

**ECONOMIC DEVELOPMENT COMMITTEE
NOTE OF DECISIONS TAKEN AND COMPLETED
JUNE 2016 TO PRESENT DAY**

<u>DATE</u>	<u>REPORT TITLE</u>	<u>DECISION TAKEN</u>	<u>UPDATE BY OFFICERS (May 2018)</u>
15.06.16	National Civil War Centre – Newark Museum – Process to Gain Official Arts Council England Accreditation	<p>AGREED (unanimously) that the following policies be approved:</p> <p>(i) National Civil War Centre – Newark Museum – Forward Plan 2016/20;</p> <p>(ii) Collections Care & Conservation Policy; and</p> <p>(iii) Exhibitions & Display Policy.</p>	<p>COMPLETE</p> <p>Arts Accreditation achieved – see updated papers</p> <p>CK - Nationally styled Accreditation from Arts Council England (ACE) achieved November 2017</p>
15.06.18	<p>Nottingham Trent University – Brackenhurst Campus Development – Memorandum of Understanding</p> <p><i>“The District Council will work with Nottingham Trent University and other partners to:</i></p> <ul style="list-style-type: none"> • <i>Support the development of new educational and research facilities at the Brackenhurst Campus;</i> • <i>Encourage the development of businesses and companies locally which harness the education and research potential of the Campus; and</i> • <i>Ensure that new development does not detrimentally affect the setting of the Campus or the town of Southwell.”</i> 	<p>AGREED (unanimously) that delegated authority be given to the Deputy Chief Executive to sign the Memorandum of Understanding with Nottingham Trent University as set out in Appendix A to the report, subject to the amendment to the wording of the Design and Conservation Section as set out above.</p>	<p>COMPLETE</p> <p>JRS - The MOU has been used to support Brackenhurst in their development of the Campus from a Planning perspective; assisting them in the purchase of the Bramley Apple cottages and the eventual development of a Bramley Apple exhibition</p>

15.06.18	Car Parking	<p>AGREED (unanimously) that:</p> <p>(a) a 5 day (Monday to Friday) annual season ticket be made available on request for Riverside Car Park only for a fee of £350.00 pa;</p> <p>(b) free dedicated motor cycle areas be provided at the Wharf, London Road, Riverside and Appletongate Car Parks with a prohibition of motor cycle parking in general bays;</p> <p>(c) urgent discussions be held by the Council with Newark Town Council, the Police and Nottinghamshire County Council to identify an effective solution to the current problem associated with unauthorised access into the Market Place area;</p> <p>(d) subject to further consultation with Nottinghamshire County Council to determine whether sufficient on street parking is available for Pelham Street residents the Council 12 bay car park there be changed and offered for contract parking only; and <i>(Update from 14.09.16 Meeting - In relation to the issues of parking at Pelham Street, Members were informed that a meeting had taken place with residents and consultation had been undertaken with Nottinghamshire County Council. A letter was to be sent to the residents setting out the facts in relation to the matter.</i></p> <p>(e) cashless parking is introduced in all Council car park in Newark by 1 September 2016.</p>	<p>COMPLETE</p> <p>In place</p> <p>This has been done but concerns have been raised about the numbers of spaces available on the Wharf and this is currently being reviewed.</p> <p>Rising Bollard installed</p> <p>Cashless parking via Ringo app available in all car parks</p>
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		<i>(Update from 14.09.16 Meeting - A Member of the Committee queried as to the latest position in relation to the introduction of cashless parking in all Council car parks in Newark. It was noted that at the previous meeting it had been agreed that cashless parking would be with effect from 1 September 2016 but to-date it had not been introduced. In response, Members were advised that its introduction was imminent.)</i>	
15.06.18	St. Mary's Gardens Open Space Scheme	AGREED (unanimously) that the proposed scheme, along with the process to be taken to implement it, be considered and approved as set out in paragraph 4.1 of the report.	COMPLETE AH - I believe this relates to the scheme to improve the former are occupied by the Little Angels Neighbourhood Nursey Initiative and the project has been delivered and has made a significant improvement to the area.
15.06.18	Tourism Report (EXEMPT)	<p>AGREED that:</p> <p>(a) the strategy should have key aims and two distinct plans below the strategy – one for Newark and one for Sherwood and that the aims would be as reflected in the report;</p> <p>(b) Option Four from the Options Appraisal is adopted in order to maximise the tourism spend and to increase visitors spend. This option was to provide Visitor Information from the Visitor Hub and not to renew the SLA with MN&N. Any savings could be ring fenced in the current financial year with a further report to the Committee on options to increase tourism revenue within the district. Specific projects can be undertaken with MN&N where this is best value. Consideration to be given as to whether the BM Heritage, Culture and Visitors has an overview role relating to Castle and Sconce and possible to arts development; and</p>	COMPLETE JRS - Implemented as from April 2017 – update report proposed for June 2018 Economic Development Committee

