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Thursday, 26 May 2022

Chairman: Councillor D Lloyd

Members of the Cabinet:

Councillor K Girling
Councillor Mrs R Holloway
Councillor R Jackson
Councillor P Peacock
Councillor T Wendels

MEETING: Cabinet

DATE: Tuesday, 7 June 2022 at 6.00 pm

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

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

If you have any queries please contact Nigel Hill on Nigel.hill@newark-sherwooddc.gov.uk.

AGENDA

Page Nos.

1. Apologies for Absence
2. Declarations of Interest from Members and Officers
3. Notification to those present that the meeting will be recorded and streamed online

Strategy, Performance & Finance

- | | | |
|----|--|---------|
| 4. | Community Plan Performance for Quarter 4 - 2021/22 | 4 - 28 |
| 5. | Disposal of Land at The Green, Rolleston to Arkwood Developments Ltd. (Key Decision) | 29 - 32 |
| 6. | Local Development Framework Update (Key Decision) | 33 - 38 |

Economic Development & Visitors

- | | | |
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| 7. | Levelling Up Submission and UK Shared Prosperity Fund (Key Decision) | 39 - 45 |
| 8. | Newark Town Fund Update and Lorry Park Options for Relocation (Key Decision) | 46 - 66 |

Homes & Health

- | | | |
|-----|---|---------|
| 9. | Additional Resources for Housing Options Services | 67 - 70 |
| 10. | To Note Two Urgency Items taken under the Council's previous Governance Arrangements:

(i) Football Stadium Improvement at the YMCA to enable Step 5 football in Newark
(ii) Application to the Arts Council – National Portfolio Organisation Funding | 71 - 76 |
| 11. | 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. | |
| 12. | Disposal of Land at The Green, Rolleston to Arkwood Development Ltd. Appendix (Key Decision) | 77 |
| 13. | Levelling Up Submission and UK Shared Prosperity Fund Appendix (Key Decision) | 78 - 80 |

14.	Newark Town Fund Update and Lorry Park Options for Relocation Appendix (Key Decision)	81 - 82
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Report to: Cabinet Meeting – 7 June 2022

Portfolio Holder: Councillor David Lloyd, Strategy, Performance & Finance

Director Lead: Deborah Johnson, Director - Customer Services & Organisational Development

Lead Officer: Ryan Ward, Transformation & Service Improvement Officer,
ryan.ward@newark-sherwooddc.gov.uk Ext: 5308

Report Summary	
Type of Report	Open Report Non-Key Decision
Report Title	Community Plan Performance for Quarter 4 2021/22
Purpose of Report	To present the Quarter 4 Community Plan Performance report (January-March 2022)
Recommendations	That Cabinet review the Community Plan Performance Report attached as an Appendix .

1.0 Background

- 1.1 We are continuing to take a new approach to performance to develop performance management from a counting device and into a tool used to drive improvement. We are doing this by analysing data and progress against key activities as well as building a picture of the context of performance using district statistics, customer feedback and workforce information. We are also working to make performance easy to understand, engaging and relevant. This is the fourth report to members using this new style of reporting covering the whole financial year or 2021/22.

2.0 Proposal/Options Considered and Reasons for Recommendation

Cabinet to review the Quarter 4 Community Plan Performance in the **appendix** to the report.

3.0 Implications

None

Background Papers and Published Documents

None

Newark and Sherwood District Council Performance Report

2021-22 Q4
1 January to 31 March 2022



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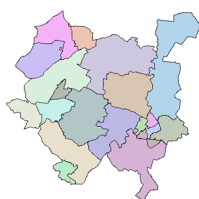
@Newark and Sherwood District Council

Introduction

We, Newark and Sherwood District Council, aim to do everything we can to enable local residents and businesses to flourish and fulfil their potential, as well as encourage visitors to enjoy all that our area has to offer. How we intend to achieve this purpose is laid out in our [Community Plan](#) (2019-2023). This plan was informed by the views of residents and lays out the Council's objectives over four years as well as the activities that will help achieve these objectives.

This report examines how the Council has been performing against the Community Plan. It examines data to look at the performance of key services and delivery against the activities outlined in the plan. This report examines the Council's performance and achievements from 1 January to 31 March 2022 (Quarter 4)

We know the value of understanding our performance as this knowledge allows us to embed and disseminate good practice and quality service delivery as well as identify and tackle areas for improvement. The Council's performance is measured in four parts;



Our District

A basket of data indicators which allow us to examine how our district is performing in key areas, acting as a form of 'health check'.

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Our Performance

How we are delivering against the objectives we outline in the Community Plan.

Page 3



Our Customers

A look at what our customers are telling us about the services they receive and insight into how we are learning from customer feedback

Page 19

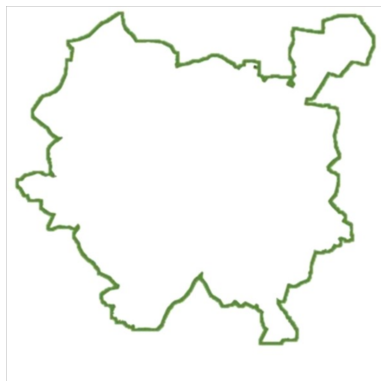


Our Workforce

To understand how the Council's staff are performing and how we are supporting staff. This is important as a positive and motivated workforce is more likely to be high performing.

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About Newark and Sherwood...



A resident population of 123,127 (14.7% of Nottinghamshire's population).
54,992 dwellings of which 10% are owned by the Council (social housing).

The average age is 45.5 years. 5.3 years older than the English average of 40.2 years. 22.4% of Newark and Sherwood's residents are 65+. Higher than the England average of 18.5% and Nottinghamshire average of 21%.

There are on average 1.89 people per hectare within the district. This is sparser than the England average of 4.34 people per hectare and the Nottinghamshire average of 4 people per hectare.

70.4% of the district's working age population (16 to 64) are qualified to a Level 2 or higher. This is 7.8% lower than the England average of 78.2%.

Median gross annual pay for residents is £30,679. This is 2.26% higher than the Nottinghamshire average but 3.42% lower than the England average.

How is our district?

This data tell us something about our district in quarter 4 (Jan-March 2022). Most of these indicators are not factors we can directly affect, only influence, but they add context to the work we undertake.



767 dwellings completed by March 2021. A 38.9% increase from the previous year.
195 affordable homes completed by March 2021. A 45.5% increase from the previous year.
7,296 dwellings committed or under construction. A 5.8% decrease from the previous year.

The number of planning applications we receive gives an indication of the level of construction planned in the district. When compared to the same period last year, commercial applications have decreased by 11, residential applications have decreased by 4, non-major applications have reduced by 6 but major applications have increased by 14.

23 commercial planning applications were validated

233 residential planning applications were validated

62 major planning applications were received

1,166 minor planning applications were received



2,530 people are currently unemployed across the District. This is a reduction of 3% since quarter 3



7.8% of town centre retail premises were vacant in quarter 4 (the town centres measured are Newark, Edwinstowe, Ollerton and Southwell). This has improved by 1.7% since Q3.

As of March 2022, **185 businesses were 'born'** and **185 businesses 'died'**. Both of these are greater than the previous quarter.

Interactions with the Council

This information shows how busy 2021/22 has been for the Council in terms of customer interactions.

- 1,656 face to face contacts** were held at Castle House. This is a 79% increase since quarter 3 but is still significantly lower than pre-Covid levels (Q4 in 2019/20 was 14,101 contacts).
- 115,224 calls** were made to the contact centre. An 6% increase from the same period last year.
- 41,338 digital web form transactions** were completed by our customers. A 43% increase from last quarter.

Create vibrant and self-sufficient local communities where residents look out for each other and actively contribute to their local area



What we have been doing this quarter;

- ⇒ We continued to support the Covid Housing Support Grant, both making referrals and processing the vouchers. Due to the level of funding remaining, customers were entitled to a further voucher, and over 1,000 additional vouchers have been given out to residents.
- ⇒ In line with our digital declaration, and to encourage the use of our digital services, we have been training involved tenants to develop their digital skills and enable them to train other tenants. We delivered a further two sessions to finalise the content of the lesson plans and to allow the trainers to practise teaching these plans prior to supporting others. Our first teaching session is planned for the 19 May 2022 at Chatham Court Hub and we are also looking to offer another session at De Lacy Court, Ollerton in the near future.
- ⇒ We have continued to promote the Community Lottery which now has 61 registered good causes receiving support through the scheme. At the end of March, approximately 37,950 lottery tickets had been sold, generating approximately £19,000 for registered good causes. In addition, a further £3,800 has been generated through the Operator Fund and this will be distributed to a number of the registered good causes through a lottery draw.
- ⇒ We are continuing to implement changes to improve tenant participation, using a combination of in person and online engagement methods to reach a wider range of tenants, and we now have over 100 engaged tenants. Following feedback from tenants we have launched an engagement network. This new 'Local Influence Network' has been set up by the tenant engagement team and is an opportunity for tenants to speak to one another and share their views on their local community with District Council officers. There are three networks for our district, one for Newark, one for Sherwood and a third for all rural locations. Local Influence Network meetings will take place every few months. There are already a number of tenants willing to take part but more are being encouraged to join and feedback their views to help shape and improve local areas. Tenants can also get involved in other engagement opportunities, such as policy reviews, mystery shopping and estate walkabouts.
- ⇒ We continue to respond to all requests coming into the Humanitarian Assistance Response Team (HART). These requests are dealt with within 24 hours and requests are actioned or residents are signposted to other support services.
- ⇒ We are working closely with the successful applicants of the Parish and Town Council Initiative Fund to deliver the schemes approved in November. Alongside this, we are now preparing for the final round of grants for 2022/2023 which has a 'cleaner' theme. This fund was established to assist and enable communities to bring about a positive and lasting change for the benefit of the whole community.
- ⇒ The Environment Agency submitted a formal planning application to us in October 2021 for the Southwell and Oldham flood mitigation works. The consultation period for the works was extended to the end of March to accommodate further review of the flood risk assessment. There are two other major civil engineering schemes in Lowdham, the flood wall repair and the planned A3097 roundabout works, and each will have some degree of interaction with the Cocker Beck. The Environment Agency is working with professional partners and the local planning authority to ensure the assessment accounts for these works throughout the lifetime of the proposed reservoir.



Our Customers said:-

"I have no problems whatsoever with Newark and Sherwood District Council, they have been so supportive to me, since my mum died, they are like my family, I couldn't wish for a better class of council or authority. Where I reside was found for me by two very nice people working for the Council"

Deliver inclusive and sustainable growth



What we have been doing this quarter;

- ⇒ As a part of the Newark Town Investment Plan seven priority projects were identified for funding. The Construction College is open and delivering training, and the six other projects are progressing as follows;
 - ◇ The planning permission for the Air and Space Institute (ASI) Newark was approved in February 2022 and the full business case for the site should be completed by the end of April 2022. Currently the 50 students studying with ASI are based at Newark College with the aim of moving to the specialist premises in September 2023.
 - ◇ The demolition of the Cattle Market is complete allowing progression with the Gateway Scheme and discussions are ongoing with Highways England regarding the effect of the A46 on the project. The Outline Business Case is due for completion in June 2022
 - ◇ The planning application for the redevelopment of Stodman Street was approved in February 2022 and tenders documents are being developed for a procurement process to select the contractors for a demolition and build. The redevelopment consists of creating 29 new homes and between two to four new retail units whilst retaining the art deco facade.
 - ◇ The approval of the business case for 'Cycle Town' formalised the aspiration to work with a range of partners to transform Newark into a '20-minute town'. We will now progress to deliver new cycle hubs across Newark. The first dock has now been installed next to Newark Castle train station.
 - ◇ The project to enhance the visitor experience at Newark Castle is progressing. A full business case is in development and a bid for National Heritage Lottery funding is being created.
 - ◇ Newark Cultural Heart, a project which plans to drive and measure additional footfall and local spend through; the repurposing of public buildings and spaces, an ongoing calendar of events and activities and the development of a brand for the town, is progressing. A public realm assessment is underway and a full business case is being developed.
- ⇒ We continue to grow and maintain relationships with partners across the district to support students and those seeking employment or redeployment with advice and career aspirations. The 'Future First Expo' is being organised with schools and businesses for November 2022. And we are continuing to facilitate the Employment & Skills Board (ESB) which looks to bring together employer voices to tackle local employment and skill issues. We are also delivering additional support to individuals seeking work by working in partnership with the DWP. We plan to deliver 3 jobs fairs with the first one held one in April. The performance of these job fairs will be reported in the next quarters report.
- ⇒ We continue to lead, shape, and influence or in some cases directly deliver key required infrastructure by preparing a response to the A46 preferred route announcement as agreed at March Economic Development Committee and finalising the Grant Funding Agreement in relation to the Southern Link Road to enable the developers to access the Levelling Up funding to begin construction.
- ⇒ After the successful occupation of the ground floor, work is continuing to complete the repurposing of the Buttermarket. A planning application has been submitted for works to improve the access to the second floor and negotiations with prospective tenants continue. A new estate officer is working to review the cost of small retail pods being installed on the 2nd floor to provide new flexible use retail premises.
- ⇒ We continue to offer a comprehensive programme of support for local businesses through:
 - Signposting and supporting businesses to access Grantfinder, this site is Europe's most advanced grants and policy database.
 - Administering the High Street Diversification Fund, this grant provides funding for local, independent high-street based retail/hospitality businesses to invest in social media advertising.
 - Providing business advice and support.
 - Delivering the 'Business Growth and Resilience Programme', which has been set up and funded by the District Council, which links business service specialists with local businesses in four key business sectors: manufacturing and construction, accommodation, retail, food and beverage and health and social care.
 - Land and property search on options for business premises and arranging site tours.

Activities continued...

- ⇒ We hosted the 'Global Innovation and Nimble Thinking' event on the 14 April in partnership with AJB Business and Marketing Consultants and Welland Procurement aimed at Nottinghamshire and Lincolnshire businesses. The event is for any business looking for inspiration and encouragement on moving their business into the global market. It will also teach businesses about the procurement process in the public sector and how to create an effective tender. Full details of the success will be presented in the next report.
- ⇒ A new timetable for the Allocations & Development Management Document (DPD) has been agreed and a draft Plan will be presented to the Full Council in July for approval to publish. The plan seeks to help deliver the approach to the district's future of residential and employment development set through our Amended Core Strategy.
- ⇒ We have established a Project Delivery Board in partnership with Newark Town Council for delivery of the Newark Heart Programme. We have started exploring options for the improvement of public spaces in Newark town centre and creating an enhanced programme of events to increase footfall. Through April and May, we will consult residents and businesses on the types of improvements they think would have the most impact, as well as the types of town centre events and activities they would like to see more of.
- ⇒ The government provided guidance on the Levelling Up Fund in March 2022, and is seeking for bids to be developed by the 6 July 2022 with 3 transformational projects allowed from each authority. We are aiming to submit a bid for this funding after a full evaluation has been undertaken. This evaluation will include an assessment of; the Council's prioritisation process, ability to deliver within the timeframes, outlined benefit cost ratios, community stakeholder consultation, as well as approval from the Sherwood Place Board. A couple of the potential projects include a scheme of regeneration for Ollerton Town Centre and the development of the Sherwood Forest Corner Masterplan which may also receive support from Nottinghamshire County Council.
- ⇒ The Welcome Back Fund is now complete and final claims will be submitted to the Government at the end of April 2022 for payment by summer 2022.
- ⇒ The Newark Beacon Centre is now nearly 90% occupied, with several businesses pending which will bring the centre up to 96% occupied by 1st May 2022. Two offices have been secured by Vodafone who are relocating staff from their Brunel Drive premises. By maintaining these high levels of occupancy, this supports one of our strategic objectives to develop economic growth, to support local businesses and to develop or safeguard jobs through the district.
- ⇒ The National Civil War Centre launched its 'Year of Play' with monthly family Saturdays. Activities included family-friendly guided tours, musket drills, object handling, arts and crafts and storytelling. There is also 'mini-museum' every Thursday during term time for under 5's to explore and play in the museum. These events have proved successful with excellent feedback and audiences are building steadily.
- ⇒ We continued to draw tourists to the district, as outlined in the destination management plans, with an Easter Campaign designed to draw visitors to the area over the Easter bank holiday weekend. The campaign was titled "Rediscover you, experience something new..." and capitalised on the Easter holidays offer across the district and the start of the tourism season. We ran a social media campaign from 30 March to 24 April comprising of 14 social media posts. Using informed data collected over the last year, the campaign aimed to target two different audiences through specific but complementary messaging:
 - Families searching for family friendly events across Newark and Sherwood during the Easter holidays
 - Young couples / couples who are searching for a short break in the forest this spring

This project actively promoted Newark and Sherwood as a place to visit and the opportunity for people to come and spend their money in our local business to support with the growth of our local economy. As part of the 14 social media posts, we also ran a competition to win a 3 night break at The Sherwood Forest Hideaways for up to 4 people. The competition required entrants to follow the Visit Newark and Sherwood Facebook page and tag someone they would like to share the prize with and who deserves it. Top line statistics show that 658,892 people saw the campaign 1,356,971 times. 40,285 people either clicked on the link, commented, liked or shared the posts. The tourism's Facebook channel also grew by 2,859 followers.



	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	England/ National Average
% of unemployment 16+ for Newark & Sherwood	5.7%	5.6%	3.4%	4.5%
% of Town Centre retail premises vacant across the NSDC District	New for Q4 20/21	9.2%	7.8%	Trend (Decreasing)
The performance of our assets which contribute to the economic growth of the district				
	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
Total number of admissions - National Civil War Centre	New for Q3 20/21	1,913	8,709	11,900
Total number of admissions - Palace Theatre	New for Q1 20/21	0	28,517	27,000
Newark Beacon - % of occupied units	New for Q3 20/21	No Data Received	89.4%	80.0%
Sherwood Forest Arts and Crafts - % of occupied units	New for Q1 21/22	New for Q1 21/22	100.0%	95.0%
Commercial Property - % occupied units	New for Q1 21/22	New for Q1 21/22	93.0%	95.0%

Exploring our performance...

Visits to the Palace Theatre exceeded target this quarter and increased significantly when compared to quarter 3, this has increased by 7,677 customers being admitted.

The total number of admissions to the National Civil War Centre remains below target. This has been a challenging year for the centre, with enforced closure at the start of the year, and the ongoing impact of COVID still being seen in low audience confidence. An Association of Independent Museums survey suggests that nationally, 40% of museums saw attendance reduced by more than half due to the Omicron variant, indicating how difficult recovery continues to be. The centre has also noted the busiest year yet for school visits. Since summer 2021, the Centre's Learning Team have welcomed 3,131 students. A 400 student increase on the previous year.

