

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, 10 December 2024 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier,
Councillor E Oldham, Councillor C Penny, Councillor P Taylor and
Councillor J Kellas

ALSO IN ATTENDANCE: Councillor N Allen, Councillor S Haynes, Councillor J Lee, Councillor
S Michael, Councillor P Rainbow, Councillor N Ross and Councillor
S Saddington

APOLOGIES FOR
ABSENCE:

206 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.

207 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillor L Brazier declared an Other Registerable Interest in Agenda Item No. 14 –
Levelling Up Fund 3 Programme Update – as a Member of Ollerton & Boughton Town
Council.

Councillors S Crosby, J Kellas and P Taylor declared Other Registerable Interests in
Agenda Item No. 6 – Proposal to Site the ‘Kidney Stones’ as Castle House, Newark – as
Members of Newark Town Council.

Councillor J Kellas advised that he was Trustee of Nottinghamshire and Newark
District Scout Group, but not the organisation not of the Scout Group that had been
successful in receiving community grant funding as detailed at Item 9 on the agenda.

208 CHAIR'S UPDATE

The Leader welcomed Councillor J Kellas to his first meeting of the Cabinet after being
appointed as the new Leader of the Conservative Group on the Council. Councillor R
Cozens paid a personal tribute to Councillor R Holloway for her service on the Cabinet.

209 ARTS COUNCIL ENGLAND NATIONAL PORTFOLIO ORGANISATION EXTENSION
APPLICATION (KEY DECISION)

The Business Manager – Heritage & Culture presented a report which updated
Members on the progress of the National Portfolio Organisation (NPO) programme
and proposed that the Heritage & Culture Business Unit applies for the available
extension funding for 2026-27.

The funding agreement was overseen by the independent Board which included the Portfolio Holder and the report gave examples of the projects delivered to date. It was proposed to submit an application to Art Council England for the maximum available funding of £309,000 for 2026-27 confirming that the activity would be broadly in line with 2023-26 plans which had been agreed by the Board. The detailed plans for the additional year would continue to build on the strengths and successes of the original three-year programme.

AGREED (unanimously) that Cabinet:

- (a) approve the submission of the extension application by 19 December 2024;
- (b) approve the extension of the three staff for £137,000 funded by the Arts Council National Portfolio Organisation, to be added to the establishment for 2026-27; and
- (c) approve a budget in 2026-27 of the remaining £172,000 of the £309,000 funded by the National Portfolio Organisation Grant.

Reasons for Decision:

The Open Doors programme links to Objective 7 in the community plan, to celebrate and invigorate community spirit, pride of place and a sense of belonging through heritage, culture and the arts, enabling the Heritage & Culture Business Unit to reach more audiences and increase cultural engagement.

Options Considered:

The extension application is not mandatory, however if the Council does not apply for the extension year there will be a gap in funding and activity will not be able to continue. Not applying would also be to the detriment of any future NPO application, which is anticipated to cover the period 2027-2030.

210 PROPOSAL TO SITE THE 'KIDDEY STONES' AT CASTLE HOUSE, NEWARK

The Portfolio Holder – Heritage, Culture & the Arts presented a report which set out the outcomes from the public consultation following on from a previous in principle decision by the Cabinet to site the Kiddey sculptures at Castle House. The Cabinet considered the responses from the public consultation and the comments from the Policy & Performance Improvement Committee, following their consideration of this item at their meeting held on 25 November 2024.

The cost to deliver the scheme was forecasted as £81,240 when the first report was presented to the Cabinet on 4 June 2024. That was based on latest cost from April, so given inflation a new cost estimate of £87,430 was noted, however this was subject to the works being tendered and completed.

It was reported that subject to any Cabinet decision, Newark Town Council and the District Council would need to enter into a formal agreement for leasing the Kiddey structures. The principles for such an agreement were set out in the report.

