

Dear Sir/Madam,

COUNCIL MEETING – 21ST JULY 2015

Notice is hereby given that a meeting of the Newark and Sherwood District Council will be held in the Council Chamber, Kelham Hall on Tuesday, 21st July 2015 at 6.00pm.

Yours faithfully



A.W. Muter
Chief Executive

AGENDA

	<u>Pages</u>
1. Apologies for absence	
2. Minutes of the Annual Meeting held on 19 th May 2015	1 – 26
3. Declarations of Interests by Members and Officers	
4. Declaration of any Intentions to Record the Meeting	
5. Communications which the Chairman or the Chief Executive may wish to lay before the Council	
6. Communications which the Leader of the Council and Committee Chairmen may wish to lay before the Council	
7. Questions from Members of the Public	
8. In accordance with Rule No. 10 to receive Petitions from Members of the Council (if any)	

9.	Change in Committee Membership	27
10.	Appointment of Representatives on Outside Bodies	28 - 29
11.	Members' Allowances Independent Remuneration Panel	30 - 34
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13.	Notices of Motion (if any)	
14.	Questions from Members of the Council	

DELEGATED DECISIONS

15.	(a) Policy & Finance Committee	
	(i) 4 th June 2015	PF1 – PF6
	(ii) 9 th July 2015	PF7 – PF11 (PF12 – PF13 Exempt)
	(b) Economic Development Committee – 24 th June 2015	ED1 – ED4 (ED5 – ED6 Exempt)
	(c) Homes & Communities Committee – 15 th June 2015	HC1 – HC5
	(d) Leisure & Environment – 14 th July 2015	To follow
	(e) General Purposes Committee – 11 th June 2015	GP1 – GP4
	(f) Licensing Committee – 11 th June 2015	L1 – L2
	(g) Planning Committee	
	(i) 9 th June 2015	PL1 – PL5
	(ii) 7 th July 2015	PL6 – PL12 (PL13 Exempt)
	(h) Audit & Accounts Committee – 24 th June 2015	AA1 – AA4

NOTES:

- (1) The Conservative Group will meet at 5.00pm in Room G21 prior to the Council Meeting.
- (2) The Labour Group will meet at 5.00pm in the Training Room prior to the Council Meeting.
- (3) The Independent Group will meet at 5.00pm in Room F19 prior to the Council Meeting.

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Annual Meeting of **NEWARK & SHERWOOD DISTRICT COUNCIL** held in the Council Chamber, Kelham Hall, Newark on Tuesday, 19th May 2015 at 5.30pm.

PRESENT: Councillor Mrs R. Crowe (Chairman)

Councillors: Mrs K. Arnold, D. Batey, R.V. Blaney, Mrs C. Brooks, Mrs I. Brown, M. Buttery, D. Clarke, M. Cope, R. Crowe, Mrs G.E. Dawn, Mrs M. Dobson, P.C. Duncan, K. Girling, G.P. Handley, R.J. Jackson, R.B. Laughton, J. Lee, D.J. Lloyd, Mrs S.M. Michael, N. Mison, D.R Payne, P. Peacock, Mrs P. Rainbow, A.C. Roberts, Mrs S.E. Saddington, Mrs S. Soar, D. Staples, F. Taylor, D. Thompson, Mrs L.J. Tift, Mrs A.A. Truswell, I. Walker, K. Walker, B. Wells, T. Wendels and Mrs Y. Woodhead.

APOLOGIES FOR ABSENCE: Councillors: Mrs B.M. Brooks and G. Brooks.

Prior to the transaction of business the Council stood in silence in memory of Councillor Mrs M. Tribe. Members representing all political groups paid tribute to Councillor Mrs M. Tribe.

1. ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2015/16

Councillor D.J. Lloyd moved and Councillor D.R. Payne seconded that Councillor I. Walker be elected Chairman of Newark & Sherwood District Council for the 2015/16 municipal year.

Councillor Mrs A.A. Truswell moved and Councillor D. Staples seconded that Councillor Mrs L.J. Tift be elected Chairman of Newark & Sherwood District Council for the 2015/16 municipal year.

In accordance with Procedure Rule 28.5 the two nominations for the Office of Chairman were put to the meeting. The voting was as follows:-

Councillor I. Walker – 24 Votes

Councillor Mrs L.J. Tift – 12 Votes (1 abstention)

AGREED that Councillor I. Walker be elected Chairman of Newark & Sherwood District Council for the 2015/16 municipal year.

(Councillor I. Walker signed the Declaration of Acceptance of Office and received the Chain of Office from the Retiring Chairman).

2. PRESENTATION OF PAST CHAIRMAN'S BADGE

Councillor I. Walker presented the past Chairman's badge to Councillor Mrs R. Crowe and thanked her for the way she had carried out her duties as Chairman of the District in 2014/15.

(As the newly elected Chairman, Councillor I. Walker took the Chair for the remainder of the meeting).

3. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR 2015/16

Councillor D.R. Payne moved and Councillor Mrs R. Crowe seconded that Councillor A.C. Roberts be elected Vice-Chairman of Newark & Sherwood District Council for the 2015/16 municipal year.

AGREED (with 35 votes for and 2 abstentions) that Councillor A.C. Roberts be elected Vice-Chairman of Newark & Sherwood District Council for the 2015/16 municipal year.

(Councillor A.C. Roberts signed the Declaration of Acceptance of Office and received the Vice-Chairman's Chain of Office).

4. MINUTES

AGREED that the minutes of the meeting held on 14th April 2015 be approved as a correct record and signed by the Chairman subject to an amendment to Minute No. 70 (a) (i) to reflect that Councillor Mrs M. Dobson thanked officers for facilitating the impending sale (and not leasing) of Coddington Community Centre to Coddington Parish Council.

5. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

NOTED: - (a) the interests declared as shown in the schedule circulated at the meeting;

(b) Councillor Mrs S. Michael declared a disclosable pecuniary interest in respect of Agenda Item No. 20 (b) – Delegated Decisions – Planning Committee – 5 May 2015 – Minute No. 216 – Knapthorpe Grange, Hockerton Road, Caunton (15/00349/FUL) as the applicant; and

(c) Kirsty Cole and David Dickinson declared interests in Agenda No. 17 – The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 – Disciplinary Procedures. They advised that they would remain in the meeting in order to answer any questions put by Members but would leave the meeting if required to do so.

6. DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman advised that the meeting was being recorded by the Council in accordance with the usual practice.

7. COMMUNICATIONS FROM THE CHAIRMAN AND CHIEF EXECUTIVE

The Deputy Chief Executive advised that the Licensing and Planning Committee training sessions, as part of the Members Induction Programme, were to be held on Wednesday 20 May and Monday 1 June. She advised that these were compulsory for Members of the two Committees but were also open to any other Members that wished to attend.

8. PETITIONS

In accordance with Council Procedure Rule No. 10, Councillor R.B. Laughton presented a petition to the Council on behalf of 'We Are Southwell' retailers and residents of Southwell, which called for some action to be taken in respect of over-zealous parking enforcement in Southwell. The petition, signed by 414 people, was presented to the Chairman.

9. POLITICAL COMPOSITION OF THE COUNCIL AND ALLOCATION OF SEATS ON COMMITTEES TO POLITICAL GROUPS

The Council considered the report of the Chief Executive proposing the allocation of seats on Committees to Political Groups, as required by Council Procedure Rule No. 17.6, following the District Council elections held on 7th May 2015.

Section 15 of the Local Government Act and the Local Government (Committees and Political Groups) Regulations 1990 required the Council to allocate seats on committees on a proportional basis in accordance with the number of seats held on the Council by each political group. The proposed allocation of seats was set out in Appendix A to the report.

AGREED (unanimously) that the allocation of seats to Political Groups (as set out in Appendix A to these minutes) be approved.

10. APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE COUNCIL, COMMITTEE CHAIRMAN AND VICE CHAIRMAN, MAJOR OPPOSITION SPOKESPERSONS, MEMBERS TO COMMITTEES AND SUBSTITUTE MEMBERS TO COMMITTEES

The Council AGREED (unanimously) the appointments of the Leader and Deputy Leader of the Council, Chairman and Vice Chairman of Committees, Major Opposition Spokespersons, Members and Substitute Members to Committees as detailed in the schedule circulated at the meeting (Appendix B to the minutes refers).

11. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES AND COUNCIL OWNED COMPANIES

The Council considered the report of the Chief Executive which sought to make appointments to Outside Bodies for the 2015/16 municipal year. The report made specific reference to the appointments of representatives to the two Council owned companies. The Leader of the Council advised that if the numbers on the Board of Newark and Sherwood Homes decreased following the ongoing governance review Councillor Mrs B.M. Brooks would stand down.

AGREED (unanimously) that the appointments of representatives on outside bodies for 2015/16, as set out in the schedule at Appendix C to these minutes, be approved.

12. RULE NO. 4.8 – APPOINTMENT OF PANEL

The Council considered the report of the Chief Executive concerning Council Procedure Rule No. 4.8, which required Council to appoint a panel of at least four Members in order to be in a position to call an Extraordinary Meeting of the Council should the offices of the Chairman and Vice-Chairman of the Council be vacant, or if both the Chairman and Vice-Chairman were unable to act for any reason.

AGREED (unanimously) that the Leader of the Council, Deputy Leader of the Council, together with the Leaders of the Labour and Independent Groups, be appointed to the Panel established in accordance with Council Procedure Rule No. 4.8.

13. SCHEDULE OF MEETINGS FOR 2015/16

The Council considered the report of the Chief Executive which proposed a schedule of meetings covering the period from May 2015 to May 2016. This schedule had been drawn up by the Councillors' Commission who had also suggested that the Council review meeting start times.

AGREED (unanimously) that:

- (a) the proposed Schedule of Meetings for 2015/16 (attached as Appendix D to these minutes) be approved; and
- (b) future meeting start times be changed to 6.00pm with the exception of the Planning Committee which was to start at 4.00pm and the Audit and Accounts and Standards Committees which were to start at 10.00am.

14. THE LOCAL AUTHORITIES (STANDING ORDERS) (ENGLAND) (AMENDMENT) REGULATIONS 2015 - DISCIPLINARY PROCEDURES

The Council considered the report of the Deputy Chief Executive which set out recommendations from the Councillors Commission to amend the Officer Employment Procedure Rules to reflect the provisions of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 and sought to review the remuneration of the Independent Persons appointed to the Council under S28(7) of the Localism Act 2011.

Relevant legislation previously provided that the Head of Paid Service, Monitoring Officer and Section 151 Officer could not be dismissed unless a Designated Independent Person (DIP) had first been appointed to investigate and make a binding recommendation on disciplinary action. The Local Authorities (Standing Orders) (England) (Amendment) Regulations, which came into force on 11th May 2015, removed the requirement for a DIP and provided that any decision to dismiss the relevant statutory officer must be taken by the full Council. The Council must consider any recommendations from an independent panel, the conclusions of any investigation into the proposed dismissal and any representations from the officer concerned. The regulations went on to provide that, in consulting the Independent Panel, the Council "must invite relevant independent persons to be considered for appointment to the Panel, with a view to appointing at least two such persons to the Panel".

In considering the matter, the Councillors' Commission, which met on 23rd April 2015, were clear in their view that such a panel should comprise a mix of independent persons, as required by the relevant regulations, and elected Members. The Commission considered that the Independent Panel could effectively fulfil the same role as the Investigating and Disciplinary Sub-Committee when dealing with disciplinary matters which could potentially result in the dismissal of a statutory officer. Its remit would remain as currently set out in the constitution save that, where it was dealing with matters relating to the potential dismissal of a statutory officer, it would include the two independent persons in addition to its current membership and that, if its recommendation were for the dismissal of a relevant statutory officer, then it could only recommend such action to the full Council. The Chief Officers Appeal Sub-Committee would also remain as currently constituted save that if the appeal was against a recommendation of the Investigating and Disciplinary Sub-Committee for dismissal, the Chief Officers Appeal Sub-Committee could only endorse that recommendation or substitute its own recommendation to the full Council.

AGREED (unanimously) that:

- (a) the Officer Employment Procedure Rules contained in Part 3 of the Constitution be amended as set out in Appendix 1 to the report to reflect the requirements set out in the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015;
- (b)
 - (i) the Independent Panel constituted in accordance with the Regulations comprise the existing membership of the Investigating and Disciplinary Sub-Committee together with two independent persons (to be retitled the Investigating and Disciplinary Panel when acting in that capacity);
 - (ii) the existing membership of the Investigating and Disciplinary Sub-Committee will continue to deal with all disciplinary matters relating to non-statutory Chief Officers and all disciplinary matters relating to statutory Chief Officers short of dismissal;
 - (iii) where a disciplinary matter relating to a statutory Chief Officer may result in dismissal, the Investigation and Disciplinary Sub-Committee will be reconstituted to include the two independent persons (to be retitled the Investigating and Disciplinary Panel) and its remit will remain unchanged save that it will have no delegated powers to dismiss a relevant statutory Officer but can only recommend such action to the full Council;
- (c) Sharon Jones and Richard Dix, the Independent Persons appointed to the Council, be invited to join the Investigating and Disciplinary Panel for the currency of their term of office as independent persons, appointed under S28(7) of the Localism Act 2011;

- (d) the remuneration for both Independent Persons appointed under S28(7) of the Localism Act 2011 be £2064 with effect from 11th May 2015 and the Independent Persons be entitled to receive an additional remuneration for their role on the Investigating and Disciplinary Panel, such sum not to exceed the equivalent of the amount which they receive for their role as Independent Person under S28(7) of the Localism Act 2011;
- (e) the composition and remit of the Chief Officer Appeal Sub-Committee remain as currently constituted save that the case of dismissal of a statutory Chief Officer they may only make a recommendation to the full Council; and
- (f) it be noted that the right to the appointment of a designated independent person is preserved in respect of the Head of Paid Service only by reason of their terms and conditions of employment.

15. DELEGATED DECISIONS

- (a) Special Leisure and Environment Committee – 21st April 2015
- (b) Planning Committee – 5th May 2015
 - (i) Minute No. 210 – Land Rear of 49 The Ropewalk, Southwell (14/02172/FUL)

Councillor G.P. Handley urged the Council to keep the pressure on the County Council to get their flood alleviation programme back on schedule as this was now 14 months in arrears.

Councillor R.V. Blaney advised that he had written to the Chief Executive of Nottinghamshire County Council on this issue and he would circulate his reply to the Chairman of the Planning Committee and the local Ward Members for Southwell.

Meeting closed at 6.38pm.

Chairman

**ALLOCATION OF SEATS TO
POLITICAL GROUPS**

Committee	Conservative	Labour	Independent	Total
Policy and Finance	5	2	0	7
Homes and Communities	7	4	1	12
Leisure and Environment	8	3	1	12
Economic Development	7	4	1	12
Planning Committee	9	5	1	15
General Purposes	9	5	1	15
Licensing	9	5	1	15
Standards Committee*	5	2	1	8
Audit and Accounts Committee	4	1	1	6
Mansfield & District Crematorium Joint Committee**	2	1	0	3
Councillors' Commission	5	2	1	8
Gilstrap Trustees***	3	2	0	5

** (includes other local authority members)

* (includes 2 parish representatives and 1 independent member – non-voting)

*** (to include one local Member)

MEMBERS APPOINTMENTS – 2015/16

COUNCIL

Chairman of the Council	Councillor Ivor Walker
Vice Chairman of the Council	Councillor Tony Roberts
Leader of the Council*	Councillor Roger Blaney
Deputy Leader of the Council*	Councillor David Lloyd

CONSERVATIVE GROUP

Leader	Councillor Roger Blaney
Deputy Leader	Councillor David Lloyd

LABOUR GROUP

Leader	Councillor Abbie Truswell
Deputy Leader	Councillor David Staples

INDEPENDENT GROUP

Leader	Councillor Gill Dawn
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* Council Procedure Rule 17.7 provides that the Leader of the Council will be appointed ex-officio as a member of the Economic Development, Homes & Communities and Leisure & Environment Committees and will be entitled to attend and speak at those committees. He will not be entitled to vote unless expressly appointed as a voting member of the Committee.

The Deputy Leader will be entitled to attend the Economic Development, Homes & Communities and Leisure & Environment Committees in an ex-officio capacity in the absence of the Leader except where the Deputy Leader is already a member of that Committee.