Create more and better quality homes through our roles as landlord, developer and planning authority



What we have been doing this quarter;

- ⇒ We continue to play an active role resettling families in need. Within the last quarter, the team welcomed the third Afghan family and a further two Syrian families. Work continues with the development of social, community and educational support to help these families to integrate into their new communities and way of life. The team has also taken the lead on developing the processes and procedures required as part of the Ukrainian Sponsorship Scheme which will see the District Council adopting a 'local caseworker' model to support the resettled families when they arrive in the District.
- ⇒ The council has now delivered 61 council properties in the year 2022/23. A further 68 properties are either onsite or in the process of securing planning permission and awaiting a start on site. The Council's housing programme is about to enter its final year of the programme and is on track with its plans. Consideration will be needed in the year ahead as to the future of direct council housing delivery through the Housing Revenue Account.
- ⇒ Alongside the building of new homes other objectives have been delivered during the partnership between the District Council and Robert Woodhead Ltd. This includes providing work experience opportunities to young people interested in the construction sector, training and courses delivered to employees and 14 job opportunities being created. Importantly for Newark, 91% of the spend through the partnership in 2021 has been within an average of 40 miles from the sites, creating and sustaining local jobs.
- ⇒ Arkwood Developments, our property development company, have completed 20 units on the Avenues development at Bowbridge Road and 17 units are now occupied with a further 59 units under construction at the site. Of the 45 homes that are currently released for sale, 34 have been reserved. The development is on target to have all 87 units completed by January 2023.
- ⇒ Through the quarter, 67 applications for housing proposals were determined, of which 55 were approved. The number of proposals determined has increased as well as the overall number of approvals when compared to the previous quarter.
- ⇒ Demolition of the temporary accommodation facility at Seven Hills is now complete. The alternative office arrangements at Wellow Green and Beaumont Walk are working well, allowing the team to engage with and support residents placed into the temporary accommodation at both sites. We are currently researching into best practise models across a wide range of temporary accommodation provision to establish our service offer for the new complex; ensuring we have the correct infrastructure installed at the build stage to allow us to deliver state of the art services and facilities to our residents.
- ⇒ Due to a combination of weather conditions all known rough sleepers are being accommodated or under offers of accommodation, and there has been no need to activate our severe weather provision during the previous quarter. Work will commence with partners later this year to look at a sustainable severe weather provision linked to the new complex being developed on the Seven Hills site.
- ⇒ The handy person service is still on hold as we experience, along with the wider sector, difficulties in recruiting to trade positions. This position has not changed since quarter 3. However this is not affecting current service provision to our tenants and leaseholders.
- ⇒ The Responsive Repairs service reviewed and improved their 3 tier repair response timescales to improve the service for tenants. Priority 1 we aim to see within 24 hours, priority 2 within 6 weeks and priority 3 within 6 months. Since the new 3 tier priority repairs timescales have been in place, we have seen improved attendance for repairs classified as tier 1 and 2 priority. Unfortunately we have seen a small increase with attendance times for P3s and we will continue to monitor this outcome. We will be in a position to change the way we catalogue repairs in April 2022 to produce more detailed management reporting.

Activities continued...

- ⇒ The Economic Development Committee and Policy & Finance Committee considered reports on the progress towards addressing the need to address the provision of additional pitches for the Gypsy and Traveller community. It was agreed that:
- ◇ The proposed strategy for addressing need would include expansion of some existing sites and delivery of new sites.
 - ◇ Addressing the housing need for the community is a whole council project which requires input from a number of service areas.
 - ◇ Funding is provided to support the conclusion of feasibility studies with respect to potential site purchase/s and flood mitigation works.
- ⇒ The pilot project to improve the success of tenants in new homes continues. Early intervention work is continuing to have a positive impact with the continued reduction in the proportion of introductory tenants in arrears. This is supported by our work with the Notts and Lincs Credit Union. Work to build the profile of the Credit Union across the district will be supported by the recruitment of a local co-ordinator. Any resident of the district can become a member of this community owned union to get access to financial services including affordable loans and simple savings accounts.
- ⇒ We have received positive feedback on the enhanced Empty Homes Standard pilot following the initial update provided in January 2022. The final update is currently in development and will shortly be presented to members.
- ⇒ In order to provide high quality homes and environments and where people wish to live, we are reviewing the suitability of sites currently allocated for housing alongside employment and open space protection to ensure they continue to be deliverable. We continue to negotiate with developers on proposals submitted at both pre and full planning application stage in order to seek improvements to details submitted. For example, on the amount and location of landscaping, the layout of housing, parking provision and infrastructure needed for the future community. The advice we provide in relation to landscaping is likely to improve following the appointment of the Council's Tree/Landscaping Officer.
- ⇒ The proposals for a housing led regeneration scheme within Ollerton and Boughton are yet to be brought forward. This project will now be considered as part of the Sherwood Levelling Up Bid. The Council is currently recruiting for three more Senior Regeneration Officers to enhance capacity to deliver the range of ambitious projects across the district.

Measuring Success



	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
Average time spent in temporary accommodation (weeks)	10.2	10.6	12.3	13.0
Average time (days) to re-let Council properties	16.0	31.8	27.6	18.0
% of rent collected from current tenants as a % of rent owed	99.6%	100.3%	98.6%	99.6%
Average "End to End" time for all reactive repairs (calendar days)	5.8	29.0	12.7	6.0
% of repairs completed at first visit	98.9%	90.0%	92.9%	98.0%
% of planning applications (major) determined in time	New for Q1 21/22	New for Q1 21/22	100.0%	90.0%
% of planning applications (non major) determined in time	New for Q1 21/22	New for Q1 21/22	98.0%	90.0%
Average number of working days to process housing benefit change in circumstances	3.0	7.0	3.0	7.0
Average number of working days to process new housing benefit claims	New for Q3 20/21	19.0	19.0	18.0
Amount of current arrears as a % of annual rent debit	2.14%	1.93%	1.68%	2.30%
Amount of current rent arrears	£488,853	£444,210	£396,533	£400,000
Number of all tenants who have been evicted for rent arrears	11	0	2	20
% of all tenants who have been evicted for rent arrears	0.18%	0%	0.04%	0.36%
Percentage of housing complaints resolved within agreed timescales	-	-	85%	100%
Number of evictions (anti-social behaviour)	0	1	2	Trend (Increase)
% of repairs completed at first visit	98.9%	90%	92.9%	98.0%
% of homes with a valid gas certificate (no. in brackets)	-	-	99.02% (5163 out of 5213)	100%
% of homes with Electrical Installation Condition Report (EICR) certificates up to five years old (no. in brackets)	-	-	99.1% (5534 out of 5581)	Not yet set
The performance of Arkwood, our property development company, which contributes to this objective				
Arkwood - number of units delivered	New for Q3 21/22	New for Q3 21/22	20	Trend
Arkwood - plots commenced	New for Q3 21/22	New for Q3 21/22	79	Trend



Annual Indicators (included for Q4 only)	19/20	20/21	21/22	21/22 Target
% of tenants satisfied with landlord/overall service (STAR)	Not undertaken due to Covid	87.5%	86.6%	90.0%
% of tenants satisfied with the quality of their home (STAR)	Not undertaken due to Covid	85.7%	85%	90.0%
% of tenants satisfied that their views are being taken into account (STAR)	Not undertaken due to Covid	81.8%	77%	90.0%
% of properties with an energy efficiency (SAP) rating of C or above	New for Q4 21/22	New for Q4 21/22	67.7%	No target set
Number of properties delivered through the HRA Development Programme	New for Q4 21/22	New for Q4 21/22	61	No target set
Arkwood - total legal completions	New for Q4 21/22	New for Q4 21/22	17	Trend

Exploring our performance...

Average time to re-let was 24.9 days in quarter one, rose to 26.4 days in quarter two, rose another half a day in quarter 3 and another half a day in quarter 4. The quantity of homes that have been re-let during this period is 364 (excluding new builds and Housing with Care lettings). The re-let performance remains out of target as we deliver our new enhanced empty homes standard and manage a high quantity of voids.

The end to end repair time was 39.2 days for quarter one. It improved to 27.5 days in quarter two and improved further to 11.7 days in quarter three with a slight reduction in quarter 4 to 12.7 days. Post Covid has been a challenging time across the service, as we have seen an increase in demand for repairs, coupled with difficulties recruiting for skilled workers. We are now in a position where we have filled our vacant posts and plan to work with contractors in the short term to help bring performance back in line with targets.

15% of housing complaints (18) were responded to outside of the target. The majority, 66% of them (12) were just 1-2 days outside of the target. Whilst this was only slightly over, it has been agreed within the department that all complaints should be investigated and responded to within timescales and that complaints requiring ongoing action should be responded to in full and closed down without waiting for the remedial action as this can be scheduled to follow on as part of the complaint resolution. Monitoring processes are already in place to ensure that follow on actions as a result of complaints are carried out.

Although the 3 core indicators are lower than our internal target and have seen reductions when compared to 20/21, these all remain higher than the STAR benchmark:

- The STAR benchmark for tenants satisfaction with the overall service is 83% and our performance is 3.6% higher
- The STAR benchmark for tenants satisfaction with the quality of their home is 85% and our performance is 3.5% higher
- The STAR benchmark for tenants satisfied that their views are being taken into account is 67% and our performance is significantly higher by 10%



Our
Customers said:-

"My family and I would like to thank you for the addition in our home of a new bathroom upstairs. Throughout the process, you all were so helpful and kind. My wife is very pleased about the shower and the addition of a grab handle, this will make our lives so much easier. Thank you"

Continue to maintain high standard of cleanliness and appearance of the local environment



What we have been doing this quarter;

- ⇒ As a part of our 'Not in Newark and Sherwood' campaign, we have issued 55 fixed penalty notices (FPNs) for fly tipping offences with 2 fly-tippers going to court with successful prosecutions. We also issued 57 FPNs for littering offences which includes side waste and some small fly tips and 6 waste transfer note fines for businesses who were not disposing of their waste correctly.
- ⇒ Members approved the creation of a Green Champion's scheme and the scheme will be rolled out in spring of 2022. We also continued to support local litter picking groups culminating with support for the Keep Britain Tidy's Great British Spring Clean which runs annually and launched at the end of March. Through the last quarter, 16 events were delivered with one event being organised by Green Southwell with over 40 volunteers attending. We have also seen an increase in volunteers as part of the Duke of Edinburgh award. Colleagues in street scene are also leading on the Newark in Bloom bid for 2022 which may offer new opportunities for volunteering.
- ⇒ On 30th March, a day of action was completed in Southwell. Some of the outcomes of the day included:
 - A community litter pick with involvement from Lowes Wong School
 - Waste transfer note checks conducted on local businesses
 - The installation of new dog waste and recycling bins
 - The placement of bug and bee hotels
 - New dog fouling signage
 - Targeted bulky waste collections
 - 5 areas of graffiti vandalism were cleared
 - 4 large rural roads litter picked
 - 3 tonnes of waste cleared
 - 20 thank you notes were posted (thanking residents for keeping tidy gardens)
 - We also delivered targeted doorstep leafleting and communication work as part of the day of action.
- ⇒ We delivered a range of projects in the community to help improve the appearance of the environment and improve recycling rates. This quarter we have;
 - Helped with a litter pick on Southwell Memorial Park, in conjunction with Lowes Wong junior school pupils as part of the Southwell Day of action.
 - Sent regular newsletters to schools offering help and resources on with litter picking, tree planting and school recycling .
 - Assisted Kneesall School in conducting a spring clean,
 - In partnership with Veolia, delivered a community information evening on recycling for villages in the Harby, Wigsley and Collingham area.
 - In conjunction with Environmental Health, run a Vehicle Idling awareness event at Holy Trinity School in Newark. Further school events are planned and will be delivered over the coming months.
 - Started talks with Gunthorpe Parish Council on creating a new local nature reserve on land they own.
 - Supported the Elston community with their plans for tree planting on Chapel Lane.
- ⇒ The Council has been delivering a grounds maintenance service for housing (HRA) for a year. Over this year more than 360 joint inspections have taken place with an average performance of 1.52 out of 5 (1 being best)



Our Customers said:-

"Thank you for a very efficient bulky waste collection service. It was easy to book and pay online, and the two men collecting the waste were on time, quick, careful and cheerful"

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	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
% fly tipping incidents removed within 72 hours	New for Q3 20/21	70.3%	89.5%	75.0%
Number of fly tipping incidents	1,345	1,853	2,546	1,400
Number of fly tipping enforcement actions	1,358	1,870	2,601	1,420
% of household waste sent for reuse, recycling and composting	30.5%	32.5%	Waiting for external data—arrives a quarter behind	34.0%
Number of missed bins (per 100,000 population)	63.1	62.2	50.1	55
Total number of garden waste subscriptions	New for Q3 20/21	14,542	16,694	16,000
% level 1 graffiti incidents removed within 36 hours	New for Q1 20/21	50.0%	87.5%	90.0%
% level 2 graffiti incidents removed within 14 days	New for Q1 20/21	86.8%	95.2%	90.0%
% of failing sites - street and environmental cleanliness - litter	0.8%	1.2%	0.5%	3.0%
% of failing sites - street and environmental cleanliness - detritus	1.5%	1.1%	0.7%	2.0%

Exploring our performance...

The number of fly tipping incidents in quarter one was 410, in quarter two this reduced to 377, in quarter 3 there were 438 and quarter 4 saw a significant increase to 1,321. However, it is important to note that the number of fly tipping enforcement actions rose in line with the increase in incidents and 89.5% of incidents were still removed within 72 hours despite the increase in offences. One of the main reasons for the recent increase is the fact that during the last quarter, we took on responsibility for all HRA land which means that all fly tipping on service level agreement (SLA) land falls to us whereby previously this would have been picked up by an external contractor.

We are waiting external data to confirm our recycling rate for quarter 4 but the recycling rate for quarter 3 was 37.3% exceeding the target of 34%.



Enhance and protect the district's natural environment

What we have been doing this quarter;

- ⇒ 4,000 trees have now been planted at the Vicardale site in Vicar Water Country Park, in partnership with the Sherwood Forest Trust and Nottinghamshire County Council, creating a mixed broadleaved woodland and joining up two existing woodland areas to create a wildlife corridor. This site will be named Platinum Jubilee Woods to mark this year's significance. When combined with our other planting schemes, and the free tree give away schemes, we have planted 10,800 trees in the 2021/22 season. Therefore, we have surpassed our planting pledge of 10,000 trees by 2023, as since we started planting in 2019 we have planted over 18,000 trees which will have a significant impact on the local environment. A new plum tree has also been planted in the ancient orchard at Sconce and Devon Park in Newark as part of a unique national tree planting initiative created to mark the Queen's Platinum Jubilee.
- ⇒ We are progressing with a number of projects to achieve our 2035 carbon net neutrality target and meet the actions outlined in our Greening Newark and Sherwood Action Plan;
- The Council's Climate Emergency Strategy action plan outlines recommended carbon reduction initiatives that the Council can undertake in order to improve energy efficiency and reduce its overall carbon footprint. This includes the installation of solar panels which was approved at Policy and Finance Committee in November 2021 following an in depth feasibility study. Installation is still on track to be completed by Autumn 2022. This project will assist the Council in making carbon savings and generating renewable energy both of which assist us with reaching our 2035 net carbon neutrality target.
 - Work is underway to develop a Decarbonisation Plan for our corporate and leisure buildings, this will help us to understand energy efficiency and carbon reduction measures which can be undertaken at each site incorporating prioritisation, costs, payback and carbon savings associated with implementation of the recommended measures.
 - Work continues on shaping our Brunel Drive site to meet the future needs of the depot. This includes the exploration and possibility of collecting further waste streams and the electrification of our fleet of vehicles.
 - We have recently launched the Nottinghamshire wide Green Rewards App which went live on 16th February. The app is an online platform designed to incentivise and encourage residents to undertake positive behaviour change by enabling users to log carbon reducing activities and gain points for these activities with the top scorer winning a prize. 142 residents signed up within the first week of launch, and 6 weeks after launch, 266 residents had signed up to log environmentally friendly activities within the district.
 - As previously highlighted, we have undertaken a programme of work to create a new woodland at the Vicar Water Country Park. This action has been taken as the district recognises the urgent need to plant more trees to help with the climate emergency and biodiversity loss.
- ⇒ We delivered a community information evening in partnership with Veolia on recycling for villages in the Harby, Wigsley and wider Collingham area. The new recycling game purchased with our successful funding bid from Veolia was trialled and proved successful at this event. The Green Rewards App was also promoted as part of the event.
- ⇒ At the end of quarter 4, the Garden Recycling service has 16,694 subscriptions signed up to the scheme. This is an increase of 2,152 when compared to the same period last year. By delivering these collections, we can ensure that this waste is recycled and reused rather than being disposed of in landfill.

Activities continued...

⇒ The implementation of the local transport plan and associated projects is progressing well with engagement with Nottinghamshire County Council on a range of transport related activity including:

- A business case for the Newark Cycle Town project is being developed. This project aims to increase options for sustainable travel, contributing to the aim of Newark becoming a 20 minute town.
- We are working with County colleagues, continuing to provide local insight for building the business case for 'Travel and Transport Hub' projects proposed under the Rural Mobility Fund (RMF).
- We continue to work alongside partners and developers to ensure a joined up approach to the delivery of road development projects in and around Newark. These include ongoing development of the preferred route and design of the A46 Newark Northern Bypass, securing funding for delivery of the Newark Southern Link Road (bid to round one of the Levelling Up Fund submitted in June) and the new A1 overbridge.
- We are continuing to work with County colleagues in the development of the Nottinghamshire Bus Service Improvement Plan in accordance with the requirements of the National Bus Strategy.

Annual Indicators (included for Q4 only)	19/20	20/21	21/22	21/22 Target
Number of trees planted in the District	4,600	6,008	10,819	Trend (Increasing)
Number of carbon reduction projects currently in progress	New for 21/22	New for 21/22	7	Trend

Reduce crime and anti-social behaviour, and increase feelings of safety in our communities



What we have been doing this quarter;

- ⇒ Work has been undertaken in Edwinstowe, Newark and Bilsthorpe to identify key locations for CCTV cameras. To support with the identification of anti-social behaviour. To enable ASB to be proactively addressed.
- ⇒ Our work to improve the feelings of safety through training and engagement has continued over the past quarter. We invited the residents of Cleveland Square and the surrounding areas to join the 'Safer Streets' drop-in session to discuss their views on safety in their area with local service staff, share their ideas for improvements and have the opportunity to join community groups such as a neighbourhood watch and litter picking activities. Representatives from the Police, Fire Service, the Council's Public Protection team and the Neighbourhood Watch were in attendance to listen to the public's views and provide support.
- ⇒ Throughout the past quarter we have delivered two nights of action, one in Newark and one in Southwell. No formal action against individuals was taken on either night. These nights of action can be in response to specific issues or part of a broader approach to engagement and enforcement. Alongside our days and nights of action, targeted patrols have also taken place to monitor and tackle specific issues, these include;
 - Boughton, Fernwood and Southwell targeting anti-social behaviour,
 - Southwell targeting dog fouling,
 - Newark (town centre) targeting criminal damage,
 - Newark (Sustrans track) targeting drinking and littering, and
 - Balderton targeting crimes against the local wildlife.
- ⇒ We continue to deliver the Safer Streets initiative to improve safety in key locations through 'target hardening' and other interventions. The project is delivered collaboratively with the Office of Police and Crime Commissioner, Nottinghamshire Police and Nottinghamshire County Council. Within this phase, the following 'Safer Streets' interventions have been delivered;
 - assisted with burglary reduction at 29 properties,
 - fitted 45 bike security trackers,
 - assisted with 10 cases of vehicle security, and
 - helped with 155 hours of targeted police action.
- ⇒ Work has continued on target hardening to help prevent illegal encampments. Following community consultation, bunds are now in place at Thorpe Oaks and Thorpe Close and all sites have been 'hydro-seeded' with areas of grass and wildflowers to support the natural wildlife in that area. The partnership with Newark Town Council is continuing with additional work on several of their sites including Syerston Way and Autumn Croft open space. This work will include an additional community consultation event to gain the views of residents on how these areas can be developed.
- ⇒ The national neighbourhood policing week of action began on 17 January, to 'shine a light' on the important work done by neighbourhood policing. The week of action was organised by Nottinghamshire Police and, as part of the week, we joined the County's Neighbourhoods' teams in the Newark area on 18 January to focus on enforcement, engagement, problem solving and partnership working in relation to anti-social behaviour, licensing and fly-tipping. During the day, police and council officers patrolled priority areas around Newark such as the Sustrans track, Barnby Road and Clay Lane area, around Balderton Lakes, Balderton, Newark town centre and other surrounding areas.

