

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, Nottinghamshire, NG24 1BY on Tuesday, 19 September 2023 at 6.00 pm.

PRESENT: Councillor P Peacock (Chairman)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier,
Councillor K Melton, Councillor E Oldham, Councillor M Spoons,
Councillor P Taylor and Councillor R Holloway

ALSO IN ATTENDANCE: Councillor N Allen, Councillor I Brown, Councillor R Jackson, Councillor J Lee, Councillor S Michael and Councillor P Rainbow.

32 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

There were no declarations of interest.

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

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

34 CHAIR'S UPDATE

The Leader and Chair referred to three recent events, the Tour of Britain cycle race, the Community Awards ceremony and the Dragon Boat race along the River Trent in Newark which had all been successfully ran with support from the District Council.

35 PLANS TO DECARBONISE THE COUNCIL'S ESTATE (KEY DECISION)

The Business Manager – Corporate Property presented a report which provided the Cabinet with an update on plans to appoint consultants to develop a decarbonisation plan for the Council's buildings in line with the Council's Community Plan objectives and stated plan to be net carbon neutral by 2035.

It was noted that within the Council's carbon footprint there were two principal sources of emissions, the fleet and Council buildings. Work was underway to understand how the Council's depot at Brunel Drive may need to be developed to support low emission vehicles and five buildings had been identified for photovoltaic panels to be fitted. However, a number of other sites, as listed in the report, had been approved for the decarbonisation plan and the Council had approached the market to identify consultants to carry out feasibility work.

Following a tender exercise, a preferred partner had been selected with a value of £150,780. Surveys would commence following approval of the budget, with a completion date in late Autumn 2023. Costings for the required works would also be produced for future funding requests. It was noted that government funding rounds were made available, but it was necessary to have ready made schemes to submit in order to be successful.

AGREED (unanimously) that Cabinet approve a budget of £150,780 from the Change Management Reserve to fund the work identified in the report.

Reasons for Decision

To enable a programme of decarbonisation activities in line with the Council's Climate Emergency Strategy and Action Plan for a carbon net neutral target date of 2035.

Options Considered

The Council has a target of being net carbon neutral, excluding housing, by 2035. The two main sources of carbon within the Council's footprint are its fleet and its buildings. Doing nothing is therefore not deemed a viable alternative to deliver carbon savings within the Council's estate, whilst the expertise and capacity to deliver this work in-house is not currently available.

36 UPDATE ON KERBSIDE GLASS RECYCLING SCHEME

The Director – Communities & Environment presented a report which set out the current status and risks of the glass recycling project. An update on the project was set out in section 2 of the report. This provided updates on the infrastructure and capital works required; the vehicle and depot capacity; the waste transfer station; some of the arrangements for the service; working with Recycling Ollerton & Boughton; procurement; and resources, both staffing and financial.

In the report summary it was advised that the project continued to progress across the various areas and was still on schedule to go live in 2023/24, however there were slight risks around the transfer station. In addition, the anticipated shortfall in the budgets from 2024 onwards, could be covered if a planned increase in the garden recycling fee was implemented.

AGREED (unanimously) that Cabinet:

- a) note the current status of the project and note the challenges which may impact the project launch date;
- b) note that there is currently an additional forecast budget requirement of £30k from 2024/25;
- c) note that the garden recycling subscription fee is increased from £35 to £37 from 2024/25, in line with the rationale set out in paragraphs 2.6.8 and 2.6.10 of the report;
- d) note that the one-off funding of circa £8k for glass recycling boxes be provided to Recycling Ollerton and Boughton (ROB);
- e) approve the transition of apprentice mechanic to a permanent FTE at NS9; and
- f) further updates be provided where required.

Reason for Decision

To introduce a kerbside glass collection service in line with resident feedback, the aspirations within the Community Plan and within the budget previously agreed by the Council.

Options Considered

As set out, the report provides an update on an existing Council decision to introduce a kerbside glass collection service in Newark and Sherwood. As such, no alternatives have been put forward at this stage.

37 AMENDED ALLOCATIONS AND DEVELOPMENT MANAGEMENT DEVELOPMENT PLAN DOCUMENT (KEY DECISION)

The Business Manager – Planning Policy & Infrastructure presented a report which sought approval for the Publication Version of the Amended Allocations & Development Management Development Plan Document, and which set out proposals around the provision of a Gypsy Roma Traveller site at the former Belvoir Iron Works, Newark.

Work on preparing the Amended Allocations & Development Management DPD had gone through the various statutory stages culminating in the publication of a Draft DPD for a period of representation in November and December 2022. A total of 164 representations were received from 63 individuals and organisations. The details were set out in the Statement of Consultation and Appendix A to the report set out the proposed amendments to the DPD in response, and Appendix B was the draft version of the Second Publication Amended Allocations and Development Management DPD.

The draft DPD identified the former Belvoir Ironworks site to the south of Newark as a preferred additional allocation of Gypsy,Roma, Traveller pitch provision which could be delivered with Council support and resources, and it was noted that negotiations with the landowner were continuing.

