



Civic Centre,
Arnot Hill Park,
Arnold,
Nottinghamshire,
NG5 6LU

Agenda

Cabinet

Date: **Thursday 6 April 2017**

Time: **12.30 pm**

Place: **Chappell Room**

For any further information please contact:

Lyndsey Parnell

Senior Democratic Services Officer

0115 901 3910

Cabinet

Membership

Chair Councillor John Clarke

Vice-Chair Councillor Michael Payne

Councillor Peter Barnes
Councillor David Ellis
Councillor Gary Gregory
Councillor Jenny Hollingsworth
Councillor Henry Wheeler

Observers: Councillor Chris Barnfather

AGENDA

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- 1 Apologies for Absence.**
- 2 To approve, as a correct record, the minutes of the meeting held on 9 March 2017.** 5 - 8
- 3 Declaration of Interests.**
- 4 Shared Service for Procurement Services** 9 - 12
Report of the Deputy Chief Executive and Director of Finance.
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Report of the Service Manager Democratic Services.
- 9 Progress Reports from Portfolio Holders.**
- 10 Member's Questions to Portfolio Holders.**
- 11 Any other items the Chair considers urgent.**

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MINUTES CABINET

Thursday 9 March 2017

Councillor John Clarke (Chair)

Councillor Peter Barnes
Councillor David Ellis

Councillor Gary Gregory
Councillor Henry Wheeler

Observers: Councillor Chris Barnfather

Absent: Councillor Michael Payne and Councillor Jenny Hollingsworth

Officers in Attendance: H. Barrington, M. Hill, J. Robinson, L. Parnell

75 APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Michael Payne and Jenny Hollingsworth.

76 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 2 FEBRUARY AND 16 FEBRUARY 2017.

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record.

77 DECLARATION OF INTERESTS.

Councillor Barnes declared a pecuniary interest in "Changes to Outside Body Representation" as the spouse of Councillor Sandra Barnes who is a subject of the report and would leave the room during consideration of the item.

78 GEDLING CONVERSATION AND SATISFACTION SURVEY 2017

The Director of Organisational Development and Democratic Services presented the report, which has been circulated prior to the meeting, seeking agreement for the programme of activities for the Gedling Conversation and Satisfaction Survey 2017.

RESOLVED:

That the programme of activities for the Gedling Conversation and Satisfaction Survey 2017 be approved.

79 CHANGES TO OUTSIDE BODY REPRESENTATION

Councillor Barnes left the meeting.

Consideration was given to a report of the Service Manager, Elections and Members Services, which had been circulated prior to the meeting, seeking authorisation for changes to the Council's representation on the Board of Gedling Homes and on Constable's Field Foundation.

RESOLVED that:

- 1) Councillor Sandra Barnes is appointed as one of the Council's representatives on the Board Of Gedling Homes to replace Councillor Gregory; and that
- 2) Michael Bolton is appointed as a Trustee of the Constable's Field Foundation to replace Councillor Wheeler.

80 PROGRESS REPORTS FROM PORTFOLIO HOLDERS.

Councillor Barnes entered the meeting.

Councillor David Ellis (Public Protection)

- The Public Protection team had undertaken partnership working with Childrens' Services to address issues of concern regarding a family's living conditions.
- Recent recruitment to posts within the Public Protection team had been successful and seen posts filled by experienced professionals.
- The cross-party working group who had worked on the International Women's Month programme should be commended. A series of events celebrating women would take place across the Borough throughout March.
- The Women's Quilt Project to commemorate women killed by their partners between 2009 and 2015 and raise awareness of Domestic Violence had now launched. The concept was created locally and many local residents had been involved in the project. As a result, there was an interest in the project's nationwide tour beginning in the Borough.

Councillor Gary Gregory (Community Development)

- Councillors Bailey Jay, Clarke, Gregory and Truscott had recently commissioned the Men in Sheds group to build a number of bird

boxes for Gedling Country Park using their Community Initiatives Funds.

- Consideration was being given to ways to boost sales opportunities for the Men in Sheds group. The Portfolio Holder had written to Age UK and consideration was being given to potential pop up show opportunities.
- Gedling Play Forum has received a large donation of cupcake trays. The Portfolio Holder had been assisting the group to distribute the trays to local schools and community groups. The Portfolio Holder and Mayor had been invited to bake with a number of the recipients. The Portfolio Holder had been in touch with Tesco regarding donation of ingredients.

Councillor Henry Wheeler (Housing, Health and Wellbeing)

- A new intern had recently begun work at Bonington Theatre.
- The Bonington Theatre now has a satellite in place to allow the theatre to live broadcast events from elsewhere.
- Direct debits had been introduced for swimming lessons.
- A health and wellbeing “Keep Me Posted” page had been created.
- The Clinical Commissioning Group had recently produced a self care guide listing treatments that would no longer be funded and would need to be accessed or purchased over the counter from pharmacies.
- A really popular mental health befriending service is being run at Arnold Methodist Church.
- The Borough Council will launch a Senior’s Council later this month.
- The housing needs service continues to see a high level of demand for emergency and temporary housing.

Councillor Peter Barnes (Environment)

- The Council had recently signed a deal with the County Council to take over maintenance of Bestwood Country Park.
- The garden waste scheme has been launched for the forthcoming financial year.
- Work on the Gedling Country Park visitor centre was ongoing.
- The Portfolio Holder, along with Councillors Clarke, Gregory and Payne, had recently toured the Borough with Parks and Street Care officers to look at street cleansing issues. While the team are doing a good job, it is clear that a large number of people continue to drop litter. Consideration was to be given to publicity around littering.

Councillor John Clarke (Leader of the Council)

- The Leader expressed his thanks to all of those who took part in the recent “Spring Clean” event.
- The graffiti artist who had recently vandalised property across the Borough had been convicted and given a suspended sentence.
- The Council’s “Keep Me Posted” system now has over 25,000 subscribers. The “Keep Me Posted” bulletins had been well received and attendance at events at the Bonington Theatre that had been publicised within it had increased.
- The Gedling Access Road and nearby housing development plans continue to progress.
- Serious issues with road conditions across the Borough were being brought to the Leader’s attention. The Leader informed Members that the number to report potholes or other road damage to the County Council, who have responsibility over Highways, was 0300 500 80 80.

81 MEMBER'S QUESTIONS TO PORTFOLIO HOLDERS.

Councillor Barnfather commented on the recent opening of “The Pit”, a micro pub in Newstead within the former sports pavilion. The opening had also been attended by the Mayor, who had officially opened the pub, and Councillor Barnes.

Councillor Barnfather wished to inform Members of what a great night it had been for the community, particularly given that the majority of the work had been undertaken on a voluntary basis by people within the community.

82 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 1.25 pm

Signed by Chair:
Date:



Report to Cabinet

Subject: Shared Service for Procurement Services

Date: 6 April 2017

Author: Deputy Chief Executive & Director of Finance

Wards Affected

Borough-wide.

Purpose

To provide Members with a proposal to enter into a shared service arrangement for the provision of procurement services with the Nottinghamshire and Derbyshire Procurement Unit (NDPU) hosted by Bassetlaw District Council.

Key Decision

This is not a Key Decision.

Background

- 1.1 The Council currently has an arrangement with Rushcliffe Borough Council for the provision of a procurement advice service. Rushcliffe currently employs a full-time Procurement Officer, and his time and cost is split 50:50 with Gedling.
- 1.2 In November 2016, notice was given to the Council that this arrangement would cease as the officer concerned was returning to a full-time position at Rushcliffe. There are therefore no TUPE considerations for Gedling.
- 1.3 Whilst initial consideration was given to not recruiting another procurement officer, the Council would face a significantly increased risk of legal challenge, caused by non-procurement specialists undertaking contract work, and not abiding by the EU Public Contract Regulations 2015. In addition to this, potential efficiencies could be missed due to poor procurement and contract management, and officers not having the expertise to utilise framework arrangements and not achieving best value.

Proposal

- 2.1 There is a lot of evidence of local authorities sharing procurement resources, for example North East Derbyshire and Bolsover District Councils have joined up with a local NHS Trust, and Procurement

Lincolnshire is a shared service arrangement between eight local authorities.

- 2.2 The Local Government Act 1972, the Local Government Act 2000 and regulations made thereunder, provide Local Authorities with the power to make arrangements for the joint discharge of executive functions between Local Authorities. The proposal is to join in with the Bassetlaw consortium (known as the Nottinghamshire and Derbyshire Procurement Unit - NDPU). Its membership is Bassetlaw District Council, Ashfield District Council, Mansfield District Council, and Erewash Borough Council and if agreed, Gedling Borough Council. The procurement service will be carried out jointly with the other authorities in the Consortium with Bassetlaw acting as the lead authority.
- 2.3 As smaller sized councils, there will be opportunities to benefit from economies of scale as a lot of contracts are common across authorities. The purpose of the NDPU is to be a shared resource for the provision of procurement services for those bodies signed up to the joint agreement.
- 2.4 The NDPU operates under a Service Level Agreement, and it provides a comprehensive analysis of the roles, responsibilities and obligations. Fortnightly on-site clinics (plus direct access by Skype, telephone, e-mail) will be held to determine the upcoming procurement needs, and then a full tender support process will be deployed for each contract. Service Managers will continue to have responsibilities for tender specifications and evaluation criteria within the realms of legal requirements.
- 2.5 It is seen as important that the liaison between in-house services and the Shared procurement unit (NDPU) is conducted in an effective and efficient manner. To facilitate this, the Service Manager – Financial Services will manage the new day-to-day arrangements.
- 2.6 There is also a Joint Procurement Board which requires a senior officer from each authority to be delegated by the Executive to sit on the Board. The Board will make strategic decisions on the operation of the NDPU, and oversees and monitors the Unit's activities.
- 2.7 The arrangements will be subject to an annual review, and there is provision to withdraw given twelve-months' notice from either side following the initial five year period that expires in 2019. This is deemed to be reasonable given the need to adjust staffing levels if the membership of the Unit changes.
- 2.8 The service provided might not be as comprehensive as an 'on demand' permanent post, however, this is mitigated by a detailed Service Level Agreement, and the knowledge and expertise of a wider team.
- 2.9 Effective procurement is essential in controlling costs given the current financial situation, and the opportunities that the shared service will provide are:
 - A central reference point for procurement;

- A central resource for procurement expertise;
- A co-ordinated approach to procurement decisions across the five councils;
- Advice on National and Local Framework Contracts for goods and services;
- Support for the enforcement of Council Standing Orders and contract terms and conditions;
- Enhancement of procurement skills and knowledge across the Council.

Alternative Options

- 3.1 The options available to Gedling would be to not retain specialist procurement advice and accept the risk of a legal challenge arising from inappropriate procurement activity, or to join another authority/shared arrangement. The first option is not advised due to the risk of challenge and the size of the financial penalty that could be awarded, coupled with the lack of potential efficiencies. The second option is a possibility, but it would primarily be with the City or the County Council, and their focus is very much on the high costs of adult social care and highways.
- 3.2 A further option is to recruit our own in-house procurement officer. This would be acceptable, but the cost of employing an officer would be much greater than the current proposal, and inter-council working may still be a problem resulting in a lack of efficiencies.

Financial Implications

- 4.1 The annual cost of the existing arrangement with Rushcliffe is £21,900. The annual cost of the new arrangements will be £36,000, but officers are confident that this will be recouped through better procurement processes, wider advertising of tender opportunities, and economies of scale.
- 4.2 It is worth noting that the annual contribution to the unit is based on open-book principles and if savings are made then there will either be a redistribution back to the constituent authorities or a surplus will be carried forward into the following year which will reduce the contribution needed.

Appendices

- 5 None.

Background Papers

- 6 None.

Recommendations

THAT:

- a) The Cabinet agrees to the proposal to enter into a shared service arrangement for the provision of procurement services via the Nottinghamshire and Derbyshire Procurement Unit (NDPU) hosted by Bassetlaw District Council.
- b) That the Deputy Chief Executive and Director of Finance be authorised to represent Gedling Borough Council on the Joint Procurement Board as part of the shared service arrangement.

Reasons for Recommendations

To ensure that an efficient procurement service is provided to Council employees and that all relevant legislation and guidance is followed.

To ensure the Council are represented on the Joint Procurement Board who make strategic decisions about the operation of the Joint Procurement Unit and monitor the Unit's performance.

Report to Cabinet

Subject: Bestwood Country Park Collaborative Agreement

Date: 6 April 2017

Author: Service Manager, Parks and Street Care

Wards Affected

Bestwood St Albans Ward

Purpose

- 1 To obtain approval to enter into a collaborative arrangement with Nottinghamshire County Council for the joint management of general operations and the visitor offer at Bestwood Country Park. (“the collaborative arrangement”)
2. To obtain authorisation for the Deputy Chief Executive and Director of Finance in consultation with the Director of Organisational Development and Democratic Services to negotiate and conclude a collaborative agreement to facilitate the collaborative arrangement.

Key Decision

3. This is not a key decision.

Background

4. Local Authorities have the power under s.7 of the Countryside Act 1968 to provide country parks on any site in the countryside appearing to them to be suitable to be adapted to provide a country park. Bestwood Country Park is an area of informal recreation and nature conservation, comprising 690 acres, in an urban fringe location on the northern border of Nottingham. It is well used by Nottinghamshire people, and enjoys the support of two active Friends groups. Gedling Borough’s and County Council’s ambition for Bestwood Country Park is to ensure its long term sustainability, and to maximise opportunities at the Park for visitors to participate in, appreciate and value their local landscape and heritage.
5. Roughly two thirds of the Park’s land is owned by Nottinghamshire County Council and one third by Gedling Borough Council. Both Councils currently manage their land independently of the other (i.e. each Council independently carries out grounds maintenance, management of park buildings such as toilet blocks, and supports the activities of community groups operating on the site).

Country Parks Service Transition

6. Gedling Borough Council was approached in early 2015 by the County Council who were undertaking work to explore ways in which the revenue costs for Bestwood might be reduced against an anticipated medium term reduction in managerial capacity for

the Country Parks Service. They had identified Gedling Borough Council's Parks Service as a suitable stakeholder in the area with the correct level of expertise in the field, who would be able to promote the benefits of the park, its habitats and flora and fauna, whilst encouraging visitors to enjoy the health benefits of the park and its historic buildings. It was hoped the Parks Service might be able to help them achieve their aims of providing a Country Park so they set about an engagement and scoping exercise.

7. Work with Gedling Borough Council to establish the potential savings delivered through the establishment of a collaborative agreement has identified approximately £60,000 of direct annual revenue savings for the County Council whilst at the same securing a valuable green space Country Park for leisure, recreational and outdoor educational activities for the residents of Gedling Borough.
8. At the Nottinghamshire County Council Culture Committee meeting in November 2016 approval was given for County officers to progress negotiations with Gedling Borough Council over the establishment of a collaborative agreement for the future operation of the Park. The other two large country parks operated by the County Council Parks Service – Rufford and Sherwood Forest - are also currently in transition to alternative management arrangements.

The Collaborative Agreement

9. The Local Authority Goods and Services Act 1970 gives the authorities the power to enter into an agreement for the management of Bestwood Country Park and to agree such payment terms as the parties consider appropriate. It is proposed that a collaborative agreement under this statutory power be produced to clarify and formalise the arrangements between the parties. The key responsibilities of the parties under the proposed collaborative arrangement are set out below.
10. In broad terms, the County Council will:
 - remain the freehold owner of the land it currently owns;
 - retain sole responsibility for the management and maintenance of the Alexandra Lodge buildings and associated infrastructure;
 - retain responsibility for the structural maintenance of the other buildings and structures on the Park site (including the Winding Engine House), as set out in the repairs and maintenance schedule that will form part of the collaborative agreement;
 - retain direct oversight of the agricultural tenancy areas within the Park;
 - retain capacity to offer support to the Park's Friends and volunteer groups.
11. In broad terms, Gedling Borough Council will:
 - undertake the day to day management of the Park. In this respect, Gedling Borough Council are in discussions with the County Council in relation to the

potential TUPE transfer of, relevant County Council Country Parks Service staff into its own Parks Division, any formal approvals for this process would be sought separately through SLT and the Chief Executive ;

- undertake the day to day stewardship and grounds maintenance of the Park, in accordance with current landscape and conservation plans, and in accordance with standards agreed with the County Council;
- manage on a day to day basis the Park's buildings and structures (except for Alexandra Lodge);
- assume responsibility for the day to day co-ordination and support of the Park's Friends and volunteer groups;
- deliver appropriate community and education events and activities.

12. An indicative detailed breakdown of the responsibilities under the arrangement are included in Appendix 1.
13. It is proposed that the collaborative arrangement will be for an initial term of five years, and any agreement would allow for further extension, subject to the agreement of both Councils and Member approval. Subject to Member approval and the collaborative agreement being finalised it is anticipated that implementation of the arrangement will be from 1 May 2017. The implementation of the arrangement will deliver the required financial savings required by the County Council whilst providing Gedling Borough Parks Service with the opportunity to achieve their budget in forthcoming years. whilst promoting the benefits of the park, its habitats and flora and fauna, and encouraging visitors to enjoy the health benefits of the park and its historic buildings.
14. The operation of the arrangement, underpinned by a formal collaborative agreement between the parties, will be actively monitored and managed by both Councils through the establishment of regular quarterly joint meetings.

Proposal.

- 15 That Gedling Borough Council enter into a collaborative arrangement with Nottinghamshire County Council for the joint management of general operations and the visitor offer at Bestwood Country Park for an initial period of five years with an option to extend up to 5 years.
16. That the collaborative arrangement is formalised through a collaborative agreement between the Councils, and that authority to negotiate and conclude the agreement be delegated to the Deputy Chief Executive and Director of Finance in consultation with the Director of Organisational Development and Democratic Services.
17. That annual reports are brought to Cabinet updating members on the performance of the collaborative arrangement.

Alternative Options

- 18 The Council could choose not to enter into the collaborative agreement, and continue to maintain only the land in Gedling's ownership which will prevent the projects

progression. This would result in the County Council requirement to search for another partner to work with. However, this opportunity provides a significant opportunity for good partnership working and will go towards helping Parks and Street Care Services achieve their budget in forthcoming years. It is also seen as a way to ensure that the benefits of the Park are maximised for its users.

Financial Implications

19. The Revenue and Capital budgets for the delivery of the Bestwood Country Park collaborative agreement were approved by Council on 1 March 2017. A capital budget of £46,000 was approved for the purchase of a vehicle and the equipment required to enable the delivery of the agreed services; and the net annual revenue efficiency savings from this partnership are estimated at £35,000.

Appendices

- 20 Appendix 1 Draft Maintenance Schedule

Background Papers

None

Recommendation(s)

- 21 **Cabinet members are recommended to:**
- a) **approve the establishment of a collaborative arrangement between Nottinghamshire County Council and Gedling Borough Council for the joint management of general operations and visitor offer at Bestwood Country Park.**
 - b) **Authorise the Deputy Chief Executive and Director of Finance in consultation with the Director of Organisational Development and Democratic Services to negotiate and conclude a collaborative agreement to facilitate the collaborative arrangement.**

Reasons for Recommendations

22. To support Parks and Street Care Services in achieving their budget in forthcoming years, as agreed by Full Council Whilst promoting the health and wellbeing benefits of the park and its historic buildings, its habitats and flora and fauna, for leisure, recreational and outdoor educational activities for the residents of Gedling Borough..
23. To ensure that the future arrangements for the management of the Park support its effective, safe and sustainable operation, and that its overall visitor offer is properly supported. And to enable the Council to maintain the site which falls within its Borough Boundary, and provide a contractual mechanism for quality control.



**Nottinghamshire
County Council**

Gedling
Borough Council



Bestwood Country Park

**Cooperation Agreement – Landscape Audit and
Grounds Maintenance Schedule 2017 – 2022**

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

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Alexander Lodge

1. CONTEXT

This document sets out the operational context and maintenance schedules that will be shared jointly and with cooperation for Bestwood Country Park by Nottinghamshire County Council (NCC) who have the freehold ownership and Gedling Borough Council (GBC) who are currently responsible for managing part of the site. It outlines the site's current maintenance practices for all hard and soft landscape features, and including guidance notes of practices carried out on site with frequency of actions; all within Health and Safety procedures and regulations.

It should be read in conjunction with the Bestwood Country Park Ecology Report and Ecological Management Plan 2014 – 2018 and the Bestwood Country Park, Woodland Management Plan 2015 - 2025.

The purpose of this document is to explain the regular tasks and responsibilities that both parties have for the maintenance of Bestwood Country Park, whilst providing a framework for carrying out maintenance enhancements whether recreational or conservational and suggest longer term aspirations. This document will also be the basis for on-going discussions about the Country Park's maintenance regime and give the park's 'Friends of Group', volunteers and general public, a rationale for maintenance prescriptions and the opportunity to comment on them.

It will detail the park's quality assessment criteria, as well as detailing operational techniques that are in keeping with best value good practice.

The Country Park sits mainly within Gedling Borough on the edge of the Greater Nottingham Conurbation with the Leen Valley Lakes section on the west side of Moor Road lying in Ashfield District. Maintenance responsibility rests with Gedling Borough Council, and the park is maintained by Parks and Street Care Services with active 'Friends of Group' and volunteer involvement and input via this Maintenance plan work schedule programme. The county council remains responsible for Alexander Lodge and for major maintenance of the buildings and structures such as the dam across the River Leen and for maintenance issues arising from the park's past history as a colliery and for the areas farmed under tenancy.

In broad terms, NCC will lead on the following areas of responsibility:

- Freehold owner
- Solely responsible for Alexandra Lodges and associated service infrastructure
- Major repairs to other buildings and structures such as the dam as set out in the Repairs & Maintenance Matrix
- Major repairs to the historic steam winding engine within the Winding Engine House
- The agricultural tenancy areas

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

and in broad terms GBC shall have lead responsibility on:

- Management and maintenance of the park
- Management and maintenance of the buildings and structures included within the lease and as set out in the Repairs & Maintenance Matrix
- Coordination and support of the various Friends and volunteer groups
- Stewardship of the park
- Education, public involvement and events

and shared support to established volunteer groups as agreed between the parties from time to time

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Park Signage

2. INTRODUCTION (Site Description and General History)

The present day Bestwood Country Park is just four miles from the centre of Nottingham, on the edge of Bestwood Village. The park and surrounding area was once a hunting preserve of some 3,711 acres, part of the medieval Sherwood Forest, which covered large areas of Nottinghamshire.

As part of the larger Royal Sherwood Forest, Bestwood was a popular and convenient hunting location for local landed gentry and monarchs visiting Nottingham.

The 650 acres of Bestwood Country Park today form a peaceful oasis with a richly varied landscape, wildlife and industrial heritage on the northern edge of the City of Nottingham. It is popular with walkers, cyclists and bird-watchers. Once home to one of Britain's busiest coal mines, the former Winding Engine House of Bestwood Colliery has been restored with HLF monies, and the site is important both for recreation and nature conservation.

This maintenance plan and the Bestwood Country Park Ecological Management Plan, and the Bestwood Country Park, Woodland Management Plan have been prepared to support the various aspects of the former Royal hunting park and colliery site. Gedling Borough council's Parks and Street Care Service will actively seek further funding both externally and internally to ensure it continues to be a regionally significant heritage visitor attraction in the heart of Nottinghamshire that will contribute to the regeneration of Gedling Borough and the wider region.



Mill Lakes, Bestwood Country Park

3. BIODIVERSITY

The Biodiversity Strategy 2020: A strategy for England's wildlife and ecosystem services, gives all public bodies a duty to further the conservation of biodiversity. The Strategy was published in August 2011. As a local authority involved in health, arts, tourism, sport, education or business development we will play a role in supporting biodiversity from simple direct actions to educating others and raising awareness.

We will indicate our duty to have regard for conserving biodiversity, by identifying ways to integrate biodiversity in the Country Park by:

- developing policies and strategies and putting them into practice
- managing the planning system, and managing
- land and buildings
- woodlands, the country park and any designated nature reserves
- gardens, parks and public open space
- community amenities e.g. sports grounds
- waste and pollution
- energy and water
- wood and plant products
- develop infrastructure
- make decisions about procurement
- implement economic, environmental and social programmes



Woodland Habitat

To deliver biodiversity in Bestwood Country Park there are five ecosystem groups covering:

- Freshwater & wetland [Including reed beds] (Mill Lakes and the River Leen)
- Grassland & local bordering farmland (Fenced off protected areas)
- Mature Woodland (Big Wood) and areas of heathland
- Scrub & Carr Vegetation (Unmanaged areas where small shrubs and trees are growing, leading to the natural creation of Carr woodland).
- The Sand Quarry

4. OUTDOOR LEARNING

Outdoor learning offers unique opportunities to extend the potential of our children and young people. We learn in context and through experience and place. Therefore, we need to offer different and challenging experiences to stimulate their learning and development. Learning beyond the classroom, in all its forms, can make a huge contribution to this.

Outdoor learning can offer core experiences to children and young people, regularly and routinely, through their transition from pre-school education to adulthood. A young person's progressive experience from 3 to 18 years demands a wide range of outdoor learning activities taking place outside the school. The Country Park acts as one such outdoor classroom. Outdoor education is no longer seen as just adventure or environmental activities, but as a teaching approach outdoors which can enhance and integrate a huge range of activities across the whole curriculum - activities which connect learners with their environment, their community, their society and themselves. It engages and motivates learners through first-hand experiences which demonstrate the relevance of knowledge and understanding.

5. OWNERSHIP

Nottinghamshire County Council owns the park.

6. ECOLOGICAL OVERVIEW

For an ecological overview of the site please refer to the Bestwood Country Park Ecology Report and Ecological Management Plan 2014 – 2018 that gives site information and designations. Bestwood Country Park has witnessed a number of land use techniques over many years which have led to a complex mosaic of habitats in a relatively small area. The 650 acre site comprises of open neutral grassland, woodland, scrub and Carr vegetation, reedbed, heathland and several mill ponds. Information on habitats, invertebrates, flora birds and mammals are contained in the ecology plan.

7. COMMUNITY INVOLVEMENT

7.1 PUBLIC

Public access is available at Bestwood Country Park 365 days of the year and 24 hours a day.

It has free access and parking. Visitors in wheel chairs or with pushchairs should successfully be able to visit large areas of the Country Park. The Parks and Street Care Team will work with a Disability Forum. This Forum will provide advice on all aspects of site management and development whilst fully appreciating the huge limitations posed by any natural landscape. This includes investigating the relevance of interactive and other interpretive media in addition to physical access improvements.

7.2 INFORMAL EDUCATION AND EVENTS

A large part of the Park Development workload will be informal education and interpretation of the countryside working alongside the Bestwood Country Park Friends of Group. Every year a busy and diverse events programme will be delivered based around key messages and using evaluation gathered throughout the previous year. The Country Park already hosts several environmental 'conservation task' days, as well as various guided walks and talks and themed educational and recreational activities for children and adult's.

8. SITE DESCRIPTION

As part of the continued development of the Bestwood Country Park, an audit was carried out in December 2015 to give a benchmark moving forward understanding of the existing condition of the assets and facilities within the Country Park. Along with the Landscape Quality Manual, Ecology Landscape Maintenance Action Plan, the Woodland Management Plan, the County Council Barrier Audit, Design Surveys and Monitoring and Evaluation Programme, these audits have informed the maintenance actions which will be delivered between 2016 and 2021. These audits have included an Asset Inventory and Analysis Assessment.

8.1 ASSET INVENTORY AND ANALYSIS

The following analysis identifies all features within the Country Park that were included in the audit and provides recommendations for their inclusion within the Country Park Development programme.