Activities continued...

⇒ We delivered 'Stand by Her' training to NSDC staff and external delegates from the night time economy. These sessions are delivered to empower men to become effective allies to women, exploring conduct and attitudes that can lead to harmful behaviour and using real-life case studies to examine how people can best respond. A total of 45 district council staff have been on the training so far (2 sessions for women and 2 for men) with more sessions planned in the future.

Measuring Success



	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
% reduction in anti-social behaviour - Newark & Sherwood District	1.5%	-71.0%	-15.0%	0.0%
% reduction in all crime - Newark & Sherwood District	-3.1%	15.0%	15.5%	0.0%
% of businesses in the District with a food hygiene rating of 3 or above	New for Q3 21/22	New for Q3 21/22	93.12%	81.97%*
% of businesses in the District with a 0 star food rating (major improvement necessary)	New for Q2 21/22	New for Q2 21/22	0.18%	0.15%*
CCTV - number of proactive incidents	New for Q3 21/22	New for Q3 21/22	1,200	Trend
CCTV - number of reactive incidents	New for Q3 21/22	New for Q3 21/22	485	Trend
Fixed penalty notices (number issued)	74	34	1,599	Trend (Increasing)
Community protection notices/warnings (number issued)	28	25	16	Trend (Decreasing)
All other notices/warnings (number issued)	15	19	49	Trend (Increasing)

*target is English average

Exploring our performance...

Anti-social behaviour has risen in comparison to 2019/20. This figure is provided by Nottinghamshire Police and the average for the county (excluding the city) is -17% showing that anti-social behaviour has increased across the county and the figure for Newark and Sherwood is just below average in the county.

The % of food businesses scoring a 0 on the food star ratings fell marginally below target for quarter 4. This equated to 2 businesses out of 1,112.

Annual Indicator (included for Q4 only)	19/20	20/21	21/22	21/22 Target
% of tenants satisfied with the neighbourhood (STAR)	Not undertaken due to Covid	90.0%	91.5%	90.0%



Improve the health and wellbeing of local residents

What we have been doing this quarter;

- ⇒ We have successfully secured £10,000 funding from Feeding Britain to support the credit union and align their services with families accessing our food banks and food clubs locally.
- ⇒ The Team supported 'Family Action' in securing 2 new venues for Food Clubs; The Green, Bilsthorpe, and Beaumont Walk/Yorke Drive, Newark. Both clubs are delivering much needed food support to the local communities they are serving with Beaumont Walk supported by a team of 10 informed tenants who are proving essential support on a volunteer basis.
- ⇒ We worked with local community groups to secure funding from the NCC Community Food Fund. All bids have been successful, securing £90,717.70 in funding in total.
- ⇒ Following a successful bid to Nottinghamshire County Council's Social Eating Fund, we secured £7,000 to offer level 2 food hygiene training to volunteers to support the set up of three social eating projects on the Sherwood side of the district. We have already signed up 20 tenants for this initiative.
- ⇒ At the Southwell Leisure Centre, work continues on the integration of staff, policies, procedures and branding to align the leisure offer to ensure consistency of service delivery and operational efficiencies. Over the past quarter, performance at the centre has also improved in terms of an increase in memberships. The work on the business case for a new fitness suite has paused temporarily, although other works have taken place at the centre to re-configure the existing fitness space, this has created additional capacity and flexibility to meet the current user demand at the site.
- ⇒ The year-end rent arrears position is at the lowest level since April 2018 which demonstrates the continuing benefit of targeted support to those at risk of financial crisis. As previously reported, we have not experienced the anticipated impact of Covid-19 related arrears issues, but there are signs that the increase in the cost of living could prove challenging for income collection in 2022-23. We will continue to monitor the situation and support tenants where necessary.
- ⇒ The 'Warm Homes on Prescription' scheme continues to offer advice and support to low income owner occupiers within the district who have long-term health conditions made worse by living in a cold home. This year the scheme has helped over 60 residents to improve the energy efficiency of their homes by fully funding insulation and/or heating improvements. These improvements enable residents to achieve affordable warmth and thus the ability to better manage their health condition.
- ⇒ We have worked in partnership with the YMCA to develop a further Third Party Funding (TPF) proposal in support of a grant application to the FCC Community Foundation Action Fund. This is to support the development of an outdoor gym and fitness facility at the Community and Activity Village, if successful the project will receive a grant of approximately £80,000. In addition, work is ongoing to secure Step 5 Semi Professional football for the Town from the site for the forthcoming season 2022/2023.
- ⇒ Following the approval of the capital scheme to replace the current hockey pitch at the Magnus Academy, work has progressed on developing the tender process and completion of the Community Use Agreement (CUA). This will set out the management arrangements for the hockey pitch for the next 15 years which will be managed by Active4Today. It is anticipated that works will commence on the site in late Spring and be completed in time for the Summer holidays and the new hockey season 2022/2023.
- ⇒ Work is scheduled to start imminently on the new Bilsthorpe play area and the local ward member has secured an additional grant of £20,000 from Veolia for the project.
- ⇒ Our environmental services team continue to deliver an active and engaging programme of walks, talks and activities for friends and volunteer groups at Sconce and Devon Park and Vicar Water Country Park, Sherwood Heath and Saint Mary's gardens.

Activities continued...

- ⇒ During the last year, the Yorke Drive Regeneration Scheme suffered a delay as key constraints and changes to national and local design guidance required an element of redesign. As we move into the first quarter of 2022/23, work to achieve a start on site at Yorke Drive continues. Residents and stakeholders have been kept up to date as the project has progressed and it is expected that a reserved matters submission for phase 1 will be submitted in the first quarter of 2022/23.
- ⇒ The Cultural Consortium's Heritage Action Zone Cultural Programme continued in March with 'Musical Whispers'. A series of events, including targeted activity for people with dementia, families, and people with sensory needs, which culminated in the co-creation of pieces of music.
- ⇒ We held our first Health and Wellbeing Group strategic group meeting following the partnerships restructure and we have held a number of monthly strategic meetings since. The group involves a range of organisations, both statutory and voluntary, giving these groups the opportunity to come together to improve collaborative working, identify priorities and jointly deliver targeted initiatives. We also developed 2 infographics detailing 'what is Newark' and 'what is Sherwood', pulling together health statistics and wider partner data to determine the greatest health inequalities across both areas.



Spotlight benchmarking

66.1% of adults (aged 18+) are classified as physically active (data from 2019/20)
6th lowest of our geographical neighbours. The national average is 66.4%.

Measuring Success



	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
Number of user visits - Active 4 Today	New for Q3 21/22	New for Q3 21/22	909,388	Trend
Live Leisure Centre membership base (all)	New for Q3 21/22	New for Q3 21/22	10,990	Trend
Number of events held in NSDC parks	New for Q3 21/22	New for Q3 21/22	126	Trend
Number of children on environmental education visits to NSDC parks	New for Q3 21/22	New for Q3 21/22	969	Trend

Exploring our performance...

The performance indicators now include Southwell Leisure Centre to reflect that, as of 1 October 2021, this site is being run by Active4Today. Targets will be set for these indicators for the new financial year so for now the indicators have been set to trend to allow A4T to understand the performance of Southwell Leisure Centre for 6-months before it sets new targets.

To contextualise the current performance, the number of user visits in quarter one and two (aka the number of visits between the 1 April and 30 September) was 389,458, quarter 3 was 210,826 visits and quarter 4 saw the greatest amount of visits with a total of 309,104 visits.

Our Customers

In this section of the report we look at a few key measures of customer interaction to monitor how we interact with our customers, and we look at what our customers are telling us about the services they receive. We analyse these comments and show how we are learning from customer feedback.

Measures of Success	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 4 21/22	Year to Date Target 21/22
Website - number of users (total number of unique users)*	443,619	518,197	449,755*	400,000
Engagement rate with posts issued on NSDC Facebook and Twitter combined	New for Q1 21/22	New for Q1 21/22	1,055,405	Trend
Number of digital web form transactions	New for Q1 21/22	New for Q1 21/22	41,338	Trend
Telephony - average length of time to answer call (seconds)	New for Q4 20/21	17.0	78.0	25.0
% invoices paid within 30 days - whole Council	87.7%	89.9%	98.1%	95.0%
% effective response to Careline calls within 180 seconds (industry standard)	New for Q1 20/21	98.7%	99.1%	99.0%
% business rate collection	98.5%	Est 97.0%	98.0%	98.0%
% council tax collection	97.4%	Est 97.3%	97.4%	97.6%
Average number of days to process new council tax support applications	New for Q3 20/21	20.5	18.0	18.0
Average number of days to process council tax support change in circumstances	New for Q3 20/21	9.4	9.0	7.0
Average number of working days to process housing benefit change in circumstances	3.0	7.0	3.0	7.0
Average number of working days to process new housing benefit claims	New for Q3 20/21	19.0	19.0	18.0

*Due to an error with our analytics platform we did not capture any of the website visits in October so we estimated the visits in October using the average from November and December.

Exploring our performance...

Customer services took, on average, 78 seconds to answer a call in quarter 4 and 71.45% of these were answered within 60 seconds. Unfortunately, this performance indicator cannot be benchmarked to the previous year as Covid restrictions meant that we were not delivering face to face services. Through 2021, the business unit had a high number of staff changes, including two staff obtaining alternative roles with the Council and one long serving advisor retiring. The merger of the housing management customer services team with the Councils customer services team took place in September 2021 and required recruitment to fill 10 vacancies. This resulted in ten new advisors (50% of the team), only being in place since August 2021 or even less. Alongside this, the team have dealt with an increase in the number of calls received through March due to customers receiving their garden recycling renewals, annual council tax and rent bills all around the same period.

The additional pandemic payments by Universal Credit have now been withdrawn. This affected our processing times during Q3 but has now returned to normal. Performance is expected to be within target next quarter. Although the Council Tax collection target of 97.6% was missed. This years performance is a 0.1% improvement on last year. The collection of outstanding arrears continues after the year end. The overall collection rate for all years (since 1993) is 99.2%.

Customer Feedback

Over quarter 4 we received 23 compliments, 12 suggestions and 83 complaints.

Compliments

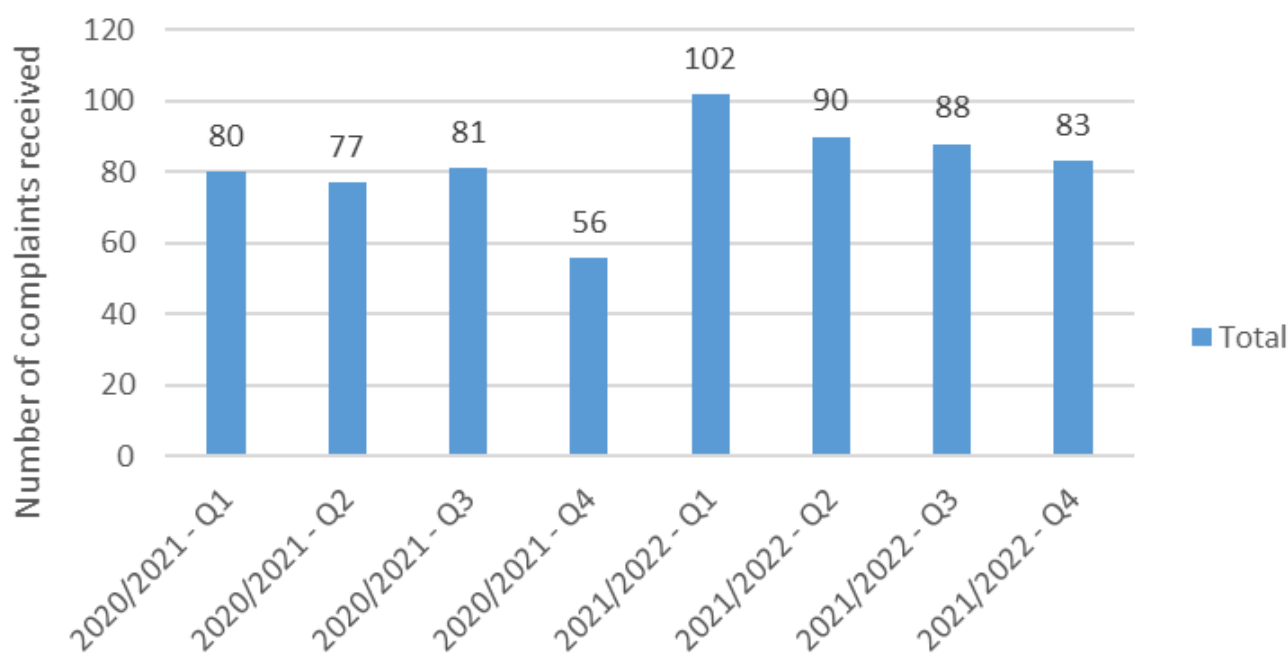
23 compliments were received this quarter. This is a slight increase on the 20 received in quarter 3. The teams attracting the highest volume of praise included;

- Waste and Transport with 8 compliments and themes around responsive service, polite and welcoming staff and quality work.
- Housing maintenance with 4 compliments and similar themes to the above including responsive service, quality repairs and caring behaviour from staff.

Complaints

Quarter 4 saw the lowest level of complaints across all quarters in 2021/22 but this followed a similar pattern to the previous year. In total 83 complaints were received in the last quarter. The services receiving the most complaints were as expected, as they are the most front facing, and consistent with previous quarters. The most complaints being about waste & transport, council tax, housing maintenance and asset management, housing and estate management and public protection.

Total Complaints by Quarter



When compared to the previous quarter, the amount of complaints for waste and transport has seen an increase but remains lower than the quarter 2 position. 31 complaints were received in quarter 2, 15 were received in quarter 3 and 22 received in quarter 4. This is also an increase from the same period last year when 16 complaints were received. The main themes were; missed bins, staff conduct and concerns with service quality. Out of the 9 missed bin complaints, 3 were caused by the collection calendar being incorrect.

Council tax received 11 complaints this quarter which is lower than all quarters across 2022/23 but almost twice the amount when compared to the same quarter of the previous year. Similar themes have continued with the topics being; decisions made, responsiveness, communication issues and issues around rate of council tax applied.

Public Protection received 4 complaints which is a decrease of 3 from the previous quarter. In quarter 3, 4 of these complaints related to the behaviour of WISE, our new waste enforcement contractor, this has now reduced to 1 which demonstrates the steps taken by the service area and contractor to address the issues identified. The only other theme was a lack of progress around reported neighbourhood issues.

Housing maintenance received 17 complaints, 2 more than the previous quarter, and housing and estate management received 8, 3 less than the previous quarter. The complaint themes in housing and estate management were predominantly around responsiveness, communication issues and lack of progress with reported issues. The themes in housing maintenance mirrored this with the addition of themes around time taken to complete repairs and complaints over the quality of service from contractor undertaking works.

Analysis of this customer feedback also enabled us to identify and tackle some specific issues;

Area of improvement...

Three customers complained about missed garden waste collections. The cause of this was an error on the collection calendars circulated to residents.

What we have done to improve...

We have developed a new process to ensure that the calendar receives additional checks before it is published to ensure it does not contain any errors.

Area of improvement...

Two complaints were received this quarter by tenants raising issues associated with external contractors. These included issues such as the quality of the work, lack of communication and delays.

What we have done to improve...

Following multiple complaints, the service area have undertaken a review of the performance of this contractor, and this contractor is no longer being used by the Council.

Customer Feedback continued...

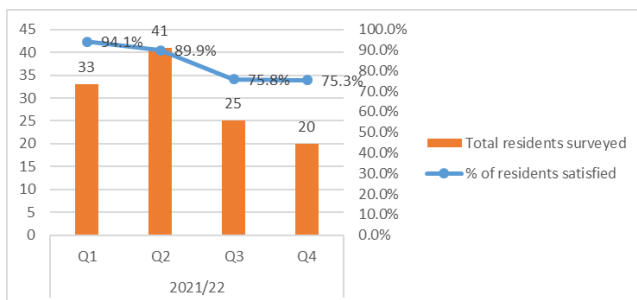
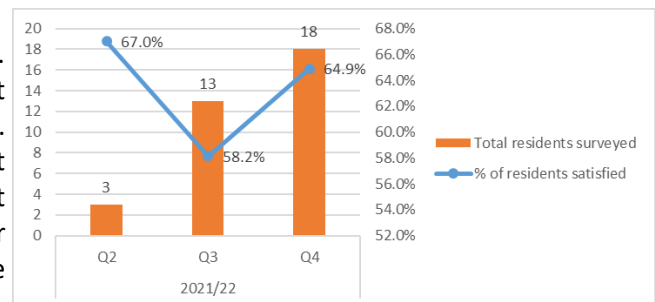
Tenant Satisfaction

Every quarter tenant satisfaction surveys are undertaken by Viewpoint to understand how we are performing for our tenants. Surveys are carried out on a random sample of tenants who received one of our key services. In quarter four 827 surveys were conducted over 12 service areas in total, and the average service satisfaction across the areas was 92% (aka 92% satisfied or very satisfied). Albeit the lowest performing quarter, this is similar to all quarters through 2021/22 with the highest being 93% and the lowest being quarter 4 at 92.3%, this difference would equate to 7 people. Services receiving higher than average satisfaction include major and minor adaptations, Careline, gas servicing, legionella, lettings, repairs and right to buy, and the areas for action were identified as;

Complaint handling

65% of tenants surveyed were satisfied or very satisfied.

Albeit falling below average, this is the second highest scoring quarter and has increased by 5.7% since quarter 3. 18 tenants were surveyed. 2 negative complaints were about the way in which the complaints were handled, 1 complaint about the length of time taken to resolve, 1 complaint over not receiving a response with the outcome and 1 because the service were limited in their ability to help.



Major works to tenants homes

75% of tenants surveyed were satisfied or very satisfied.

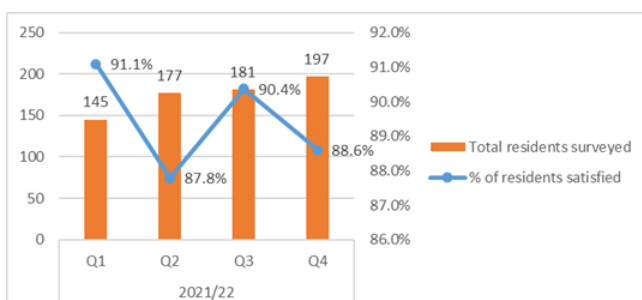
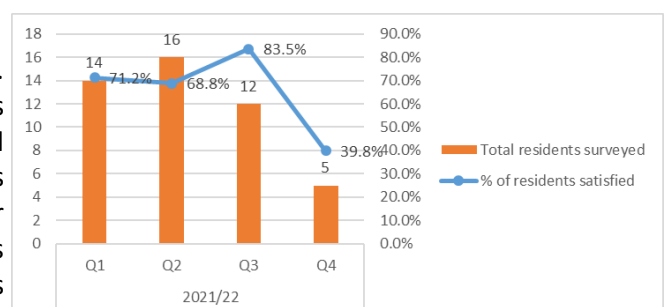
Quarter 3 marked a significant drop in satisfaction from quarter 2 when satisfaction was at 90%. Quarter 4 performance has stayed consistence with Quarter 3 and has not yet returned to previous levels. 20 tenants were surveyed. 1 tenant was not satisfied due to poor communication, 1 because of the overall response to do the work, 1 because of the time taken to complete and 1

because the work was taking too long.