MEMBERSHIP OF COMMITTEES

<u>POLICY & FINANCE COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Roger Blaney (C)	1. David Staples	
2. Roger Jackson	2. Abbie Truswell*	
3. Bruce Laughton		
4. David Lloyd (VC)		
5. Tony Roberts		
SUBSTITUTES	SUBSTITUTES	
1. Peter Duncan	1. Celia Brooks	
2. Tim Wendels	2. Yvonne Woodhead	
<u>HOMES & COMMUNITIES COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Kathleen Arnold	1. Irene Brown
2. Gordon Brooks	2. Celia Brooks*	
3. Keith Girling	3. Mark Buttery	
4. Bruce Laughton (C)	4. David Thompson	
5. Sylvia Michael		
6. Keith Walker		
7. Tim Wendels (VC)		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. John Lee	1. Derek Batey	1. Gill Dawn
2. Penny Rainbow	2. Shelia Soar	
<u>LEISURE & ENVIRONMENT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Max Cope	1. Sheila Soar	1. Gill Dawn
2. Bob Crowe	2. David Staples*	
3. Rita Crowe	3. Linda Tift	
4. Peter Duncan		
5. Roger Jackson (VC)		
6. John Lee		
7. Neill Mison		
8. Tony Roberts (C)		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. Paul Handley	1. Ben Wells	1. Irene Brown
2. Bruce Laughton	2. Paul Peacock	
<u>ECONOMIC DEVELOPMENT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Max Cope	1. Derek Batey	1. Gill Dawn
2. Peter Duncan (VC)	2. Paul Peacock	
3. Keith Girling	3. Ben Wells	
4. Paul Handley	4. Yvonne Woodhead*	
5. David Lloyd (C)		
6. Frank Taylor		
7. Tim Wendels		
SUBSTITUTES	SUBSTITUTES	SUBSTITUTE
1. David Clarke	1. David Thompson	1. Maureen Dobson
2. David Payne	2. Linda Tift	

<u>PLANNING COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Roger Blaney	1. Derek Batey	1. Maureen Dobson
2. David Clarke	2. Celia Brooks	
3. Bob Crowe	3. Linda Tift	
4. Paul Handley (VC)	4. Ben Wells	
5. Neill Mison	5. Yvonne Woodhead	
6. David Payne (C)		
7. Penny Rainbow		
8. Sue Saddington		
9. Ivor Walker		
<u>LICENSING COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Kathleen Arnold	1. Irene Brown
2. Gordon Brooks	2. Mark Buttery	
3. David Clarke (VC)	3. Paul Peacock	
4. Max Cope	4. Sheila Soar	
5. Rita Crowe (C)	5. David Thompson	
6. John Lee		
7. Sylvia Michael		
8. David Payne		
9. Ivor Walker		
<u>GENERAL PURPOSES COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Betty Brooks	1. Kathleen Arnold	1. Irene Brown
2. Gordon Brooks	2. Mark Buttery	
3. David Clarke (VC)	3. Paul Peacock	
4. Max Cope	4. Sheila Soar	
5. Rita Crowe (C)	5. David Thompson	
6. John Lee		
7. Sylvia Michael		
8. David Payne		
9. Ivor Walker		
<u>STANDARDS COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Neill Mison	1. Mark Buttery	1. Gill Dawn
2. Penny Rainbow	2. Ben Wells	
3. Sue Saddington (C)		
4. Frank Taylor		
5. Keith Walker		
<u>AUDIT & ACCOUNTS COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Bob Crowe	1. David Staples	1. Maureen Dobson
2. Rita Crowe		
3. Paul Handley		
4. Sylvia Michael (C)		
<u>MANSFIELD AND DISTRICT CREMATORIUM JOINT COMMITTEE</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. David Payne	1. Sheila Soar	
2. Frank Taylor		
<u>COUNCILLORS' COMMISSION#</u>		
CONSERVATIVE	LABOUR	INDEPENDENT
1. Roger Blaney (C)	1. David Staples	1. Gill Dawn
2. Paul Handley	2. Abbie Truswell	
3. John Lee		
4. David Lloyd		
5. David Payne		

BOARD OF TRUSTEES OF THE GILSTRAP CHARITY AND W.E. KNIGHT TRUST#^

CONSERVATIVE	LABOUR	INDEPENDENT
1. Rita Crowe	1. Linda Tift	
2. Keith Girling	2. Abbie Truswell	
3. David Payne		

Notes:

- 1. C = Chairman
- 2. VC = Vice-Chairman
- # The Councillors' Commission and Gilstrap Trustees do not need to reflect political balance
- * Major Opposition Group Spokesperson
- ^ To include at least one local Member for the area of benefit of the said Charities (Newark as its boundaries existed in 1883 – Castle Ward)

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

LEADER/DEPUTY LEADER APPOINTMENTS

Title of Organisation	Political Split			Representation until May 2016	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
East Midlands Councils (1 & substitute)	1			Cllr. Roger Blaney (Cllr. David Lloyd)	To promote local government in the East Midlands to deliver better outcomes for people living and working in the region.	Meeting has no decision making powers.	Policy & Finance
LGA – General Assembly (1)	1			Cllr. Roger Blaney	Key element of the LGA – acts as the ‘parliament’ for local government. Once a year conference covers a wide range of topics connected with local governance.	All member authorities are entitled to a minimum of one vote and to appoint at least one representative to the General Assembly. Voting and representation at the General Assembly is on the basis set out in the Constitution.	Policy & Finance

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

LOCAL BODIES

Title of Organisation	Political Split			Representation until May 2016	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
Blidworth Community Centre Association (1)		1		Cllr. Linda Tift	To support the social engagement of residents and groups in the local area.	To assist with the allocation of funding to local residents and local groups.	Leisure & Environment
Bridge Community Centre (4)	1	1	2	Cllr. Irene Brown (Ind) Cllr. Gill Dawn (Ind) Roy Williams (Con) Cllr. Paul Peacock (Lab)	To keep in order the finances, running and repairs of the building.	To advise when required and to speak on Centre's behalf when necessary. An elected Member usually chairs the meetings.	Leisure & Environment
Coddington Community Centre (1)	1			Cllr. John Lee	To manage the running of the Community Centre		Leisure & Environment
Management Committee of the Newark Branch of MIND (1)		1		Cllr. David Staples	Provide advice and support and accommodation to people with mental health problems.	Observer.	Leisure & Environment
Newark Homestart Management Committee (1)		1		Cynd Williams	To support parents to grow in confidence, strengthen their relationships with their children and widen links with the local community. Finances are a continual issue.	Trustee. To participate in the role and activities of the Committee and offer local knowledge and knowledge of Council procedures.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Ollerton and District Economic Forum (1)		1		Cllr. Ben Wells	Social and economic regeneration in Ollerton.	Membership of Core Group which is the Management Committee of ODEF. To act as Trustee and manage the business as a Director.	Economic Development
Rainworth Village Hall (1)		1		Cllr. Linda Tift	To secure the establishment of a Village Hall and to maintain and manage, or to cooperate with any local statutory authority in the maintenance and management of the Village Hall, for activities promoted by the Association.		Leisure & Environment
Sherwood Children's Centre (Covering Bilsthorpe; Rainworth South and Blidworth; Edwinstowe and Clipstone; and Rainworth North and Rufford Wards) (1)		1		Cllr. Sheila Soar	To provide support to families with children 0-5 and antenatally, in disadvantaged areas.	Surestart Partnership Board Member.	Leisure & Environment
Southwell Leisure Centre Trustees (6)	6			R. Adley B. Ashworth A. Gregory Cllr. Paul Handley Cllr. Penny Rainbow Cllr. Tim Wendels	To manage the Centre (a registered charity) in accordance with its Scheme of Administration.	Appointed members become Trustees with a duty of care to the Trust. They provide links with the Leisure Services Committee who provide the 'deficit' grant aid.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Southwell Town Forum (1)	1			Cllr. Bruce Laughton	To oversee the development and implementation of the Town Action Plan.	To act as liaison between the Forum and the Council in terms of voting on matters and bringing back requests for support outside of a delegated authority.	Economic Development
Trent Valley Drainage Board (4)	3	1		Cllr. Sylvia Michael (Con) Cllr. David Payne (Con) Cllr. Ivor Walker (Con) Cllr. Ben Wells (Lab)	Land drainage and flood risk management.	Represent the interests of Drainage Rate Payers in the formulation of policy.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

EX-OFFICIO APPOINTMENTS

Title of Organisation	Political Split			Representation until May 2016	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
Lilley and Stone School Charities (Merged with Grove School) (2)	2			Chairman of the Council Cllr. Betty Brooks	Supporting boys and girls through education.	Nominal Trustee appointments. Chairman of the Council to be appointed as an ex-officio Trustee.	Homes & Communities
St. Leonards Hospital Trust (1)	1			Chairman of the Council	To provide sheltered accommodation for residents of Newark and the surrounding area.	Trustee. To provide knowledge of caring for elderly people and the provision of housing. Chairman of the Council to be appointed as an ex-officio Trustee.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

OTHER BODIES

Title of Organisation	Political Split			Representation until May 2014	Purpose of Organisation	Role of Council Members on Body / Member Comments	Relevant Committee
	Con	Lab	Ind				
Bassetlaw, Newark & Sherwood Community Safety Partnership (1)	1			Cllr. Keith Girling	To reduce crime and the fear of crime in partnership with other organisations and engaging the community.	To communicate the work of the Partnership to the Council.	Homes & Communities
Countywide Older Persons Forum (1)		1		Cllr. David Staples	To promote the benefits to the inhabitants of the area through a common effort to advance education and to provide facilities in the interests of social welfare for reaction and leisure-time occupation with the object of improving conditions of life for the said inhabitants.		Leisure & Environment
East Midlands Museums Services (1)	1			Cllr. Tony Roberts	To support local authorities in independent museum trusts to enhance and improve standards in the care and public use of museum collections in the region.	To represent the local authority and attend and vote at company meetings. May be nominated as trustee/director. All lead members invited to elected members panel.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Greenwood Community Forest Partnership (1)		1		Cllr. Linda Tift	To guide the direction of the Partnership, review progress and advise partners of major policy and financial issues. Their work includes regeneration old coal tips, tree planting, working with local communities and creating country walks and parks and habitats for animals.	Voting member of the Board. Daytime meetings can be difficult to get to.	Economic Development
Municipal General Charity (1)	(1)			Trish Gurney (Lab) (until 2016) Cllr. Rita Crowe (Con) (from 2016)	Relief of poverty.	Trustee. To provide knowledge and experience of the area and of people who may be in need. Property owned by the Charity is visited by the Trustees annually.	Homes & Communities
PATROL Adjudication Joint Committee – previously- National Joint Committee (Traffic Penalty Tribunal) (1)	1			Cllr. David Payne	To oversee the work of the Traffic Penalty Tribunal which adjudicates on appeals against parking fines. The Committee sits twice per year and attendance is optional.		Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Newark & Sherwood Community and Voluntary Service (1)	1			Mrs Jean Clarke	Infrastructure organisation supporting the voluntary and community sector.	To bring experience, enthusiasm, skills and ideas into formulating policies which will be put into practice by CVS staff. Opportunities to be involved in recruitment and selection of CVS staff when vacancies arise.	Leisure & Environment
Nottinghamshire Building Preservation Trust (1)	1			Cllr. Peter Duncan	To retain and restore the buildings of architectural and historic interest in the district and to raise awareness of their importance.	To generally oversee the work of the Trust especially expenditure of funds and to express local needs and concerns as a Trustee. Useful for member of the Planning Committee to attend.	Economic Development
Nottinghamshire County Council Health Scrutiny Committee		1		Cllr. David Staples (Cllr. Tony Roberts – substitute)	To review and scrutinise health issues across the County.	Currently the District Council has one member on this Committee.	Leisure & Environment
Nottinghamshire Health and Wellbeing Board (Nottinghamshire County Council)	1			Cllr. Tony Roberts (Cllr. David Staples – substitute)	To oversee and review health and wellbeing issues within the County.	Currently the District Council has one member on this Committee.	Leisure & Environment
Nottinghamshire Police and Crime Panel	1			Cllr. Tony Roberts	To oversee the work of the Police and Crime Commissioner for Nottinghamshire.	Panel comprises of representatives from all the local authorities in Nottinghamshire.	Homes & Communities

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Rural Community Action – Nottinghamshire (1) <i>(formerly known as Notts. Rural Community Council Executive Committee)</i>	1			Cllr. Frank Taylor	To work with all key stakeholders to identify rural needs in Nottinghamshire.	Trustee	Policy & Finance
Sherwood and Newark Citizens Advice Bureau (1)		1		Cllr. Derek Batey	To provide free, independent, confidential and impartial advice to everyone on their rights and responsibilities across the District.		Homes & Communities
Sherwood Forest Hospitals NHS Foundation Trust (1)	1			Cllr. David Payne	The main acute hospitals trust providing healthcare services for people in and around Mansfield, Ashfield, Newark, Sherwood and parts of Derbyshire and Lincolnshire.	To represent views of the Council, advise on the strategic direction of the Trust, oversee the development of the membership body and help to ensure that local health priorities are met.	Leisure & Environment
Upper Witham Internal Drainage Board (1)	1			Cllr. David Clarke	Land drainage and flood protection in low lying areas of the District Council.	To maintain a liaison between the Council, the public and the Board in the areas covered.	Leisure & Environment

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Newark and Sherwood District Council Owned Companies

Title of Organisation	Representation until May 2016	Purpose of Organisation	Role of Council Members on Body/Member Comments	Relevant Committee
Newark and Sherwood Homes Limited (5 Board Members)	Cllr. Betty Brooks (Con) Cllr. Paul Handley (Con) Cllr. Peter Duncan (Con) Cllr. David Payne (Con) Cllr. Celia Brooks (Lab)	The Council's wholly owned housing company – manages the Council's housing stock and other housing related services including development.	Significant training given to Board Members. Demanding role with many meetings.	Policy & Finance Homes & Communities
Active4Today Limited (3 Board Members)	Cllr. Roger Blaney (Con) Cllr. David Lloyd (Con) Cllr. Abbie Truswell (Lab) <i>Representatives to be appointed for a four year term</i>	Wholly owned Council company set up to manage the Council's leisure and sports development services		Leisure & Environment

MAY 2015 – MAY 2016

2015	Monday	Tuesday	Wednesday	Thursday	Friday
May					1
	4 Bank Holiday	5 Planning	6	7 Parliamentary, District & Parish Elections	8
	11	12	13	14	15
	18	19 Annual Council	20	21	22
	25 Bank Holiday	26	27	28	29
June	1	2	3	4 Policy & Finance	5
	8	9 Planning	10	11 GP & Licensing	12
	15 Homes & Communities	16	17	18	19
	22	23	24 Audit & Accounts Economic Development	25	26
	29	30			
July			1	2	3
	6	7 Planning	8	9 Policy & Finance	10
	13	14 Leisure & Environment	15	16	17
	20	21 Council	22	23	24
	27	28	29	30	31

2015	Monday	Tuesday	Wednesday	Thursday	Friday
August	3	4 Planning	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31 BANK HOLIDAY				
September		1	2	3 GP & Licensing	4
	7 Homes & Communities	8 Planning	9 Audit & Accounts Economic Development	10 Policy & Finance	11
	14	15 Leisure & Environment	16 Standards	17	18
	21	22 Council	23	24	25
	28	29	30		
October				1	2
	5 Parish Conference	6 Planning	7	8	9
	12	13	14	15	16
	19	20	21 Economic Development	22	23
	26 Homes & Communities	27 Leisure & Environment	28	29	30

2015/2016	Monday	Tuesday	Wednesday	Thursday	Friday
November	2	3 Planning	4 Audit & Accounts	5 Policy & Finance	6
	9	10 Council	11	12	13
	16	17	18	19	20
	23	24 Leisure & Environment	25 Economic Development	26	27
	30 Homes & Communities				
December		1 Planning	2	3 Policy & Finance	4
	7	8	9	10 GP & Licensing	11
	14	15 Council	16	17	18
	21	22	23	24	25 BANK HOLIDAY
	28 BANK HOLIDAY	29	30	31	
January					1 BANK HOLIDAY
	4	5 Planning	6 Economic Development	7	8
	11	12	13	14	15
	18 Homes & Communities	19	20	21	22
	25	26 Leisure & Environment	27	28 Policy & Finance	29

2016	Monday	Tuesday	Wednesday	Thursday	Friday
February	1	2 Planning	3	4	5
	8	9 Council	10 Audit & Accounts	11	12
	15	16	17	18	19
	22	23	24	25 Policy & Finance (Budget)	26
	29				
March		1 Planning	2	3	4
	7	8	9	10 Council (Tax)	11
	14	15	16 Standards	17 GP & Licensing	18
	21 Homes & Communities	22	23	24 Policy & Finance	25 BANK HOLIDAY
	28 BANK HOLIDAY	29	30 Economic Development	31	
April					1
	4	5 Planning	6 Audit & Accounts	7	8
	11	12 Leisure & Environment	13	14	15
	18	19	20	21	22
	25	26	27	28	29

2016	Monday	Tuesday	Wednesday	Thursday	Friday
May	2 BANK HOLIDAY	3 Planning	4	5 Police & Crime Commissioner Election	6
	9	10	11	12	13
	16	17 Annual Council	18	19	20
	23	24	25	26	27
	30 BANK HOLIDAY	31			

All meetings will start at 6.00pm with the following exceptions:

Planning Committee – 4.00pm

Standards and Audit & Accounts Committees – 10.00am

CHANGE IN COMMITTEE MEMBERSHIP

1.0 Purpose of Report

1.1 To consider a change in Committee membership.

2.0 Background Information

2.1 Following the appointments of Members on Committees at the Annual Meeting, the Labour Group have indicated that they wish to change one of their representatives on the Licensing and General Purposes Committees.

2.2 They wish to appoint Councillor Mrs L.J. Tift in replacement for Councillor D. Thompson.

3.0 RECOMMENDATION

That Council approve the change in Committee membership as set out in the report.

Background Papers

Nil

For further information contact Nigel Hill on ext 5243.

A.W. Muter
Chief Executive

APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

1.0 Purpose of Report

1.1 To nominate District Council representatives to the Newark & Sherwood Clinical Commissioning Group (CCG) Stakeholder Reference Group Sub Committee and the Newark and Sherwood Health Forum.

2.0 Newark and Sherwood CCG Stakeholder Reference Group Sub Committee

2.1 In 2014 the Newark & Sherwood CCG Stakeholder Reference Group Sub Committee revised their terms of reference for their Stakeholder Reference Group, which resulted in an invitation for one representative of the Council to be appointed to the Group for the period 2014/15.

2.2 The Council made an appointment to the Newark & Sherwood CCG Stakeholder Reference Group Sub in December 2014 and a further appointment is required in 2015/16. Councillor A.C. Roberts was appointed as the Council representative in December with Councillor D. Staples being appointed as substitute.

2.3 The Newark & Sherwood CCG Stakeholder Reference Group Sub will be added to the full Schedule of Appointments to Outside Bodies.