		(c) to proceed with the Tourism Structure within the Visitor Hub as identified and work with MN&N as appropriate. This does involve redundancies for Tourism staff within Sherwood TIC and the cessation of the support provided at Southwell TIC, although there is no redundancy in this case as the additional ten hours are available within the current budget and structure for Economic Growth.	
14.09.16	Proposed Support for Local Business (Exempt)	<p>AGREED (unanimously) that the matter be referred to the Policy & Finance Committee with a recommendation to develop a Policy in relation to Discretionary Rate Relief.</p> <p><i>Exempt P&F Minute No. 39 (22.09.16) - AGREED (unanimously) that the current policy for awarding discretionary business rates relief under Localism Act provisions be reviewed and brought back to the Committee for approval.</i></p>	COMPLETE
18.01.17	Tourism Strategy	<p>AGREED (by 8 votes for with 3 abstentions) that:</p> <p>(a) the vision, aims and objectives for the Tourism Strategy be agreed; and</p> <p>(b) the Action Plan for 2017/18 as identified within the Strategy be supported.</p>	<p>COMPLETE</p> <p>JRS - In place, actions taken and now to be report to June 2018 Ec Dev Committee</p>
29.03.18	Sconce and Devon Park – Visitor Centre Extension	AGREED (unanimously) that Committee noted the progress of the potential project and its merits. However, the Committee feels that the interconnectivity with other local and heritage schemes cannot be fully assessed at this time and does not recommend that any further progress be made unless significant further funding be found to apply to the scheme.	COMPLETE

21.06.17	Business Case Proposal	<p>AGREED (by 11 votes for with 1 against) that:</p> <p>(a) the recommendation to provide an additional budget of £28,800 to assist with the training of up to 24 people across the district be not supported at this time; and</p> <p>(b) if contributions from either the Department of Work & Pensions and/or the organisation seeking a qualified HGV driver could be secured then the Committee would review their decision noted above not to support.</p>	<p>COMPLETE</p> <p>JRS - As per committee decision, this was not progressed following the successful pilot</p>
21.06.17	Economic Growth & Tourism Update	<p>AGREED (unanimously) that:</p> <p>(a) the activities undertaken within the Economic Growth Team be noted; and</p> <p>(b) the aims for 2017 be supported.</p>	<p>COMPLETE</p> <p>JRS - As per Ec Dev strategy</p>
17.01.18	National Civil War Centre – Newark Museum – Process to Maintain Nationally Styled Arts Council England Accreditation	<p>AGREED (unanimously) that:</p> <p>(a) the following policies be approved:</p> <ul style="list-style-type: none"> (i) National Civil War Centre – Newark Museum – Forward Plan 2016-2010; (ii) Collections Development Policy; (iii) Access Policy; and <p>(b) the Committee agrees to review any future name change of the National Civil War Centre – Newark Museum at an appropriate time in conjunction with the Destination Management Plan and to suitably reflect the purpose and vision of the Centre.</p>	<p>COMPLETE</p> <p>CK - Approved policies issued to Arts Council England</p>

28.03.18	Supporting Small Businesses Through Small Business Rate Relief	<p>AGREED (unanimously) that:</p> <p>(a) the report be noted;</p> <p>(b) Members continue to support the Small Business Rate Relief Scheme as detailed in the report; and</p> <p>(c) the Council undertake an analysis of their business rates database to ascertain which eligible businesses had not applied for small business rate relief and contact them to advise them of the scheme accordingly.</p>	<p>COMPLETE</p> <p>PRW - A list of properties with a rateable value of below £15,000 RV has been produced and matched to those properties currently qualifying for SBR.</p> <p>The residual properties are ones where providing the qualifying criteria are met they may qualify for SBR.</p> <p>It is anticipated that the review of these residual properties will be completed by year 31/12/18.</p>
28.03.18	Ollerton Outreach Service	<p>AGREED (unanimously) that:</p> <p>(a) the continuation of the service be supported; and</p> <p>(b) the aims identified for 2018 as report in paragraph 3.4.2 of the report be supported.</p>	<p>COMPLETE</p> <p>JRS - Outreach continues to be successful</p>