For effective management and maintenance the Country Park has been split into 6 generic zoned areas:

Zone 1 – The River Leen Mill Lakes & Leen Valley Water Meadows including reed beds

Zone 2 - The Colliery Buildings Inc. Winding Engine House & Dynamo House

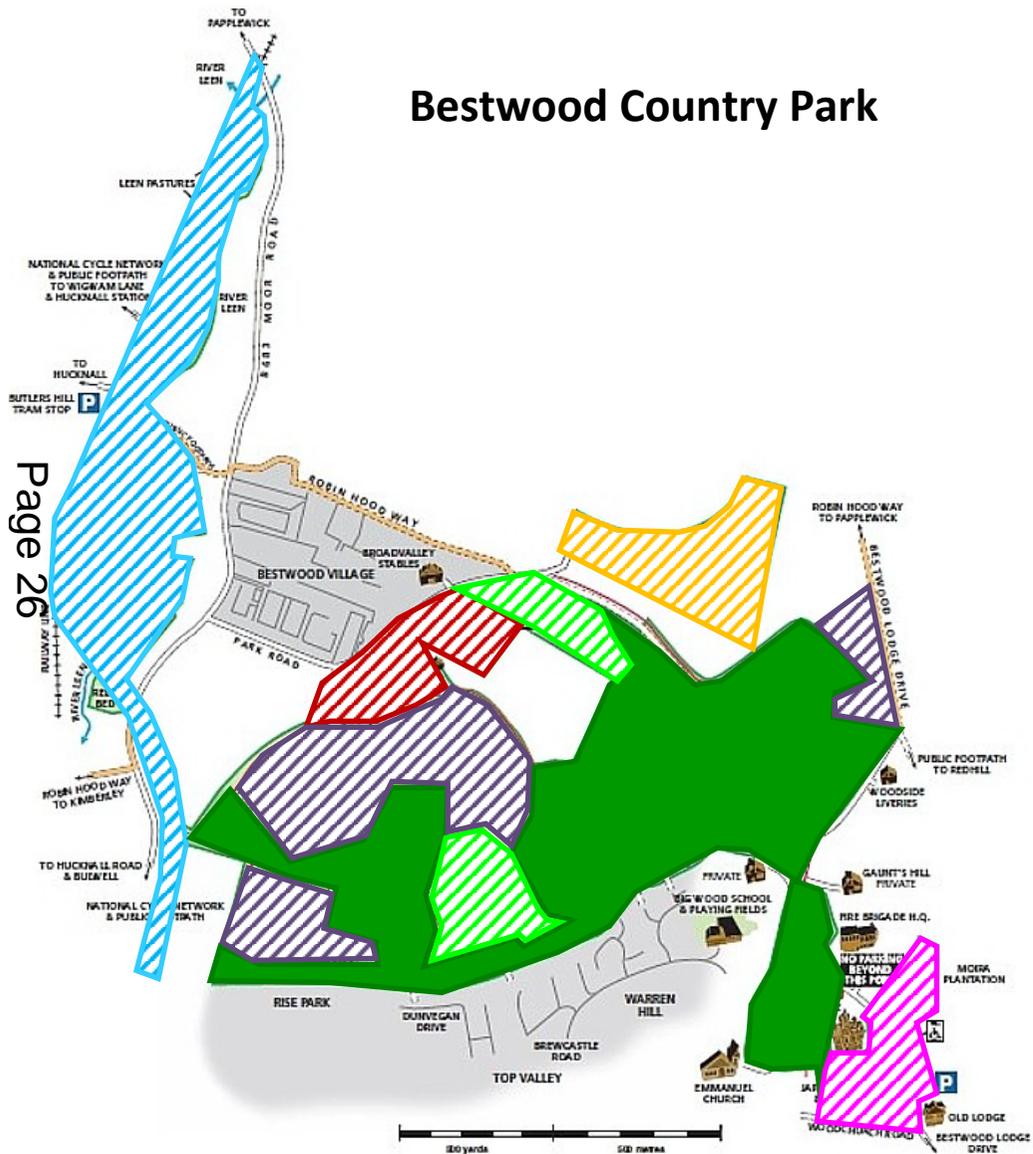
Zone 3 - Sand Quarry

Zone 4 - The Pit Tip Grassland Area and Parkside Pasture

Zone 5 - The Woodland [Inc Big Wood]

Zone 6 - The Hotel & Sports Pitches

Bestwood Country Park



6 Eco-System Zones (Generic)



Zone 1 – The River Leen Mill Lakes & Leen Valley Water Meadows



Zone 2 - The Colliery Buildings Inc. Winding Engine House & Dynamo House



Zone 3 - Sand Quarry



Zone 4 - The Pit Tip Grassland Area and Parkside Pasture



Zone 5 - The Woodland [Inc Big Wood]



Zone 6 - The Hotel & Sports Pitches



Private [Rented] Pastureland

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

No.	Item Description	Analysis of existing situation state	Action Plan for inclusion in the Bestwood Country Park Development Programme
Zone 1 Mill Lakes & Leen Valley Meadow including reed beds			
Entrances, Gates and Boundaries			
1	Moor Road entrance adjacent to foot bridge. This entrance is a none DDA wooden stepped footway that leads from Moor Road onto the redundant track bed leading into the Mill Lakes.	The wood that is used in the construction of the steps is showing signs of wear and corrosion but is serviceable, and the path is constructed from gravel coated tarmac and is in good condition.	All paths and steps to be monitored and repaired as necessary around the Mill Lakes area.
2	Entrance opposite The Spinney on Moor Road at the end of a short service road, is accessed via a steel kissing gate and a vehicle assess barrier which leads onto a conglomerate gravel path.	The metal kissing gate/barrier appears to be in reasonable working condition and the conglomerate path has pot holes which will need repairing shortly.	The kissing gate/barrier will need to be checked for corrosion/usability and repaired as necessary.
3	Entrance from Butlers Hill estate. This entrance has two metal barrier gates and two disabled access gates. Access is via conglomerate gravel paths.	The metal barrier gates/barriers [x2] and disabled access gates [x2] either side of NCC adopted footpath appear to be in reasonable working condition as is the conglomerate path.	The gates/barriers x 4 will need to be checked for corrosion/usability and repaired as necessary.
4	Sustrans access route off Moor Road opposite Mill Lane, Conglomerate path with no vehicle access. Metal hand rails.	The path is constructed from gravel coated tarmac and is in good condition. Hand rails appear to be in good condition. Timber fence sound.	All paths to be monitored and repaired as necessary around the Mill Lakes area. Hand rails may require painting as they age. Timber fence will require inspection.
5	Emergency Entrance Gate between houses on Park Road	Appears to be in good repair.	Will require regular inspection to ensure its integrity.
6	Boundary Fencing, constructed from Post and rail fencing, some areas backed by shrubs and Hawthorne hedges	Appears to be in reasonable condition.	To be monitored and repaired/replanted as necessary.
Park Features			
7	Moor road footbridge, steel bridge spanning Moor road along the old railway track bed. Inc the Sustrans route stretch.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.

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8	Southern side of Mill Lake, Weir foot/cycle bridge, with a Conglomerate gravel path.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
9	Northern Side of Mill Lake Footbridge/cycle Wooden bridge	Appears to be in reasonable condition.	To be monitored and any repairs required reported to Ashfield District Council for action.
10	8 Treated timber benches constructed from logs and planking. [Bench Kits]	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
11	2 recycled plastic picnic benches.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
12	2 multipurpose bins, northern section near the Bestwood footpath.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
13	Mill Lakes Weir Sluice	Appears to be in reasonable condition.	Masonry to be checked/Annual inspection in future programme.
Interpretation and Signage			
13	Information board about history of the area located on the eastern bank.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
14	Signage stones, placed in various locations, made of sandstone. (Ashfield initiative).	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
Soft Landscaping			
15	Grass surrounding lake and footpaths	Appears to be in reasonable condition.	Certain areas to be mowed once a month others to be left as open grassland habitat.
16	Grassland left for grass meadows with walk through strips for walkers	Appears to be in reasonable condition	Area to be left uncut with the exception of cut through paths which will be cut 3 times through the season
17	Mill Lake, Large expanse of water with small islands, surrounded by grassed areas	Waterside bank in reasonable condition, water appears to be healthy	Water condition and water side banking to be monitored.

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Zone 2 Winding House and Dynamo Building (Grade 2 Listed Building)			
Entrances, Gates and Boundaries			
1	Main access road and gateway entrance Bestwood Winding house. 1950s architectural former bogey wheels positioned at the entrance on timber plinths. Painted black.	Kerb sets in good condition. Tarmac surface on access road in good condition. Gravel car park surface has already had some restoration using conglomerate gravel to fill new pot holes: condition adequate.	Vehicle damage in the car park to be repaired and gates and height restrictor barriers to be placed on future painting programme.
2	Main access road and car park "IN" swing barrier gate	Steel swing barrier yellow and black painted gate for closure of car park.	Steel barrier in good repair. Regular monitoring. To be placed on future painting programme.
3	Main access road and car park "OUT" swing	Steel swing barrier yellow and black painted gate for barrier gate closure of car park. Metal double gates and flow plate at entrance in good repair.	Steel barrier and flow plate in good repair. Regular monitoring. To be placed on future painting programme.
Park Features			
4	Main access road and car park boundary fence	Wooden boundary fence made of pressure treated timber. Subject to rotting of posts, spars and vandalism	Fence to be checked and repaired as necessary.
5	1 multipurpose bin, Near the winding house	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
6	4 wooden benches & benches and coal trucks within compound.	Appear to be in reasonable condition.	To be monitored and repaired as necessary.
7	Winding House and Dynamo building, Brick constructions, tile roofing. (Grade 2 Listed buildings)	Appears to be in reasonable condition. Open every Sat morning throughout the year and Sunday afternoons in Summer in addition to other event and open days.	To be monitored and repaired as necessary. All works to be carried out under constraints of a Grade Listed 2 building.
8	MUGA	Newly installed 2016	Currently under parish ownership
9	BMX track	Newly installed 2016	Currently under parish ownership
10	Trim Trail	Newly installed 2016	Currently under parish ownership
11	Metal WEH & DH compound boundary fencing, Post and rail fencing.	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
12	Conglomerate gravel pathways	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
Soft Landscaping			
13	Grassed area surrounding the winding house and dynamo building	Appears to be in reasonable condition.	To be mowed on a three weekly cycle
14	Grassland left for grass meadows with walk through strips for walkers	Appears to be in reasonable condition	Area to be left uncut with the exception of cut through paths which will be cut 3 times through the

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			season
15	Scattered Shrubs	Most shrubs appear to be in a healthy condition	To be monitored and pruned as necessary
16	Hazel coppice, Broad leaf and Coniferous trees, growing around the winding house area.	Most trees appear to be in a healthy condition	To be monitored and coppiced/ pruned as necessary.

Zone 3 Sand Quarry

Entrances, Gates and Boundaries

1	Steel gate entrance at the end of Park road, leading in to the old sand quarry area	Appears to be in reasonable condition	To be monitored and repaired as necessary.
2	Rangers compound area and gates on right leading to quarry area.	Appears to be in reasonable condition	To be monitored and repaired as necessary.
3	Boundary fencing made up of a variety of Palisade, wooden post and rail, and post and wire.	All Seem to be in a good condition, some evidence of damage due to public climbing over the fencing.	To be monitored and repaired as necessary.
4	Roadways and pathways made up of a mixture of tarmac and conglomerate gravel.	Appears to be in reasonable condition	To be monitored and repaired as necessary.

Soft Landscaping

5	Shrubbed areas in various locations around the site, both dense and scattered shrubs .	Most shrubs appear to be in a healthy condition	To be monitored and pruned as necessary
6	Broad leaf trees, scattered around the old quarry	Most trees appear to be in a healthy condition, some have remedial works required.	To be monitored and pruned as necessary. Programme of remedial works to be actioned.
7	Semi improved natural grassland in small areas scattered throughout the sand quarry area	Low nutrient acid grassland area	Area to be left uncut and undisturbed.
8	Heathland area to the north of the sand quarry site	Appears to be in reasonable condition	To be monitored and maintained in accordance with established heath land management practices and according to ecology management plan.

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Zone 4 The Pit Tip Grassland Area and Parkside Pasture (Inc Conservation Areas)			
Entrances, Gates and Boundaries			
1	3 entrances from the Top Valley estate leading onto conglomerate gravel paths.	Appears to be in reasonable condition	To be monitored and maintained as necessary
2	Entrance from the winding house area leading onto a conglomerate gravel path	Appears to be in reasonable condition	To be monitored and maintained as necessary
3	Large area on the zoned map marked in purple hatching currently rented out as pasture land by farmers.	Appears to be in reasonable condition	To be monitored and maintained if required.
4	Grassland boundary fence	Open grassland habitat areas surrounded in places by a wooden post wire stock fence. The timber posts are solid at this time but the mesh of the fence has been damaged by people climbing over it	Fence to be checked and repaired/upgraded where necessary.
5	Boundary Fencing, Post and rail fencing some areas have adjacent hedges	Fencing that that does not fall under the responsibility of the tenant farmer, appears to be in reasonable condition	To be monitored and maintained as necessary
Park Features			
6	Five wooden park benches located in the western section of this area.	Appears to be in reasonable condition	To be monitored and maintained as necessary
7	Footpath around the outside of the areas made up of conglomerate gravel	Appears to be in reasonable condition with a few potholed areas	To be monitored and maintained as necessary
Soft Landscaping			
78	Shrubbed areas in various locations around the site, both dense and scattered shrubs.	Most shrubs appear to be in a healthy condition	To be monitored and pruned as necessary in accordance with the management plan.
9	Broad leaf trees, scattered around the area	Most trees appear to be in a healthy condition	To be monitored and pruned as necessary in accordance with the management plan.
10	Semi improved natural grassland (Pit tip grassland)	Low nutrient acid grassland area	Area to be left uncut and undisturbed. Maintained as per the park management plan.
11	Pit tip plantation conservation area featuring a large amount of shrub and tree growth (Scrubland habitat).	Most scrub/trees appear to be in a healthy condition	To be monitored and pruned as necessary in accordance with the management plan.
12	Broadleaf woodland area located to the south of the zone	Most trees appear to be in a healthy condition	To be monitored and pruned as necessary

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13	Smaller grassed area on the south western boundary of the zoned map marked in purple hatching currently rented out as pasture land by farmers.	Appears to be in reasonable condition.	To be maintained if required.
14	Hedges on the southern border of the zone	Appears to be in reasonable condition.	To be monitored and pruned once a year
Zone 5 The Woodland [Big Wood]			
Entrances, Gates and Boundaries			
1	Steel gate situated near Alexander Lodge to prevent vehicle access to the main park road ways.	Appears to be in reasonable condition	To be monitored and maintained as necessary
2	Steel gate situated at the southern end of the main drive to prevent vehicle access to main park roadways	Appears to be in reasonable condition	To be monitored and maintained as necessary
3	3 entrance points leading from the Warren Hill housing estate onto conglomerate gravel.	Appears to be in reasonable condition	To be monitored and maintained as necessary
4	Boundary fencing made up of a variety of Palisade, wooden post and rail, and post and wire.	All Seem to be in a good condition, some evidence of damage due to public climbing over the fencing.	To be monitored and repaired as necessary.
Park Features			
5	Permissive pathways spread throughout the big wood area mainly constructed of conglomerate gravel (Colliers pad path is the only public right of way).	Appear to be in reasonable condition with a few potholed areas	To be monitored and maintained as necessary. Areas of potholes to be repaired before any handover of site take place.
6	Main Drive from Alexander Lodge in the north to the southern exit constructed of conglomerate gravel	Appears to be in reasonable condition with a few potholed areas	To be monitored and maintained as necessary. Areas of potholes to be repaired before any handover of site take place.
7	Permissive horse trails in the wood land	Some appears to be in slightly poor condition, heavily rutted and muddy	Work to be done when required in conjunction with the local stables.
8	17 wooden benches spread throughout the big wood area in various locations	Most appears to be in reasonable condition	To be monitored and maintained as necessary
9	3 picnic benches on the western side of the zone near the play area	Appears to be in reasonable condition	To be monitored and maintained as necessary
10	Children's play area made up of various play equipment engineered from wood	Appears to be in reasonable condition	To be monitored and maintained as necessary

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11	Play area fencing	Bow top metal fencing.	To be monitored annually and maintained as necessary
12	Multipurpose bin located at the southern end of the main drive entrance	Appears to be in reasonable condition	To be monitored and maintained as necessary
13	Education centre, situated at the north end of the main drive near Alexander Lodge	Appears to be in reasonable condition. Used for education (school trips) and other events by community groups & as a volunteer base during the year	To be monitored and repaired as necessary.
14	Toilet block, located near to Alexander Lodge at the North side of the park	Appears to be in reasonable condition. Open throughout the year.	To be monitored and repaired as necessary.
15	Parks Compound constructed of brick building surrounded by palisade fencing, located at the south entrance to the park	Appears to be in reasonable condition.	To be monitored and repaired as necessary.
Interpretation and Signage			
16	Permissive horse trail signs, indicate beginning and end of horse trail paths spread throughout the area	Appears to be in reasonable condition	To be monitored and maintained as necessary
17	Interpretation signage throughout the area	Appears to be in reasonable condition	To be monitored and maintained as necessary
18	Play Area signs	Appears to be in reasonable condition	To be monitored and maintained as necessary
Soft Landscaping			
19	Broadleaf woodland covering the entire area	Some trees in this area are in need of attention from an arborist	Work to be done when possible as [part of a planned maintenance programme. (See Woodland Management Plan).
20	Coniferous woodland	Some trees in this area are in need of attention from an arborist	Work to be done when possible as [part of a planned maintenance programme. (See Woodland Management Plan).
21	Grassed areas spread throughout the site	Appears to be in reasonable condition.	To be mowed on a three weekly cycle, where applicable. Low nutrient areas to be managed as per the park management plan.
22	Heathland areas scattered throughout to be managed as a mosaic habitat	Appears to be in reasonable condition	To be monitored and maintained as actioned in the ecology report. Future plans to link such mosaic areas to be investigated.

8.2 GREEN FLAG ASSESSMENT

Bestwood Country Park doesn't currently have a Green Flag Award. However a member of GBC staff is qualified as a Green Flag Award Assessor and the aspiration is to reach the standards required to achieve a Green Flag in the near future. In order to inform the development programme a mock green flag assessment will be carried out and an action plan developed for inclusion in any future development programme and 5 year maintenance schedule. Green Flag quality assessment criteria will be used for this assessment in line with the quality assessment used for all greenspaces in Gedling Borough.

9. VISION AND DEVELOPMENT PROGRAMME

The overall vision for Bestwood Country Park Development Project is to create a visitor attraction which will maximise the opportunities that the site has to encourage visitors to participate in, appreciate and value their local heritage. In line with the Bestwood Country Park's Landscape Maintenance Plan, EMEC's Landscape Ecology Plan, and the Woodland Management plan, this vision will be realised through the development of three aims:

Aim 1: To restore key aspects of the historic designed landscape creating a sympathetic setting for the park lodge, and former colliery buildings and other built features which is respectful of the past whilst contemporary in design, encouraging greater appreciation of our local heritage.

This aim includes the further development of an educational area for teaching programmes, and the interpretation of the heritage and biodiversity of the site and includes exploration around the viability of the possible restoration of the Japanese garden or features related to it, and appropriate planting around the key historical buildings.

Part restoration (where possible) of the designed landscape of the formal gardens around the lodge through external grant funding and the implementation of garden designs in keeping with the historic landscape. The creation of an education pack, to include social and cultural heritage of the site.

Aim 2: To develop a woodland setting which provides opportunities for recreation and education within an urban/rural setting whilst reflecting on modern and traditional industries, farming and conservation practices.

This aim will focus on the preservation and interpretation of the current buildings, which will provide the base for the Parks Development team. The Bestwood Lodge Hotel, and Bestwood Winding House areas of the Country Park attract the greatest number of visitors, followed by the picnic areas and children play area. The aim will be to promote and interpret the history of the former rural life of the area whilst integrating it in what is now a modern setting. To meet this aim, the project will also include the implementation of smaller conservation projects to raise the awareness of traditional skills and to allow visitors to develop these skills.

Aim 3: To conserve and enhance the landscape value of Bestwood Country Park by introducing proactive and innovative management which will improve the recreational and educational opportunities whilst encouraging greater biodiversity

The main focus of this aim is the promotion of the site as a Centre for Education, and the Winding House and Dynamo Building as a Visitor Orientation Hub. This will include utilisation of the education room, outward bound trips at the camp site and future funding bids being used to improve the existing café facility and create further informative interpretation points for all visitors to the Country Park.

The aim will also look at the proactive management of the woodland resource through a programme of felling, thinning and planting, and conservation and protection of the Water Vole population. Resurfacing and construction of paths will also be included to allow greater responsible access to the woodlands and to provide better connections to other neighbouring areas.

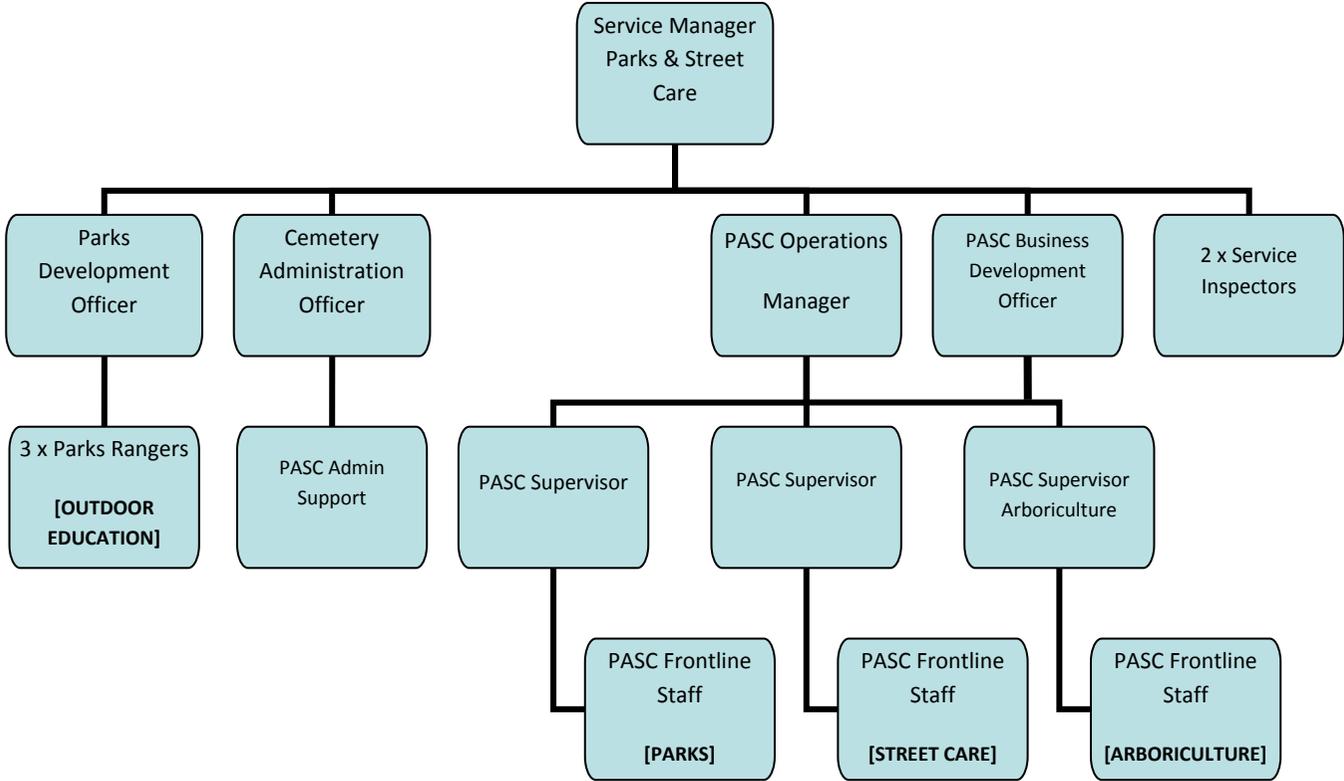
Any conservation works carried out will be actioned in the Bestwood Country Park Ecology Report and Ecological Management Plan 2014 – 2018.

10. MANAGEMENT STRUCTURE

The team responsible for the day-to-day operation of the Country Park is Gedling Borough Council Parks and Street Care Service. The department's 'Park's Operational Teams' maintain the fabric and landscape infrastructure of the Country Park. Whilst the 'Parks Development Team' provide the Rangering elements of the Service and work alongside the Friends of Group and other volunteers, to carryout environmental improvement projects and outdoor educational projects with local school children in the park.

Business support and marketing and finance is provided through the PASC Business Development Officer and Central Support Team, and the site is further secured by regular Neighbourhood Warden, and Community Police patrols The following chart outlines the staff structure for the main areas of operation that effect the Country Park. The Buildings and Structures will be managed by both Council's facilities managers as set out in the division of responsibilities and maintenance matrix.

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11. SITE MAINTENANCE

NCC and GBC will cooperate in partnership to provide well maintained site that is safe, welcoming and fit for purpose. Broadly, the division of responsibilities are as follows:

Division of Responsibility for Buildings and Grounds			
Items/ Areas of responsibility	NCC	Joint responsibility	GBC
Statutory compliance on site			Legionella testing Fire Safety Inspection – Fire Plan Asbestos monitoring –LAMP etc
Structures			
Foundations	All work below ground including DPC		None
Frames	All work to structural members in steel, timber or concrete		None
Floors	All work to floor structures		Minor repair such as patch repairs and maintenance of floor coverings and finishes (including skirting). For example, screed concrete in the Dynamo house, Winding Engine and toilets, and linoleum in the Education cabin.
	Replacement of floors and joists excluding coverings		
Roofs	All work to roof structures in timber, steel or concrete		Cleaning and clearing of moss, leaves and blockages from roofs (particularly flat roofs, valleys etc)
			Replacement of leaf strainers or inhibitors etc
	Coverings including slates, tiles, felt, asphalt, metal or other		
	Replacement eaves, verges, soffits catwalks or ladders, flashing etc		Minor repairs to eaves, verges, soffits, catwalks or ladders, flashing
Skylights			Repairs to glazing including glazing, beading and flashings to glass
	Replacement of roof lights, frames, including linings		

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Division of Responsibility for Buildings and Grounds			
Rainwater gutters and downpipes			Cleaning and clearing of blockages
	Replacement of gutters and downpipes		Minor repairs to gutters and downpipes including replacement of small sections
			Repairing leaks and fixings
			Refixing gutters and downpipes
Internal staircase, landing and balconies	All brickwork and blockwork and other structural elements		Joint inspection with the County Council
			Internal walls and brick or block partitions (including inside faced of external walls)
			Repair of internal finishes and coverings including plastering and filling
			Replace and replacement of glazed screens, timber studding
			Repair of internal finishes and coverings including plastering and tiling and plasterboard to studdings
			Replacement of glass
Windows	Replacement of whole only		Opening windows, repair and replacement of catches, and other ironmongery (unless part of a complete window replacement)
Doors (external)			Repairing and replacement including frames and architraves. Glazing. Easing and adjustment of doors
			Replacement and repair of handles, catches, hydraulic closers and other ironmongery
Doors (internal)			Repair and replacement of internal doors and repair of handles, catches, hydraulic closers (including fire release catches) and other ironmongery
Ceilings			Repair and replacement of any glazing, tiles, plasterboard, finishings.

