£73,001	£562,000

7.2 The schemes within the HAZ Programme are mostly revenue expenditure but any of the schemes that are deemed to be Capital expenditure, will need to be individually reported to Policy and Finance Committee to seek approval for the budget included in the capital Programme. These will be financed by a revenue contribution, HSHAZ funding and external grant, therefore there will be no additional revenue implications in relation to the proposed projects.

8.0 Community Plan – Alignment to Objectives

8.1 The community engagement on the HSHAZ accords with the Objective that seeks to increase participation with the Council and within local communities. It will also align with the Objective to enhance and sustain Town centres whereby heritage is appropriately protected.

9.0 RECOMMENDATION

That the Committee notes the information contained within the report.

Reason for Recommendations

To keep the Committee Members up-to-date on progress of the High Street HAZ which will help unlock the heritage potential of the town and assist in economic recovery within Newark Town Centre.

Background Papers

Newark High Street HAZ boundary area.

Newark High Street HAZ Programme Design 2020-2024.

Newark HSHAZ: Heritage at Risk priorities 2020-2024

For further information please contact Oliver Scott on Ext 5847.

Matt Lamb

Director - Planning & Growth

Project	Stage / Core Activity	Tasks	Lead Project Team Member(s)	Task Start	Task Finish	Task Status: Completed/Partial/Not started
Project 01: HSHAZ Project Officer	Recruitment	Hire HSHAZ Project Officer	OS	Nov-21	Jan-21	Completed
	Process Claims	Submit quarterley claim to HE	CH	Jan-21	Jun-24	Partial
		Quarterly financial meetings	CH, RP	Jan-21	Jun-24	Partial
	Monitor work	Monthly meetings with OS and ML	CH	Jan-21	Jun-24	Partial
Project 02: Corn Exchange	Develop Application for grant	Receive urgent works schedule and establish if grant is viable	OS, CH	Jun-21	Aug-21	Partial
		Initial discussions with owner & confirm works eligible for funding	OS, CH	Sep-21	Dec-21	Not started
		Develop acceptable schemes with applicant including submission of applications for planning & listed building consent	CH, Conservation team	Jan-22	Apr-22	Not started
		Agree specification of works prior to getting quotations	CH, OS	Jan-22	Apr-22	Not started
		Tender for contractors for site works	CH	Jan-22	Apr-22	Not started
		Receive completed application for grant	CH	May-22	May-22	Not started
	Appraise Grant applications & award	Carry out appraisal of grant application	CH	Jun-22	Aug-22	Not started
		Issue grant offer & 3rd party contract for signing	CH	Aug-22	Aug-22	Not started
	Monitor work on site	Ensure work being carried out is in accordance with approved project for contract duration	CH, OS	Aug-22	Dec-22	Not started

	Process Claims	Make 3rd party payments based on architects certificates & receipted invoices	CH	Jan-23	Jan-23	Not started
		Include return in quarterly claim for payment from HE	CH	Jan-23	Jan-23	Not started
Project 03: Former Old White Hart	Develop Application for grant	Establish ownership and planned use of building	CH, OS, Enforcement	May-21	Jun-21	Partial
		Initial discussions with owner & confirm works eligible for funding	CH	Jul-21	Aug-21	Not started
		Develop acceptable schemes with applicant including submission of applications for planning & listed building consent	CH, Conservation team	Aug-21	Sep-21	Not started
		Agree specification of works prior to getting quotations	CH	Oct-21	Oct-21	Not started
		Tender for contractors for site works	CH	Nov-21	Nov-21	Not started
		Receive completed application for grant	CH	Dec-21	Dec-21	Not started
	Appraise Grant applications & award	Carry out appraisal of grant application	CH, OS	Dec-22	Jan-22	Not started
		Issue grant offer & 3rd party contract for signing	CH, OS	Jan-22	Jan-22	Not started
	Monitor work on site	Ensure work being carried out is in accordance with approved project for contract duration	CH, OS	Jan-22	Mar-22	Not started
	Process Claims	Make 3rd party payments based on architects certificates & receipted invoices	CH	Mar-22	Mar-22	Not started
		Include return in quarterly claim for payment from HE	CH	Mar-22	Mar-22	Not started

