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Monday, 24 October 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, 1 November 2022 at 6.00 pm

**VENUE: The 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@newark-sherwooddc.gov.uk.

AGENDA

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2. Declarations of Interest from Members and Officers	
3. Notification to those present that the meeting will be recorded and streamed online	
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9. Newark & Sherwood Plan Review - Amended Allocations and Development Management Development Plan Document Publication (Key Decision)	34 - 40
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11. Newark and Southwell Conservation Area Boundary Changes and Adoption of Appraisal Documents (Key Decision)	48 - 56
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None	
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12. Proposal for a Kerbside Glass Recycling Service in Newark & Sherwood	57 - 71
13. Exclusion of the Press and Public	

To consider resolving that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt

information as defined in Part 1 of Schedule 12A of the Act.

14. Sherwood Levelling Up Fund Update - Ollerton Town Centre and Mansfield Road, Clipstone - Exempt Appendix 72 - 74

Agenda Item 4

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 4 October 2022 at 6.00 pm.

PRESENT: Councillor D Lloyd (Chairman)

Councillor K Girling, Councillor Mrs R Holloway, Councillor P Peacock and Councillor T Wendels

ALSO IN ATTENDANCE: Councillor L Goff, Councillor Mrs P Rainbow and Councillor Miss R White.

APOLOGIES FOR ABSENCE: Councillor R Jackson (Committee Member)

22 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

23 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

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

24 MINUTES FROM THE PREVIOUS MEETING HELD ON 12 JULY 2022

The minutes from the meeting held on 12 July 2022 were agreed as a correct record and signed by the Chairman.

25 CHAIRMAN'S UPDATE

The Leader and Chairman informed the Cabinet that proposals would be coming forward regarding helping residents during the current cost of living issue. He advised of the work the Council had already started and the increasing engagement with the relevant and necessary partners in order to bring about the appropriate help and support to residents.

26 EAST MIDLANDS DEVOLUTION DEAL

The Leader and Portfolio Holder for Strategy, Performance & Finance presented a report which advised the Cabinet of the devolution agreement that had been reached in principle between government and the four upper tier authorities across Nottinghamshire and Derbyshire. The report recommended that Cabinet seek endorsement for the agreement from the Full Council.

The East Midlands Devolution Deal would include the first of a new type of combined authority, designed for two-tier areas, which would be established through new legislation by central government. The legislation would enable the formation of an

East Midlands Mayoral Combined County Authority with a 'level 3' deal which offered the most local powers and funding in return for a new elected mayor. The report set out the headline details of the deal and the Chief Executive confirmed the ongoing and strong influential roles the district and boroughs would have on the combined authority.

AGREED (unanimously) to seek Full Council's endorsement of the East Midlands Devolution deal.

Reason for Decision

To express support for the East Midlands Devolution Deal

Options Considered

There is no requirement for Borough and District Councils to endorse the devolution deal – the agreement is between Government and the four upper tier authorities. Nevertheless, we have contributed to the content of the deal and will have a relationship with the new Mayor and Combined Authority. The deal document respects and recognises the distinct responsibilities of Boroughs and Districts and our endorsement is considered to be an appropriate expression of support for the principle of devolution and the specific content of the East Midlands deal.

27 PROJECTED GENERAL FUND AND HOUSING REVENUE ACCOUNT REVENUE AND CAPITAL OUTTURN REPORT TO 31 MARCH 2023 AS AT 30 JUNE 2022

The Leader and Portfolio Holder for Strategy, Performance & Finance presented a report which provided an updated forecast outturn position for the 2022/23 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets. The report showed performance against the approved estimates of revenue expenditure and income. The accounts showed a projected unfavourable variance against the revised budget of £0.947m on service budgets, with an overall unfavourable variance of £0.457m that was forecast to be transferred from usable reserves. Appendix A to the report detailed the variances in service areas and other budgets.

It was noted that the unfavourable variance of £0.947m included an unfavourable variance of £0.873m on employee spend which was due to the significant recruitment issues across the Council. The unfavourable variance of £0.873m on employee spend also included the total estimated additional cost of the forecast 2022/23 pay award.

AGREED (unanimously) that Cabinet:

- a) note the General Fund projected unfavourable outturn variance of £0.457m to usable reserves;
- b) note the Housing Revenue Account projected unfavourable outturn variance of £0.524m to the Major Repairs Reserve;

- c) approve the variations to the Capital Programme at Appendix C; and
- d) approve the Capital Programme revised budget and financing of £89.944m (£53.787 GF, £36.207 HRA).

Reasons for Decision

To consider the forecast outturn position for the 2022/23 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets.

To show performance against the approved estimates of revenue expenditure and income; report on major variances from planned budget performance; and report on variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

28 COMMUNITY PLAN PERFORMANCE FOR QUARTER 1 - 2022/23

The Transformation & Service Improvement Manager presented the Community Plan Performance report for Quarter 1. The performance information was assessed against the Council's Community Plan objectives. The Transformation & Service Improvement Manager reported that the Policy & Performance Improvement Committee had sought assurance in relation to the performance indicator concerning the percentage of homes with valid gas compliance certificates which they would review again at their next meeting; they also reflected on the over performance in respect of fly tipping and considered that these targets could be stretched further in the second quarter; and they also considered the performance in relation to the time to process claims which linked into the work to be undertaken in relation to the cost of living issues.

The Cabinet welcomed the comments of the Policy & Performance Improvement Committee and confirmed these would be reviewed accordingly. The Cabinet also highlighted positive performance in relation to the new local influence networks for tenants; the new empty homes standard and starting well scheme; the number of web chats; the day of action in Bilsthorpe; and the evolving engagement with customers.

AGREED (unanimously) that the Community Plan Performance Quarter 1 report be noted, with the Cabinet considering the Council's performance against its objectives.

Reason for Decision

To enable the Cabinet to review the Quarter 1 Community Plan Performance report.

29 CONSULTATION AND ENGAGEMENT STRATEGY (KEY DECISION)

The Portfolio Holder for Organisational Development & Governance presented a report which sought to approve the Consultation & Engagement Strategy and

associated action plan. The current Consultation & Engagement Strategy required updating in line with the Council's values and engagement aspirations. The proposed Consultation and Engagement outlined the Council's high-level approach to engagement to ensure communities and stakeholders were involved in decision making and could influence the future of where they live by directing change and informing service developments. The Portfolio Holder reported that the Strategy had been endorsed by the Tenant Engagement Board.

AGREED (unanimously) that Cabinet:

- a) approve the Consultation & Engagement Strategy and associated Action Plan;
- b) endorse the creation and use of operational guidance for officers to sit below this strategy; and
- c) request that Policy & Performance Improvement Committee review the impact of this strategy after one year.

Reason for Decision

To put an appropriate framework in place to ensure decision making is informed by resident views and services are shaped by an understanding of resident priorities and needs.

30 NEWARK TOWN FUND UPDATE AND LORRY PARK OPTIONS FOR RELOCATION (KEY DECISION)

The Portfolio Holder for Economic Development & Visitors presented a report which provided 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.

Since the update report to the Cabinet on 7 June 2022, a number of Towns Fund projects had progressed at pace including assessment and in many cases assurance of Outline and Full Business Cases via the Council's external independent assurers and the Council's S151 Officer. The report provided an update on all Towns Fund projects but substantively dealt with the SisCLog proposals and linked activity surrounding the Newark Lorry Park and its need for relocation given the proposals emerging through the A46 Newark Northern Bypass scheme.

With regard to the Lorry Park, it was reported that the preferred route for the Newark A46 Northern Bypass would significantly impact on the existing lorry park site. Given that and the associated income loss to the Council, it was still recommended to relocate the lorry park, with the preferred location still being the Newark Showground.

AGREED (unanimously) that Cabinet:

- a) note the progress on the Newark Town Fund Programme and associated projects being delivered;
- b) authorise the Director – Planning & Growth in consultation with the Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitor Economy to respond to National Highways Statutory Consultation on the A46 Newark Northern Bypass to outline the strong support for the proposals alongside the need to deliver the Council’s aspirations to relocate the Lorry Park, redevelop the Gateway site, and to secure adequate compensation for the impacts of the Bypass proposals;
- c) authorise the Business Manager, Corporate Property, in consultation with the Director – Planning & Growth and Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitor Economy, to progress negotiations with landowner(s) for a proposed new Newark Lorry Park site in order to allow terms to be considered as part of development of a Business Case for the Lorry Park relocation; and
- d) authorise the Business Manager, Corporate Property, in consultation with the Director – Planning & Growth and the Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitor Economy, to develop a business case (including where appropriate identifying a development partner), and planning applications for a relocated Newark Lorry Park and redevelopment of the Gateway site, supported by additional revenue budget of £200,000 funded from the Change Management Reserve to cover necessary fees.

Reasons for Decision

A retained but relocated and expanded Newark Lorry Park will continue to offer an important facility to the logistics and transport sector, as reflected by its increase in use and importance in recent years. The relocation will also allow for the delivery of the Gateway site, specifically the SiSCLog proposals as supported by the Government, this Council, and the Newark Towns Board. The proposals support all of the Community Plan objectives given their scale and scope of outputs in continuing to provide opportunities and aspiration for residents and businesses.

Options Considered:

The development of the Newark Town Investment Plan and selection of priority Towns Fund projects was part of a significant assessment process undertaken by the Newark Towns Board, in consultation with a range of partners and industry, including the Council. With respect to the Gateway site and the existing Newark Lorry Park the report explored various options available to the Council as a result of the impact of the A46 Newark Northern Bypass.

31 NEWARK & SHERWOOD PLAN REVIEW - AMENDED ALLOCATIONS & DEVELOPMENT MANAGEMENT DEVELOPMENT PLAN DOCUMENT UPDATE

The Portfolio Holder for Economic Growth & Visitors presented a report which

updated the Cabinet on recent national planning guidance and its impact on the publication of the Amended Allocations & Development Management Development Plan Document (DPD) for a period of public representation.

It had been intended that a finalised version of the Allocations & Development Management DPD be presented to this meeting of the Cabinet, however updated guidance on flood risk was issued by the government in late August which significantly increased the time for the purposes of plan making. An additional programme of work had been agreed with the Council's flood risk consultants which commenced in September, to ensure findings are available in such time to provide recommendations to the 1 November 2022 Cabinet meeting.

AGREED (unanimously) that:

- a) the report be noted; and
- b) the Chief Executive be requested to call an Extraordinary Full Council meeting to be held on Wednesday, 9 November 2022 to agree publication of the amended Allocations & Development Management DPD.

Reasons for Decision

To update Cabinet on recent national planning guidance and its impact on the publication of the Amended Allocations & Development Management Development Plan Document (DPD) for a period of public representation. To allow the Council to agree to the publication of the Amended Allocations & Development Management DPD in November 2022.

Options Considered

Without this work being undertaken it is considered that the Council would not be able to demonstrate that a sound DPD had been produced in line with National Policy and Guidance and therefore there is no alternative to the course of action proposed. In order to carry out the consultation in 2022, full Council needs to have approved the consultation by the second week of November therefore it would not be possible to wait until the meeting of the full Council in December.

32 NEWARK SOUTHERN LINK ROAD PROJECT (KEY DECISION)

The Portfolio Holder for Economic Development & Visitors presented a report which provided an update on the funding and delivery of the Newark Southern Link Road (SLR), including updates to the Council's Capital Program.

It was reported that government funds were now being released to the Council in agreed tranches as per the Memorandum of Understanding with the Department for Transport. Work had progressed at pace to ensure the SLR delivery was accelerated. This included securing amended detailed highway design and assembling a contractor package to present to market. The Director – Planning & Growth confirmed to the Cabinet that five tender documents had been returned which were now to be analysed.

AGREED (unanimously) that Cabinet:

- a) note the progress on the Newark Southern Link Road (SLR), including the pending receipt of tender returns from contractors to build the remainder of the SLR; and
- b) subject to the outcome of the tender returns, delegate authority to the Director - Planning & Growth, in consultation with the Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitors to request Nottinghamshire County Council to provide an appropriate financial contribution to the Newark Southern Link Road (SLR).

Reasons for Decision

To deliver the Newark SLR, addressing local congestion and unlocking significant growth in delivering the Middlebeck Sustainable Urban Extension (SUE) including associated housing, employment, education, and open space in accordance with the Council's Amended Core Strategy (2019) and Community Plan (2020-2023).

Options Considered

A range of options, over many years, have previously been explored to deliver the SLR (in full or in part) and its associated growth and congestion-reduction benefits. The funding package now in place represents the most viable option to accelerate delivery of the full SLR and associated growth.

33 SHARED PROSPERITY FUND

The Portfolio Holder for Economic Development & Visitors presented a report which sought approval for the next steps in the delivery of the Shared Prosperity Fund.

Following the Cabinet report on 7 June 2022, and agreement by the Newark & Sherwood Place Board on 26 July 2022, Officers submitted the Newark & Sherwood Investment Plan to government by the required date of 1 August 2022. The expected date for confirmation that the Investment Plan would release the grant funding allocation for 2022/23 was October 2022. This would provide a sum of £399,360 for defrayment by 31 March 2023, and a further £798,720 in 2023/24, and £2,092,646 in 2024/25.

The government had recognised that local authorities would require support in terms of capacity to deliver the Shared Prosperity Fund programme and had allocated an up to 4% top slice to enable delivery. It was proposed that this funding be utilised to appoint a Programme Manager to provide dedicated support.

AGREED (unanimously) that:

- a) Cabinet support the establishment of a Shared Prosperity Fund Programme Manager;
- b) the Council's base budget be increased to include the new SPF Programme

Manager by £72,745 (based on 4% of the grant allocation) or £65,121 (based on 6% of the grant allocation) depending on outcome of the request to increase the top slice percentage; and

- c) delegated authority be given to the Section 151 Officer, in consultation with the Portfolio Holder for Economic Development & Visitors to approve projects and interventions in line with SPF Guidance and the identified priorities.

Reasons for Decision

The selected option will allow the Council to implement a structured programme management approach, providing the necessary capacity and capability in contract management, procurement, commissioning and engagement.

Options Considered

Use of the allocation of Shared Prosperity Fund for additional capacity through acquiring a consultant on a fixed term contract or recruitment of a part time programme manager.

Meeting closed at 7.00 pm.

Chairman



Report to: Cabinet Meeting - 1 November 2022
 Portfolio Holder: Councillor David Lloyd, Strategy, Performance & Finance
 Director Lead: Sue Bearman, Assistant Director – Legal & Democratic Services
 Lead Officer: Nigel Hill, Business Manager – Elections & Democratic Services, Ext. 5243

Report Summary	
Type of Report	Open, Non-Key Decision
Report Title	Executive Shareholder Committee
Purpose of Report	To establish an executive Shareholder Committee which will have oversight of the two Council owned companies, Active4Today and Arkwood Developments.
Recommendations	That Cabinet establish an executive ‘Shareholder Committee’ in accordance with the proposals contained in Section 2 of the report.
Alternative Options Considered	The Cabinet could have taken decisions in relation to the two companies within their usual meetings, but it was considered having a separate committee for this would enable full and proper consideration of company matters separate from other Council business.
Reason for Recommendations	To ensure appropriate decision making in respect of the two Council wholly owned companies.

1.0 Background

- 1.1 The Council’s Constitution provides that the Cabinet can establish executive committees, chaired by the relevant PH. There is a requirement for a protocol for such committees, but in this instance the proposed committee can operate in accordance with the Cabinet Procedure Rules as set out in the Constitution.
- 1.2 During the governance review it was determined that the operations of the Council’s two wholly owned companies, Active4Today and Arkwood Developments were executive functions.

- 1.3 The original view was that items of business relating to the two companies would be considered by the Cabinet at their regular meetings, however, given the volume of business at these meetings it is felt that it would be appropriate to consider Active4Today and Arkwood matters at a separate committee. This would enable adequate time for full consideration and review of the companies activities.

2.0 Proposals

- 2.1 It is proposed to establish an Executive Shareholder Committee as follows:

6 Members as per the Cabinet;
Chaired by the Leader of the Council;
No substitute Members;
Meet approximately once a quarter or as required;
No non-voting advisory Members to be appointed, but representatives of Arkwood / Active 4 Today to be invited to present reports as appropriate;
To operate in accordance with the Cabinet Procedure Rules as set out in Part D of the Constitution (these will enable the Committee to invite representatives of the two companies to address the committee and/or contribute to its discussion.

Remit and Terms of Reference:

Strategic oversight of the Council's Development Companies (Active4Today and Arkwood Developments Ltd) including: their performance; management of the relationship between the Council and the two companies; compliance with the Governance Agreements; and "health check" of the two companies by the Council as sole shareholder; and specifically to:-

1. Recommend to Council the respective Articles of Association for consideration and approval.
2. Recommend to Council the respective Governance Agreements between the Council and the two companies for consideration and approval.
3. Agree the constitution for the two Boards of Directors and to approve the appointment of directors to the Boards, and to have the power to remove directors of the Board and approve best practice policies in relation to such appointments.
4. Receive, review and approve the companies' annual reports and business plans.
5. Review the performance of the two companies.
6. Determine, on behalf of the Council, in relation to Arkwood Developments, how it should exercise the functions flowing from its ownership of shares, including decisions on payment of dividends from the company's profit after taxation.