3.0 Newark and Sherwood Health Forum

3.1 At the start of this year the Newark and Sherwood Health Forum was officially formed. It consists of officers and Members from the District Council, the CCG and representatives from numerous third sector providers and health sector organisations. The Forum has a governance structure and terms of reference and meets regularly to discuss relevant issues and receive a themed presentation at each meeting.

3.2 In February 2015 the District Council was invited to nominate three elected members to sit on the Forum and further nominations are now required for 2015/16.

3.3 The Newark and Sherwood Health Forum will be added to the full Schedule of Appointments to Outside Bodies.

4.0 RECOMMENDATIONS that:

(a) the Council nominates a representative (and substitute) to the Newark and Sherwood CCG Stakeholder Reference Group Sub Committee for 2015/16; and

(b) the Council nominates three representatives to the Newark and Sherwood Health Forum for 2015/16.

Background Papers

Nil

For further information please contact Nigel Hill on Ext. 5243.

A.W. Muter
Chief Executive

MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL

1.0 Purpose of Report

- 1.1 To set up an Independent Remuneration Panel to review the current scheme of Members' Allowances and to make recommendations to Council for a new scheme.
- 1.2 To clarify Approved Duties for Travel and Subsistence under the current Members Allowances Scheme.

A MEMBERS' ALLOWANCES INDEPENDENT REMUNERATION PANEL

2.0 Background Information

- 2.1 The process for determining and setting Members' Allowances for local authorities is set out in the Local Authorities (Members' Allowances) (England) Regulations 2003. A copy of the Regulations has been placed in the Members' Room.
- 2.2 The Regulations set out the range of allowances that can be paid to Councillors and the requirement to have an Independent Remuneration Panel to make recommendations to the Council regarding Members' Allowances.
- 2.3 The current scheme of Members' Allowances was approved by Council in May 2013, at the time the Council introduced the current Committee system. The Members' Allowances Scheme is part of the Council's Constitution and can be found on the Council's website at: [Part 5 - Members Allowance Scheme](#)
- 2.4 It is appropriate to consider Members' Allowances at the beginning of the life of the new Council, particularly following the Further Electoral Review which reduced the number of Members from 46 to the current 39.

3.0 Allowances Payable Under the Regulations

- 3.1 The main allowances payable by Councils to its Members are a "Basic Allowance" which is paid to all Members and must be the same amount for each Member, and a "Special Responsibility Allowance" which may be paid to such members of the authority as have such special responsibilities in relation to the authority as are specified in the scheme, such as the Leader of the Council, Committee Chairmen, Group Leaders and Group Spokesmen.
- 3.2 It is important to note that the allowance paid to the Chairman of Council does not fall within these Regulations.
- 3.3 The Regulations also cover travelling and subsistence allowances that can be paid, Dependants' carers' allowance and Co-optees' allowance.

4.0 The Independent Remuneration Panel

- 4.1 When considering Councillors' Allowances, each Council is required to have an Independent Remuneration Panel. The Panel must consist of at least three people whose purpose is to make recommendations about the allowances paid to elected members. The Council must "have regard" to the Panel's recommendations in setting its scheme. None of the panel members can be a member of the Council or one of its committees or of an authority in respect of which the Panel makes recommendations.
- 4.2 The basic role of the Panel is to make recommendations as to:
- the level of Basic Allowance for all Members
 - the categories of special responsibility for which a Special Responsibility Allowance should be paid and the levels of those allowances
 - as to whether Dependent Carers' allowance should be payable to Members and the amount of such an allowance
 - travelling and subsistence allowances
 - any annual increase
- 4.3 Parish and Town Councils cannot set up Independent Remuneration Panels, but the District Council's Panel could be asked to consider allowances for Parish and Town Councils. No Parish or Town Council has approached the District Council to say that it wishes to pay allowances, and so it is not proposed to ask the Panel to consider Parish and Town Councils at this stage.
- 4.4 The Council has a legal obligation to publish the recommendations of any review by the Panel and the Council's decision as to those recommendations.
- 4.5 It should be noted that, following a recent change in legislation, pensions are no longer available to Councilors' under the Members' Allowances Schemes.
- 4.6 The Council may pay the members of the Independent Remuneration Panel. It is suggested that it would be appropriate to pay the Chairman of the Independent Remuneration Panel a sum of £2,000, which is in line with the amount paid to the Council's Designated Independent Person, and £500 to each of the other members of the Panel.
- 4.7 There are no restrictions on eligibility for membership of the Independent Remuneration Panel other than those set out in 4.1, above. The Chairman on the Panel should have some knowledge of local government, the role of Councilors' and the relevant regulations, although support can be provided by the Council's officers to the Panel. Other members of the Panel have, in the past, included people from representative groups (eg voluntary sector or business) and individuals. It is not a requirement that members of the Panel must live in the District although some local connection is often helpful.
- 4.8 Discussions have been taking place with a retired senior local Government Officer with a view to him chairing the Panel.

5.0 Proposed Timetable

- 5.1 It is proposed that the Panel should meet over the summer. Typically, the Panel will need about 4 meetings, which will include the opportunity for any Councillors to meet with the Panel if they wish. Written representations can also be made.

5.2 Following the meetings, it will be necessary for the Chairman to prepare the report for submission to the Full Council.

B APPROVED DUTIES UNDER THE MEMBERS ALLOWANCES SCHEME

6.1 Members may only claim travel and subsistence allowance for “Approved Duties”, which relate to carrying out Council Business.

6.2 The regulations covering Approved Duties are set out in the Local Authorities (Members’ Allowances) (England) Regulations 2003. A copy of the relevant extract of the Regulations is attached as Appendix A to this report.

6.3 Standard duties applicable to all authorities are set out in 8.1(a) to 8.1 (g) in the regulations, and cover duties such as attendance at Council and Committee meetings, representation on outside bodies (where mileage is not paid by the body itself) and attendance at meetings of Associations where the Council is a member. This would include bodies such as the Local Government Association.

6.4 Regulation 8.1 (h) gives the Council the ability to designate other duties as approved, provided that they are undertaken as part of the functions of the Council.

6.5 It would be helpful for the Council to clarify the position for Members attending meetings of Parish Councils in their ward. It is proposed that Parish Council meetings be determined as an Approved Duty for the purposes of claiming mileage expenses in the following circumstances:

- a) If all or part of the parish or town Council is within the ward of the District Council Member;
- b) so long as they are not otherwise a member of that parish council; and
- c) if the parish council has included on its agenda an item to receive reports from and raise issues (relating to the activities of the district council) with its ward councillor.

6.6 The Members Claim form has been slightly revised to make it easier for Members to record their approved duties under the Members Allowances Scheme. Copies of the new form have been placed in the Members Room and will be available at the meeting.

7.0 Impact on Budget/Policy Framework

7.1 The budget for 2015/16 reflects the allowances payable under the current Members’ Allowances Scheme. Any changes made to the scheme will need to be reflected in the annual revenue budget. The costs of the Independent Remuneration Panel can be contained within existing budgets.

8.0 RECOMMENDATIONS that:

- (a) the Director - Resources sets up an Independent Remuneration Panel to review the Council’s Scheme of Members’ Allowances;**
- (b) the remit of the Independent Remuneration Panel be as set out in section 4.2 of the report;**

- (c) the Chairman of the Independent Remuneration Panel be paid a sum of £2,000 and the other members be paid a sum of £500, plus any expenses incurred;**
- (d) the Independent Remuneration Panel's report be considered by Council in the autumn; and**
- (e) Parish Council meetings be determined as an Approved Duty for the purposes of claiming mileage expenses in the following circumstances:**
 - (i) If all or part of the parish or town Council is within the ward of the District Council Member;**
 - (ii) so long as they are not otherwise a member of that parish council; and**
 - (iii) if the parish council has included on its agenda an item to receive reports from and raise issues (relating to the activities of the District Council) with its Ward Councillor.**

Background Papers

The Local Authorities (Members' Allowances) (England) Regulations 2003.

For further information please contact David Dickinson, Director - Resources on Ext 5300

David Dickinson
Director - Resources

The Local Authorities (Members' Allowances) (England) Regulations 2003

Travelling and subsistence allowance

8.—(1) A scheme may provide for the payment to members of an authority of an allowance in respect of travelling and subsistence (“travelling and subsistence allowance”), including an allowance in respect of travel by bicycle or by any other non-motorised form of transport, undertaken in connection with or relating to such duties as are specified in the scheme and are within one or more of the following categories—

- (a) the attendance at a meeting of the authority or of any committee or sub-committee of the authority, or of any other body to which the authority makes appointments or nominations, or of any committee or sub-committee of such a body;
- (b) the attendance at any other meeting, the holding of which is authorised by the authority, or a committee or sub-committee of the authority, or a joint committee of the authority and one or more local authority within the meaning of section 270(1) of the Local Government Act 1972, or a sub-committee of such a joint committee provided that—
 - (i) where the authority is divided into two or more political groups it is a meeting to which members of at least two such groups have been invited, or
 - (ii) if the authority is not so divided, it is a meeting to which at least two members of the authority have been invited;
- (c) the attendance at a meeting of any association of authorities of which the authority is a member;
- (d) the attendance at a meeting of the executive or a meeting of any of its committees, where the authority is operating executive arrangements;
- (e) the performance of any duty in pursuance of any standing order made under section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;
- (f) the performance of any duty in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;
- (g) the performance of any duty in connection with arrangements made by the authority for the attendance of pupils at any school approved for the purposes of section 342 (approval of non-maintained special schools) of the Education Act 1996, and
- (h) the carrying out of any other duty approved by the authority, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the authority or of any of its committees or sub-committees.

ANNUAL TREASURY REPORT 2014/15

1. Background Information

- 1.1. The Council's treasury management activity is underpinned by CIPFA's Code of Practice on Treasury Management ('the Code') which requires local authorities to produce annually Prudential Indicators and a Treasury Management Strategy Statement on the likely financing and investment activity. The Code also recommends that members are informed of treasury management activities at least twice a year. Scrutiny of treasury policy, strategy and activity is delegated to the Audit and Accounts Committee.
- 1.2. Treasury management is defined as: 'The management of the local authority's investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.'
- 1.3. Overall responsibility for treasury management remains with the Council. No treasury management activity is without risk; the effective identification and management of risk are integral to the Council's treasury management strategy.

2. Economic Background

- 2.1. The robust pace of GDP growth of 3% in 2014 was underpinned by a buoyant services sector, supplemented by positive contributions from the production and construction sectors. Resurgent house prices, improved consumer confidence and healthy retail sales added to the positive outlook for the UK economy given the important role of the consumer in economic activity.
- 2.2. Annual CPI inflation fell to zero for the year to March 2015, down from 1.6% a year earlier. The key driver was the fall in the oil price and a steep drop in wholesale energy prices with extra downward momentum coming from supermarket competition resulting in lower food prices. Bank of England Governor Mark Carney wrote an open letter to the Chancellor in February, explaining that the Bank expected CPI to temporarily turn negative but rebound around the end of 2015 as the lower prices dropped out of the annual rate calculation.
- 2.3. The Bank of England's MPC maintained interest rates at 0.5%. Its members held a wide range of views on the response to zero CPI inflation, but just as the MPC was prepared to look past the temporary spikes in inflation to nearly 5% a few years ago, they felt it appropriate not to get panicked into response to the current low rate of inflation. The minutes of the MPC meetings reiterated the Committee's stance that the economic headwinds for the UK economy and the legacy of the financial crisis meant that increases in the Bank Rate would be gradual and limited, and below average historical levels.

A more detailed economic and interest rate forecast provided by Arlingclose is attached at ***Appendix A***.

3. Local Context

- 3.1. At 31/03/2015 the Council's underlying need to borrow for capital purposes as measured by the Capital Financing Requirement (CFR) was £122m, while usable reserves and working capital which are the underlying resources available for investment were £43.2m.
- 3.2. At 31/03/2015, the Council had £94m of borrowing and £17m of investments. The Council's current strategy is to maintain borrowing below the underlying level indicated by the CFR, and to use internal resources to cover the gap. This is referred to as internal borrowing.
- 3.3. The Council has an increasing CFR over the next 2 years due to the capital programme and there may be a requirement to borrow up to £6m over the forecast period. However, if reserve levels permit, internal borrowing will be considered.

4. Borrowing Strategy

4.1. Borrowing Activity in 2014/15

	Balance 1/4/14 £000	New Borrowing £000	Debt Maturing £000	Balance 31/3/15 £000
CFR	121,614			122,145
Short Term Borrowing	3,833	13,594	13,600	3,827
Long Term Borrowing	93,175	0	3,016	90,159
Total Borrowing	97,008	13,594	16,616	93,986
Other Long Term Liabilities	224	0	0	224
Total External Debt	97,232	13,594	16,616	94,210
Increase/(Decrease) in Borrowing £000				(3,022)

- 4.2. The Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.
- 4.3. Affordability remained an important influence on the Council's borrowing strategy alongside the "cost of carry" - consideration that, for any borrowing undertaken ahead of need, the proceeds would have to be invested in the money markets at rates of interest significantly lower than the cost of borrowing. As short-term interest rates have remained, and are likely to remain lower than long-term rates, at least over the forthcoming two years, the Council determined it was more cost effective in the short-term to use internal resources instead.
- 4.4. The benefits of internal borrowing were monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose assists the Council with this 'cost of carry' and breakeven analysis.
- 4.5. **LOBOs:** The Council holds £16.5m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost. None of these LOBOS had options during the year.

- 4.6. **Debt Rescheduling:** The premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council's portfolio and therefore unattractive for debt rescheduling activity. No rescheduling activity was undertaken as a consequence.
- 4.7. **Abolition of the PWLB:** In January 2015 the Department of Communities and Local Government (CLG) confirmed that HM Treasury (HMT) would be taking the necessary steps to abolish the Public Works Loans Board. HMT has confirmed however that its lending function will continue unaffected and local authorities will retain access to borrowing rates which offer good value for money. The Council intends to use the PWLB's replacement as a potential source of borrowing if required.

5. Investment Activity

5.1. Investment Activity in 2014/15

	Balance 1/4/14 £000	New Investments £000	Investments Redeemed £000	Balance 31/3/15 £000
Short Term Investments	10,258	148,167	141,337	17,088
Long Term Investments	10	0	10	0
Total Investments	10,268	148,167	141,347	17,088
Increase/(Decrease) in Investments £000				6,820

- 5.2. The Council has held invested funds, representing income received in advance of expenditure plus balances and reserves held. During 2014/15 the Council's investment balances have ranged between £9.5 and £25.5 million. The Guidance on Local Government Investments in England gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles.
- 5.3. Security of capital remained the Council's main objective. This was maintained by following the Council's counterparty policy as set out in its Treasury Management Strategy Statement for 2014/15.
- 5.4. Counterparty credit quality is assessed and monitored by Arlingclose, the Council's treasury advisors, with reference to credit ratings; credit default swap prices, financial statements, information on potential government support and reports in the quality financial press. Arlingclose provide recommendations for suitable counterparties and maximum investment periods.
- A more detailed counterparty update has been provided by Arlingclose and is attached at **Appendix B**.
- 5.5. In March 2012 approximately 82p in the £1 was recovered from the Council's investment in Glitnir Bank. The remaining 18% is held in Icelandic Krona which the Council have not been able to access due to restrictions imposed by the Icelandic government. Deutschebank recently offered to purchase Icelandic Krona from all affected Councils at a discounted rate

and the Director - Resources received delegated authority to proceed with the sale. The process to sign legal agreements to affect the sale is underway, and it is anticipated that the remaining funds will be repaid by the end of June 2015. Once this transaction is complete the Council will have recovered 96.75% of its original investment. The loss amounts to approximately £65,000.

6. Compliance with Prudential Indicators

6.1. The Council can confirm that it has complied with its Prudential Indicators for 2014/15, which were set on 10th March 2014 as part of the Council's Treasury Management Strategy Statement.

6.2. **Interest Rate Exposure:** These indicators allow the Council to manage the extent to which it is exposed to changes in interest rates for both borrowing and investments. The upper limit for variable rate exposure allows for the use of variable rate debt to offset exposure to changes in short-term rates on our portfolio of investments. The figure shown below for the maximum amount of variable rate exposure is negative due to there being a higher level of variable rate investments than variable rate borrowing.

	Approved Limit for 2014/15 £m	Maximum during 2014/15 £m
Upper Limit for Fixed Rate Exposure	103.6	93.2
<i>Compliance with Limit</i>		Yes
Upper Limit for Variable Rate Exposure	7.6	-20.9
<i>Compliance with Limit</i>		Yes

6.3. **Maturity Structure of Fixed Rate Borrowing.** This indicator is to limit large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates.

	Upper Limit %	Fixed Rate Borrowing 31/03/15 £m	Fixed Rate Borrowing 31/3/15 %	Compliance?
Under 12 months	15%	9.3	9.9%	Yes
12 months to 2 years	15%	10.5	11.2%	Yes
2 years to 5 years	30%	11.5	12.3%	Yes
5 years to 10 years	100%	18.2	19.3%	Yes
10 years and above	100%	44.4	47.3%	Yes

6.4. **Principal Sums Invested for over 364 Days.** All investments were made on a short-term basis and there were no investments for more than 364 days.

6.5. **Authorised Limit and Operational Boundary for External Debt.** The Local Government Act 2003 requires the Council to set an Affordable Borrowing Limit, irrespective of their indebted status. This is a statutory limit which should not be breached. The Operational Boundary is based on the same estimates as the Authorised Limit but reflects the most likely, prudent but not worst case scenario without the additional headroom included within the Authorised Limit. The s151 Officer confirms that there were no breaches to the Authorised Limit and the Operational Boundary during 2014/15; borrowing at its peak was £97.3m.