Antisocial Behaviour

40% of tenants surveyed were satisfied or very satisfied.

This marks a significant drop when compared to previous quarters but only 5 people were surveyed in quarter 4 and an average of 14 people were surveyed in the previous quarters. The reduction compared to the previous quarter equals 43.7%. In terms of those dissatisfied, 1 tenant was not satisfied due to how we responded to an issue, 1 was the quality of the service we provided and 1 was that we did not keep the tenant informed of progress.



Customer Services

89% of tenants surveyed were satisfied or very satisfied.

Quarter 4 marked a drop of 1.8% when compared to the previous quarter but is still a marginal improvement on quarter 2 where satisfaction was at 87.8%. Similar to the previous quarter, the main issues raised were; not receiving a call back/lack of proactive communication with the tenant, slow service and unhappy because of the specifics of an enquiry.

A positive and motivated workforce is more likely to be high performing. To understand how our staff are performing and how we are supporting them we look at key indicators and recent activity.

Staff Update

Staff started the year working from home where they could, but national restrictions were lifted on the 19 January and staff were allowed to return to work. Staff were given a few weeks to prepare for the change and get practical arrangements, such as childcare, in place and were welcomed back into offices from the 31 January.

Since then various events have been able to take place in person starting with the Council's 'Serving People, Improving Lives' staff awards which took place on Monday 28 February. It has also been advantageous to run various training sessions, such as safeguarding training, in person once again as this helps sessions be engaging and interactive. We also ran two successful 'Staff Roadshow' events on the 15 and 16 March. The Roadshows saw over 185 staff coming together to reconnect, hear about the key projects and work streams coming up for the Council and reflect on their experiences of the last few years.

Finally, managers recorded a 'looking ahead' video to be released to staff and members in April (in time for the start of the new financial year). Managers recorded themselves talking through their plans for the upcoming year, from looking after our green spaces to supporting residents with their Council Tax, to give staff insight into the breadth of activity we do across the Council and an idea of the key projects coming up in the next year.

Key staff measures	Year to Date Quarter 4 19/20	Year to Date Quarter 4 20/21	Year to Date Quarter 3 21/22	Year to Date Quarter 4 21/22	Year to Date Target 21/22
% of staff turnover	3.0%	11.0%	3.7%	15.0%	14.0%
Average number of sick days per employee (FTE) per year lost through sickness absence	7.0	5.3	5.8	7.6	6.0

Covid-19: Staffing Impact	Q3	Q4
Number of staff who tested positive and were absent sick	20	51
Number of staff tested positive for Covid-19 and could continue to work from home	18	37
Number of staff tested positive for Covid-19 and could not work from home	9	25
Number of staff self-isolating and could continue to work from home	25	8
Number of staff self-isolating and could not work from home	5	4

Staff turnover in quarter 4 remains close to target by 1% and 4% higher than the previous year. The country is recovering from the effects of the pandemic and the national employment rate at the end of November was 75.5%.

The outturn for sickness absence in quarter 4 was 7.6 days against a target of 6 days. This is 2.3 days higher than the same period last year. However, it was perhaps expected that there would be an increase in sickness absences during this year following the easing of Covid-19 restrictions. It should also be noted that considerably more days have been lost due Covid related sickness with 472.5 working days lost this year compared to just 125.5 working days last year.



Report to: Cabinet Meeting – 7 June 2022

Portfolio Holder: Councillor David Lloyd, Strategy, Performance & Finance

Director Lead: Suzanne Shead, Director – Homes, Health & Wellbeing

Lead Officer: Mark Eyre, Business Manager - Corporate Property

Report Summary	
Type of Report	Part Exempt Key Decision
Report Title	Disposal of land at The Green, Rolleston to Arkwood Developments Ltd
Purpose of Report	Permission from the Cabinet to dispose of a plot of land to Arkwood Developments Ltd, enabling the delivery of three market sale residential units adjacent to a HRA development of five affordable units.
Recommendations	<p>That the disposal of the land at Rolleston to Arkwood Developments Ltd for the sum indicated in the exempt appendix and develop the site jointly by the HRA and Arkwood appointing the same development contractor to ensure development cost savings, be approved.</p> <p>That approval be given to terminate the lease to the Parish Council for the land used as car parking.</p> <p>That the demolition of the 2 existing bungalows to facilitate the development of 5 HRA dwellings and decanting the existing tenant be approved.</p>

1.0 Background

- 1.1 A piece of land has been identified at The Green Rolleston, for potential development as part of the HRA development programme. The land is owned by NSDC, it currently has 2 semi-detached pre-fabricated bungalows on the site of which 1 has been vacant for a long period.
- 1.2 The site also includes an area of grass that is leased to the village hall; it is used as an occasional over spill parking facility by the village hall. The access road to the village hall also runs through the site.

- 1.3 An outline site feasibility was carried out in 2020. The initial site sketch identified that the site could be developed to provide five no HRA affordable rental properties and three market sale properties, which have been identified as being required within the area, by the housing needs survey.
- 1.4 The site has the potential to be developed in partnership with a third party developer with space for up to three market sale plots adjacent to the HRA units.

2.0 Proposal/Options Considered and Reasons for Recommendation

- 2.1 An independent RICS land valuer has valued the land for the proposed market sale properties at £275,000. The RICS valuer has also provided a residual land valuation to enable a sale price to be agreed. The residual land valuation has been valued at £141,000 based on Arkwood development figures. The RICS valuations were carried out in November and February 2021.
- 2.2 Following the RICS valuations, negotiations have taken place between Arkwood Developments, the council's Corporate Property Business Unit Manager and the HRA Development Manager. The outcome of the negotiations has resulted in an offer of being put forward to the council from Arkwood Developments for the purchase of the 3 market sale plots of land, details of this offer can be viewed at the exempt **Appendix**. The land proposed for disposal can be identified edged green in the plan at **Appendix I**.
- 2.3 The offer is subject to the site being developed jointly by Arkwood and the HRA. Both parties will appoint and use the same contractor to deliver the project. The project will be managed by the HRA development manager. The contractor will receive 2 independent instructions and will invoice all works independently to each client.
- 2.4 A joint development of the site to deliver market sale properties and HRA affordable rental properties would subsidise the HRA development costs of the site against current average build costs, In addition to, a capital receipt for the purchase of the land. As detailed in the exempt **Appendix**.
- 2.5 The potential joint development saving to the HRA would be achieved mainly through shared costs of external works IE access road, utility works, groundworks. Cost saving would also be achieved with shared project management, site welfare, and site management. The site would need to be developed jointly at the same time and with the same contractor for the potential savings to be achieved.
- 2.6 A second offer has also been received for the land from a private developer. The offer put forward is detailed in the exempt **Appendix**. The offer did not present the opportunity for any additional cost savings from a joint development and as such has not been accepted by the council.

Consultations in Relation to the Development

- 2.7 The Tenancy and Estates Business Unit Manager supports the proposed development and would welcome the additional types of accommodation proposed, which are in demand in the local surrounding areas including this area.

- 2.8 Consultations have been recently been carried out with the local members and the parish council. The development manager has attended a public parish council meeting in June 2021.
- 2.9 The local member supports the proposed development. No major objections were received from the parish council. There were three areas of questioning from the public meeting around the car parking for village hall functions and the capacity of the Seven Trent Water sewage system in the area, there was also an enquiry in relation to the lease of the land and a potential haulage charge.
- 2.10 The car parking for village hall events could be resolved by the village hall utilising the additional field that is located adjacent the site which they own. A drainage and flooding survey /strategy has been carried out and did not identify any concerns in connection with the sewage system.
- 2.11 The lease and haulage charge has been reviewed by Legal Services who has confirmed that the Haulage charge would not apply to the proposed development.
- 2.12 Formal consultation with the tenant who occupies the existing HRA property on the site has also been undertaken. The tenant has not objected to the proposals.
- 2.13 The site has a public right of way footpath running through the site and Notts. CC have been consulted with as part of the site feasibility to divert the public footpath around the area to be developed. They have indicated that they could support the proposed footpath diversion proposed.
- 2.14 Pre-Planning advice has been sought from Planning Development and the proposed site layout has been developed following several meetings with planners to resolve a number of challenges presented by the site and its surroundings.
- 2.15 A flood risk assessment has been carried out and it has been established that the site has no history of flooding. The site is a very low risk site of any potential future flooding.

3.0 Implications

Equalities Implications

- 3.1 The proposed development would contribute to the council's equalities commitments by providing level access to all ground floor new build properties on the proposed site. In addition, all ground floor accommodation on the development would benefit from level access bathing facilities as standard specification for the new build programme.

Financial Implications (FIN22-23/2878)

- 3.2 Financial implications are detailed within the exempt report.

Background Papers and Published Documents

None



Land proposed for market sale edged in green.



Report to: Cabinet Meeting - 7 June 2022

Portfolio Holder: Councillor Rhona Holloway, Economic Growth & Visitor Economy

Director Leads: Matt Lamb, Director - Planning & Growth
Suzanne Shead, Director - Housing, Health & Wellbeing.

Lead Officers: Matthew Norton, Business Manager - Planning Policy & Infrastructure
Mark Eyre, Business Manager - Corporate Property

Report Summary	
Type of report	Open Report Key Decision
Report Title	Local Development Framework Update - Progression of the Allocations & Development Management Policies Development Plan Document (DPD) including Strategy for delivering Gypsy & Traveller sites.
Purpose of Report	To update Cabinet on progress toward the publication of the Allocations & Development Management Policies Development Plan Document (DPD), in particular work on the Pitch Delivery Strategy. Seek approval to purchase sites.
Recommendations	<p>That the proposed approach to the Allocations and Development Management Policies and meeting future Gypsy and Traveller need, subject to presentation of a Draft Allocations and Development Management Policies DPD to the July Cabinet in order to allow presentation to Full Council in July and public consultation throughout the summer be supported.</p> <p>That the funding submissions to Government which seeks to secure the costs of land purchase and any necessary works to physically implement a Gypsy & Traveller site or sites be endorsed.</p> <p>That the continued progress on possible land purchase and GRT development proposals, as detailed in the Exempt Agenda, with a view to further updates presented to the July Cabinet alongside the Final Consultation Draft of the Allocations and Development Management DPD be noted and supported.</p>

1.0 Background

- 1.1 The Council continues to progress its Plan Review following the completion and adoption of the Amended Core Strategy in 2019. The second element the Allocations &

Development Management DPD is currently being reviewed. As previously been rehearsed with the Economic Development Committee and LDF Task Groups the DPD does not propose any additional housing or employment and allocations given the continued success of the District in meeting such needs in terms of site allocations coming forward for development. That is not the case for all housing need, with the DPD being required to set a clear strategy to deliver sufficient site allocation and pitches to meet the future identified needs of our Gypsy Roma Traveller (GRT) communities.

- 1.2 Proposals for the review have undertaken a number of stages, as reported throughout to the Council's Economic Development Committee under the previous governance arrangements. At its meeting on the 23 March 2022 the Committee agreed a number elements of the Plan Review and a new timetable:

Amended Allocations & Development Management DPD
Consideration of GRT Pitch Provision Approach <i>Cabinet 7 June</i>
Consideration of the Draft DPD <i>Cabinet 13 July Full Council 19 July</i>
Publication of Draft DPD (and final Integrated Impact Assessment) for period of Public Representation (July/August/September 2022)
Consideration of representations and any potential amendments
Submission of DPD to Secretary of State (December 2022) <i>Full Council 13 December</i>
Examination by Inspector (June 2023)
Consultation on Main Modifications (September/October 2023)
Receipt of Inspector's Report (December 2023)
Adoption and Publication (February 2024)

- 1.3 As previously reported one of the main challenges of the Plan Review has been the ability of the Council to identify sufficient sites to meet the future identified needs of the GRT community. A lack of available sites, as a result of market failure, has let the Council to conclude that only a comprehensive Pitch Delivery Strategy which includes intervention from the Council to facilitate additional sites will result in the accommodation requirements for our GRT communities being met.
- 1.4 These pitch requirements have been established through the [Gypsy and Traveller Accommodation Assessment](#). District-wide they equate to 169 pitches (full need-including undetermined households and non-planning definition Travellers¹), of which 118 are required to meet the needs of those households who meet the planning definition of a Traveller, provided in Annex 1 of the [Planning Policy for Traveller Sites \(PPTS\)](#).
- 1.5 The minimum requirements that the Development Plan would need to address are set out at paragraph 10 of the PPTS. This requires Local Planning Authorities in producing their Local Plan to identify and update annually; a supply of specific deliverable sites sufficient to provide 5 years' worth of sites against their locally set targets (these targets constitute the planning definition pitch requirement), a supply of specific, developable sites, or broad locations for growth for years 6-10 and where possible years 11-15. To be considered deliverable, sites should be available, offer a suitable location for

¹ See the Gypsy and Traveller Accommodation Assessment for definitions

development, and be achievable with a realistic prospect that development will be delivered on the site within five years. Whilst to be developable, sites should be in a suitable location for traveller site development, and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.

- 1.6 District-wide these minimum requirements would equate to 77 specific deliverable pitches for years 0-5, and broad locations for 20 pitches to address years 6-10. Whilst these are the minimum requirements the plan will need to address, the approach the Authority is taking is to seek to exceed this, and formulate a strategy which comes as close as possible to catering at the point of Adoption for the full need. This is to ensure that the full range of housing need within District's Gypsy and Traveller communities is being planned for, and to seek to lessen windfall proposals in what would otherwise normally be considered inappropriate locations.
- 1.7 The [Amended Core Strategy](#), adopted in March 2019, provides direction for this site identification through Core Policy 4. This details that the District Council will, with partners, address future Gypsy and Travellers pitch provision for the District which is consistent with the most up to date Gypsy and Traveller Accommodation Assessment (GTAA) through all necessary means. This includes allocation of new sites through the Development Plan, granting of permission (where appropriate) for new sites and appropriate intensification of existing sites, purchase of land by the District Council for additional pitches, compulsory purchase of existing sites to bring them back into use and provision of flood resilience measures to enable the safe expansion of existing sites in partnership with the Environment Agency. The policy also provides a spatial framework for this allocation to take place within; in stating that future pitch provision will be provided in line with the Council's Spatial Strategy with the focus of the Council's efforts being to seek to secure additional provision in and around the Newark Urban Area.
- 1.8 Economic Development Committee recognised that the delivery of a comprehensive pitch strategy was a whole Council activity and a project group of officers has been assembled to develop pitch delivery strategy and wider works.

2.0 Pitch Delivery Strategy: The Work so Far

2.1 Overall Pitch Delivery Strategy:

Pitch Delivery Strategy Meeting the overall need by the following actions:		
1 Contribution from Existing Sites	2 Allocating new sites in private ownership	3 New sites facilitated by Council Action
<ul style="list-style-type: none"> Current sites with existing additional 	<ul style="list-style-type: none"> Two sites in locations around Newark offer 	

capacity to contribute circa 85 pitches <ul style="list-style-type: none"> • Sites with potential to accommodate need have been identified. 	the potential for additional pitch provision <ul style="list-style-type: none"> • Proposed sites on Tolney Lane can be brought out of flood risk 	<ul style="list-style-type: none"> • Purchase site or sites to deliver on our own or with partners • Work with private sector operators to bring sites back into GRT use.
Cross Cutting Action: Delivery of a flood safe access to Tolney Lane and associated mitigation work		

Contribution from Existing Sites

- 2.2 The ability of existing sites to contribute to the identified GRT needs comprises currently unauthorised or temporary accommodation and the ability to increase site densities elsewhere. Many existing sites are constrained by reason of flood risk. As Members will be aware works continue to explore the ability to mitigate such risk, taking some sites out of their current flood zone and/or making them resilient and safer in the event of a flood. Details on the current position will be presented to the July Cabinet.

Contribution from New Sites

- 2.3 Exploring this potential has required the Council to carry out a number of activities:
- Investigating potential sites for new provision
 - Negotiating with landowners
 - Scoping out how the council would design such sites
 - Scoping out how the council would manage such schemes
 - Understanding the financial and housing impacts on the Council
 - Lobbying Government and preparing a bid to the governments new scheme
- 2.4 As has been previously reported to the Economic Development Committee a number of sites have been promoted and/or identified which remain potentially suitable and available for meeting future GRT needs. These were identified in the [Options Report](#) consulted upon last summer and the site references below refer to this.

Chesnut Lodge, Barnby site (Ref 19_0018)

- 2.5 Within private ownership the landowner is promoting that they would bring forward and deliver GRT provision, subject to the principle being supported by the Council. The site is acceptable in planning terms for GRT provision and it is recommended that its allocation is supported.
- Trent Lane (Ref 19_0017)*

- 2.6 The landowner continues to be willing to discuss the sites ability to meet future GRT needs. This would only be on the basis of the Council purchasing to do so. The landowner has received advice informing their opinion of a potential capital receipt for the land. It is the opinion of the Council's Business Manager, Corporate Property that the landowners purchase expectations, as detailed in the Exempt Report, far exceed a reasonable price this Council can pay, given also the need to be cognisant of abnormal costs, the presence of an existing building on-site, and the capital works required to bring

the site forward for GRT use. Unless the landowner is willing to meet the Council's expectations on land values it is recommended that this site is discounted.

Former Belvoir Iron Works (Ref 19_004)

- 2.7 The proposed site remains acceptable in principle for GRA provision. Landowner negotiations have continued, with Officers remaining hopeful that the Council's independent valuation can be agreed with the landowner. Further details will be provided at the July Cabinet.

Cross Cutting Action

- 2.8 Delivery of a flood safe access to Tolney Lane and associated mitigation work underpins the delivery of the strategy and detailed feasibility work is currently underway including detailed design and costings. Further details will be provided at the July Cabinet.

3.0 Deliverability

- 3.1 Demonstrating a sound and deliverable DPD will require a blended approach of allowing the market to deliver appropriate site allocations, maximising where appropriate the contribution from existing sites (included the associated flood alleviation works), and securing new land for new GRT site allocations. This will include, subject to agreement on land values, the Council entering the arena of developing and delivering GRT sites, not unlike many other authorities across the Country.
- 3.2 As part of our research, a number of authorities who run/have GRT sites have been contacted to help the Council understand what works well, and suggestions and guidance on how to design, develop and allocate sites. There are options to manage the GRT provision in house or via a third party with experience in this sector. In particular there was some useful guidance around the optimum size and design of sites to help them be sustainable and places where people want stay.
- 3.3 Importantly, these sites can be financially sustainable and there is a plethora of support agencies and colleagues across the housing and local authority sector to seek counsel on the design and develop of new sites plus access to best practice around allocations and tenancy agreements.
- 3.4 We know from talking to our existing communities that smaller scale, well run sites are culturally suitable and these can be combined with modern, energy efficient facilities that also create opportunities to improve access to key public services and other support services. Combined with local police engagement (not enforcement) alongside positive intensive site and tenancy management, these sites can flourish and create safe long term placements for travellers. These proposals give sites across the District to help give options and choice to our GRT community.