AGREED following a named vote (with 6 votes for, 1 against – Cllr Kellas and 1 abstention – Cllr Oldham) that Cabinet:

- a) consider the report on the public consultation on the Kiddey sculptures at Appendix B to the report;
- b) consider the comments from the Policy & Performance Improvement Committee at Appendix A to the report;
- c) confirm the earlier, in principle decision taken on 4 June 2024, to site the Kiddey sculptures at Castle House, Newark;
- d) add a sum of £87,430 to the capital programme funded by the Change Management Reserve, to fund the installation at Castle House; and
- e) give delegated authority to the Director - Communities & Environment, in consultation with the Portfolio Holder, to enter into an agreement with Newark Town Council for a loan of the Kiddey Sculptures.

Reasons for Decision:

The recommendations align with the Community Plan objectives in relation to heritage and culture, particularly the specific actions around increasing the quantity and quality of public art in the district.

Options Considered:

The Kiddey Stones are part of Newark's heritage. For around 40 years they have been under tarpaulin in the town's cemetery. Without funding and a suitable location to site the stones, it is highly likely they will continue to remain away from public view. However, it is an option not to invest in the project.

211 TENANT ENGAGEMENT UPDATE

The Portfolio Holder – Housing invited the Tenant Engagement Officers to present to the Cabinet progress made in relation to tenant engagement arrangements and new activities in the District, and the ongoing work towards maximum compliance with the social housing consumer regulation regime. The Cabinet welcomed and thanked officers for the informative presentation.

AGREED (unanimously) that Cabinet:

- a) review and note the responsibilities of the Council (both Members and officers) as a housing authority in relation to consumer regulation;
- b) note the progress and planned engagement with the Tenant Participation Advisory Services (TPAS) on creating a new, strengthened tenant engagement structure;

- c) note how feedback and insight from the tenant engagement survey 2024 will be used alongside Tenant Satisfaction Measures performance and learning from complaints, to inform the workplan for service improvement for next 18 months;
- d) note that the results of the TPAS re-engineering project will be reported to the Policy and Performance Improvement Committee in June 2025 to scrutinise the detailed action plan, proposals for implementation and endorse for approval by the Tenant Engagement Board and Cabinet; and
- e) approve and endorse a bespoke training session for all Members, to be led by the Tenant Engagement team, to raise awareness and understanding of the Council's obligations regarding tenant engagement and the broader consumer regulations.

Reasons for Decision:

To keep Members updated on progress towards maximum compliance with the Consumer Standards and to highlight how we are aiming to achieve this within the tenant engagement team.

These recommendations align to objective 2, and 8 of the Community Plan. Specifically:

Objective 2 - Explore further ways to seek out imaginative and effective ways to engage with and involve tenants; Design and implement a 'New Housing Management System' for Council owned homes, to provide a modern system and better user experience for both tenants and staff; Embed and evaluate our new 'Repairs Online' service.

Objective 8 - Plan and implement arrangements to respond to new regulatory inspections and requirements.

Options Considered:

Continue with current methods and structure – this would impact the ability of the Council to meet the Consumer Standards, as set out in the Regulator of Social Housing's regime, and potentially result in a worse rating upon inspection.

This option has been discounted since compliance with the standards is a regulatory requirement.

212 YORKE DRIVE REGENERATION UPDATE (KEY DECISION)

The Business Manager – Regeneration & Housing Strategy presented a report which updated Members on the Yorke Drive Regeneration Scheme. The report set out the background to the project and its evolution since the original concept in 2012. The report also detailed the complexities behind the scheme and the external impacts on the project. The report presented three scenarios at section 2.3 for the delivery of social housing within the scheme and projected costs. Some costs had been excluded from

the report and included in an exempt appendix given they were commercially sensitive.

The Cabinet indicated their full support for the project and delivering the scheme for the residents of Yorke Drive.

AGREED (unanimously) that Cabinet:

- a) as landowner, promotes a scheme which will deliver 207 units with an initial split of 133 market and 74 social units;
- b) alongside this, continue to negotiate with Homes England to maximise the affordable housing on the scheme through grant funding and a further report will be brought forward at the appropriate time;
- c) increase the HRA Capital budget by xx (financed by the Major Repairs Reserve) to xx to allow for future inflation and contingency;
- d) the Revenue loss of xx due to the change from Affordable Rent to Social Rent and a reduction in units from 100 to 74 be noted; and
- (e) give delegated authority to the Director - Housing, Health & Wellbeing in consultation with the Director – Resources / S151 Officer and Portfolio Holder for Housing to negotiate and enter into the development agreement and subsequent JCT agreements, subject to planning permission, costs remaining within the approved budget envelope and risk profile.