3.0 Implications

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Background Papers and Published Documents

None.



Report to: Cabinet Meeting - 1 November 2022
 Portfolio Holder: Councillor David Lloyd – Strategy, Performance & Finance
 Director Lead: Suzanne Shead, Director – Housing Health & Wellbeing
 Lead Officer: Andy Hardy, Sports, Community Facilities & Events Manager – Ext 5708

Report Summary	
Type of Report	Open Report, Non-key decision
Report Title	Community Grant Scheme Awards
Purpose of Report	To advise Cabinet of the recommendations made by relevant Portfolio Holders in respects of grant applications submitted under the District Council’s Community Grant Scheme and recommendations for the extant awards under the former Parish and Town Council’s Initiative Fund.
Recommendations	<p>That the recommendations of the Portfolio Holders as detailed in Appendices A and B of the report be agreed in order that the proposed projects can proceed.</p> <p>That the extant awards under the former Parish and Town Council Initiative Fund in Appendix A are approved as recommended; and the recommendations of the Portfolio Holders detailed in Appendix B be approved as proposed.</p>
Alternative Options Considered	<p>That the awards as recommended are increased which would require further additional budget provision.</p> <p>That the awards are further reduced proportionately to meet the available budget.</p>
Reason for Recommendations	<p>The justification for the recommendation is that the schemes have been assessed by Portfolio Holders and Members in respect of alignment to the Council’s wider ‘Community Plan’ objectives and each will provide community value and benefit when delivered.</p> <p>The extant awards approved under the former Parish and Town Council’s Initiative Fund remain important community projects and therefore offering an extension of time to deliver the projects is appropriate and that the schemes submitted under Round 2 of the Community Grant Scheme are approved as recommended which will deliver valuable community benefits aligned to the current approved Community Plan objectives.</p>

1.0 Background

- 1.1 The Council has operated a number of grant schemes in recent years supporting Town and Parish Councils and local community groups to support the delivery of projects and initiatives that benefit local communities with many notable successes. In order to streamline this process and make the grant scheme more widely accessible Full Council, at its meeting of 8 March 2022, took the decision to launch the new Community Grant Scheme. The new scheme replaces the Parish and Town Council's Initiative Fund and the Community and Arts Grant scheme and has an annual budget of £100k to support applications. The scheme was introduced to enable local community partners to develop initiatives and projects that support the Council's Community Plan objectives in order to benefit local communities.
- 1.2 The former Parish and Town Council Initiative Fund supported 28 applications across the three themes of Greener, Safer Cleaner and awarded grants totalling £106,603.02. Of these awards 6 grant payments have yet to be made due to delays with the respective projects as detailed in Appendix A. It is therefore proposed that these payments be made with an undertaking from the respective Parish Councils to deliver the schemes as intended within an agreed timescale as recommended in Appendix A. Should the scheme not be delivered for whatever reason the grant payment will be returned in full at the termination of the agreed extension date. Once payments have been made the balance of the Parish and Town Council Initiative Fund of c.75k will be transferred to the current Community Grant Scheme to support future years awards.
- 1.3 Following the launch of the new Community Grant Scheme, 21 applications were received for the first round and 20 were approved with awards totalling £73,543. A further 14 applications have been received for round two of the scheme for a total of £55,959 which would effectively create an overspend of £29,902.

2.0 Proposal/Details of Options Considered

- 2.1 Each application was considered by the relevant Portfolio Holder, based on the primary focus of the proposals, for a recommendation and the outcome of each submission is presented for Cabinet approval. In considering the applications received Portfolio Holders were mindful of the available budget and the potential overspend and therefore made a number of partial awards towards projects as detailed in Appendix B, which identifies a reduced overspend of £2,619. It is therefore proposed that Cabinet endorses and approves the recommendations of the Portfolio Holders as detailed in Appendix A and B of this report and that the Community Grant Scheme's third round for 2022 – 2023 be withdrawn with any applications received deferred to 2023 – 2024.

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate

- 3.2 The nature of the applications submitted provide the Portfolio Holder with options to support or decline to support any application based on the applicants overall proposal, the project's alignment and contribution to the delivery of the Council's Community Plan objectives, the financial status of the applicant body and its ability to deliver the project or initiative as set out in the applicants proposal. Accordingly, only suitable applications have been recommended for approval and where proposals require compliance with regulatory and/or legislation requirements these will be adhered to as a condition of the grant offer.

Financial Implications – FIN22-23/4978

- 3.3 In terms of budget, in 2019/20 the council allocated £500k to two funds to assist local parishes and community groups to help fund events and initiatives in their areas. £300k of this was allocated to a Community Engagement Reserve. This was used on Target Hardening projects, and community groups improvement projects. £200k was allocated to a Community Initiative Reserve for use on projects and events put forward by parish councils. Having recently allocated £88k of this money to a Community Grant Scheme, there is now £100k remaining in these reserves which has now been consolidated into one pot.
- 3.4 From the £100,000 agreed annual allocation, the round 1 schemes totalled £73,543, with additional schemes totalling £29,076 giving a combined total of £102,619. If approved as recommended, the additional £2,619 would be funded from monies available within the councils' revenue budgets.

Background Papers and Published Documents

Nil

Summary of Parish and Town Council Initiative Fund - Extant Awards

Edwinstowe Parish Council - Greener Theme – Round 1

An application submitted on behalf of Edwinstowe Parish Council for a grant for **£20,000**.

The project included the installation of Solar PV System with Lithium Battery Storage System and a Hot Water System heated purely by Solar PV fitted to the John Benson Pavilion, Sherwood Fields, Edwinstowe. The project also included de-commissioning of the current ineffective gas boilers and isolation of the gas supply. The pavilion was owned by Edwinstowe Parish Council with a long term lease to the Robin Hood Colts, an Edwinstowe based sports organisation that provided football activities for boys and girls of all ages, including two senior teams.

Current Position

This project stalled due to the impacts of Covid and the withdrawal of an external grant offer from the Football Foundation. The Parish Council will resubmit the grant application to the Football Foundation and is committed to delivering this project.

Recommendation.

That the payment be made with a 12 month spend time commitment. If the scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Bilsthorpe Parish Council - Greener Theme – Round 2

An application submitted on behalf of Bilsthorpe Parish Council for a grant for **£7,396.15**.

The project was for the Village Hall located at the centre of the village, it is in need of total renovation. The plans include a sympathetic renovation to maintain the overall history of the building and to make it a useable and accessible community asset, using “greener” materials and equipment where possible to achieve a sustainable, well-used facility for the residents of Bilsthorpe.

Current Position

This project has stalled due to building related challenges unknown to the Parish Council at the time of the application. Further investigations are ongoing in relation to this project to identify a suitable solution to enable the project to progress. The Parish Council is committed to delivering this project.

Recommendation

That the payment be made with a 12 month spend time commitment. If the revised scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Bilsthorpe Parish Council – Safer Theme - Round 4

An application submitted on behalf of Bilsthorpe Parish Council for a grant for **£5,295.47**.

The project would include elements such as intruder alarm and fire protection systems to contribute to the overall project of the complete refurbishment of the Bilsthorpe Village Hall.

Current Position

This project has stalled due to building related challenges unknown to the Parish Council at the time of the application. Further investigations are ongoing in relation to this project to identify a suitable solution to enable the project to progress. The Parish Council is committed to delivering this project.

Recommendation

That the payment be made with a 12 month spend time commitment. If the revised scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Blidworth Parish Council – Safer Theme – Round 4

An application submitted on behalf of Blidworth Parish Council for a grant of **£10,000**.

The project would include the installation of CCTV, to ensure that the safety and anti-social behaviour was kept to a minimum and linked in with the Councils community plan. Having lighting and CCTV would make the area more accessible for longer periods of time during the winter months helping people who were working and could not exercise during the day.

Current Position

The Parish Council would like to progress this project and link the new security cameras to the District Council's CCTV Monitoring system. Further investigations are ongoing in relation to this project to identify a suitable solution to enable the project to progress. The Parish Council is committed to delivering this project.

Recommendation

That the payment be made with a 12 month spend time commitment. If the revised scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Girton Parish Council – Safer Theme – Round 4

An application submitted on behalf of Girton Parish Council for a grant for **£10,441**.

The project sought to improve the safety of community, volunteer flood wardens and agency staff during times of Flood Risk to Girton by providing improved intelligence on water levels using telemetry devices and gauges to enable the Flood wardens to remotely monitor flood levels without placing themselves in proximity to flood water. A second element of the project

was to improve the safety of residents when water levels around the village were too high to permit vehicular access by providing a safe access and exit walkway.

Current Position

This Parish Council is committed to delivering this project and is awaiting further details and revised costs from Nottinghamshire County Council.

Recommendation

That the payment be made with a 12 month spend time commitment. If the revised scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Lowdham Parish Council – Safer Theme – Round 4

An application submitted on behalf of Lowdham Parish Council for a grant of **£4,250**.

The project proposed to install an Inter Active Speed sign in Southwell Road for speeding traffic exiting the village just after the Magna Charta Pub to improve safety in Lowdham by reducing traffic speed as it left the village.

Current Position

This Parish Council is committed to delivering this project and is awaiting further details and an implementation timescale from Nottinghamshire County Council.

Recommendation

That the payment be made with a 12 month spend time commitment. If the revised scheme is not delivered within the 12 month period the grant will be returned in full unless a further extension of time is agreed through the scheme of delegation to the Director – Housing, Health and Wellbeing.

Community Grants Scheme Summary Round 2 2022-23

CGS22-022 – Egmonton Village Hall

Cleaner, Safer, Greener – Portfolio Holder – Cllr Jackson - Sponsor Cllr Michael

Extract from application:

The Project is to replace rotten windows that leak when it rains, this is also to improve the heating efficiency of the building this in return will bring down energy usage. The completion of this project would improve the hall for the local community. The floor has to be mopped on a rainy day before yoga. Heating the building is hard to maintain a suitable temperature for the community that use the building. Woman's institute, produce show, live and local events, coffee mornings, parish council meetings, weddings and parties, this would help to improve the vibrant and self-sufficient local community, sustain economic growth by lower more efficient energy, create better quality building for our community, it would improve the look of the building for the community and help keep the building to a high standard for the community use. It will encourage more of the community to use the hall that would improve the health and wellbeing of the local community by having a warm dry safe environment for the local activities.

We are very grateful to the national lottery for a 9K grant towards the cost, and 1.5k covid grant off Newark and Sherwood, but with price increases and quotes escalating, we still have to find another 10k that the committee made up of local volunteers are working hard to achieve and hopefully your 5k grant can make it possible.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
19,950	5,000	25	Partial Award of £4,000

CGS22-023 – Edwinstowe Parish Council

Homes and Heath – Portfolio Holder – Cllr Wendels - Sponsor Cllr Peacock & Cllr Carlton

Extract from application:

A community project to create a mosaic map of the centre of Edwinstowe. As this is Platinum Jubilee year and also our first year of entry into the RHS In Bloom competition the map will include elements or motifs commemorating this. The completed map will be attached to the outside wall of Edwinstowe Village Hall fitted within an existing niche. The project will be delivered by a company experienced in community arts projects and will include workshops open to Village Hall users, Community Groups, organisations including those for children and young people, residents from the local Care and Nursing Home, businesses and anyone else in the village who would like to take part. We will engage with our community to promote these workshops and to encourage a sense of inclusion and ownership.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
5,000	5,000	100	Partial Award of £2,500

CGS22-024 – Weston Parish Council

Homes and Health – Portfolio Holder – Cllr Wendels - Sponsor Cllr Michael

Extract from application:

The funding request is for the repair and restoration of All Saints Parish Church Clock. The Parish Council were gifted the clock to look after some years ago. Parish Council meetings are open to all residents and the minutes of these meetings are posted on notice boards and the PC website. An on-going discussion of the need/desire to repair the clock has been prominent in the village for some months.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
5,680	4,950	87.14	Partial Award of £4,000

CGS22-025 – The Dukeries Third Age Group

Homes and Health – Portfolio Holder – Cllr Wendels - Sponsor Cllr Brazier

Extract from application:

Dukeries U3A have recently been given an opportunity to use Ambleside Community Centre in Ollerton. As part of their inclusive activities for the local community they are going to restart their sewing group. This would be available to all 140 members of the Dukeries U3a from Ollerton and the surrounding areas. To enable the group to go ahead we would like to apply for £200 for a new sewing machine and equipment.

The Dukeries U3A is a community group which is open to people over the age of 50 who are not in full-time employment. The aim of the group is to promote learning, new skills and hobbies, contact groups, friendship and enjoyment of life to senior citizens.

We have a committee of ten who work very hard to keep the group going. We now have a Group Manager and the Group Secretary who are struggling using their own old laptop computers and we need to get them newer computers for them to use to enable us to keep moving the group forward.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
1,095	1,095	100	Partial Award of £1,000

CGS22-026 – Collingham & District Cricket Club

Cleaner, Safer, Greener – Portfolio Holder – Cllr Jackson - Sponsor Cllr Dales

Extract from application:

The funding request is for replacement cricket nets, the current nets are decaying and too small following significant uplifts in playing members, particularly juniors and women (2 women's league teams, comprising 35 playing members, from a standing start this season). We intend to replace the old 2-lane net facility with a new 3-lane version.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
52,035.60	5,000	9.60	Partial Award of £4,000

CGS22-027 – Bilsthorpe Emergency Team

Homes & Health - Portfolio Holder – Cllr Wendels - Sponsor Cllr Holloway

Extract from application:

We are applying for funding for three Platinum Jubilee Benches for outside of The Green Centre in Bilsthorpe. We currently run a Food Club and Lunch Club as well as family events and there is no outdoor seating. People often hang around and would love to be able to sit outside and chat/contemplate.

The project aims to promote community cohesion, reduce social isolation and promote well-being. It would allow residents a place to sit and chat or to sit and contemplate. This will contribute towards improving the health and wellbeing of residents. It will in particular further engage those utilising Food Club and Lunch Club and encourage pride in the green community space.

There are already edible planters and flower planters there. We are also awaiting raised beds. The longer-term aim being to encourage residents to plant and grow.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
1,076	1,076	100	Approved in full

CGS22-028 – The Furniture Project

Cleaner, Safer, Greener – Portfolio Holder – Cllr Jackson – Sponsor – Cllr Pringle

Extract from application:

The furniture project will take in old furniture that would have been very unlikely to have sold in its current state. The volunteers will upcycle the items giving them a new lease of life and an increased value making them a saleable item.

Upcycling also has an environmental gain, giving an old object a new lease of life, reducing waste and eliminating the hassle of disposing of unwanted materials, It's a sustainable and cost-effective option.

The volunteers have offered to spend time creating upcycled materials to encourage sales and reuse unsaleable items, generating an income source for the furniture project.

The project will begin as soon as Furniture Project has raised money for the materials required for the project.

Upcycling also supports a circular economy. A circular economy is a system in which goods are used and reused multiple times rather than getting discarded after one use. This system is more sustainable because it relies on using what we already have rather than constantly creating new products out of new materials.

Giving used products a new life reduces the need to use unethically sourced or unsustainable materials, like plastic, to create new products.

The funding will be used to purchase paint, varnish, sanding sheets and paint stripper, polystyrene rings, door hooks, wax, paper, tools and hardwood.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
5,000	5,000	100	Partial Award of £1,000

CGS22-029 – The Sherwood Forest Trust

Cleaner, Safer, Greener – Portfolio Holder – Cllr Jackson – Sponsor – Cllr Pringle

Extract from application:

We are setting up a Community Tree Nursery called the ‘Sherwood Seedbank’, which will be sited at Feel Good Gardens, Sherwood Pines, and we want to grow our own trees from the seeds that we collect. For many years we have carried out community tree planting sessions across Nottinghamshire. In 2021, for example, we planted more than 5000 trees and to help us we invite local volunteers from the community to work with us. These volunteers may come from primary schools, small businesses or local people who have responded to Facebook or website appeals. In the past, we have had to buy in ‘whips’ to plant from suppliers elsewhere in the country, but it occurred to us that we have an abundance of natural seeds at source in Sherwood and it would be really sustainable for us to secure a low cost, local source for tree saplings to use in our future planting sessions.