AGREED (unanimously) that Cabinet:

- a) endorse the proposed amendments to the previous version of the Amended Allocations & Development Management DPD as set out in Appendix B;
- b) recommends to Full Council that the Amended Allocations & Development Management DPD as set out in Appendix B is published for a period of public representation;
- c) approves, subject to planning, a Maximum Contribution (as set out in the Exempt Appendix) towards the delivery of former Belvoir Iron Works Site, with delegated Authority being given to the Deputy Chief Executive & Director of Resources, in consultation with the Portfolio Holders for Strategy, Performance & Finance and Sustainable Economic Development, to conclude the terms of a land purchase in accordance with the Council's Acquisitions and Disposals Policy, subject to planning and the outcome of the grant funding submission to the Homes England Affordable Homes Programme; and
- d) to add the maximum contribution (as set out in the Exempt Appendix) into the Capital Programme financed by the Change Management Reserve.

Reasons for Decision

To allow Full Council to consider a publication version of the Allocations & Development Management DPD for a period of public representation.

To allow the delivery of the former Belvoir Iron Works site as part of the Council's Gypsy and Traveller Strategy, as contained within the publication version of the Allocations & Development Management DPD.

Options Considered

As set out in Section 1 of the report, the District Council have considered a range of options as part of the Plan Review engagement and consultation process.

38 NEWARK TOWNS FUND PROJECTS UPDATE AND PROJECT ADJUSTMENT REQUEST (KEY DECISION)

The Business Manager – Economic Growth & Visitor Economy presented a report which provided an update on the delivery of the identified priority projects in the Town Investment Plan through the Newark Town Deal (NTD). In addition, the report sought to approve a Project Adjustment Request relating to the Towns Fund area, by seeking to change the redline boundary of the NTD.

The report gave an update on the ten priority projects with three full business cases still to be developed and approved – Newark Cultural Heart, SISCLOG (Gateway Project), and Castle Gatehouse. It was reported that to allow the conclusion of a full business case for the SISCLOG/Newark Gateway redevelopment it was necessary to amend the Newark Towns Fund boundary to include the Newark Showground Policy Area.

AGREED (unanimously) that Cabinet:

- a) note and welcome the progress made in the delivery, assurance and monitoring of the Town Deal (NTD) and proposals within the Town Investment Plan (TIP); and
- b) approve the Project Adjustment Request (PAR) relating to the Towns Fund area, as detailed at paragraph 3 to the report.

Reason for Decision

To ensure the ongoing governance and management of the Towns Fund programme. To ensure that the Towns Fund area boundary is representative of updated information and encompasses all relevant areas.

Options Considered

There is an option to not undertake the PAR relating to the Town Fund Area. This has been discounted as it would not deliver the necessary requirements for the priority projects to be delivered within the programme period.

39 DECANT POLICY 2023 - 2026 (KEY DECISION)

The Portfolio Holder Housing presented a report which set out how the Council supported its tenants across the District when it was necessary to move from their

homes temporarily or permanently to complete major works, or for the demolition or disposal of the property. This was known as the decant process, and a proposed Decant Policy for 2023-2026 was attached as an appendix to the report.

AGREED (unanimously) that Cabinet approve and adopt the Decant Policy for 2023-2026 as set out in the Appendix to the report.

Reason for Decision

To ensure the Council has suitable arrangements in place to support tenants with moving to facilitate necessary works to homes and for good management of housing stock to support our Community Plan objective to create more and better quality homes through our roles as landlord, developer and planning authority.

Options Considered

None, it is necessary to support tenants in this manner.

40 HOUSING SERVICES RESOURCES

The Portfolio Holder Housing presented a report which set out the current challenges in the Housing Services Business Unit and sought Cabinet approval to increase staffing resources to effectively deliver the tenancy & estate management services.

The report detailed the roles and workloads of the tenancy officers and the changes in the sector which had resulted in the additional workloads which were now being seen. It was considered that the additional resources sought would relieve pressure on existing staff, but also be available to be redirected as priorities and/or areas change or require a more intensive housing management approach. It was noted that a review of resources would be undertaken annually.

AGREED (unanimously) that Cabinet approve:

- a) the use of £45,115 from the Housing Revenue Account Service Improvement Reserve to cover the costs of the additional posts for 2023-24; and
- b) the budget for the 5 FTE tenancy officers is included in the baseline budget from 2024 onwards.

Reason for Decision

To ensure we continue to deliver excellent housing services across the district in line with best practice, regulatory compliance and keeping tenants at the heart of our services.

The increase in staffing aligns with our community plan to “create vibrant and self-sufficient local communities where residents look out for each other and actively contribute to their local area; reduce crime and anti-social behaviour and increase feelings of safety in our communities; and improve the health and wellbeing of local residents”.

Options Considered

The consideration for temporary resource was discounted due to the continued rise of complex case management, the increase in homelessness duty discharge into our stock and the difficulty accessing support services within the district.

41 EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Act.

42 HOUSING SERVICES STRUCTURE PROPOSAL

The Cabinet considered the exempt report in relation to a Housing Services structure proposal.

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

Meeting closed at 7.06 pm.

Chairman