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Division of Responsibility for Buildings and Grounds			
Asbestos Any asbestos has been removed or is currently sealed off and marked accordingly. Regarding and future exposure risk. Any unmarked locations will not fall under GBC risk.			Monitoring and inspection
		Contractor to retain first £10k risk. NCC then retain risk for next £50k and then sharing off costs.	
Page 40 Electrical services	Replacement and repair of below ground (buried) general electrical installations including switchgear, cables and conduits, fixed wiring systems where these are not the responsibility of the electricity supply undertaker		Liaison with Western Power if there is a problem with supply
			Servicing, repair and replacement of above ground general electrical installations including switches, cables, conduits, fixed wiring systems
			PAT testing
	Mains electrical test		
Communication services			Servicing, repair and replacement of telephone system including all lines above and below ground
			Repair and maintenance of above ground electrical services, excluding lighting; columns, floodlights, road lighting and other areas within the scope of the commercial offer. But including electrical services used for events.
	Replacement and repair of all above and below ground (buried) electrical services serving external lighting, including columns,		

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Division of Responsibility for Buildings and Grounds			
Page 41	floodlights and road lighting		
			Repair of light fittings
			Replacement lamps, tubes, plugs, shades and diffusers
			Cleaning of light fittings, shades and diffusers
	Wholesale replacement of fire, intruder and other alarms, emergency lighting		Emergency monitoring
			Part replacement of fire, intruder, and other alarms, emergency lighting
	Servicing of fire system and emergency lighting		
			Maintenance and repair of fire, intruder and other alarms, emergency lighting
			Reset of alarms and detection systems after they have been activated
			Fan convector and other fixed space and water heating equipment, fixed ventilation units
		Portable heating and ventilation equipment, general cleaning, maintenance and replacement of fittings on all items	
Specialist internal & external equipment			Supply and maintenance of AV, and other systems including aerials, speakers, amplifiers, outlets and cables for events.
			If required in the future; repair, replacement, monitoring and maintenance of the internal & external CCTV system units [Winding House only: Currently Not In Use].
Lifting Operations and Lifting Equipment Regulations (LOLER) & other inspections	Insurance inspections		Statutory LOLER inspections and any necessary repair or replacement of equipment
Lift installations			Car cleaning and decoration, shaft cleaning, servicing inspections and regular maintenance of

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Division of Responsibility for Buildings and Grounds			
			the whole system. Replacement of service parts and components excluding central panel, hoisting, motor gear boxes and associated components, suspension ropes, compensatory ropes and governor ropes [Minor works only].
	Wholesale replacement of central panels, hydraulics, motor gear boxes and associated components (existing lift only)		
		Wholesale replacement of central panels, hydraulics, motor gear boxes and associated components (new lift only)	
Mechanical services	Total replacement of mechanical installations and plant (unless failure is caused by new systems)		
			Partial replacement of mechanical systems and plant [Minor works only].
	Servicing lifts and boilers		Repair of all mechanical installations and plant
Water services	External water supply services below ground where this is not the responsibility of the water supply undertaker		Liaison with ST Water if there is a problem with supply
			Replacement of water supply services above ground – all repairs including pipes, pumps, tanks and insulation
Sanitary equipment			Above ground only pipes and fittings, Adjustment and replacement of taps, chains, handles, plugs and sanitary equipment
			Pumping out
	All below ground structures and services		
Soil and waste installation	Repair and replacement of below ground systems, including pressurised sewerage outfall systems where these are not the responsibility of the waste water undertaker		
			Cleaning and unblocking of waste underground

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Division of Responsibility for Buildings and Grounds			
			and above ground drainage systems from main sewer to building. Repair of above ground systems including waste traps and sanitary fittings. Repair leaks to pipes and fittings
			Repair, service and regular maintenance
Boilers and associated equipment	Wholesale replacement		Tanks and pipes
			Replacement of minor components
	Servicing of boilers and associated equipment		
Hot water system including taps	Wholesale replacement		
			Repair, serving and regular maintenance including mixer valves
Fixed electrical heat emitters	Wholesale replacement		
			Repair and replacement, servicing and regular maintenance
			Replacement of parts and components
Fixed air conditioning dehumidifier	Wholesale replacement of existing units		
			Repair, servicing and maintenance
			Replacement of parts and components
Fire fighting equipment	Replacement and repair of below ground equipment (buried), dry risers but not portable equipment		
			Repair, servicing and replacement of all fire fighting equipment, extinguishers, fire blankets and fixed hoses
			Replacement and repair of above ground fixed appliances, eg. sprinkler systems, portable equipment
External chimneys and flues	Replacement and structural repair of external chimneys and flues of a type deemed to be built into and part of the building structure (brick, concrete in-situ type or steel fabricated type built into the building structure/ encased		

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Division of Responsibility for Buildings and Grounds		
	in brick, concrete, cladding and the like	
		Repair and cleaning of internal flues, extract hood and grease filters etc.
	Wholesale replacement of internal flues	
		Replacement of individual internal flues (not wholesale)
Furniture and fittings		Repair and replacement of internal and external fixed and non-fixed furniture and fittings and fixtures including cupboards, shelves, display boards, fixed benches and internal seating and covers
		Supply, fixing and maintenance of all internal signs, blinds, curtain track, curtains
Decoration		Internal painting, papering or other applied coating or covering including preparation and repair
		External decoration
Other external works and drains Car Park	Wholesale replacement to hard paved roads, kerbs and parking areas	
		Repair and maintenance of signs and notices, refuse containers and waste bins and other external items within the commercial area
	Wholesale replacement of barriers	
		Repair and maintenance of barriers , bollards, gates, fences & knee rails
		Replacement of grid, gully covers and manhole covers and maintenance of soakaways
		Maintenance and repair of lightning protection system
	Works to lake, dam, sluices and culverts. Upkeep of grounds, maintenance of plants and landscaped areas outside commercial areas	

Division of Responsibility for Buildings and Grounds		
	Works to lake, dam, sluices and culverts	Sweeping and litter picking roads.
		Sweeping and litter picking car parks.
		Sweeping and litter picking paths.
Any new/ replacement ,plant, equipment, fixtures and fitting		Inform NCC of anything new or replaced.

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SCHEDULED ANNUAL MAINTENANCE PROGRAMME

Area	MANAGEMENT / MAINTENANCE	MONTH / FREQUENCY OF OPERATION												Annual Freq.
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Page 46	General (entire site) Litter picking, clean litter bins and repair, including cleaning of cigarette stubs where appropriate and cleaning of area around bins where required	5	4	4	5	4	4	5	4	4	4	5	4	52
	Manual weed control				1	1	1	1	1	1	1			7
	Chemical weed control - Herbicide			1					1					2
	Manual cleaning of hard surfaces	1		1		1		1		1		1		6
	Mechanical cleaning of hard surfaces	1	1	1	1	1		1	1	1				8
	Removal of dog and horse dirt from ground	1	1	1	1	1	1	1	1	1	1	1	1	12
	Unauthorised Graffiti/Fly tip removal (Inc Asbestos)	1	1	1	1	1	1	1	1	1	1	1	1	12
	Snow / ice removal / gritting	1											1	2
	Clearance of fallen leaves (car parks and buildings)										4	4	2	10
	Assessment of boundary treatments (and repair where required)	1	1	1	1	1	1	1	1	1	1	1	1	12
Monitor and Control of entire site for growth of invasive species .i.e. Himalayan balsam, Japanese knotweed, giant hogweed etc.				1	1	1				1			4	
Amenity Grass Areas	Grass cutting between 25 - 40mm. Cut & Let Fly Inc. Winding House			1	2	2	2	2	2	2	2	1	16	

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	area, sides of paths and glades.													
	Campsite grass cutting and turf maintenance			1	2	2	2	2	2	2	2	1		16
	Parkside Pasture Roving Sheep Grazing							1						1
	Pit Tip Grassland. Mow One Third per annum. Remove arising to prevent nutrient build up.									1				1
Woodland, Hedges and specimen tree planting	General tree maintenance. Pruning at height of dead, dying or diseased wood from tree stock. Including pollarding and emergency work as per the management plan.	1	1	1	1	1	1	1	1	1	1	1	1	13
Page 47	Cut/Lay hedges as per the management plan											1		1
	Replanting, laying or coppicing to fill gaps in mature hedgerows, where necessary.											1		1
	Remove any epicormic growth obstructions as required. Leave any brash wood in situ										1			1
	Carry out tree condition survey					1								1
	Repair / replace / reinstate all stakes, ties and tree guards where used and required. Remove guards and stakes in year three.	1	1	1	1	1	1	1	1	1	1	1	1	12
	Clear 1m radius around each new tree of grass and other vegetation growth to aid establishment				1	1	1							3

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Forestry Management Plan Programmed Tree Works. Big Wood and plantations in the Mill Lakes area. Review planting and thin (5 year cycle). Ensure failed trees are made safe. As per woodland management plan.	5	4	4	5	4	4	5	4	4	4	5	4	52
	Review health of woodland and undertake any replanting or maintenance in accordance with the management plan.									1	1	1		3
Heathland Management Page 48	Monitor and control scrub, tree saplings and vigorous species such as bramble and bracken. Spread of bracken should be prevented by removing young plants by hand. Care should be taken to remove as much of the rhizome as possible. Bramble control should be carried out using a brush cutter. Maintain the mosaic of heathland areas as per the EMEC Ecology plan.	1	1	1			1	1	1	1	1	1	1	10
Lakes, Ponds and Watercourses	Remove leaf litter and dying foliage from ponds										1	1	1	3
	Break ice from ponds	1											1	2
	Prune back excess growth from riparian vegetation. Divide pond planting and thin any excessive vegetation from ponds as required	1	1											2

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Monitor plant establishment, review and replant to ensure objectives are achieved (5 year cycle). As per management plan.			1										1
	Reedbed: Cut on a 12 year rotation (i.e. one twelfth of the area cut every year) using brushcutter to create edge habitat.											1		1
	Undertake annual inspection and review of hydrology and drainage of ponds to ensure design objectives are adhered to as per management plan.							1						1
Play Equipment, signage, park furniture and boundaries.	Carry out an annual inspection of boundaries and access gateways and repair as required			1										1
	Remove/ prune any unwanted trees or shrubs growing from boundaries	1												1
	Re-stain timber seating, boundaries, signage and other park facilities. Apply preservative coatings in accordance with manufacturers guidance						1	1						2
	Carry out playpark inspections and action remedial work as required	5	4	4	5	4	4	5	4	4	4	5	4	52
	Remove litter, glass, sharp objects and other debris from play facilities	8	8	8	8	8	8	8	8	8	8	8	8	96

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Install interpretation boards adjacent to the main areas of nature conservation interest, for example close to a footpath on Pit Tip Top. Boards should be readable by children and disabled people.										1				1
	Review success and use of play area and undertake recommendations of review to ensure play area meets original design intentions. [Inc. Annual Audited Health & Safety Inspection].										1				1
Meadows, Paddocks and animal enclosures Page 50	When the ground has dried enough chain harrow the grazing pasture, this removes any dead grass, evens out mole hill areas and allows air to the grass to help with spring growth. (If required).			1											1
	Carry out an assessment of the grazing pastures to decide if the grass would benefit from over seeding or if the field may need to be reseeded (If required).					1									1
	Remove Ragwort from identified areas							1							1
Buildings (Graded List 2)	Carry out weekly inspections and carry out remedial action as required	5	4	4	5	4	4	5	4	4	4	5	4	52	
	Carry out 6 monthly management inspections and carry out remedial action appropriate to Grade 2 listed status as required					1						1		2	

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Clear gutters and downpipes	1										1		2
	Carry out statutory inspections as required								1					1
	Clean windows	1	1	1	1	1	1	1	1	1	1	1	1	12
	Where wooden structures are stained retreat							1						1
	Carry out roof inspection					1								1
Paths, bridges car parks and paved areas	Remove silt, stones and other debris from open ditches, cut offs and culverts	1	1	1	1	1	1	1	1	1	1	1	1	12
	Strim annual woody growth from 2m either side of paths and car park edges			1	1	1	1	1	1	1	1			8
Page 51	Carry out repairs to surfaces	1	1	1										3
	Carry out site inspections	1	1	1	1	1	1	1	1	1	1	1	1	12
	Carry out annual bridge inspections and implement identified remedial works		1											1
	Formal Inspection of Mill Lakes Weir Sluice													1
Conservation monitoring	Ecological walk-over surveys every second year to monitor effects of management recommendations.													1
	Surveys of the River Leen for water vole are recommended and should be carried out as a priority. It has been suggested that mink are present in the area and if this is the case, then mink will need to be controlled to conserve the vole population.													1

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Any in situ bat boxes present should be checked once a year by a licenced ecologist or by the local (Nottinghamshire) Bat Group. Bat surveys (i.e. transect surveys) would be beneficial in future years, in order to monitor the effect of management on bat use of the Park and to inform ideal locations of bat boxes.														1
	Surveys for reptiles and amphibians in the Sand Quarry, Tilcon Quarry and other relevant areas should be considered. This area offers excellent potential for reptiles, particularly common lizard.														1
	Surveys for white clawed crayfish, brook lamprey and signal crayfish in mill lakes and duck ponds. These are a priority species														1
	Invertebrate surveys can provide a very useful indication of the effectiveness of habitat management strategies. These could be site wide or focused on specific habitats such as woodland, water bodies or grasslands.														1
Arborist Ranger Duties	Arborist Work in Bestwood Country Park	5	4	4	5	4	4	5	4	4	4	5	4	52	
Educational Ranger Work	Educational sessions for school children, members of the public and volunteers.	5	4	4	5	4	4	5	4	4	4	5	4	52	
GBC Ranger Staff	Liase with Friends of Group on a regular basis as required														
	Organise volunteer sessions to be finalised and arranged after March.														
Janitor	Security & Janitorial Duties Dynamo Building & Winding House. Minor Repair Work													365	

12. BESTWOOD COUNTRY PARK – RANGER/WARDEN COVER.

Bestwood Country Park Friends of Group Initiatives

Facilitated by Jane Richardson supported by the Educational Ranger. Initiatives both at the Winding House and the Lodge Hotel.

Bestwood Country Park Development Group

Facilitated by Melvyn Cryer supported by Jane Richardson. Initiatives to reflect available funding.

Bestwood Country Park Environmental Volunteers

Facilitated by the Educational Ranger supported by GBC Park Rangers. Initiatives held throughout the Country Park. (Weekend cover as required).

Group A Mondays 10.00am until 3.00pm (Weekly)

Group B Every Other Thursday (Fortnightly) 10.00am until 3.00pm

Group C Every First Sunday (Monthly) 10.00am until 3.00pm

13. PARK SECURITY.

The Neighbourhood Wardens will work closely with both the Police and Police Community Support Officers to patrol the park, acting as the eyes and ears of the Council in the community.

Their key areas of work will include:

- Fly tipping
- Litter
- Graffiti
- Vandalism
- Anti-Social Behaviour
- Car Crime
- Dog Control

Patrols will take place on foot and in vehicle

Parks Rangers will also provide an additional presence on site to deter ASB, as is currently done at the GBC end of the Park.

Neighbourhood Wardens on Patrol.

14. MONITORING AND REVIEW

The implementation of this 5 year Maintenance Plan will be administered and monitored by the GBC PASC Services Team in partnership with the Bestwood Country Park Friends of Group and the Park Volunteers. Day to day implementation of prescriptions set out in the maintenance plan will be co-ordinated by the PASC Service Manager, the PASC Operations Manager, the PASC Parks Development Officer and the frontline Staff & Park Rangers. GBC and NCC will liaise on a regular basis to ensure that the park is maintained and managed as set out in this document and will meet formally each month to discuss and agree any actions and any changes to the existing plans or future direction of the park.

The Maintenance Plan in conjunction with the Ecology Report and Ecological Management Plan, and Woodland Management Plan, is subject to annual review and full update in 2021. It forms part of the overall Landscape Audit, Grounds Maintenance Schedule and Financial Plan, and covers:

- Operations and Maintenance
- Conservation Management
- Biodiversity Action Plan and

- Monitoring and Evaluation

Future proposed developments will see the preparation of a Business and Interpretation Plan for the Park which will include building drawings and landscape plans for educational use.

Monitoring procedures already in place will be enhanced through the implementation of this Maintenance Plan and include:

- Visitor satisfaction surveys,
- Ongoing contract / in - house team monitoring in accordance with current procedures and safety inspections.
- 5 year arboriculture surveys and annual inspections.
- Ecological surveys and monitoring.
- Structural and other condition surveys.
- Quality audit in accordance with the Green Flag Award Scheme.

15. FINANCIAL PLAN

Area	MANAGEMENT / MAINTENANCE OPERATION	ANNUAL FREQ.		ANNUAL COST
General (entire site)	Litter picking / Empty / clean litter bins (and dispose of waste) and clean! repair, including cleaning of cigarette stubs where appropriate and cleaning of area around bins where required	52		
Page 56	Manual weed control	7		
	Chemical weed control - Herbicide	2		
	Manual cleaning of hard surfaces	6		
	Mechanical cleaning of hard surfaces	8		
	Removal of dog and horse dirt from ground	12		
	Graffiti/Fly tip removal (Inc Asbestos)	12		
	Snow/ice removal/gritting	2		
	Clearance of fallen leaves (car parks and buildings)	10		
	Assessment of boundary treatments (and repair where required)	12		
	Monitor and control of entire site for growth of invasive species. i.e. Himalayan balsam, Japanese knotweed, giant hogweed etc.	4		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

Amenity Grass Areas	Grass cutting between 25 - 40mm. Cut & Let Fly Inc Winding House area, sides of paths and glades.	16		
	Campsite grass cutting and turf maintenance	16		
	Parkside Pasture Roving Sheep Grazing	1		
	Pit Tip Top Mow One Third per annum	1		

Woodland, Hedges and Specimen tree planting	General tree maintenance. Pruning at height of dead, dying or diseased wood from tree stock. Including pollarding and emergency Fell/Cross Section existing mature trees as required.	13		
	Cut/Lay hedges as required	1		
	Replanting, laying or coppicing to fill gaps in mature hedgerows, where necessary.	1		
	Remove any epicormic growth obstructions as required. Leave any brash wood in situ	1		
	Carry out tree condition survey	1		
	Repair / replace / reinstate all stakes, ties and tree guards where required remove guards and stakes in year three.	12		
	Clear 1m radius around each new tree of grass and other vegetation growth to aid establishment	3		
	Forestry Management Plan Programmed Tree Works. Big Wood and plantations in the Mill Lakes area. Review	52		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	planting and thin (5 year cycle). Ensure failed trees are made safe. As per woodland management plan.			
	Review health of woodland and undertake any replanting or maintenance associated with review.	3		

Heathland Management	Monitor and control scrub, tree saplings and vigorous species such as bramble and bracken. Spread of bracken should be prevented by removing young plants by hand. Care should be taken to remove as much of the rhizome as possible. Bramble control should be carried out using a brush cutter. Maintain the mosaic of heathland areas as per the EMEC Ecology plan.	10		
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Ponds, Ponds and Watercourses	Remove leaf litter and dying foliage from ponds	3		
	Break ice from ponds	2		
	Prune back excess growth from riparian vegetation. Divide pond planting and thin any excessive vegetation from ponds as required	2		
	Monitor plant establishment, review and replant to ensure objectives are achieved (5 year cycle). As per management plan.	1		
	Reedbed: Cut on a 12 year rotation (i.e. one twelfth of the area cut every year) using brushcutter to create edge habitat.	1		
	Undertake annual inspection and review of hydrology and drainage of ponds to ensure design objectives are adhered to as per management plan.	1		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

Play Equipment, signage, park furniture and boundaries.	Carry out an annual inspection of boundaries and access gateways and repair as required	1		
	Remove/ prune any unwanted trees or shrubs growing from boundaries	1		
	Re-stain timber seating, boundaries, signage and other park facilities. Apply preservative coatings in accordance with manufacturers guidance	2		
	Carry out playpark inspections and action remedial work as required	52		
Page 59	Remove litter, glass, sharp objects and other debris from play facilities	96		
	Install interpretation boards adjacent to the main areas of nature conservation interest, for example close to a footpath on Pit Tip Top. Boards should be readable by children and disabled people.	1		
	Review success and use of play area and undertake recommendations of review to ensure play area meets original design intentions. [Inc Annual Audited Health & Safety Inspection].	1		
Meadows, Paddocks and animal enclosures	When the ground has dried enough chain harrow the grazing pasture, this removes any dead grass, evens out mole hill areas and allows air to the grass to help with spring growth. (If required).	1		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Carry out an assessment of the grazing pastures to decide if the grass would benefit from over seeding or if the field may need to be reseeded. (If required).	1		
	Remove Ragwort from identified areas	1		

Buildings	Carry out weekly inspections and carry out remedial action as required	52		
	Carry out 6 monthly management inspections and carry out remedial action as required	2		
	Clear gutters and downpipes	2		
	Carry out statutory inspections as required	1		
Page 60	Clean windows	12		
	Where wooden structures are stained re-treat	1		
	Carry out roof inspection	1		

Paths, bridges car parks and paved areas	Remove silt, stones and other debris from open ditches, cut offs and culverts	12		
	Strim annual woody growth from 2m either side of paths and car park edges	8		
	Carry out repairs to surfaces	3		
	Carry out site inspections	12		
	Carry out annual bridge inspections and implement identified remedial works	1		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

	Formal Inspection of Mill Weir Sluice	1		
Conservation monitoring	Ecological walk-over surveys every second year to monitor effects of management recommendations.	1		
	Surveys of the River Leen for water vole are recommended and should be carried out as a priority. It has been suggested that mink are present in the area and if this is the case, then mink will need to be controlled to conserve the local water vole population.	1		
Page 61	It is recommended that bat boxes are checked once a year by a licenced ecologist or by the local (Nottinghamshire) Bat Group. Bat surveys (i.e. transect surveys) would be beneficial in future years, in order to monitor the effect of management on bat use of the Park and to inform ideal locations of bat boxes.	1		
	Surveys for reptiles in the Sand Quarry and in Tilcon Quarry should be considered. This area offers excellent potential for reptiles, particularly common lizard.	1		
	Surveys for white clawed crayfish, brook lamprey and signal crayfish in mill lakes and duck ponds. These are a priority species	1		
	Invertebrate surveys can provide a very useful indication of the effectiveness of habitat management strategies. These could be site wide or focused on specific habitats such as woodland, water bodies or grasslands.	1		

BESTWOOD COUNTRY PARK LANDSCAPE AUDIT & GROUNDS MAINTENANCE SCHEDULE 2017 - 2022

Arborist Ranger Duties	Arborist Ranger Work in Bestwood Country Park	52		
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Educational Ranger Duties	Educational sessions for school children	52		
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GBC Ranger Staff	Liaise with Friends of Group			
	Organise volunteer sessions			

Janitor	Security & Janitorial Duties Dynamo Building & Winding House. [Inc weekend callouts].	365		
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Page 62	FINANCIAL PLAN SUMMARY	TOTAL ANNUAL COSTS	



Report to Cabinet

Subject: South Nottinghamshire Homelessness Strategy

Date: 6 April 2017

Author: Joint report of the Service Managers for Economic Growth and Regeneration and Revenues and Welfare Support

Wards Affected

All

Purpose

The Council is legally required to undertake a review of homelessness and publish a homelessness strategy at least every five years.

This report sets out to update Members on the development of the South Nottinghamshire Homelessness Strategy 2017-2021 following wider consultation and prior to final drafting.

It is proposed that a presentation is made to Cabinet in the Autumn with the final draft.

Key Decision

This is not a key decision

Background

- 1.1 The three Boroughs of Broxtowe, Gedling and Rushcliffe have strategic responsibility for meeting our legislative requirements under the Homelessness Act 2002.
- 1.2 Section 1(4) of the Homelessness Act 2002 requires Local Authorities to undertake a review of homelessness and publish a new homelessness strategy within a period of 5 years beginning with the day on which their last homelessness strategy was published.
- 1.3 This is the second joint homelessness strategy and review for the three Boroughs. The last joint homelessness strategy and review was published in 2013. The three Councils have utilised the joint homelessness strategy and action plan to promote and focus effective

partnership working across the three areas including multi agency working through the South Nottinghamshire Inter Agency Homelessness Forum, the body which monitors progress on the action plan.

The Homelessness Strategy sets out a pro-active approach to preventing homelessness working in partnership with neighbouring Councils and other key partners including those with a skills, education and training remit to ensure a holistic approach. This is at a time of increasing pressure on homelessness services brought about by a number of factors including welfare reform, a reduction in the number and range of support services provided by partner agencies and pressures on the continued supply of social rented affordable housing. It is also at a time of significant change in the way that homelessness services will be delivered, as shown in the Homelessness Reduction Bill.

1.4 The Strategy builds on the achievements of the previous Homelessness Strategy and sets out a framework for continued improvements.

Key achievements include:

- Delivering over 150 affordable homes through successful partnerships since 2013 in the Borough
- Successfully bidding for funding to commission research into the accommodation and support needs of 19-35 year olds to identify current gaps, further challenges through welfare reform and identify opportunities to minimise negative impacts
- As part of a Nottinghamshire-wide consortium, successfully bidding for £370,000 of funding over 2 years to provide a county-wide rough sleeper service and extend street outreach services across Nottinghamshire
- Achieving over 1,000 homelessness preventions since 2013 in the Borough
- Successful provision and support of accommodation for Syrian Refugees in the Borough as part of the Syrian Vulnerable Person's Resettlement Programme and Vulnerable Children's Relocation Programme
- Successfully delivering Private Landlords partnership events, attended by over 60 landlords and letting agents

- Working with Broxtowe Youth Homelessness to deliver educational sessions to year 10 and 11 students in South Nottinghamshire to raise awareness, challenge stereotypes and equip young people with the knowledge to make informed housing choices and access support
- Contributing to the development of the County-wide Housing & Health Commissioning Group and the development of the Health and Wellbeing Plan, including identification of best practice pilot schemes

Proposal

2.1 The strategy adopts a structured approach, which has been informed by a thorough review of homelessness issues in South Nottinghamshire. It broadly follows the themes identified in the previous strategy which reflect the three primary objectives identified in the Homelessness Act 2002:

- Prevention of homelessness by enabling people to access adequate and appropriate housing advice
- Help at the point of homelessness to prevent rough sleeping
- Enabling the move away from homelessness, including support to live in new move-on accommodation.

The strategy expands on the primary objectives in the areas where we need to do more to prevent and tackle homelessness.

An action plan has been developed around the five priority areas identified below and will be monitored and updated through the South Nottinghamshire Inter Agency Homelessness Forum to reflect emerging priorities, challenges and opportunities, including further welfare reform measures, and the implementation of the Homeless Reduction Bill.

- 2.1.1 Minimising demand – to work with partners to reduce the demand for homelessness services through delivering interventions to ensure that households know where to access advice and support at the appropriate time that assists them to avoid or deal with issues that could lead to homelessness. This will include further engagement with young people on the realities of housing choice.
- 2.1.2 Reducing the extent of crisis presentations – working in a more joined up way to identify those households at high risk of homelessness by making sure agencies can recognise the indicators of housing stress and be able to act appropriately to prevent homelessness.

- 2.1.3 Delivering effective services at the point of contact – ensuring that households who approach services across South Nottinghamshire will be able to access effective advice and assistance to prevent homelessness, either by enabling them to remain where they are or by facilitating a move into more appropriate accommodation. These services will also provide access to other services promoting education, training and employment opportunities, health services, life-skills and benefits advice. These will strengthen people’s chances of resolving their housing problems.
- 2.1.4 Providing appropriate accommodation options – ensuring that partners are able to facilitate access to appropriate accommodation to prevent and resolve homelessness in the short, medium and long term, including the Private Rented Sector and that there are appropriate pathways into housing with support and move on accommodation where appropriate.
- 2.1.5 Moving people away from homelessness - reducing incidences of repeat homelessness through enabling a range of options that will assist people in accessing education, training, employment or other appropriate support. This will assist people to move away from homelessness.
- 2.2 The Strategy has been developed through the South Nottinghamshire Inter Agency Homelessness Forum, which includes representatives from all three Boroughs; County Council and a number of partner organisations with a homelessness remit. The strategy has undergone extensive consultation over a 12 week period (11 November 2016 – 6 February 2017) and provided opportunities for partners to contribute to the development of the strategy. Consultees included neighbouring Councils; County Council; Social Landlords; Nottinghamshire Public Health and third sector organisations dealing with homeless clients. Responses were received from a wide range of partner organisations including Nottinghamshire County Council; the Probation Service; Homelessness Charities; other Councils; local colleges; the NHS and private landlord representatives. A summary of responses is available as appendix 2.
- 2.3 Overall, the responses confirmed that the priorities contained within the draft strategy were appropriate. Significantly, responses very much confirmed the need to ensure appropriate homelessness prevention services are in place and that opportunities to bolster access to wider support through partners, including relating to training opportunities and health, are maximised.
- 2.4 The strategy was also informed by a review of homelessness issues across the South Nottinghamshire area relating to homelessness. A summary of this evidence is contained within the Strategy document.

- 2.5 The Strategy strongly focuses efforts on preventing homelessness. This is reflective of the emerging Government priorities and statutory obligations for local authorities contained in the Homelessness Reduction Bill which is currently being considered in the House of Lords. The Bill seeks to refocus English local authorities on efforts to prevent homelessness. As such, the Government propose that additional resources will be made available to housing authorities to comply with the new statutory requirements.
- 2.6 The progress of the Bill will be monitored in order to ensure that the homelessness strategy and delivery plan fully reflects new requirements and maximises opportunities to bolster efforts to prevent homelessness.
- 2.7 Following the enactment of the Homelessness Reduction Bill, any necessary amendments will be made to the Strategy to reflect the provisions contained in the Act. The final draft of the Homelessness Strategy will then be presented to Cabinet in the Autumn.
- 2.8 Equalities Impact Assessment (EIA) – An Equalities Impact Assessment will be undertaken prior to the final strategy being published.