The application is for a contribution towards staffing costs of a new dedicated Tree Nursery Manager for 6 months. The grant request is also going towards the purchase of a large drop-sided 4-wheel low trolley and a heavy duty sack truck.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
10,690	4,890	45.7	Partial Award of £500

CGS22-030 – Newark Art Club

Homes & Health - Portfolio Holder – Cllr Wendels – Sponsor – Cllr Brooks

Extract from application:

Newark Art Club are a self-funded group who have been running for 75 years. Our current membership consists of 40 members. We are hoping to increase membership to the club to improve health and wellbeing of local residents and to develop meaningful art in our area and support charities. The funding request is for arts equipment, professional artist day workshops and demonstrations. It will also be funding advertising and promotion materials.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
2,650	2,650	100	Partial Award of £2,000

CGS22-031 – Epperstone Parish Council

Cleaner, Safer, Greener - Portfolio Holder – Cllr Jackson – Sponsor – Cllr Jackson

Extract from application:

Epperstone has a very un-kept seating area and bus stop that is central to this conservation village, the village is popular with walkers and cyclists that use this area to rest. We aim to improve this area by re-painting the bus stop, and seats / benches, to provide new planters, waste bin, salt bin and to provide a dispenser for 'poo' bags. In addition, we aim to locate a large planter adjacent to the village sign on the northerly entrance to the village.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
3,784.11	3,322.59	87.8	Partial Award of £2,500

CGS22-032 – Therapeutic Pathways Community Interest Company

Homes & Health - Portfolio Holder – Cllr Wendels – Sponsor – Cllr Pringle

Extract from application:

Our aims are to improve the mental health and physical wellbeing of young people 16 – 19 years of age and help them to achieve their potential.

We will do this by working closely with Academy Transformation Trust Further Education College to identify young people who are suffering with anxiety, depression, low self-esteem, lack of confidence, and anger issues.

Our objectives are to deliver a 10-week programme outside of college timetable for ten young people. The programme will consist of one-to-one sessions, group development and taking part in a volunteering project supporting the local environment at Walesby Forest.

Regular evaluation will take place during and after the programme to help us learn what is working well and provide evidence to demonstrate the impact on the young people.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
10,120	5,000	49.4	Not Approved

CGS22-033 – Lets All Eat

Homes & Health - Portfolio Holder – Cllr Wendels – Sponsor – Cllr Pringle

Extract from application:

Let's All Eat are a local not-for-profit community interest company who work closely in partnership with ATTFE College to react and respond to food and fuel poverty needs in the local area. Following our establishment of an extremely successful weekly Food Club in the Ollerton area and increasing demands due to the cost-of-living crisis, we wish to expand the support and provision we offer in Ollerton.

From 1st October we will continue to offer the weekly Food Club/Pantry from Lifespring Church, New Ollerton. This allows local residents to access a food parcel worth approximately £10-£15 for £3.50, supporting access to affordable food as well as reducing food waste in partnership with Fareshare Midlands. In addition to this, we would like to respond to the need resulting from the cost-of-living crisis by delivering a new social eating project called Ten Thousand Dinners. This would be delivered from October 2022 – March 2023, using our links with ATTFE College facilities in Sutton in Ashfield and Ollerton at Dukeries Academy.

For the purpose of this application, we would look to support and supply 5,000 dinners to residents living in the Ollerton and surrounding area. This would be done by operating a weekly social eating club at Lifespring Church and would be open to our existing ATTFE learners, their families and also the wider community’s most disadvantaged households.

The club would operate 4-7pm making it accessible for families with children most in need, as well as older people and individuals who work during the daytime but may still need support. This will be a social eating hub where a hot meal and refreshments are provided, bringing together members of the community as well as encouraging engagement in learning and positive social activities. Volunteers will support the delivery of this project alongside ATTFE staff members.

We will also seek to work with well-known community figures/ chefs within the local community to support this. We will in the first instance work in partnership with Fareshare Midlands to access their new ready meal trial concept which will again not only provide communities with food but also contribute to reducing food waste supporting our environment. The social eating club will be free to access. Should anyone wish to make a donation these would be used to sustain the Project.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
3,510	3,010	85.7	Partial Award of £1,500

CGS22-034 – Newark District Scout Council

Homes & Health - Portfolio Holder – Cllr Wendels – Sponsor – Multiple Newark and District

Extract from application:

The funding request is for travel costs to the 2023 Czech Exchange Scout Convention. This will provide an opportunity for 29 young people, aged between 11 and 18 to develop their independence, learn new skills, and foster friendships and bonds with others from across the Newark Scouting District and the Czech Republic Groups. This will be achieved alongside learning and understanding other cultures, while instilling self-reliance, building self-esteem and growing confidence among young people and leaders alike.

The exchange will take place during the school summer holidays, with an opportunity to develop skills for life under the mentorship of the young adult leadership team. While the trip primarily aims to engage and develop the 29 young people taking part in the exchange, the programme is designed to reach a wider audience during a larger timescale. This is such that pre and post trip events will take place - whether that be to raise vital funds to support in getting there, or to engage and inspire fellow Scouts, and indeed residents, through youth-lead presentations reflecting on the trip and its experiences.

By engaging with the wider community before and after the event, the exchange works to encourage community cohesion and raise awareness of the opportunities available to those within the district, and the importance of taking advantage of them in order to fulfil personal development and growth. The 29 young people selected to attend the Exchange next summer are drawn from nine scout groups across the district, namely: 1st Balderton, 1st Coddington, 1st Collingham, 1st Flintham, 6th Newark (Farndon), 7th Newark (Lovers Lane), 9th Newark (Hawtonville), Raptors Explorer Scout Unit (across Newark) and Vikings Explorer Scout Unit (across Newark).

This Exchange trip is being delivered by Newark District Scouts, a charity that currently provides a provision for around 500 young people on a weekly basis, with the support of 200 volunteer leaders and administrative supporters.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
8,900	5,000	56.2	Not Approved

CGS22-035 – Thorney Play Park

Cleaner, Safer, Greener - Portfolio Holder – Cllr Jackson – Sponsor – Cllr Dales & Cllr Davies

Extract from application:

This business case is submitted in support of our request for a £5,000 contribution towards a total of £34,000 funding for a much-needed refurbishment of our Play Park. The COVID restrictions of the past two years underlined how much this space is needed by all ages and abilities.

Currently it has two old swings, a seesaw and one wooden table under a wooden shelter, all of which need refurbishment. In so doing we need to make enhancements to open up its use for all. This includes a pathway with surfacing suitable for wheelchairs, walkers and pushchairs; better play equipment (again with suitable surfacing beneath it) which offers more variety and interest to a wider age-range of children; better and more seating so that parents and grandparents have somewhere to sit whilst the children play but also seating to facilitate outdoor village coffee mornings and other 'Hub' associated community activities. This is also an opportunity to plant more native trees along the perimeter under which 'no mow' would apply such that native wild-life friendly flowers can be established.

Thorney village is an active member of the 'Wigsley, Thorney and Harby Going Green' Group (Lyn Preece and Cllr Linda Dales are also members thus NSDC will already be aware of Thorney's commitment to environmental improvements from its regular village litter-picks and community-wide 'green' initiatives).

Community engagement officers at NSDC will also know that Thorney village still has no indoor community space available to it since the church conversion is still blocked by the Diocese, so the availability and suitability of this one area of community outdoor space is increasingly important.

This community also has an excellent record of generating its own funds towards its community projects, and its villagers, local businesses and also 'Thorney Hub' will be contributing towards this.

<u>Total Project Cost £</u>	<u>Amount Requested £</u>	<u>Percentage %</u>	<u>Portfolio Holder Decision</u>
48,000	5,000	12.25	Approved in full



Report to: Cabinet Meeting - 1 November 2022

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

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

Lead Officers: Mark Eyre, Business Manager – Corporate Property
Steven Adams, Senior Regeneration Officer – Economic Growth

Report Summary	
Type of Report	Open report with exempt appendix, Key Decision
Report Title	Sherwood Levelling Up Fund Update – Ollerton Town Centre and Mansfield Road, Clipstone
Purpose of Report	To update Members on the Sherwood Levelling Up Fund (LUF) submission, to seek approval to proceed with plans to redevelop the Clipstone Holdings site and to seek financial commitments towards the further development of the Ollerton and Clipstone LUF proposals.
Recommendations	<p>That Cabinet:</p> <ul style="list-style-type: none"> (a) note and support the updates with respect of the Sherwood Levelling Up Fund proposals submitted to Government as part of the Sherwood Constituency LUF Round 2; (b) authorise the Director - Planning & Growth, in consultation with the Sherwood Steering Board and Portfolio Holders for Strategy, Performance & Finance and Economic Development & Visitors, to continue to develop plans for the Clipstone and Ollerton projects, subject to additional budget of £60k to be forward-funded pending the approval of the NSDC UK Shared Prosperity Fund Investment Plan, subject to endorsement by the Newark & Sherwood Place Board; and (c) authorise the Business Manager - Corporate Property to progress redevelopment plans for the Clipstone Holdings site to provide for a low carbon, low-running cost modern industrial scheme, including securing necessary planning

	permission and contractor(s) within the Maximum Budget envelope contained within the Exempt Appendix, which shall be added to the Council’s Capital Programme.
Alternative Options Considered	<p>It remains an option to pause the progression of the Sherwood Levelling Up propriety projects in Clipstone and Ollerton. This has been discounted on the basis that irrespective of the outcome or timings of the LUF announcements there remains merit in continuing to engage with the partners involved to develop the schemes further such that they are funding ready.</p> <p>The Council could also decide not to redevelop the Clipstone Holdings site at the current time, albeit as detailed separately in the Main Report and Exempt Appendix the redevelopment of this site is needed in order to provide modern, low carbon, low running-cost facilities to meet a significant unmet demand, allowing businesses of various scales to establish, relocate, expand, stabilise, and flourish.</p>
Reason for Recommendations	The Sherwood Levelling Up proposals continue to represent an opportunity to act as catalysts for transformational change in tackling ongoing challenges of creating new employment opportunities, health inequality, lower pay, raising aspiration, and transport connectivity, in line with the Council’s Community Plan and Sherwood LUF submission.

1.0 Background

Previous Funding

- 1.1 Members will be aware of the various grant opportunities the Council has successfully secured in recent years, including the Newark Towns Fund, Brownfield Land Release Fund, NSDC Community Renewal Fund, and Levelling Up Fund Round 1 for the Newark Constituency area. 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.

Sherwood Levelling Up Fund

- 1.2 Members are also aware of the development, following the publication of the [Levelling Up White Paper](#) and Levelling Up Fund Round 2, of the proposals developed for the Sherwood Constituency area. The Sherwood LUF prospectus, developed in association with the Sherwood Steering Board and a range of partners, was submitted to the Government on 25th July 2022. The proposals seek £20m of grant funding across projects in Ollerton Town Centre and Mansfield Road, Clipstone. As detailed at table 1 below a successful £20m grant would be matched by c£28.7m of private sector funding.

Table1

	Ollerton Town Centre	Mansfield Road, Clipstone
Total Development Costs	£22,735,454	£26,059,147
Levelling Up Funds	£6,446,526	£13,548,833
Match Funding	£16,288,928	£12,510,314

2.0 Updates

Ollerton Town Centre

- 2.1 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. The development will be implemented by the Johal Bros. Co, the private sector development partner.
- 2.2 Following submission of the bid negotiations have taken place with the library service (Inspire & Nottinghamshire County Council) and the NHS both of whom have expressed an interest in being involved with the scheme. Such negotiations will continue, with any design being cognisant of necessary user requirements to accommodate such services. That does not mean that progress will be stalled or slowed should funding be successful. Rather the ability to accommodate such partners, which would be of significant benefit to the community, will be catered for should they elect to proceed The proposals have also been supported by Tesco, who are willing in principle to provide land-holdings for the public transport hub elements.
- 2.3 At the time of writing the development partners are looking to progress an enhanced Memorandum of Understanding (MoU) and are agreeing various packages of works to allow the scheme to progress (eg. architects' package and site investigation tenders).
- 2.4 Discussions continue with Nottinghamshire County Council with respect to the proposed Robin Hood line extension to extend the Shirebrook service and introduce a new rail station at Ollerton within the Sherwood Energy Village to the south of the town centre. NCC remain clear that this project remains a priority through the Reopening Railways Fund. Work continues in this regard on an Outline Business Case for submission to the Department for Transport later this year.

Mansfield Road, Clipstone

- 2.5 The proposals comprise the redevelopment of the residual balance a prominent, long-standing vacant former colliery site (the former Clipstone Colliery) to deliver employment, commercial spaces, training, recreational facilities, connectivity, and well-being support. An exemplar green employment park at Clipstone Holdings will be complemented by modern mixed-use sports facilities, education (a land management economy focus) and well-being provision in partnership with the Clipstone Miners Welfare Trust and YMCA. Following the bid discussions have continued with partners to progress an Memorandum of Understanding (MoU) and additional market research and design.
- 2.6 Clipstone Holdings forms part of the Council's historical commercial estate given the long-lease on the land from Welbeck estates. At June Cabinet it was resolved that the Business Manager - Corporate Property would negotiate the purchase of the freehold of the site for a Maximum Value. As detailed at Exempt Appendix A the site has been secured for the Maximum Value, with the transaction now at an advanced stage with legal conveyancing.

- 2.7 It is proposed to redevelop the site 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.
- 2.8 The capital cost of delivering a scheme is detailed at Exempt Appendix A, as are the associated revenue returns. It is considered, irrespective of the success of the Sherwood LUF bid, that the redevelopment of this site is viable. Further, it is essential in order to address the aforementioned market failure and to provide for a modern-day, fit-for-purpose offer to meet a clear latent demand. The proposals will also set a high standard benchmark for the Council and others to follow.
- 2.9 It is noted that whilst the current site is largely vacant, 2 tenants remain. It is proposed that the redevelopment of the site will be phased such that existing tenants could be accommodated in new units for a reasonable market rent. Members are asked to support the Maximum Budget detailed at Exempt Appendix A to progress the scheme, amending the Council's Capital programme accordingly.

Expected funding announcement

- 2.10 The LUF guidance has advised that bids will be assessed on strategic fit, value for money, and deliverability including a requirement for spend to commence in 2022/23 (this can be capitalised spend including planning and fees) and conclude in 2024/25 or exceptionally in 2025/26. It is envisaged the outcome of LUF Round 2 bids will be known in October/November 2022.
- 2.11 It is recommended that such work continues to develop the Ollerton and Clipstone proposals. In the absence of an announcement on LUF funding and the receipt of any additional capacity funding it is recommended that the Council makes use of the NSDC UK Shared Prosperity Fund Investment Plan (the Investment Plan), which identified the development of LUF and Towns Fund priority projects as one of the areas to which funding will be directed. At the time of writing the Investment Plan remains pending approval from the Government, albeit it has been made clear that funding will be released at the earliest opportunity. Until such time as the Investment Plan is approved it is recommended that the Council forward funds, at (minor) risk, additional development capacity funding of £200,000 across the Clipstone and Ollerton projects.

3.0 Implications

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial – (FIN22-23/7710)

- 3.1 The implications arising from the development of Clipstone Holdings are contained in Exempt Appendix A elsewhere on this agenda.
- 3.2 In relation to recommendation b) of this report, the 'Next Steps in delivery of Shared Prosperity Fund' (SPF) decision has been approved by the Portfolio Holder for Economic Growth <https://democracy.newark-sherwooddc.gov.uk/ieDecisionDetails.aspx?ID=667> The total amount of SPF grant allocation for 2022-23 is £399,360. This is expected to be received in November 2022. Of the £399,360, £30,000 relates to Ollerton Town Centre Regeneration and £30,000 relates to Clipstone Regeneration Project.
- 3.3 Spend on the feasibility and pre-planning works for Ollerton Town Centre and Clipstone is required by 31st March 2023 in order to be funded from the SPF grant. The Council would like to spend on these two projects in advance of the Newark & Sherwood Place Board approving the Council's SPF Investment Plan. To enable this, it is proposed that spend on these two projects be initially funded from the Change Management reserve, and that the Change Management reserve would then be reimbursed for the spend of up to £60,000 that it funded. This reimbursement would be from the SPF grant, after the Newark & Sherwood Place Board approve the Council's SPF Investment Plan.
- 3.4 It is intended that funding for the Ollerton and Clipstone project development will be provided by a successful LUF announcement, matched by partner contributions. With respect to the Ollerton Town Centre project, 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.
- 3.5 Should the LUF bid be successful it will be necessary for the Project Sponsors for Clipstone (YMCA, the Clipstone Miners Welfare Trust, NSDC) and Ollerton (Johal Bros. Co & Ollerton & Boughton Town Council) to fund and progress Five Case Green Book Business Cases. It is likely NSDC will be required to assure such Business Cases, as has been the case for the Newark Towns Fund. It is envisaged that such costs can be covered by any grant award, subject to confirmation. Any change in this position will be reported back to Members in due course.

Equalities & Diversity Implications

- 3.6 All of the proposed developments will have adherence to the latest equalities legislation in terms of design and build. Given the age and condition of the current buildings in place at Ollerton and Clipstone Holdings there are also likely to be enhancements in terms of accessibility features.

Legal

- 3.7 Legal Services has been instructed by Corporate Property in respect of business tenancies at the Clipstone Holdings site, and in respect of the freehold acquisition of the site from Welbeck Estates. The development of the Ollerton site is also expected to be

set out in an appropriate form of development agreement between all parties, to ensure that the development is delivered to the specification and budgets within the funding requirement.