Reasons for Decision:

To continue the delivery of the Yorke Drive Regeneration Programme, a key action within the Community Plan and delivering overarching transformation for the Bridge Ward.

Options Considered:

Alternative options are considered within the body of the report.

213 COMMUNITY GRANT SCHEME UPDATE (KEY DECISION)

The Business Manager – Regeneration & Housing Strategy presented a report which gave an update on the Community Grant scheme delivery for 2024-25 to date, and budget setting proposals for 2025-26 to 2028-29. During 2023/24 a review of the grant scheme criteria led to a range of changes ineligibility, grant value and prioritisation which were approved by the Cabinet in October 2023.

The first round of the community grant scheme for 2024-25 received 29 applications of which 16 were successful. Five of these grants were allocated funding from the Shared Prosperity Fund. The successful applications were listed in the report. It was proposed that the £100,000 budget for the scheme continue for 2025-26 onwards.

Councillor J Kellas raised the eligibility criteria in relation to small parish councils being

excluded from this funding opportunity. The Portfolio Holder agreed to discuss this further.

AGREED (unanimously) that Cabinet:

- a) notes the delivery of the Community Grant Scheme in 2024-25 to date; and
- b) continue to budget for the Community Grant Scheme for 2025-26 to 2028-29.

Reasons for Decision:

To ensure that funding can be allocated to community groups, supporting communities to be sustainable and thrive.

Options Considered:

To withdraw the community grant scheme – this alternative has been discounted due to the demonstrable positive impact the scheme has on the local community – empowering local groups and developing community capacity and resilience.

To amend the community grant scheme criteria and prioritisation – this alternative has been discounted as the scheme criteria and prioritisation have only been in place for one year (approved Oct 2023) and continue to reflect the Council’s community plan objectives.

214 REVISED CONTAMINATED LAND STRATEGY (KEY DECISION)

The Business Manager – Public Protection presented a report which set out the purpose and revision of the Contaminated Land Strategy. The strategy was a legally required document which detailed how land would be inspected for contamination across the district.

The new strategy provided as an appendix to the report had undergone a full review, taking into account the most up to date statutory guidance available on assessing contaminated land. The strategy also recognised that the majority of assessments and remediation were now completed via the planning process through land redevelopment.

The Business Manager – Public Protection advised that the Environment Agency had submitted a late comment requesting a minor change to the section on their role and adding a further link to a national guidance document. It was confirmed that these changes would be made following approval of the strategy.

AGREED (unanimously) that the Contaminated Land Strategy as set out in Appendix 1 to the report be approved.

Reasons for Decision:

This is a legally required strategy that must be in place to set out how contaminated land is identified across the district.

Options Considered:

Not appropriate, the existing strategy is out of date and not in line with current statutory guidance.

215 PROPOSALS FOR THE FUTURE DEVELOPMENT OF THE BRUNEL DRIVE DEPOT SITE (KEY DECISION)

The Director – Communities & Environment presented a report which put forward proposals for the future development of the Brunel Drive depot site, Farrar Close and the glass recycling facility at the Lorry Park, following a strategic review of the Council's future needs.

The report set out a comprehensive background to the proposals and the Appendix gave a detailed analysis of the Brunel Drive site and Farrar Close. The analysis specifically looked at trying to accommodate all the Council's current and future needs from the site, a permanent glass bulking facility, ten new food waste vehicles, new staff vehicles and better visitor access to the museum store. The appended analysis identified four potential Master Plan options which could be accommodated in three phases. Two of these options were discounted from the outset and options three and four covered in full the report.