Project 04: Heritage at Risk Grant Scheme	Develop criteria for eligibility and target properties	Heritage at Risk Building Survey	MA	Jan-21	May-21	Complete
		Review listings	Conservation team	May-21	Aug-21	Partial
	Develop Applications for grant	Initial discussions with owner & confirm works eligible for funding	CH	May-21	May-23	Partial
		Provide guidance on eligible works & conservation principles to applicants/agents	CH, Conservation team	May-21	May-23	Partial
		Develop acceptable schemes with applicant including submission of applications for planning & listed building consent	CH, Conservation team	May-21	May-23	Not started
		Agree specification of works prior to getting quotations	CH	May-21	May-23	Not started
		Tender for contractors for site works	CH	May-21	May-23	Not started
		Receive completed application for grant	CH	May-21	May-23	Not started
	Appraise Grant applications & award	Carry out appraisal of grant application	CH	Jul-21	Jul-23	Not started
		Grants Panel make recommendation for grant offer	CH	Aug-21	Aug-23	Not started
		Issue grant offer & 3rd party contract for signing	CH	Sep-21	Sep-23	Not started
	Monitor work on site	Ensure work being carried out is in accordance with approved project for contract duration	CH, Conservation team	Sep-21	Sep-23	Not started
	Process Claims	Make 3rd party payments based on architects certificates & receipted invoices	CH	Jan-22	Jan-24	Not started

		Include return in quarterly claim for payment from HE	CH	Jan-22	Jan-24	Not started
Project 05: Heritage Grant Scheme (shopfronts)	Develop criteria for eligibility and target properties	Heritage at Risk Building Survey	MA	Jan-21	May-21	Complete
	Develop Applications for grant	Initial discussions with owner & confirm works eligible for funding	CH	May-21	May-23	Partial
		Provide guidance on eligible works & conservation principles to applicants/agents	CH, Conservation team	May-21	May-23	Partial
		Develop acceptable schemes with applicant including submission of applications for planning & listed building consent	CH	May-21	May-23	Partial
		Agree specification of works prior to getting quotations	CH	May-21	May-23	Not started
		Tender for contractors for site works	CH	May-21	May-23	Not started
		Receive completed application for grant	CH	May-21	May-23	Not started
		Appraise Grant applications & award	Carry out appraisal of grant application	CH	Jun-21	Jun-23
	Grants Panel make recommendation for grant offer		CH	Jun-21	Jun-23	Not started
	issue grant offer & 3rd party contract for signing		CH	Jun-21	Jun-23	Not started
	Monitor work on site	Ensure work being carried out is in accordance with approved project for contract duration	CH, Conservation team	Jul-21	Jul-23	Not started
	Process Claims	Make 3rd party payments based on architects certificates & receipted invoices	CH	Aug-21	Aug-23	Not started

		Include return in quarterly claim for payment from HE	CH	Sep-21	Mar-24	Not started
Project 06: Shopfront and Upper floor Development Guide	Develop Brief	Draft tender, consult with relevant NSDC colleagues	CH, OS	Aug-21	Dec-21	Not started
		Tender for consultant	CH	Jan-22	Feb-22	Not started
	Commission Guide	Consult with chosen consultant throughout process	CH, OS	Feb-22	Aug-22	Not started
		Brief members on purpose of study	CH, OS	Sep-22	Sep-22	Not started
		Public engagement with community	CH	Sep-22	Sep-22	Not started
	Publish Advice	Press release	CH, Comms	Nov-22	Nov-22	Not started
	Process Claims	Include return in quarterly claim for payment from HE	CH	Jan-23	Jan-23	Not started
Project 07: Public Realm and Way Finding (Beaumont Cross)	Develop Plan	Draft tender, consult with relevant NSDC areas	CH, OS, ML	Mar-21	Jun-21	Not started
		Identify suitable engineers	CH	Mar-21	Jun-21	Partial
		CH training for procurement	CH	May-21	May-21	Partial
		Tender for engineers	CH	Jun-21	Jun-21	Complete
	Feasibility Study	Consult with chosen engineer throughout report writing	CH	Aug-21	Dec-21	Not started
		Brief members on the purpose of study	CH, OS	Aug-21	Aug-21	Not started
		Host community engagement workshop	CH	Sep-21	Sep-21	Not started
	Final report	Brief members on outcomes	CH, OS	Feb-22	Feb-22	Not started
	Public engagement document to share with public	CH	Feb-22	Feb-22	Not started	
	Develop Brief	Draft tender, consult with relevant NSDC colleagues	CH, OS	Aug-21	Oct-21	Not started
		Tender for consultant	CH	Oct-21	Dec-21	Not started
	Commission Guide	Consult with chosen consultant throughout process	CH, OS	Jan-22	Jun-22	Not started