Background Papers and Published Documents

Levelling Up White Paper, 2022

Levelling Up Fund Prospectus and Guidance, 2022

UK Shared Prosperity Fund Prospectus, 2022

Sherwood Levelling Up Bid, July 2022

Cabinet Report, Levelling Up Submission and UK Shared Prosperity Fund, June 2022



Report to: Cabinet Meeting - 1 November 2022

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

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

Lead Officer: Matthew Norton - Business Manager – Planning Policy & Infrastructure, Ext 5852

Report Summary	
Type of Report	Open Report, Key Decision
Report Title	Newark & Sherwood Plan Review - Amended Allocations & Development Management Development Plan Document Publication
Purpose of Report	<p>To seek approval from the Council to the publication of the Amended Allocations & Development Management Development Plan Document (DPD) for a period of public representation.</p> <p>To update progress on the Gypsy, Roma, Traveller Pitch Delivery Strategy.</p> <p>To propose an amendment to the Plan Review timetable and the Local Development Scheme.</p>
Recommendations	<p>a) That the proposals contained within Appendix 1 form the basis of the Publication Amended Allocations & Development Management DPD and amended Policies Map;</p> <p>b) That approval be sought from Full Council (at the Extraordinary Meeting to be held on 9 November 2002) for this document be published for a period of Public Representation week commencing 14 November 2022;</p> <p>c) That the latest position on the Gypsy Roma Traveller Pitch Delivery Strategy be noted; and</p> <p>d) To adopt the amendment to the Plan Review timetable (Local Development Scheme) as set in Section 4 of this report, to come into force on 8 November 2022.</p>

Alternative Options Considered	As set out in Section 1 of the report, the District Council has considered a range of options as part of the Plan Review engagement and consultation process.
Reason for Recommendations	<ul style="list-style-type: none"> a) To approve the DPD. b) To enable the DPD to be published for a period of public representation. c) To allow for the update to be noted. d) To agree an amendment to the timetable so that the Local Development Scheme can be updated to comply with the Planning and Compulsory Purchase Act 2004 and appropriate regulations.

1.0 Background

1.1 The Council has been conducting a review of its Development Plan the first element was completed by the adoption of an Amended Core Strategy in March 2019. The second element of the Development Plan the Allocations & Development Management DPD has now been finalised ready for submission to the Planning Inspectorate for Examination. The review has focussed on four elements:

- 1) Ensuring that the housing, employment, retail allocations continue to be deliverable and that any settlement specific planning policy issues continue to be appropriately addressed.
- 2) Ensuring that the Development Management policies are in line with the Amended Core Strategy and the latest national planning policy.
- 3) Updating housing policies contained in the Amended Core Strategy to reflect the latest Housing Needs Assessment and national planning policy
- 4) The development of a strategy to deliver enough sites and pitches to meet the future needs of our Gypsy, Roma, Traveller (GRT) communities.

1.2 A public consultation on an Allocations & Development Management Options Report took place between the 27 July 2021 and 21 September 2021, a period of 8 weeks. This set out the options that the Council was considering as part of the review. In line with COVID restrictions at the time officers held a majority of on-line consultation events and along with a face-to-face event in Newark Market Place. The Options Report and supporting documentation were available on the Council's website.

1.3 A total of 137 responses were received, which resulted in 668 individual answers to the 56 questions posed as part of the consultation. Economic Development Committee at its 23 March meeting considered these and agreed District Council responses and resultant actions to them. The details are contained in the [Options Report Statement of Consultation](#). Most actions required officers to amended policies/allocations to clarify and make clear requirements and to ensure that preferred approaches comprehensively addressed relevant issues. A smaller number of policies/allocations required evidence base review or refresh and discussions with stakeholders.

1.4 Most significantly the work to develop a GRT pitch delivery strategy has been progressing as reported to Cabinet in June and July, a comprehensive whole council approach to pitch provision has been adopted. The agreed approach is set out in the following diagram and the latest updates are included in section 3 below:

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
Current sites with existing additional capacity contribute additional pitches Sites with potential to accommodate need have been identified.	Sites in locations around Newark allocated for additional pitch provision Proposed sites on Tolney Lane can be brought out of flood risk	Purchase of a site 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		

2.0 Amendment Allocations & Development Management DPD – Publication

2.1 The publication version of the DPD, referred to as **Appendix 1** has been published as a separate document with the agenda for this meeting. It should be noted that this document shows amendments to the current DPD with underlining for additional text and crossings out (~~crossings out~~) for text proposed for deletion. It contains the proposed amendments to Allocations, the update to Development Management Policies and a new Chapter 8 which includes updated affordable housing policies and policies for meeting GRT housing need. The Council must also publish any proposed changes to the Policies Map. The Policies Map shows how the policies expressed in the DPD relate to sites and locations in the District on a map. We have included this mapping within the DPD that goes out for the representation period to aid those responding, however a separate document will be created alongside this based on these maps. A finalised version of the Policies Map (in paper and electronically) will be created once the DPD is adopted.

2.2 If approved by Cabinet for consideration by Council the proposals, along with various supporting documentation will be placed on public deposit for a 6-week period of public representation. It is proposed that this period will begin in the week commencing 14 November 2022. Following the representation period, a review will be conducted of the nature of the representations and Council will decide whether or not to submit the DPD to the Secretary of State for Examination by an independent Planning Inspector. It should be noted that this consultation will be undertaken in line with statutory requirements and the Council’s Statement of Community Involvement (SCI). The Annex to the SCI which was adopted in September 2020 to set out temporary COVID consultation measures is now no longer in force.

2.3 There are a number of other legal requirements which the Council has to fulfil in order to be able to submit a DPD the plan must be subject to as Sustainability Appraisal and a Habitat Regulations Assessment and an Appropriate Assessment. The findings in relation to sustainability appraisal are part of the wider Integrated Impact Assessment and are reported in Section 5 below. The recommendations of the Habitat Regulations Assessment and Appropriate Assessment have been incorporated within the DPD, with the overall approach to the protected habitats is included within Policy DM7 Biodiversity and Green Infrastructure and individual requirements within allocations.

3.0 GRT Pitch Delivery Strategy

3.1 As set out above Appendix 1 contains the publication version of the DPD. Chapter 8 sets out the detail of the proposed GRT Strategy for delivering additional pitches.

3.2 **Strand 1** – The Council’s GRT Housing Needs consultants have carried out a review of existing sites engaging with residents and owners to identify additional capacity. This has identified capacity for 73 pitches.

3.3 **Strand 2** – Land owners have come forward with a range of potential sites which the Council has evaluated and identified three deliverable sites in and around Newark. Two of these sites were previously not considered suitable but following further consideration the Council is now proposing allocation. In terms of the site at The Old Stable Yard, Land North of Winthorpe Road, Newark further work on the Open Break policy has concluded that an allocation of this type in this location is appropriate within the designation. With regards to Land at Appleby Lodge, Barnby Road, Newark new access proposals have overcome highways concerns that had previously been raised by Nottinghamshire County Council. The three sites would be delivered by the landowners themselves. To enable the Council to plan for long term needs (between 10 to 15 years) two broad locations for potential future growth have been identified next to an existing site and a proposed allocation.

3.4 **Strand 3** – The Council has identified a site at the former Belvoir Iron Works, Bowbridge Lane to the south of Middlebeck. The Council are engaged in the necessary due diligence and is liaising with the owners. On the 13th June the Council submitted a bid to the Department for Levelling Up, Homes and Communities (DLUHC), Traveller Site Fund 2022/23. The bid was for £1 million, the maximum amount of capital funding to create a new permanent site for GRT community on Bowbridge Lane. The outcome of the application is not yet known but the Council continues to engage with DLUHC on the financial implications for the Council associated with site delivery and wider challenges of meeting GRT need. Consideration will also be given to the securing funding through Homes England on a similar basis as the Council House Build programme.

3.5 The management of GRT accommodation would be a new service for the Council. Following extensive research with other providers, the Council considers that an intensive housing management approach would be most appropriate for managing the site. Officers are currently working up the details for how this would operate and this will be presented to Cabinet in due course for consideration. It is important to note that as the Council enters the market in provision of GRT accommodation it will be in a position to support and help people find more appropriate accommodation.

- 3.6 It should also be noted that two further sites have been identified with the potential to provide additional supply on Tolney Lane, the Council would work with the landowners of these sites to bring them forward for GRT use.
- 3.7 **Cross Cutting Activity** - Significantly to enable the strategy to be successful the Council is proposing to provide a flood safe access by raising the level of Tolney Lane between Great North Road and the point where Tolney Lane is no longer in the functional flood plain. This scheme has a number of benefits:
- Providing flood safe access for residents of Tolney Lane
 - Wider flood prevention benefits to the Kelham Road Area
 - Flood compensation areas providing biodiversity net gain
- 3.8 The scheme is a major civil engineering project which will require a temporary road to provide continued access to residents, will require joint working with Newark Town Council, Nottinghamshire County Council, Network Rail, the Environment Agency and most importantly residents themselves. This project will need to transport flood water under the Castle Rail Line and an area of flood compensation will need to be provided to the north of the River Trent, south of Tolney Lane. The Council's flood risk consultants estimate that at this time the scheme will cost in the region of £6,000,000. Given the trend in inflation the consultants have included an optimum bias of 20%.
- 3.9 Clearly the costs are significant, and the Council is working with the Environment Agency to identify potential funding mechanisms to support the scheme. It is envisaged that the Council will contribute to the scheme through the Community Infrastructure Levy. This reflects the fact the cost of the scheme which will enable continued pitch provision on Tolney Lane could not be borne by any development and will require match funding to secure external support.
- 3.10 For the purposes of ensuring that the various elements of the strategy in relation to Tolney Lane are properly managed a Tolney Lane Policy Area is proposed in the DPD. For the first time this will set out a comprehensive strategy for the area and will include those areas where appropriate development can be accommodated within the Newark Urban Boundary. Those areas beyond the Urban Boundary will not be in the Policy Area and will be in the open countryside.
- 3.11 Officers continue to work on the various proposals, and they will be presented to a future Cabinet meeting for consideration to compliment the submission of the DPD for Examination. It is important to note that whilst it is anticipated that the Plan will be adopted in early 2024, the work of implementing the Pitch Delivery Strategy will take a number of years involving many stakeholders.

4.0 Proposed Amendments to the Timetable

- 4.1 To reflect the delay caused by the change in government guidance on flood risk the Local Development Scheme – the Plan Review timetable - needs to be updated. The table below shows the proposed new timetable which anticipates that the DPD will be adopted in May 2024.

Amended Allocations & Development Management DPD
Publication of Draft DPD (and final Integrated Impact Assessment) for period of Public Representation (November/December 2022)
Consideration of representations and any potential amendments
Submission of DPD to Secretary of State (March 2023)
Examination by Inspector (September 2023)
Consultation on Main Modifications (November/December 2023)
Receipt of Inspector's Report (February 2024)
Adoption and Publication (May 2024)

5.0 **Implications**

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Assessing the Impact of the Amended Allocations & Development DPD on Sustainability, Equalities and Health

- 5.1 The Council has carried out an Integrated Impact Assessment (IIA) of the DPD. The IIA integrates Sustainability Appraisal (SA), Strategic Environmental Assessment (SEA), Equalities Impact Assessment (EqIA) and Health Impact Assessment (HIA). Sustainability Appraisals (SA) are a requirement of the Planning and Compulsory Purchase Act 2004 and Strategic Environmental Assessments (SEA) are required by European Directive EC/2001/42, which was transposed into UK law by the Environmental Assessment Regulations for Plans and Programmes (July 2004). The EqIA is a way of demonstrating the District Council is fulfilling the requirements of the Public Sector Equality Duty contained in section 149 of the Equality Act 2010. HIA is a recognised process for considering the health impacts of plans and undertaking this type of assessment is widely seen as best practice.
- 5.2 **Sustainability & Health** - Overall, the proposal in the Publication DPD are positive and very few negative impacts on the objectives of the IIA have been identified. The amended and new suite of development management policies provide significant beneficial impacts, particularly in relation to the Health and Sustainable Communities objectives.
- 5.3 **Equality and Diversity** – The results of the Integrated impact assessment conclude that the following policies are assessed as having positive impacts in relation to equality: Core Policy 1, Core Policy 2A, Core Policy 3, GRT1, GRT2, GRT3, GRT4, GRT5, DM5b and DM10. Core Policies 1, 2A and 3, relating to specific types of housing provision, together with the suite of Gypsy, Roma and Traveller policies GRT1 to GRT5, enhance the opportunities for all members of the District’s communities to access appropriate, good quality accommodation in suitable locations, ensuring equality of opportunity for all. Policy DM5b requires consideration of a range of measures to improve health and well-being, integration and social interaction and therefore has a potentially significant beneficial

impact on equality and policy DM10 promotes improvements in air quality, helping to address inequalities associated with deprivation linked to poor air quality.

- 5.4 Overall, the Publication Draft Amended A & DM DPD has a positive and beneficial impact in relation to equality and there are no new or amended policies which have been assessed as having any negative or conflicting impacts upon equality.

Financial Implications FIN22-23/438

- 5.5 This report has no direct financial implications, however, in order to deliver the outcomes of the GRT Pitch Delivery Strategy two major projects will need to be undertaken by the District Council:

1. Provision of a Council owned and operated GRT site.
This will require acquiring and developing a site. Once due diligence and negotiations with the landowners are completed a report will be brought to Cabinet detailing costs and proposed sources of funding prior to any bids being submitted.
2. Tolney Lane Flood Alleviation Scheme.
As per paragraph 3.8 the cost of this scheme is in the region of £6m. Discussions with the Environment Agency will identify the potential for the scheme to attract agency funding and at this time it is envisaged that the Community Infrastructure Levy will make a significant contribution towards delivery of this scheme. In due a report will come forward for consideration.

As of 31 March 2022, the Council was holding £10.925m in CIL receipts. A commitment of £5.6m to the A1 overbridge agreed at Council on 9 March 2021 as part of the Capital Budget report. This may need to be revisited given the significant increases in construction material. There have been further CIL receipts of £2.6m received as at 30 September, however this will need to be shared with Town and Parish Councils in their Meaningful Proportion.

Background Papers and Published Documents

None.



Report to: Cabinet Meeting - 1 November 2022

Portfolio Holder: Councillor Rhona Holloway, Economic Development & Visitors

Director Lead: Matt Lamb, Director – Planning & Growth

Lead Officer: Neil Cuttell, Business Manager - Economic Growth & Visitor Economy, Ext. 5853

Report Summary	
Type of Report	Open Report, Non-Key Decision
Report Title	Economic Growth Strategy Action Plan - Annual Update 2022
Purpose of Report	To provide an annual update to Members on the progress of the interventions and activities identified in the Economic Growth Strategy 2021-2026. Further to identify changes, including new actions for the next 12 months in delivery of key priorities.
Recommendations	That Cabinet note and support the updates provided, the progress achieved and the direction of travel for 2023 in delivering the Economic Growth Strategy for the District's Businesses and Residents.
Alternative Options Considered	<p>The Council has a number of options for delivery of economic growth, these include:</p> <ol style="list-style-type: none"> 1) Not undertaking a local economic growth strategy; this has been discounted as NSDC has identified the need to support the economy through the resident survey and Community Plan. 2) To provide a reduced, modified or outsourced service for economic growth; This has been discounted as the level of investment is yielding results and comparably more successful to other local authorities in delivering projects and activities, securing external funding, and having a positive impact on the local business community.
Reason for Recommendations	The delivery of economic growth is a central priority to the Newark & Sherwood Community Plan. To ensure the delivery of the Community Plan and Economic Growth Strategy, it is key an action plan on 'how' the Council seeks to implement the Strategies is created, structured, delivered, and monitored and evaluated.

1.0 **Background**

- 1.1 In October 2019, Members of the Council identified a need to develop a new Economic Growth Strategy for the District that provided the priorities for growth and the interventions that the Council would undertake to deliver. The 2020 Global Pandemic provided a challenge to national, regional and local economic development that would have implications on what was needed, and how growth would be delivered.

In November 2020, Members of the Economic Development Committee agreed a new [Economic Growth Strategy 2021-2026](#) that identified the following five priorities:

1. A focus on digital connectivity and infrastructure to areas across the District with poorest connectivity or potential for impactful growth with the local economy.
2. Accelerating economic growth and resilience across the District in manufacturing, construction, accommodation, food, retail, health and social care.
3. Accelerating the upskilling and reskilling of people across the District into education, employment or apprenticeships with a focus on young people and older workers.
4. Diversifying Town Centres to have increased residential, higher footfall and an increased diversity of offer including culture, leisure and health.
5. A prioritisation of work activity on Newark as the main town and centre for the district and a focus on key areas of deprivation.