AGREED (unanimously) that Cabinet:

- a) approve the future development plan (Option 4) as set out in the attached study at Appendix A and described in the report;
- b) approve that a planning application is prepared and submitted for the permanent siting of the glass bulking facility at the Lorry Park in Newark;
- c) approve a first phase investment of £669,000 including contingency, inflation, and fees, at Brunel Drive and Farrar Close and equivalent budget being added to the Capital Programme for 25/26, in line with the timescales and phasing set out in the report; and
- d) give delegated authority to the Directors of Communities and Environment and Housing, Health and Wellbeing, in consultation with the Portfolio Holders, to tender and deliver the phased programme of investments in line with the indicative timescale set out in the report.

Reasons for Decision:

The recommendations align with the Community Plan objectives in relation to the environment and climate change, whilst waste and recycling always features at the top of any resident polling about the services provided by the Council which matter most to them. The proposals are the most cost-effective in the circumstances and are legislatively and operationally deliverable. They facilitate effective changes in the use of buildings which are no longer required. They also facilitate the Council's ability to accommodate the long-term delivery of new services from the existing site, including food waste, and in time may open up exciting opportunities to enable public access

into the Council's museum store. Whilst there has been a prolonged impasse in terms of national waste and recycling policy and how that is to be funded, the previous Government stated they would not be funding new depots or changes to depots with the rollout of a kerbside food waste collection service and there is no real reason currently to believe that stance will change. As such, Councils will need to arrange and fund their own requirements, which is what these proposals do.

Options Considered:

The study appended to this report sets out that it is not operationally, legislatively, or financially cost-effective for the Council to try to accommodate all of its future needs on the existing Brunel Drive and Farrar Road sites., as well accommodating the glass bulking facility on that site.

The Council could look to purchase a wholly new site, but this would be financially prohibitive and is not necessary given the ability to accommodate much of the Council's operations on the existing site, whilst taking advantage of some buildings on the site which are no longer required or soon could be surplus to requirements.

The Council could look to find an alternative site for the glass bulking station now situated on the Lorry Park. However, this would require the purchase or lease of additional land and the additional construction of a glass bulking facility, which already exists on the Lorry Park. This option would carry unnecessary additional costs. Furthermore, suitable locations are likely to be very challenging to find in order to meet the Environment Agency's permitting regime and planning permission. Efforts to find an alternative site to the Lorry Park in 2023 did not yield a suitable alternative.

The Council could forego the income generated through a glass bulking site and simply take the glass to the Veolia Materials Recovery Facility at Mansfield. In this way the Council would preserve the much-requested kerbside glass recycling service, but would lose a significant quantum of the forecasted £165,000 annual income being generated through the current model, which offsets some of the costs of providing the service.

216 14 MARKET PLACE, NEWARK (KEY DECISION)

The Business Manager – Economic Growth & Visitor Economy presented a report which informed Cabinet of project progress in respect of the 14 Market Place, Newark property, and provided recommendations for final use. Since March 2024, officers had been drawing up a specification based on the creation of a single residential unit at upper floors and commercial shell at ground floor with basement storage. This had identified a need for an uplift in the capital programme budget to £373,000.

The proposals for Newark College taking the tenancy of the ground floor and developing and activating the building for community use, along with the funding proposals were detailed in the report.

AGREED (unanimously) that Cabinet:

- a) note and support the proposed approach to create a usable community space at ground floor and single residential apartment at upper floors for long-lease sale to the market;
- b) approve amending the existing committed Capital budget from £353,000 to £373,000 in order to cover the costs of delivering a) above;
- c) delegate to the Deputy Chief Executive and Director – Resources authority to enter into a lease with the Lincoln College Group (LCG) for use of the ground floor and basement as a Community Information Hub for a minimum period of 3 years and to proceed with the long-leasehold sale of the apartment at upper floors, including the imposition of any necessary service charges for both uses approved;
- d) delegate to the Deputy Chief Executive and Director – Resources authority to include within the terms of c) above a rent-free and service charge free period of 12 months, with rent for subsequent years being jointly sought by the LCG, CVS, and this Council from any revised Newark Long Term Plan for Towns (LTPfT) which shall be capped at a maximum of £9,000 per annum until 31st March 2029; and
- e) subject to c) and d) above to conclude necessary fit-out costs for the Community Information Hub, providing the envelope remains within the revised capital budget of £373,000.