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15.06.18	Ollerton & Boughton Neighbourhood Study	AGREED (unanimously) that the model, scope and proposals detailed as set out in paragraph 5.1 and 5.2 of the report to undertake the Ollerton & Boughton Neighbourhood Study be approved.	ONGOING RM – Report going to June Committee to present draft final Study report.
14.09.16	<p>Hawtonville Community Centre Update</p> <p><i>Paragraph 6.1 - In noting the updates provided in this report on the future use of Hawtonville Community Centre, the Committee is asked to consider the following proposals set against available resources:</i></p> <p>a) <i>Ongoing support is provided to the Newark & Sherwood Play Support Group to source alternative funding mechanisms to enable the Group to become tenants of the Hawtonville Community Centre, and;</i></p> <p>b) <i>Work continues with interested organisations over the short term use of the Centre and with Newark and Sherwood Homes over the proposal to manage the Community Centre.</i></p>	<p>AGREED (unanimously) that:</p> <p>(a) the report be noted; and</p> <p>(b) the proposals as set out in paragraph 6.1 to the report be agreed subject to the addition of:</p> <p>(c) an investigation be held into the option for the potential redevelopment of the site for housing.</p>	ONGOING AH - The application for Lottery funding was unsuccessful and the scheme could not progress. NSH worked with DC Officers to provide an interim management arrangement and the Centre is now under a new lease agreement with Reach Learning Disability. A progress report will be considered by L&E Committee in June.
14.09.16	Newark Castle Gatehouse Tower Project	<p>AGREED (by 7 votes for with 1 against) that:</p> <p>(a) the re-submission of a Stage 1 Heritage Lottery Fund bid towards improvements to the Gatehouse at Newark Castle be approved;</p>	ONGOING PB - This is an ongoing project

		<p>(b) the increase in project costs and the increase in the Council's Phase 1 contribution be supported and the potential Phase 2 contribution be noted and recommended to the Policy & Finance Committee; and</p> <p>(c) following the submission of Phase 1, more work be undertaken to ascertain the throughput and income and to have a view to aligning the heritage attractions into a single entity in Newark.</p>	
23.11.16	<p>Nottinghamshire Pre-Development Fund</p> <p><i>Part of preamble to the resolution.....</i></p> <p><i>Members of the Committee queried as to how the decision on what projects were put forward to apply for funding from the business rates pool had been taken and by who. In response, Members were advised that the timescale to consider which projects had merited submission had been extremely tight and this had not afforded sufficient time to consult with Members of the Committee. When considering the projects, Officers had taken into consideration the council's current priorities. Members expressed concern that they had not been able to take part in the process and requested that a report be brought to a future meeting of the Committee as to what projects had been successful in their funding bids.</i></p>	<p>AGREED (unanimously) that the report be noted.</p>	<p>ONGOING</p> <p>JRS - 3 projects awarded – Ollerton Hall, Newark Buttermarket and Newark Gateway. Studies nearing completion and on list of projects discussed with the Leader</p>

18.01.17	Growth Investment Fund (GIF) (Think Big) Update Report	<p>AGREED (unanimously) that support for the recommendations agreed at the Policy Monitoring Group on 28 November 2016 as follows, be supported:</p> <ul style="list-style-type: none"> (a) the Think BIG Loan Fund continues to focus on gap funding, providing working capital for businesses that demonstrate growth potential and job creation and are unable to obtain the required bank support or other funding. The Fund can thereby make a difference in enabling investment and growth to happen; (b) the Investment Panel to continue to help businesses be in a better position to access funding from Banks and other enders; (c) the Pathfinder element of the loan fund to continue to be promoted to encourage longer term entrepreneurial impact on the local business culture; and (d) the impact and opportunity of the Midlands Engine Investment Fund to be assessed and reported to the next Policy Monitoring Group meeting. 	<p>ONGOING</p> <p>JRS - Loan fund continues to operate, meeting to be organised once new Policy Monitoring Group formed at June Ec Dev to provide an update which can then be presented to Ec Development</p>
18.01.17	Capital Expenditure Newark Town Council – Maps & Signage	<p>AGREED (unanimously) that the Policy & Finance Committee be recommended to add the scheme to the Council's Capital Programme in order to complete the signage and location maps for Newark Town Centre.</p>	<p>ONGOING</p> <p>JRS - Following a number of discussions between Newark Town Council and Via EM, Order now placed (17 May) for full process</p>