- 1.2 This second annual review provides an opportunity to reflect upon these priorities, external changes and factors in the national and regional economy, local strategy development, and community and stakeholder responses to the changing climate and associated challenges. In doing so the Business Manager (Economic Growth & Visitor Economy) would recommend changes to the priorities of the strategy, which are:

1. A focus on infrastructure and accessibility to areas across the District with poorest connectivity and or potential for impactful growth with the local economy. This follows the resident survey and consultation on the Sherwood LUF bid where access and infrastructure were identified as poor.
2. Accelerating economic growth and resilience across the District in manufacturing, construction, accommodation, hospitality, food, retail, health and social care.
3. Accelerating the upskilling and reskilling of people across the District into education, employment or apprenticeships with a focus on young people and older workers.
4. Diversifying Town Centres to have increased residential, higher footfall, dwell time and an increased diversity of offer including culture, leisure and health.
5. A prioritisation of work activity initially on Newark, Ollerton & Edwinstowe in 2023 for the district with a focus on key areas of deprivation. This follows the resident survey where these areas communities deemed town centre regeneration as a priority.

- 1.3 The last 12 months have been challenging for the local and UK economy, the Council, and importantly many residents and businesses within the District. The reopening of the economy, war in Ukraine and subsequent energy issues have developed into a cost of living crisis nationally which in turn has had a negative effect on local economies and communities. However, the Council has led and continued to strive for its community to deliver improved economic growth and there are notable successes, including:

- Delivery of a High Street Diversification Fund that supported over 130 independent retailers to diversify and digitise their offer
- Provision of 'staycation' and 'door steps days out' campaigns to support our visitor economy strategy.
- Creation of a Business Growth & Resilience Programme that will deliver support and growth to over 50 businesses in 2021 and 2022
- A series of business support events on procurement, business growth, intellectual property, and investment. Further support with information, advice and guidance including seeking grant funds to over 200 businesses locally.
- Developing the 2nd Floor of the Newark Buttermarket and securing a new tenant, Inspire, to deliver adult education programmes.
- Completion of the former Robin Hood Hotel development and associated opening of the 66 bed Travelodge and availability of 3 no, ground floor commercial units.
- Working with the YMCA to complete the new Newark Community Activity Village in July 2022 through securing Town Fund Grant.
- The establishment of the Construction College which has started its second cohort year supporting over 100 people into training as bricklayers, electricians and gas engineers.
- The Air & Space Institute has also started its second cohort year with people undertaking training to become pilots, engineers and ground crew. The current facility is operating from Newark College before the move to the new facility in late 2023. This is supporting over 50 students into new career pathways.
- Developing an Outline Business Case for the Newark Cultural Heart Town Fund Project that doubled the level of investment with Newark Town Council for events in the Town and saw the delivery of a successful Newark Beach Event and enhanced Newark Festival.
- The progression of the Stodman Street Scheme (former Marks & Spencer store), Securing planning consent and a development contractor for the Stodman Street Development.
- Newark Beacon is 95% occupied where the commercial property team provide a venue for growing business and the economic growth team provide support through advice, guidance, grants and brokerage.

1.4 There has also been progress on larger infrastructure programmes and projects including:

- Securing the £20m Newark Levelling Up Fund Round 1 Bid for the Southern Link Road. This will secure improved infrastructure and accessibility for Newark as a growing town.
- Influencing and engaging on the ongoing development of the A46 Newark Northern Bypass with National Highways on behalf of the Department for Transport
- Supporting NCC colleagues in the development and securing of the Non Strategic Roads Network funds for the A614/617 works, including at Ollerton Roundabout

1.5 Officers have also undertaken significant work on policy, evidence, bidding, commissioning and preparation work including:

- Securing £3.28m of Shared Prosperity Fund for 2022-2025 through the development of the Newark & Sherwood Investment Plan.

- Rural Prosperity Fund – delivery of a new fund focused on rural areas of District with an allocation from Government of £820k
- Creation of a business newsletter that communicates directly to businesses the services provided news, events and support on offer.
- The creation of a comprehensive database of large businesses in Newark & Sherwood.
- The support to retailer and business groups provided through representation, information and guidance.
- The creation and facilitation of a local Employment & Skills Board (ESB) with improved co-ordination in the design and delivery of new skills programmes.
- The facilitation, organisation, governance and assurance in the creation of the Newark Town Board, Sherwood Board, and Newark & Sherwood Place Board. Further the administration and programme management of the Town Funds and commissioning of Full Business Cases for priority projects.
- Improved and strengthened relationships with key businesses in the District with an enhanced Key Account Management role.
- The creation of a commercial property database, hosting site visits, supporting inward investment and creation of the ‘invest in Newark & Sherwood’ campaign
- Monitoring and evaluation of data including collation, understanding and analysis, presentation of metrics on economic recovery, economic growth, tourism and regeneration.

1.6 There have been other work programmes and challenges that have required Officer time and capacity on in the delivery of economic growth that were unknown or not stated in the report of September 2021, these include:

- Levelling Up Funds (LUF) Round 2; A comprehensive bid for up to £20m for the Sherwood area (outcome pending) which includes facilitation, organisation, governance and management of a ‘Sherwood Board’
- The creation of a Shared Prosperity Fund Investment Plan
- The organisation and roll out of the Welcome Back Fund, including Service Level Agreements to Town and Parish Councils providing funding to reopen the high streets.

1.7 As the Council starts to deliver into the 3rd year of the Economic Growth Strategy there are identified actions that will be undertaken by Officers in 2022/23. There are also likely to be emerging opportunities and threats that need to be considered, principally amongst this will be the requirement for officer to consider the future LUF funds offer to Sherwood, the implications and offer that the UK Shared Prosperity Fund (SPF) may provide, and the potential state of the economy as energy costs change, the value of currency fluctuates and inflation rises.

1.8 There is still work to deliver through to 2026 that Officers are working on which includes the continuation of the Town Fund Programme including the delivery of the Gateway Site, Castle Gatehouse, Newark Heart, Stodman Street and the Air & Space Technology Centre. Further the delivery of the Levelling Up Fund Newark Project in the Southern Link Road and Levelling Up Fund Sherwood Programme at Ollerton & Clipstone. The Economic Growth team will also continue to develop the Town Centres Programme with the High Street Task Force in Edwinstowe and Ollerton, and supporting the other Town Centres to flourish.

1.9 The Action Plan will be continually reviewed and new activities identified will be informed to members. It is therefore proposed that the Business Manager (Economic Growth & Visitor Economy) continue to provide bi-monthly updates to the Portfolio Holder and the next annual report be prepared for November 2023.

2.0 Proposal/Details of Options Considered

2.1 The Business Manager (Economic Growth & Visitor Economy) has considered other options, which include:

A) Not undertaking a local economic growth strategy; this has been discounted as NSDC has identified the need to support the economy through the resident survey and Community Strategy

B) To provide a reduce, modified or outsourced service for economic growth; This has been discounted as the level of investment is yielding results and comparably to other Local Authorities is more successful in delivering projects and activities, securing external funding, and has a positive impact on the local business community.

2.2 The delivery of economic growth is a central priority to the Newark & Sherwood Community Plan. To ensure the delivery of the Community Plan, and Economic Growth Strategy, it is key an action plan on 'how' the Council seeks to implement the Strategies is created, structured, delivered, and monitored and evaluated. This course of action is the only approach to achieve these objectives

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

3.2 The Economic Growth Strategy 2021-2026 has an Equality & Diversity Impact Assessment undertaken in 2021. This is reviewed annually by the Economic Growth & Visitor Economy Team.

Financial Implications – (FIN22-23/3646)

3.3 This report has no direct financial implications.

3.4 The activities identified in the Economic Growth Strategy 2021-2026 have been budgeted for within the Economic Growth & Visitor Economy Business Unit.

3.5 If new activities are identified the financial implications related to these will be included in future reports.

Background Papers and Published Documents

Economic Development Growth Strategy 2021 – 2026, Economic Development Committee, November 2020

Economic Growth Action Plan Review 2022, Economic Development Committee, September 2021

Appendix 1: Economic Growth Strategy Action Plan 2023-2026					
Intent ("the what")	Implementation ("the how")	Impact ("the targeted success")	Role ("the who") and who in the team?	Next Steps	Time
To support the Retail Sector	To measure Footfall by implementing a new footfall measurement	Data recorded and shared monthly. Information provided to partners including agents to secure new businesses into town	Economic Growth & Visitor Economy Team	All 5 cameras installed in Newark as part of Heritage Action Zone and Reopening of High Street Funds as of August 2021. Review potential for other areas of District or extension of more cameras in Newark	2023
	To work with Newark Town Council to lead on the Newark Heart Programme & deliver an increased events programme maximising our assets and USPs.	3% increase in number of people using our Town Centre & 5% increase in dwell time within Town.	Economic Growth Team & Newark Town Council	New programme of events and activities for 2023 identified through NTC Event Strategy. Full Business Case required for March 2023.	2023
	To implement a shopfront grant scheme as part of the HAZ Programme	Improvements to 3-4 shop fronts to restore historic fabric and appearance	Planning & Economic Growth with Historic England	3 Shop Front Grant Projects identified for support	2023
	Allocate and deliver a High Street Diversification Fund to Newark, Southwell, Olfterton & Edwinstowe.	Support 100 retail business to diversify on to on-line trade.	Economic Growth & Visitor Economy Team	COMPLETED; review to continue if resource available	2023
To promote our District	Convene Town Team, Shop Local Taskforce and develop a 'Shop Local' Campaign	50 business supported.	Economic Growth & Visitor Economy Team	Identified Olfterton and Edwinstowe as priority areas for attending during 2022/23; Southwell - Southwell Traders Group liaison	2023
	Work with Businesses to establish the 'Good to Go' Visit Britain Standard across Newark & Sherwood.	100 Business supported.	Economic Growth & Visitor Economy Team	Assurance standard COMPLETED 2021/22	2021
	To attract a new hotel operator to Newark.	15% Increase of Visitor Numbers by 2026.	Economic Growth & Visitor Economy Team	Options for Hotel Site being reviewed including concept masterplan within Gateway Site, Newark (part of the S16Log Towns Fund proposals)	2026
	To deliver the Castle Gatehouse Project.	15% Increased Visitor Spend by 2026.	Economic Growth & Visitor Economy Team	Moving to F&C by December 2023, applying for 2nd stage of Heritage Lottery Fund. Expected start 2024	2026
To repurpose & regenerate our Town centres	Collect and analyse data from STEAM Annual Tourism Data	Improved focus and understanding of our destinations to plan and deliver targeted interventions.	Economic Growth & Visitor Economy Team	STEAM Data provided in Autumn bi annually which allows for design of marketing and promotional campaigns within County and District giving targeted audiences, themes and locations	2023
	Delivering seasonal destination marketing campaigns to promote visitor economy key assets	Development and roll out of the tourism campaigns for Newark & Sherwood.	Economic Growth & Visitor Economy Team	Completed Easter Campaign, Jubilee Campaign, and Summer campaign and now working on Christmas 2023. Plan for 2023 being developed (will feed into PFC Review)	2023
	To develop key sites such as 32 Stodman Street for residential, commercial or retail uses.	3 new retail units & 30 new residential units creating increased footfall of 5% on Stodman Street.	Economic Growth & Visitor Economy Team	Undertaken. Contractor should to be awarded and construction to start; Development of other strategies may identify new priority projects and opportunities	2023
	To encourage the repurposing of town centres sites for residential through engagement with developers.	New residential offers in town centres.	Economic Growth & Visitor Economy Team	Discussions with developers. Council as developer also continuing to identify proposals in Newark (Stodman Street and Olfterton L11P 3)	2026
To provide the necessary infrastructure for growth	To redevelop the Cattlemarket site with a mixed use commercial, education and business use.	New mixed use site.	Economic Growth & Visitor Economy Team	Demolition complete, ASI Business Case approved, construction to start October 2022.	2024
	To redevelop the Buttermarket to provide a new retail, education or community use.	5 new jobs created and new retail and community space.	Economic Growth & Visitor Economy Team	Specifiers now occupied. Additionally inspire to occupy part of first floor from October 2022.	2023
	To define options for the Bridgeway Car Park Site (hospital area).	Delivery of 1 new Town Centre site for Car parking or commercial use.	Economic Growth & Visitor Economy Team	Completed lease with Sherwood Forest Hospitals Trust, works ongoing to start	2023
	Establishment of a land/road commission to understand how vacant or unused property can be repurposed.	Reduction in empty commercial space in town centres.	Economic Growth & Visitor Economy Team	Newark focus initially, linked to Newark Heart and TIP. Agents forum to be set up from October 2022.	2023
To encourage Foreign Direct Investment (FDI)	To develop the A1 overbridge.	Reduce congestion and increase traffic flows on the road network, reducing A	Planning & Economic Growth	Negotiations ongoing with National Highway and Nottinghamshire County C	2026
	To deliver the Newark Southern Link Road	Addressing congestion and unlocking 3150 new homes, 2 m sq ft employment	Planning & Economic Growth	the road. Negotiations ongoing with NCC. Hoped for a start in Jan 2023 for completion in late 2024	2024
	Provide cycling infrastructure through delivery of new hubs and docks throughout the town.	4 New docking station and infrastructure.	Economic Growth & Visitor Economy Team	Three Docks now established. Fourth dock by Newark Northgate.	2023
	To support the Trans Midland Trade Corridor Programme	Engagement in Programme.	Economic Growth & Visitor Economy Team	Negotiation with Midlands Connect to include Newark	2026
To provide a strong digital offer throughout the District	To review renewable energy programmes and assess suitability for development and infrastructure schemes.	Economic Assessment of renewable energy options for development and infrastructure projects.	Economic Growth & Visitor Economy, Corporate Pro	Not started.	2026
	To develop a Digital Strategy with local Providers.	Delivers of new Digital Strategy with Action Plan.	Economic Growth & Visitor Economy Team	Completed Digital Strategy online.	2022
	To work with utility providers to improve Wi-Fi capacity and capability across our towns.	Secure 5G capacity for 90% of our area.	Economic Growth & Visitor Economy Team	City Fibre starting roll out in Newark late 2022	2026
	Seek funding to deliver a full fibre offer to commercial premises.	Increase in business productivity locally.	Economic Growth & Visitor Economy Team	City Fibre starting roll out in Newark late 2022	2025
To encourage Regional Direct Investment (RDI)	Assess and develop the Invest Newark & Sherwood Campaign, further consider new ways or promotion and deliver	Increase in business and commercial enquiries.	Economic Growth & Visitor Economy Team	Brand developed and being rolled out. Mechanisms for promotion to be reviewed	2023
	To work with the DIT & D2N2 regional leads to facilitate requests for sites and data.	Increased demand and response for key Newark Sites, increase in enquiries.	Economic Growth & Visitor Economy Team	New enquiries being facilitated	2023
	To promote exporting opportunities to local business and industry.	Support 5 business to explore and develop exporting opportunities.	Economic Growth & Visitor Economy Team	New enquiries being facilitated	2023
	To work with key FDI interested stakeholders such as the China British Business Council, UK India Business Council to promote business dialogue for export and import opportunities.	Increase in enquiries from key sectors of FDI.	Economic Growth & Visitor Economy Team	New enquiries being facilitated	2023
To uplift and rebuild our residents creating a culture of lifelong learning	Work with the Chamber of Commerce to encourage regional growth to Newark and Sherwood.	Increase in RDI enquiries.	Economic Growth & Visitor Economy Team	Improved and shared relationship with Chamber of Commerce	2023
	To facilitate and maintain a Local Employment & Skills Board.	Creation of a strategic voice for the skills and employment programmes in Newark & Sherwood.	Economic Growth & Visitor Economy Team	Operational and Ongoing bringing together stakeholders and partners to deliver shared projects and programmes and gather intelligence & data	2023
	To develop a new Construction College with Lincoln College Group in Newark.	New Construction College providing 688 training opportunities and new jobs.	Economic Growth & Visitor Economy Team	New Construction College open in 2023 and maybe looking to extend given interest.	2024
	Delivery of the Kick Start Programme throughout the District.	To support the Kickstart Programme with Newark College, Chamber of Commerce, Futures delivering 150 placements in the District. Further to engage with the programme and directly deliver 5 placements at NSDC.	Economic Growth & Visitor Economy Team	Completed and evaluation to be undertaken	2023
To support business & industry to grow	Support the new YMCA Newark & Sherwood Community Activity Village.	Successful completion of new facility creating new jobs, providing new skills and sports opportunities.	Economic Growth & Visitor Economy Team	Completed and opened in July 2022. Monitoring & Evaluation to be undertaken through to 2026 for Towns Fund	2026
	Provide the Future First Careers Expo Annually.	Support, advice and guidance to over 50 people per year for career development.	Economic Growth & Visitor Economy Team	Scheduled for November 2022 and November 2023	2023
	Develop the Air & Space Institute.	Delivery of a new training facility, ancillary functions and residential for 250 new students. Creating new jobs and 428 new training opportunities.	Economic Growth & Visitor Economy Team	Planning Application approved, F&C approved in September 2022, start on site in October 2022.	2024
	To create a SMART Innovation Zone (including S16Log)	To implement a new innovation zone creating new jobs and new training opportunities.	Economic Growth & Visitor Economy Team	S16Log Study complete with Focus, Full Business Case by end of 2023	2023
To provide business space throughout the District	Provide 3 Business Events per annum supporting businesses to adapt or grow.	Supporting over 60 business per annum with information, advice and guidance for growth, adaptation or resilience.	Economic Growth & Visitor Economy Team	3 events provided having supported over 50 businesses in 2022	2023
	To facilitate and host an annual growth conference with key partners.	To engage and support 50 businesses per annum with information and brokerage.	Economic Growth & Visitor Economy Team	Event held on 14th October 2022. 2023 Event to be organised	2023
	To maintain an understanding of the state of business and industry providing 6 monthly reports on state of local economy.	Completion of 2 reports per annum on state of economy, providing information, advice and guidance to industry on key issues.	Economic Growth & Visitor Economy Team	2 Reports completed each year and shared with partners for understanding and service shaping	2023
	Continue strategic dialogue to understand and inform policy and action by engagement with business networks and clubs.	Present and attend at least 50% of invited to groups per annum to inform and update.	Economic Growth & Visitor Economy Team	Attendance at Business Clubs and other events underway & ongoing to gather intelligence and grow profile.	2023
To support industry clusters within the District	To directly support at least 50 business per annum through managed workspace, incubators, IAG, training & mentoring.	To directly support at least 50 business per annum through managed workspace, incubators, IAG, training & mentoring.	Economic Growth & Visitor Economy Team	Over 50 Business supported in 2022	2023
	To support start-up businesses through managed workspace, incubators, IAG and Training/Mentoring.	Improved understanding of large employer needs in Newark & Sherwood.	Economic Growth & Visitor Economy Team	KAM System created, and 6 Businesses engaged	2023
	To maintain a Key Account Management with local industry leads.	Increase in commercial property enquiries.	Economic Growth & Visitor Economy Team	Created and Commercial Property Enquiries are increasing with Commercial Property team	2023
	To develop and maintain a commercial property register.	To identify high growth businesses and support with bespoke workshops on finance, mentoring, advice and guidance.	Economic Growth & Visitor Economy Team	Created 19 jobs in 2022, reviewing ability to deliver next year	2023
Key Development Brochures.	To identify high growth businesses and support with bespoke workshops on finance, mentoring, advice and guidance.	Occupancy maintained above 75%, with 10 business supported annually.	Economic Growth & Visitor Economy, Corporate Pro	EEO attending meetings regularly support at site.	2023
	To maintain the Beacon Managed Office Space and review options for adaptation. Further consider development of call policy to encourage turnover.	Development of new commercial units within Newark & Sherwood by NSDC.	Economic Growth & Visitor Economy, Corporate Pro	Commercial data being collected and analysed with assets and estates team - Gateway review.	2026
	To provide more small and medium sized industrial and commercial units in the town utilising our estates and assets team and financing options available.	Assessment of estates and assets of NSDC and potential reuse.	Economic Growth & Visitor Economy, Corporate Pro	Commercial data being collected and analysed with assets and estates team.	2026
	To explore potential for further business incubators, flexi use space within town centres for commercial uses regulated by NSDC.				
Additional Workstreams undertaken in 2020, 2021, 2022					
Newark Town Board Commissioning & Procurement.					
Newark Town Board Governance & Assurance.					
Newark Town Board Communications & Marketing.					
Newark Town Board Contract & Programme Management – HoT, Contracts, Monitoring & Evaluation.					
Business Resilience Programme – operating – evaluation report March 2023.					
Community Renewal Fund Programme x 37 bids and appraisal – moving on.					
Welcome Back Fund – GAP / SLA – last claim April 2022					
Tourism Action Group.					
Town Centre Masterplan.					
Land Ownership Data Update 2022/23					
High Street Task Force.					
Retailer database.					
Business E-Newsletter (7 published, 1 due end of May)					
Grant Finder searches for businesses – 203 searches completed as of May 2022. WP performing an online survey to understand effectiveness of reports produced for Grant Finder.					
Forest Corner Project / Masterplan.					
X2 LUF Bid and governance – southern link road and Sherwood.					
Cultural Development Bid.					
SPF Investment Plan.					