Project 08: Lease Tenant Advice		Brief members on purpose of study	CH, OS	Jul-22	Jul-22	Not started
		Public engagement with community	CH	Jul-22	Jul-22	Not started
	Publish Advice	Press release advertising guidance	CH, Comms	Aug-22	Aug-22	Not started
	Process Claims	Include return in quarterly claim for payment from HE	CH	Sep-22	Sep-22	Not started
Project 09: Publication - Newark Heritage	Develop outline for the publications	Regular meetings wiry HE to discuss ideas and progress	CH, OS, HE	Apr-21	Jul-21	Partial
		Decide a long term timeline for publication	CH, OS	May-21	May-21	Partial
		Establish audience and proposed market	CH, OS	May-21	May-21	Partial
		Research similar publications to finalise our project	CH	May-21	May-21	Partial
	Research	Host regular meetings with HE and local groups to establish research outcomes	CH, HE	Jul-21	Jul-22	Not started
	Draft	Review draft research	CH, OS	Jul-22	Sep-22	Not started
		Approve project	CH	Jan-23	Jan-23	Not started
	Publication	Host publication event	CH	Jul-23	Jul-23	Not started
	Establish community engagement outcomes for publication	CH	May-21	Jul-23	Not started	
Project 10: Tax and Business Rates Review	Develop Brief	Draft tender, consult with relevent NSDC colleagues	CH, OS	Aug-21	Oct-21	Not started
		Tendor for consultant	CH	Oct-21	Dec-21	Not started
	Comission Guide	Consult with chosen consultant throughout process	CH, OS	Jan-22	Jun-22	Not started
		Brief members on purpose of study	CH, OS	Jul-22	Jul-22	Not started

NOTES REVIEW		Public engagement with community	CH	Jul-22	Jul-22	Not started
	Publish Advice	Press release advertising guidance	CH, Comms	Aug-22	Aug-22	Not started
	Process Claims	Include return in quarterly claim for payment from HE	CH	Sep-22	Sep-22	Not started
Project 11: Community Engagement	Develop Engagement Plan	Complete HE community engagement template	CH	Apr-21	Jun-21	Partial
		Consult with HE re outsourcing engagement plan	CH	May-21	May-21	Complete
	Community Engagement outputs	Oversee community engagement plan implementation	CH	Jul-21	Mar-24	Not started
		Record detailed log of activities and feedback	CH	Jul-21	Mar-24	Not started
	Process Claims	Include return in quarterly claim for payment from HE	CH	Jul-21	Mar-24	Not started
Project 12: Footfall Counting	Installation of footfall counters	Keep up to date with NCC highways re permissions	CH, OS	Mar-21	May-21	Partial
		Oversee installation of counters	CH, OS	May-21	Jul-21	Partial
	Monitor reports	Monitor data and produce quarterly reports	CH	May-21	May-24	Partial
		Use footfall data received from St Marks to supplement our own data	CH	May-21	May-24	Partial

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

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Subject:

Levelling Up Fund - Newark Southern Link Road (SLR).