Funding Support

- 3.5 Members will be aware of the live competitive [funding programme](#) for new site provision. The fund allows for applications from local authorities for new permanent or transit provision (including enhancing capacity on existing sites) in order to meet identified needs and to address issues of unauthorised stopping and encampments. The fund requires formal bid submissions by 13 June 2022 which can be for a maximum of £1m per site. Officers continue to work through the detail on the costs associated with bringing a site(s) forward and further updates will be presented on or before the meeting.

4.0 Implications

Financial Implications (FIN22-23/4108)

- 4.1 Valuations have recently been received in respect of the identified sites for delivery, officers are working through the implications of these. These valuations will inform the market valuation of the sites, and will therefore assist with negotiation with the land owners regarding the purchase of the sites should it be their appetite to sell.
- 4.2 Members will be aware of the funding available of £1m per site, as described at paragraph 3.5 above, that subject to a successful application process, can assist with the purchase of identified sites, albeit this would not contribute to the practical delivery of the site. Conversations with the land owners will still need to take place to understand the cost of purchase, which at the time of writing this report is not available.
- 4.3 Quantity surveyors have been commissioned to assist with costing of delivery on the identified sites, which would fall to the district Council to fund. This is likely to be a significant cost for the Council to bear. As at the time of writing this report this is not available, albeit this is expected to be available for the date of the meeting.
- 4.4 Officers have liaised with other local authorities who currently run GRT sites elsewhere within the Country. Officers are still reviewing the implications of this in respect of the ongoing management and maintenance of the site, in order to understand the preferred option for the management of any site.

Background Papers and Published Documents

None



Report to: Cabinet Meeting – 7 June 2022

Portfolio Holder: Councillor Rhona Holloway, Economic Development & Visitors

Director Lead: Matt Lamb, Planning & Growth

Lead Officer: Neil Cuttall, Business Manager – Economic Growth & Visitor Economy

Report Summary	
Type of Report	Part Exempt Key Decision
Report Title	Levelling Up Submission and UK Shared Prosperity Fund
Purpose of Report	To update on and seek approval for the Council submitting bids for projects and programs as part of the Sherwood Parliamentary Constituency Levelling Up Fund (SLUF) and UK Shared Prosperity Fund (UKSPF) for spend in 2022/23, 2023/24 and 2024/25.
Recommendations	<p>That the Director - Planning & Growth, in consultation with the Council's s151 Officer, the Sherwood Steering Board and Portfolio holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to submit to Government a Sherwood Constituency Levelling Up Fund Round 2 bid for up to 3 projects for a total grant of up to £20m.</p> <p>That the Director - Planning & Growth, in consultation with the Portfolio holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to prepare and submit an Investment Plan to the UK Shared Prosperity Fund, including the development of a Newark & Sherwood Leaders Board through which the proposals will be presented for approval.</p> <p>That the Business Manager - Corporate Property be authorised to submit a Maximum Offer and terms as detailed in the exempt Appendix to the report, for the freehold purchase of the Clipstone Holdings site, and add the relevant budget into the Capital Programme funded by borrowing.</p>

	<p>That subject to a successful Levelling Up Fund round 2, to amend the Council's capital programme to include a capital development match contribution as detailed in the exempt Appendix.</p> <p>That the Business Manager - Corporate Property, in consultation with the Portfolio holders for Strategy, Performance & Finance and Economic Development & Visitors, be authorised to confirm acceptance to renting space in the proposed Ollerton Hub, subject to confirmation of a successful Levelling Up Fund Round 2 bid.</p> <p>That £30,000 be released from the Change Management Reserve in order to fund the commission to create the Investment Plan for the Shared Prosperity Fund. Where the £20,000 capacity funding is then received, this to be replaced into the Change Management Reserve.</p>
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1.0 **Background**

- 1.1 Members will be aware of the raft of funding opportunities the Council has successfully secured including the Towns Fund, Brownfield Land Release Fund, Community Renewal Fund, and Levelling Up Fund Round 1. This has collectively secured over £47m of additional grant investment, unlocking multiple times that amount to provide new facilities and opportunities for residents, businesses, and communities.
- 1.2 Following the publication of the [Levelling Up White Paper](#) in February new funding opportunities have arisen, including the Levelling Up Fund Round 2 (launched 23 March) and the UK Shared Prosperity Fund (launched 13 April).

Levelling Up Fund

- 2.0 Members will recall that the LUF is a £4.86 billion capital fund to invite proposals from local authority areas for individual projects or a wider package. District Councils within two-tier areas are eligible to submit bids for each constituency area (up to £20m per area) which lies wholly or partly within their boundary. – in our case 'Newark' and 'Sherwood'. County Councils with transport powers are eligible additionally to submit one transport bid (up to £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.

Round 1 – NSDC Newark Parliamentary Constituency LUF bid

- 2.1 Round 1 bids were invited in July 2021 for projects that were “well advanced” and “capable of delivery and spend starting this [2021/22] financial year”. NSDC successfully submitted a maximum £20m ask for the Newark Southern Link Road (SLR). NSDC have subsequently signed Memorandum of Understanding with the Department for Transport to draw down the grant, one of only 13 authorities nationally to do so. We

are the only District Council in the country to have done so, with the initial tranche of grant being received.

Round 2 – NSDC Sherwood Parliamentary Constituency Levelling Up Fund

- 2.2 The guidance for the Round 2 LUF was published in March, with additional information being released in April and May. NSDC remains a priority 1 area. It remains that funding proposals can continue to be across the original themes of transport, regeneration/town centres and culture. Guidance does differ from Round 1 in that any 'package bids' of no more than 3 projects combined are permitted but shall not include multiple unrelated investments. In addition the LUF bids will be a pass or fail when assessed. In other word, if an up to 3 project submission includes a project not considered appropriate to fund the entirety of the bid will be disqualified. There is no intention to run another LUF round.
- 2.3 LUF bids will be assessed on strategic fit, value for money, and deliverability including a requirement for spend to commence in 2022/23 and conclude in 2024/25 or exceptionally in 2025/26. Match funding of at least 10% is required. Final bids must be submitted by the relevant authority (in this case ourselves) by noon on the 6th July 2022.

Round 2 - Nottinghamshire County Council Levelling Up Fund

- 2.4 It remains the intention that Nottinghamshire County Council will submit a round two LUF bid which seeks to secure the reopening of the Robin Hood Line in the form of a likely Shirebrook-Ollerton hourly service, extending the current Nottingham-Mansfield Woodhouse service between Nottingham and Ollerton. Any proposals will include the reopening or provision of new stations at Warsop, Edwinstowe and Ollerton.

Stakeholder and Project Update

- 2.5 Members of the Economic Development and Policy & Finance Committees are aware of the Sherwood Levelling Up Steering Board which comprises over 40 of its public, private, and voluntary sector partners. The Board, in addition to Members, have agreed key challenges for the area and possible projects and programs to address such challenges. The Board are reconvening in June at which proposals for the LUF submission will be presented, including up to 3 recommended projects. Views of the board will be supplemented by an online residents survey which is currently live. The Sherwood LUF bid can then be submitted to Government.

LUF Projects

- 2.6 There remain a number of projects which have the potential to demonstrate sufficient maturity, deliverability, value, and vision to form part of a LUF bid. These include:

Ollerton Hub

- 2.7 A partnership between NSDC, Ollerton & Boughton Town Council (OBTC), and a private landowner to develop a 3 parcel site (in the ownership of the private landowner and OBTC) in Ollerton Town centre. The project will sit at the heart of the existing town centre, connecting the main high street to the Sherwood Energy Village and Tesco to the south of the site. In addition to hosting OBTC and this Council's locality services the scheme will provide for new retail, office, and residential uses for the town centre. Negotiations also continue with Inspire and the NHS in order to seek to secure a new library and health offer respectively. The site also relates well to the proposed Ollerton rail station as part of the NCC LUF Round 2 Robin Hood line extension proposals. It is envisaged that proposals for the Hub will represent a Phase I, with a further phase linked to the ability to create a public transport hub working with Tesco and Nottinghamshire County Council. Work on a final design and costing will be finalised in the coming weeks, at which point the level of grant ask will be clear.

Clipstone Holdings

- 2.8 Members will be aware of the site, which forms part of the Council's historical commercial estate. The site is held on a lease of 125 years from 2001 granted by Welbeck Estates who are the freeholders of the site. The site is back into Council control following the termination of a head lease last year due to a number of unacceptable breaches of the tenancy. Annual rent remains payable to Welbeck Estates.
- 2.9 It is proposed to redevelop the site with the addition of LUF grant support. The proposal would be to create a highly energy efficient, low carbon, renewable-energy-generating industrial park of 1000 – 4000 sq ft units (including the ability to join units as part of a tenant requirement). The units would be of such a standard as to allow low tenant energy costs, in addition to a wider wrapper of business support via the Council's Economic Growth team. The proposal will address a severe market shortage of similar sized and quality stock and help to address the market failure of the market being unable to bring developments of this size forward in a meaningful way. The latest development plan is further detailed at exempt **Appendix A**, this is subject to revision to ensure best use of the space. Commitment is sought for additional capital funding to match fund any successful LUF grant.
- 2.10 In addition to the redevelopment aspirations NSDC has been approached by Welbeck Estates to explore a willingness for the freehold purchase of the site. As detailed at exempt **Appendix A** it is considered that the freehold ownership of the site should be considered for a "Maximum Value", which would remove ongoing rental payments for the remaining terms of the lease. Irrespective of the freehold ownership the redevelopment of the site can be progressed, subject to the necessary consents of Welbeck Estates as the freeholder for the site.

- 2.11 There remain a number of projects likely to qualify for a third priority project for the LUF 2 submission. This includes a Clipstone Sports Hub (alongside the Welfare Trust) and the redevelopment of the former Rufford Colliery. The proposed LUF submission will clearly cut across all of the NSDC Community Plan objectives. Given the need to submit the bid by the 6th July, the ongoing development work on the various projects, the pending Sherwood Steering Board on 13 June, and the need to ensure that the submission is as robust and strong as possible it is recommended that the Sherwood LUF bid is reviewed and submitted to Government by the Director – Planning & Growth in consultation with the Portfolio holders Strategy, Performance & Finance and Economic Development & Visitors. Subject to pending detail a third scheme will be selected prior to the funding deadline.
- 2.12 For the avoidance of doubt, any LUF bid is recommended to be a start not a finish to providing opportunity, ambition, and aspiration for the Sherwood communities. To that end it is recommended that beyond LUF a pipeline of projects and programs is developed to allow preparedness for future opportunities, including the SPF detailed below.

UK Shared Prosperity Fund (SPF)

- 3.0 The SPF is a £2.6 billion largely revenue fund which replaces the former European Structural Investment Funds. SPF is a non-competitive process with all eligible authorities (Districts outside of Mayoral Combined Areas) being provisionally allocated funding for the years 2022-23, 2023-24 and 2024-25 which can be drawn down subject to the successful submission to Government of an SPF Investment Plan (IP). The SPF is also supplemented by Multiply, an adult numeracy and literacy revenue program the spend for which is required to be submitted by upper tier areas (Nottinghamshire County Council) via an investment template document by 30 June 2022.
- 3.1 The SPF IP must be submitted by 1 August and must cover one or all of the following areas:
- Communities and Place – active travel, high streets, sports,
 - Supporting Local Business - open markets, visitor economy
 - People and Skills (from year 3 only 2024-25 given Multiply)
- 3.2 The IP can offer support District wide and beyond subject to areas of focus being representative of the full local labour market or business base. It is expected that the IP will be developed by the lead local authority (NSDC) by conveying a representative 'Local Partnership' of key leaders who will be designated for this Fund's purposes. This is not dissimilar to the Towns Fund approach for Newark.
- 3.3 NSDC's total in principle allocation across the 3 year program is £3,290,726, of which an additional £20,000 will be provided for capacity funding. As this funding is anticipated to be received post the submission of the Investment Plan, it will be necessary to commission a consultant to create the plan in line with existing strategies such as the Economic Growth Strategy 2021-2026, the Evening Economy Strategy 2022, The Newark Town Investment Plan 2020, The Community Plan 2019-2023, and other developing

plans including the LUF Sherwood Bid. This is anticipated to cost £30,000. Subject to Investment Plan approval an Authority can utilise up to 4% of allocations (average across the period) to undertake necessary Fund administration, such as project assessment, contracting, monitoring and evaluation and ongoing stakeholder engagement. It is envisaged that the revenue/capital split will be as follows:

Year	Core UKSPF: revenue	Core UKSPF: capital
2022-23	90%	10%
2023-24	87%	13%
2024-25	80%	20%

- 3.4 Since the SPF announcement the Economic Growth team has been working with relevant partners within industry, academia, skills, and business support sectors to assess potential projects and programs to address challenges across the 3 thematic priority areas. Consultancy support has been activated with a view to engaging with Members and external partners to present emerging proposals. It is likely any final SPF will contain a blended mix of competitions for grant funding, procurement, and commissioning activity in project design and selection.
- 3.5 The Investment Plan will be developed seeking to address the challenges and opportunities highlighted within the Economic Growth Strategy 2020-2026, this will include a focus on diversifying town centres, improving local skills, focusing on key areas of deprivation, improving infrastructure, and accelerating economic growth. The Investment Plan will also consider the opportunities and challenges raised by other local plans and strategies including the Community Plan, Economic Recovery Plan, Night Time Economy Strategy and Regional Skills Strategy, NSDC has the opportunity to create a plan with different delivery models, which includes direct delivery, partnership and commissioning. This will enable the Authority to secure the best outcomes and most beneficial impacts of the available resource provided.
- 3.6 In developing the scope of the Investment Plan, existing, operating and successful projects will be considered alongside new and innovative schemes, this could include:
- The continuation or enhancement of the Kickstart Skills Programme
 - New programme of Business Growth & Resilience
 - Business Information Advice & Guidance Programmes
 - Improvements to public realm
 - Enhanced Tourism Promotion
 - New events in Town Centres
 - Creation of bespoke skills and learning programmes

- 3.7 Following the IP submission in August the Government have confirmed a likely approval in October, meaning the need to immediate mobilisation for any identified spend in 2022/23. Given the pace of required development it is recommended that the final SPF submission be delegated to the Director – Planning & Growth in consultation with the newly formed Newark & Sherwood Leaders Board, Portfolio holder for Strategy, Performance & Finance and Portfolio holder for Economic Development & Visitors.

4.0 Implications

Financial Implications (FIN22-23/4108)

- 4.1 The implications arising from the purchase and development of the asset at Clipstone are all contained within the exempt report elsewhere on this agenda.
- 4.2 In respect of any LUF submission regarding the Ollerton Hub, a decision on the letting of any floor space by the District Council will be considered by the Portfolio Holder for Strategy, Performance and Finance together with the Portfolio for Economic Development and Visitors in accordance with their delegated authority limits as per the Constitution. Where the value exceeds their delegated limits, this will be brought back to Cabinet for consideration.
- 4.3 In respect of the Shared Prosperity Fund, the Council is expecting to receive £20,000 in capacity funding in order to assist with the production of the Investment Plan, albeit this will be received after the submission. As per paragraph 3.3 it is necessary to commission a consultant to assist with the production of the plan. This is anticipated to cost £30,000 albeit where the £20,000 is received the net impact will be £10,000. This can be accommodated within from within the Change Management Reserve.

Background Papers and Published Documents

Levelling Up White Paper, 2022

Levelling Up Fund Prospectus and Guidance, 2022

UK Shared Prosperity Fund Prospectus, 2022



Report to: Cabinet Meeting – 7 June 2022

Portfolio Holders: Councillor David Lloyd, Strategy, Performance & Finance
Councillor Rhona Holloway, Economic Development & Visitors

Director Lead: Matt Lamb, Planning & Growth

Lead Officers: Neil Cuttall – Business Manager, Economic Growth & Tourism
Frances Davies – Town Investment Plan Program Manager

Report Summary	
Type of report	Part Exempt Key Decision
Report Title	Newark Town Fund Update & Lorry Park Options for Relocation
Purpose of Report	To provide an update on the Newark Town Fund Programme including recommendations to continue to progress the relocation of Newark Lorry Park and the redevelopment of the Newark Gateway site.
Recommendations	<p>That the progress on the Newark Town Fund Programme and associated projects being delivered be noted.</p> <p>That the Business Manager, Corporate Property, be authorised to enter into a lease with the Lincoln College Group for the Air & Space Institute.</p> <p>That the Director, Planning & Growth and Business Manager, Corporate Property be authorised to continue to negotiate draft Heads of Terms with Newark Showground and the owners of Overfield Park with a view to presenting costed options for the relocation and redevelopment of Newark Lorry Park and the Newark Gateway site to a future Cabinet meeting.</p>

1.0 Background

- 1.1 Members will recall that work to develop the Newark Town Investment Plan took place in the first half of 2020. This involved working with a range of partners, the newly formed Newark Towns Board, and undertaking consultation just as the Covid-19 pandemic and associated lockdowns took hold. The lockdowns were an opportunity to innovate, with Schools running on-line forums to seek the ideas of children and families; the CVS undertaking telephone interviews with clients; and the Council and its

Consultancy Team hosting multiple on-line groups, briefings and workshops. In July 2020 the Council-backed Newark Town Investment Plan was submitted to Government as part of cohort 1 applications for Towns Fund Grant.

- 1.2 The March 2021 budget confirmed the welcome news that Newark had been successful in its bid for £25m of grant funding for 10 priority projects (now 9 following the removal of the Police Station relocation, with funds having been approved by Government for re-allocation across other Towns Fund projects). The Council was invited to enter into Heads of Terms with Government, which were executed on 20 April 2021.
- 1.3 Since that time the Council and its partners have worked tirelessly to ensure delivery, developing robust Assurance Frameworks and progressing Business Cases for each project. Upon completion of the first Business Case for a project (Outline or Full) the Council, on behalf of the Newark Towns Board, submits to Government a 'Summary Document' and 'Monitoring & Evaluation' form which has been assured by the Council's S151 Officer (with support from the independent Quod consulting). Upon submission of these documents funding is released from Government to the Council in accordance with the prescribed funding profile for the project and grant release dates identified by Government. No funding has been withheld to date, with all projects progressing as envisaged. Regular reporting on each project, and importantly outputs delivered will continue to be presented to the Portfolio Holder, Economic Development & Visitors.