Report to: Cabinet Meeting - 1 November 2022

Portfolio Holder: Councillor Rhona Holloway, Economic Development & Visitors

Director Lead: Matt Lamb, Director - Planning & Growth

Lead Officer: Oliver Scott – Senior Conservation Officer, Ext 5847

Report Summary	
Type of Report	Open, Key Decision
Report Title	Newark and Southwell Conservation Area Boundary Changes and Adoption of Appraisal Documents
Purpose of Report	To approve the proposed boundary changes to Newark and Southwell Conservation Areas and agree the adoption of the associated Appraisal document which explains what is special about that area, including management proposals which seek to preserve and enhance the character and appearance of the conservation area.
Recommendations	<p>That Cabinet:</p> <ul style="list-style-type: none"> a) approve the designation of boundary changes to Newark and Southwell Conservation Areas; b) adopt the Newark and Southwell Conservation Area Appraisal documents; and c) give delegated authority to the Business Manager, Planning Development, in consultation with the Portfolio Holder for Economic Development & Visitors to implement the designation of the boundary changes and publication of the Appraisal documents.
Alternative Options Considered	Officers consider that the proposed boundary changes accord with a rigorous methodology for assessing the special interest of existing and proposed conservation areas, as well as being subject to extensive public consultation and engagement. Alternative options have been considered and discounted throughout this process, ranging from making no changes through to a range of different amendments to the current boundary. The proposed options are considered appropriate.

Reason for Recommendations	To enable officers to carry out the Council’s legal duty in respect of section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990, and to provide clarity to landowners, residents, and potential investors on the heritage importance of defined areas within Newark and Southwell.
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1.0 **Background**

- 1.1 Conservation Areas (CAs) are a special type of heritage asset designated for their special architectural and historic interest. The power to designate CAs falls under the Planning (Listed Buildings and Conservation Areas) Act 1990 (the ‘Act’). Section 69 (1) states: “Every local planning authority— (a) shall from time to time determine which parts of their area are areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance, and (b) shall designate those areas as conservation areas”. The first CAs were designated in 1967 under the Civic Amenities Act and there are now over 9,000 CAs in England.
- 1.2 The Council also has a legal duty to review existing CAs from “time to time” in accordance with Section 69(2) of the Act. The special interest of areas designated many years ago may now be so eroded by piecemeal change or by single examples of poorly designed development that parts of the area may no longer have special interest. In such cases, boundary revisions will be needed to exclude them or, in exceptional circumstances, reconsideration of the CA designation as a whole. Conversely, the existing boundary may have been drawn too tightly, omitting areas now considered of special interest such as historic rear plots with archaeological potential, later phases of development (such as more recent housing), or parks, cemeteries and historic green spaces. In such cases the existing boundary may need to be extended.
- 1.3 At the September 2018 Economic Development Committee, the Conservation Team was given delegated authority to proceed with a three-year plan to review a number of CAs within the District. The focus of the review would be delivering boundary reviews of the existing CAs in Edwinstowe, Newark, Ollerton, and Southwell. These areas were chosen for a number of key reasons, including heritage at risk priorities, perceived development pressures and lack of previous review/appraisal. This process was expanded to include Laxton following an update to the Committee in June 2019 (responding to the potential sale of the Estate). The intention was to complete this work by the end of 2021. Covid had a significant impact on work and updated timescales were given at the 17 November 2021 Committee and the 23 March 2022 Committee. This work is summarised in the table below:

Conservation Area	Boundary Review	Public Consultation Period	Approval
Edwinstowe	Complete	12.08.19 - 23.09.19	20.11.19
Laxton	Complete	07.01.22 – 18.02.22	23.03.22
Ollerton	Complete	07.01.22 – 18.02.22	23.03.22
Newark	Complete	11.02.22 – 25.03.22	1.11.22, TBC
Southwell	Complete	11.02.22 – 25.03.22	1.11.22, TBC

Newark Conservation Area

- 1.4 Newark CA was first designated in 1968 and is the second ever designated in England. Officers continually monitor the special character and appearance of Newark CA. This is often through the consideration of relevant planning applications, but also in respect of enforcement action, and the health and condition of historic buildings. Newark CA is identified on the national Heritage at Risk Register, in part due to the poor condition and vacancy of historic buildings within the town centre, but also due to the loss of architectural detailing over time. The CA review process is a formal way of capturing this information, and then formulating a Management Plan in order to promote the longer-term conservation and enhancement of the area.
- 1.5 The consultation strategy used for engaging the public is set out in the background document 'Newark Conservation Area Review; Consultation document - October 2021'. The conclusions of this process are contained within another background report Newark Conservation Area Review; Consultation Outcomes document - October 2022. The final version of the CA Appraisal is also available in the background documents.
- 1.6 The proposed boundary changes are shown in Appendix A and can be summarised as follows:
 - i) The inclusion of Newark College, as well as additional areas of Friary Road, part of Sleaford Road, Wellington Road entirely, and part of Beacon Hill Road.
 - ii) Inclusion of parts of Appleton Gate between Queen's Road and Northgate Station (principally the eastern side of the roadway), and parts of George Street, Warburton Street, and Lovers Lane.
 - iii) Inclusion of the Magnus School area, limited to the original school building on Earp Avenue, and Hatton Gardens, Winchilsea Avenue and Milner Street (being a composite example of late-Victorian/Edwardian planned housing and education).
 - iv) Inclusion of Crown Street (having good 19th century housing stock considered to contribute to the Mill Gate/Victoria Street area of the town) and Lime Grove which is an attractive tree lined avenue with good late-Victorian/early-20th century housing stock.
 - v) Removal of parts of North Gate, including the modern residential and retail development to the north of the Warwick and Richardson complex, and the modern housing on the west side of the river.
- 1.7 There has been general support for all of the proposed extensions. There has been widespread support for the removal of modern elements along Northgate such as the retail park, but resistance to the wholesale removal of the riverside, including Fidler's Elbow Bridge and the marina. As such, the final proposed boundary now keeps more of the riverside within the boundary, only excluding the retail park and modern residential development to the north of the Warwick and Richardson as well as modern housing to the rear of Waitrose.
- 1.8 A number of key messages are evident from discussions on the Management Plan. Local residents feel that management of the CA has not always been successful, and that more needs to be done to safeguard the future of the town's special historic environment. Climate change and ecological concerns also featured heavily in responses. The need to develop good local guidance on all of these matters is included within the final Management Plan.

- 1.9 Overall, the consultation process has been very productive in shaping the final proposals, and we are grateful for the involvement of local Ward Members, Newark Civic Trust, the Mill Gate Society and Town Council.

Southwell Conservation Area

- 1.10 Southwell CA was first designated in 1968. The area was last formally reviewed in 2005. The accompanying Appraisal document has been a sound and useful document during its lifetime, but much has happened in the intervening period that justifies a review, including an assessment of new developments in the town and to capture enhanced archaeological significance from the last 17 years of investigation (notably the Minster School site, the Burgage, Nottingham Road and other strategic sites).
- 1.11 The CA review in Southwell has been undertaken alongside significant public engagement and consultation, the process and findings of which are summarised in the background Southwell CA Consultation Report (2022). In summary, early engagement with key stakeholders was undertaken in August and September of 2021. This included contact with local Ward Members, the Town Council, Southwell Civic Society and the local archaeological community. This early engagement helped shape a draft revised boundary for the CA. This was subject to a formal community consultation exercise publicised between November 2021 and February 2022.
- 1.12 Early engagement has been very positive and provoked a great deal of interest. During the review process it became clear that the current CA boundary failed to reflect the full importance of landscape setting to the significance of the CA, being another area of enhanced understanding since 2005, and that the CA was under-representative of 19th and early-20th century architecture and workers' housing.
- 1.13 The proposed boundary changes are shown in Appendix B and allow for the following to be included within a revised CA boundary:
- i) Land to northeast of Greet Lily Mill, Station Road and along Normanton Road.
 - ii) 19th century workers' housing development along Dover Street and Chatham Street.
 - iii) Land south of Westhorpe Dumble, and land between Cundy Hill and Halloughton Road.
 - iv) Land south of the existing CA around Crink Lane and Park Lane.
 - v) Halam Road Edwardian villas.
- 1.14 In addition, a number of small amendments are proposed as the result of spatial mapping errors on the 2005 designation, or to address uncertainty with the precise location of the boundary. The proposals allow for the addition of the garden to 10 Westgate on corner of Lowes Wong and Westgate; the garden to 22 Queen Street; the burgage plots to the rear of 37 – 49 Easthorpe; numbers 126-128 Westgate; the plot to the rear of Trinity Cottage, Westhorpe; footpaths/roads/boundaries where they form the edge of the CA; re-inclusion of 9-11 Newark Road, 49-59 Fiskerton Road and the bank along Fiskerton Road, as well as Park Cottage on Nottingham Road. The proposals allow for the exclusion of the east end of Manor Close which is deemed to be of no special interest. Additional consultation has been undertaken in these areas.

- 1.15 Broadly speaking, this consultation process was successful. The conclusions of the consultation are contained within the background document 'Southwell Conservation Area Review; Consultation outcomes document - September 2022'. Meetings were well-attended, and a range of constructive responses were received. The Conservation Team is particularly indebted to the passion and enthusiasm of Ward Members, Southwell Town Council, Southwell Community Archaeology Group and Southwell Civic Society. The Draft Management Plan has been well-received overall, and it is proposed to develop from this specific guidance and outreach work with regards to shopfronts and advertisements with the local retail community.
- 1.16 Of the larger areas proposed for expansion, in all cases the majority of public responses were supportive. No respondents wanted areas removing from the current Southwell CA boundary. Not all areas wished-for by the community have subsequently been included in the proposed boundary revisions, but all suggestions have been properly assessed. As new information is uncovered, these areas may yet form the basis for a future review.
- 1.17 The Final Draft Southwell CA Appraisal and Management Plan (Nov 2022) is available within the background documents.

2.0 Proposal/Details of Options Considered

- 2.1 For Cabinet to approve the revised CA boundary for both Newark and Southwell and to adopt their respective CA Appraisal and Management Plan. Officers have considered a range of sites and areas for inclusion and exclusion from the existing CAs. As demonstrated in the Consultation Reports available in the background papers, officers have fully involved the local community in the review process. In some cases, the boundary has been further revised in response to consultation submissions.
- 2.2 Within the legal limits imposed by section 69 of the Act, including the review of areas previously designated, officers have considered whether no changes should be made, or much more modest changes made. The final proposals reflect their best professional judgement in accordance with good conservation practice and government advice on the proper review and appraisal of a CA. To take no action or approve a more limited change could endanger the future conservation of areas deemed to have special character and appearance.
- 2.3 In approving the revised CA boundaries, the Conservation Team requests delegated authority to implement the boundary changes, including meeting statutory obligations to advertise the changes within the London Gazette, updating the Council's website and notifying relevant organisations such as Historic England and the relevant Town Council. We also request delegated authority to publish the Appraisal and illustrate the documents with the approved boundary maps. The Appraisal and Management Plan will become a material consideration in the determination of relevant planning applications.
- 2.4 The community engagement on the CA Appraisals accords with the desire to increase participation with the Council and within local communities. It will also align with the objective that seeks to ensure the district continues to be a place where people choose to live, work, invest and spend their recreational time. The positive management of the historic environment will contribute to our well-being and sense of place.

- 2.5 Should Cabinet approve the recommendations above, the current tranche of CA reviews will be concluded. It is anticipated that a new three-year plan will be submitted to Cabinet early-2023 in consultation with the Portfolio holder.

3.0 Implications

- 3.1 In writing this report and in putting forward recommendations, Officers have considered a range of implications, including but not limited to; Data Protection, Digital and Cyber Security, Equality and Diversity, Financial, Human Resources, Human Rights, Legal, Safeguarding, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

Financial Implications (FIN22-23/3574)

- 3.2 This report has no direct financial implications. The proposals are not expected to significantly impact the number of planning applications received by the Council, and it is anticipated that current officer resource within the Planning Development Team can sustain appropriate management of the affected conservation areas.

Equality and Diversity

- 3.3 There are no specific equalities implications for the District Council when designating or reviewing conservation areas. However, in accordance with the duty to publish management proposals within the affected area, and the benefit of wide-ranging public engagement, appropriate consideration has been given to consultation strategies, public meetings and access to documents (also in accordance with public expectations for consultation as set out in the Statement of Community Involvement). Consultation reports setting out how the Conservation Team has met these expectations has been published alongside each Appraisal setting out how, amongst other things, access and equality has been considered.
- 3.4 The wider CA Review Programme will continue to seek to ensure that there is equality of opportunity and that no individuals or groups are disadvantaged or discriminated against because of race, sex, disability, religion or belief, sexual orientation, gender reassignment, maternity and pregnancy, marriage or civil partnership, age, or social inequality.