Appropriate Committees:

Economic Development; Policy & Finance

Details of Item (including reason(s) for use of urgency procedure):

Background

Members will be aware of the intention to deliver the SLR, as captured in the Core Strategy (revised 2019), Community Plan (2020), and Newark Town Investment Plan (2020).

Phase 1 of the SLR is complete, save for the A1 roundabout. Residential development at Middlebeck is currently limited to 599 dwellings (Avant, Bellway, and Countryside who are now building out have consented schemes for 542 dwellings) until such time as the A1 roundabout is provided, and later phases of the SLR are delivered.

Progress on Delivery

As has been previously reported Strategic Urban Extension (SUE) sites by their nature often require considerable, up-front and occasionally disproportionate infrastructure costs compared to smaller sites delivered by volume house-builders. Middlebeck is no exception. Since the provision of phase 1 of the SLR (itself supported by a £11.2m loan from Homes England) the developer and a range of public sector partners have been working to secure a funding package to allow whole SLR delivery. As was detailed and resolved at the June 2020 Policy & Finance Committee meeting there are now funding commitments from NSDC and LEP. Negotiations are ongoing with Homes England which remain positive in terms of new loan facility to support the scheme, albeit it is expected that a significant funding shortfall will remain (c£15-20m).

Proposed Levelling Up Fund (LUF) bid

Members will be aware that NSDC is able to submit 2 LUF bids for the lifetime of the fund, one for the parliamentary constituency area of Newark and the other for the constituency area of Sherwood. Members will also recall that any Round One bid is invited for project(s) which are well advanced, allowing delivery of capital grant in 2021/22 and full spend by 31st March 2024. Round one bids must be submitted to the government by 18 June 2021.

Homes England, Highways England, the D2N2 LEP, Nottinghamshire County Council, and the developer are all willing to back a Newark Constituency LUF bid for submission to government on or before 18 June 2021. The bid will be developed using highway and economic consultancy support paid for jointly by the developer (Urban & Civic), NCC, and NSDC. The total cost of the consultancy support including both the highway and economic support is anticipated to be £66,000. NCC and U&C have agreed to equally match any NSDC payments therefore sharing the total cost between the three parties. This would mean a budget requirement of £22,000 from NSDC. NSDC will formally commission the work, with the Council then invoicing NCC and U&C for work undertaken.

It is anticipated that the consultancy support identified in the paragraph above will support a bid to the LUF which will close the identified funding gap. Policy & Finance Committee resolved to support the Newark Constituency LUF bid for the SLR, subject to the bid closing the whole financial gap at its meeting in April 2021.

In addition to highway and economic consultancy support there is a need to refine further the outstanding design of the A1 end of the SLR. Based on quotes obtained the developer reports that this will need support of up to £600,000. For the avoidance of doubt this cost will not increase the overall costs of delivering the SLR. Rather, allow further design and cost certainty alongside a very clear statement of intent that there will then be no other barriers to delivery, save for funding. It is accordingly proposed that up to £600,000 be released as part of the Council's contribution to the SLR.

Relationship with the A46 Newark Northern Bypass

Members will be aware that in February this year NSDC submitted a detailed formal response to Highways England's non-statutory period of consultation on design options for the route of the A46 Newark Northern Bypass upgrade scheme. Our submission sought to make clear the importance of traffic management, network co-ordination, and sequencing throughout the construction phase of the approved scheme, highlighting the potential significance of the SLR and its potential role in traffic management. Closing the funding gap, and allowing delivery in advance of the A46 Newark Northern Bypass works commencing will mean an alternative traffic route across the strategic highway network throughout construction.

Equalities Implications

SLR design and operational equality considerations are addressed by the approval processes for each of the highway authorities involved.

Financial Implications (FIN21-22/3972)

Based on fee proposals received it is clear that the overall costs of the consultancy support needed will be up to £66,000. The Council will commission these works on behalf of the two partners involved, Nottinghamshire County Council (NCC) and Urban & Civic (the developer), both of whom have confirmed that they will contribute towards both commissions on an equal 1/3 split basis across all of the partners. Accordingly, the Council's contribution to both commissions will be up to £22,000. Currently there is no budget provision for this value and hence this would need to be funded through the Change Management Fund.