	Approved Operational Boundary 2014/15 £m	Authorised Limit 2014/15 £m	Actual External Debt 31/03/15 £m
Borrowing	110	136.1	94
Other Long Term Liabilities	0.4	0.6	0.2
Total	110.4	136.7	94.2

- 6.6. In compliance with the requirements of the CIPFA Code of Practice this report provides members with a summary of the treasury management activity during 2014/15. None of the Prudential Indicators have been breached and a prudent approach has been taken in relation to investment activity with priority being given to security and liquidity over yield.
- 6.7. The Council also confirms that during 2014/15 it complied with its Treasury Management Policy Statement and Treasury Management Practices.

7. RECOMMENDATION

That the Treasury outturn position for 2014/15 be accepted.

Background Papers

None.

For further information please contact Tara Beesley, Accountant, on Extension 5328.

David Dickinson
Director – Resources

Growth and Inflation: The robust pace of GDP growth of 3% in 2014 was underpinned by a buoyant services sector, supplemented by positive contributions from the production and construction sectors. Resurgent house prices, improved consumer confidence and healthy retail sales added to the positive outlook for the UK economy given the important role of the consumer in economic activity.

Annual CPI inflation fell to zero for the year to March 2015, down from 1.6% a year earlier. The key driver was the fall in the oil price (which fell to \$44.35 a barrel a level not seen since March 2009) and a steep drop in wholesale energy prices with extra downward momentum coming from supermarket competition resulting in lower food prices. Bank of England Governor Mark Carney wrote an open letter to the Chancellor in February, explaining that the Bank expected CPI to temporarily turn negative but rebound around the end of 2015 as the lower prices dropped out of the annual rate calculation.

Labour Market: The UK labour market continued to improve and remains resilient across a broad base of measures including real rates of wage growth. January 2015 showed a headline employment rate of 73.3%, while the rate of unemployment fell to 5.7% from 7.2% a year earlier. Comparing the three months to January 2015 with a year earlier, employee pay increased by 1.8% including bonuses and by 1.6% excluding bonuses.

UK Monetary Policy: The Bank of England's MPC maintained interest rates at 0.5% and asset purchases (QE) at £375bn. Its members held a wide range of views on the response to zero CPI inflation, but just as the MPC was prepared to look past the temporary spikes in inflation to nearly 5% a few years ago, they felt it appropriate not to get panicked into response to the current low rate of inflation. The minutes of the MPC meetings reiterated the Committee's stance that the economic headwinds for the UK economy and the legacy of the financial crisis meant that increases in the Bank Rate would be gradual and limited, and below average historical levels.

Political uncertainty had a large bearing on market confidence this year. The possibility of Scottish independence was of concern to the financial markets, however this dissipated following the outcome of September's referendum. The risk of upheaval (the pledge to devolve extensive new powers to the Scottish parliament; English MPs in turn demanding separate laws for England) lingers on. The highly politicised March Budget heralded the start of a closely contested general election campaign and markets braced for yet another hung parliament.

On the continent, the European Central Bank lowered its official benchmark interest rate from 0.15% to 0.05% in September and the rate paid on commercial bank balances held with it was from -0.10% to -0.20%. The much-anticipated quantitative easing, which will expand the ECB's balance sheet by €1.1 trillion was finally announced by the central bank at its January meeting in an effort to steer the euro area away from deflation and invigorate its moribund economies. The size was at the high end of market expectations and it will involve buying €60bn of sovereign bonds, asset-backed securities and covered bonds a month commencing March 2015 through to September 2016. The possibility of a Greek exit from the Eurozone refused to subside given the clear frustrations that remained between its new government and its creditors.

The US economy rebounded strongly in 2014, employment growth was robust and there were early signs of wage pressures building, albeit from a low level. The Federal Reserve made no change to US policy rates. The central bank however continued with ‘tapering’, i.e. a reduction in asset purchases by \$10 billion per month, and ended them altogether in October 2014. With the US economy resilient enough the weather the weakness of key trading partners and a strong US dollar, in March 2015 the Fed removed the word “patient” from its statement accompanying its rates decisions, effectively leaving the door open for a rise in rates later in the year.

Market reaction: From July, gilt yields were driven lower by a combination of factors: geo-political risks emanating from the Middle East and Ukraine, the slide towards deflation within the Eurozone and the big slide in the price of oil and its transmission though into lower prices globally. 5-, 10- and 20-year gilt yields fell to their lows in January (0.88%, 1.33% and 1.86% respectively) before ending the year higher at 1.19%, 1.57% and 2.14% respectively.

Money Market Data and PWLB Rates

The average, low and high rates correspond to the rates during the financial year rather than those in the tables below.

Please note that the PWLB rates below are Standard Rates. Authorities eligible for the Certainty Rate can borrow at a 0.20% reduction.

Table 1: Bank Rate, Money Market Rates

Date	Bank Rate	O/N LIBID	7-day LIBID	1-month LIBID	3-month LIBID	6-month LIBID	12-month LIBID	2-yr SWAP Bid	3-yr SWAP Bid	5-yr SWAP Bid
01/04/2014	0.50	0.36	0.39	0.42	0.46	0.56	0.84	1.05	1.44	2.03
30/04/2014	0.50	0.36	0.40	0.42	0.47	0.57	0.85	1.09	1.47	2.02
31/05/2014	0.50	0.35	0.40	0.43	0.48	0.67	0.87	1.11	1.46	1.98
30/06/2014	0.50	0.36	0.40	0.43	0.50	0.71	0.94	1.33	1.70	2.17
31/07/2014	0.50	0.37	0.41	0.43	0.50	0.72	0.97	1.34	1.71	2.17
31/08/2014	0.50	0.36	0.42	0.43	0.50	0.77	0.98	1.22	1.53	1.93
30/09/2014	0.50	0.43	0.45	0.43	0.51	0.66	1.00	1.25	1.57	1.99
31/10/2014	0.50	0.40	0.43	0.43	0.51	0.66	0.98	1.10	1.38	1.78
30/11/2014	0.50	0.35	0.50	0.43	0.51	0.66	0.97	0.93	1.15	1.48
31/12/2014	0.50	0.43	0.48	0.42	0.51	0.66	0.97	0.92	1.12	1.44
31/01/2015	0.50	0.45	0.45	0.43	0.51	0.66	0.95	0.83	0.98	1.18
28/02/2015	0.50	0.43	0.47	0.43	0.51	0.66	0.96	0.99	1.22	1.53
31/03/2015	0.50	0.50	0.62	0.43	0.51	0.74	0.97	0.88	1.06	1.34
Average	0.50	0.39	0.44	0.43	0.50	0.67	0.95	1.09	1.38	1.79
Maximum	0.50	0.50	0.62	0.43	0.51	0.81	1.00	1.38	1.77	2.26
Minimum	0.50	0.24	0.36	0.42	0.46	0.56	0.84	0.80	0.96	1.18
Spread	--	0.26	0.26	0.01	0.05	0.25	0.16	0.58	0.81	1.08

Table 2: PWLB Borrowing Rates – Fixed Rate, Maturity Loans

Change Date	Notice No	1 year	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
01/04/2014	127/14	1.44	2.85	3.83	4.41	4.51	4.49	4.47
30/04/2014	166/14	1.45	2.86	3.79	4.37	4.46	4.43	4.41
31/05/2014	206/14	1.45	2.78	3.65	4.27	4.38	4.35	4.33
30/06/2014	248/14	1.63	2.95	3.74	4.30	4.40	4.36	4.34
31/07/2014	294/14	1.66	2.96	3.70	4.21	4.30	4.27	4.25
31/08/2014	334/14	1.55	2.70	3.38	3.88	3.97	3.94	3.93
30/09/2014	378/14	1.57	2.77	3.46	3.96	4.07	4.05	4.03
31/10/2014	424/14	1.44	2.54	3.27	3.86	3.99	3.97	3.96
30/11/2014	465/14	1.39	2.27	2.94	3.54	3.68	3.66	3.65
31/12/2014	508/14	1.32	2.19	2.80	3.39	3.53	3.50	3.49
31/01/2015	042/15	1.30	1.94	2.44	2.98	3.12	3.08	3.06
28/02/2015	082/15	1.37	2.24	2.83	3.37	3.50	3.46	3.45
31/03/2015	126/15	1.31	2.06	2.65	3.20	3.33	3.29	3.28
	Low	1.28	1.91	2.38	2.94	3.08	3.03	3.02
	Average	1.47	2.56	3.28	3.85	3.96	3.93	3.92
	High	1.69	3.07	3.86	4.42	4.52	4.49	4.48

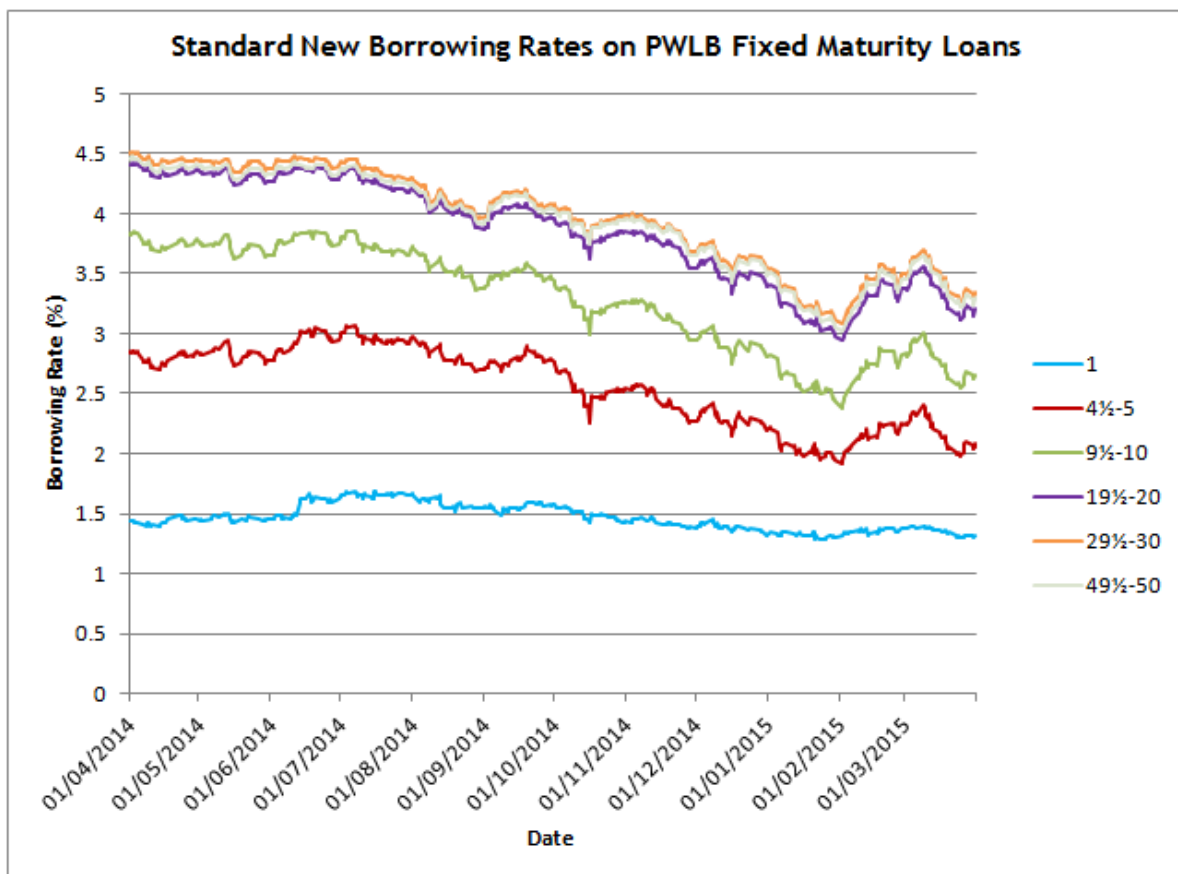


Table 3: PWLB Borrowing Rates – Fixed Rate, Equal Instalment of Principal (EIP) Loans

Change Date	Notice No	4½-5 yrs	9½-10 yrs	19½-20 yrs	29½-30 yrs	39½-40 yrs	49½-50 yrs
01/04/2014	127/14	2.09	2.92	3.85	4.24	4.42	4.49
30/04/2014	166/14	2.12	2.93	3.82	4.20	4.38	4.45
31/05/2014	206/14	2.08	2.84	3.68	4.08	4.27	4.36
30/06/2014	248/14	2.29	3.01	3.76	4.12	4.30	4.38
31/07/2014	294/14	2.32	3.02	3.73	4.05	4.21	4.28
31/08/2014	334/14	2.13	2.75	3.40	3.72	3.89	3.95
30/09/2014	378/14	2.18	2.82	3.48	3.79	3.97	4.05
31/10/2014	424/14	1.97	2.59	3.29	3.66	3.86	3.96
30/11/2014	465/14	1.79	2.31	2.96	3.32	3.54	3.65
31/12/2014	508/14	1.72	2.23	2.82	3.17	3.39	3.50
31/01/2015	042/15	1.59	1.98	2.45	2.77	2.99	3.10
28/02/2015	082/15	1.78	2.29	2.84	3.16	3.38	3.48
31/03/2015	126/15	1.62	2.10	2.67	2.99	3.21	3.31
	Low	1.58	1.94	2.40	2.72	2.95	3.06
	Average	1.99	2.61	3.31	3.66	3.85	3.94
	High	2.39	3.13	3.89	4.26	4.43	4.50

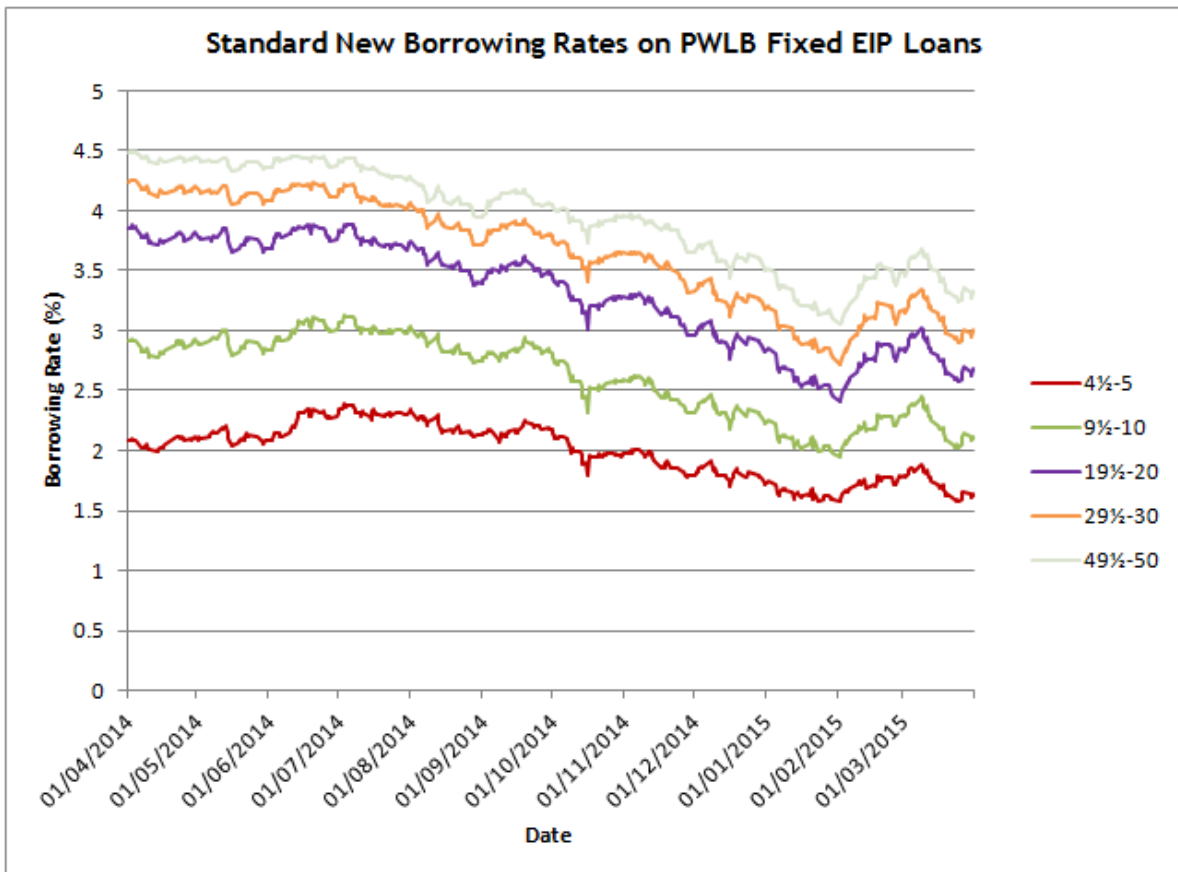


Table 4: PWLB Variable Rates

	1-M Rate	3-M Rate	6-M Rate	1-M Rate	3-M Rate	6-M Rate
	Pre-CSR	Pre-CSR	Pre-CSR	Post-CSR	Post-CSR	Post-CSR
01/04/2014	0.55	0.56	0.57	1.45	1.46	1.47
30/04/2014	0.55	0.56	0.57	1.45	1.46	1.47
31/05/2014	0.55	0.57	0.58	1.45	1.47	1.48
30/06/2014	0.59	0.61	0.67	1.49	1.51	1.57
31/07/2014	0.58	0.61	0.69	1.48	1.51	1.59
31/08/2014	0.58	0.62	0.72	1.48	1.52	1.62
30/09/2014	0.64	0.68	0.75	1.54	1.58	1.65
31/10/2014	0.61	0.63	0.68	1.51	1.53	1.58
30/11/2014	0.58	0.64	0.69	1.48	1.54	1.59
31/12/2014	0.60	0.62	0.66	1.50	1.52	1.56
31/01/2015	0.59	0.60	0.65	1.49	1.50	1.55
28/02/2015	0.61	0.61	0.66	1.51	1.51	1.56
31/03/2015	0.62	0.62	0.66	1.52	1.52	1.56
Low	0.55	0.56	0.57	1.45	1.46	1.47
Average	0.59	0.61	0.66	1.49	1.51	1.56
High	0.64	0.68	0.76	1.54	1.58	1.66

Counterparty Update

The European Parliament approved the EU Bank Recovery and Resolution Directive (BRRD) on April 15, 2014. Taking the view that potential extraordinary government support available to banks' senior unsecured bondholders will likely diminish, over 2014-15 Moody's revised the Outlook of several UK and EU banks from Stable to Negative (note, this is not the same as a rating review negative) and S&P placed the ratings of UK and German banks on Credit Watch with negative implications, following these countries' early adoption of the bail-in regime in the BRRD.