Legal

- 3.5 The review process has been undertaken in accordance with the Council's legal duty under section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Additional documents:

Appendix 1: Current and Proposed Newark Conservation Area Boundary Map

Appendix 2: Current and Proposed Southwell Conservation Area Boundary Map

Background Papers and Published Documents

Newark Conservation Area Review; Consultation document - October 2021

Newark Conservation Area Review; Consultation outcomes document - October 2022

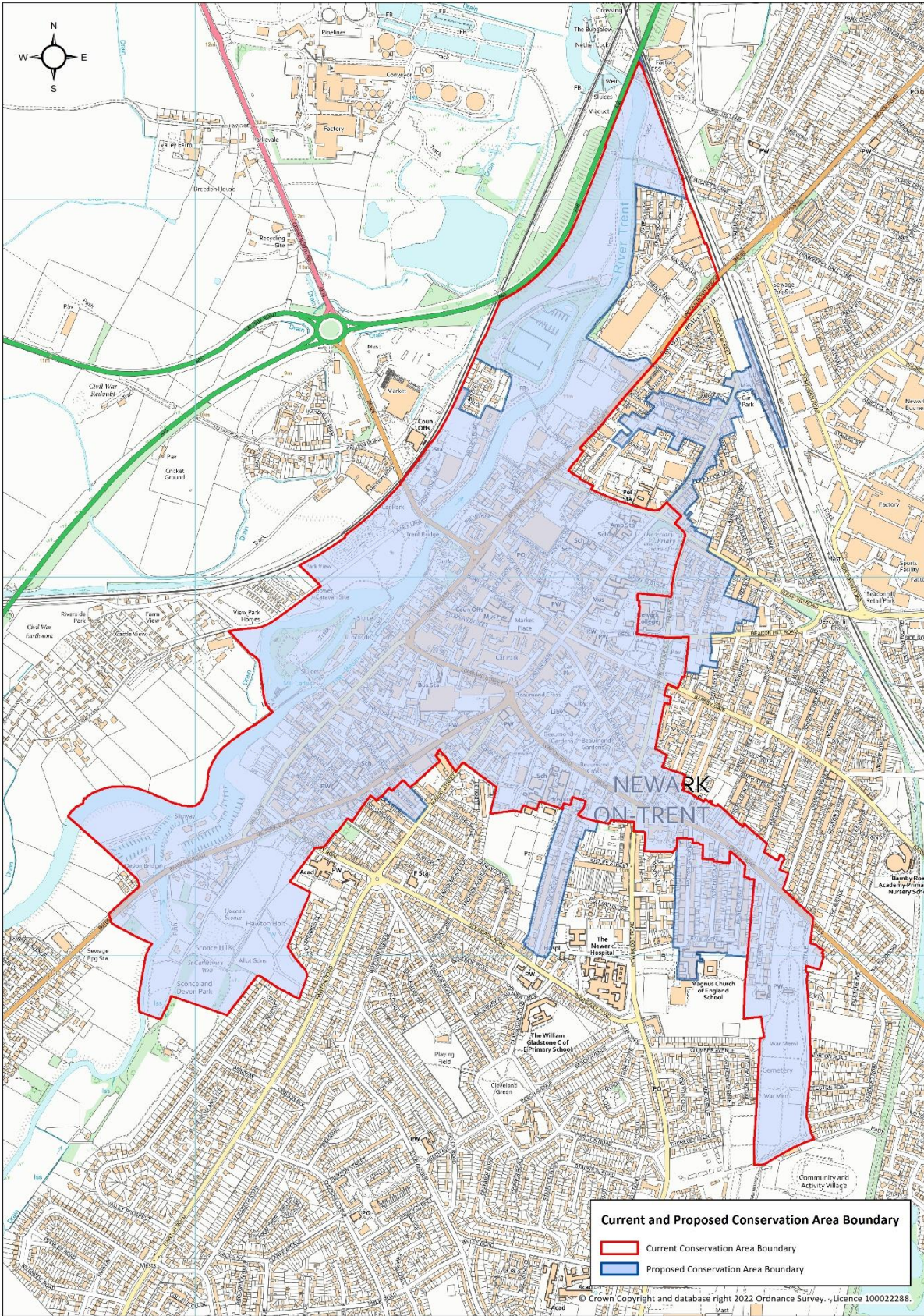
Final Draft Newark CA Appraisal and Management Plan (Nov 2022)

Southwell Conservation Area Review; Consultation document - February 2022

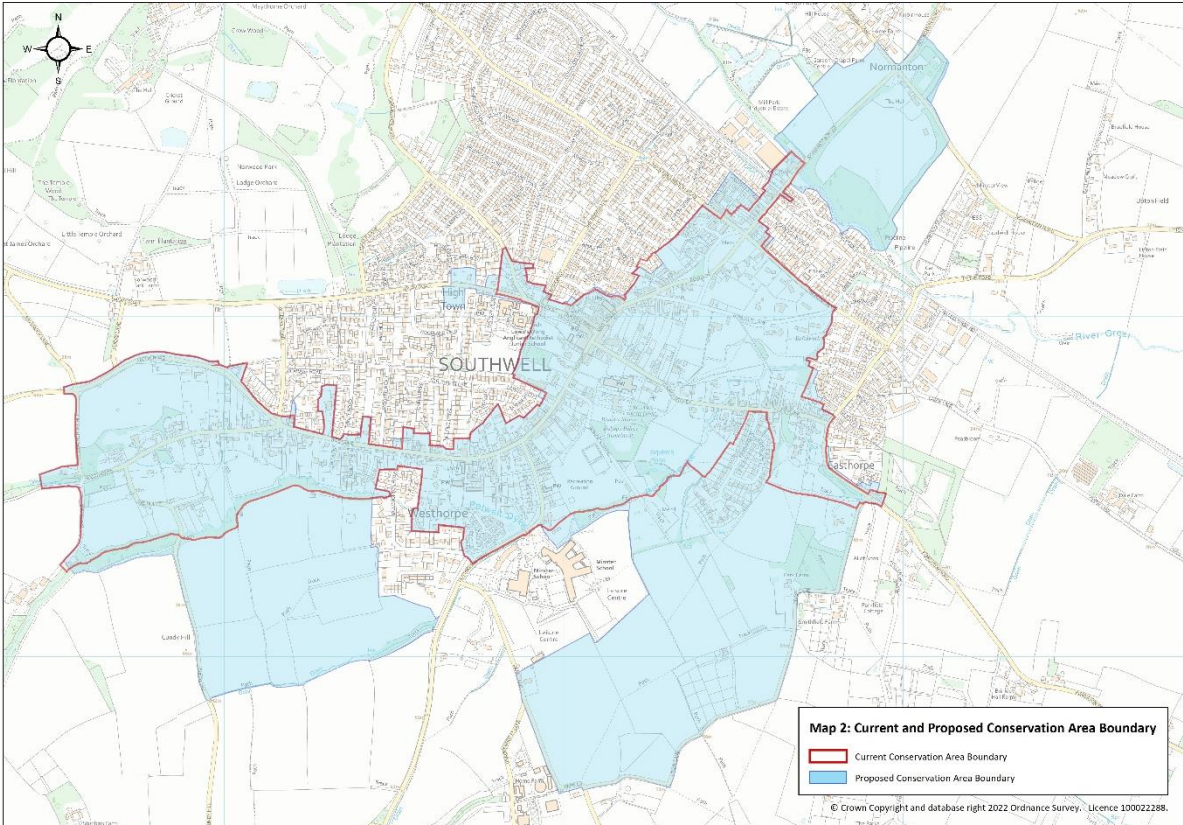
Southwell Conservation Area Review; Consultation outcomes document - September 2022

Final Draft Southwell CA Appraisal and Management Plan (Nov 2022)

Appendix 1: Current and Proposed Newark Conservation Area Boundary Map



Appendix 2: Current and Proposed Southwell Conservation Area Boundary Map





Report to: Cabinet Meeting – 1 November 2022
 Portfolio Holder: Councillor Roger Jackson, Cleaner, Safer, Greener
 Director Lead: Matthew Finch, Director – Communities & Environment
 Lead Officer: Andy Kirk, Business Manager – Environmental Services, Ext: 5577

Report Summary	
Type of Report	Open report, Non-Key Decision
Report Title	Kerbside Glass Collection: Options Appraisal
Purpose of Report	To report to Cabinet the recommendations of the Policy & Performance Improvement Committee in relation to the implementation of a kerbside glass collection scheme and seek approval to progress to consultation.
Recommendations	<p>That:</p> <ul style="list-style-type: none"> (a) revenue and capital costs identified within the proposed methodology for the scheme are included in the Council’s budget proposals for 2023/24; (b) a period of public consultation is undertaken in relation to the implementation of the scheme and recommended service option; (c) a market research company is commissioned to undertake a consultation exercise at a maximum cost of £15k funded from existing budgets; and (d) a further report is brought to Cabinet on 21 February 2023 in order for a final decision to be made taking into account consultation responses.
Alternative Options Considered	<p>These are detailed in the report to the Policy & Performance Improvement Committee attached as Appendix A.</p> <p>It remains an option for the Council not to progress implementation of a scheme; however it is proposed to allocate budget in this financial year on the basis of strong support in the Residents’ Survey, in order to ensure implementation in the financial year 2023/4 if the final decision is to proceed.</p>

<p>Reason for Recommendations</p>	<p>The kerbside collection of glass has been identified as a priority in recent resident surveys, and based on the National Waste Strategy, we can expect that the introduction of kerbside glass will become a statutory requirement in the future. If the Council already have a service, this can be shaped to be compliant to the nuances of any legislation.</p>
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1.0 Background

- 1.1 The report considered by the Policy & Performance Improvement Committee is attached as **Appendix A** to the report. The recommendations in the report were unanimously agreed by the Committee at their meeting held on 17 October 2022.
- 1.2 The report put forward options for any future service with the Policy & Performance Improvement Committee supporting a 140 litre bin on an 8 weekly collection cycle, with the service not being provided in the areas currently being served by Recycling Ollerton & Boughton (a charity which provides work-based training placements to adults with learning difficulties).

2.0 Proposal/Details of Options Considered

- 2.1 It is proposed that a public consultation on the implementation of a glass recycling scheme and the recommended service option is carried out in accordance with the Council's Consultation and Engagement Strategy.

3.0 Implications

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, Sustainability, and Crime and Disorder and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

- 3.1 The implications are detailed in the report to the Policy & Performance Improvement Committee. An Equalities Impact Assessment will be undertaken prior to any final proposal for implementation being brought to Cabinet for approval.

Background Papers and Published Documents

None.

Report to: Policy & Performance Improvement Committee Meeting 17.10.22

Director Lead: Matthew Finch, Director of Communities and Environment

Lead Officer: Andrew Kirk, Environmental Services Business Manager

Report Summary	
Report Title	Kerbside Glass Collection: Options Appraisal
Purpose of Report	To present PPIC with the different options for, and implications of, implementing a kerbside glass collection, and for PPIC to consider and endorse the officer recommendations.
Recommendations	<p>The Policy & Performance Improvement Committee recommend to Cabinet that if a kerbside glass collection service is to be introduced that:</p> <ul style="list-style-type: none"> a) an eight weekly collection frequency is adopted; b) a 140 litre bin is used in the collection methodology; c) the Council does not provide the service in the ROB area as it may have a detrimental impact upon the objects of a long-established charity, but; d) the Council works alongside ROB to try to improve knowledge of the ROB service, its take up in the communities it serves and the furtherance of its charitable objects; e) revenue and capital costs identified with the proposed methodology are recommended to Cabinet for inclusion the budget for 23/24, however; f) before a final decision is undertaken, may Members of PPIC wish to recommend to the Cabinet that consideration is given to a period of public consultation on the recommended service option given the significant capital and revenue costs involved and the need to effectively interface with ROB and the communities it serves, and; g) furthermore, that a market research company is commissioned to undertake a consultation exercise at a maximum cost of £15,000 funded from existing budgets.

<p>Reason for Recommendation</p>	<p>An 8 weekly collection cycle is more cost effective and can be scaled up if required. Therefore, the officer recommendation is a 140L bin on an 8 weekly collection.</p> <p>This would mean significant operational changes for NSDC and thus costs. However, it is a resident priority as demonstrated by recent resident surveys, and, based on the National Waste Strategy we can expect that the introduction of kerbside glass will become a statutory requirement in the future. If we already have a service, this can be shaped to be compliant to the nuances of any legislation.</p>
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1.0 Background

- 1.1 Residents have repeatedly expressed their frustration at the lack of kerbside glass collection in Newark and Sherwood. The results of the Council’s Residents’ Survey, both in 2018 and 2022, show that waste and recycling collections are cited as one of the most important services to residents in the district. In 2018 there were over 820 comments that stressed the importance of kerbside collections, a significant amount of which expressed a desire for a kerbside glass collection. Similarly, the 2022 findings show that recycling continues to be an issue of high importance for residents, and that it is important or very important to 83% of residents to live in a sustainable and environmentally aware way, and again 270 respondents commented to specifically request the introduction of kerbside glass recycling.
- 1.2 Residents also referenced recycling of food and garden waste however glass was the most requested kerbside service. This is likely because it is collected and recycled in at least half of the district’s households, but also because of its potential in reducing the district’s carbon footprint. As glass is one of the few materials which is 100% recyclable with no loss in quality during the recycling process, every tonne of recycled glass that is melted saves approximately 670kg of carbon dioxide.
- 1.3 On 26th September 2022, the Policy & Performance Improvement Committee received a presentation that highlighted the results of the Residents’ Survey. Following that, and having listened to the feedback of our residents, officers were tasked with investigating the options that are available to the council to be able to deliver a kerbside glass recycling service. With that in mind, this report has been developed to outline options for implementation of a kerbside glass service with the aim of establishing which is the most effective and cost-efficient option.
- 1.4 Given the scale of the costs involved in launching a kerbside glass collection and the nature of the proposed offer, further consultation may need to take place with residents and partners to confirm that the method of delivery is acceptable to the public. Additionally given the volatile economic climate we are currently experiencing, additional work will need to be done to finalise costs before the launch of the project as well as develop an implementation timeline.

2.0 The Current Service

- 2.1 There are currently 'bottle banks' at 49 bring sites in the district and it is estimated that they capture over 50% of the glass waste produced by residents in the district. Currently, approximately 2,175 tonnes of glass are collected from within the district per annum. 1,666 tonnes come from bring banks and 510 tonnes are collected by R.O.B.
- 2.2 R.O.B (Recycling Ollerton and Boughton) provide a service covering from approximately 10,000 properties in the district, however they have no interest in expanding their services district wide. R.O.B is a charity which provides work-based training placements to adults with learning difficulties. Providing the collection is one of their placement experiences and they mitigate some of the costs associated with their charity with the glass recycling income. Should the council choose to implement a glass collection, it will need to consider whether to operate in this area.
- 2.3 Officers have met with ROB management about the introduction of a kerbside glass collection service. There is no doubt that should the Council choose to enter the Communities serviced by ROB, then the future of the charity would become uncertain as one-third of their annual income is as a result of selling on the glass which is collected. However, whilst ROB covers around 10,000 properties, the current penetration rate is about 40% and the Council should be mindful of providing a service which isn't equitable across the district – no matter how valid the rationale. ROB would be keen to work with the Council to improve that penetration rate to closer to 80%, which is similar to the rates achieved by Councils locally. Over time, there has been churn in residents moving in and out of properties so there is perhaps not the awareness of the service that there should be. This is something the Council could help ROB with. Additionally, ROB would also look to concentrate its offer on the communities it currently covers, move some collections from half day to full day and consider mixed collection of glass, rather than single sort. This would be offset by the additional income and recycling credits the increased volume of glass would generate. ROB would not wish to move away from recycling as a means of providing work-based opportunities for the young adults they support as, they say, there are benefits to the visibility of the service in the community.

3.0 Wider Considerations

- 3.1 Newark & Sherwood District Council (NSDC) acts as the Waste Collection Authority (WCA) for the District. Nottinghamshire County Council is the Waste Disposal Authority (WDA) and have a contract with Veolia that determines what can and cannot be collected in the district's domestic recycling (silver bin). Glass is not currently listed as an accepted material under this contract. This means we cannot recycle glass via Veolia by adding it to the silver bin. As it stands the WDA (NCC) pay NSDC 'recycling credits' for providing bring sites that accept glass. Therefore, in order to implement a kerbside glass service, the Council would need to have a separate collection method.
- 3.2 The National Waste Strategy (NWS) was released by Central Government in 2018 with the aim of standardising kerbside waste collections across England, however the details of these proposals are still being awaited. There is a possibility that this strategy will dictate how waste streams are collected and, if this is done, there is also the potential that central government might fund Council's moving to the agreed collection

methodologies. Funding would be provided via 'Extended Producer Responsibility'. In theory this scheme will result in packaging producers paying for the collection and disposal of their products, with this money then being diverted to local authorities. Producers who place non-recyclable packaging on the market will face higher charges.