Due to the speed at which the consultancy support needs to take place (i.e. to ensure a bid by 18th June 2021) a Contract Procedure Rules Exemption form is also required, with authorisation agreed by the Chief Executive and s151 Officer.

There is a scheme for the Southern Link Road in the Capital Programme at a total cost of £12m. This is financed by £7m LEP grant and £5m of the Council's own resources (£2.5m specifically set aside from the Change Management Reserve as our additional contribution to the funding gap).

There is currently £11m left of this budget profiled over 2021/22 and 2022/23. This budget can be used to provide the funding of £0.600m required by Urban & Civic to progress the scheme in preparation for the LUF bid and is not additional cost to the overall scheme.

Decision

- a) That funds of up to £22,000 (funded by the Change Management Fund) be made available for NSDC's contribution to procuring consultancy support to prepare and submit a Newark LUF bid to Government on or before 18th June 2021; and
- b) That the Director – Planning & Growth in consultation with the Business Manager, Law & Information Governance be given delegated authority to enter into contractual arrangements with the developer (Urban & Civic) to utilise up to a maximum of £600,000 from NSDC as part of its overall maximum contribution of £5m towards the delivery of the whole SLR.

Reason for Decision

To enable preparation and submission of a Newark Levelling Up Fund bid for Newark by the nationally set deadline of 18th June 2021.

Members Consulted:

Councillor David Lloyd
Chairman (Policy & Finance) and Leader of the Council (17/05/21)

Councillor Keith Girling
Chairman (Economic Development Committee) and Deputy Leader of the Council (17/05/21)

Councillor Paul Peacock
Opposition Spokesperson (17/05/21)

Signed: 

Matt Lamb
Director – Planning & Growth

Date: 18th May 2021

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

URGENCY ITEMS - MINUTE OF DECISION

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Subject:

One Public Estate Brownfield Land Release Fund (BLRF)

Appropriate Committees:

Economic Development; Policy & Finance

Details of Item (including reason(s) for use of urgency procedure):

Members will be aware of the raft of new funding opportunities emerging which are often accompanied by very quick deadlines and requirements for projects to be sufficiently advanced to allow spend within a relatively short timeframe. One such new fund is the One Public Estate Brownfield Land Release Fund (BLRF).

The BLRF is offering up to £75 million (of which £25m will be allocated for self and custom-build projects) to unlock and accelerate the release of Brownfield sites. Applications will only be considered if the following 'gateway' criteria are satisfied:

- the land to which the application relates is brownfield land, fully owned by the local authority.
- the project must be undertaking capital works on local authority-owned land only
- funding must enable the release of the land for housing by end March 2024 or earlier, and must address market failure
- the works for which funding is sought are deliverable and within a timeframe that will enable the land to be released in time
- A threshold of 1.5 for Benefits Cost Ratio (BCR) + non-monetised benefits must be reached

Funding will provide upfront capital to address viability issues arising from abnormal costs of the proposed development. The types of abnormal costs requiring funding may include:

- site levelling, groundworks, demolition
- provision of small-scale infrastructure
- highways works or other access challenges
- addressing environmental constraints.

The BLRF was launched on 19 April 2021, with an initial call for sites to be concluded by 10 May via the North Midlands OPE Partnership. It was considered that only the proposal of sufficient maturity for this Council was the redevelopment at 32 Stodman Street, Newark. Members will be aware that this project is also identified for Towns Funding via the MCHLG approved Newark Town Investment Plan. 10 expressions of interest were received by the NM Partnership, 5 were in the N2 area - 3 from Nottingham City, 1 from NCC, and the Stodman Street project.

The Stodman Street bid will be formally submitted to the North Midlands OPE Partnership on 26 May 2021. It is hoped the partnership will then make the formal submission to Government on 2 June 2021.