Project	Project Sponsor	OBC/FBC Approved	Progress
32 Stodman Street £2.2m	NSDC	FBC Approved	Works to commence Autumn 2022, Completion Autumn 2024
Newark Cycle Project £0.2m	NSDC	FBC Approved	Dock 1 of 4 installed. Others to follow throughout 2022
Castle Gatehouse £3.0m	NSDC	OBC Approved	1 st stage HLF funding bid approved. HLF 2 nd stage bid submitted September 2023. Towns Fund FBC to be completed October 2023 allowing a start on site in January 2024
Construction College £0.389m	Lincoln College Group	Development	Complete
Cultural Heart of Newark £2.1m	Newark Town Council	OBC Approved	Enhanced Event Programme starts in Summer 2022
Air & Space Institute £10.6m	Lincoln College Group	OBC Approved	Start on site July 2022 Completion expected September 2023
Newark Southern Link Road £20m	Urban & Civic	Heads of Terms for Levelling Up Funds signed with Government on 04.02.22	Highways design approval expected July 2022 Tender Exercise Summer 2022 Start on site expected January 2023 SLR Completion expected Spring 2024

SiScLog (Newark Gateway) £4.4m	NSDC	OBC Pending	A46 Newark Northern Bypass preferred route announcement impacts upon the scheme under consideration
YMCA Community & Activity Village £2m	YMCA	FBC Approved. Completion expected Summer 2022	Completion expected summer 2022

- 1.4 The only outstanding Business Case is for the Smart Innovation, Supply Chain and Logistics (SiScLog) Enterprise Area, also known as Newark Gateway Phase II (see paragraph 2.5 below). Phase I, which comprises the majority of land formally in use as the Livestock Market, is to provide for the Air & Space Institute (ASI). Heads of Terms have now been agreed and delegated authority is sought to enter into the lease with the Lincoln College Group as detailed in exempt **Appendix A**. This will allow, subject also to the assurance of an FBC (delegated to the s151 Officer in consultation with the Newark Towns Board and Portfolio holder for Economic Development & Visitors), a start on site this summer, with the aim of a new facility welcoming post 16 and post 18 student cohorts from September 2023.

The Existing Lorry Park

- 1.5 Throughout and beyond lockdown the current Lorry Park continues to thrive in terms of usage and revenue returns, as captured by ongoing budget reporting. Notwithstanding this, there remain challenges and areas for improvement of the current facility, as identified by recent and ongoing user comment and surveys, notably the waterlogging of the site in winter and dust in summer and the request for more on site amenities such as a shop, choice of eateries, laundrette and other conveniences for drivers not wanting to walk into town.

2.0 Lorry Park Relocation and Newark Gateway Redevelopment Options

Impacts of the A46 Newark Northern Bypass

- 2.1 Members will be aware of the recent preferred route announcement for the A46 Newark Northern Bypass by National Highways and the Department for Transport. The proposed route has implications for both the existing Newark Lorry Park and Newark Showground, the latter remains a preferred location for a relocated and expanded Lorry Park offer.
- 2.2 The preferred route, as identified in the Council's response to its publication (reproduced at **Appendix B**), will involve significant land-take from the existing Lorry Park for the larger and grade separate A46, the associated roundabout, and necessary embankment and drainage features. Moreover, advice from the Council's retained highway consultants is that the existing lorry park access would likely need relocating further south given unacceptable proximity to an expanded roundabout and associated off-slip. Officers are assessing the likely impact of the A46 proposals, which on a worst case scenario are likely to lead to a significant loss of lorry parking spaces and associated revenue

- 2.3 Members will be aware, as detailed in the letter reproduced at **Appendix B**, that the A46 Newark Northern Bypass remains a strategic priority for this Council and many other Highway, Local Planning, and LEP Authorities along the route from Immingham to Tewkesbury. Whilst appropriate compensation would be sought by the Council as landowner for any impacts, it remains the case that in a best-case scenario the market and Council will be left with a compromised and smaller offer. It is therefore considered that work should continue in exploring A) the relocation of the Lorry Park and B) the redevelopment of the current lorry park site.

Relocation of the Lorry Park (Preferred Site)

- 2.4 Positive dialogue and negotiation continues between the Council and Newark Showground. It is envisaged that Heads of Terms will be agreed in the coming weeks with respect to the overall size and layout of any lorry park, including an ability to expand further. There remain two additional impacts to evaluate before officers can present final feasibility options to evaluate a relocation. First, the A46 Newark Northern Bypass preferred route announcement also affects junctions at Winthorpe and the Friendly Farmer, both of which affect the overall road network and likely access points. To date, officers have continued to negotiate to secure an access into a new Lorry Park from the Winthorpe roundabout junction to the north of Newark Showground. Subject to detailed design negotiations with National Highways, this option will be costed and presented. Recently the Council has been made aware of a second viable option to access any Lorry Park on the Showground site via land in third party ownership to the south of Newark Showground. Subject to discussions, feasibility for a southern option will be concluded for presentation to Members at the July Cabinet.

Redevelopment of a Vacated Lorry Park (SiScLog)

- 2.5 The relocation of Newark Lorry Park remains the preferred option, subject to conclusion of matters detailed above. The Towns Fund supported SiScLog proposes in its place an opportunity for new industrial, commercial development with a focus on supply chain, logistics, and manufacturing provision. The site also seeks to test the possibility of a higher education provision and hotel facility.
- 2.6 Officers have undertaken soft market testing exercise for potential uses with developers and investors which has identified that the end uses could be achieved subject to public grant funding to support a viability gap give the level of site proprietary work required to create development platforms that would be attractive to the market. The development options for the site are to be captured in an Outline Business Case later in June, which will be presented to both the Newark Towns Board and this Council's s151 Officer as part of the Towns Fund Assurance Process. The OBS will also be presented to the Portfolio Holder for Strategy, Performance & Finance.

3.0 Proposal/Options Considered and Reasons for Recommendations

- 3.1 Securing the Heads of Terms with the Lincoln College Group for the Air & Space Institute (ASI) will allow the implementation of Phase I of the Newark Gateway site. It will offer the 2021 and 2022 intake of students an ability to join new cohorts in 2023 at a new state-of-the-art facility. In accordance with the assured business case, across the first 15 year period, it will deliver:

- 312 Level 2 qualifications in engineering and computing.
 - 1,689 Level 3 qualifications and T-Levels across a range of aviation and space related programmes including pilot, engineer, ground operations, cyber, robotics and logistics.
 - 204 Level 3 Apprenticeship Standards in aviation engineering.
 - 888 Higher Level Technical Qualifications (Level 4-6) across pilot, airfield operations, aviation, aerospace and software engineering
 - Create 38 new jobs
- 3.2 It is clear that the A46 Newark Northern Bypass will lead to a reduced Lorry Park offer for the Town. It therefore remains a priority for relocation options to be concluded for presentation to the July Cabinet.
- 3.3 The ASI, Lorry Park (existing and expanded as part of relocation), and SiSCLog are central to delivery of the Newark Town Investment Plan and raising aspiration and opportunity for young people, residents, and businesses within the Town. The projects, given their ambition and depth, accordingly contribute to all Community Plan objectives.

4.0 Implications

Financial Implications (FIN22-23/7411)

- 4.1 The schemes as described in the table at 1.3 are allocated within the currently approved capital programme, where the full business case has been approved.
- 4.2 The lease arrangements with the Lincoln College Group, in relation to the Air and Space Institute have not been reflected within the Council's current Medium Term Financial Plan (MTFP). The additional income based on the exempt **Appendix A** would therefore contribute towards the Council's target to bridge the funding gap within the MTFP. Based on the lease arrangements, this additional income would be profiled into the 2024/25 financial year and future years thereafter.
- 4.3 Implications on the existing lorry park, options for relocation and considerations in developing out the full gateway phase II site, will be brought to a later Cabinet meeting.
- 4.4 Equality & Diversity – The creation of a new Lorry Park and development proposals at Newark Gateway will require a full Equalities and Impact Assessment (EIA), which will be completed as part of the development planning process.

Background Papers and Published Documents

Newark Town Investment Plan 2020
 YMCA Community and Activity Village Full Business Case 2021
 32 Stodman Street Full Business Case 2022
 Newark Cultural Heart Outline Business Case 2022
 Newark Castle Gatehouse Outline Business Case 2022
 Newark Cycle Project Outline Business Case 2022
 Air & Space Institute Outline Business Case 2022

Memorandum of Understanding (Dept. For Transport & NSDC) - Newark Southern Link Road
2022
Economic Development Committee Report, January 2022
Policy & Finance Committee Report, 17 March 2022



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Sent by email:
Michael.Hillier@highwaysengland.co.uk
CC:
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Date: 25/05/2022

Dear Michael,

RE: A46 NEWARK NORTHERN BYPASS PREFERRED ROUTE ANNOUNCEMENT

I write in response to National Highway's formal announcement of the preferred route of the A46 improvements to the north of Newark. Newark & Sherwood District Council (NSDC) has, alongside its partners, long campaigned for improvements to this route and we are pleased to see it progress to this stage. NSDC continues to give its full support to the principle of upgrading the A46 Newark Bypass and we welcome the opportunity to continue to engage with National Highways.

Throughout the initial concept stages of the A46 Improvement scheme NSDC has highlighted three imperatives, which are:

1. Grade separation of the Cattlemarket junction is essential to facilitate free flow of A46 traffic, delivering the improvements to journey times that lie amongst the headline objectives of the scheme.
2. The upgrading of the strategic road network should not be done in a manner that compromises future potential to enhance the strategic rail network (i.e. removing the flat crossing at the intersection of the East Coast Main Line and the Nottingham to Lincoln Line).

3. Recognition of other highways proposals in and around Newark and the need to ensure that traffic impacts are, as far as possible, minimised during construction.

In response to the announcement of the proposed scheme on 24th February 2022, NSDC would like to thank National Highways for taking on board the views of the Council and local residents in their choice of the final scheme. In particular we welcome confirmation of the following:

- Grade separation of the Cattlemarket roundabout will be implemented as requested
- Discussions between NSDC, NH, Network Rail, and NCC have concluded that the planned rail improvements will not be prejudiced
- Agreement to work with NSDC, NCC, and the developer at the Middlebeck Sustainable Urban Extension to ensure that the A46 works do not prejudice the delivery of the Newark Southern Link Road and acknowledgement that the timely completion of the NSLR will enable it to positively contribute to the complex and lengthy traffic management solutions that will be required for the construction phase(s) of the A46 Newark Northern Bypass
- Agreement to move the section of the A46 bypass at Winthorpe further away from the village which will go some way to address concerns regarding impact on residential amenity.

NSDC continues to impress upon National Highways the importance of carefully assessing modelling work underpinning the A46 proposals in order that traffic management approaches reflect the different scenarios that may arise from different combinations of works occurring at different times. We also continue to be clear on the importance of traffic management, network co-ordination (cognisant of ongoing strategic extensions and projects at Middlebeck, Fernwood, Newark Showground, Newark Gateway (the former Livestock Market and existing Lorry Park), and former NCC Depot), and sequencing throughout the construction phase of any approved Newark Bypass. Traffic management and congestion could be assisted through the completion of the Newark Southern Link Road (SLR), a matter explored in greater detail below.

NSDC welcomes National Highway's agreement to engage regular meetings to discuss the finer technical details of the scheme. This will assist in ensuring the scheme is designed to coordinate with other infrastructure schemes in and around Newark. It will also enable the Council to keep local residents informed of developments as the scheme progresses.

PLANNED GROWTH IN AND AROUND NEWARK

Implications for New Planning Proposals and Committed Developments

Thank you for your letter (dated 18th March 2022 - Your ref: HE551478/2021/NSDC) which gives formal notice that National Highways proposes to improve the A46 between Farndon and Winthorpe Roundabouts and which requests details of any planning commitments and

proposals which may prejudice the scheme. As requested, the District Council will forward details of all planning applications which are likely to prejudice the improvement of the A46 in this location to the Project Manager. The Council will continue to liaise with National Highways via the monthly technical meetings on these issues. The District Council will also continue to provide details of intentions to redevelop sites with the support of Newark Towns Fund, notably the Gateway site and Newark Showground.

Improvements to both the local and strategic road network in and around Newark are essential to achieve growth ambitions set out in Newark & Sherwood District Council's LDF Amended Core Strategy (Adopted March 2019), with interactions between all of the scheduled road improvements having implications for the modelled outcomes.

The proposals for the A46 are, in principle, compliant with the Amended Core Strategy (2019). Spatial Policy 6: Infrastructure for Growth (along with Appendix D) identifies the A46 amongst critical strategic highway network infrastructure and sets out the District Council's commitment to working with partners to secure delivery. Additionally, Policy NAP1: Newark Urban Area (Section B) provides explicit support for the implementation of strategic highway schemes at the A46 Link Capacity (Newark Bypass); A46 /A617 Cattlemarket Roundabout; A46 Roundabout at Farndon; A1/A17/A46 Roundabout; and A1/A46 Brownhills Roundabout. The objectives set out in the Council's Community Plan underline the importance of delivering these infrastructure upgrades.

Newark Southern Link Road

As National Highways is aware, included as an allocation in the Amended Core Strategy, the Newark Southern Link Road (SLR) is a critical component in the delivery of the Middlebeck SUE (Land South of Newark). This will unlock the development of up to 3150 new homes and the creation of around 5000 jobs on the employment land component of the Middlebeck development. To date just under 600 homes have been consented.

The Council welcomes the ongoing positive joint work between National Highways and NSDC on the A46/SLR roundabout. This work is essential in moving the scheme forward to the final phase. Funding for this has now been secured through a combination of sources, including a successful Levelling Up Fund bid. The Council is currently working in partnership with Urban and Civic to deliver the final phase of the SLR scheme. This will unlock growth in the form of the remaining 2550 dwellings at Middlebeck.

Once completed, the SLR can provide network resilience during the pending construction of the A46 and its operation. The SLR is anticipated to be implemented in advance of the A46 improvements. This should offer a traffic management solution whilst the A46 Northern Bypass is constructed, aiding traffic flow and congestion and very considerable delays for a prolonged period.

Newark Town Investment Plan

Newark Gateway Development site (the site of the existing Lorry Park and now vacant former Cattlemarket site)

As detailed in the Newark Town Investment Plan (July 2022), pre-application discussions via the Local Planning Authority, and at the meeting on 24th April, progress to deliver the Newark Gateway site, on the former Cattlemarket site, continues at pace. The Air and Space Institute (ASI) received planning approval in February 2022. Work is expected to commence on-site in summer 2022. This forms part of nine priority projects outlined in Newark's Towns Investment Plan, which was awarded £25 million from central government following its submission by the Newark Towns Fund Board. It is expected the purpose built state-of-the-art facility will be built in time for welcoming students in September 2023.

As already discussed, careful consideration is required in terms of the impact the A46 improvements will have upon the existing lorry park site and its ability to successfully relocate elsewhere, currently to the Newark Showground site. The current preferred route announcement would result in land-take of the existing operational lorry park, reducing its overall capacity. Further, the proposed route will likely require the current lorry park access to be located further south. Retaining a vibrant and significant lorry park within the town is considered crucial in terms of meeting the needs of the logistics industry and enhancing and promoting this important trade route. The Council is currently exploring options for the location of the lorry park and welcomes the positive input from National Highways so far in terms of facilitating, and the redevelopment of the vacated site, alongside the A46 improvements. The Newark Showground remains the preferred site for the lorry park relocation.

As agreed at the meeting on 23rd April 2022, NSDC and National Highways will continue to meet on a monthly basis to ensure the design/technical aspects of all schemes are coordinated.

PROPOSED OPTION FOR THE A46

Cattlemarket Junction

The District Council welcomes National Highway's plan to include grade separation here. This is fundamental to achieving improved flow of route traffic and reducing journey times across the surrounding road network. Separating A46 vehicle movements from local traffic, in conjunction with the delivery of the Newark SLR will make significant improvements to local traffic and the strategic aim of increasing journey times. This is a critical component of improving capacity for economic growth and future housebuilding.

There remains some concern about the impacts of on the historic environment in this location and we would request that the Council's Conservation Team is consulted regarding the design of the scheme in this respect.

Winthorpe village

National Highway's proposed amendments to the A46 Improvement scheme in relation to its impact on Winthorpe village are welcomed by the Council. Moving the A46 route of the new A1 crossing approximately 75m further from Winthorpe than Option 2 will go some way to address the concerns of the Council and local residents. National Highways has confirmed that this would reduce the overall environmental impact of the scheme by:

- Reducing the view of the scheme from the Winthorpe area;
- Reducing noise and vibration impacts for local residents by moving the road further away, whilst keeping it close to ground level;
- Minimising the impact on Winthorpe Conservation Area;
- Reducing the impact on biodiversity by minimising the overall area covered by the scheme.

However, we understand from direct contact with individuals in the village and the 'Think Again' Winthorpe residents group, that there remains concern about the cumulative effects of noise and air pollution from both the A1 and the A46, particularly while the scheme is being developed. As National Highways are aware, the 'Think again' group has submitted an alternative plan for this section of the A46. The Council has met with the group and the owners of Newark Showground (which would be required for part of the scheme) to discuss their proposals. The Council would request that National Highways continues to consider opportunities to incorporate elements of the group's proposal where possible. Continued dialogue between National Highways, NSDC, and local residents will be essential as the scheme progresses to explore the finer details of the scheme.

A1 Overbridge

The new A1 overbridge is a structure that continues to give grounds for some concern due to its proximity to the built-up area of Winthorpe, namely Lowwood. As well as any impact on residential amenity, it is also important to remind National Highways of the impact it will have on heritage assets when moving forward to the detailed design stage of this project. Again, the District Council requests that the Council's Conservation team are consulted throughout the design stages of the A46 scheme in this respect.

Alongside concerns about impact on the character of Winthorpe Conservation Area and other heritage assets, the overbridge structure will affect the openness of the landscape that currently forms the Winthorpe Open Break. Opportunities to positively address any adverse impact must be explored and where possible mitigated. However, it is acknowledged that the A46 Northern Bypass is identified as a priority for the Council and likely to impact on the Open Break. For the avoidance of doubt the Council is seeking mitigation of impacts rather than avoidance of them altogether.

Whilst the Council considers that the creation of a new stretch of underpass represents the most feasible and viable option to facilitate pedestrians, cyclists, the mobility-aided and horse

riders negotiating the new road, it gives rise to a number of safety concerns. A number of sources within the Winthorpe community refer to the secluded nature of the current route; it currently attracts anti-social behaviour. As such, in expanding the underpass to include the new road, careful consideration should be given to designing-out opportunities for crime and anti-social behaviour alongside measures to improve user safety.

The Council would like to ensure that these issues are carefully considered and addressed by National Highways and this should form part of the discussions between NSDC and National Highways moving forward.

Rail infrastructure

Discussions between NSDC, National Highways, Network Rail, and Nottinghamshire County Council have led to the conclusion that the proposed approach in the vicinity of the Newark Flat crossing will not prejudice future rail improvements. However, it remains important to continue dialogue between all parties at key stages of the scheme's development, feeding into and shaping the priorities for addressing the flat crossing as a matter of national and regional importance.

Farndon Roundabout

The proposal to include traffic lights on this roundabout is welcomed as it should offer mitigation to improve the flow of traffic in this location.

Road safety

Non-vehicular movements

Cycling is popular in Newark and as part of the development of its Local Cycling and Walking Infrastructure Plan (LCWIP) Nottinghamshire County Council is developing a strategic cycle network in the area. As such, it is important to ensure that the proposed A46 scheme does not worsen connections across the A46 and, ideally, offers enhancement. NSDC would suggest that National Highways liaises with Nottinghamshire County Council on the LCWIP to ensure both schemes are coordinated as much as possible.

Crime and the fear of crime

In response to previous consultations, Nottinghamshire Police highlighted opportunities to address crime through the design of the scheme. The District Council concurs with the views of the Police and in the ongoing development of this scheme encourage National Highways to explore opportunities to design-out crime including:

- Enhanced provision of secure HGV parking. Given the continued investigation in to the feasibility of relocating the existing Newark lorry park, this would appear to be a timely

suggestion. NSDC and no doubt the Police would welcome opportunity to discuss this matter further; and

- Investment in Automated Number Plate Recognition could be explored. Any additional equipment needs to be coordinated with Nottinghamshire Police to ensure that the systems are compatible.