Alternative Options

- 3.1 It is a legal requirement to publish a new homelessness strategy at least every 5 years, therefore, in order to comply with legal requirements, the strategy must be published by the end of the 2017 calendar year.
- 3.2 Gedling Borough Council could produce a stand-alone Homelessness Strategy. However, we work closely with Broxtowe and Rushcliffe Borough Councils in many aspects of housing and are able to pool resources; many statutory and voluntary sector agencies work across the area so they only need a single channel of engagement rather than three separate relationships and Nottinghamshire County Council treats the three boroughs as a single area for the purposes of commissioning housing related support services. The strategy could be produced on an individual authority basis, however, this would reduce the opportunities for joint working across the three authorities and also have capacity implications

Financial Implications

- 4.1 Delivery of the annual Action Plan will be contained within existing approved budgets. Any additional plans/projects will be delivered subject

to securing budget approval and will identify external funding streams as appropriate.

Appendices

5.1 South Nottinghamshire Homelessness Strategy and Action Plan

5.2 South Nottinghamshire Homelessness Strategy consultation responses

Background Papers

6.1 South Nottinghamshire Homelessness Strategy 2013-2017

Recommendation(s)

That Members:

- a) Note the progress on the South Nottinghamshire Homelessness Strategy.
- b) Agree that the strategy is presented again to Cabinet later in the year in its final format so seek approval to publish once the implications of the Homelessness Reduction Bill are fully known.

Reasons for Recommendations

To ensure that the Executive is updated on the progress made to implement a new homelessness strategy.

South Nottinghamshire Homelessness Strategy 2017-2021

Contents

Foreword

Introduction

Homelessness in South Nottinghamshire – key findings

Where we want to be: the challenges, opportunities and priorities

Delivering the homelessness strategy

The Homelessness Action Plan

Councillors Foreword

As the Housing Portfolio Holders for Broxtowe, Gedling and Rushcliffe Councils, we are pleased to introduce South Nottinghamshire's second joint Homelessness Strategy. We would like to take this opportunity to thank all of the organisations and individuals who have contributed towards its development.

Since the South Nottinghamshire Councils produced the first joint homelessness strategy in 2013, significant progress has been to improve services and deliver a range of housing initiatives, of which a number of examples are outlined within this Strategy. We recognise that at a time of increasing pressures on homelessness services due to factors such as welfare reform; rising house prices and increased funding challenges for support services, it is more important than ever to ensure that existing services are effective at rising to new and increasing challenges.

The strategy outlines the key homelessness issues in South Nottinghamshire and sets our priorities for action. We are determined to continue to work effectively with partners across the public, private and voluntary sectors to maximise opportunities to deliver this Strategy. If you think you can help us to deliver on these priorities please come and talk to us.

Introduction

The three Boroughs of Broxtowe, Gedling and Rushcliffe have strategic responsibility for meeting our legislative requirements under the Homelessness Act 2002. Section 1(4) of the Homelessness Act 2002 requires Local Authorities to publish a new homelessness strategy within a period of 5 years. This is the second joint homelessness review for the three Boroughs; the last joint homelessness strategy was published in 2013.

The South Nottinghamshire Homelessness Strategy sets out how the three Councils and our partners aim to tackle homelessness over the next five years.

By building on successful partnerships and service provision and by developing new and improved ways of working we can assist anyone who is threatened by or is experiencing homelessness in South Nottinghamshire.

The strategy sets the agenda, enabling us to continue to meet the needs of people in South Nottinghamshire and to eliminate the threat of homelessness from their lives which fully reflects the national priorities for a continued focus on homelessness prevention.

The South Nottinghamshire Homelessness Strategy sets out:

- The homelessness challenges facing South Nottinghamshire
- How the strategy was developed
- The key objectives of the strategy
- How we will deliver the strategy

The strategy sets the framework for improving access to housing. Supporting vulnerable people and minimising rough sleeping continue to be our priorities, together with a greater emphasis on developing clear pathways and effective preventive interventions.

Since publication in 2013, there has been significant progress through the implementation of South Nottinghamshire's first homelessness strategy through stronger partnership working between the three Councils and our partners.

The strategy was based on the following main strategic objectives:

- No one should have to sleep rough in South Nottinghamshire
- All local authorities will work with partners to reduce the number of homeless applications they need to consider year on year
- All councils will minimise the use of Bed & Breakfast accommodation for homeless households, with the long term aim of ending it altogether
- Knowing that there is insufficient social housing to meet demand, all potentially homeless clients will get the help they need to access private rented housing
- All young people in South Nottinghamshire should learn about homelessness, realistic housing options, domestic abuse and healthy relationships in school
- All client groups with special needs will have clear and up to date referral pathways so that it is clear which agency is responsible for providing services to them at what time

Key Achievements

The three Councils have worked effectively to improve homelessness services over recent years, examples of these achievements are outlined below:

- Delivering over 500 affordable homes through successful partnerships during 2013 to 2016
- Successfully bidding for funding to commission research into the accommodation and support needs of 19-35 year olds to identify current gaps, further challenges through welfare reform and identify opportunities to minimise negative impacts
- As part of a Nottinghamshire-wide consortium, successfully bidding for £370,000 of funding over 2 years to provide a county-wide rough sleeper service and extend street outreach services across Nottinghamshire
- Achieving 4,645 homelessness preventions from 2013 to 2016 across the three areas
- Successful provision and support of accommodation for 56 Syrian Refugees as part of the Syrian Vulnerable Person's Resettlement Programme and Vulnerable Children's Relocation Programme
- Successfully delivering Private Landlords partnership events, attended by over 60 landlords and letting agents
- Working with Broxtowe Youth Homelessness to deliver educational sessions to over 6,000 year 10 and 11 students in South Nottinghamshire to raise awareness, challenge stereotypes and equip young people with the knowledge to make informed housing choices and access support

- Utilisation of temporary accommodation at Hound Lodge and Elizabeth House to meet housing need across the three areas
- Contributing to the development of the County-wide Housing & Health Commissioning Group and the development of the Health and Wellbeing Plan, including identification of best practice pilot schemes
- Reviewed the implementation of the new Housing Allocations Policy and the Choice Based Letting system to ensure that it is accessible and meeting the needs of local residents

The three South Nottinghamshire Boroughs of Broxtowe, Gedling and Rushcliffe have a strong track record of collaborative working between the three areas and with other partners to prevent and relieve homelessness. This includes operating with a joint choice based lettings system for the three areas and broadly aligned allocations policies. The three Councils also collaborate closely on issues such as the provision of temporary accommodation. Additionally, the Councils work closely with Nottinghamshire County Council which has responsibility relating to a range of functions linked to homelessness, such as relating to younger persons supported accommodation as they hold the duty to assist under 18 year olds.

The South Nottinghamshire Councils are fully aware that effective partnership working is essential to delivering this homelessness strategy. There are a range of partnerships in place to deliver and monitor the strategy. Notably, the South Nottinghamshire Inter Agency Homelessness Forum was established in July 2012 to bring together a wide range of statutory and voluntary agencies involved in preventing homelessness and providing services to homeless people. The shared strategy and its action plan are far from being the only or main reason for the forum, but they are intended as a focal point to which all partners can contribute their actions and achievements and build a joined-up picture of the services available. The authorities have undertaken to report

progress against the action plan to the forum on a regular basis, making it transparent and accountable, and avoiding the possibility that the action plan could be “left on the shelf”.

We fully rely on effectively working with our partners; our local communities; large and small private sector bodies ranging from developers and construction companies to private landlords; the broader public sector and our local third sector.

We recognise that we are all working to achieve the same goals and that it is in everyone’s interests for South Nottinghamshire to have homes where people can thrive. However, we also understand that each of our partners will have their own considerations to take into account which may require a different approach to reflect local circumstances. Effective partnerships across all sectors built on a foundation of trust and mutual respect will enable partners to meet the key challenges identified in this strategy.

The last five years has provided very significant challenges with regard to preventing and relieving homelessness. Most notably, a reduction in the availability of support services has meant that housing options teams are dealing with increasingly complex workloads and clients with often very significant needs, including mental health. The reduction in support services means that clients who previously could approach specialist support services at an early stage are now approaching housing teams when they are at crisis point.

This means that it is more important than ever to ensure that the existing services are effective at rising to new and increasing challenges underpinned by strong partnerships.

Homelessness Reduction Bill

The increased Government focus on homelessness prevention is welcome. The Homelessness Reduction Bill, reforms the homelessness duties placed on local authorities to intervene at earlier stages to prevent homelessness which more closely reflects current legislation in Scotland and Wales.

The Bill is seeking to amend Part 7 of the Housing Act 1996 and requires local authorities to provide new homelessness services to all individuals affected, not just those protected under existing legislation. Its measures include:

- An extension of the period during which an authority should treat someone as threatened with homelessness from 28 to 56 days.
- Clarification of the action an authority should take when someone applies for assistance having been served with a section 8 or section 21 notice of intention to seek possession from an assured shorthold tenancy.
- A new duty to prevent homelessness for all eligible applicants threatened with homelessness, including providing a personal housing plan and keeping such assessments under review until any accommodation duty is discharged.
- A new duty to relieve homelessness for all eligible homeless applicants.
- A new duty on public services to notify a local authority if they come into contact with someone they think may be homeless or at risk of becoming homeless.
- Provision of personal assessments.

The new duties will have a significant impact on the way in which homelessness prevention services are delivered and how services will link to wider support such as training, employment and health to increase resilience to homelessness.

Homelessness in South Nottinghamshire – Key Findings

The extract data below provides a summary of housing need in South Nottinghamshire which has helped to inform the key priorities for action. Whilst this data provides a base of information for the purposes of the Strategy, it should be noted that a host of evidence is considered when making decisions as to where to allocate resources.

Housing Register Data (as at 17 February 2017)

Total numbers on the housing register

	Broxtowe	Gedling	Rushcliffe
Total number on housing register	1028	828	496
Of which band 1	32	46	11
Of which band 2	140	182	76
Of which band 3/4	856	600	409

Of those on the housing register, current housing situation

	Broxtowe	Gedling	Rushcliffe	Total
Bed and Breakfast	1	0	4	5
Council Tenant	324	11	47	382
HM Forces	2	0	0	2
Housing Association Tenant	95	277	136	508
In Social Services Care/Foster Care	3	1	1	5
Living in Hostel	15	7	4	26

Living with Family/Friends	130	113	73	316
Lodging	8	9	10	27
No Fixed Abode/Sofa surfer	26	31	14	71
Non secure tenancy – leased property	6	0	1	7
Non secure tenancy – own stock	1	1	2	4
Owner Occupier	102	108	64	274
Private Rented Tenant	299	244	111	654
Shared Ownership	1	4	2	7
Sleeping Rough	3	1	5	9
Tied Tenant	1	3	2	6
(blank)	11	18	20	49
Total	1028	828	496	2352

Of those on the housing register, current housing situation

	Broxtowe	Gedling	Rushcliffe	Total
Couple	54	34	32	120
Couple + Pregnant	8	6	2	16
Elderly Couple	95	97	51	243
Elderly Single	190	219	141	539
Family + 1 Child	132	92	39	263
Family + 1 Child + Pregnant	9	5	2	16
Family + 2 Children	105	70	26	201
Family + 2 Children + Pregnant	12	5	1	18
Family + 3 Children	72	44	16	132
Family + 3 Children + Pregnant	3	4		7
Family + 4 Children	19	14	7	40
Family + 4 Children + Pregnant		1		1

Family + 5 or more Children	3	8	2	13
Single	294	191	157	640
Single + 1	21	24	12	57
Single + Pregnant	10	11	6	27
Single with overnight carer	1	3	2	6
Total	1028	828	496	2352

Homelessness Data

Broxtowe

	2013	2014	2015	2016
Homeless decisions	39	34	26	25
Acceptance decisions	10	9	9	11
Of acceptance decisions, main reasons with numbers	Parents no longer willing or able to accommodate (2)	Parents no longer willing or able to accommodate (2)	Loss of rented or tied accommodation: Termination of assured shorthold tenancy (2); of rented or tied accommodation: Reasons other than termination of assured shorthold tenancy (2)	Rent arrears on: Private sector dwellings (2); Loss of rented or tied accommodation: Termination of assured shorthold tenancy (2)
Of acceptance decisions, age breakdown with numbers	16-24 (3) 25-44 (6) 45-59 (1)	16-24 (4) 25-44 (4) 45-59 (1)	16-24 (1) 25-44 (6) 45-59 (2)	16-24 (3) 25-44 (6) 45-59 (2)
Of acceptance decisions, number with	6	7	8	9

children or pregnant				
Of acceptance decisions, number placed in temporary accommodation	10	9	4	8
Number of cases where homelessness was prevented or relieved	401	453	445	427
Of which, main specific reasons homelessness prevented and client was able to remain in own home - with numbers	Resolving housing benefit problems (28); Negotiation or legal advocacy remaining in private rented accommodation (5); Providing other assistance remaining private or social rented accommodation (3)	Resolving housing benefit problems (20); Providing other assistance remaining private or social rented accommodation (12); Debt advice (6)	Providing other assistance remaining private or social rented accommodation (16); Resolving housing benefit problems (12); Conciliation including home visits for family / friend threatened exclusions (9)	Providing other assistance remaining private or social rented accommodation (29); Conciliation including home visits for family / friend threatened exclusions (27); Resolving housing benefit problems (14)
Of which, main reasons homelessness was assisted to find alternative accommodation - with numbers	Offer of Local Authority own accommodation or nomination to a Registered Provider (186); Supported accommodation (59); Private rented sector accommodation without landlord incentive scheme (54)	Offer of Local Authority own accommodation or nomination to a Registered Provider (207); Private rented sector accommodation without landlord incentive scheme (69); Private rented sector accommodation with landlord incentive	Offer of Local Authority own accommodation or nomination to a Registered Provider (178); Private rented sector accommodation without landlord incentive scheme (61); Supported accommodation (59)	Offer of Local Authority own accommodation or nomination to a Registered Provider (162); Private rented sector accommodation without landlord incentive scheme (69); Supported accommodation (51)

		scheme (64)		
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Gedling

	2013	2014	2015	2016
Homeless decisions	85	74	125	112
Acceptance decisions	53	60	83	88
Of acceptance decisions, main reasons with numbers	Violence: Violent breakdown of relationship involving associated persons (12); Loss of rented or tied accommodation: Termination of assured shorthold tenancy (11); Parents no longer willing or able to accommodate (8)	Loss of rented or tied accommodation: Termination of assured shorthold tenancy (16); Violence: Violent breakdown of relationship involving associated persons (16); Non-violent breakdown of relationship with partner (6)	Loss of rented or tied accommodation: Termination of assured shorthold tenancy (25); Violence: Violent breakdown of relationship involving associated persons (19); Parents no longer willing or able to accommodate (13)	Loss of rented or tied accommodation: Termination of assured shorthold tenancy (25); Parents no longer willing or able to accommodate (11); Violence: Violent breakdown of relationship involving associated persons (8)
Of acceptance decisions, age breakdown with numbers	16-24 (24) 25-44 (20) 45-59 (8) 64-74 (1)	16-24 (20) 25-44 (31) 45-59 (9)	16-24 (30) 25-44 (47) 45-59 (6)	16-24 (29) 25-44 (53) 45-59 (6)
Of acceptance decisions, number with children or pregnant	31	37	54	60
Of acceptance decisions, number placed in temporary accommodation	23	27	24	26

Number of cases where homelessness was prevented or relieved	263	313	177	192
Of which, main specific reasons homelessness prevented and client was able to remain in own home - with numbers	Negotiation or legal advocacy remaining in private rented accommodation (9); Mediation using external or internal trained family mediators (9); Providing other assistance remaining private or social rented accommodation (7)	Providing other assistance remaining private or social rented accommodation (18); Negotiation or legal advocacy remaining in private rented accommodation (13); Mediation using external or internal trained family mediators (4); Resolving housing benefit problems (4)	Providing other assistance remaining private or social rented accommodation (9); Resolving rent or service charge arrears in the social or private rented sector (7); Mediation using external or internal trained family mediators (5); Negotiation or legal advocacy remaining in private rented accommodation (5)	Providing other assistance remaining private or social rented accommodation (7); Negotiation or legal advocacy remaining in private rented accommodation (5); Conciliation including home visits for family / friend threatened exclusions (4)
Of which, main reasons homelessness was assisted to find alternative accommodation - with numbers	Offer of Local Authority own accommodation or nomination to a Registered Provider (84); Private rented sector accommodation without landlord incentive scheme (77); Supported	Offer of Local Authority own accommodation or nomination to a Registered Provider (134); Private rented sector accommodation without landlord incentive scheme (66); Supported	Offer of Local Authority own accommodation or nomination to a Registered Provider (60); Private rented sector accommodation without landlord incentive scheme (35); Supported	Offer of Local Authority own accommodation or nomination to a Registered Provider (62); Private rented sector accommodation without landlord incentive scheme (49); Supported

	accommodation (19)	accommodation (20)	accommodation (22)	accommodation (21)
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Rushcliffe

	2013	2014	2015	2016
Homeless decisions	36	37	26	34
Acceptance decisions	21	17	17	21
Of acceptance decisions, main reasons with numbers	Parents no longer willing or able to accommodate (7); Violence: Violent breakdown of relationship involving partner (6); Loss of rented or tied accommodation: Reasons other than termination of assured shorthold tenancy (3)	Parents no longer willing or able to accommodate (4)	Violence: Violent breakdown of relationship involving partner (8); Parents no longer willing or able to accommodate (2); Non-violent breakdown of relationship with partner (2); Loss of rented or tied accommodation: Termination of assured shorthold tenancy (2)	Harassment, threats or intimidation: Other forms of harassment (4); Parents no longer willing or able to accommodate (4); Violence: Violent breakdown of relationship involving partner (4)
Of acceptance decisions, age breakdown with numbers	16-24 (7) 25-44 (9) 45-59 (4) 65-74 (1)	16-24 (5) 25-44 (11) 45-59 (1)	16-24 (4) 25-44 (11) 45-59 (2)	16-24 (3) 25-44 (15) 45-59 (3)
Of acceptance decisions, number with children or pregnant	15	10	12	12
Of acceptance decisions, number placed in temporary	16	14	18	15

accommodation				
Number of cases where homelessness was prevented or relieved	217	256	276	225
Of which, main specific reasons homelessness prevented and client was able to remain in own home - with numbers	Resolving housing benefit problems (5); Providing other assistance remaining private or social rented accommodation (5); Resolving rent or service charge arrears in the social or private rented sector (3)	Sanctuary scheme measures for domestic violence (9); Resolving rent or service charge arrears in the social or private rented sector (4); Providing other assistance remaining private or social rented accommodation (4)	Resolving housing benefit problems (10); Conciliation including home visits for family / friend threatened exclusions (8); Providing other assistance remaining private or social rented accommodation (6)	Resolving housing benefit problems (9); Conciliation including home visits for family / friend threatened exclusions (7)
Of which, main reasons homelessness was assisted to find alternative accommodation - with numbers	Offer of Local Authority own accommodation or nomination to a Registered Provider (107); Private rented sector accommodation without landlord incentive scheme (55); Supported accommodation (23)	Offer of Local Authority own accommodation or nomination to a Registered Provider (161); Private rented sector accommodation without landlord incentive scheme (29); Supported accommodation (28)	Offer of Local Authority own accommodation or nomination to a Registered Provider (125); Private rented sector accommodation without landlord incentive scheme (70); Supported accommodation (31)	Offer of Local Authority own accommodation or nomination to a Registered Provider (108); Private rented sector accommodation without landlord incentive scheme (44); Supported accommodation (33)

Rough Sleepers

The three Boroughs undertake a count of rough sleepers every year as a single night snapshot in partnership with a range of local organisations. This data is submitted to the Department for Communities and Local Government in order to provide a national overview of the extent of rough sleeping. Data for the three Boroughs is as follows:

	2013	2014	2015	2016
Broxtowe	0	0	0	1
Gedling	0	0	0	0
Rushcliffe	1	0	3	0
England	2,414	2,744	3,569	4,134

Whilst the snapshot rough sleeper survey provides a useful overview of the extent of homelessness on a given night, the Nottinghamshire Homeless Watch survey provides a more comprehensive overview of the extent of rough sleeping in the County. The last survey report is available at:

http://www.rushcliffe.gov.uk/media/rushcliffe/media/documents/pdf/housing/HLG_finalHWreport2015.pdf

Private Rental Costs

Broxtowe – lower quartile rents and Local Housing Allowance (LHA)

	Rents 1 October 2015 – 30 September 2016 (£ per month)	LHA (£ per month)	Shortfall (£ per month)
Shared room	255	289.21	(-34.21)

1 bedroom	395	393.90	1.10
2 bedrooms	475	469.13	5.87
3 bedrooms	550	521.26	28.74
4+ bedrooms	700	656.50	43.50

Gedling – lower quartile rents and Local Housing Allowance (LHA)

	Rents 1 October 2015 – 30 September 2016 (£ per month)	LHA (£ per month)	Shortfall (£ per month)
Shared room	282	289.21	(-7.21)
1 bedroom	395	393.90	1.10
2 bedrooms	475	469.13	5.87
3 bedrooms	550	521.26	28.74
4+ bedrooms	773	656.50	116.50

Rushcliffe – lower quartile rents and Local Housing Allowance (LHA)

	Rents 1 October 2015 – 30 September 2016 (£ per month)	LHA (£ per month)	Shortfall (£ per month)
Shared room	303	289.21	13.79
1 bedroom	400	393.90	6.10
2 bedrooms	525	469.13	55.87
3 bedrooms	635	521.26	113.74
4+ bedrooms	895	656.50	238.50

Nottingham City (for comparison) – lower quartile rents and Local Housing Allowance (LHA)

	Rents 1 October 2015 – 30 September 2016 (£ per month)	LHA (£ per month)	Shortfall (£ per month)
Shared room	312	289.21	22.79
1 bedroom	425	393.90	31.10
2 bedrooms	475	469.13	5.87
3 bedrooms	516	521.26	(-5.26)
4+ bedrooms	600	656.50	(-56.50)

Source: Valuation Office Agency (VOA)

*Whilst LHA rates do not reflect exact geographical borders of the Borough Councils, the LHA rate which applies to the majority of the Council boundary has been used.

An evaluation of lower quartile market rents identified shortfalls in LHA levels against lower quartile rents across the South Nottinghamshire Boroughs, with the only property types falling within LHA levels being shared properties in Broxtowe and Gedling. There are shortfalls in LHA levels for 1,2,3 and 4+ bed properties across the South Nottinghamshire Boroughs, especially on larger properties, with the most extreme example being a shortfall of £283.50 per month on 4 bed properties in Rushcliffe. This shortfall appears to be an emerging trend in the South Nottinghamshire Boroughs. The disparity between LHA and average rents means that for people on housing benefits, many properties, are unaffordable, resulting in people with least disposable income being in poor quality, insecure accommodation.

Where we want to be: the Challenges, Opportunities and Priorities:

The Challenge in South Nottinghamshire

Within South Nottinghamshire, we wish to work in partnership to reduce homelessness and minimise the negative impacts on our resident's lives. In order to achieve this, we have consulted widely with our partners to establish five key challenging but achievable objectives as stated below.

The objectives have been agreed in the context of current challenges and opportunities including relating to welfare reform; reductions in wider support for people at risk of homelessness and an increasing need to focus on prevention.

Priorities

The priorities within the strategy are based on the following principles:



1. Minimising Demand

We will work on a strong multi agency basis to minimise the demand for homelessness services. We will deliver interventions to ensure that households know where to access advice and support at the appropriate time that assists them to avoid or deal with issues that could lead to homelessness. We will seek to work with partners to engage with young people to provide a consistent message about the difficulties of leaving home at a young age, the realities of housing choice, including affordability and the likelihood of needing to share accommodation.

Outcomes: How we will know we are there:

- There will be a choice of homes and tenures which meet a range of housing needs including for people with mental and physical health issues
- There will be effective engagement with young people around homelessness and its consequences
- There will be less homelessness
- The impact of welfare reform will be mitigated through the early identification and provision of interventions for affected households

To achieve this, we will:

- Work in partnership across the three Boroughs and with other partners to educate people in the reality and risks of being homeless
- Monitor the impact of Welfare Reform to both households and the housing sector and seek to minimise negative consequences
- Ensure good quality information and advice is available to prevent homelessness
- Ensure that our Allocations Schemes are easy to use and appropriately prioritise people in housing need
- Continue to work effectively and in a collaborative way across all three Boroughs and with other partners relating to homelessness prevention

- Work with partners to promote independent living skills and prevent relationship breakdown
- We will work with landlords across tenures to enable them to accommodate people in housing need, including those with support needs including mental and physical health issues
- We will seek housing and support solutions for people with specific needs and ensure there is equality of access

2. Reduce Crisis Presentations

Agencies across South Nottinghamshire have opportunities to reduce housing crisis amongst their core client groups. This can be achieved by working in a more joined up way to identify those households at high risk of homelessness by making sure agencies can recognise the indicators of housing stress and be able to act appropriately to prevent homelessness. Every opportunity should be taken as early as possible to prevent homelessness.

Outcomes: How we will know we are there

- There will be a more straightforward and transparent system to access affordable homes of all types
- There will be a reduction of households presenting as 'homeless tonight'
- there will be no 16 - 17 year olds placed into Bed and Breakfast accommodation
- There will be fewer families placed in to emergency accommodation

To achieve this, we will:

- Seek to offer consistent advice and assist at the earliest opportunity
- Ensure Homelessness Services are approachable and easy to access
- Advise and enable mediation within families to facilitate a return home to allow for a planned move rather than one in crisis, where appropriate

- Utilise evidence to assess and seek to minimise future housing issues

3. Deliver Effective Services at the Point of Contact

We will ensure that households who approach services across South Nottinghamshire will be able to access effective advice and assistance to prevent homelessness, either by enabling them to remain where they are or by facilitating a move into more appropriate accommodation.

Homeless households will be able to access pro-active homelessness prevention services, an assessment of need and a range of advice and options that will enable access to short stay or longer stay accommodation. These services will also provide access to other services promoting education, training and employment opportunities, health services, life-skills, debt and financial advice benefits advice. These will strengthen people's chances of resolving their housing problems.

Outcomes: How we will know we are there

- There are a range of housing pathways in place that enable people to resolve their housing difficulties
- There will be a reduction in the numbers of households entering temporary accommodation
- There will be effective services available by partners to assist people with a range of physical and mental health issues
- There is improvement in the health of homeless households and a reduction in the numbers accessing Accident & Emergency and other more acute services
- There will be effective and joined up services available for people with mental health issues who are discharged from hospital or care

To achieve this we will:

- Seek to ensure that services are approachable
- We will take a proactive preventative approach to make every contact matter and easy to access
- Engage with partners to ensure that services are effective and joined up
- Undertake a full assessment of need
- Provide housing advice, facilitating access to short and longer stay accommodation and support
- Provide clear and meaningful housing and support pathways
- Work with a range of partners to provide access to other services that promote health and wellbeing, employment, education and training opportunities

4. Provide Appropriate Accommodation Options

It is crucial that partners are able to facilitate access to appropriate accommodation to prevent and resolve homelessness in the short, medium and long term. To effectively achieve this, we need to:

- Facilitate access to the Private Rented Sector for all groups. Landlords should feel confident that tenancies are sustainable
- Ensure that allocations of housing in the social sector are needs led through the Homesearch Choice Based Lettings system
- Ensure that there are appropriate pathways into supported housing and also appropriate pathways into move on accommodation where this is appropriate.

Outcomes: How we will know we are there

- There will be a clear pathway in place to enable people to progress to secure and sustainable accommodation

- There will be fewer failed tenancies
- There will be effective engagement with the Private Rented Sector
- There will be less incidences of homelessness
- There will be fewer households in temporary accommodation

To achieve this we will:

- Seek to ensure that people have access to appropriate accommodation
- Continue to work effectively across the three Boroughs in the provision of temporary accommodation
- Ensure that a range of housing options are available and are used effectively
- Work with partners to support people to develop their independent living skills where appropriate
- Effectively engage with partners, including County Council, to further develop youth homelessness services
- Develop and strengthen partnerships with a range of housing providers and landlords, particularly the Private Rented Sector to build upon the range of housing and support options available to residents

5. Move People Away from Homelessness

It is essential that we seek to reduce incidences of repeat homelessness through enabling a range of options that will assist people in accessing education, training, employment or other appropriate support. This will assist people to move away from homelessness.