S&P also revised the Outlook for major Canadian banks to negative following the government's announcement of a potential bail-in policy framework.

The Bank of England published its approach to bank resolution which gave an indication of how the reduction of a failing bank's liabilities might work in practice. The Bank of England will act if, in its opinion, a bank is failing, or is likely to fail, and there is not likely to be a successful private sector solution such as a takeover or share issue; a bank does not need to be technically insolvent (with liabilities exceeding assets) before regulatory intervention such as a bail-in takes place.

The combined effect of the BRRD and the UK's Deposit Guarantee Scheme Directive (DGSD) is to promote deposits of individuals and SMEs above those of public authorities, large corporates and financial institutions. Other EU countries, and eventually all other developed countries, are expected to adopt similar approaches in due course.

In December the Bank's Prudential Regulation Authority (PRA) stress tested eight UK financial institutions to assess their resilience to a very severe housing market shock and to a sharp rise in interest rates and address the risks to the UK's financial stability. Institutions which 'passed' the tests but would be at risk in the event of a 'severe economic downturn' were Lloyds Banking Group and Royal Bank of Scotland. Lloyds Banking Group, [whose constituent banks are on the Council's counterparty list], is taking measures to augment capital and the PRA does not require the group to submit a revised capital plan. RBS, which is not on the Council's counterparty list for investments, has updated plans to issue additional Tier 1 capital. The Co-operative Bank failed the test.

The European Central Bank also published the results of the Asset Quality Review (AQR) and stress tests, based on December 2013 data. 25 European banks failed the test, falling short of the required threshold capital by approximately €25bn (£20bn) in total – none of the failed banks featured on the Council's counterparty list.

In October following sharp movements in market signals driven by deteriorating global growth prospects, especially in the Eurozone, Arlingclose advised a reduction in investment duration limits for unsecured bank and building society investments to counter the risk of another full-blown Eurozone crisis. Durations for new unsecured investments with banks and building societies which were previously reduced with some UK institutions, were further reduced to 100 days in February 2015.

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of the **POLICY & FINANCE COMMITTEE** held in Room G21, Kelham Hall, Newark on Thursday 4 June 2015 at 6.00pm.

PRESENT: Councillor R.V. Blaney (Chairman)
Councillor D.J. Lloyd (Vice- Chairman)

Councillors: R.J. Jackson, R.B. Laughton, A.C. Roberts, D. Staples and Mrs A.A. Truswell.

ALSO IN ATTENDANCE: Councillors: Mrs I. Brown, Mrs G.E. Dawn, P.C. Duncan, B. Wells and T. Wendels.

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were no declarations of interest.

3. DECLARATIONS OF INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

4. MINUTES FROM THE MEETING HELD ON 26 MARCH 2015

The minutes from the meeting held on 26th March 2015 were agreed as a correct record and signed by the Chairman.

5. RECONSTITUTION OF WORKING PARTIES AND TASK AND FINISH GROUPS

The Committee considered the report of the Chief Executive which sought to reconvene the Working Parties / Task and Finish Groups established by the Policy and Finance Committee. Details of the groups which were still operational were detailed in the appendix to the report.

In respect of the Future Council Accommodation Task and Finish Group the Committee agreed that this be disbanded with any issues being considered by way of informal meetings of the Policy and Finance Committee.

The Committee were also invited to appoint a member to the Local Development Task and Finish Group in anticipation that the Group would be reconvened by the Economic Development Committee.

AGREED (unanimously) that:

- (a) the Working Parties / Task & Finish Groups, as set out in the appendix to these minutes, be reconvened, with the memberships as detailed; and

- (b) Councillor R.V. Blaney be appointed as the Committee's representative on the Local Development Framework Task Group.

Reason for Decision

To reconvene the appropriate Working Parties/Task & Finish Groups in 2015/16.

6. CORPORATE ENFORCEMENT POLICY

The Business Manager – Environmental Health presented a report which sought adoption of the Council's Corporate Enforcement Policy for 2015. The Council adopted its current Corporate Enforcement Policy in 2007. Whilst this had been subject to minor reviews and updating since its adoption it had never been subject to a full review and update.

The revised policy had been developed within the Council by a small working group of representatives from Business Units that undertake regulatory activity. It had been designed to provide a framework within which each Business Unit could make informed choices about appropriate enforcement based on the circumstances of each case and within the legislative framework available. A copy of the draft policy was attached as an appendix to the report.

AGREED (unanimously) that:

- (a) the Corporate Enforcement Policy be adopted; and
- (b) the policy be reviewed in three years' time, or sooner if there is significant change in any regulatory provisions impacting on the policy.

Reason for Decision

To provide a reviewed and updated Corporate Enforcement Policy for the Council.

7. NEWARK WOMEN'S REFUGE FUNDING

The Business Manager – Community Safety presented a report concerning a successful grant application from the Nottinghamshire Borough and District Councils for refuge funding. In November 2014 the Department for Communities and Local Government announced that it would be offering funding to all housing authorities to support existing Domestic Violence Refuges. All seven districts / boroughs and the refuge providers were invited to discuss a county wide funding bid and the decision was that this would be taken forward. A final bid was submitted with a total countywide funding bid for £680,000. This was collated and submitted by Gedling Borough Council on behalf of the other local authorities.

As the bid was co-ordinated and managed by Gedling Borough Council, it was proposed that all the funding was initially held by Gedling Borough Council and then 'passported' out to the refuges as per the funding bids. This would make the process quicker and prevent those districts/boroughs without refuge provision having to make several agreements with refuges outside their area.

Newark Women's Aid would receive £100,000 which would assist in sustaining the current bed space, increasing the bed space by 1 unit (two bed spaces) and also increasing staffing levels. The refuge would also receive £25,000 which would be used to assist women to move on from the refuge, either by funding necessary household goods such as fridges or paying deposits for alternative housing.

To allow this funding proposal to be taken forward, the Council needed to agree to the funding arrangements being managed by Gedling Borough Council on its behalf. Gedling Borough Council had provided a draft legal agreement, and in partnership with them, we had also drafted a Service Level Agreement to be signed by the refuge.

AGREED (unanimously) that:

- (a) the administrative arrangements, by which Gedling Borough Council will be the fund holder for the funding to support the Newark Women's Aid Refuge, as set out in the report be approved; and
- (b) the Director - Safety be given delegated authority to sign the necessary legal documents to facilitate the funding arrangements.

Reason for Decision

To allow the funding to be distributed effectively and efficiently.

8. NEWARK AND SHERWOOD HOMES - PROPOSED CHANGES TO THE COMPANY'S ARTICLES OF ASSOCIATION

The Director – Safety presented a report which set out recommendations received from the Board of Newark and Sherwood Homes for changes to the Company's Articles of Association.

The Company's Board had now concluded its governance review and, after having taken into account the views of the Committee from its meeting in September, had made the following recommendations to the Council as the sole shareholder for changes to the Company's articles of association:

- A reduction of the Board size to 12 members with the ratio of the constituent parts and all other aspects remaining the same;
- The quorum for board meetings to be 1 person present from each of the three constituent parts of the Board;
- The provision of an honorarium payment, as approved by the Board from time to time, to the Chairman of the Board in recognition of the skills, knowledge and time commitment required of the role; and
- The Chairman to be recruited through a process which enables the consideration of external candidates where necessary.

A copy of the proposed new Articles of Association, amended to take into account the above changes, was attached as an appendix to the report. In respect of the provision of an honorarium payment for the Chairman of the Board, the Committee specified that this should be up to an amount of £6,500 and be subject to the approval of the Council.

AGREED (unanimously) that:

- (a) the Committee consider and resolve that the Council, as the sole shareholder of the Company, make the changes to the Company's Articles of Association as detailed and as attached in the appendix to the report; and
- (b) the Chief Executive be given delegated authority, as the Council's representative, to give effect to the special resolution required to adopt the amended Articles of Association.

Reason for Decision

To enable the Committee to consider recommendations received from the Board of Newark and Sherwood Homes for changes to the Company's Articles of Association.

9. HOUSING GROWTH - BOWBRIDGE ROAD

The Business Manager – Strategic Housing presented a report which updated the Committee on the proposal for residential housing development on the Council owned land at Bowbridge Road, Newark. Discussions had been ongoing with the County Council on the proposal to utilise a proportion of the land at Bowbridge Road to develop 16 apartments of supported living accommodation for younger adults, together with an extra care housing scheme of 60 apartments. Unfortunately, the supported living scheme for younger adults would no longer form part of the Homes and Communities Agency (HCA) bid submission as detailed in the later Urgency Item (Minute No.10 refers). However the Committee noted that there still may be other opportunities to develop such a scheme in the future.

Subject to a successful HCA bid and the Committee formally approving the arrangement to fund its element of the capital contributions for the scheme, work was also required to formalise the co-operation agreement between the District and County Council. This would cover the 40 units and the County Council would have direct nominations to sitting outside of the Council's allocation scheme, consideration will also have to be given to any tenancy issues that may arise. Such a co-operation agreement is normally in place for a 30 year period, with the County Council covering lost rental income for the nominated extra care units during void periods after an agreed period of time and registering an interest in the land to protect its capital contribution.

Newark & Sherwood Homes had assisted the Council to submit the bid to the HCA through engaging an architect and quantity surveyor to draw up the scheme design and appraising the total scheme costs. The Company had also collated and input all the necessary information onto the HCA's Investment Management Submission to enable submission of the bid. Dependant on the notification of a successful bid to the HCA and each partner's formal commitment to its capital contribution a decision was required on who would undertake the project management of the build programme. It was proposed that Newark and Sherwood Homes be appointed to undertake the project management of the complete build programme.

The report also provided the Committee with an update on the development activities it was currently undertaking or supporting to deliver the Council's housing growth strategy across all areas of the district. In addition it was noted that the Council was continuing to explore further housing growth opportunities in both its urban and particularly in smaller rural localities across the district, be it through direct delivery or in partnership with other providers.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) approval be given, in principle, to Newark and Sherwood Homes being appointed to undertake the project management of the complete extra care build scheme on the basis as set out in paragraph 3.13 of the report.

Reason for Decision

The housing growth strategy will contribute to the wider strategic priorities of the Council, meet the evidenced housing need across the district for all tenures and maintain a viable Housing Revenue Account Business Plan.

10. URGENCY ITEM - FUNDING BID SUBMISSION - HOMES AND COMMUNITIES AGENCY, CARE AND SUPPORTED SPECIALISED HOUSING FUND

The Committee noted the decision to submit a funding bid in partnership with Nottinghamshire County Council and Newark and Sherwood Homes to the HCA's Care and Specialised Housing Fund (Phase 2) based on the delivery of a 60 apartment Extra Care Housing Scheme.

AGREED (unanimously) that the decision be noted.

Reason for Decision

To submit the bid by the requisite deadline of 29 May 2015. The scheme offers a unique opportunity to greatly improve the lives of older persons living in the District.

11. MINUTES FROM THE MEETING OF THE STRATEGIC HOUSING LIAISON PANEL HELD ON 9 MARCH 2015

The Committee considered the minutes from the meeting of the Strategic Housing Liaison Panel held on 9 March 2015.

AGREED (unanimously) that the minutes be noted.

Reason for Decision

To ensure Members of the Policy and Finance Committee remain up to date and aware of issues considered by the Strategic Housing Liaison Panel.

12. URGENCY ITEM - ACTIVE4TODAY LIMITED

The Committee noted the decision for the Director – Safety to be authorised to act as the Council’s representative of the Company and to amend the Company’s Memorandum and Articles of Association.

AGREED (unanimously) that the decision be noted.

Reason for Decision

To enable the necessary changes to the Memorandum and Articles of Association.

13. URGENCY ITEM - COUNCIL TAX AND BUSINESS RATES SUMMONS COSTS 2015

The Committee noted the decision taken to reduce the level of summons costs to £80 (council tax) and £100 (business rates) following a review of the charges incurred.

AGREED (unanimously) that the decision be noted.

Reason for Decision

To exclude certain elements of the calculation which could no longer be taken into account when assessing the level of costs.

Meeting closed at 6.42pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of the **POLICY & FINANCE COMMITTEE** held in Room G21, Kelham Hall, Newark on Thursday 9 July 2015 at 6.00pm.

PRESENT: Councillor R.V. Blaney (Chairman)
Councillor D.J. Lloyd (Vice- Chairman)

Councillors: R.J. Jackson, R.B. Laughton, A.C. Roberts, D. Staples and Mrs A.A. Truswell.

ALSO IN ATTENDANCE: Councillors: Mrs I. Brown, Mrs G.E. Dawn, D. Clarke and P.C. Duncan.

14. APOLOGIES FOR ABSENCE

Apologies for late arrival were given on behalf of Councillor R.J. Jackson.

15. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were no declarations of interest.

16. DECLARATIONS OF INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

17. MINUTES FROM THE MEETING HELD ON 4 JUNE 2015

The minutes from the meeting held on 4 June 2015 were agreed as a correct record and signed by the Chairman.

18. NEWARK AND SHERWOOD DISTRICT COUNCIL'S STRATEGIC PRIORITIES

The Chief Executive presented a report which outlined the proposed process for consideration of the Council's strategic priorities for the next four years. It was proposed that the establishment of new priorities was achieved through the following process: informal briefings to political groups over the summer to explore the challenges that the district faces; a report to the Policy & Finance Committee meeting on 10th September identifying key challenges; a workshop session for all Members in October; and a report to the Policy & Finance Committee on 5th November 2015 to consider the workshop outcomes and make recommendations to the Council.

AGREED (unanimously) that the proposals for establishing strategic priorities as set out in the report be approved.

Reason for Decision

To ensure that the Council's strategic priorities are refreshed.

19. HOUSING GROWTH

The Business Manager – Strategic Housing presented a report which updated the Committee on the progress being made to deliver the housing growth strategy for the Council. The report identified the Council's progress in developing new housing across the district in both the urban and rural communities, be this through direct delivery or in partnership with other providers. Officers were now undertaking work to formalise the housing growth programme and placing the development opportunities into the short, medium and long term categories, along with considering what return (including social value) and payback period the Council would expect from investing in new build schemes.

It was reported that one particular activity to inform the housing growth programme was an appraisal of the remaining Housing Revenue Account (HRA) garage areas/redundant land/infill sites to identify whether these had the potential for development, disposal or retention. On completion of the appraisal, which was imminent, a capital fund would be necessary to enable those sites identified to be ready for development. It was proposed that an initial Capital fund of £500,000 was made available from HRA reserves to prepare HRA sites for development, including the securing of planning permission.

The report also provided an updated overview of the resources available to support housing growth directly through the Council and Newark and Sherwood Homes, showing the current borrowing headroom, anticipated resources and current commitments within the HRA Business Plan to 2018/19.

In presenting the report the Business Manager – Strategic Housing advised that the impact of the budget announcement, in relation to the 1% decrease in the next four years for social housing rents, on the HRA Business Plan would have to be considered in detail in due course.

AGREED (unanimously) that approval be given to the proposal as set out at paragraph 4.1 of the report and the scheme, whereby an initial capital fund of £500,000 is made available from HRA reserves to prepare HRA sites for development, be incorporated into the current capital programme.

Reason for Decision

The housing growth strategy will contribute to the wider strategic priorities of the Council, meet the evidenced housing need across the District for all tenures, and maintain a viable HRA Business Plan.

(Councillor R.J. Jackson arrived during consideration of this Item).

20. CAPITAL PROGRAMME OUTTURN AND FINANCING 2014/15

The Business Manager – Financial Services presented a report concerning the Capital Programme. The report completed the overall capital programme cycle by linking the actual performance achieved with the Council's Key Objectives. This was in line with the Council's Corporate Capital Strategy that the focus would be on performance

monitoring and measurement to see what improvements had been made in the way that the Council managed its assets. A review of completed schemes was attached as Appendix A to the report.

The appendices to the report provided a detailed breakdown of the outturn for all the projects undertaken in the course of the year measured against the latest budget as approved by the Council on 10th March 2015, a breakdown of the year-end financing arrangements and the relevant journals summarising the changes to the Capital Programme since the budget was approved on 10th March 2015.

AGREED (unanimously) that:

- (a) the outturn position as shown in Appendix B to the report be accepted;
- (b) the following determinations be approved in accordance with the Local Government Act 2003:
 - i) £1,154,280 of the Council's useable capital receipts be applied to meet expenditure incurred for capital purposes as shown in Appendix C to the report;
 - ii) £5,103,640 of expenditure for capital purposes be met out of money produced by other persons;
 - iii) a total of £708,645 be set aside from the revenue account to meet credit liabilities, broken down as £697,584 General Fund and £11,061 Transferred Assets/Loan Accounts; and
- (c) the Project Variations as shown in Appendix D to the report be approved.