Journey times during construction

The District Council acknowledges that the construction phases of development will exacerbate existing congestion problems on all routes around and through Newark. There is also potential for these impacts to be exacerbated in conjunction with planned highways works around the wider urban area and beyond. NSDC and NCC Council Officers are already working with National Highways colleagues to manage the sequencing of these works. Accordingly, it will be necessary to effectively manage publicity to communicate progress on these schemes, to keep local residents and other road users up to date. The Council is therefore keen to maintain this dialogue and explore all feasible options, including appropriate use of technology to provide real-time updates.

As has already been highlighted, the District Council would again stress the importance of timely delivery of other highways works, including the Newark SLR and the new A1 overbridge connecting the Newark Urban Area to Fernwood to the southeast. These pieces of infrastructure both have potential to cause delays on the network during their construction, but once operational will help spread the flow of traffic around the local network. The SLR is of particular significance insofar as it will provide a southern link between the A46 and the A1, enabling vehicles destined for either route to exit Newark from the south instead of using the existing routes through the centre and accessing the roundabouts at Farndon/Cattlemarket/Brownhills.

Environmental Constraints: Contaminated Land, Air Quality, Noise

The District Council welcomes confirmation that the proposed design would widen the A46 away from Newark in order to retain as much of the existing vegetation as practical to lessen the potential impact on views from Newark. The proposed installation of low noise road surfacing, where practical, and other identified noise mitigation methods are also welcomed (noise fencing or landscaping). National Highways planned future consultations on the design/mitigation details of the scheme should be widely publicised to enable full dialogue with local residents and the Council.

Air Quality

NSDC would expect a detailed Air Quality Assessment as part of any detailed proposal, with particular reference to where the route passes closer to living accommodation or places of work.

Noise (inc. vibration) from construction phase

Option 2 Modified will create a new section of road closer to Winthorpe and therefore an increased risk of noise impact in that area during the construction phase. Specific construction

methodologies, plant, schedules, proposed hours of operation, and estimated traffic and vehicle movements, are not known at this stage. We understand that an assessment of likely construction noise impacts will be carried once the relevant information is available to inform that assessment at the preliminary design stage. We expect this assessment and proposed mitigation measures will be consistent with the relevant requirements for noise assessments from major road projects.

Noise from operational phase

Information previously provided relating to Option 2 identified that significant noise impacts were predicted at a number of noise sensitive receptors (though details of noise assessments were not provided). This indicated the potential for significant changes in noise levels at “Noise Important Areas” (NIAs) (Special hotspots that may be most affected by road noise are listed by National Highways as “Noise Important Areas”). A relatively small number of additional properties were also predicted to be affected by Option 2, though it was not apparent which locations were specifically involved. Detailed noise assessment and proposed mitigation measures for Option 2 Modified will be required at the design stage, consistent with the relevant requirements for noise assessments from major road projects.

Heritage

NSDC’s overall view is that impact on Winthorpe is better, but extensive mitigation is required to address noise and landscaping (their preference is to use tree screening/planting as much as is possible). The flyover will have significant adverse impact on the setting of Newark CA/significant landmarks such as St Marys, Castle, Kelham Hall etc. It will also have a negative impact on Smeaton’s arches (in the context of Great North Rd) and SAMs comprising civil war remains. Archaeological evaluation, opportunities to better understand significance are all relevant.

Landscape

As previously highlighted, the area of open countryside that lies between the built-up area of Newark and the village of Winthorpe is identified in local planning policy (Allocations & Development Management Policies DPD: NUA/OB/1) as the Winthorpe Open Break. Both of the A46 development options under consultation, on either side of the new A1 overbridge, will impact significantly upon this open break. This should continue to be regarded as a relevant matter in National Highways more detailed design of the scheme. However, it is important to emphasise that there are no statutory landscape designations here and indeed the Winthorpe Open Break is not protected for landscape value reasons. The purpose of the Open Break designation is to retain the identity and characteristics of individual settlements.

Ecology

Where any adverse ecological impacts may occur, in accordance with the NPPF, the District Council would seek net gains for biodiversity through this development.

Flood risk and drainage

As National Highways is aware, there is a high level of flood risk associated with large swathes of the land surrounding the A46 corridor between Farndon and the A1. It will be important to continue dialogue with the Environment Agency, LLFA and NSDC as the scheme progresses to ensure flood risk is fully considered and appropriately mitigated.

One of the main areas of flood risk and concern along the A46 Newark Bypass is the travelling community situated on Tolney Lane. The District Council considers the design and development stages of the A46 upgrade to offer significant potential to collaboratively explore the feasibility of different options to improve conditions on Tolney Lane, specifically during times of heightened flood risk. NSDC are continuing to work with the Environment Agency to explore solutions and will need to liaise with National Highways in this process.

Further to the north of the project area, flood risk mapping indicates a much lower level of risk. This matter is regarded as significant in the process of considering potential alternative design solutions that might mitigate against or lessen the impacts of development on the village of Winthorpe.

These issues should continue to form part of the ongoing discussions with National Highways and other relevant stakeholders as the scheme progresses.

Climate

The potential impacts of the A46 upgrade on climate change are largely covered under air quality, flood risk and ecology. During the construction period efforts should be made to maximise re-use of materials excavated within the scheme and to use locally sourced materials and contractors so as to reduce travel-related emissions.

Concluding comments

The Council welcomes the continued progress on the A46 Newark Northern Bypass scheme. Subject to consideration of matters addressed in this latter, and further technical detail that will necessarily follow the Council remains of the opinion that the successful delivery of the Bypass is essential nationally, regionally, and locally in order to maintain and enhance growth aspirations for the majority of residents and businesses. As the District Council continues to pursue its planned growth agenda, other significant highways developments (and their associated traffic) will be progressing on the road network over the coming years. We are keen to ensure that traffic impacts are, as far as possible, minimised during construction and therefore continue to urge National Highways to carefully assess modelling work underpinning the A46 proposals in order that traffic management approaches reflect the different scenarios that may arise from different combinations of works occurring at different times.

Prior to and during the construction stage, traffic management engagement and communication will need to be extensive and in consultation with local organisations and communities. Additionally, there remains the potential to utilise new infrastructure, such as a completed SLR, to be part of this solution. Failure to deliver the SLR allowing a connection between the A46 and the A1 poses a significant risk to greater congestion in the area. On this basis, NSDC welcome the opportunity for more specific and detailed discussions with National Highways at the ongoing monthly meetings.

It is hoped that you find these comments helpful. Newark and Sherwood District Council look forward to working collaboratively with the community and National Highways and Nottinghamshire County Council as the Local Transport Authorities in determining the final detailed design and delivery of the A46.

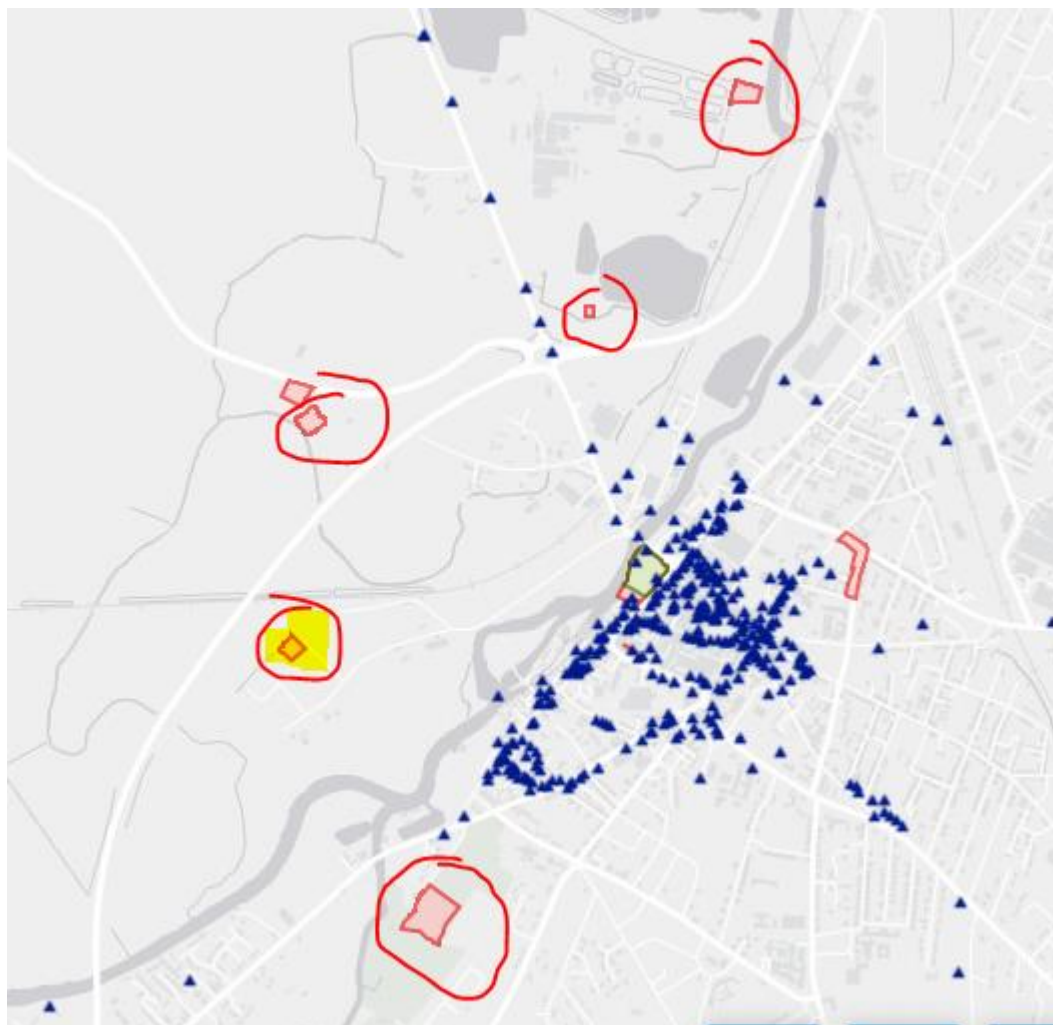
Yours sincerely

Cllr David Lloyd
Leader
Newark & Sherwood
District Council

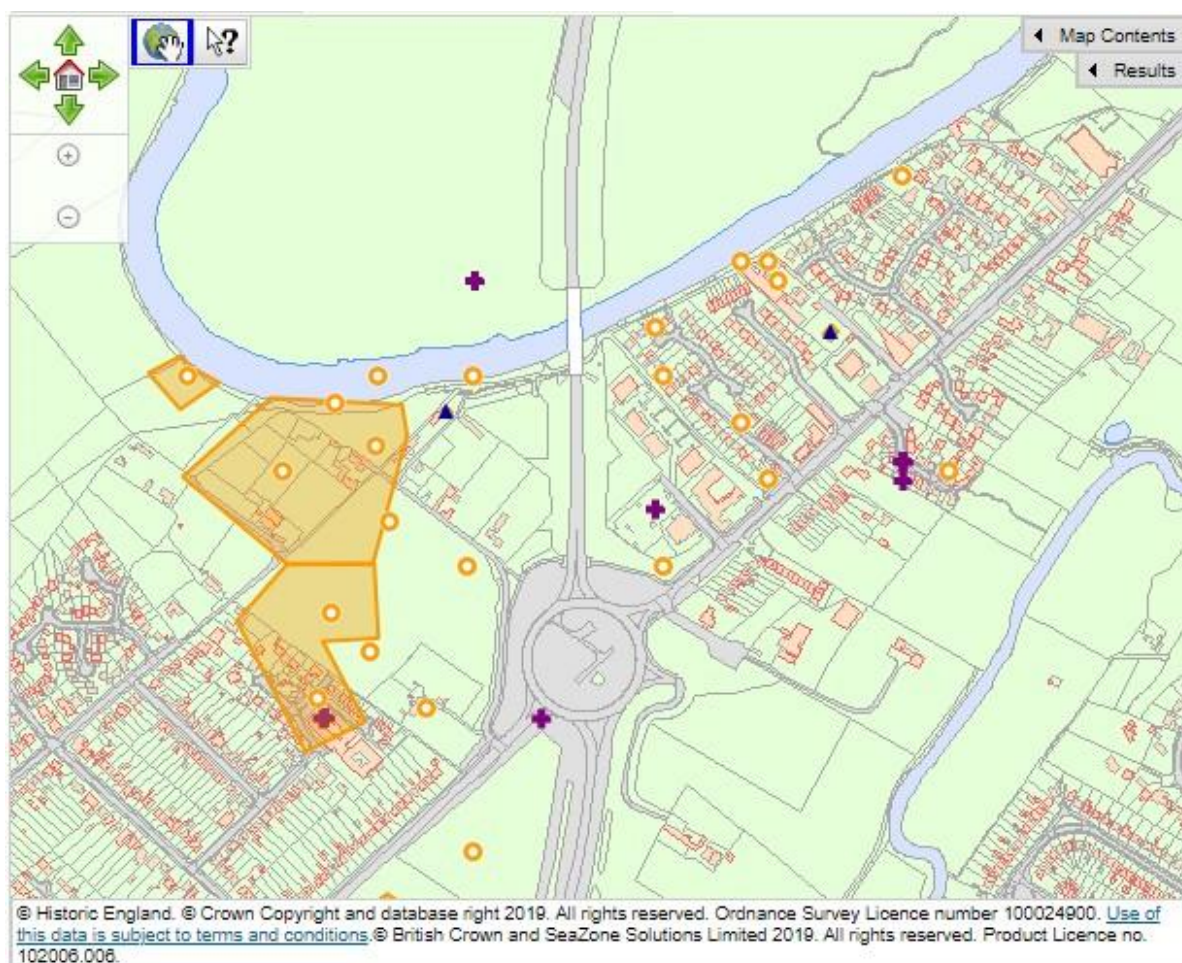
Cllr Rhona Holloway
Portfolio Holder for
Economic Development
and Visitors

Cllr Roger Blaney
Chairman
Planning Committee

Matt Lamb
Director
Planning & Growth

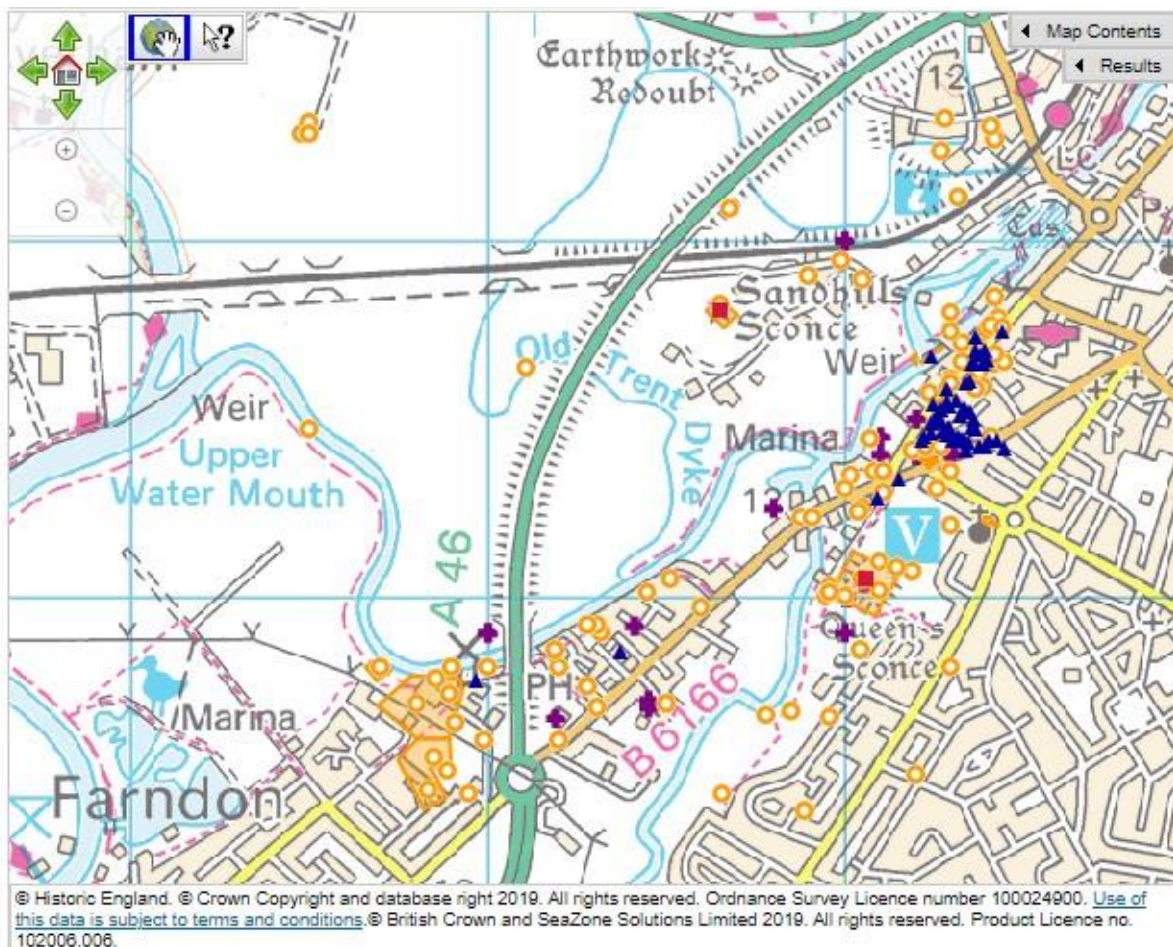
Appendix

Scheduled monuments and listed buildings.