Outcomes: How we will know we are there

- Appropriate support will be in place to enable people to improve and maintain their independence
- There will be fewer incidences of repeat homelessness

- Opportunities will be taken to engage with partners to maximise projects relating to work and apprenticeships
- More homeless people will access education, training and employment opportunities

To achieve this we will:

- Seek to ensure people have access to appropriate housing and support
- Ensure that there are sufficient move on options from supported accommodation
- Seek to ensure that there is accessible support if tenancies start to fail
- Ensure there are clear links to health promotion, education, training and employment opportunities

Delivering the Strategy

The South Nottinghamshire Homelessness Strategy has been developed through the South Nottinghamshire Inter Agency Homelessness Forum, bringing together a wide range of statutory and voluntary agencies involved in preventing homelessness and providing services to homeless people. The action plan will be progressed, reviewed and updated by the Forum annually to measure progress through the South Nottinghamshire Inter Agency Homelessness Forum, which meets quarterly. The action plan will also take account of changes in Government policy and at a County level.

Delivery against the plan will be reported to Members in each of the three Councils and an annual update will be available on each Council website. The overall Homelessness Strategy action plan will be developed in partnership with partner organisations and will be in line with the priorities outlined above.

South Nottinghamshire Homelessness Strategy Action Plan 2016-17

The South Nottinghamshire Homelessness Strategy Action Plan is a live document and is updated at least annually through the South Nottinghamshire Inter-Agency Homelessness Forum to reflect changes in national and local priorities and resources.

What we will do	How we will do it	By when	Lead organisations
Work in partnership across the three Boroughs and with other partners to educate people in the reality and risks of being homeless	Continue to work with partners such as Broxtowe Youth Homelessness to develop the peer support offer in local schools to educate school children in the realities of the housing market	On-going	Broxtowe Youth Homelessness Broxtowe, Gedling and Rushcliffe Borough Councils
Monitor the impact of Welfare Reform to both households and the housing sector and seek to minimise negative consequences	Work with partners such as the Department of Work and Pensions; Registered Providers and with our Housing Benefit Teams to identify and minimise impacts of welfare reform	On-going	Registered Providers Department of Work and Pensions Broxtowe, Gedling and Rushcliffe Borough Councils
Ensure good quality information and advice is available to prevent homelessness	Attend monthly prison housing surgeries to give housing options advice to prison leavers Explore common information and advice through leaflets and on the internet on a range of housing issues across South Nottinghamshire	On-going December 2017	Broxtowe, Gedling and Rushcliffe Borough Councils

Ensure that our Allocations Schemes are easy to use and appropriately prioritise people in housing need	Upgrade the Abris Enhanced Housing Options module to enable a more effective allocations system and identification of wider housing options	March 2018	Broxtowe, Gedling and Rushcliffe Borough Councils
Continue to work effectively and in a collaborative way across all three Boroughs and with other partners relating to homelessness prevention	Continue to utilise the South Nottinghamshire Inter Agency Homelessness Forum to share best practice and scope responses to emerging policy changes such as the Homelessness Reduction Bill	On-going	South Nottinghamshire Inter Agency Homelessness members
Work with partners to promote independent living skills and prevent relationship breakdown	Continue to work through agencies such as Broxtowe Youth Homelessness to support tenancy training and mediation	On-going	Broxtowe Youth Homelessness Broxtowe, Gedling and Rushcliffe Borough Councils
Work with landlords across tenures to enable them to accommodate people in housing need, including those with support needs including mental and physical health issues	Fully engage with landlord representative organisations including the National Landlords Association (NLA); Decent and Safe Homes (DASH) and East Midlands Property Owners (EMPO) to maximise opportunities to utilise accommodation for people in housing need in the Private Rented Sector Hold at least one major private landlord event covering South Nottinghamshire every 12 months	On-going Annually	Private Landlords Registered Provider partners EMPO; DASH; NLA Broxtowe, Gedling and Rushcliffe Borough Councils

	Continue to fully engage with Registered Provider partners to maximise accommodation for people in housing need	On-going	
Seek housing and support solutions for people with specific needs and ensure there is equality of access	Fully engage with County colleagues regarding understanding and meeting the housing and support needs of clients with specific needs	On-going	Nottinghamshire County Council Broxtowe, Gedling and Rushcliffe Borough Councils
Seek to offer consistent advice and assist at the earliest opportunity	Continue to work through the South Nottinghamshire Inter Agency Homelessness forum to provide effective and consistent homelessness services Deliver upgrade the Arbritas Choice Based Lettings system which will provide and enhanced housing options offer	On-going December 2017	South Nottinghamshire Inter Agency Homelessness members
Ensure Homelessness Services are approachable and easy to access	Explore the introduction of satisfaction monitoring of homelessness services. Pilot a mystery shopping exercise of homelessness services in one Borough	December 2017 December 2017	Broxtowe, Gedling and Rushcliffe Borough Councils
Utilise evidence to assess and seek to minimise future housing issues	Continue to work in partnership to understand the key issues around homelessness in the South of the County, including benchmarking homelessness	On-going	Broxtowe, Gedling and Rushcliffe Borough Councils

	<p>data and sharing best practice at the South Nottinghamshire Inter Agency Homelessness Forum</p> <p>Commission a study across South Nottinghamshire to better understand the gaps in the provision of housing and support for 19-35 year olds and to enable an assessment of the implications for welfare reform on this group</p> <p>Maximise opportunities through required changes in P1E homelessness data collection to improve data collection</p>	<p>September 2017</p> <p>On-going</p>	
Take a proactive preventative approach to make every contact matter and easy to access	Upgrade the Arbritas choice based lettings system to provide an enhanced housing options service in order to develop the prevention offer	March 2018	Broxtowe, Gedling and Rushcliffe Borough Councils
Engage with partners to ensure that services are effective and joined up	<p>Where possible, develop joint working protocols to ensure a consistently high quality of homelessness services across South Nottinghamshire</p> <p>Develop service standards across the three Boroughs to ensure that customers are clear on the level of service they can expect</p>	September 2017	Broxtowe, Gedling and Rushcliffe Borough Councils

Provide clear and meaningful housing and support pathways	Develop full homelessness procedure guides for front line homelessness staff to ensure a consistent provision of services	September 2017	Broxtowe, Gedling and Rushcliffe Borough Councils
Work with a range of partners to provide access to other services that promote health and wellbeing, employment, education and training opportunities	Through the South Nottinghamshire Inter Agency Homelessness Forum, explore every opportunity to work with partners to increase resilience to homelessness by supporting clients to access health, training and employment services	On-going	Broxtowe, Gedling and Rushcliffe Borough Councils South Nottinghamshire Inter Agency Homelessness Forum members
Seek to ensure that people have access to appropriate accommodation	Work with partners to identify and meet specialist housing provision needs including relating to mental health, learning disabilities, drug and alcohol usage, ex-offenders, physical disability	On-going	Broxtowe, Gedling and Rushcliffe Borough Councils South Nottinghamshire Inter Agency Homelessness Forum members and other partners as appropriate
Continue to work effectively across the three Boroughs in the provision of temporary accommodation	Improve cold weather emergency provision in all 3 boroughs by investigating arrangements with the faith sector and use of Temporary Accommodation voids Provide a consistent inspection process for B&B accommodation to ensure good quality provision Continuing to work across the three authorities in the provision of temporary	On-going On-going On-going	Broxtowe, Gedling and Rushcliffe Borough Councils

	accommodation to minimise Bed and Breakfast usage		
Seek to improve the support for rough sleepers	Work closely with partners across the County (including City) to improve the support offered to rough sleepers, including through providing improved access to health care.	On-going	All Authorities in Nottinghamshire Framework Housing and other partners as required
Effectively engage with partners, including County Council, to further develop youth homelessness services	Continue to engage with the Youth Homelessness Forum and County Council colleagues to implement the recommendations of the Joint Work Protocol to identify housing needs and opportunities to meet need	On-going	Nottinghamshire County Council Broxtowe, Gedling and Rushcliffe Borough Councils South Nottinghamshire Inter Agency Homelessness Forum members and other partners as appropriate
Seek to maximise funding to secure additional supported accommodation where a need can be evidenced	Engage with voluntary sector partners to identify suitable properties and funding for supported accommodation	On-going	Nottinghamshire County Council Broxtowe, Gedling and Rushcliffe Borough Councils South Nottinghamshire Inter Agency Homelessness Forum members and other partners as appropriate
Develop and strengthen partnerships with a range of housing providers and	Maximise opportunities to provide support to unlock opportunities in the Private Rented Sector where appropriate	On-going	Broxtowe, Gedling and Rushcliffe Borough Councils South Nottinghamshire Inter

landlords, particularly the Private Rented Sector to build upon the range of housing and support options available to residents	Seek to identify opportunities to reconfigure lower demand properties where appropriate to meet needs	On-going	Agency Homelessness Forum members Registered Providers Private Landlords County Council Other partners as appropriate
Seek to ensure people have access to appropriate housing and support	Reduce repeat homelessness by providing appropriate support Explore opportunities to develop floating support services	On-going	Broxtowe, Gedling and Rushcliffe Borough Councils
Ensure that there are sufficient move on options from supported accommodation	Ensure that allocations policies are regularly reviewed to ensure that provision of move on opportunities are maximised as appropriate Work with the Private Rented Sector to maximise opportunities for good quality move on accommodation	On-going On-going	Broxtowe, Gedling and Rushcliffe Borough Councils

Summary of responses to the homelessness strategy consultation

20 responses received. Of these, 18 agreed that the overall priorities are appropriate; 1 disagreed; 1 did not respond

<p>Overall priorities If you disagree, what should the priorities be?</p>	<p>Think minimising demand should be called "prevention of homelessness". Minimising demand suggests prevention of demand by those homeless. Within priorities 1,3 and 4 there needs to be arrangements for people with NRPF who require urgent life saving treatment (for example for active TB as set out in the NICE guidance). Should articulate addressing the causes of homelessness in the priorities: minimising demand is an insufficient description.</p>
<p>Response</p>	<p>It is encouraging that the overwhelming majority of respondents agreed with the overall approach of the strategy, therefore the priorities will remain as per the draft. With regard to the very specific mention of people with No Recourse to Public Funds, whilst lower tier Authorities are very restricted to the extent of support that can be given to people with NRPF, we will continue to work with County colleagues and colleagues in charitable organisations to provide support where required. The strategy makes reference to working with partners and this will be included within this broader context.</p>
<p>MINIMISING DEMAND Does the priority give a reasonable overview of what we need to do? If not, what is missing?</p>	<p>Pg 24 of the Strategy 18 agreed Comments Need to work with partners in the prevention of mental and physical health problems (Making Every Contact Count approach). Keeping people well will reduce the need for housing support. Work with partners to intervene with families where behaviour (may be around budgeting or ASB or may be the behaviour of others) is likely to lead to homelessness. Identifying people with specific health needs where homelessness is not an option. Patients with pulmonary tuberculosis need direct access to accommodation so that their treatment can be maintained and monitored to ensure treatment completion. This not only protects the individual but reduces the risk of transmission of the disease within the public and other vulnerable groups. This accommodation would be need to be provided for 6 months minimum, the standard treatment course for TB. However, for cases of multi drug resistance this could be up to two years We should also ensure that housing provision is health promoting, not just appropriate for specific mental and physical health needs. More content on how you will work with landlords would be helpful, particularly around tenant needs. Yes, but in addition:</p>

	<ul style="list-style-type: none"> • no mention of debt and the impact debt has on homelessness • no mention of housing/welfare benefits advice and prevention/reduction of homelessness • how to ensure funding for debt management/financial capability/housing and welfare benefits advice provision • how will you ensure there is a continuing, robust multi agency approach when many third sector agencies are faced with funding issues
Response	<p>The strategy recognises the importance of providing support and linkages relating to both physical and mental health and wellbeing – this has been further strengthened within the strategy as a result of consultation</p> <p>The specific comments relating to tuberculosis – engagement has commenced with County public health to better understand the issues and requirements for action which will be reflected as part of broader work</p> <p>The need to work effectively with private landlords is acknowledged and has been strengthened in the Strategy as a result of consultation.</p>
What have been the main achievements relating to this priority in South Nottinghamshire since the last Homelessness Strategy was published in 2013?	<p>The opening of Framework's Transition South hostel for young people on Trent Boulevard</p> <p>Demand for supportive living accommodation has increased alongside a reduction in available supportive accommodation</p> <p>Some additional social housing for single people is available.</p> <p>Regular Forum meeting</p>
Response	Noted
What do you see as the main challenges or opportunities relating to this priority over the next 5 years?	<p>Getting preventative support to the households that need this support with minimal funding for agencies to provide this provision.</p> <p>The Public Space Protection Order in Rushcliffe as homeless people may be fined for sleeping rough. Not having enough affordable housing</p> <p>The main challenge I see over the next 5 years is the increasing demand for 1 bed properties and the increasing gap between housing benefit rates and private rental rates for such properties.</p> <p>Resource in terms of people and funds</p> <p>Reduction in financial allocation across all partnerships with consequence being that financial allocation is for one year only with a reduction in the next year. Opportunity for partners to work together</p> <p>Lack of adequate funding. Insufficient resources in staff and housing</p> <p>Rising private rents or landlords seeking to cash in on rising house prices. Lack of social housing & need to replace stock sold due to right to buy. Payment of Housing Benefit to claimant now being more widely used are challenges. Opportunities could be the conversion of 'business' accommodation eg pubs into smaller residential units, some of which could be supported.</p> <p>Making co-ownership (part rental part purchase) a possibility for first time buyers more widely available - this might release some of the rental stock.</p>

	<p>Educating young people that you cant just get a place to live because yo fall out with your parents Housing is the greater challenge as private renting in this area is prohibitive for a lot of people. Where patients have no recourse to public funds and have health issues such as pulmonary Tuberculosis. Individuals with TB need rapid access to housing even if they have no recourse to public funds see NICE TB Pathway Underserved Groups http://pathways.nice.org.uk/pathways/tuberculosis And the Care Act ... The Care Act 2014 requires local authorities to promote an adult’s wellbeing in each decision that it makes, and this must include considering the adult’s social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing. The challenge that I am aware of relates to homeless single men who have NRPF and require a accommodation to enable treatment for active TB. The scenarios that have emerged over the past 5 years have meant that people have not been able to be discharged from hospital or treatment has been stopped mid way through a 6 to 12 month treatment regime. The issues in these scenarios relate to meeting NICE guidance to support access to appropriate live saving treatment, prevent delays in hospital discharge and reduce the personal impact of failed treatment and the global impact of failed treatment in relation to the rise in antibiotic resistant TB and Antimicrobial Resistance (AMR) Supply of affordable rental properties along with a workable and reactive care system to quickly deal and manage tenant problems. You know what you would like to achieve and you now have the opportunity to lay the foundations to ensure the infrastructure is put into place effectively. Gaining interest from PRS landlords could be a challenge. Funding streams for LA’s and the third sector will continue to be under threat risking a robust multi agency approach.</p> <p>On the other hand there are potential opportunities for cross sector partnerships to maximise funding opportunities – whilst also ensuring services are not duplicated. For example debt and benefits advice is specialist work and agencies who can carry out financial capability, regulated by the FCA to do DROs and bankruptcies and who can also provide benefits advice including tribunal work (for example CABx) could have a County wide fund for this covering the County and the City. We would then take referrals from other agencies to do this work. Particularly important would be to have links with housing associations across the County to prevent evictions. If benefits stop it sometimes takes weeks and intensive work to get them re-started. For vulnerable people they need intensive advocacy work to achieve this and in the meantime rent and council tax arrears will be accumulating – often resulting in unnecessary eviction processes starting and even evictions taking place which in the long term costs statutory agencies more money.</p>
Response	<p>The comments above are supportive of the priorities within the Strategy. Where appropriate, the strategy has been bolstered to reflect the comments made. With regard to people with NRPF, as previously stated, discussions have commenced tith County colleagues around what additional mechanisms can be put in place to support the c1 case of people in the County with NRPF with Tuberculosis annually.</p>
What should be the key	Funding provision identified for a generic floating support provision.

<p>actions to enable this priority to be taken forward over the next 5 years and how do you think you/ your organisation can help to take the action forward?</p>	<p>Put in a strategy to ensure homeless people found sleeping rough are helped to find accommodation not fined Be proactive in building affordable homes</p> <p>Assurances and public awareness raising in understanding the work and depth of the STP.</p> <p>Early identification and provision of interventions for affected households in order to prevent homelessness</p> <p>The main actions are to prevent people from becoming homeless. Talks to teenagers. More social liaisons to spot and stop people leaving home.</p> <p>Families at risk of homelessness or inappropriately accommodated due to ASB or poor budgeting skills could be referred to Family Service.</p> <p>notice boards/roadshows</p> <p>Providing properties in brown field sites that can be converted to minimal accommodation facilities.</p> <p>I would like to discuss the inclusion in the housing criteria to enable a rapid response to people who have a diagnosis of active TB who have No Recourse to Public Funds (NRPF).</p> <p>A full understanding on what each agency can deliver so expectations are realised. My organisation would like to have a robust charter outlining what measures would come into play to support a landlord who finds themselves with a non compliant tenant.</p> <ol style="list-style-type: none"> 1. Offer a lease on PRS properties to landlords. 2. Treat a Section 21 Notice as a trigger for homelessness. 3. Provide dedicated support to landlords with regards to tenant issues. <ul style="list-style-type: none"> • debt and the impact debt has on homelessness should be included in strategic and operational plans • homelessness prevention through high quality housing advice and support for people in private and public sector housing should be maintained and increased across the county – this is essential from a fiscal cost reduction but also in the reduction/ prevention of the emotional/physical/mental impact on families and individuals • access to LA services has reduced drastically – the third sector is bridging that gap but can only do so with continued funding <p>CA have a strong track record of delivering debt advice across the region.</p> <p>CA in Broxtowe have strong track record of delivering housing advice and support</p>
<p>Response</p>	<p>Agreed, these comments are reflected within the Homelessness Strategy priorities and delivery plan</p>
<p>Which are the key organisations organisations/ contacts that are essential to driving this priority forward?</p>	<p>Commissioners of services.</p> <p>Borough and county councils, the police, housing associations, developers, homelessness charities</p> <p>Social services CCG Hospitals Police Drug serv Alcohol County and borough authorities</p> <p>Mental Health teams, social housing providers, Framework and other support service providers, private landlords</p> <p>Collaborative / partnership working via the STP</p> <p>District Councils, Public Health, ASCH, mental and physical health CCG commissioners and providers, Voluntary Sector, Fire in their role as Improving Wellbeing</p> <p>Local Authorities.</p>

	<p>District Staff to make referrals Laura.archer@centralnottingham.ac.uk As listed above In relation to the scenarios described please contact Dr Jonathan Gribbin Consultant Public Health and Sally Handley Senior Public Health Manager based at County Hall Not qualified to answer this question very well Council</p> <ul style="list-style-type: none"> • Citizens Advice • Nottinghamshire County Council • Borough Councils (ie Broxtowe) • Other voluntary agencies such as Framework/Hope Nottingham/ • Other statutory agencies such as the Fire Service / Police /Social Services /NHS in making referrals into services for vulnerable clients. Even GPs are well placed to see if someone is struggling with other issues affecting their mental health such as debt/housing/benefits. They need to know where to refer for specialist help.
Response	Noted. Whilst there is already strong partner engagement, the above comments help to ensure we are able to identify possible gaps in engagement. Where there are gaps, partners will be contacted to increase engagement
Do you have any other comments specifically relating to this priority?	<p>Need to think about how we overcome the issue of homeless people not being able to register (and thus access primary care/prevention) with general practitioners. My key message is all about providing a level of "Wrap around care" to quickly and efficiently deal with tenant problems when they occur.</p> <ul style="list-style-type: none"> • Avoid duplication of services to make any relevant funding more targeted and effective. • Map out what help is out there not only for general help (think this has already been done – ie Notts help yourself etc) but for specialist help. Signposting often doesn't work with vulnerable clients – they need specific referrals – date/time and in a location they can reach. For example Eastwood people would find it difficult to access services in the City or even in Beeston which is their own borough – it is 2 bus rides away.
Response	Noted and will be considered as part of action plan updates
REDUCE CRISIS PRESENTATIONS	Pg 26 of the Strategy
Does the priority give a reasonable overview of	Need to facilitate a return home that is safe, i.e. in cases domestic violence and/or abuse. Also, the focus is on families, need to extend the approach to include single homelessness if you are going to prevent crisis presentations.

<p>what we need to do? If not, what is missing?</p>	<p>Looks fine - it would be good if a reduction in B&B for all groups could be a target, the accommodation on offer is usually poor and would not be acceptable within the 'normal' B&B market.</p> <p>with TB patients there will always be crisis presentations. As a nurse working with these patients I need to have direct access to housing in crisis situations to place a patient in suitable accommodation see NICE TB Pathway Underserved Groups http://pathways.nice.org.uk/pathways/tuberculosis And the Care Act ... The Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing.</p> <p>Again</p> <ul style="list-style-type: none"> • no mention of debt and the impact debt has on homelessness • no mention of housing/welfare benefits advice and prevention/reduction of homelessness • how to ensure funding for debt management/financial capability/housing and welfare benefits advice provision • how will you ensure there is a continuing, robust multi agency approach when many third sector agencies are faced with funding issues
<p>Response</p>	<p>Response on TB previously stated The Strategy now includes stronger reference to debt and financial advice Within the Strategy the aim of reducing and ultimately ending the use of B&B accommodation is stated</p>
<p>What have been the main achievements relating to this priority in South Nottinghamshire since the last Homelessness Strategy was published in 2013?</p>	<p>Development of young persons supported housing provision in the 3 boroughs. Reduction in 16-17 year olds in B&B Regular Forum meeting</p>
<p>Response</p>	<p>Noted</p>
<p>What do you see as the main challenges or opportunities relating to this priority over the next 5 years?</p>	<p>The young persons service meeting demand, there is a high need for this service due to the number of young people coming out of Looked After Services requiring housing.</p> <p>Main challenge - Putting in place the straightforward and transparent system to access affordable homes of all types</p> <p>Again financial allocation</p> <p>Main challenge is the change to welfare benefits and the growing sense that many people in work are struggling to keep within the budget that they have available.</p> <p>Impact of Welfare Reform</p> <p>Funding streams for LA's and the third sector will continue to be under threat risking a robust multi agency approach.</p> <p>On the other hand there are potential opportunities for cross sector partnerships to maximise funding opportunities</p>

Response	Noted. The challenges stated above are reflected within the Strategy
What should be the key actions to enable this priority to be taken forward over the next 5 years and how do you think you/ your organisation can help to take the action forward?	<p>Ensure high quality service provision and ensure levels of throughput within the service contract are been met.</p> <p>Partnership approach</p> <p>Where families are under financial and housing stress this will impact on family - Family Service may be able to help here.</p> <p>Provision of good short term supported accommodation. Minimum standards for B&B debt and the impact debt has on homelessness should be included in strategic and operational plans</p> <p>homelessness prevention through high quality housing advice and support for people in private and public sector housing should be maintained and increased across the county – this is essential from a fiscal cost reduction but also in the reduction/ prevention of the emotional/physical/mental impact on families and individuals</p> <p>areas like Eastwood have high deprivation and low investment</p> <p>access to LA services has reduced drastically – the third sector is bridging that gap but can only do so with continued funding</p> <p>CA (Citizens Advice) have a strong track record of delivering debt advice across the region.</p> <p>CA in Broxtowe have strong track record of delivering housing advice and support</p>
Response	Noted. The actions stated above are reflected within the Strategy
Which are the key organisations organisations/ contacts that are essential to driving this priority forward?	<p>Family Service</p> <p>District Councils</p> <p>Referral from housing staff</p> <p>Citizens Advice</p> <p>Nottinghamshire County Council</p> <p>Borough Councils (ie Broxtowe)</p> <p>Other voluntary agencies such as Framework/Hope Nottingham/</p> <p>Other statutory agencies such as the Fire Service / Police /Social Services /NHS in making referrals into services for vulnerable clients. Even GPs are well place to see if someone is struggling with other issues affecting their mental health such as debt/housing/benefits. They need to know where to refer for specialist help.</p>
Response	Noted. Whilst there is already strong partner engagement, the above comments help to ensure we are able to identify possible gaps in engagement. Where there are gaps, partners will be contacted to increase engagement
What are the key national/ local drivers/ policies or strategies linked to this priority?	<p>Housing of refugees/Asylum seekers between 16-21 who are been allocated to Nottinghamshire.</p> <p>No Health without Mental Health (National Strategy and Local Framework for Action) Suicide Prevention (National Strategy and Local Framework for Action) Mental Health Crisis Concordat Mental Health Five Year Forward View</p> <p>Welfare reforms; current financial situation of local government</p>

	<p>NICE TB Pathway Underserved Groups http://pathways.nice.org.uk/pathways/tuberculosis And the Care Act ...</p> <p>The Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing.</p> <p>LA funding and funding priorities</p> <p>Third sector funding</p> <p>National government policy/legislation change</p>
Response	<p>Stronger reference has been included in the Strategy relating to linkages to mental health as a result of consultation feedback.</p> <p>Other points noted.</p>
Do you have any other comments specifically relating to this priority?	<p>People leaving institutions such as hospitals and prisons should have the opportunity to engage with housing options team members before their release to try to ensure that they do not find themselves homeless when they leave. Those with previous rent arrears who are homeless should not automatically be excluded from the housing list as there may have been circumstances beyond their control i.e. mental health issues where support could have prevented eviction, or someone sent to prison and not closed down tenancy properly but had previously been fully up to date with their rent etc.</p> <p>Again</p> <p>Avoid duplication of services to make any relevant funding more targeted and effective.</p> <p>Map out what help is out there not only for general help (think this has already been done – ie Notts help yourself etc) but for specialist help. Signposting often doesn't work with vulnerable clients – they need specific referrals – date/time and in a location they can reach. For example Eastwood people would find it difficult to access services in the City or even in Beeston which is their own borough – it is 2 bus rides away.</p>
Response	<p>The need to ensure services are mapped out is clear and will be taken forward through the revision of the action plan. Provision is made within allocations policies relating to discharge from institutions – specific reference is made to joining up services within the Strategy</p>
Deliver Effective Services at the Point of Contact	<p>Pg 27 of the Homelessness Strategy</p>
Does the priority give a reasonable overview of what we need to do? If	<p>Excellent bespoke model and sits well with prevention. Missing is financial management training and support a support pathway to provide quick access to housing for TB patients with or without recourse to public funds</p> <p>Again as described in Priority 1 there needs to be a clear pathway for people diagnosed with active TB who are homeless and</p>

not, what is missing?	<p>have NRPFs as set out in the NICE Pathway -TB in under served groups see link http://pathways.nice.org.uk/pathways/tuberculosis</p> <p>Yes, but areas like Eastwood do not have an easy point of contact re homelessness/housing – this is only currently available through local CABx in Eastwood hosting housing/homelessness appointments with LA/HA housing dept/providers</p>
Response	Reference to financial management support has now been included Regarding clients with NRPF – response as previous
What have been the main achievements relating to this priority in South Nottinghamshire since the last Homelessness Strategy was published in 2013?	<p>A Single homelessness needs assessment was undertaken. The full needs assessment needs to include all aspects of homelessness.</p> <p>Mediation for young people at risk of being asked to leave home is good.</p>
Response	Noted
What do you see as the main challenges or opportunities relating to this priority over the next 5 years?	<p>Identifying services which can meet this need.</p> <p>Challenge – accessing sufficient stock to meet demand in a timely manner. Opportunity to liaise with house builders on the type of accommodation that is most in demand, and encouraging them to build housing options to help meet that demand i.e. the major developments taking place in the Rushcliffe area at the moment are all 2,3 or 4 bed executive homes, not accessible for single people or families on low income or benefits.</p> <p>Challenge again is reduce financial allocation – to be effective commissioners need to put in Contract Variations to deliver alongside this model</p> <p>Increasing numbers of younger adults with disabilities requiring independent accommodation. Also very concerned about the older but not old adult with disability who requires supported accommodation – they often end up in provision for the elderly, so inappropriate. Funding for Care in the Community may increase with the additional budget from 2020</p> <p>In relation to supporting people with active TB and NRPF to be able to receive life saving treatment over a 6 to 12 month period, therefore a housing pathway that recognises the need of this very small minority of people to support access to treatment in a timely and responsive way. For this the person requires a stable place to live and eat to enable consistent treatment regime to be achieved.</p> <p>Impact of Welfare Reform/other national policy changes</p> <p>Funding streams for LA's and the third sector will continue to be under threat risking a robust multi agency approach.</p> <p>On the other hand there are potential opportunities for cross sector partnerships to maximise funding opportunities</p>