29.03.17	The Beacon Innovation Centre	<p>AGREED (unanimously) that:</p> <ul style="list-style-type: none"> (a) the contents of the report be noted; (b) the re-configuration at Newark Beacon takes place following approval by Assessment within NSDC; (c) Policy & Finance Committee be recommended to add the scheme to the capital programme; and (d) the opportunity to re-tender the contract for the three Nottinghamshire Innovation Centres be progressed in a timely and considered manner. <p><i>P&F Minute No. 93 (06.04.17) – AGREED (unanimously) that £75,000 be added to the Council’s Capital Programme for the Newark Beacon Innovation Scheme.</i></p>	<p>ONGOING</p> <p>JRS - Works nearing completion and Commercials team will be presenting options on new contract</p>
29.03.17	Newark Lorry Park Extension Project	<p>AGREED (by 9 votes for and 1 abstention) that:</p> <ul style="list-style-type: none"> (a) the lorry park expansion project be approved; (b) the full expansion scheme be approved with a concrete roadway with the required budget for the project being approved; (c) the above decision of the Committee be reported to the April meeting of the Policy & Finance Committee meeting for ratification; (d) the submission of a planning application and the preparation of tender documents for the project be approved, subject to the approval of the Policy & Finance Committee referred to in Recommendation (c) above; and 	<p>ONGOING</p> <p>AB - Further report to be presented to committee on 20 June 2018</p>

		<p>(e) any approved scheme be included as part of the Council's capital programme.</p> <p><i>P&F Minute No. 85 – AGREED (with 5 votes for and 2 against) that:</i></p> <p>(a) the full lorry park expansion scheme with the concrete roadway and the required budget for this be approved;</p> <p>(b) the submission of a planning application and the preparation of tender documents for the project be approved; and</p> <p>(c) the approved scheme be included as part of the Council's Capital Programme.</p>	
13.09.17	Electric Vehicle Charging Provision in Council Car Parks	AGREED (unanimously) that the review and associated timescale into the provision of electric charging points in the Council Car Parks be approved.	ONGOING AB - Report to be presented to committee on 20 June 2018
13.09.17	Economic Development Strategy Review	<p>AGREED (unanimously) that:</p> <p>(a) the outcomes of the workshop to review the Economic Development Strategy be developed and brought back to the Committee in November 2017; and</p> <p>(b) the collaboration model for Business Facing Departments be progressed.</p>	ONGOING JRS - In progress and collaboration meetings taking place
13.09.17	Business Case Proposal – Sherwood Forest Education Partnership	AGREED (unanimously) that the proposal to provide funding of £6,600 to develop innovative approaches to the long-standing issues of poverty of aspiration and future employment for children, young people and their parents in the Dukeries area be supported.	ONGOING JRS - This project is making excellent progress and a full report will be prepared once complete (Dec 2018)
22.11.17	Tour of Britain – Additional Budget Request	<p>AGREED (unanimously) that:</p> <p>(a) Policy & Finance Committee be recommended to approve the additional budget required, in the sum of £9,970, to cover the costs associated with hosting the Stage 4 Finish of the Tour of Britain 2017; and</p>	ONGOING AH - The 2018 event will take place on Saturday 8 September, a report for budget approval will be considered by P&F in June.