- 3.3 Another element to consider is that the introduction of a kerbside glass service could positively impact our other services. Firstly, it is estimated that glass accounts for up to 8% of the entire waste stream. At the moment, some residents are putting glass in their residual bins. The introduction of this service would likely reduce this meaning less waste going to incineration. Secondly, the council currently achieve a recycling rate of 36%. If a kerbside glass collection was implemented the recycling rate would likely show a small increase (unlikely to be more than 2-3%). This is based on the assumption that glass currently put in the general waste stream and glass currently taken to bring sites would be captured by the kerbside collection diverting glass from the residual stream.

4.0 Options Considered – type of collection

4.1 Type of Collection: Option 1 Single 140L wheeled bin

Benefits

- Standard Refuse freighters (with slight modifications) can be used. These vehicles are far cheaper to purchase and enable rounds to be completed in a shorter timescale.
- There would not be any additional manual handling issues for collection operatives.
- An additional bin presents options for the future should the waste strategy be implemented in full as the bin could still be used for separate glass collection, or switched to another function, for example a glass and plastic mix.
- A bin means that customers have a higher capacity.

Challenges

- Collection in this manner can be noisy which presents additional health and safety concerns and may result in an increase in complaints from residents on collection days.
- Residents will need to have storage capacity for the additional bin. Furthermore, it will need to be judged whether households are automatically enrolled in the scheme, and have to opt out if they do not wish to have an additional bin or cannot store the bin (e.g. a town centre flat).
- If the resident cannot have a bin, consideration needs to be given to an alternative method e.g. keeping some bring sites.
- It should also be noted that implementing a glass collection will increase running costs as the collection hopper of the freighters will need to be refurbished more frequently.

Financial Impact

There are 45,150 households in the district (excluding the ROB area) with domestic bins. These figures are assuming every one of those households would need a bin and includes containers for housing of multiple occupation (flats) and bring banks.

Cost for Bin Purchase and Delivery (based on 45,150 homes)		
	Cost per container inc delivery	Total Cost
Bin Cost 140L	£23.65	£1,170,800
Bin Cost 240L	£28.50	£1,392,800

Prices quoted are current market prices and represent worst case scenario. Figures include trade type bins for House in Multiple Occupation (HMO) and flats.

If a kerbside glass collection is chosen to be implemented, then operationally a 140L bin would be the preferred container. The green and silver bins currently in use throughout the district are 240L containers. It is not expected that residents will be able to fill a container this size regularly before their next collection. A 140L bin will be easier for residents to store, cheaper for the council to supply and is less likely to be rejected by the vehicle lift due to weight than a 240L bin.

4.2 **Type of Collection: 40L box container**

Use of a 40L box has been considered, but has been deemed unsuitable for the following reasons:

- Boxes require bespoke vehicles to carry out the collection.
- Additional vehicles and crews would be required due to the slower method of collection.
- When compared to the bin there is less capacity meaning that collections are likely to be required more frequently.
- Boxes pose a **significant manual handling risk** to staff as they are heavy and will have to be lifted off the floor.
- Boxes are easily lost or stolen and can blow away in high winds or fill with rainwater.

Financial Impact

This is based on 45,150 households and includes an amount for containers for housing of multiple occupation (flats) and bring banks.

Cost for Box Purchase and Delivery (based on 45,150 homes)		
	Cost per box inc delivery	Total Cost
40L Boxes	£7	£411,050

Prices quoted are current market prices and represent worst case scenario. Figures include trade type bins for HMOs and Flats.

5.0 **Options Considered – Frequency of Collection**

- 5.1 The other element to considering these options is the frequency of collections. Please note that all the calculations below have been made with the assumption that collections will run at their current speed. But please note that if a collection is implemented using a box, then it is likely that the below costs would increase as the working time is longer.

5.2 4 Weekly Collection

If a four weekly collection was to be delivered, the district council would require 3 additional vehicles (2 main and a spare) and additional crew to cover absences.

The costs of implementing a four weekly collection (including estimated income) would be:

Frequency	Yr 1 Capital Costs (Vehicles, bins, transfer station)	Revenue Yr 1	Revenue Yr 2	Capital Yr 3 (Vehicle part replacement)	Revenue Yr 3	Revenue Yr 4	Capital Yr 5 (Vehicle Replacement & Transfer Station)
4 weekly (exc ROB area)	£1,955,500	£324,100	£478,700	£73,000	£485,900	£503,600	£873,200
4 weekly (inc ROB area)	£2,423,900	£437,200	£640,200	£109,500	£650,100	£675,900	£1,147,900

Staffing costs include the current assumed the latest forecast for 2022/23 pay award

5.3 8 Weekly Collection (Preferred Option)

If an eight weekly collection was to be delivered, the district council would require 2 additional vehicles (1 main and a spare) and additional crew to cover absences.

The costs of implementing an eight weekly collection (including estimated income) would be:

Frequency	Yr 1 Capital Costs (Vehicles, bins, transfer station)	Revenue Yr 1	Revenue Yr 2	Capital Yr 3 (Vehicle part replacement)	Revenue Yr 3	Revenue Yr 4	Capital Yr 5 (Vehicle Replacement & Transfer Station)
8 weekly (exc ROB area)	£1,740,200	£140,700	£247,100	£36,500	£251,300	£260,800	£598,400
8 weekly (inc ROB area)	£2,138,109	£257,800	£412,400	£73,000	£419,400	£437,100	£873,200

Staffing costs include the current assumed the latest forecast for 2022/23 pay award

An eight weekly collection model would be the preferred choice operationally. It has the lowest running costs of all the options presented and if a 140L bin is chosen as the preferred container then this should mean that customers have sufficient capacity to have less frequent collections. Several other local authorities including Mansfield DC have recently implemented a kerbside glass collection and have chosen this approach.

An 8 weekly collection could also serve as a pilot, ready to respond to changes resulting from the waste strategy and being relatively easy to scale to more frequent collections if there is a demand to do so. This may allow us to claim additional expenditure back from central government if the option arises.

6.0 Options for Recycling the Glass

As glass recycling is not part of the contract with Veolia, the Council has some flexibility over how the glass is brought together and then sold for recycling. Due to space constraints at the depot the option for collecting and storing the waste by expanding existing waste bays is not feasible. However, there are a number of potential routes to recycling the glass;

- a) A transfer point could be created at the rear of the Council's lorry park. This would involve initial set up and running costs. This would also result in the loss of several parking spaces. However, its location means it is less likely to generate noise issues. Thought needs to be given to any recharge from the corporate property team to cover this.
- b) The glass could be deposited at an external transfer station. This will save on any expansion costs but may add additional travel time and will diminish any potential income from the glass. Furthermore, it could even incorporate a gate fee which would cost the council additional revenue, so therefore all prices associated with this are not obtainable at this time.

Option A would incur both capital and revenue costs. A walled area (alfabloc) will need to be created to store the glass and fencing will have to be erected. The site will also need a tele-handler (a multi-purpose machines that can lift, move and place materials) which can be purchased or hired long term.

The costs involved in creating and running our own transfer station have been included in the cost tables shown in 5.2 and 5.3.

However, it is important to note, that the income received in the different situations is different (less income from outsourcing). The preferred option operationally is to have our own transfer station and further viability would need to be undertaken to establish which suit was best suited.

7.0 Income from Glass Recycling

7.1 *Material Income*

The costs of running a collection service are extensive but some income is achievable from the sale of glass for recycling and recycling credits (at this present time). As mentioned earlier, glass is one of the few materials which is 100% recyclable with no loss in quality during the recycling process and therefore we will be able to sell on any glass collected. The income that we will be able to achieve will be dependent on two factors.

1. How well the scheme is participated in by residents as this will directly impact the volume of glass we are able to collect.
2. The value of the glass, which is determined by market forces.
3. Continuation of recycling credits.

The table below estimates the income from glass collection;

	Total Tonnes per year	Additional Income for sale of glass		
		Income @ £19 per tonne	Income @ £25 per tonne	Income @ £35 per tonne
80% Capture	2,439	£46,340	£61,000	£85,400
66% Capture	2,012	£38,200	£50,300	£70,420

Given uptake at other Local Authorities and the strong appetite from residents for a kerbside glass collection it is reasonable to expect a good uptake of the scheme. Currently the price of glass is averaging between £19 and £25 per tonne (One other Local Authority has recently signed a contract for £35 per tonne it remains to be seen if we could achieve the same income rate). The market price for glass has been steadily rising over the last 18-24 months with an average return in 2020 being around £8 per tonne (based on figures from letsrecycle.com) but it is worth noting that should the NWS dictate that glass is collected by all local authorities then the supply of glass will increase, and the price of glass will fall. If the price of glass goes below £0 then the council will have to pay for its disposal.

7.2 *Recycling Credits*

Recycling credits are paid to the district by Nottinghamshire County council for any items which are recycled outside of the County's contract. The figure given is calculated annually by passing on the savings made by diverting materials away from residual disposal streams. The service currently receives £110,000 per year, based on £66.13 per tonne set by Government, for the glass captured by our bring sites. Should glass be collected kerbside, we would expect an additional £22,900 to £51,100 depending on 66%/80% capture.

It is important to note that the figures quoted in the tables contained within paragraphs 5.2 and 5.3 are net figures which include both the sales income and recycling credit payments

8.0 **Next Steps**

- 8.1 This report will recommend that should a decision be made to implement a kerbside glass collection then further investigatory work, including detailed finances, should be undertaken as there are price increases on a regular basis in the current climate.
- 8.2 With current supplier lead times it is likely that there could be many months of preparation to implement the service including activities like;
 - Recruitment of additional staff,

- Purchase of vehicle/s, bins and containers, (vehicles are currently at 12 months lead times in some areas),
- Delivery planning e.g. design routes,
- Set-up of new processes e.g. missed bin/box form, and
- Communications to customer including collection calendars.

8.3 As mentioned in point 1.4, further consultation should take place with residents and partners to confirm that the method of delivery is acceptable to the public. It would be likely that this will take the form of a specific survey about glass collection as well a potential focus group. An approximate estimate for a market research company to carry this out would be around £15,000.

9.0 **Implications**

Financial Implications (FIN22-23/8815)

Expenditure

- 9.1 The table below summarises the additional costs for implementing the Kerbside Glass Recycling scheme based on the recommended 8 weekly collection.
- 9.2 The estimated costs for Capital expenditure in year 1 are based on today's prices plus an assumed 5%. All capital purchases thereafter also include an annual 5% uplift. The Glass Collection Vehicles have been assumed to last 5 years, with a small part replacement in year 2 (covered by an annual R&R budget) and a large part replacement in year 3 (through the Capital Programme), before a full replacement in year 5.
- 9.3 It has been assumed that the transfer station will initially be installed in the Lorry Park taking up 3 spaces. The loss of income has been based on 3 spaces at £16.25 (the net fee) per space for 209 days due to Monday – Thursday being the busiest days. These assumptions have been agreed with the Parking Services Manager.
- 9.4 Should the Lorry Park be relocated in the future, the glass recycling transfer station could stay in situ for a period until works start on the Lorry Park site. After which it would need to be moved to the preferred site. Year 5 has been estimated for the requirement to move or rebuild the transfer station. Plans are also underway to consider the long-term development of Brunel Drive and Farrar Close given the future need to electrify the fleet and to accommodate the requirements of the NWS.
- 9.5 The used Tele Handler is expected to last 7 years, with a part replacement in year 5 covered with an annual R&R budget included in the running costs with fuel and maintenance.
- 9.6 Glass Collection Vehicle Running Costs include R&R, tyres, fuel and maintenance.
- 9.7 The crew salary estimate is based on the assumed pay award for 2022/23 as per the MTFP.

9.8 The Refuse Collection budget currently contains an amount for bin replacement, it has been assumed that this should increase by £30,000 per year to account for the 140I bin replacements that the team will need to arrange on top of current replacements.

Capital Expenditure Financing

9.9 It is recommended that the Bin purchase be funded from the Change Management reserve, to reduce the annual impact on the general fund.

9.10 All other capital expenditure will be financed by borrowing and will therefore attract a cost for interest and Minimum Revenue Provision.

Additional Expenditure	Capital Year 1	Revenue Year 1	Revenue Year 2	Capital Year 3	Revenue Year 3	Revenue Year 4	Capital Year 5	Revenue Year 5
Bin Purchase	1,229,300							
x2 Glass Collection Vehicles Purchase	430,500			36,500			549,400	
Transfer Station	38,400						49,000	
Tele Handler	42,000							
x2 Glass Collection Vehicles Running Costs		52,000	53,600		55,200	56,800		58,500
Crew (x2 Drivers x2 Loaders)		121,700	125,500		126,900	133,500		137,500
Transfer Station Site R&R		2,500	2,500		2,500	2,500		2,500
Bin Replacement budget increase		30,000	30,900		31,800	32,800		33,800
Tele Handler Running Costs		7,500	7,500		7,500	7,500		7,500
Loss of Income from Lorry Park		10,200	10,500		10,800	11,100		11,400
Interest on Borrowing		28,900	28,900		28,900	28,900		28,900
Minimum Revenue Provision			99,800		99,800	99,800		99,800
Total	1,740,200	252,800	359,200	36,500	363,400	372,900	598,400	379,900

Income

9.11 The table below summarises the income that could be generated as a result of implementing Kerbside Glass Recycling. This income is not guaranteed and will be unpredictable following the release of the NWS however, this is what is expected based on the information held currently.

9.12 As per paragraph 7.2, the service currently receives recycling credits from Nottinghamshire County Council based on a value set by Government for glass diverted from landfill. This is expected to increase by £51,100 if 80% of the district (outside the ROB area) participate in the scheme. The table also includes three amounts that could be received from recycling the collected glass.

Additional Income	Revenue Year 1	Revenue Year 2	Revenue Year 3	Revenue Year 4	Revenue Year 5
Additional recycling credits	(51,100)	(51,100)	(51,100)	(51,100)	(51,100)
Income generated from Glass Recycling	(61,000)	(61,000)	(61,000)	(61,000)	(61,000)
Total Income	(112,100)	(112,100)	(112,100)	(112,100)	(112,100)

Net Budget changes

9.13 If the above income is realised, the below shows the net budget requirement for both Capital and Revenue

Net Budget Requirement	Capital Year 1	Revenue Year 1	Revenue Year 2	Capital Year 3	Revenue Year 3	Revenue Year 4	Capital Year 5	Revenue Year 5
Total	1,740,200	140,700	247,100	36,500	251,300	260,800	598,400	267,800

10.0 Equalities Implications

All support provided for other domestic waste and recycling services would apply e.g., assisted collection.

Background Papers and Published Documents

Appendix 1 – glass recycling rates for other councils in Nottinghamshire.

Appendix 2 – recycling figures for other councils in Nottinghamshire.

APPENDIX 1

WCA RECYCLING CREI	Apr	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	
Ashfield DC													
Glass - kerbside	296.10	275.40	287.86	289.92	264.58	249.92	225.86	223.08	258.34	301.42	254.88	250.56	3,177.92
Glass - bring banks	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bassetlaw													
Glass - bring banks	120.18	89.35	83.52	104.97	94.86	124.40	59.29	96.65	106.95	114.93	88.28	92.62	1,176.00
Broxtowe BC													
Glass - kerbside	199.20	170.11	224.44	141.50	56.62	198.46	170.27	172.98	179.31	255.76	142.10	171.64	2,082.39
Glass - bring banks	45.45	28.95	29.30	40.47	17.84	14.33	20.06	18.36	23.85	18.56	23.91	36.44	317.51
Gedling BC													
Glass - kerbside	274.36	250.5	280.34	269.70	234.82	221.58	201.60	216.74	246.92	301.06	207.84	237.40	2,942.86
Glass - bring banks	16.39	13.06	14.51	16.16	4.56	0.00	0.00	0.00	0.00	16.16	0.00	0.00	80.83
Mansfield DC													
Glass - kerbside	0.00	389.26	194.40	223.72	166.92	188.30	166.42	167.11	165.04	222.98	252.44	165.94	2,302.53
Glass - bring banks	57.49	39.05	44.12	37.261	17.85	18.85	0.00	11.31	23.71	0.00	8.80	0.00	258.44
Newark & Sherwood DC													
Glass - bring banks	156.42	148.22	138.65	179.73	133.83	120.98	138.199	112.64	149.81	148.13	118.35	121.73	1,666.70
Glass - kerbside (R.O.B)													510.90
Rushcliffe BC													
Glass - bring banks	311.75	285.55	255.20	299.87	228.04	254.66	227.67	257.86	256.25	284.22	226.18	224.81	3,112.06

2022/23 Recycling rates

Local Authority	Recycling Rate
Ashfield District Council	58.7%
Bassetlaw District Council	26.4%
Broxtowe Borough Council	35.7%
Gedling Borough Council	33.1%
Mansfield District Council	32.1%
Newark & Sherwood District Council	36.0%
Rushcliffe Borough Council	48.0%

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

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