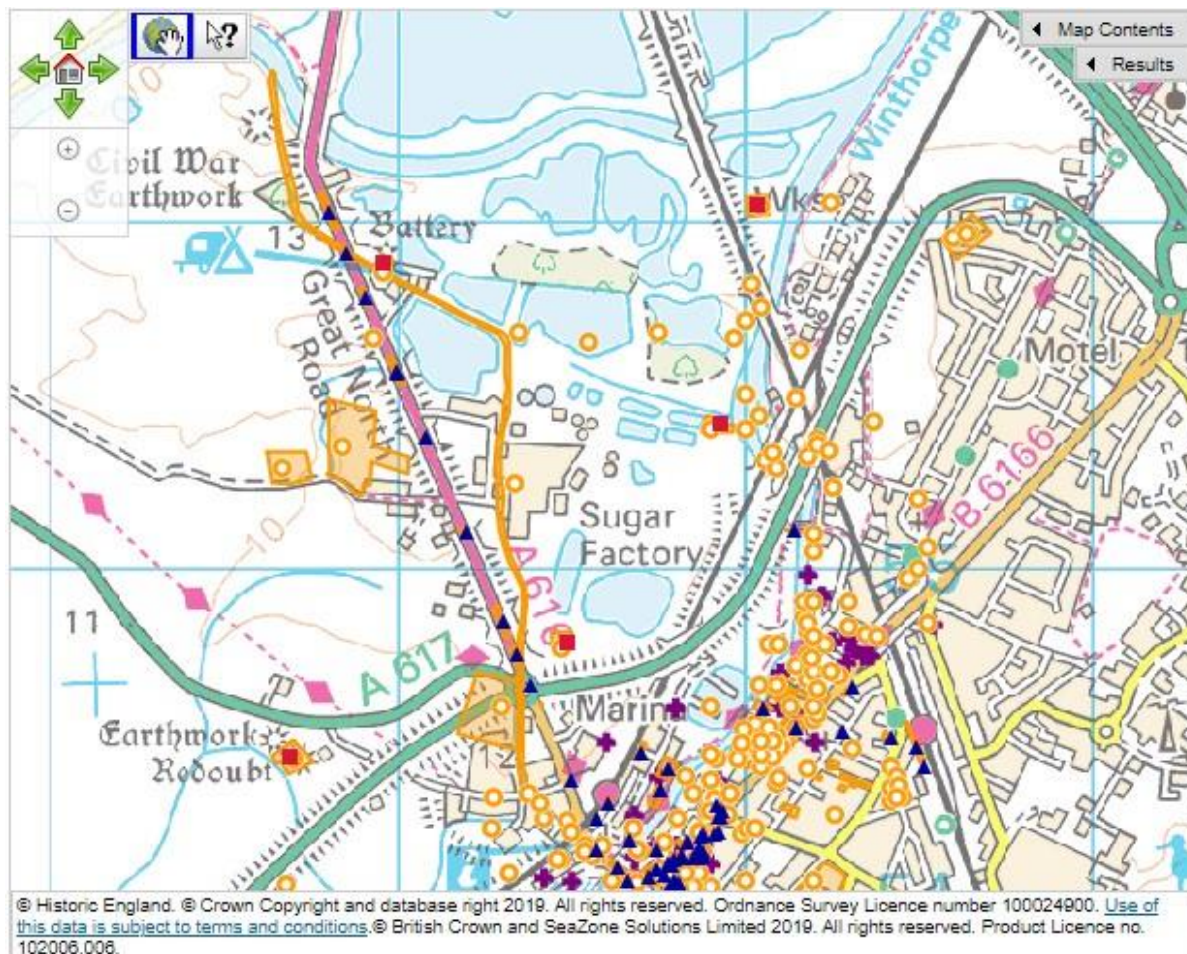
Legend

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| ▲ Listed Building (NHLE) | ■ Scheduled Monument (centre point) |
| ■ EH PastScape | ■ Registered Park/Garden (centre point) |
| ○ Local HER record points | ■ Registered Battlefield (centre point) |
| ▲ Local HER record polygons | ■ Protected Wreck Site (centre point) |
| ○ National Trust HBSMR | ■ World Heritage Site |
| ■ Building Preservation Notice | ■ Certificate of Immunity |
| ◆ Designation Decision Records De-listed | ✱ Designation Decision Records Non-designated |
| ● Parks and Gardens (Non Statutory Data) | ✱ NMR Excavation Index |
| ✱ Church Heritage Record (Non Statutory Data) | |



Legend

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|---|---|
| ▲ Listed Building (NHLE) | ■ Scheduled Monument (centre point) |
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Legend

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| ▲ Listed Building (NHLE) | ■ Scheduled Monument (centre point) |
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Report to: Cabinet Meeting – 7 June 2022

Portfolio Holder: Councillor Tim Wendels, Homes & Health

Director Lead: Suzanne Shead, Director - Housing Health & Wellbeing

Lead Officer: Julie Davidson, Business Manager - Housing & Estates Management Extension 5542.

Report Summary	
Type of Report	Open report Non key decision
Report Title	Proposals for additional resources for Housing Options Services in the Housing Health & Wellbeing Directorate in 2022/23.
Purpose of Report	To seek approval to introduce additional staffing resources into the Directorate to support the delivery of the housing options service within the current and continuing challenging landscape.
Recommendations	<p>That approval be given for the additional staffing resource of a permanent Housing Options Officer noting this will increase the establishment by 1 x Full Time Employee (FTE).</p> <p>That approval be given for the additional fixed term 12 month contract for the Housing Assistant role.</p> <p>That approval be given to use the homeless prevention grant to allocate £64,921 to fund these roles.</p>

1.0 Background

- 1.1 Housing Options is the Council's Statutory Homelessness service providing advice and assistance to any person who considers themselves homeless or threatened with homelessness, with the aim of preventing homelessness wherever possible. This service also manages the use of temporary accommodation at Seven Hills, Newark and Wellow Green, Ollerton and our accommodation ring-fenced for Rough Sleepers.
- 1.2 Cabinet may be aware of some/all of the current demands on the housing options service:

- i. the significant increase in the cost of living resulting in increased approaches from families and individuals through loss of private and socially rented accommodation and mortgage failures;
 - ii. The need to temporarily realign some existing staff from within the service to support the Homes for Ukraine scheme;
 - iii. Potential for increased approaches to NSDC from the Homes For Ukraine scheme;
 - iv. The intensive management of Northgate Almshouses as part of the Rough Sleeper Initiative (RSI)
 - v. The project management and establishment of a service offer for the new temporary accommodation being built at Seven Hills
 - vi. Covering long term sickness absence in the team
- 1.3 The team have reported that private landlords are saying that they are serving notice because they want to sell the property, when they gain possession they can re-let at a higher rent due to both the demand levels in the Private Rented Sector (PRS) and to meet their own financial obligations.
- 1.4 Within the Housing & Estate Management team, two officers have been temporarily realigned for a portion of their working week to support the Homes for Ukraine scheme (supporting those fleeing the Ukraine and being housing in the District via host families); this has resulted in a loss of administrative assistance meaning the Housing Options Officers are undertaking administration duties alongside their complex case management work. Additional recruitment is happening right now to resource the Homes for Ukraine scheme and the Council expects numbers of hosts and guests continue to increase resulting in increased workload for Council teams.
- 1.5 Initial support to ease the impact of long term absences within the team was put into place; the temporary secondment of the Housing Options Assistant into the Housing Options Officer role with the Housing Management Apprentice providing the administration support. However, the Housing Management Apprentice is now working 3 days per week in support of the Homes for Ukraine scheme as part of their placements.

The Data and Current Picture

- 1.6 In 2021-22 there were a total of 1162 applications (homeless approaches resulting in cases) recorded, compared to 803 in 2020-21. To provide a picture without the impact of Covid, 2019/20 figures are included as well:

	2019-20	2020-21	2021-22
Quarter 1	275	200	262
Quarter 2	273	212	333
Quarter 3	211	183	275
Quarter 4	212	208	292
Total	971	803	1162

- 1.7 2019-20 may be the more accurate comparison due to the Courts being closed for a proportion of 20-21, however the cases that are coming in now are of a much higher complexity. The Council are now beginning to see the true effect of people's

heightened mental health issues, relationship breakdowns, landlords serving notice and pursuing in the Courts (both Private Rented Sector and Registered Providers) following Covid. To compound this, the cost of living crisis is already hitting the service.

- 1.8 A comparison of case management further evidences this and analysis on the cases that have been received from 1st April of this year to date compared to last year demonstrates an increase of 150%.
- 1.9 An additional burden is the need to minimise the use of Temporary Accommodation due to the redevelopment of the Seven Hills site.

2.0 Proposal/Options Considered and Reasons for Recommendation

- 2.1 As indicated in section 1 of this report, cases of homelessness are very much on the increase and within the current climate it is difficult to see the landscape changing. In order to support the delivery of the Housing Options Service, additional staffing is required.
- 2.2 The alternative is to do nothing which could provide significant risk of the service being unable to respond to the level of cases presenting to the Council or a reduction in other services the Council provide.
- 2.3 The proposal is to increase the establishment by 1 Full Time permanent post and 1 FTE temporary post; 1 permanent, full-time Housing Options Officer and 1 temporary, full-time Housing Options Assistant on a temporary 12 month.
- 2.4 The temporary resource proposed for the Housing Assistant role is based on the Housing Options Officer returning from sickness later this year thus releasing the seconded employee to her original post; however the Homes for Ukraine Scheme will continue to grow and require resource so this builds in some resilience across the wider Directorate.
- 2.5 The recommendations will enable the Directorate to continue to meet the Council's statutory duties and respond to current social challenges that are increasing approaches and use of our statutory services.

3.0 Implications

- 3.1 In writing this report and in putting forward recommendations officers have considered the following implications; Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding and Sustainability, and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.
- 3.2 There will be a need for a laptop for these posts but there are no wider digital implications.

- 3.3 The proposal is to recruit to two additional posts. The Council's usual recruitment and selection processes will be followed to ensure that there is due regard for equalities legislation and there is no detriment to anyone with protected characteristics. Consideration will be given to advertising posts internally in the first instance to ensure opportunity for progression for existing staff, noting that if an internal person is successful in securing the temporary post, if they do not have a substantive role to return to, there may be a redundancy cost at the end of the temporary contract.

Financial Implications FIN22-23/399

- 3.4 The annual cost for the two posts in the current financial year is shown in the table below. These figures exclude any pay awards pending in 2022/23.

Post Title	Grade	Cost (Including oncosts)
Housing Options Officer	NS9	£37,085
Housing Options Assistant	NS6	£27,836
Total		£64,921

- 3.5 These posts can both be funded from the annual Homeless Prevention Grant which the Council receives from DLUHC (Dept. for Levelling Up, Housing & Communities). For 2022/23, the grant allocation is £232,543 and isn't currently fully utilised within the service. Depending on when the 12 months temporary post terminates, this grant will continue to fund the additional permanent Housing Options Officer.

Background Papers and Published Documents

None

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice-Chairman) and the Opposition Spokesperson of the appropriate committee.

Subject: Football Stadium Improvement at the YMCA Newark to enable Step 5 Football in Newark

Appropriate Committee: Policy and Finance

Details of Item

This urgency item is required to secure delegated approval for the Council to contribute financially to the installation of additional infrastructure at the YMCA Community and Activity Village in order to facilitate a Step 5 facility (within the National Football Pyramid) for football and wider community use, enhancing further the facilities available at the YMCA Community & Activity Village.

The reason for the urgent decision is to allow works to be implemented quickly, allowing use for the forthcoming season 2022-2023 by Newark United FC, formally Newark FC, to return to the Town under a new name.

Newark FC is currently playing its fixtures at Basford United's ground in Nottingham, after the loss of the Club's home ground at Lowfields (Flowserve Sports and Social Club) Balderton following the closure of the site when it was sold to a new owner. Despite the Club's best endeavours a deal could not be secured with the new owner to retain the sports facilities for community use and as a consequence Newark FC had no option but to seek an alternative venue outside of Newark which had facilities capable of meeting the ground grading requirements of football at the level it currently competes.

The impact on the clubs move to Basford, whilst welcomed as a temporary solution, has had a dramatic impact on its supporter base leading to significant reductions in paying spectators which in turn has created major financial pressures on the club to cover its operating costs. Therefore a swift return to Newark would recover this position and enable the club to re-establish its very healthy attendance figures of approximately 300 spectators who regularly attended home matches at the Lowfields ground. The planned return to Newark will enable the Club to recover its spectator base and the income stream that would enable the club to continue to develop its potential to progress up the football pyramid and raise the profile of Newark's football credentials.

In order to compete at the Clubs current level there is a requirement to have a minimum infrastructure in place as defined by the Football Association and referred to as 'National

Ground Grading' and for Newark's current status at Step 5, Grade F facilities are required which includes covered spectator accommodation for a minimum of 200 of which at least 100 must be seated amongst a schedule of other facilities such as turnstiles. Whilst the stadium pitch at the YMCA was designed to accommodate semi-professional football and has much of the grading criteria in place currently it will be necessary to provide the additional spectator accommodation in order for the stadium pitch to be sanctioned as a suitable ground for Step 5 (and potential for promotion to Step 4) football and the costs associated with the additional provision is anticipated to be in the region of £90K.

The YMCA working in partnership with the District Council and the football clubs has offered to support proposal and associated costs to the sum of 50% therefore the District Council will commit to a capital contribution of up to £45K to ensure the delivery of the required infrastructure in time for the new football season which will start in late July 2022. The District Council will also work with the YMCA and Newark United to secure additional grant support to reduce its overall contribution by up to £10K if an application to Nottinghamshire County Council's Local Communities Fund is successful.

Although the proposals will enable Newark United to return to the Town to play competitively, it is important to recognise that the facilities will not be for Newark United's exclusive use outside of competitive games and training, when the facility will be of benefit for wider community uses. The stadium will continue to be the home ground for Newark Town FC, and RHP FC both of which use the facilities extensively but it will also host football cup finals for local senior and junior leagues which attract teams from across the district including Bleasby, Collingham, Edwinstowe, Farnsfield, Laxton, Southwell, Sutton on Trent and Walesby currently playing in the Newark Senior Football Alliance as well as schools football matches and representative fixtures. Furthermore there will be scope to introduce other participatory leisure and cultural type activities and events at the stadium pitch and these will benefit from the covered standing and seated accommodation thereby providing a legacy and opportunity for greater community engagement in the future.

Equalities Implications

There are no adverse equalities implications in connection with this proposal.

Financial Implications FIN22-23/687

The total amount of support required for the works are estimated at £90,000. The proposal is for this be funded 50/50 by NSDC and the YMCA.

The £45,000 contribution from NSDC is proposed to be funded from the Change Management reserve.

A separate bid will also be made to the Nottinghamshire County Councils Local Communities fund, which has a ceiling of £20,000 for bids. If successful the £20,000 will be split between NSDC and the YMCA reducing both parties contribution to £35,000 (£90,000 - £20,000 = £70,000 Divided by two).

Decision

That the Director – Planning and Growth be granted delegated approval to progress the proposal to contribute up to £45K towards the installation of spectator accommodation at the stadium pitch at the YMCA (minus any grant funding secured jointly by the District Council and the YMCA) to enable Newark United to play Step 5 football in Newark for the 2022-2023 season.

That up to £45k be added to the capital programme 22/23 to be funded from Change Management reserve.

Reason for Decision

To enable the required infrastructure improvements be installed by the required deadline of the Football Association and United Counties League for the start of the 2022/23 football season.

Members Consulted:

Cllr. David Lloyd – Leader of the Council and Chairman of Policy and Finance

Cllr. Keith Girling – Deputy Leader of the Council and Vice Chairman of Policy & Finance

Cllr. Paul Peacock – Leader of the Labour Group

All members consulted on 12th April 2022 via telephone call and email with urgency item attached.

Signed 

Date 20th April 2022

Director – Planning and Growth

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice-Chairman) and the Opposition Spokesperson of the appropriate committee.

Subject:

Application to the Arts Council - National Portfolio Organisation Funding

Appropriate Committee:

Policy and Finance Committee

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

The report presented at Policy and Finance Committee on 31st March 22 described the ambition on the Heritage and Culture Business Unit to apply for National Portfolio Organisation (NPO) funding for the 3 year period 23/24 – 25/26 from the Arts Council England (ACE). At that time, detailed plans were still in development and the level of funding and any implications to NSDC were not fully determined. The report explained that due to the timescales for this application, it would not be feasible to present a further report confirming the level of funding, and members approved the recommendation that a delegated decision be taken prior to submission based on more detailed financial plans.

The plans for our 3 year programme, now titled 'Open Doors', have now been formalised in preparation for the application deadline of 18th May 2022. This includes a detailed activity plan and investment principles plan as explored in the previous report, and a proposal to set up an Open Doors Board that meets the requirements of the NPO.

In order to achieve our targets, we will be requesting funding for three new members of staff:

- 1 x Open Doors Programme Manager NS11 (subject to job evaluation) 30hrs per week
- 1 x Community Engagement and Partnership Development Officer NS07 37hrs per week
- 1 x Creative Arts Officer NS09 (subject to job evaluation) 37hrs per week

In year 2 we are proposing to recruit an apprentice using knowledge gained from our work with young people and under-represented community groups in year 1, and to support succession planning and the industry-wide loss of key cultural sector skills.

The funding will:

- Fund 2 artists in residence each year to deliver workshops, and work creatively with disadvantaged communities

- Commission a major outreach project each year
- Deliver a language project working with diaspora communities and d/Deaf communities to better reflect their needs in our cultural activity
- Design and deliver a CPD programme for teachers and schools in the district
- Develop a Youth Panel to advise our work, and support them to deliver an annual project
- Deliver an 'Our Heritage' project of workshops linked to our collection, co-create touring exhibitions across the district, and take our mini-museum on tour, to reach a wider audience and break down barriers to access
- Design and create both formal and informal learning programmes for the theatre that complements and enhances the work of the Learning and Participation team
- Deliver an annual festival in up to 3 locations across the district that celebrates the work of the community, creatives and organisations involved in the programme
- Increase our family offer and provide opportunities for young people to earn Arts Awards
- Deliver training and development within our team and with the newly created Board
- Deliver interventions to increase accessibility
- Fund consultancy work to support us in becoming an Energy Conscious Organisation

In total, Heritage and Culture is proposing to apply for £309,000 per annum to deliver the above activity. There is no match funding required as part of this application, as organisations are assessed on the basis of their core income and/or subsidy. The ambition is to re-apply for the next round of NPO funding, if available, in 2025/26. However, if unsuccessful, or if this funding stream is discontinued, there would be a small cost to NSDC in making the funded staff redundant.

There are numerous variables in calculating redundancy, however HR have provided an estimate based on the oldest age bracket, but excluding pension strain. The statutory amount for these roles is estimated at £8,817. The maximum discretionary element is estimated at £10,667. In total, this represents a potential 2% contribution from NSDC to support delivery of this programme.

Equalities Implications

Delivery of this programme as an NPO will include a targeted plan to increase cultural activity and engagement in under-represented and / or socio-economically deprived groups, and to improve access to our service, becoming more inclusive.

Financial Implications (FIN22-23/2451)

Should the Council be successful in its application for the Arts Council funding, it will generate an additional £927,000 worth of inward investment to the Council.

The funding will allow further activity to take place within the Business Unit, rather than contributing towards reducing the existing budget provision. Therefore it is anticipated that there will not be an additional funding burden on the Council in respect of this grant funding as additional expenditure will match the receipt of the grant funding received.

The funding is anticipated to last for three financial years from 2023/24 to 2025/26, hence this would therefore require a commitment to the delivery of the programme for that period of time.

The draft terms of conditions of the grant do not require any match funding from the District Council in order to leverage the grant, nor is there a requirement for the Council to maintain a level of spend post the three year period.

As there will be additional officers added to the establishment for the three year period, should the programme come to an end at that point in time, there may be a redundancy implication for the Council to fund, as this could not form part of the grant value. It is difficult to predict the total value at this stage, as any redundancy figure would be calculated based on length of local government service and age. Conservative estimates at this stage would be circa £20,000 as described above. This would need to be funded from the Councils Restructuring and Pay reserve where applicable during 2026/27 subject to any extension of the NPO programme at that point in time.

Where the bid is successful the impact of this will be built into the General Fund budget setting process for 2023/24 and the Medium Term Financial Plan.

Decision

To approve the submission of the NPO application for a total of £927,000 over a three year funding period starting in 2023/24.

Reason for Decision

To capitalise on the opportunity through the Arts Council England to apply to become a National Portfolio Organisation in 2023, maximising our impact through sustained, targeted funding.

Members Consulted:

David Lloyd
Keith Girling (*consulted & supported via telephone 15:58 on 13.5.22*)
Rhona Holloway
Paul Peacock

Signed:



Matthew Finch, Director Communities & Environment

Date: **13 May 2022**

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