		(b) in principle, the Council would work in partnership with Nottinghamshire County Council and support the Tour of Britain 2018 which would again take place in the county.	
22.11.17	Growth Investment Fund Review	<p>AGREED (unanimously) that:</p> <p>(a) the loan fund continues to operate over the coming years, with an annual review to ensure that it remained appropriate. The fund to be about job creation, job protection and helping/advising businesses;</p> <p>(b) the Economic Growth Team, with input from the Loan Fund Panel, review interest rates and fees to be charged for early stage start-up businesses;</p> <p>(c) the Economic Growth Team, with input from the Loan Fund Panel, review the processes for the loan fund in order to ensure the effectiveness of the operation of the fund;</p> <p>(d) the Committee are advised of the number of applications that result in advice being provided to support the business, but where a loan application is not pursued; and</p> <p>(e) a process be defined for decommissioning the loan fund in the event that it is required.</p>	<p>ONGOING</p> <p>JRS - Loan fund being promoted and panel continuing to meet</p>
17.01.18	Destination Management Plan	<p>AGREED (unanimously) that:</p> <p>(a) the Committee approves the draft Destination Management Plan for consultation with the local and national stakeholders which have been involved in its development;</p>	<p>ONGOING</p> <p>JRS - Actions now taking place including first meeting of NMG and progress re: advertising Place management role.</p>

		<p>(b) the Director – Customers works with partners to establish the Newark Steering Group which would be the body responsible for the delivery of the Destination Management Plan;</p> <p>(c) the Committee approves, in principle, the move to a single management structure for tourism assets within the responsibility of the District Council, the creation of a new marketing post to promote the visitor offer across the District and the commissioning of research to establish better information on visitor numbers and experiences; and</p> <p>(d) subject to the approval of recommendation c), the budgetary implications of the proposals are fully costed and brought back to the Committee for decision at its meeting in March.</p>	
17.01.18	Miner to Major Landscape Partnership Scheme	<p>AGREED (unanimously) that:</p> <p>(a) the Committee approve the District Council becoming a Supporting Partner in the delivery phase of the Miner to Major Landscape Partnership Scheme; and</p> <p>(b) the Committee approve the allocation of £5,000p.a. from the Promotion of Tourism Budget for 2018/29 and commits, in principle, to further annual contributions for the following 4-years, subject to the demonstration of satisfactory progress with the project.</p>	ONGOING

17.01.18	Social Mobility Index Report November 2017	<p>AGREED (unanimously) that:</p> <p>(a) the Committee endorse the collaborative work being undertaken by NSDC relating to issues highlighted in the Social Mobility Index; and</p> <p>(b) the Committee supports further research into opportunities to provide additional support to improve the situation relating to the outcomes of the social mobility index and to receive a further report to the next meeting of the Committee.</p>	<p>ONGOING</p> <p>JRS - Budget was approved and activities now taking place</p>
28.03.18	Rumbles Catering Project	<p>AGREED (unanimously) that:</p> <p>(a) Officers pursue Options 2 and 3 listed in paragraph 3.1 of the report and that these be run simultaneously;</p> <p>(b) a Recovery Plan be developed and submitted to the Council for consideration within the next 3 months;</p> <p>(c) the Board of Trustees be approached with a view to the relevant Ward Member(s) attending their meetings in an observer capacity; and (appointed at Annual Council)</p> <p>(d) a full review of the Rumbles Catering Project be undertaken after a period of 18 months (September 2020).</p>	<p>ONGOING</p>
28.03.18	Tourism – Destination Management Plans (DMP) and Strategic Support	<p>AGREED (unanimously) that:</p> <p>(a) the additional research identified in paragraph 3.3 be supported including the budget implication;</p>	<p>ONGOING</p> <p>JRS – all actions in progress</p>

		<p>(b) the new Place Marketing Manager role be supported, including the budget implication; and</p> <p>(c) the Committee supports undertaking consultation to inform the development of Destination Management Plans for Sherwood and Southwell, to include engaging the previous DMP consultant to assist in uniformity.</p>	
28.03.18	Social Mobility Index Report – November 2018	<p>AGREED (unanimously) that:</p> <p>(a) the collaborative work being undertaken by NSDC relating to issues highlighted in the Social Mobility Index be endorsed;</p> <p>(b) the budget proposal of a maximum of £60k to undertake activities in partnership with DWP and Third Sector partners in order to support individuals in the 18-24 age range into work, training or further support as appropriate, be supported; and</p> <p>(c) a report in relation to the establishment of a budget of £60,000 from general fund underspend be supported and presented to the Policy & Finance Committee on 5 April 2018 for consideration.</p> <p><i>P&F Minute No. 91 (05.04.18) – AGREED (unanimously) that that an additional budget of a maximum of £60,000 to support the programme of work as outlined in the Economic Development Committee report, be approved.</i></p>	<p>ONGOING</p> <p>JRS - As per previous – actions now taking place</p>
28.03.18	Refurbishment of Sherwood Forest Art & Craft Centre and Associated Building	<p>AGREED (unanimously) that:</p> <p>(a) the proposal to invest £250,000 for the refurbishment of the Sherwood Forest Art & Craft Centre and associated building be approved;</p>	<p>ONGOING</p> <p>JRS - Plans for refurbishment have now been communicated and a project plan is in place</p>