Reason for Decision

To ensure that the Council complies with the Local Government Act 2003 and to complete the overall capital cycle for 2014/15.

21. DEVOLUTION PROSPECTUS D2N2

The Chief Executive presented a report which informed Members about the development of a devolution prospectus for the Derby, Derbyshire, Nottingham and Nottinghamshire area. The nine Councils within Nottinghamshire had submitted proposals for a Combined Authority which would exercise a range of strategic powers around economic development and transportation. Subject to the statutory processes, it was likely that the Combined Authority would be established early in 2016. In parallel with that development, a conversation with Government about the devolution of powers which were currently exercised by central government was taking place.

In addition a devolution prospectus had been produced setting out the aspirations for

devolution to the Derby, Derbyshire, Nottingham and Nottinghamshire area (the D2N2 area which shares a Local Enterprise Partnership). This prospectus sets out a range of ambitions which the partners across the D2N2 area would like to discuss with Government. The key proposals were around enterprise, skills employment, the built environment, transport and smart infrastructure to stimulate growth and raise productivity. It was advised that this was the first contribution to a wide-ranging discussion which would take many months to complete. If successful, the deal would bring significant additional resources and powers to be exercised by the Combined Authorities to boost economic growth.

AGREED (unanimously) that the devolution deal prospectus be welcomed and that the Council plays an active role in ensuring that the benefits of devolved powers impact on Newark & Sherwood's economy.

Reason for Decision

To give support for the devolution proposals.

22. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 MARCH 2015

The Business Manager – Financial Services presented a report which compared the General Fund Policy and Finance Committee net expenditure for the period ending 31 March 2015 with the profiled budget for the period. The appendices to the report detailed performance against budget for the period to 31 March 2015 for those budgets within the remit of the Policy and Finance Committee.

The total for direct service net expenditure showed an under spend of £952,319 against the profiled budget for the period to 31 March 2015. The detailed performance figures were given in Appendix A to the report and the variations from the profiled budget to 31 March 2015 were detailed.

AGREED (unanimously) that the overall position of the Policy & Finance Committee net expenditure compared to budget at 31st March 2015 be accepted.

Reason for Decision

To advise Members of the current net expenditure compared to service budgets for the period ending 31st March 2015.

23. OVERALL GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 MARCH 2015

The Business Manager – Financial Services presented a report which compared the overall General Fund net expenditure for the period ending 31 March 2015 with the profiled budget for the period. The appendices to the report detailed performance against budget for the period to 31st March 2015 for all General Fund service budgets.

The total for direct service net expenditure showed an under spend of £2,272,382 against the profiled budget for the period to 31st March 2015. It was advised that this was the draft outturn on service expenditure and that final figures would be reported

to the Audit and Accounts Committee following completion of the annual audit. The figures did not include any of the 'below the line' transactions and therefore the 'saving' shown related only to service expenditure and did not show the final position at the end of the financial year. Officers from Financial Services were continuing to work with service managers to identify where genuine savings could be achieved and removed from future budgets as a first step towards achieving the required savings. The detailed performance figures were given in Appendix A to the report and the variations from the profiled budget to 31st March 2015 were detailed.

AGREED (unanimously) that the overall position of the General Fund net service expenditure compared to budget at 31st March 2015 be accepted.

Reason for Decision

To advise Members of the current net expenditure compared to service budgets for the period ending 31st March 2015.

24. EXCLUSION OF PRESS AND PUBLIC

AGREED (unanimously) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

25. FUNDING FOR ENFORCEMENT ACTION

The Committee considered the exempt report presented by the Business Manager – Development Control in relation to funding for enforcement action. The report contained sensitive information relating to the health and finances of individuals.

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

Meeting closed at 7.35pm.

Chairman

NEWARK & SHERWOOD DISTRICT COUNCIL

Minutes of the **ECONOMIC DEVELOPMENT COMMITTEE** held on Wednesday, 24th June 2015 in Room G21, Kelham Hall at 5.30pm.

PRESENT: Councillor D.J. Lloyd (Chairman)

Councillors: D. Batey, R.V. Blaney (ex-officio), K. Girling, G.P. Handley, P. Peacock, F. Taylor, B. Wells, T. Wendels and Mrs Y. Woodhead (Opposition Spokesperson).

SUBSTITUTES: Councillor D.R. Payne for Councillor M. Cope

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: M. Cope, Mrs G.E. Dawn and Mrs M. Dobson. (Councillor Mrs Dobson had been appointed as substitute for Councillor Mrs Dawn but was subsequently unable to attend).

2. DECLARATION OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

3. DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED: that there would be an audio recording of the meeting.

4. MINUTES OF THE MEETING HELD ON 11TH MARCH 2015

Minute No. 60 – Hawtonville Neighbourhood Study

A Member of the Committee requested information as to the cost of developing the Hawtonville Neighbourhood Study. He was advised that the original report which included costings would be forwarded to him.

AGREED (unanimously) that the Minutes of the meeting held on 11th March 2015 be approved as a correct record and signed by the Chairman.

5. ECONOMIC GROWTH UPDATE

The Committee considered the report presented by the Business Manager – Economic Growth in relation to current and planned activities within Economic Growth and its partners.

The report provided information as to the three main objectives together with the proposals for: the economy; inward investment and business growth; technology; employability and skills; and business support.

A Member of the Committee queried the process for how monies from the Think BIG Loan Fund were awarded and whether a list of the successful bids could be provided. In response he was advised that, due to commercial sensitivity, the list was considered as exempt information. A summary of loan activity was presented to this Committee with full details being presented to the Growth Investment Fund & Policy Monitoring Group.

In response to information contained within the report, Members raised a number of points and queries. It was acknowledged that people continued to look for employment which led to a query being raised as to whether specific groups of people could be targeted e.g. 18 to 24 year olds.

Members requested whether they could receive information of the MIPIM UK planned event in October 2015. They were informed that this information would be forwarded to them.

In relation to the Council's liaison with schools, it was reported that meetings were held quarterly to which all schools were invited. It was, however, noted that two schools were infrequent in their attendance. Officers acknowledged that the current trend appeared to be one of providing internal careers advice and that this did not always achieve the aim of assisting students to be 'work ready'. It was suggested that in order to assist students further, the local MPs be lobbied to request that compliance with preparing students to be work ready form part of an OFSTED inspection.

Members queried whether any follow-up work was undertaken in relation to businesses that had received support via the Think BIG Loan Fund and how this had assisted in the running of their business. In response, Members were informed that many of the general enquiries received support insomuch as they were signposted where they needed to go rather than receive financial support.

AGREED (unanimously) that:

- (a) the progress made through the Economic Growth activities as detailed in the report be noted;
- (b) further research be undertaken into the following items:
 - (i) how to assist further job seekers in the 18-24 year old age group;
 - (ii) how to further engage and liaise with schools in order to prepare students to be 'work ready';
 - (iii) how to identify gaps in schools; and
 - (iv) how to offer support for skills brokerage; and
- (c) a report on the progress of the above be presented to Committee in approximately 6 months.

Councillor D. Batey left at this point in the meeting.

6. RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

The Committee considered the report that sought the reconvening of the Growth Investment Fund & Policy Monitoring Group and the Local Development Framework Task Group. It also sought nominations for representatives on the Groups.

AGREED that:

- (a) the Growth Investment Fund & Policy Monitoring Group be reconvened with the following representatives:

Councillors: Peter Duncan; Keith Girling; Paul Handley; David Lloyd and Paul Peacock; and

- (b) The Local Development Framework Task Group be reconvened with the following representatives:

Councillors: David Lloyd and Ben Wells.

7. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31ST MARCH 2015

The Committee considered the report presented by an Accountant from Financial Services relating to the comparison of the General Fund for the Economic Development Committee net expenditure for the period ending 31st March 2015 with the profiled budget for the same period. Contained within the report was performance commentary in relation to employee costs, premises, supplies and services and income.

AGREED that the report be noted and accepted.

8. LOCAL DEVELOPMENT FRAMEWORK – WORK PROGRAMME

The Committee considered the report presented by the Business Manager – Planning Policy in relation to the current Local Development Framework (LDF) work programme and timetable contained within the Local Development Scheme (LDS). The current LDS contained two pieces of work:

- Plan Review – review of the policies within the Core Strategy and the land allocations included within the Allocations & Development Management Development Plan Document; and
- Gypsy & Traveller Development Plan Document (G&TDPD).

It was reported that the LDF Task Group were to review the current work programme with a view to recommending to Committee as to whether there was a need to integrate the wider Plan Review with the G&TDPD.

Members queried when a review of the Community Infrastructure Levy (CIL) would be undertaken. In response, they were informed that if the Plan Review and the CIL Review were submitted together it was likely that the Planning Inspectorate would check the Plan before the CIL.

Members requested that a detailed report on the CIL be put on the next agenda of the Committee for consideration. It was noted that some organisations looking to develop or relocate to the district found CIL to be a deterrent.

Members were informed that the Council were required to undertake a whole plan viability assessment and that a report would be presented to the next meeting of the Committee providing information as to any issues arising.

AGREED that:

- (a) the report be noted; and
- (b) the proposed set out in Section 3 of the report be approved and endorsed.

In accordance with Section 100(B)(4)(b) of the Local Government Act 1972, the Chairman agreed to take the following item as a late item of business in order to consider support for an inward investment opportunity in the district which will also create new jobs and apprenticeships.

9. EXCLUSION OF PRESS AND PUBLIC

AGREED that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of this item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act and that the public interest in maintain the exemption outweighs the public interest in disclosing the information.

10. BUSINESS SUPPORT PROPOSAL

The Committee considered the report presented by the Business Manager – Economic Growth in relation to the proposal to offer business support to a growth business locating to Newark & Sherwood.

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

The meeting closed at 7.15 pm

Chairman

NEWARK & SHERWOOD DISTRICT COUNCIL

Minutes of the **HOMES & COMMUNITIES COMMITTEE** held on Monday, 15th June 2015 in Room G21, Kelham Hall at 6.00pm.

PRESENT: Councillor R.B. Laughton (Chairman)
Councillor T. Wendels (Vice-Chairman)

Councillors: Mrs B.M. Brooks, Mrs C. Brooks (Opposition Spokesperson), G. Brooks, M. Buttery, Mrs G. Dawn (substitute for Mrs I. Brown), K. Girling, Mrs S.M. Michael, D. Thompson and K. Walker.

ALSO IN ATTENDANCE: Councillors: S. Soar and D.B. Staples.

01. APOLOGIES FOR ABSENCE

Apologies for absence were submitted for Councillors Mrs K. Arnold and Mrs I. Brown.

02. DECLARATION OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

There were none.

03. DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED: that there would be an audio recording of the meeting.

04. MINUTES OF THE MEETING HELD ON 23RD MARCH 2015

AGREED (unanimously) that the Minutes of the meeting held on 23rd March 2015 be approved as a correct record and signed by the Chairman.

05. REDRESS SCHEME FOR LETTINGS AGENTS AND PROPERTY MANAGEMENT WORK

The Committee considered the report presented by the Business Manager – Environmental Health in relation to new legal requirements for letting agents and property management companies to belong to a recognised redress scheme and the level of monetary penalty to impose for non-compliance with the scheme.

The Business Manager – Environmental Health confirmed that legislation had made it clear that the Authority could retain any income raised through non-compliance with the scheme.

AGREED (unanimously) that:

- (a) the monetary penalty for non-compliance with the scheme be set at £5,000, except where there are identified extenuating circumstances when the level would be determined by the

Director – Safety; and

- (b) the Business Manager – Environmental Health be authorised to serve a ‘Notice of Intent’ and a ‘Final Notice.’

06. SEVERE WEATHER GRANT

The Committee considered the report presented by the Business Manager – Community Safety which advised Members of the DCLG Severe Weather Grant and sought approval for the allocation of the grant.

The Chairman congratulated the Community Safety Business Unit for their hard work in securing this grant for the residents of Southwell, Lowdham and the surrounding area.

AGREED (unanimously) that:

- (a) the allocation of the funding as outlined in paragraph 4.1 of the report be approved; and
- (b) Policy & Finance Committee be requested to consider the adding of the £150,000 allocation towards major flood alleviation schemes to the Council’s Capital Programme.

07. NEWARK AND SHERWOOD HOMES: REVIEW OF TENANT INFLUENCE AND INTEGRATION IN DECISION MAKING

The Committee considered the report presented by the Business Manager - Strategic Housing which provided the findings of the review Newark and Sherwood Homes had undertaken on tenant influence and integration in decision making.

A Member asked what arrangements were in place for the current Federation Offices at Bailey Road and whether the building would be converted back into accommodation for letting. The Business Manager – Strategic Housing confirmed that enquiries would be made with N&SH regarding the arrangements for the Federation Offices at Bailey Road.

A proposal was made by the Committee asking that the Company look at amalgamating the Performance Monitoring Panel and Service Improvement Panel. The main reason for that proposal was the view of some Members that the ‘Tenant Influence Mechanisms’ appeared complex and there was a perception that there could be duplication across the groups, with the acknowledgment that it could also be difficult to recruit tenants into the groups as the role was voluntary.

The Committee were interested in how the Company would recruit new tenants within the different mechanisms.

A Member raised concern regarding why literature had already been issued advising that the Federation was to be disbanded, prior to this Committee giving the necessary approvals. The Business Manager - Strategic Housing confirmed that if

the Committee were minded to say no, the Company would have to take another look at that issue.

Once the implementation programme had been completed and running for a year, Members requested an update report highlighting whether the anticipated outcomes had been achieved.

AGREED: (unanimously) that

- (a) the proposal for the new structure of tenant influence and integration in decision making as set out in 3.3 be approved;
- (b) enquiries be made with Newark and Sherwood Homes regarding the arrangements for the Federation Offices at Bailey Road and reported back to the Committee;
- (c) the Committee requested that the Company looked at amalgamating the Performance Monitoring Panel and Service Improvement Panel;
- (d) an update report be submitted to a future meeting of the Committee highlighting whether the anticipated outcomes for the implementation programme had been achieved.

08. ANNUAL UPDATE FROM APPOINTED REPRESENTATIVES ON OUTSIDE BODIES

The Chairman sought Members views as to how they wished to receive updates from appointed representatives on outside bodies. Members asked for a list of the outside bodies responsible by the Committee to be included on the agenda for the next Committee meeting, in order for them to decide which reports they would like to receive.

AGREED (unanimously) that a report containing a list of the outside bodies responsible by the Committee, be included on the agenda for the September 2015 meeting of the Committee, in order for Members to consider which reports they would like to receive.

09. LOCAL DEVELOPMENT FRAMEWORK TASK GROUP

The Chairman sought nominations for the appointment of two Members to the Local Development Framework Task Group.

AGREED (unanimously) that Councillors B. Laughton and T. Wendels be appointed to the Local Development Framework Task Group.

10. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31ST MARCH 2015

The Committee considered the report presented by the Council's Accountant which compared the General Fund net expenditure of the Committee for the period ending 31st March 2015 against the profiled budget for the period.

AGREED (unanimously) that the overall position of the Homes & Communities Committee net expenditure compared to budget at 31st March 2015 be accepted.

11. PERFORMANCE MONITORING: NEWARK AND SHERWOOD HOMES

The Committee considered the report presented by the Business Manager – Strategic Housing in relation to performance information relating to the operations of Newark and Sherwood Homes (N&SH) in accordance with the Management Agreement and Annual Delivery Plan.

A Member sought clarification as to whether the Council would be ready to implement Universal Credit by 2015. It was suggested that a report on how Universal Credit would operate through the Council and whether the deadline date would be reached be submitted to a future meeting of the Council.

AGREED (unanimously) that

- (a) the strategic performance information in relation to the activities of N&SH be noted; and
- (b) a report be submitted to the next meeting of the Committee focusing on 'Universal Credit'.

12. EQUALITY & DIVERSITY

The Committee considered the report presented by the Business Manager – Community Safety in relation to progress made over the last year towards the Council's corporate equalities objectives and ongoing work with regard to compliance with the equalities duties set out within the Equality Act 2010.

A Member sought clarification as to the procedures in place for ex-military personnel as there had been an issue in the past which had been dealt with regarding unsuitable accommodation.

The Director – Resources confirmed that the Council was currently signed up to the Military Covenant. He confirmed that he would check what was currently in place regarding this and would submit a report for further consideration by the Committee.

AGREED (unanimously):

- (a) that the contents of the report and the progress made against the Council's Corporate Equality Objectives be noted;
- (b) the actions as described in the report, be endorsed; and
- (c) the procedures regarding suitable accommodation for ex-military personnel be investigated and reported back to a future meeting of the Committee.

13. URGENCY ITEM – MINUTE OF DECISION (CONTRACT FOR CCTV MAINTENANCE)

NOTED: that the contract for the provision of the CCTV Maintenance Services for Broxtowe Borough Council and Newark & Sherwood District Council was awarded to Baydale Control Systems Limited.

The meeting closed at 7.06pm

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the **GENERAL PURPOSES COMMITTEE** held on Thursday, 11th June 2015 in Room G23, Kelham Hall at 5.30pm

PRESENT: Councillor Mrs R. Crowe (Chairman)
Councillor D.J. Clarke (Vice-Chairman)

Councillors: Mrs B. Brooks, G. Brooks, M. Cope, J. Lee, Mrs S.M. Michael, D.R. Payne, P. Peacock and D. Thompson

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted by Councillors: Mrs K. Arnold, Mrs I. Brown, M. Buttery, Mrs S. Soar and I. Walker.

2. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

3. DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

4. MINUTES OF MEETING HELD ON 15TH JANUARY 2015

AGREED that the Minutes of the meeting held on 15th January 2015 be approved as a correct record and signed by the Chairman.

5. REVIEW OF HACKNEY CARRIAGE AND PRIVATE HIRE DRIVER'S LICENCE

The Committee considered the report presented by the Business Manager – Environmental Health in relation to the conviction of David Flint for an offence of dishonesty and for their consideration as to whether he remained a fit and proper person to hold a Private Hire/Hackney Carriage Driver's Licence.

The report outlined that Mr. Flint had previously been convicted of 2 counts of failure to declare that he was in full time work whilst claiming benefits in 2008. Following this conviction Mr. Flint appeared before the Committee for consideration as to whether he remained a fit and proper person to hold a private hire/hackney carriage driver's licence. Committee agreed that Mr. Flint's licence would not be revoked or suspended.

On 20th March 2015, Mr. Flint was convicted of 4 counts of benefit fraud and was sentenced on 23rd April 2015 to a community order of 180 hours unpaid work; payment of a victim surcharge of £60 and costs of £1,000. The judge, on passing sentence, referred to the impact that a custodial sentence would have on the employment of Mr. Flint and therefore awarded the community order.

Members were informed that Mr. Flint's current licence was due to be renewed on 1st July 2015 and it was his intention only to apply for a licence to cover him for his current employment as a private ambulance driver.

Mr. Flint was in attendance at the meeting and was asked to present his case to the Committee as to the circumstances of the case and the allegations made against him. In response, Mr. Flint advised that the matter was being taken to appeal and therefore the matter was ongoing. He further advised that he had been accused of driving a taxi whilst claiming Housing and Council Tax Benefits. He had also been accused of being an ambulance driver whilst claiming benefits. These discrepancies were the reason that an appeal against the conviction had been lodged. Mr. Flint confirmed that he had been advised that he could appeal, despite the case being held at the Crown Court and that transcripts of the trial had been applied for.

During consideration of the matter, Members queried whether it was possible to extend Mr. Flint's current licence. Officers advised that as Mr. Flint was applying for a different type of licence it would be appropriate to grant the licence for a period of 3 months pending the result of the appeal. It was noted that if the matter was not settled within that period then a letter from Mr. Flint's Solicitor would be required, advising that the appeal was still pending.

AGREED (unanimously) that:

- (a) Mr. Flint be granted a Private Ambulance Driver's Licence for an initial period of 3 months only, pending the result of the appeal; and
- (b) if, after the 3 month period, the results of the appeal remain outstanding, a letter from Mr. Flint's Solicitor advising that the appeal remained pending be sought.

6. SAFEGUARDING ISSUES AND TAXI DRIVERS

The Committee considered the report presented by the Business Manager – Environmental Health in relation to the role of taxi drivers highlighted in the Jay Report into child exploitation in Rotherham and whether the current controls imposed by the Council were adequate and robust.

The report stated that following the publication of the Jay Report there had been increased scrutiny across the country with regard to the checks undertaken during the taxi licensing process, the conditions attached to licences relating to safeguarding issues and a consistent approach that authorities take to previous convictions.

In Nottinghamshire, Chief Executives had instigated a county review of taxi licensing conviction policies to ascertain whether they remained fit for purpose and to examine the potential for a more consistent approach. It was noted that this review was ongoing.

Listed within the report were the proposed amendments to the application process. These were: review of the current knowledge test to include safeguarding questions; creation of a booklet/information sheet to provide drivers with contact details and the process to follow if they had safeguarding concerns; provision of safeguarding training for taxi drivers to be delivered by Nottinghamshire Police and that attendance to be made mandatory and part of the licence conditions. The proposal was that the training would have to be undertaken within one year.

In response to whether drivers would be required to pay for the training, Members were advised that the Police had offered to provide the training free of charge and that every effort would be made to offer this locally.

Members discussed how frequently they believed the training should be undertaken and how long drivers should be given to complete it. They were advised that at present the Police had only offered the training as a one-off but it was something that Officers were aware would need to be reviewed in the future.

Members were concerned that the proposals were insufficient and that more could be done. It was noted that Nottinghamshire County Council had a very good safeguarding team with Members querying whether they were involved with the Police training. Members unanimously agreed that a consistent approach was required.

It was noted that the proposals contained in the report were set to be adopted across the county. It was further noted that any future proposals would require careful consideration as any decision taken may have resource implications for the Police in delivering training.

AGREED (unanimously) that:

- (a) authorisation be given to the amendment of the Hackney Carriage and Private Hire Drivers Licence Conditions, such amendment to include the requirement for applicants to attend a safeguarding course within the first year of being licensed;
- (b) all existing licensed drivers be required to attend the course within one year of the condition being introduced;
- (c) Approval be given to the proposal that a driver's licence will not be renewed if they fail to attend to attend the relevant course within one year;
- (d) safeguarding issues be added to the requirements of the knowledge test; and
- (e) a periodic review of the new arrangements be undertaken with the results being reported back to Committee.

The meeting closed at 5.55pm

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the **LICENSING COMMITTEE** held on Thursday, 11th June 2015 in Room G23, Kelham Hall immediately following the meeting of the General Purposes Committee.

PRESENT: Councillor Mrs R. Crowe (Chairman)
Councillor D.J. Clarke (Vice-Chairman)

Councillors: Mrs B. Brooks, G. Brooks, M. Cope, J. Lee, Mrs S.M. Michael, D.R. Payne, P. Peacock and D. Thompson

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted by Councillors: Mrs K. Arnold, Mrs I. Brown, M. Buttery, Mrs S. Soar and I. Walker.

2. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

3. DECLARATION OF INTENTION TO RECORD MEETING

NOTED: that there would be an audio recording of the meeting.

4. MINUTES OF MEETING HELD ON 15TH JANUARY 2015

AGREED that:

- (a) the Minutes of the meeting held on 15th January 2015 be approved as a correct record and signed by the Chairman; and
- (b) it be noted that the information requested and referred to in Minute No. 25, Resolution (b) (i) and (ii) be presented to a future meeting of the Committee.

5. REVIEW OF STATEMENT OF GAMBLING POLICY

The Committee considered the report presented by the Business Manager – Environmental Health which sought Committee’s approval for the timetable associated with the review of the Council’s Statement of Gambling Policy.

The report set out the requirement for the Gambling Policy to be reviewed every 3 years under the Gambling Act 2005. It was noted that the Council was required to adopt and have in place a Statement of Gambling Policy relating to the issuing of premises licences for gambling premises, issuing permits in respect of gaming on licensed premises and for registering small society lotteries.

AGREED (unanimously) that:

- (a) the timetable for the review and consultation exercise for the Statement of Gambling Policy be approved; and
- (b) the list of consultees as at paragraph 2.7 remain unchanged.

6. LICENSING ACT TRAINING FOR MEMBERS AND OFFICERS

The Committee considered the report presented by the Business Manager – Environmental Health in relation to Licensing Act training scheduled for 3rd July 2015 at the Hostess Restaurant in Mansfield.

Members of the Committee were requested to let Officers know if they were able to attend the training.

AGREED (unanimously) that:

- (a) the Licensing Act training be supported; and
- (b) Members contact Licensing Officers as to their availability to attend.

The meeting closed at 6.58pm

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of the **PLANNING COMMITTEE** held in the Council Chamber, Kelham Hall, Newark on Tuesday, 9th June 2015 at 4.00pm.

PRESENT: Councillor D.R. Payne (Chairman)
Councillor G.P. Handley (Vice-Chairman)

Councillors: D.M. Batey, R.V. Blaney, Mrs C. Brooks, D.J. Clarke, R.A. Crowe, M. Dobson, N.B. Mison, P.J. Rainbow, Mrs S.E. Saddington, Mrs L.M.J. Tift and I. Walker, B. Wells and Y. Woodhead.

ALSO IN ATTENANCE: Councillors: P.C. Duncan, K.F. Girling, Mrs S.M. Michael and F.R.W. Taylor.

01. APOLOGIES FOR ABSENCE

There were no apologies for absence.

02. MINUTES – 5TH MAY 2015

AGREED that the Minutes of the meeting held on Tuesday, 5th May 2015 be approved as a correct record and signed by the Chairman.

03. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that the following Member declared an interest in the items shown below:

Members

Agenda Item(s)

Councillors: D.R. Payne, I. Walker and B. Wells

Agenda Item No. 5 – Land to South East of Thorney (15/00215/FUL) personal interest for the three Councillors, as the Director of the applicant was a member of the Trent Valley Drainage Board, of which the three Members were also members.

04. DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording.

05. LAND TO SOUTH EAST OF THORNEY (15/00215/FUL)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought full planning permission for the erection of a single three bladed 500kW wind turbine with a hub height of 50 metres, rotor diameter of 54 metres and a tip height of 77 metres.

Supplementary information from Thorney Parish Council was tabled to Members of the Planning Committee, which was read by the Committee prior to the commencement of the meeting.

Councillor Mrs Greaves, representing Thorney Parish Council, spoke against the application in accordance with the Parish Council views, which were contained within the report.

Members considered the application and it was commented that the village of Thorney was a tranquil village and the second turbine could be refused on the grounds of heritage assets and cumulative effect. Other Members felt that there were no planning grounds for refusal, as the Nottinghamshire County Council landscape architect had no objection.

Concern was raised regarding the number of requests that had been made to the Council for this village and the cumulative effect that may have on the area. The Business Manager Development confirmed that there had been multiple screening requests received by the Council, the requests sought advice from the Council before a planning application was submitted. A planning application for additional turbines in the area would still need to be submitted and determined.

A Member sought clarification regarding the direct community benefit and how that could be achieved should the application be approved. The Business Manager Development confirmed that there was a National Industry approach where the company could agree to share the benefits of the electricity generated with the community. That would be a private agreement, which would not form part of a planning permission. If there was a resolution to approve Officers could put the Parish in contact with other Parish clerks who had explored this.

AGREED: (with 8 votes for and 7 votes against) that full planning permission be approved subject to the conditions and reasons contained within the report.

06. FIELD REFERENCE NUMBER 6508, OSSINGTON ROAD, CARLTON-ON-TRENT (15/00324/FULM)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought planning permission to construct a 25MW solar photovoltaic farm with attendant equipment and infrastructure.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the following: 146 letters of support received on the same letter template, which was individually signed by residents predominantly from the Newark and Sherwood District area; the Agent; Network Rail; NCC Principal Flood Risk Management Officer; responses to objections on soil quality.

Councillor T. Cooper representing Carlton-on-Trent Parish Council spoke against the application in accordance with the Parish Council views, which were contained within

the report.

Councillor Mrs S.M. Michael, local Ward Member for Sutton-on-Trent also spoke against the application and reiterated that both Carlton-on-Trent and Sutton-on-Trent Parish Councils had both submitted their objections regarding this application. It was commented that the application site would have an impact on St. Mary's Church and the landscape and ancient woodland. The fences, gates and substation would also have a cumulative impact. It was explained that both Parish Councils felt there would be a risk of flooding if approved. It was suggested that if the Committee were minded to approve, a flood risk process be fully implemented, planting of the eastern boundary be undertaken and mature trees be planted as soon as possible. The gaps in the roadside hedges be repaired and boundary hedges be maintained at three metres. That parking on site and field cleansing be strictly adhered to.

Members considered the application and it was commented that Nottinghamshire County Council as Flood Authority had not objected to this development. A Member also commented that on the site visit they had travelled through a landscape of pine trees not far from the proposed site, which had previously been the location of a power station. It was felt that the power station would have been more visible than the proposed solar photovoltaic farm. A Member also commented that the soil was not top grade soil and the same level of water would fall whether the solar farm was in situ or not, animals would still be able to graze under the panels.

AGREED (with 9 votes for and 6 votes against) that full planning permission be approved subject to the conditions and reasons contained within the report.

07. ABBAY CLOSE, MAY LODGE DRIVE, RUFFORD (15/00570/FUL)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought full planning permission to replace the existing bungalow with a new detached property.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the Agent.

Members considered the application and it was commented that when the original application came before the Planning Committee Members voted in accordance with Officer recommendation to refuse the application. An appeal was subsequently submitted by the applicant and the Council's decision was upheld. Members felt that this application was different from the original application with the removal of the two-storey wing and orangery, which reduced the massing of the building. The applicant had also reduced the height of the chimney's, in order to alleviate any conflict with the Abbey and maintain the hierarchy. This was considered to be a fine twenty first century building. Members requested that the permitted development rights be removed to prevent any further development on this site.

AGREED (with 13 votes for, 1 vote against and 1 abstention) that contrary to Officer recommendation, planning permission be approved subject to the

following conditions and any other reasonable conditions delegated to the Business Manager Development in consultation with the Planning Committee Chairman and Vice-Chairman.

- (i) Time limited;
- (ii) Removal of Permitted Development Rights;
- (iii) Landscaping; and
- (iv) Ecology – if demolition had not been undertaken by October 2015 a new Ecology report be submitted.

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	Vote
D. Batey	For
R.V. Blaney	For
Mrs C. Brooks	Against
D. Clarke	For
R.A. Crowe	For
Mrs M. Dobson	For
G.P. Handley	For
N. Mison	For
D.R. Payne	For
Mrs P.J. Rainbow	For
Mrs S.E. Saddington	For
Mrs L.M.J. Tift	For
I. Walker	For
B. Wells	For
Mrs Y. Woodhead	Abstained

08. THE HOLLIES, RAINWORTH, MANSFIELD (15/00708/FUL)

The application had been withdrawn from the agenda.

09. PA FREIGHT SERVICES LTD, INTERNATIONAL LOGISTICS CENTRE, PARK HOUSE, FARNDON ROAD, NEWARK (15/00292/FUL)

The Committee considered the report of the Deputy Chief Executive, which sought the erection of a new gantry crane on an existing industrial estate.

The Business Manager Development advised the Committee that the hours of use for the crane could be controlled as detailed within the report, although any restrictions on hours for the crane could be appealed. There were currently no restrictions of hours of operation for the business. The gantry crane on site however would be quieter than the movements associated with a forklift truck.

Councillor K.F. Girling, local Member for Newark Castle Ward spoke against the application on the following grounds. The crane was of substantial size and was bright yellow. The site was only partially fenced, the south side having no fence or screening. A considerable amount of investment had taken place in Newark for the Civil War Centre and historic events and concern was raised regarding the visual impact when approaching Newark from the South as the site looked like an industrial estate. The visual impact on the local residents was also raised. Local residents had

also raised concerns regarding the operational hours. It was considered that forklift trucks would need to be used to position the crane, which could generate noise. It was suggested that the Council help the business to secure a more suitable alternative site.

Members considered the application and it was commented that the Chief Executive and Leader of the Council had visited the site two years ago and were told at that time that the business lease would be terminated on the Swinderby site and the business was down sizing hence the relocation of the gantry crane. It had been suggested at that time that the Council would cooperative in securing a more suitable site on an industrial estate in another part of the district. Members felt that the operation on this site had grown and would be intensified. The noise from the forklift trucks being used to position the crane was also of concern. Concern was also raised regarding the occupants of No. 14 Willow Cottages as they appeared to be hemmed in. It was felt that the Council needed to assist the applicant to find a more suitable site. Other Members commented that there had been no objections from Newark Town Council, Farndon Parish Council or Nottinghamshire County Council as Highways Authority.

Members suggested that the application be deferred pending a site visit, as there were new Members on the Planning Committee that had not been to previous site visits.

(Councillor Mrs C. Brooks left during the consideration of this item.)

AGREED (with 11 votes for, 2 votes against and 1 abstention) that consideration of the application be deferred until the following meeting of the Planning Committee and that a site visit prior to determination be undertaken.

10. LOCAL DEVELOPMENT FRAMEWORK TASK GROUP

AGREED (unanimously) that Councillors D. Clarke, G.P. Handley and D.R. Payne be appointed to the Local Development Framework Task Group.

11. APPEALS LODGED

NOTED: that the report be noted.

12. APPEALS DETERMINED

NOTED: that the report be noted.

The meeting closed at 6.35pm.

Chairman

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of the **PLANNING COMMITTEE** held in the Council Chamber, Kelham Hall, Newark on Tuesday, 7th July 2015 at 2.00pm.

PRESENT: Councillor D.R. Payne (Chairman)
Councillor G.P. Handley (Vice-Chairman)

Councillors: R.V. Blaney, Mrs C. Brooks, D.J. Clarke, M. Dobson,
N.B. Mison, P.J. Rainbow, Mrs S.E. Saddington,
Mrs L.M.J. Tift, I. Walker, B. Wells and Y. Woodhead.

ALSO IN ATTENDANCE: Councillors: J.D. Lee and D.J. Lloyd.

13. APOLOGIES FOR ABSENCE

Apologies for absence were received on behalf of Councillors D.M. Batey and R.A. Crowe.

14. MINUTES – 9TH JUNE 2015

AGREED that the Minutes of the meeting held on Tuesday, 9th June 2015 be approved as a correct record and signed by the Chairman.

15. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

NOTED: that the following Member declared an interest in the items shown below:

<u>Members</u>	<u>Agenda Item(s)</u>
Councillor Mrs M. Dobson	Agenda Item No. 5 – Land at Highfields School, London Road, Balderton, Newark (14/01964/FULM) Personal interest, as the Councillor is also a Nottinghamshire County Councillor and was a former pupil of the school.
Councillor D.R. Payne	Agenda Item No. 5 – Land at Highfields School, London Road, Balderton, Newark (14/01964/FULM) Personal interest as the Councillor was a former pupil of the school, his wife had previously taught at the school and he was a friend of one of the school Governors.
Councillor Mrs S.E. Saddington	Agenda Item No. 5 – Land at Highfields School, London Road, Balderton, Newark (14/01964/FULM). Agenda Item No. 6 Kilvington, Nottinghamshire (14/02023/FULM) Personal interests, as the Councillor is also a

Nottinghamshire County Councillor.
Councillor Mrs Y. Woodhead Agenda Item No. 5 – Land at Highfields School, London Road, Balderton, Newark (14/01964/FULM). Agenda Item No. 6 Kilvington, Nottinghamshire (14/02023/FULM) Personal interests, as the Councillor is also a Nottinghamshire County Councillor.