Response	Noted. The Strategy recognises these issues
What should be the key actions to enable this priority to be taken forward over the next 5 years and how do you think you/ your organisation can help to take the action forward?	To get partnership by in – need to pilot the model and evaluate the outcomes
Response	The Strategy recognises the importance of partnership working in delivering the priority outcomes
Which are the key organisations organisations/ contacts that are essential to driving this priority forward?	Local Authority Housing Departments, Public Health and TB treatment service NUH Citizens Advice Nottinghamshire County Council Borough Councils (ie Broxtowe) Other voluntary agencies such as Framework/Hope Nottingham/ Other statutory agencies such as the Fire Service / Police /Social Services /NHS in making referrals into services for vulnerable clients. Even GPs are well place to see if someone is struggling with other issues affecting their mental health such as debt/housing/benefits. They need to know where to refer for specialist help.
Response	Noted as previous
What are the key national/ local drivers/ policies or strategies linked to this priority?	Welfare reforms, Care in the community packages NICE TB Pathway Underserved Groups http://pathways.nice.org.uk/pathways/tuberculosis And the Care Act ... the Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing. NICE Pathway -TB in under served groups see link http://pathways.nice.org.uk/pathways/tuberculosis The Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing. LA funding and funding priorities Third sector funding National government policy/legislation change

Response	Noted as previous
Do you have any other comments specifically relating to this priority?	Avoid duplication of services to make any relevant funding more targeted and effective. Map out what help is out there not only for general help (think this has already been done – ie Notts help yourself etc) but for specialist help. Signposting often doesn't work with vulnerable clients – they need specific referrals – date/time and in a location they can reach. For example Eastwood people would find it difficult to access services in the City or even in Beeston which is their own borough – it is 2 bus rides away.
Response	Noted as previous
PROVIDE APPROPRIATE ACCOMMODATION OPTIONS	Pg 28 of the Strategy
Does the priority give a reasonable overview of what we need to do? If not, what is missing?	quick, effective and appropriate housing options for patients with pulmonary TB or multi drug resistant TB so they can be monitored until treatment completion. Expected standard for TB completion rates are over 85% to protect both patient and public and avoid transmission of the disease and death Again relating to people requiring treatment for active TB who have NRPFs see details in priority 1 and 3 Landlords should be encouraged to provide health promoting housing, which would entail awareness-raising and information. Yes, however more detail on how engagement with the PRS will be rolled out. Yes, but Areas like Eastwood do not have an easy point of contact re homelessness/housing – this is only currently available through local CABx in Eastwood hosting housing/homelessness appointments with LA/HA housing dept/providers
Response	Noted as previous.
What have been the main achievements relating to this priority in South Nottinghamshire since the last Homelessness Strategy was published in 2013?	Regular Forum meeting

Response	Noted
What do you see as the main challenges or opportunities relating to this priority over the next 5 years?	<p>Supported housing sector is not growing in line with demand, main challenge is to encourage supported housing providers to set up new accommodation options in the area.</p> <p>As previously stated</p> <p>Availability of rental property, welfare reform, effective communication challenges</p> <p>Impact of Welfare Reform/other national policy changes</p> <p>Funding streams for LA's and the third sector will continue to be under threat risking a robust multi agency approach.</p> <p>On the other hand there are potential opportunities for cross sector partnerships to maximise funding opportunities</p>
Response	This is recognised within the Strategy
What should be the key actions to enable this priority to be taken forward over the next 5 years and how do you think you/ your organisation can help to take the action forward?	<p>Ensure that a range of housing options are available and are used effectively</p> <p>work with partners to support people to develop their independent living skills where appropriate</p> <p>To include a pathway and prioritisation of accommodation for homeless people who have NRPFs and have a diagnosis of active Tb that requires accommodation and stability to proceed with a 6 to 12 month treatment regime. See details set out in priority 1 and 3.</p> <p>A joined up approach on what is required from the PRS and how the process of housing the homeless will be supported by the LA.</p> <p>Again:</p> <p>debt and the impact debt has on homelessness should be included in strategic and operational plans</p> <p>homelessness prevention through high quality housing advice and support for people in private and public sector housing should be maintained and increased across the county – this is essential from a fiscal cost reduction but also in the reduction/ prevention of the emotional/physical/mental impact on families and individuals</p> <p>areas like Eastwood have high deprivation and low investment</p> <p>access to LA services has reduced drastically – the third sector is bridging that gap but can only do so with continued funding</p> <p>CA have a strong track record of delivering debt advice across the region.</p> <p>CA in Broxtowe have strong track record of delivering housing advice and support</p>
Response	Response on TB previously stated
Which are the key organisations organisations/ contacts	

that are essential to driving this priority forward?	
What are the key national/ local drivers/ policies or strategies linked to this priority?	<p>NICE TB Pathway Underserved Groups http://pathways.nice.org.uk/pathways/tuberculosis And the Care Act ...</p> <p>The Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental Health and emotional wellbeing.</p> <p>Tuberculosis in under served groups NICE Pathway http://pathways.nice.org.uk/pathways/tuberculosisThe Care Act 2014 requires local authorities to promote an adult's wellbeing in each decision that it makes, and this must include considering the adult's social and economic wellbeing, suitability of living accommodation and physical and mental health and emotional wellbeing.</p> <p>Increased costly local and national regulation will impede this priority as additional cost reduces profit and therefore the ability of landlords to house low income tenants</p>
Response	<p>Response on TB previously stated</p> <p>As stated in the Strategy, we will ensure continued engagement with private landlords and their representatives to seek to ensure opportunities to utilise the private rented sector are maximised.</p>
Do you have any other comments specifically relating to this priority?	<p>Support to enable a more generic client group make their households a success & sustainable.</p> <p>It would be a quick win to sort this protracted problem out the volume is low but the impact on the individual is high and could very easily be resolved with inclusion of a specific pathway for this in frequent scenario that has serious life course impact (death of the person not enabled to access treatment and the risk of cross infection of others of this reportable infection).</p>
Response	<p>Noted</p> <p>Response on TB previously stated</p>
MOVE PEOPLE AWAY FROM HOMELESSNESS	Pg 31 of the Strategy
Does the priority give a reasonable overview of what we need to do? If not, what is missing?	<p>Need to include financial management training and support</p> <p>As previous</p>
Response	Noted as previously
What have been the main	

achievements relating to this priority in South Nottinghamshire since the last Homelessness Strategy was published in 2013?	
What do you see as the main challenges or opportunities relating to this priority over the next 5 years?	Challenge - having sufficient infrastructure and funds to provide appropriate level of support to tenancies that are starting to fail. Opportunities - engage more with voluntary sector. As previous
Response	Agreed. As previously stated, we will seek to ensure full engagement with partners through the delivery of this Strategy.
What should be the key actions to enable this priority to be taken forward over the next 5 years and how do you think you/ your organisation can help to take the action forward?	As previous
Which are the key organisations/ contacts that are essential to driving this priority forward?	As previous
What are the key national/ local drivers/ policies or strategies linked to this priority?	As previous
Do you have any other comments specifically relating to this priority?	As previous

Do you have any final comments relating to the South Nottinghamshire Homelessness Strategy?

The model is comprehensive. Need to be clear on what effectively can be delivered in the financial envelope so the expectations of those at risk of homelessness are not let down

Noted – the action plan is carefully developed to ensure challenging but realistic actions

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Report to Cabinet

Subject: Woodborough Conservation Appraisal and Management Plan

Date: 6 April 2017

Author: Planning Policy Manager

Wards Affected

Woodborough

Purpose

The purpose of this paper is to seek Cabinet approval for the Woodborough Conservation Area Character Appraisal including the proposed boundary changes to the Conservation Area; and also to approve the Management Plan which is included within the appraisal (attached as **Appendix B**).

Key Decision

This is not a key decision

Background

- 1.1 Under Sections 69-71 of the Planning (Listed Buildings & Conservation Areas) Act 1990 there is a duty on local planning authorities to determine which parts of their areas are of special architectural or historic interest and to designate them accordingly, in order that their character or appearance may be preserved or enhanced.
- 1.2 The Woodborough Conservation Area was designated in 1974 and extended in 1999. It was not subject to a formal Character Appraisal at the time of its designation. Historic England advise that all local planning authorities are required to review their conservation areas every five years and to undertake a Character Appraisal. Trigpoint were commissioned in the summer of 2016 to carry out an appraisal to examine the historical development of the Conservation Area and to describe its present appearance, identifying those qualities that contribute to its significance as a place of special architectural and historic interest as required by paragraph 127 of the National Planning Policy framework (NPPF). The consultant was also commissioned to prepare a Management Plan that is incorporated within the appraisal.

- 1.3 A Conservation Area Character Appraisal seeks to highlight the specific qualities of a place that contribute to its character and which are worthy of protection and enhancement. This provides a framework against which decisions about future development can be made.
- 1.4 The Appraisal also provides the opportunity to re-assess the Conservation Area boundaries and it recommends a number of detailed boundary changes which are set out elsewhere in this report. The adopted Appraisal will then be used to inform the consideration of management and development proposals within the Area. The Management Plan sets out broad planning guidance by which the objectives of preserving and enhancing the unique character and appearance of the Conservation Area can be pursued through the planning process.
- 1.5 The Appraisal has also been subject to public consultation between 16th November and 16th December 2016. This report summarises the results of the consultation and the Borough's response to specific comments is in **appendix A**.

Proposal

- 2.1 It is proposed that Cabinet approves the attached Conservation Area Appraisal and Management Plan for Woodborough. The Appraisal has been subject to consultation and some amendments are proposed as a result of comments made as part of this consultation. These are distinguished in the attached Appraisal (at **appendix B**) with deletions shown by strikethrough text and additions are in underlined text.
- 2.2 Turning to the attached appraisal key findings include:
 - The importance of key views and vistas including for example, views south and north of Main Street at its eastern end;
 - St Swithuns Church as a prominent landmark in the centre of the village;
 - Two principal character zones: western end of Main Street, parts of Bank Hill, Foxwood Lane and Westfields Lane; and the eastern end of Main Street, Shelt Hill and Lowdham lane. The key characteristics of these character zones are identified in detail;
 - Open space in the village is important including Taylor's Croft, the former parkland associated with Woodborough Hall and the agricultural landscape to the south of Main Street are historically important open spaces; and
 - The characteristic mature tree cover is exceptional in quality and bears comparison with any village in Nottinghamshire. The Management Plan advises that unnecessary works to trees in the Conservation Area should be generally resisted and new buildings should not be permitted in close proximity to important trees.

Issues and opportunities

- 2.3 The appraisal notes that more recent development in the Conservation Area has had an impact on the character and appearance of the Area. Infill development has resulted in the loss of strip fields, paddocks and open land around historic buildings and the majority of mid to late 20th and early 21st century houses have not been assimilated into the Conservation Area or fit with the prevailing architectural styles. Home improvements (under permitted development rights) including the insertion of UPVC windows and doors have replaced traditional materials. The appraisal notes that without an Article 4 Direction (withdrawing certain development rights) such a trend would continue.
- 2.4 Overall the Conservation Area is considered to be in good order with most properties and open land well maintained. The former Co-op site is one exception which detracts from the appearance and character of the area and an opportunity for development which should of a high standard of design, scale and layout and use traditional building materials common to the Area.

Proposed Boundary changes

- 2.5 The appraisal includes recommendations to extend the conservation area boundaries:
- extending the present boundary to the south of the village, to include the historic parkland to the south of Woodborough Hall. Whilst Woodborough Hall is included within the Conservation Area its former open parkland is excluded. Remnants of this former parkland are still evident and it provides an attractive setting for the Grade II listed Woodborough Hall and contributes to the character and appearance of the Conservation Area;
 - land south of Main Street between Bank Hill and Lingwood Lane is a legacy of an earlier historic landscape and makes a substantial contribution to the character and appearance of the Conservation Area and should be included within it;
 - land adjacent to Bank Hill – the present Conservation Area boundary runs alongside the west side of Bank Hill excluding the row of Lime Trees. The appraisal states that it is understood that these trees were planted as part of Queen Victoria's jubilee celebrations in 1887 and being of local and historic value make an important contribution to the character and appearance of the Conservation Area and should be included within it.

Consultation

- 2.6 The Conservation Area appraisal has been made available to local residents for their comments. Letters have been sent to local residents living within or adjoining the Conservation Area, an advert placed in the Woodborough web, posters put up and information and documents made available at the Civic Centre and Woodborough Village Hall.
- 2.7 Four questions were included within the consultation. In total, the Council received twelve complete or partially complete responses. A brief summary of the responses for each question is outlined below. Please refer to **Appendix A** for the detailed summary of responses received.

Question 1a.

Do you agree with the proposals to extend the Conservation Area Boundaries to include land south of Woodborough Hall and land south of Main Street?

2. 8 Nine responses were received for Question 1a. Eight responses selected 'yes', agreeing with the proposed extension. One response selected 'no', not agreeing with the proposed extension.
2. 9 Responses in agreement generally refer to the proposal's value in conserving Woodborough's character, historic assets and natural beauty. Responses in support make further suggestion to extend the boundary of the conservation area to include a private orchard and gardens behind the Shelt Hill cottages; the Desborough Factory; Stanley Wood (Jubilee Trees) and the open space associated with Bank Hill Cottages.
2. 10 The response in objection to the proposed extension included a critique of the draft plan. This response was made with particular reference to SHLAA site 6/828 (Park Avenue, Land South Of), which is situated within the proposed boundary extension. The grounds for objection include: that it is intended to prevent future development; the robustness of the methodology utilised; a lack of reference to relevant advice or sources; misleading assessments of landscape views and historic mapping; no consideration of excluding sites consisting of modern development; the lack of importance of the proposed extension on the 'setting' of the conservation area; and the lack of significance of the proposed extension from a conservation perspective. Please refer to Table 2, Appendix A for further detail of this critique.
2. 11 The majority of responses support the inclusion of land south of Woodborough Hall and south of Main Street.

Question 1b.

Do you agree with the proposals to extend the Conservation Area Boundaries to include land adjacent to Bank Hill?

2. 12 Eight responses were received for Question 1b. All responses selected 'yes', agreeing with the proposed extension. As such, no objection to include land adjacent to Bank Hill within the Conservation Area has been recorded.

Question 2.

Do you have any comments on the wording of the Conservation Area Appraisal?

2. 13 Ten responses were received for Question 2. Many comments related to specific minor or factual correction issues, additional historic or local information, and some suggestions – all of which will be considered appropriately and amended accordingly. Please refer to Table 4, **Appendix A** for detail of these comments.
2. 14 Other comments suggested amendments to the Conservation Area boundary, and provided comments in general support of the document. The submitted objection

and critique provided various comments relating to wording and presentation which are referred to above.

Question 3.

Do you have any comments on the wording of the Management Plan (Included within Part 2 of the appraisal)?

2. 15 Five responses were received for Question 3. General comments suggested that the management plan is updated in a few years to ensure it is a high-quality working document, and that development and decision-makers are guided by the plan at an early stage. One comment suggested 'The Meadows' be considered within the management plan. Other comments provided additional information which will be considered appropriately and amended accordingly

Next Steps

2. 16 Subject to Cabinet approval changes to the Conservation Area boundary must be notified to the Secretary of State (Communities) and advertised.
2. 17 The designation of a Conservation Area is not to prevent development but rather it is the purpose of the Woodborough Conservation Area Appraisal together with the Management Plan to inform and manage planning decisions so that new development can take place within the Conservation Area without harming its special character and appearance.

Alternative Options

Not to approve the Conservation Area Appraisal and Management Plan this would result in the Borough having less control over development in the Conservation Area.

Financial Implications

Costs associated with advertising changes to the Conservation Area boundary can be met from existing budgets.

Appendices

Appendix A: Detailed Summary of Consultation Responses and GBC response

Appendix B Woodborough Conservation Area Appraisal and Management Plan

Background Papers

None

Recommendation

It is recommended that Cabinet:

- a) approve the appended Woodborough Conservation Area Character Appraisal and Management Plan at **Appendix B** and the recommended boundary changes therein; and
- b) authorise the Service Manager of Planning Policy to notify the Secretary of State of the boundary changes, and advertise the boundary changes as required by statute.

Reasons for Recommendations

To approve the Conservation Appraisal and Management Plan for the purposes of planning guidance.

APPENDIX A – Detailed Summary of Consultation Responses

1a. Do you agree with the proposals to extend the Conservation Area Boundaries to include land south of Woodborough Hall and land south of Main Street?

N.B. 3 respondents did not record a response for this question.

Table 1: Summary of ‘yes’ responses for Question 1a.

Option	Response	Summary of Comments	GBC Response
Yes	8	<p>In support:</p> <ul style="list-style-type: none"> ➤ The ancient park/farmland of Woodborough Hall (between Bank Hill and Lingwood Lane) is an integral part of the village’s character and appearance, is historically important to the area’s setting, and is an area of outstanding natural beauty. ➤ Inclusion of former co-op site within new boundary ensures development is sensitive with respect of surrounding listed buildings. ➤ Preserves ancient market garden that runs parallel to Park Avenue. ➤ Extended conservation area extends the protection of important trees. <p>Other comments:</p> <ul style="list-style-type: none"> ➤ The boundary should extend further behind the cottages on Shelt Hill & the Shelt Hill/Main Street junction, where private gardens and a private orchard and the Desborough factory are situated on the Eastern side of 173-185 Main Street. ➤ Boundary to south of Woodborough Hall should be expanded to include Stanley Wood (locally known as jubilee trees) and the open space associated with Bank Hill Cottages which provide a vantage point of Woodborough Hall parkland trees and the Cottages. 	<p>Comments noted - no change required.</p> <p>The present boundary includes the former Desborough factory - no change required.</p> <p>Noted – but it was considered that the proposed extension of the Conservation Area over the open pasture land to the south of Woodborough Hall was the limit of the land that</p>

		<p>➤ Key view approaching village with Bank Hill cottages to North and Open space to South.</p>	<p>had a direct historical relationship with the Conservation Area and contributed to its character and appearance – no change required.</p> <p>The importance of the Bank Hill approach has been referred to in the Appraisal - no change required</p>
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Table 2: Summary of ‘no’ responses for Question 1a.

Option	Response	Summary of Comments	GBC Response
No	1	<p>Grounds for objection:</p> <ul style="list-style-type: none"> ➤ Methodology – The methodology for assessing the character of the CA and contribution of landscape and setting to the significance of designated assets is not set out. <ul style="list-style-type: none"> - Methodology for assessing significance of areas in CA not informed by ‘Conservation Principles, Policies and Guidance’ and Understanding Place – Historic Area Assessments: Principles and Practice’. - Methodology for establishing and assessing setting not informed by GPA3 – assessment flawed because of omission. - Methodology for assessing landscape not informed by GVLIA3, which outlines establishing the importance and hierarchy of views. 	<p>The Character Appraisal is based on Historic England’s Advice Note 1: <i>Conservation Area Designation, Appraisal and Management</i>, published in February 2016, which provides a clear methodology for assessing the historical development and the character and appearance of a conservation area.</p> <p>The Appraisal is also based on a professional understanding of the historic environment, informed by a raft of policy guidance principally published by Historic England.</p>

		<ul style="list-style-type: none"> ➤ Sources – Reference is not made to relevant advice or sources. The primary sources give guidance to form and content, not methodology. <ul style="list-style-type: none"> - NPPF 127 CA should be justified by special architectural or historic interest - NPPF 137 designation of CA is not intended to prevent new development. Objection on grounds that the proposed Extension 1 is contrary to this. - NPPF 138 not all elements of a conservation area necessarily contribute to its significance. - Methodological sources (see above). - ‘The Character of Nottinghamshire’s Historic Landscape’ does not identify Category 3 ‘Parks and Gardens’ land around Woodborough. ➤ Landscape/Viewpoint Contribution – Assessment misleading and not to industry standard. It does not establish a hierarchy of viewpoints based on their accessibility and value for users. Without these regards viewpoint selection is seemingly random. <ul style="list-style-type: none"> - Figure 27 misleading as a key view, as this is not taken from public realm. - Figure 28 is incorrectly sited as a view from the existing CA. This view is inaccessible by foot and could only be taken whilst driving. Therefore appropriateness is overstated. - Assessment of viewpoints incomplete in that there are important views across the settlement from footpaths to the south. ➤ Historic Mapping – Assessment misinterpreted and misreported. Claim that Land south of Woodborough Hall and across to Lingwood Lane is not borne out in the mapping 	<p>The Character Appraisal also acknowledges the policy guidance set out in the NPPF, and it makes clear that notwithstanding the various additional controls over development in a conservation area, that the designation of a conservation area is not intended to prevent new development.</p> <p>There is no suggestion that an ‘industry standard’ assessment has been made to assess the views, where ‘industry standard’ is referring to a qualified landscape architect. However the views shown in the Appraisal are available from the public realm and they reflect the quality of the landscape and tree planting with the open land to the south of Woodborough village.</p> <p>The Appraisal is not suggesting that all of the land south of Woodborough Hall and across to Lingwood Lane is historic parkland. Based on an assessment of historic</p>
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		<p>evidence, which do not refer to the area as ‘parkland’. As such, claims to historical value are not supported by evidence and the Extension 1 allocation is not supported by a strong case in heritage terms.</p> <ul style="list-style-type: none"> - Map regression concluded area from mid-point east may be described as having parkland character, but has never been parkland. Trees on eastern half are remnant of hedgerow trees and 20th century planting. - Sanderson Map misreported as referring to ‘parkland’ area in plan <p>➤ Boundary – Due to development in the village, the review of the boundary should have excluded some areas before adding new areas.</p> <ul style="list-style-type: none"> - Designation of White’s Croft within 1999 CA does not reflect traditional village form and should be excluded within new CA. <p>➤ Setting – The plan does not establish a landscape case, historic case or casual link between the land south of the Hall and the Hall itself.</p>	<p>mapping and the nature and quality of tree planting in this area, it is considered that the land to the south and east of Woodborough Hall to Park Avenue was part of a designed landscape associated with Woodborough Hall, the remaining land, east to Lingwood Lane, reflects a more historic agricultural landscape. It was therefore considered that these areas of land had special historic interest that contributed to the character and appearance of the Conservation Area and its overall significance.</p> <p>It is accepted that there are elements of the Woodborough Conservation Area that have little or no special architectural or historic interest, but this is true of most conservation areas and the NPPF also recognises that not all elements of a conservation area will necessarily contribute to its significance.</p> <p>The historic case for extending the Conservation Area has been noted above,</p>
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		<ul style="list-style-type: none"> - The 'village' is not a designated asset and does not have a 'setting' in the formal historic assessment sense. - Evidence from Sanderson's map misreported as no evidence of historic parkland on the map; the site has no ridge and furrow; and is debatable that this site contributes to significance of hall. <p>➤ Significance –</p> <ul style="list-style-type: none"> - The determination of significance can be assessed against four values: evidential values, aesthetic values, historic values and communal values. - The Hall has very high significance and Grade II* status, however neither the description of the village nor the list state the contribution of the landscapes gardens in relation to the significance of the Hall. - The Coach House group is of high significance as a baseline, but has no meaningful relationship with land outside the formal grounds. - 16a Bank Hill is of high significance as a baseline, but landscape does not contribute to this asset. - The CA is of high significance as a baseline. Rather than extending the CA without justification, the removal of modern elements within the existing boundary (for example, White's Croft) would better reveal the significance of the CA. 	<p>that this area of land has special historic interest that contributes to the character and appearance of the Conservation Area. It is also the case that the designated Conservation Area is an important designated heritage asset and consequently regard must be given to its setting.</p> <p>The Conservation Area has a high degree of significance that defines its 'sense of place', as it provides evidence of past human activity, it has buildings that are of considerable architectural interest, the historical legacy of the economic and social development of the village still influences village life today and there is still local attachment to the village's history.</p> <p>The proposed boundary extension to the south of the village also has significance, as it provides evidence of past human activity, the nature of the tree planting to the south of Woodborough Hall is the result of a designed</p>
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		<p>➤ Potential Advantage – There is no statement outlining the advantage of including a large area of agricultural land within the CA – therefore diluting the architectural and historic merit and significance of the CA.</p>	<p>landscape, and it also reflects something of the historical agricultural economy and the social status of the occupants of Woodborough Hall.</p> <p>Para. 127 of the NPPF clearly advises local planning authorities to ensure that a conservation area justifies its special status to avoid any devaluation of the concept of conservation. The historic importance of this land and its relationship to the Conservation Area has been discussed above, the inclusion of this land would not dilute the special architectural and historic interest of the Conservation Area or its significance.</p> <p>Conclusion There are clearly competing views in relation to the inclusion of the land to the south and east of Woodborough Hall to Lingwood Lane within the Conservation Area. There are perhaps two main strands to this objection, firstly that the merits of this area of land have not been properly</p>
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			<p>assessed and it does not warrant inclusion in the Conservation Area contrary to para. 127 of the NPPF; and secondly, that the inclusion of land in a conservation area should not prevent new development as made clear by para. 137 of the NPPF. The Appraisal accepts that the inclusion of land within the Conservation Area should not necessarily prevent its future development, and it is considered that the assessment that has been carried out on this area of land suggests that it has historic landscape interest that contributes to the overall special architectural and historic interest of the Conservation Area and its significance, and for that reason warrants inclusion in the Conservation Area.</p> <p>No changes to recommendation.</p>
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1b. **Do you agree with the proposals to extend the Conservation Area Boundaries to include land adjacent to Bank Hill?**

N.B. 4 respondents did not record a response for this question.

Table 3 – Summary of responses for Question 1b.

Option	Response	Summary of Comments	GBC Response
Yes	8	<p>In support:</p> <ul style="list-style-type: none"> ➤ The lime trees provide an ‘impressive’ gateway into the village, contributing to its immediate landscape. As such they should be protected, maintained and conserved. ➤ The trees are historically important as they were planted to celebrate Queen Victoria’s jubilee 	Noted – no changes required.
No	0	No relevant comments submitted.	