Reasons for Decision:

The use of the building for community space and residential will enable worthwhile use of a key asset within the Council's property portfolio in line with town centre strategy.

Options Considered:

There is an option to 'do nothing' and mothball the building. This option has been discounted as it is a prime retail unit within Newark Town Centre and regenerating the site for future uses is a focus for the economic growth of the town.

217 TOWNS FUND PROJECT UPDATE

The Business Manager – Economic Growth & Visitor Economy presented a report which provided an update on Newark Town Fund and Long-Term Plan for Town (LTPfT) Programmes. Since the last update report presented to the Cabinet meeting on 4 November 2024, the Policy and Performance Improvement Committee had received a detailed update on projects, outputs and various case studies on 25 November 2024, and the LTPfT had been confirmed in the Autumn Budget Statement.

The report gave a summary of the Towns Fund projects and provided an update from the Town Board. The Cabinet referred to the number of apprenticeships being generated by the YMCA Community and Activity Village and how these were defined.

AGREED (unanimously) that Cabinet:

- a) note and welcome the progress and achievements of Newark Towns Fund projects; and
- b) note the future of Long-Term Plan for Towns Programme following the Autumn Statement in October 2024.

Reasons for Decision:

To update Members on Newark Town Fund and Long-Term Plan for Town Programme.

Options considered:

None, the report just details the projects finding which have delivered significant investment.

218 LEVELLING UP FUND 3 PROGRAMME UPDATE (KEY DECISION)

The Director – Planning & Growth resented an update report in respect of the Levelling Up Fund (LUF) 3 Programme. The update report published after the initial agenda, reflected the further discussions that had been held with the Ministry of Housing, Communities and Local Government to agree in principle the draw down of a deliverable portion of the LUF 3 grant in advance of confirmation of an extension beyond March 2025, and proposed wider recommendations.

The update report presented key recommendations to enable the ongoing delivery of the Ollerton and Clipstone regeneration projects, as well as giving a wider update on the programme. It was noted that a further report may be required at a future meeting, dependent on the finalisation of the Memorandum of Understanding with the Ministry of Housing, Communities and Local Government.

AGREED (unanimously) that Cabinet:

- a) note the report, including the updates associated with the LUF 3 Programme;

Ollerton Project

- b) approves a capital budget of £500,000, financed initially by borrowing, to be replaced by the LUF 3 grant when received, to enable essential project development works associated with the Ollerton scheme, prior to the Council receiving a Memorandum of Understanding, as detailed in section 1.6 of the report;

Clipstone Project

- c) approves a capital budget of £200,000, financed by borrowing initially, to be replaced by LUF 3 grant when received, to enable essential project development associated with the Clipstone scheme

(Phases 2 and 3), prior to the Council receiving a Memorandum of Understanding, as detailed in section 1.9 of the report;

Memorandum of Understanding (MoU)

- d) approves an amendment to the existing delegation to the S151 Officer, Deputy Chief Executive & Director of Resources and Director of Planning and Growth, to include the acceptance of a partial (or full), LUF 3 grant of up to £20m, via an MoU, as detailed in sections 1.12 and 1.13 of the report; and
- e) notes the existing and proposed financial commitments immediately eligible for repayment by MHCLG, subject to a finalised partial, or full MoU, as detailed in section 1.13 of the report.

Reasons for Decision:

To ensure Members are aware of the recent updates and developments associated with the LUF 3 programme, and to enable ongoing progression of both schemes for delivery within potential Government timescales. Without access to further funding, there is an elevated risk that both projects are unable to meet spend timescales detailed within this report.

It is recommended that the Council enters into an initial MoU with MHCLG at the earliest opportunity, to enable existing upfront investment to be eligible for repayment from LUF 3 Grant, in turn reducing the level of financial exposure for the Council.