		<p>(b) Policy & Finance Committee be recommended to approve the capital expenditure; and</p> <p>(c) a post project review report be presented to the Economic Development Committee 6 months after completion of the refurbishment works in order to ascertain whether the Council's expectations in undertaking the project had been met.</p> <p><i>P&F Minute No. 92 (05.04.18) – AGREED (unanimously) that additional capital expenditure for £250,000 for the refurbishment of the Sherwood Forest Art & Craft Centre, be approved for inclusion in the Council's Capital Programme.</i></p>	
28.03.18	Procurement Update	<p>AGREED (unanimously) that:</p> <p>(a) the delivery of a further workshop for Business Managers within the Council relating to local procurement but supported; and</p> <p>(b) the delivery of appropriate information sessions for businesses regarding local procurements be supported.</p>	<p>ONGOING</p> <p>JRS - Sessions to be planned with Business Managers and at Business events</p>
28.03.18	The Beacon Innovation Centre Newark	<p>AGREED (unanimously) that:</p> <p>(a) the six month extension of the contract, on the existing Terms & Conditions, for the Beacon Innovation Centre be endorsed;</p> <p>(b) the approach to reviewing the future managements of the Beacon Innovation Centre as set out in paragraph 3.2 of the report be approved; and</p> <p>(c) a further report, including a business case, be presented to a future meeting of the Committee.</p>	<p>ONGOING</p> <p>MN - Awaiting business case to Committee</p> <p>MN – See 12.09.18 Agenda</p>

20.06.18	Site Visit to NSDC Owned Facilities	<p>AGREED (unanimously) that:</p> <p>(a) an email be sent to Members of the Committee and Substitutes seeking their preferred dates and any other suggested sites.; and</p> <p>(b) the following Council owned sites would be included for site visits:</p> <ul style="list-style-type: none"> • Sconce and Devon Park • Beacon Innovation Centre • Vicars Water • Craft Centre • Lorry Park • All gateways to Newark • Blidworth and Clipstone Industrial Units 	ONGOING
20.06.18	Promotion of Tourism Update	<p>AGREED (unanimously) that:</p> <p>(a) the activities undertaken since the establishment of the Promotion of Tourism Budget in April 2017 be noted;</p> <p>(b) the Committee support the development of the Tourism offer for the district and in particular the recruitment of the Palace Marketing Manager post and actions from the Newark Destination Management Plan;</p> <p>(c) the Destination Management Plans for Southwell and Sherwood are progressed with the plans to be presented to the 12 September 2018 Economic Development Committee; and</p>	<p>ONGOING</p> <p>JRS – See 12.09.18 Agenda</p>

		(d) an update report including the budget for Social Media be submitted to the 12 September 2018 Economic Development Committee.	
20.06.18	Review of Newark Lorry Park	<p>AGREED (with 7 votes for and 3 votes against) that:</p> <p>(a) the revised scheme for the Newark Lorry Park extension project be approved;</p> <p>(b) the required additional capital and revenue budgets for the project be approved; and</p> <p>(c) the siting of a fuel bunker on the lorry park subject to legal agreements be approved.</p>	Current status to be confirmed
20.06.18	Electric Vehicle Charging Provision in Newark & Sherwood	<p>AGREED (unanimously) that:</p> <p>(a) Chargemaster PLC be appointed to develop infrastructure for charging electric vehicles on Council land;</p> <p>(b) other organisations be approached to offer them the opportunity to provide charging points on their land; and</p> <p>(c) a full plan and recommendations on charging options be submitted to the 12 September 2018 meeting of the Economic Development Committee on completion of the survey.</p>	Current status to be confirmed