Councillors I. Walker and B. Wells Agenda Item No. 5 – Land at Highfields School, London Road, Balderton, Newark (14/01964/FULM). Personal interests on the basis that they are friends with one of the school governors.

16. DECLARATION OF ANY INTENTIONS TO RECORD THE MEETING

The Chairman informed the Committee that the Council was undertaking an audio recording.

17. LAND AT HIGHFIELDS SCHOOL, LONDON ROAD, BALDERTON, NEWARK (14/01964/FULM)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought full planning permission for a residential development comprising 91 units and associated infrastructure, including the relocation of the existing school car park and sports pitches, the provision of a Multi Use Games Area (MUGA) and the removal of 8 TPO trees.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the following: Agent/Applicant's Flood Risk/Drainage Engineer; Environment Agency; Neighbour.

Councillor D.J. Lloyd local Ward Member for Newark Beacon Ward spoke against the application and reiterated his comments, which were contained within the report.

Councillor R. Rouse representing Balderton Parish Council spoke against the application in accordance with the Parish Council views, which were contained within the report.

Councillor J.D. Lee local Ward Member for Balderon North & Coddington spoke against the application and reiterated the points raised.

Members considered the report and it was commented that the cumulative impact of a range of areas of concern would warrant refusal. This was not an acceptable scheme for this site. It was commented that the opinion of Sports England was questionable as the report made it clear that the sports area was not suitable for external lighting. The pitches would therefore only be used in day time hours. The level of community use was therefore restricted. The pitches were also in close proximity to residential dwellings. The issue of noise was also noted, the noise

assessment was marginal and the professional judgement for this and amenity was on the cusp of accessibility. This was considered as unacceptable. There were no natural areas within 300 metres and no green areas for young people contrary to the SPD. The character of the development was also questioned in relation to the Woodwards and Glebe Park. Concern was raised whether the shrubs and trees on site would remain after the five-year condition had expired. The costings contained within the report were also commented upon and concern was raised regarding how they had been calculated and whether a lesser solution (which was still acceptable) could be promoted. Affordable housing was also discussed and the comments of Strategic Housing were noted. There was no affordable housing provision, which was at the expense of people on the housing register and did not address the need for affordable housing. The suitability of the route of the road to the school was questioned, as it went through the estate.

AGREED (unanimously) that contrary to Officer recommendation, planning permission be refused by reason of the layout, density, juxtaposition and type of uses proposed including re-provision of school car parking, sports field, MUGA and access, this application presents a series of compromises which cumulatively lead to an unacceptable and unsustainable development. This is with respect to noise for future residents, residential privacy, a failure to maximise community use and lack of appropriate infrastructure and affordable housing. All these matters taken as a whole make the development unacceptable and unsustainable. There were no other material planning considerations that would outweigh the harm of granting approval.

In accordance with paragraph 12.5 of the Planning Protocol, as the motion was against Officer recommendation, a recorded vote was taken.

Councillor	Vote
D. Batey	Absent
R.V. Blaney	For
Mrs C. Brooks	For
D. Clarke	For
R.A. Crowe	Absent
Mrs M. Dobson	For
G.P. Handley	For
N. Mison	For
D.R. Payne	For
Mrs P.J. Rainbow	For
Mrs S.E. Saddington	For
Mrs L.M.J. Tift	For
I. Walker	For
B. Wells	For
Mrs Y. Woodhead	For

18. KILVINGTON, NOTTINGHAMSHIRE (14/02023/FULM)

The Committee considered the report of the Deputy Chief Executive, following a site

inspection held prior to the meeting, which sought a development of 34 self-catering holiday units, a 25 bed inn building, water sports building, storehouse and outfitters along with a commercial and educational unit, nature trails, cycle trails, pathways and family facilities and the re-routing of a public right of way.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the following: Interested Party/Neighbours; Flawborough Parish Meeting; Agent; Access Officer; Notts Wildlife Trust; Highways; Chairman of Alverton and Kilvington Parish Meeting; Applicant's Agent; Case Officer; National Planning Casework Unit (NPCU), Department for Communities and Local Government; Services Manager at Rushcliffe Borough Council.

Mrs A. McLean representing Alverton and Kilvington Parish Meeting spoke against the application in accordance with the Parish Council views. The Parish Council had voted unanimously against the application and their comments were contained within the report. Councillor A. Pell representing Rushcliffe Borough Council, Thoroton Ward also spoke against the application and reiterated the concerns raised, she also pointed out an error in the report regarding the location of the holiday units which should read 'thirty four holiday units on the southern side of lake one.'

Members considered the application and it was commented that the development was in the open countryside, was not in keeping with the surrounding area and was over development of the area. It would cause traffic problems due to the narrow and dangerous roads. The lodges and inn were close to the small number of residents in the village and the buildings were visible from the road, not discrete like the Centre Parcs Village. There were no amenities for the lodges. Concern was raised whether the business would be sustainable due to it being seasonal. Concern was also raised regarding the lodges being sold and used as holiday homes with the potential of a six-month residency, it was commented that the Authority would not allow any other second home development in the open countryside. It was suggested that the applicant should consider establishing the sailing side of the business in the interim, then progress with the lodges if the sailing was successful. Other Members considered the application exciting and noted that it had the support of Experience Nottingham. They commented that the site had been used in the past for extraction and that a venture of this nature would be in a rural location.

A requirement was suggested of a maximum six-week stay per year for the holiday lodges if the application were to be approved.

The Business Manager Development suggested that the item be deferred to allow further discussions to take place with the applicant regarding the highway and transportation issue, the length of occupancy in the lodges and siting of the buildings.

AGREED (with 10 votes for, 2 votes against and 1 abstention) that the application be deferred to the next meeting of the Planning Committee in order to allow further discussions to take place with the applicant regarding highways and transportation issues, the length of occupancy of the lodges and siting of the buildings.

(Councillors D.R. Payne and B. Wells left the meeting at this point.)

Councillor G.P. Handley – Vice–Chairman, was Chairman for the remainder of the meeting.

19. RULE NO. 30 – DURATION OF MEETINGS

In accordance with Rule No. 30.1, the Chairman indicated that the time limit of three hours had expired and a motion was proposed and seconded to extend the meeting.

AGREED (unanimously) that the meeting would continue for the duration of business on the agenda.

20. PA FREIGHT SERVICES LTD, INTERNATIONAL LOGISTICS CENTRE, PARK HOUSE, FARNDON ROAD, NEWARK (15/00292/FUL)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought the erection of a new gantry crane on an existing industrial estate. This application was deferred at the 9th June 2015 Planning Committee in order to allow a site visit, given the new membership of the Planning Committee.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the Applicant's Agent.

Councillor D.J. Lloyd, local Member for Newark Beacon Ward, spoke against the application on the following grounds: five years permission was too long if discussions were taking place regarding relocation; the visual impact would have an adverse impact on the amenity of surrounding residents and the stacking of the containers was not acceptable. There should also be a condition on the hours the crane would operate due to the close proximity to residents; 9am – 4pm was suggested for weekend operation.

Members considered the application and concern was raised regarding the noise impact on the residents of the adjacent cottages and the loss of light from the leylandi and containers stacked in close proximity to the cottages. It was suggested that there be no hours of operation on Sundays; the Leylandi be topped to a reasonable height; and the containers in close proximity to the cottages should not be stacked due to the loss of light to the adjacent residents. It was also felt that five year permission was too long given that the applicant had given an undertaking to look for new premises. Members re-iterated that the Economic Development Business Unit would provide support to the applicant in securing a more suitable location for the business within the district.

AGREED (with 10 votes for and 1 vote against) that temporary planning permission be approved for three years and the Council work proactively with the applicant to secure an alternative site.

21. REGENCY COURT, VICTORIA STREET, NEWARK (15/00643/FUL)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought planning permission for the erection of a two-bedroom bungalow on land at the rear of No. 5 Victoria Street.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the Case Officer which sought two additional condition regarding soft landscape works. Condition 6 was no longer relevant.

Councillor D.J. Lloyd, local Member for Newark Beacon Ward spoke against the application on the grounds of inadequate parking provision.

Some Members considered the site not suitable due to design, no garden and no vehicular access. Other Members felt that the proposal would tidy the site and would provide much needed housing.

AGREED (with 7 votes for and 4 votes against) that full planning permission be approved subject to conditions 1 – 5, 7 & 8 contained within the report and the two additional conditions and reasons contained within the report.

22. LAND OFF WARSOP LANE, RAINWORTH (15/00523/RMAM)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought approval for the reserved matters relating to the existing outline planning permission ref: 13/01256/OUTM for up to 130 dwellings. The detailed matters related to appearance, landscaping, layout and scale.

A schedule of communication was tabled at the meeting, which included correspondence received after the agenda was published from the following: Notts County Council – Landscape and Reclamation; Notts Wildlife Trust; the Applicant; the Environment Agency; and Notts County Council as lead flood risk Authority.

Members considered the application and commented that the site was over developed with only one access. The emergency access onto Rochester Road was also considered unsuitable due to it being a narrow road. It was felt that more bungalows were required in Rainworth as there was enough affordable housing available. Members also raised concern that NHS England had not requested any contribution, as there was a big issue regarding the GP surgeries being full to capacity in that area. Members further commented that the development had encroached onto the landscape buffer zone. The Buffer zone had been requested to prevent the properties being so prominent on Warsop Lane.

AGREED (unanimously) that applications 15/00523/RMAM & 15/00522/FULM be deferred in order to allow Officers to review the landscape buffer on Warsop Lane and for arrangements relating to the emergency exit to be clarified.

23. LAND OFF WARSOP LANE, RAINWORTH (15/00522/FULM)

The item was deferred as detailed in the Minute above.

24. 32 QUEEN STREET, BALDERTON, NEWARK (15/00835/FUL)

The Committee considered the report of the Deputy Chief Executive, following a site inspection held prior to the meeting, which sought the erection of a two storey side and rear extensions and first floor rear extension which was a resubmission of 14/01729/FUL.

AGREED (unanimously) that planning permission be approved subject to the conditions contained within the report.

25. APPEALS LODGED

NOTED: there were none for this period.

26. APPEALS DETERMINED

NOTED: that the report be noted.

27. EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

28. ENFORCEMENT CASE No. 12/00400/ENF

The Committee considered the report of the Deputy Chief Executive, which sought Member consideration on an ongoing Enforcement case, which remained unresolved despite Enforcement Notices, appeals and court prosecutions.

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

The meeting closed at 6.50pm.

Chairman

NEWARK & SHERWOOD DISTRICT COUNCIL

Minutes of the meeting of the **AUDIT & ACCOUNTS COMMITTEE** held in Room G21, Kelham Hall on Wednesday, 24th June 2015 at 10:00am.

PRESENT: Councillor Mrs S.M. Michael (Chairman)

Councillors: G.P. Handley (part) and D. Staples

ALSO IN ATTENDANCE: David Dickinson (Director – Resources (NSDC))
Nicola Pickavance (Asst. Business Manager- Financial Services NSDC)
Tara Beesley (Accountant (NSDC))
Graeme Black (CIPFA Trainee (NSDC))
Amanda Hunt (Principal Auditor (Audit Lincolnshire))
John Sketchley (Audit Manager (Audit Lincolnshire))

1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted by Councillors Mrs R. Crowe, R.A. Crowe and Mrs M. Dobson.

2. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

NOTED: that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

3. DECLARATION OF ANY INTENTION TO RECORD THE MEETING

None

4. MINUTES OF MEETING HELD ON 8TH APRIL 2015

Minute No. 64 – Responses to Questions Raised at a Previous Meeting

It was acknowledged that the information previously requested to be considered by the Leisure & Environment Committee as to the percentage of household waste sent for reuse, recycling or composting across all Nottinghamshire Councils was due to be presented to the September 2015 meeting of the Committee.

AGREED that the Minutes of the meeting held on 8th April 2015 be approved as a correct record and signed by the Chairman.

5. REMIT OF AUDIT & ACCOUNTS COMMITTEE

The Committee considered the report presented by the Director – Resources in relation to the remit of the Committee.

AGREED that the remit of the Committee be noted.

6. TREASURY MANAGEMENT OUTTURN REPORT 2014/2015

The Committee considered the report presented by a Council Accountant in relation to the review of the Annual Treasury Outturn report, full details of which would be presented to the Council meeting on 21st July 2015.

Contained within the report was information on the current economic background; local context; borrowing strategy; investment activity; and compliance with prudential indicators. Members were informed that the figure of £22.9m noted in paragraph 3.1 as the underlying resources available for investment was incorrect and should be £43.2m. It was confirmed that this had been amended in the report to be presented to Council in July.

Paragraph 5.5 of the report referred to the remaining monies to be recovered from the Council's investment in the Glitnir Bank. It stated that Deutsche Bank had offered to purchase Icelandic Krona from all affected Councils at a discounted rate. Once finalised the Council would have recovered 96.75% of its original investment. In response to whether a final decision had been taken on this matter, the Director – Resources advised that discussions had been held with Group Leaders prior to the May 2015 Elections to advise them that this was the most appropriate course of action for the Council in order for them to recover their outstanding investment. The Director also informed the Committee that it was anticipated that the Icelandic Government would introduce additional legislation to halt any further removal of monies from the country.

Members commented that they were concerned that Arlingclose had not made reference to the balance of payment position in their economic and interest rate forecast. Members also noted that the final two sentences of Appendix C did not appear to make sense. Officers advised that they would raise the issues with Arlingclose.

AGREED that, subject to the amendment of the figure contained in paragraph 3.1 of the report, the Treasury Outturn position for 2014/2015 be noted and referred to Council for consideration and approval.

7. UNDERLYING PENSION ASSUMPTIONS FOR 2014/2015 STATEMENT OF ACCOUNTS

The Committee considered the report presented by the Assistant Business Manager – Financial Services in relation to the assumptions made by the pension fund actuary in calculating the IAS 19 (International Accounting Standard 19 – Employee Benefits) figures that are to be reported in the 2014/2015 Statement of Accounts. The report set out both the financial and demographic assumptions and the impact in financial statements.

AGREED that the assumptions used in the calculation of pension figures for 2014/2015 be noted and approved.

8. INTERNAL AUDIT PROGRESS REPORT

The Committee considered the report presented by the Principal Auditor from Audit Lincolnshire in relation to the latest Internal Audit Progress Report up to May 2015

which provided a summary of Internal Audit work undertaken during 2015/2016 against the agreed audit plan.

AGREED that the latest internal audit progress report be noted.

9. ANNUAL INTERNAL AUDIT REPORT

The Committee considered the report presented by the Audit Manager from Audit Lincolnshire in relation to the Annual Internal Audit Report for 2014/2015. It was noted that the purpose of the report was to provide a summary of work undertaken during 2014/2015 to support the Annual Governance Statement by providing an opinion on the organisation's governance, risk management and internal control environment. Included within the Audit Report were: opinion on the overall adequacy and effectiveness of the organisation's governance, risk and internal control environment; disclosure of any qualifications to that opinion; summary of audit work undertaken; issues, if any, that are particularly relevant to the Annual Governance Statement; and commentary on compliance with standards.

Members were advised of an error in the report in Scope of Work, paragraph 18. The percentage of implemented recommendations was incorrect and should be amended to read 86%.

Members noted that the performance from previous years had improved.

In relation to the commentary on empty homes, Members queried whether monies had been returned to the HCA due to the Council being unable to identify sufficient empty homes to bring back into use. Officers advised that they would make enquiries and forward the information to Members.

Members commented that the current arrangements in relation to parking income failing to comply with Financial Procedure Rules was concerning. In response, they were advised that discussions had been held with ICT who had requested that Audit Lincolnshire check that the Council were properly compliant with procedure rules.

In relation to the delivery of the internal audit plan 2014/2015 and the period taken to complete audit within 2 months from fieldwork being scored at 59%, it was noted that this was below the target of 80%. Officers advised that procedures were to be reviewed and a more meaningful narrative report would be provided in future. It was acknowledged that the process undertaken was complex and that additional wording should be added to read "Period taken to complete audit within 2 months from fieldwork to draft report".

AGREED that:

- (a) the Annual Internal Audit Report 2014/2015 be noted; and
- (b) information be forwarded to Members as to whether any monies were repaid to HCA due to insufficient empty homes being available to be brought back into use.

Councillor G.P. Handley entered the meeting at this point.

10. PROPOSED TRAINING SESSION AND KNOWLEDGE & SKILLS AUDIT FOR MEMBERS OF THE AUDIT & ACCOUNTS COMMITTEE

The Committee considered the report presented by the CIPFA Trainee in relation to a proposed training session and skills questionnaire for Members of the Committee.

Members agreed that the training was important and that it would be beneficial for Members to undertake this again.

AGREED that:

(a) the date of the training session to be:

Tuesday, 25th August 2015 at 9.30am

(b) if available, Members be supplied with their previous Skills Questionnaire responses prior to completing the form for the current year.

11. WORK PLAN

AGREED that, subject to the amendment of the date of the 6th April 2016 meeting to 27th April 2016, the Work Plan be noted.

12. DATE OF NEXT MEETING

NOTED that the date of the next meeting was Wednesday, 9th September 2015 at 10:00 hours.

The meeting closed at 10.55am

Chairman