2. **Do you have any comments on the wording of the Conservation Area Appraisal?**

Table 4: Comments with reference to specific parts of the plan

Doc Ref.	Comment	GBC Response
Para 3.1.	Correction: Village is 7, not 6, miles from Nottingham city centre.	Noted – no changes required.
Para. 4.3. & Para. 11.7.	Correction: (first sentence) Main Street is not the principle route between Calverton and Lowdham – traffic would generally use Bonner Lane/ Moor Lane.	Noted – no changes required.
Para 4.5.	Suggestion: (final sentence) The western section of the village is enclosed by Park Avenue, Whites Croft, The Pastures and Broad Close.	Noted – no changes required.
Para 5.1.	Correction: ‘Tree Preservation Order’ should be in the plural.	The Woodborough area is covered by a single Tree preservation Order – no changes required.
Para 5.2.	Additional Information: The arrival of mains drainage and mains gas in 1967/8 permitted major development all through the village.	Noted – no changes required.
Section 6.0.	Additional Information: Historic development of land tenure since 1066 (summary of detailed points). <ul style="list-style-type: none"> • Land given to Norman persons was split by William to prevent powerful land barons. • Narrow splits in land formed by Oxen teams using one-way plough (1 yard wide, 220 yard length) • Labourers settled on dwelling strips - constructed from mud and wattle. • After the Enclosure Act large land owners built better houses to satisfy workers and charge rents. • Sale of Woodborough Hall estate on 26/07/1922 of 864 acres over 40 lots. 	Noted – no changes required.
Para 6.8.	Correction: Reference to Figure 15 should be Figure 5.	Noted, the reference is intended to refer to photograph at Figure 15 – no

		changes required.
Para 6.11.	Additional Information: There were very few factories in the Lace Market – it was a centre for sales finishing.	Noted – for purposes of clarity delete: ‘available in such areas as Nottingham’s Lace Market’ from para. 6.11. Changes made.
Para 6.14	Correction: (second sentence) Point not true – the Methodist Chapel is still being used as a functional chapel. A decision has been taken recently that will lead to its closure in June 2017, with no decision regarding its future use yet made. Para 11.14 refers to another ex-Methodist Chapel that has been converted to residential use. The Chapel mentioned in para 6.14 is referred to in para 11.17 and implies it is use. Suspected the researcher confused these in para 6.14.	To correct the references to the various chapels in Woodborough: 1. replace paragraph 6.14 with the following: Alternative religious denominations also took a hold in the village in the early 19 th century, in the form of Methodist and Baptist establishments, three of the four original buildings surviving to the present day. The Wesleyan Methodist Chapel at the junction of Main Street and Roe Lane, dating from 1887, remains in use while the Primitive Methodist’s West End Chapel from 1851 survives on Main Street opposite its junction with White’s Croft, but it is now in residential use in a much altered and modernised form. The small Baptist Chapel on Shelt Hill at the east end of the village, opened in 1831, also remains in its original use

		<p>(Figure 23).</p> <p>2. replace paragraph 11.17 with the following: On the opposite side of Roe Lane to the Four Bells is the Methodist Chapel, that has been heavily altered in the mid 20th century following mining subsidence. Moving north on Roe Lane, the car park to the north of The Four Bells is largely omitted from the Conservation Area, but the eastern side of Roe Hill originally housed a number of framework knitters' cottages, now replaced by bungalows. This site lies outside the Conservation Area boundary, but historical maps provide an insight as to the historical use of buildings in the settlement. South of these, and within the Conservation Area, is a terrace of surviving framework knitters' cottages at New Row. Changes made.</p>
Para 6.17	Correction: (second sentence) Shop has re-opened as a Spar Convenience store with functioning Post Office.	A recent change of circumstances – amend para. 6.17 to refer to the re-opening of the village shop and post office.
Para 8.3.	Correction: The formal gardens lie to the east and south of the Hall, only the walled kitchen garden lies to the North.	For clarity replace 'The more formal gardens to the north of

		the Hall', with 'The more formal gardens to the north and east of the Hall'.
Para 8.4.	Additional Information: Uneven areas close to Main Street may have a connection with soil excavated to build Race Horse stables in 1878.	Noted – the Historic Environment Record has recorded these features as lynchets – no change required.
Para 9.3.	Suggestion: Make reference to views to the east – where no modern development is visible.	Noted – no changes required.
Para 11.6.	Correction: Landscaped gardens lie to the south as well as the east.	Noted – no changes required.
Para. 11.9.	Correction (fourth sentence) 7-9 Main Street are not farmhouses, they are labourers cottages.	Noted – amend para. 11.9 to refer to labourers cottages rather than farmhouses. Changes made.
Para 11.13.	Additional Information: Typical post-1945 design.	A development date for Park Avenue cannot be verified – for clarity replace 'a 1930s housing development', with 'a mid-20 th century housing development'. Changes made.
Para 11.24.	Correction: (second sentence) Not 'Post enclosure' all the early plans show the typical narrow plots about 11 yards wide which would have been occupied by a farm worker.	For clarity replace 'narrow post-Enclosure plots' with 'narrow historic plots'. Changes made.
Para 11.25.	Correction: should read "such as no. 117 live 4 & 5 Main Street. (117A is at the front of the building, 117 at the rear).	Noted – amend para. 11.25 to refer to 117 Main Street rather than 117A. Changes made.
Para. 11.27.	Correction: (second sentence) The cottages had gardens at the south end, divided into plots for tenants (see auction catalogue 26.07.1922, all 12 sold for £510, income £59 pa at County Archives).	Noted – these gardens no longer appear to be existing - no changes required.

<p>Para 13.12.</p>	<p>Additional Information: Respondent counted 130 growth rings on damaged Deodar tree in garden in 1992. Major planting for hall and garden likely undertaken by Mansfield Parkyns (c. 1852) or John Taylor (c. 1865).</p>	<p>Noted – amend para. 13.12 – replace ‘Most of these trees are of Victorian or Edwardian origin, and some are in decline’, with ‘These trees appear to be mainly Victorian in origin, most likely planted by Mansfield Parkyns (c. 1852) or John Taylor (c. 1865), and some are in decline.’ Changes made.</p>
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Table 5: Comments with no reference to specific parts of the plan.

Topic	Comment	GBC Response
Area Boundary	Is it necessary to include Park Avenue within the Conservation Area boundary due to its origin as a typical utility council estate which have since had major alterations and extensions.	To develop a fairly consistent boundary, and to avoid having a hole in the middle of the enlarged Conservation Area, Park Avenue needs to be included in the Conservation Area. Whilst it may be a utilitarian housing estate, it is built on land formerly within the Woodborough Hall and it shows the evolution of the village. No changes required.
Area Boundary	Inclusion of Woodborough Hall as a conservation area is late, as large trees are now damaged/dying. The park is now two horse paddocks and the designation will only benefit a few houses which overlook it. (Relevant to Q1).	Noted – no changes required.
Area Boundary	Conservation Area boundary goes through the garden of no. 4 Shelt Hill.	Noted – the Conservation Area follows an older boundary shown on the Ordnance Survey map, no changes required.
Support of Document	Comprehensively presented, very thorough.	Noted
Support of Document	Travelling along Bank Hill examples the village's unique character and history – with traditional cottages and Jubilee Trees. Other entrances to the Village do not have such aspects.	Noted
Support of Document	Recognises importance of views from Main Street and to countryside valleys, and the importance of listed buildings.	Noted
Support of	Welcomes protection and recognitions for open space, rural nature, area	Noted

Document	history, tree stock,	
Support of Document	Concerns that opportunities to enhance the setting of St Swithun's Church will be lost without innovative proposals for Co-Op site. Long-standing concerns addressed in this plan.	Noted
Trees	The appraisal contains a section giving a good description of the trees in conservation area.	Noted
Trees	Reference to the surrounding protected trees on Lowdham Lane, Stanley Wood, Fox Covert and other areas, emphasise the importance of these whilst being outside the CA.	Noted
Objection (various)	Please refer to Table 2 above, which outlines various wording/content issues as justification for grounds of objection.	Noted – See Table 2 response.

3. **Do you have any comments on the wording of the Management Plan (Included within Part 2 of the appraisal)?**

Table 6: Summary of responses for question 3.

Doc Ref.	Comment	GBC Response
Para 2.6.	Additional Information: All the old walls would be 9 inch solid. Flemish Bond would mean using snap headers for a cavity wall. (Submitted in Q2).	Noted – but it is important to try to maintain a historic bonding pattern. No changes required.
Section 7, 10 and 11.	Additional Information: These sections should additionally acknowledge that the topography of Bank Hill – with views to the cottages from Jubilee Trees being unique and therefore worth preservation. (Submitted in Q1).	Noted – inclusion of the west side of Bank Hill in the Conservation Area will help to protect relationship between neighbouring cottages and the Jubilee Trees. No changes required.
General Comment	The management plan should contain details on how other open spaces, such as that adjacent to The Meadows, should be preserved. Such spaces evidence the historic open nature of the village.	Noted – important open spaces in the Conservation Area are recognised and have a high level of protection. Once adopted, the Part 2

		<p>Local Plan Policy LPD 28, part c, outlines that development which adversely affects the setting of the Conservation Area, including its character, appearance, and views into or out of, will not be permitted.</p> <p>Specifically, the Meadows is situated within the Green Belt in both existing and emerging policy. Therefore, 'special circumstances' in line with national policy must be demonstrated to permit any development on this land. No changes required.</p>
General Comment	The Council should commit to updating the management plan in a few years to ensure it continues to be a high-quality working document.	<p>Noted – The Council will continue to review the management plan as resources permit. No changes required.</p>
General Comment	Development proposals, and those responsible for decision-making, should be guided by all aspects identified in the plan at the 'very earliest stage'. Cumulative impacts of past development have had a detrimental impact on the village. Officer training on good decision-making with regards to Management Plans further suggested	<p>Noted – The adopted CA will be made publicly available on the Council website for future applicants to access. Council Planning Officers will be made aware of the CA and its relevance for the purpose of decision making. No changes required.</p>

Appendix B

Strikethrough Version

WOODBOROUGH CONSERVATION AREA CHARACTER APPRAISAL & MANAGEMENT PLAN



February 2017

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Conservation Area Character Appraisal & Management Plan

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PART 1: CONSERVATION AREA APPRAISAL

EXECUTIVE SUMMARY

Conservation Area Character Appraisal

The purpose of the Character Appraisal is to examine the historical development of the Woodborough Conservation Area and to describe its present appearance, identifying those qualities that contribute to its significance as a place of special architectural and historic interest.

The Character Appraisal has identified a number of key elements that define the Area's 'special architectural or historic interest' and these include:

- *its architectural character* - the chronological, social and economic development of the Conservation Area has left a variety of historic residential properties as well as buildings that illustrate the agricultural and small scale industrial development of the village, with an extensive use of traditional materials, predominantly a red/orange brick with clay pantiles and timber fenestration;
- *its overall street pattern* – the Conservation Area has a distinctive linear form that has largely been dictated by the local topography, of the position of the village in a relatively shallow valley;
- *its distinctive landscape and topography* - the village is situated in a relatively shallow valley surrounded by open countryside that contributes to the rural and agricultural setting of the Conservation Area;
- *its important green spaces and tree coverage* – the surviving areas of open space in the village reflect the former agricultural character of Woodborough and the tree stock in the Conservation Area is also exceptional in quality and extent and bears comparison with any Nottinghamshire village.
- *the views and vistas through the Area* – the glimpsed views of St Swithun's Church in the centre of the Conservation Area along Main Street contribute to the setting of this listed building and the views from Main Street into the countryside to the north and south of the village reinforce the Area's rural setting.

Management Plan

Future development proposals in the Conservation Area will be determined having regard to the relevant local and national planning policies and the Character Appraisal is also accompanied by a Management Plan. This sets out broad planning guidance by which the objectives of preserving and enhancing the unique character and appearance of the Conservation Area can be pursued through the planning process.

1.0 INTRODUCTION

1.1 The Woodborough Conservation Area was first designated in 1974 and extended in 1999. The boundaries of the Conservation Area encompass the village's historic core lying to the north and south of Main Street, and the northern section of Bank Hill, covering an area of some 28.8 hectares (71.2 acres).

1.2 The village lies in a shallow valley surrounded by rolling, high quality and mature, agricultural landscape. The village is of agricultural origin and the existing Conservation Area is linear in form, running east to west for almost a mile along Main Street.

1.3 At the heart of the Conservation Area is St Swithun's Church, which divides the historic settlement into two distinct character areas to the east and west of the church. The village is now mostly residential, comprising an historic core of older farmsteads (now converted to residential use) and rural cottages, although Woodborough Hall, the village school and two public houses add to the range of buildings within the Conservation Area. The village is very green, with a number of important open spaces and a high density of tree coverage, and it is surrounded by attractive open countryside that contributes to its setting.

1.4 The purpose of this Character Appraisal is to examine the historical development of the Conservation Area and to describe its present appearance, identifying those qualities that contribute to its significance as a place of special architectural and historic interest as required by paragraph 127 of the National Planning Policy Framework (NPPF). In particular the Appraisal includes a description of the various architectural styles, forms and features that underline the major phases in the development of the village as well as the important open spaces within the village, which together make a substantial contribution to the character and appearance of the Conservation Area (see sections 12 & 13).

1.5 The Appraisal also provides the opportunity to re-assess the Conservation Area boundaries and there is a strong case to extend the present boundary to the south of the village, to include the historic parkland to the south of Woodborough Hall and post-Enclosure agricultural landscape to the west of Lingwood Lane, and to the west of Bank Hill, to include an avenue of historic trees. The adopted Appraisal will then be used to inform the consideration of management and development proposals within the Area.

1.6 The Character Appraisal is also accompanied by a Management Plan for the

Conservation Area that sets out broad planning guidance by which the objectives of preserving and enhancing the unique character and appearance of the Conservation Area can be pursued through the planning process.

1.7 The scope and arrangement of the Character Appraisal is based on Historic England's Advice Note 1: *Conservation Area Designation, Appraisal and Management*, published in February 2016.

2.0 PLANNING POLICY CONTEXT

2.1 Conservation areas are defined by section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Section 71 of the same Act requires local planning authorities to formulate and publish proposals for the preservation and enhancement of conservation areas, and Section 72 requires Councils to pay special attention *'to the desirability of preserving or enhancing the character or appearance of the area'* when making decisions on development proposals within a conservation area. In addition, Schedule 17 of the Enterprise and Regulatory Reform Act, 2013 makes it clear that it is an offence to demolish an unlisted building in a conservation area without the benefit of planning permission.

2.2 Conservation areas are now classified as designated heritage assets and paragraph 17 of the NPPF makes it clear that the conservation of heritage assets in a manner appropriate to their significance is a core land-use planning principle that should underpin both plan-making and decision-taking, and paragraph 131 expects local planning authorities to take account of the desirability of sustaining and enhancing the significance of the heritage asset when determining planning applications.

2.3 These national planning policy objectives are supported by Gedling Borough Council's Replacement Local Plan (adopted 2005) and the Aligned Core Strategy (adopted 2014). Policy ENV15 of the Replacement Local Plan recognises that new development should take account of its impact on the Conservation Area. Policy ENV14 seeks to ensure that a change of use of a building within the Conservation Area preserves and enhances its contribution towards the character or appearance of the area. Policy ENV22 safeguards the appearance or character of local interest buildings and their settings.

2.4 Policy 11 of the recently adopted Greater Nottingham Aligned Core Strategy states: *'Proposals and initiatives will be supported where the historic environment and heritage assets and their settings are conserved and/or enhanced in line with their interest and significance. Planning decisions will have regard to the contribution heritage assets can have to the delivery of wider social, cultural, economic and environmental objectives'*. Policy 11 also makes clear that conservation area Appraisals and management plans will be used to assist in the protection and enjoyment of the historic environment.

2.5 In addition the policy objectives of the emerging Local Planning Document (*Publication Draft May 2016*), which will work with the Aligned Core Strategy, seek to protect and enhance the Borough's historic environment. In particular Policy LPD26: *Heritage Assets* seeks to ensure that new development proposals preserve and/or enhance the significance of a heritage asset and more specifically Policy LPD28: *Conservation Areas* requires new development proposals to accord with a series of design criteria to ensure that they preserve or enhance the character or appearance of the Conservation Area and its setting, and avoid the unwarranted demolition of buildings and structures that contribute to the character or appearance of the Conservation Area.

2.6 Therefore the combination of local and national planning policies gives the local planning authority additional controls over new development, alterations to existing buildings, demolition of existing buildings, work to trees and advertisements on commercial premises within the Conservation Area. In particular, the Council will expect all new development to be of a high quality and to respond positively to its historic setting. The demolition of buildings and boundary structures within the Conservation Area also requires planning permission, and in assessing any proposals for demolition consideration will be given to the contribution that the building makes to the Conservation Area. For householders in the Conservation Area, there are stricter controls over domestic extensions and garden buildings, although more minor changes can still be undertaken without the need for planning permission. In addition 6 weeks notice of any works to trees within the Area must be given to the local planning authority so that these works can be properly assessed and allow the authority the opportunity to consider whether the trees should be specifically protected. The local planning authority's approach to the consideration of development proposals in the Conservation Area is set out in the accompanying management plan.

2.7 However the designation of a conservation area is not intended to prevent new development, and paragraph 137 of the NPPF encourages local planning authorities to look for opportunities for new development within conservation areas. This Appraisal and management plan are therefore intended to inform the consideration of development proposals within the Woodborough Conservation Area to ensure that future changes can be accommodated in an informed and sympathetic way, without adversely affecting the Area's special qualities, having regard to the objectives of the national and local planning policies.

3.0 LOCATION AND CONTEXT

3.1 Woodborough village is located about 6 miles to the north-east of Nottingham City Centre. Calverton lies to the north-west and Lowdham to the south-east. The boundary of the Conservation Area has been drawn around the historic core of the village, to the north and south of Main Street and the northern part of Bank Hill.

3.2 The overall linear form and layout of the historic core of the village has largely been dictated by the local topography, with the village situated in a shallow valley between Hunger Hill to the south, and Bonner Hill to the north and alongside the small brook that runs through the village, flowing from west to east alongside Main Street, before joining Dover Beck to the east of the village. Land levels within the Conservation Area drop sharply from about 61 metres above ordnance datum (AOD) on Bank Hill to about 48 metres AOD at its junction with Main Street, from where Main Street falls more gently eastwards along its length to about 42 metres AOD at the Nags Head public house at the junction of Main Street with Shelt Hill.

3.3 As a result of its historical development, the Conservation Area consists of two main character areas. The first lies to the west of St Swithun's Church, along Main Street and Bank Hill, and this includes the mid-late 18th century Bank Hill Farmhouse and a group of early 19th century cottages. From this elevated position the road drops sharply to the north and includes the eastern end of Foxwood Lane and the western end of Main Street. This area is more open, with buildings set back from the road with green spaces between. The roads are winding with a high level of tree cover and hedges.

3.4 The second character area commences at St Swithun's Church, which dominates the centre of the village, and continues east along Main Street. The road straightens somewhat, and historic buildings of domestic scale stand hard to the back edge of the pavement. There are numerous views out of the village towards the countryside which reinforce the rural location of the village.

3.5 In addition to these two main character areas, Woodborough Hall and its grounds, lying to the east of Bank Hill, form a subsidiary character area. The formality of the building and its landscaped grounds are indicative of the former high social status of this property in this otherwise vernacular village.

3.6 The chronological, social and economic development of the village is now evident from

the range of buildings within the Conservation Area, with buildings that illustrate the agricultural and small scale industrial development of the village, with an extensive use of traditional materials, predominantly a red/orange brick with clay pantiles and timber fenestration. The Grade II* listed St Swithun's Church and Woodborough Hall (Figures 1 & 2), in addition to a number of Grade II listed as well as other important historic buildings that can be considered to be non-designated heritage assets as defined by the NPPF, define the essential character and appearance of the Conservation Area and its overall significance (see Appendices 1 & 2).



Figure 1: View of St Swithun's Church from Main Street



Figure 2: Front elevation of Woodborough Hall

4.0 GENERAL CHARACTER AND PLAN FORM

4.1 The historic character and overall form of the Conservation Area is largely derived from its origins as a small rural settlement and subsequent development of framework knitting as an important domestic cottage industry from the 16th century, with the development of knitters' workshops, buildings characterised by long windows required to provide adequate light.

4.2 Open space within the village also contributes to the Conservation Area's character and this includes land associated with the church, meadows, paddocks and large gardens around properties and farmsteads. Outside of the village the valley sides are discernable, particularly to the south, over the roofs of buildings and through gaps between buildings, forming a wider and more open setting for the historic core of the village.

4.3 Main Street, which runs in a pronounced east-west direction, is a principal route between Calverton and Lowdham, whilst Bank Hill leads south-west towards Arnold and these roads form the basic structure of the Conservation Area. Running north and south off Main Street is a series of historic lanes and byways that create a more intricate framework within the village and this historic layout is still evident in the present Conservation Area. The Woodborough brook, roughly following the alignment of Main Street, is both open and culverted, and the sound and movement of water contributes to the Area's character.

4.4 The historic settlement has clearly developed in a predominantly linear fashion and appears to have lacked an obvious social or commercial centre, there is no evidence of Woodborough having a village green or a Medieval market space. The majority of the buildings within the Conservation Area are now principally residential in use, former agricultural buildings and knitters' workshops are now largely incorporated into residential properties, but there is also a number of key larger scale buildings within the Conservation Area, including the Church of St Swithun; Woodborough Hall, set away from the road in its own landscaped grounds; buildings associated with Manor Farm; the former school on Lingwood Lane; and two public houses, the Four Bells and the Nag's Head.

4.5 The historic street pattern now provides spatial and visual qualities that combine with the existing buildings to give the historic core of Woodborough a unique character. However the Conservation Area has experienced considerable infill development, with housing dating from the mid-20th to early 21st century, apparent in its deviation away from vernacular materials and form. In the centre of the village new development has continued in a northerly and

southerly direction away from principal axis of Main Street, changing the historic linear plan form of the village to that of rows of modern roadside housing with small culs-de-sac off. This is particularly pronounced in the eastern section of the village. The western section remains much more open, and although infill plots have been developed and more land is now in plots, it is not enclosed by blocks or strips of modern development.

5.0 LANDSCAPE SETTING

5.1 The setting of the village in the landscape and the influence of the local topography on the form of the village is discernible. Set in a shallow valley, which commences west of the junction between Bank Hill and Main Street, the majority of the Conservation Area follows the 45 - 40 metre contour lines from west to east along Main Street. The western extent of the Conservation Area on Bank Hill is the highest at 61 metres above ordnance datum (AOD) from where the road drops dramatically down to its junction with Main Street, at about 48 metres AOD. The valley sides to the south are gentle, rising up to Hunger Hill and High Pastures. The change of land levels is more evident to the north of Main Street, with the steepest ascent being up Roe Lane, which then becomes Roe Hill. The landscape surrounding the settlement is high quality, predominantly agricultural in use, dotted with groups of mature tree, many of which are included in the area's extensive Tree Preservation Order. A brook, originating in the westernmost extent of the valley, runs through the village and as a consequence land either side of Main Street lies within its flood zone.

5.2 Despite the presence of the late 20th century development to the south of Main Street on its eastern section, there are numerous views south, outside of the Conservation Area, towards Ploughman Wood and Hunger Hill. These views significantly reinforce the rural and agricultural setting of the Conservation Area. Along the western section of Main Street the presence of vegetation, historic and modern development, combined with topography, limit the number of views south. However, the change in the settlement's landscape setting is marked by the ascent up Bank Hill, and also in views up Park Avenue towards Stanley Wood.

5.3 Views north from Main Street, outside of the Conservation Area, contribute to the landscape setting of the Area, but these are not as strong as those south. On the eastern end of Main Street, views are marred by the presence of modern housing development to the west of Shelt Hill, which is dominant on the skyline. In the centre of the village the views are channelled up Roe Hill, with this steep landscape setting reinforcing the fact that Woodborough is a valley settlement.

5.4 The Bank Hill approach into the village from the west is noteworthy, with the road twisting and winding, and dropping sharply into the village (Figure 3). Foxwood Lane, at the western end of Main Street, provides a gentler descent into the village, but dense tree cover and houses standing above the level of the road preclude any meaningful views outwards (Figure 4). Lingwood Lane drops gently down to the north, with views outwards precluded by

the bend in the road.



Figure 3: The Bank Hill entrance to the Conservation Area



Figure 4: The Foxwood Lane entrance to the Conservation Area

5.5 The Church of St Swithun stands on the valley floor in an elbow of the brook, and although it is quite a dominant structure in the centre of the village, it does not have a major presence in the wider landscape. Its square tower is not prominent on approaches into the Conservation Area, the Church is best experienced in close quarters (Figure 1). The wider setting of Woodborough Hall is also restricted by the local topography, but Stanley Wood provides a pleasing landscape context.

6.0 HISTORIC DEVELOPMENT OF THE AREA

6.1 The village of Woodborough has a varied and interesting history, and the Woodborough Local History group provides a detailed account of the historical development of the village (<http://myweb.tiscali.co.uk/woodboroughheritage/>).

6.2 The initial beginnings of the settlement of Woodborough can be traced back to pre-Norman Conquest times as evidenced by the Iron Age remnants of a fort, now a Scheduled Monument, at Foxwood, just over a mile to the west of the present village. This was named Udeburgh, from the Saxon 'burgh' for a fort and 'ude' for a wood, from which the present village's name was finally derived.

6.3 The earliest written account mentioning Udeburgh is the Domesday Book of 1086, which notes land in the ownerships of the Archbishop of York and Southwell Minster as well as three local thanes, Ulchel, Aluric and Aldene, each with his own manor house and retinue. However, the redistribution of lands following the Norman Conquest saw the whole estate passed on to supporters of William, including the Peveril family, and thence to a family, probably of Norman origin, who took the name of the village, '*de Wodeburg*'.

6.4 The Domesday Book also notes the existence of a mill, (possibly the site of the existing mill, outside the village proper) and, possibly, a Saxon church. A tentative link can be made between the early settlement and the present day in the proposition that Woodborough Hall, at the west end of the historic village, may occupy the site of Ulchel's Saxon manor.

6.5 In the early 14th century the estate became the property of the Strelley family from the village of Strelley, west of Nottingham. The Strelley family connection remains tangible in various fragments of heraldry inside St Swithun's Church, which is an historic focal point and the oldest building in the village. It is speculated that the first church in the village would have been of Anglo-Danish workmanship, dated between AD 971 and 1086. However, following the Norman Conquest the Archbishop of York authorised a more substantial Norman church in stone and this was undertaken by the *de Wodeburg* family around 1150. Parts of this building survive within the present church, which largely dates from 1356 and was the work of the Strelley family, with subsequent additions (the tower dates from the 1550s) and restorations from the 16th century to the present day.

6.6 The Strelley family owned the estate, the Manor of Woodborough Hall, until 1640,

when it was sold to the Lacock family. Philip Lacock replaced the original dwelling with the present hall in around 1660, which is most likely the second oldest building in the village, albeit subsequently altered in the mid 19th century by T.C. Hine to its current form. The Lacock family was also responsible for Hall Farmhouse, now 29 Main Street, dated at 1710, the farm for which was developed to supply the Hall, and this building was also remodelled in the 1870s.

6.7 The linear form of the village with its series of narrow plots extending to the north and south of Main Street towards the original open fields around the village was established by the 17th century. A map of the village and its surrounding land from 1609 on the Woodborough Local History website shows this distinctive pattern of land holding on both sides of Main Street to the east and west of St Swithun's Church, with houses built close to the road frontage, particularly along its northern edge given that the southern side appears to be more prone to flooding. The layout of these plots reflects the agricultural subsistence nature of the local economy; each dwelling having its own strip of land to supply food for its inhabitants, and this is pattern continued until the Enclosure Award at the end of the 18th century.

6.8 The enclosure of the open fields following the Woodborough Enclosure Award of 1795-1798 had a profound effect on both the local landscape and the economic and social structure of the village, with larger fields held in private ownership enclosed by hedges, replacing the traditional open fields. However the Enclosure Award map (see Figure 5) illustrates that the structure of the linear plots, with houses fronting the street and built at 90° to Main Street, typically described in the Enclosure Award as a '*house and homestead*' (Figure 15), was maintained and these distinctive plots survive to some degree today and make a significant contribution to the character of the Conservation Area and reflects the agricultural origins of the village.

6.9 Whilst Woodborough Hall is not shown on the Enclosure Award map, it does show relatively substantial parcels of land that form the site of the Hall under the ownership of Elizabeth Bainbrigge, with allotment no. 224 described as '*a messuage called the Hall and the outhouses, yards and gardens*' and allotment no. 223 being described as '*The Hall orchard*'. The land directly to the south of the Hall and possibly forming its wider parkland is identified as parcel no. 226, '*The Rye Close*'.

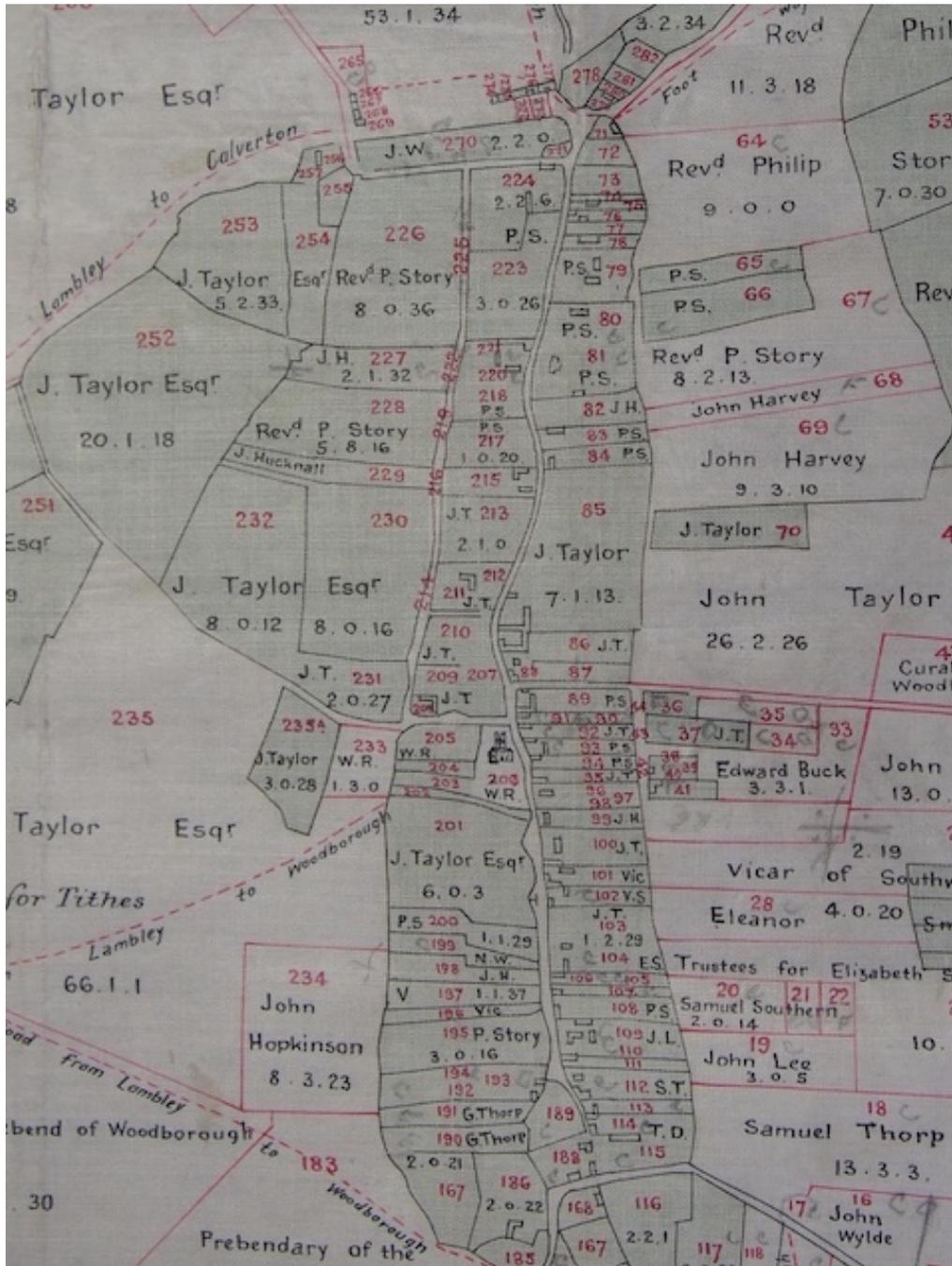


Figure 5: Extract from the Woodborough Enclosure Award Map

(Source: Nottinghamshire Records Office)

6.10 Although agriculture remained a dominant activity in the village the development of domestic framework knitting has also left a legacy in many of the buildings within the village. Many agricultural labourers supplemented their work in agriculture with employment in domestic framework knitting, producing high quality hosiery for sale outside the village, and

many rural cottages were adapted to accommodate workshops. The Woodborough Local History group website has details of the framework knitters' buildings in the village.