Options Considered:

It remains an option for the Council to refuse to accept any future LUF 3 grant or decide not to provide further forward funding. This approach is not recommended as it would represent a missed opportunity to deliver genuine and impactful transformative change in the communities of Ollerton and Clipstone. Without additional forward funding, risk is elevated for both projects, particularly regarding timescales to deliver against LUF 3 funding requirements, potential loss of community and partnership momentum, and increased costs due to further delays.

219 INFRASTRUCTURE FUNDING STATEMENT (KEY DECISION)

The Director – Planning & Growth presented a report which updated Cabinet on matters set out in the 2023/24 Infrastructure Funding Statement (IFS) and sought approval to consult with Parish Councils and Parish Meetings on various issues relating to the Community Infrastructure Levy (CIL) Meaningful Proportion, where contributions were retained for local neighbourhoods.

It was a national requirement for the Council to produce an annual IFS setting out the current position on developer contributions which were either monies secured through CIL or onsite infrastructure provision secured through S106 agreements as part of planning applications. The 2024 IFS was attached as Appendix A to the report with a summary being presented in the report. It was noted that the most important projects were the A1 Overbridge at Fernwood and the Tolney Lane Flood

Alleviation Scheme. The Director – Planning & Growth advised that a further report on the A1 Overbridge would be brought to the Cabinet if required.

AGREED (unanimously) that Cabinet:

- a) approve the publication of the Infrastructure Funding Statement, which has been produced in accordance with the legislative requirements, before the end of the calendar year; and
- b) approve consultation with Parish Councils and Parish Meetings on CIL meaningful proportion issues as set out in section 2 of the report.

Reasons for Decision:

To ensure that the District Council is operating in accordance with the requirements of the Community Infrastructure Regulations.

To discuss with Parish Councils and Parish Meetings various issues related to CIL meaningful proportions.

Options Considered:

None, there is a statutory requirement to publish the IFS by the end of the calendar year.

It was considered whether or not consulting the Parish Council and Parish Meetings was necessary, but it is felt if the Council is formulating procedures, it would be appropriate to involve those impacted. In order for the Council to change the payment schedule consultation is required.

220 NEW LOCAL PLAN FOR NEWARK AND SHERWOOD (KEY DECISION)

The Director – Planning & Growth presented a report which updated the Cabinet on progress with the Amended Allocations & Development Management DPD, set out proposals in relation to the development of a new Local Plan for Newark & Sherwood, and proposed amendments to the Local Development Scheme to reflect these.

The report proposed two timetables be prepared for review, committing the Council to prepare a review as soon as possible. Both were based on assumptions which presented risk, but it was considered that whilst the systems may be different (a local plan under current regulations or one under new regulations) the overall task of preparing a plan for the district meant that the preparation work undertaken would not be wasted.

In considering the report, the Cabinet referred to future housing targets, a new Gypsy and Traveller Accommodation Assessment, and the importance of community involvement in shaping the future plan.

AGREED (unanimously) that Cabinet:

- a) note the report;

- b) approve the preparation of a new Local Plan for Newark & Sherwood; and
- c) adopt amendments to the Local Development Scheme as set in Section 2 of this report and Appendix A, to come into force on 17 December 2024.

Reasons for Decision:

To allow Cabinet to note progress on the Plan Review;

To agree to begin preparation of a new Local Plan for Newark & Sherwood so that the Council can demonstrate to the Planning Inspector that it is committed to producing one; and

To allow the Council to publish 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.

Options Considered:

The Inspectorate has requested that the Council confirm its position on Plan Review, therefore in order to meet these requirements it is necessary to review the Local Development Scheme.

221 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 items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 2 and 3 of Part 1 of Schedule 12A of the Act.

222 YORKE DRIVE REGENERATION UPDATE (KEY DECISION)

The Cabinet considered the exempt report in relation to the Yorke Drive Redevelopment Programme.

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

223 ARTS COUNCIL ENGLAND NATIONAL PORTFOLIO ORGANISATION EXTENSION APPLICATION (KEY DECISION) - EXEMPT APPENDIX

The Cabinet considered the exempt appendix to the report on the Arts Council England National Portfolio Organisation Extension Application which contained the Human Resource implications.

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

Meeting closed at 8.30 pm.

Chair