Equalities Implications

As part of planning development process for 32 Stodman Street it is necessary to have regard to equality impacts.

Financial Implications

None.

Decision

That a BLRF bid of £284,000 be formally made to the government via the North Midlands OPE Partnership.

Reason for Decision

To enable preparation and submission of a Brownfield Land Release Fund bid for 32 Stodman Street by the OPE set deadline of 26 May 2021.

Members Consulted:

Councillor David Lloyd
Chairman (Policy & Finance Committee) and Leader of the Council (17/05/21)

Councillor Keith Girling
Chairman (Economic Development Committee) and Deputy Leader of the Council (17/05/21)

Councillor Paul Peacock
Opposition Spokesperson (17/05/21)

Signed: 

Date: 18th May 2021

Matt Lamb
Director – Planning & Growth

ECONOMIC DEVELOPMENT COMMITTEE

16 JUNE 2021

URGENCY ITEMS - MINUTE OF DECISION

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Subject: Embankment Repair Work Required at Vicar Water Country Park, Clipstone

Appropriate Committee:

Economic Development Committee
Policy & Finance Committee

Background Information

Vicar Water Country Park, Clipstone is one of the Council's four green flag award winning parks. Lying to the south of Clipstone Village, the 78 hectare park is composed of a series of hills formed from former colliery mounds. The freehold of the north-eastern part of the site is owned by the Welbeck Estates Company Limited and leased to Newark and Sherwood District Council under a 99 year lease which commenced in July 1999.

The main roadway connecting the car park with Vicar Pond is currently restricted vehicle access only to members of the angling club and our Street Scene team, but is the main pedestrian and cycle route down to the lake and the other main areas of the park and so does get very busy.

The onsite park ranger raised concerns about the condition of the retaining wall of the embankment that runs approximately 25m in length, holding back a slope of approximately 80m of banking. The wall is made of 2m timber sleepers placed vertically into the ground leaving 1.4m visible acting as a retaining wall for the bank above. The bank is heavily wooded with a mixture of mature and young trees. A structural engineer has visited the site and has drawn up plans to have a "Criblock" wall installed to contain the embankment, the engineer believes that the current sleeper wall is failing and is no longer fit for purpose, it has now deteriorated well beyond viable repair and should be replaced.

Proposals

To address the problem and make the area safe in the long term the following is proposed:

- The installation of a “Criblock” retaining wall to cover the embankment and prevent any slippage onto the road/footpath. Supporting this there will also be a new larger French drain installed and the connecting road will be resurfaced to a total of 50 meters to tie all the elements of the scheme together.
- In addition, pre works preparation would be needed, including the removal of several tree branches and some shrubbery that sit close to the retaining wall. The ground French drain would need replacing with a long term solution put in its place, this work has been priced within the scheme.
- The same section of road/path is currently badly surfaced and in need of multiple repairs it is proposed that this area is replaced in full (4.5m x 50m) as it would be an ideal time to commence the work whilst the road/path is shut for the required works.
- Accurate costings for the above works have been received totalling £58,288.90 this price includes the installation of the “Criblock” retaining wall, the required works to the connecting road, the resurface (50m) and the installation of the French style drain.

Financial Implications (FIN21-22/2626)

A new budget of £60,000 will need to be added to the Capital Programme to cover the works proposed. This can be financed by the Capital Reserve, which would have no future impacts on the revenue budget.

Decision

Members approve the addition of £60,000 into the Capital Programme financed by the Capital Reserve.

Reason for Decision

Urgent decision to enable works to progress on site as soon as possible.

Members Consulted:

Councillor David Lloyd

Chairman of Policy & Finance Committee – 14/05/21

Councillor Paul Peacock

Opposition Spokesperson of Policy & Finance – 14/05/21

Councillor Keith Girling

Chairman of Economic Development Committee – 15/05/21

Councillor Neal Mitchell

Opposition Spokesperson of Economic Development Committee – 18/05/21

Signed:



Matthew Finch

Date: 18 May 2021

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

Document is Restricted