6.11 A notable resident, William Lee, is acknowledged to have been the inventor of the stocking frame in 1589, the first manifestation of mechanisation in the production of clothing, and forerunner of the framework knitting industry. Although it took some years for his invention to be practically developed, by the 18th century framework knitting had developed as a domestic cottage industry throughout the East Midlands and Woodborough's population consequently leapt from 250 in 1750 to 800 in the 1830s. Woodborough's particular speciality was the production of stockings, including silk hose, and the industry survived until the early 20th century before the economies of factory production, ~~available in such areas as Nottingham's Lace Market~~, rendered the domestic industry unviable and obsolete.

6.12 The key manifestation of the industry was the conversion of some cottages to provide knitters workshops, and the development of others specifically as dwellings-cum-workplaces. The introduction of long horizontal windows to naturally light the work areas is the principal external clue to the origins of these buildings, many of which survive in the present village. The lack of extensive curtilages to some of these dwellings, as at Church Walk, is another indication of their non-agricultural origins. A 19th century development of the domestic framework knitter's cottage was the frame shop, larger premises more akin to a factory system of production, and a former factory premises (Desborough's) still survives at the entrance to the Conservation Area on the east side of Shelt Hill, although the property is now converted to a dwellinghouse. With the demise of framework knitting many villagers developed allotments in the countryside surrounding the village and a local market gardening industry was developed supplying fresh vegetables to Nottingham through the Sneinton market.

6.13 Whilst the growth of the village over the 19th century and into the early 20th century was relatively slow, as shown on the historic Ordnance Survey maps (see Figures 6 & 7), various educational and religious institutions were founded during this period, several of which survive, some in adapted guises. Formal education first came in 1736 through an endowment from the Wood family, which had long standing local connections. A cottage on Lingwood Lane, close to the church, was converted to provide a schoolroom, the vicar also being the schoolmaster. Following the introduction of compulsory education in 1875, a purpose designed new building was constructed in 1878 on the

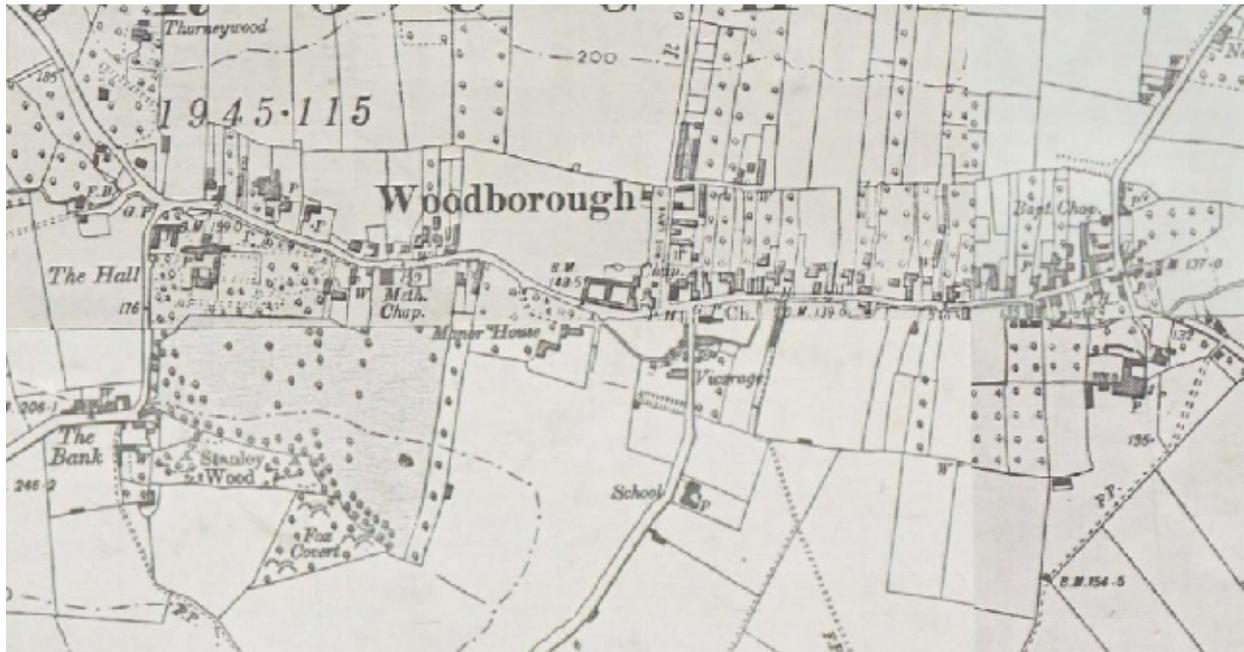


Figure 6: Extract from the 1887 Ordnance Survey map

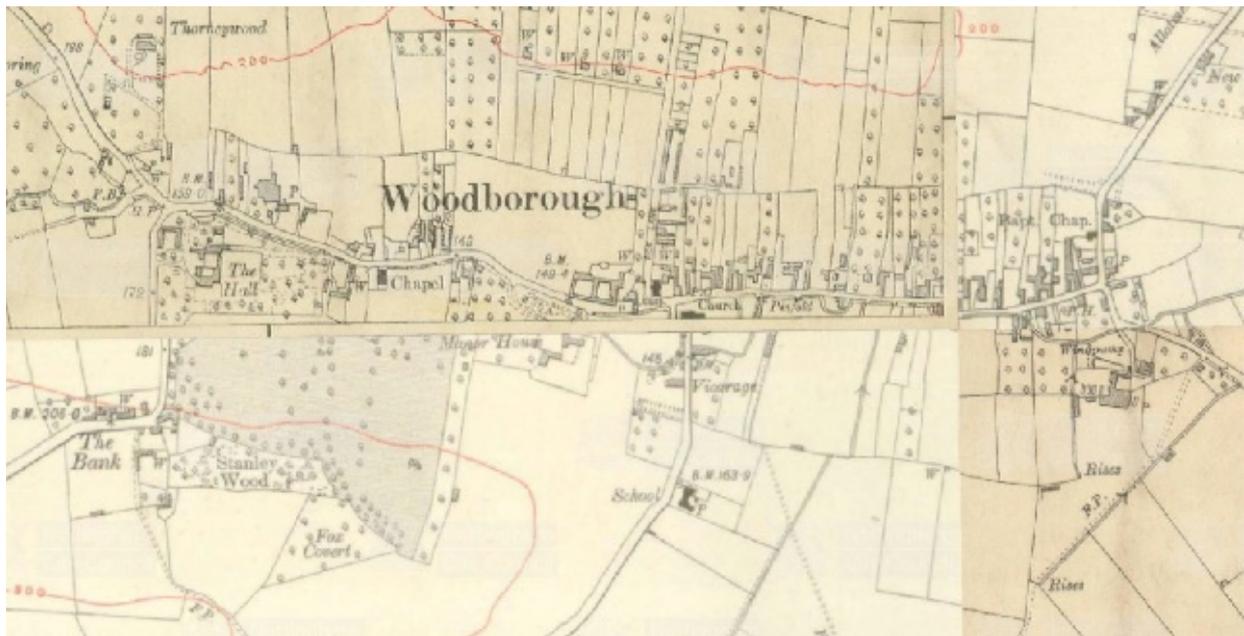


Figure 7: Extract from the 1912 Ordnance Survey map

opposite side of the road. The original school was then enlarged to become the vicarage, now 'the Old Vicarage', and remains an attractive feature of the village. The 1878 school building was itself replaced by a new pre-fabricated school building in the 1960s, built under the Consortium of Local Authorities Special Programme (CLASP), and the old school was subsequently converted to residential accommodation.

~~6.14 — Alternative religious denominations also took a hold in the village in the early 19th century, in the form of Methodist and Baptist establishments, three of the four original buildings surviving to the present day. The original Methodist Chapel on Roe Hill, dating from 1826 remains in use as the village institute while its larger successor from 1887 survives at the corner of Roe Lane and Main Street, in a much altered and modernised form and is now in residential use. The small Baptist Chapel on Shelt Hill at the east end of the village, opened in 1831, also remains in its original use (Figure 23).~~

6.14 Alternative religious denominations also took a hold in the village in the early 19th century, in the form of Methodist and Baptist establishments, three of the four original buildings surviving to the present day. The Wesleyan Methodist Chapel at the junction of Main Street and Roe Lane, dating from 1887, remains in use while the Primitive Methodist's West End Chapel from 1851 survives on Main Street opposite its junction with White's Croft, but it is now in residential use in a much altered and modernised form. The small Baptist Chapel on Shelt Hill at the east end of the village, opened in 1831, also remains in its original use (Figure 23).

6.15 A new business with agricultural links which originated in the late 19th century was the Racehorse Stables developed by Robert Howett, now the Manor Farm Buildings (Figure 8). Howett occupied The Manor just west of the centre of the village, and adapted the 18th century Manor Farm complex on the opposite side of Main Street for this equine business, providing a group of stables in the form of two quadrangles with an uncharacteristically long two storey range fronting directly onto the street. The complex continued in farming use following the demise of the racehorse business, but was ultimately released for redevelopment in 1990 and is now converted to residential use. The sheer mass of this building easily surpasses the domestic scale of the rest of Woodborough, but despite this incongruity its Grade II listing confirms its architectural importance in the village.



Figure 8: Former racehorse Stables developed by Robert Howett in 1878

6.16 Various other commercial businesses also developed along Main Street in the Victorian period, not least a number of ale houses, some in converted dwellings, others purpose built. Of these, two survive in business, although only the Nag's Head at the east end dates from the period. The Four Bells, an alternative focal point to the church in the centre of the village, replaced an 18th century inn in 1928 and makes an attractive counterpoint to the church and Methodist Chapel in its ornate Arts and Crafts style. Two other former inns survive as dwellings along the main thoroughfare.

6.17 The village had a small number of shops in its heyday before mass car ownership made more distant choices readily available. ~~These included a Co-Op store and post office, but despite an expanded population from modern housing development, both of these have closed and it remains to be seen whether a project to reopen the surviving shop unit can be successful. Until recently, the Co-Op store and post office in the village had closed, despite an expanded population from modern housing development. However, these units have recently re-opened as a Spar Convenience and post office.~~

6.18 The 20th and 21st centuries have been something of a two edged sword for Woodborough. The ostensibly attractive charm of a single street of red brick cottages

punctuated by the tree lined gurgling brook and assorted institutional buildings and other quality residences shrouded in their sylvan garden settings, has been significantly affected by modern residential development, particularly at the east end of the settlement, both to the north and south of the historic Main Street. Open spaces which previously abutted the street have been lost and the historic character of the village compromised by the development of parts of its immediate open setting. Other changes have included new development within the grounds of historic buildings, including garden spaces, and within the curtilages of agricultural cottages and farms. The gradual diminution of the social status of Woodborough Hall and the loss of its residential use have also changed the social framework of the community.

6.19 The corollary of this scale of change is that a settlement which had seen its traditional economic base whittled away has experienced an injection of new residents with the means and capacity to strengthen the community, support its facilities and care for its heritage, as demonstrated by the various organisations which lend their support to community ventures including appreciation of its history and surviving artefacts. Historic buildings which might otherwise have fallen into long-term decay have been rejuvenated and there is a real sense that the settlement has a sustainable future, provided it can balance the need to adapt to modern life with the recognition of the importance of protecting its irreplaceable and distinctive historic character expressed in its buildings and the spaces between.

7.0 ARCHAEOLOGY

7.1 There has been very little previous archaeological investigation carried out within Woodborough. However the Nottinghamshire Historic Environment Record (HER) indicates that the Woodborough Conservation Area covers the historic settlement core and the surviving evidence of the earlier settlement in the pattern of streets, housing plots and the age of many of the properties would suggest that there is good potential for below ground archaeology within the Conservation Area.

7.2 Policy LPD30: *Archaeology* of the emerging Local Planning Document (May 2016) recognises that in areas of high archaeological potential or an area which is likely to contain archaeological remains, new development proposals should take appropriate measures to either protect remains by preservation in situ, or where this is not justifiable or practical, applicants should provide for excavation, recording and archiving of the remains. Consequently development proposals within the Conservation Area requiring excavation works should be preceded by a considered archaeological assessment and investigation in order to identify the potential of the site and prepare a suitable archaeological strategy.

8.0 CHARACTER AND INTERRELATIONSHIP OF SPACES WITHIN THE CONSERVATION AREA

8.1 Woodborough village lacks a commercial core, however, the church and its associated grounds constitute the centre of the village and the Conservation Area.

8.2 Bank Hill forms the western approach to the Conservation Area (Figure 3). This drops sharply from the north, down to Foxwood Lane and Main Street. Bank Hill is enclosed by a series of stone walls, hedgerows and trees. The latter, in particular, limit views into the grounds of Woodborough Hall. The landscaped parkland associated with the Hall, which is shown on Sanderson's map of 1835 (*Twenty Miles around Mansfield*) (HER MNT26784), in conjunction with areas of surviving ridge and furrow, contribute to the sylvan setting and significance of this listed building and the setting of the Conservation Area, and warrant consideration for inclusion within the Conservation Area boundary (Figures 27 & 28).

8.3 The more formal gardens to the north and east of the Hall have been developed with late 20th century housing. The western side of Bank Hill was historically devoid of development, but is now flanked by late 20th century houses. Foxwood Lane forms the north-western approach to the village (Figure 4). This lane was historically undeveloped, but now has several detached houses along the roadside. Therefore, the character of this part of the Conservation Area has changed from one that was historically relatively open around the Hall, but is now flanked by housing.

8.4 Moving east along Main Street, this principal route through the village is a unifying factor, linking the majority of the Conservation Area. Main Street winds gently, restricting long street views and as one traverses it buildings and open spaces are gradually revealed (Figure 9). Despite the presence of modern infill development north and south of Main Street, and a large number of trees, this part of the Conservation Area remains more open in character, particularly to the north. The paddock on the north side of Main Street, between The Meadows, Taylor's Croft and Broad Close is also identified by the HER as containing a number of linear banks and lynchets (banks of earth built up on the downslope of a field by ploughing in the Medieval period) behind Manor Farm (HER reference L10289) and this open land contributes to the significance of Manor Farm Buildings, and reflects the juxtaposition of the historic open fields with Main Street, which has been lost elsewhere. Unfortunately infill development has encroached on all sides.



Figure 9: Restricted views along the upper part of Main Street

8.5 The Manor, to the south of Main Street, is surrounded by dense mature vegetation and iron railings set above a stone dwarf wall. As such, it does not have a strong visual presence on Main Street. The open land to the south of The Manor contributes to the setting of the Conservation Area and also has historic interest in its own right, providing an example of Woodborough's post-Enclosure agricultural landscape, and warrants consideration for inclusion within the Conservation Area boundary.

8.6 In the centre of the village, squeezed between the brook and Main Street, is a small recreation ground (Governors' Field (Figure 10)) and the churchyard around St Swithun's Church, which together create a sense of openness in this part of the Conservation Area that is further reinforced on the north side of Main Street by the forecourt of The Four Bells, the public house being set back from the road. The recreation ground is enclosed by railings that offer an open frontage, while the church and churchyard, both elevated above the level of the road, are enclosed by a red brick boundary wall (Figure 1). The presence of the solid Manor Farm Buildings and impervious boundary to the Manor provide a pleasing contrast with this space. At Lingwood Lane, the eye is drawn south, with the road winding up towards the former schoolhouse.



Figure 10: The Governors' Field from Main Street

8.7 The eastern part of the Conservation Area offers a markedly different character to the western part. Main Street drops gently to the east, and the road is perceptibly straighter. Residential development is concentrated along the roadside edge, with a large proportion of buildings sitting hard to the back edge of the pavement, providing an almost unbroken frontage with fewer open breaks. However, gaps between the buildings still afford glimpsed views through to the countryside beyond, particularly to the south. This interrelationship reinforces the rural and agricultural character of Woodborough. However, modern infill development and culs-de-sac have weakened this significant interrelationship.

8.8 The Conservation Area terminates around the junction between Main Street, Shelt Hill and Lowdham Lane (Figure 11). The Nag's Head public house's car park constitutes a neutral part of the Area, being uncharacteristically open. However, it again reinforces the interrelationship between the historic built form of the settlement and the mature agricultural land along the valley floor with views over the car park on the approach into the Conservation Area along Shelt Hill.



Figure 11: The termination of the Conservation Area at the junction between Main Street, Shelt Hill and Lowdham Lane

9.0 KEY VIEWS AND VISTAS

9.1 The Conservation Area is predominantly linear in plan form, with the exception of Bank Hill, Foxwood Lane and Shelt Hill. St Swithun's Church is centrally placed within the Conservation Area, but it is not a particularly prominent building in long views, as the settlement lies in a shallow valley.

9.2 Views into the village on approaches from the west are limited by the topography and changes in road direction. In contrast, as one approaches from the east, open views of the pastoral landscape to the south of the settlement reinforce Woodborough's character as a rural settlement. Shelt Hill rises steeply from its junction with Main Street and whilst views to the north are terminated by modern housing development, the view south from Shelt Hill extends over the car park of the Nags Head to the valley sides on the southern edge of the village, connecting it with its rural setting (Figure 12).

9.3 Moving west along Main Street from Shelt Hill, there are numerous views south, out of the Conservation Area, over and between historic and modern buildings. Again,



Figure 12: View south along Shelt Hill from the former Desborough factory towards its junction with Main Street, with views across the Nags Head car park

these views are important as they reinforce the Area's rural character. Views to the north are also significant, but, as a consequence of modern development on the hillside, these are not as strong as those south.

9.4 St Swithun's Church is a prominent landmark building in the centre of the Conservation Area, but there are few meaningful long-range views of the building from the western approach. One of the most important views of the church is that over Taylor's Croft from about no. 55 Main Street, this provides the first view of the church tower in the Conservation Area on the approach from the west and makes a substantial contribution to the setting of the listed church (Figure 13).



Figure 13: The view of the church tower over Taylor's Croft from Main Street

9.5 Dropping down to Main Street from Lingwood Lane, does however provide some views of the church tower over the neighbouring cottages (Figure 14). However, views of the tower unfold gradually moving south along Roe Hill and Roe Lane – at first viewed against the backdrop of the valley sides to the south, and then above the ridgeline as one moves closer to Main Street. The Church itself has a strong presence at the junction between Main Street, Roe

Lane and Lingwood Lane, with the recreation ground, churchyard and open frontage of The Four Bells providing open space around the building.

9.6 In the western part of the Conservation Area, Main Street is more sinuous, interspersed with paddocks, historic and modern development. Manor Farm Buildings is a large brick building, sitting to the back of the pavement. It is prominent in views from both the west and east. Its mass is offset somewhat by the dense green boundary of the Manor to the south. Further west, Foxwood Lane affords marginal views both into and outside of the Conservation Area. Woodborough Hall on Bank Hill is shrouded by tree cover, and there are only glimpsed views of the building. However, at the terminus of Park Avenue, there is a vista south-west towards Stanley Wood, and this contributes to an understanding of Woodborough Hall and the extent of its former grounds.

9.7 Views along Bank Hill, both approaching and departing the Conservation Area are hindered by changes in topography, and there are no significant views from this part of the Conservation Area.



Figure 14: View north along Lingwood Lane towards its junction with Main Street, with views of St Swithun's church tower

9.8 Therefore, the most significant views and vistas constitute those which place the church in the centre of the village, and views south from Main Street, out of the Conservation Area, which reinforce its rural setting.

10.0 ACTIVITY AND PREVAILING USES

10.1 The occupations of residents of Woodborough in the 18th century were typical trades for the time – blacksmith, butcher, roper, shopkeeper, baker, tailor, dyer and so forth. The majority were husbandmen, yeomen, labourers, weavers and silk stocking makers. The legacy of many of these activities is reflected in the buildings that remain in the Conservation Area: small modest domestic cottages, farm buildings, small shops, workshops, wheelwrights, carpenters, dressmakers, all servicing those who worked on the land. Local shop trades also served the surrounding rural communities.

10.2 Woodborough is now a predominantly residential settlement lacking any commercial centre and whilst the proportion of people economically active is 65.4% of the village (2011 Census) the majority travel out of the village for employment. The few local jobs are in agriculture and service industries (school and public houses).

10.3 The development and prosperity of the early settlement relied on an agricultural economy based on a system of open fields, meadows and common land and this continued until these lands were enclosed. The legacy of this agricultural economy is reflected in many of the surviving cottages (Figure 15) and traditional farm buildings in the Conservation Area as well as the Area's setting. In the 18th and 19th centuries the economy diversified when framework knitting developed as an economic alternative and many buildings now provide evidence of the purpose-built knitters' workshops.

10.4 The growth of the village during the 19th century is reflected in the improvements and growth of community facilities with a new school, places of worship and social amenities and most of these new public buildings are included within the Conservation Area. The school moved from its humble abode in what is now the Old Vicarage to the purpose built, 1878 school on Lingwood Lane, now converted to residential use, and subsequently replaced by a single storey structure in 1968.

10.5 The Co-op store that was sited to the west of Church Walk has now been demolished leaving an unsightly gap site that detracts from the overall character and appearance of the Conservation Area (Figure 16).

10.6 Despite the settlement expansion that occurred during the 20th century to the south-east and north-east of the village, the historic core and key parts of its rural setting survived

reasonably intact and these elements along with the basic historic street pattern now form the basis of the Conservation Area.



Figure 15: Row of traditional farm labourers' cottages on Main Street, shown on the Enclosure Award Map as a *'house and homestead'*



Figure 16: The site of the former Co-op store off Main Street with former framework knitters cottage in the background

11.0 ANALYSIS OF CHARACTER ZONES

11.1 There are two principal character zones within the Conservation Area:

- the western end of Main Street and parts of Bank Hill, Foxwood Lane and Westfields Lane; and
- the eastern end of Main Street and parts of Lingwood Lane and Shelt Hill.

11.2 Woodborough Hall and its grounds form a distinctive subsidiary character area at the west end of the village.

Western end of Main Street and parts of Bank Hill, Foxwood Lane and Westfields Lane

11.3 Bank Hill, Foxwood Lane and Westfields Lane define the western boundaries of the Conservation Area. The entrance to the Conservation Area along Bank Hill is defined by a group of 19th century cottages that stand slightly back from the road (Figure 3). They are composed of red brick with non-original casement windows, pantile roofs, with gables facing the road at each end. Red brick chimney stacks straddle the ridgeline. No. 16a is a Grade II listed former workshop with framework knitters' windows. Its roof is finished with plain tiles.

11.4 On the eastern side of Bank Hill, on the corner where it drops down to Main Street, stands Bank Hill Farm (Figure 3). The mid/late 18th century farmhouse and a range of outbuildings surround a crewyard, an open yard for keeping cattle in during winter. The farmhouse is principally red brick, but its west facing elevation is rendered. The gable-ended roof is finished with pantiles, with rather small red brick chimney stacks at each gable end. The house is slightly elevated, with the principal elevation facing the pronounced bend in the road. The windows are non-original casements.

11.5 Moving north, down the hill towards Main Street, a series of houses, nos. 4 -14 Bank Hill, lie to the west of the road, outside of the Conservation Area. These houses are set back behind a service road that runs parallel to the Bank Hill and a line of mature Lime trees on the verge between these two roads that were planted to mark Queen Victoria's Golden Jubilee in 1887, make a distinctive contribution to the appearance of the Conservation Area and complement the verdant boundary of Woodborough Hall, opposite (Figure 17).



Figure 17: Lime trees planted alongside Bank Hill to mark Queen Victoria's Golden Jubilee in 1887

11.6 To the east of Bank Hill is Woodborough Hall, Grade II*, originally the largest residence in the settlement, as befitting the building's former status as a manor house (Figure 2). It dates from the 17th century, with 19th century alterations, and a late 20th century single storey extension to the east. The primary three storey Hall is composed of brick, rendered, with ashlar dressings. The principal elevation faces south, away from Main Street. Parts of its former landscaped grounds remain legible, particularly to the south. The building is set away from road, and this, combined with dense tree cover, means it does not have a strong visual presence on Bank Hill. Bank Hill is bounded by a low stone wall, hedgerows, trees and grass verges, a soft palette of materials. The associated old coach house and adjoining garden wall and greenhouse lie to the north of the Hall. These date from the 19th century. Further north, between the Hall and its associated outbuildings, modern infill development has taken place, detracting from the setting of the Hall.

11.7 At the junction between Main Street and Bank Hill, the Conservation Area continues west, taking in parts of Foxwood Lane and Westfields Lane with a cluster of modern

bungalows. The brook, originating further west, enters the village between these two lanes, and is both visible and audible. Historically, this part of the Conservation Area had a few isolated farmhouses, but now has a series of 20th century dwellings, positioned at various angles adjacent to the lanes. The north side of Foxwood Lane is elevated above the road, and the height and prominence of the modest dwellings is accentuated by their elevated position (Figure 4). It is also a busy thoroughfare, as Foxwood Lane and Main Street constitute a principal route between Calverton and Lowdham.

11.8 Moving east, back to Main Street, a large number of trees stand in front of, and between dwellings. These contrast pleasantly with stone boundary walls. Late 20th century dwellings on the southern side of Main Street are built within the former grounds of Woodborough Hall following the sale of the land by the Ministry of Defence to help with the upkeep of the Hall.

11.9 To the north, the historic Ordnance Survey Maps (Figures 6 & 7) illustrated long linear parcels of land running north to south, with cottages following the same orientation. In the present, much infill development has taken place, with houses set back at varying distances from the road. This precludes a visual connection with the landscape beyond. There are three Grade II listed former ~~farmhouses~~ laborers cottages in this area: Elm Cottage (nos. 7-9 Main Street), The Chimneys (no. 11 Main Street), and Hall Farmhouse (no. 29 Main Street). Elm Cottage and The Chimneys are set at right angles to the road. The Cottage dates from the early 18th century, and is composed of brick with a plain tile roof and a combination of glazing bar sashes and casement windows. The Chimneys dates from the late 18th century, and as its name suggests, has numerous chimney-stacks visible from the road. It is also of red brick, set above a stone plinth, with a plain tile roof. It has a combination of horizontal (Yorkshire) sash and multi-pane casement windows. On the south-east corner of The Chimneys stands a Grade II listed K6 telephone kiosk. Now redundant, it has found an admirable new use, housing a defibrillator.

11.10 Hall Farmhouse lies further east. This was completed in 1710 for Philip Lacock Esq, as recorded by a plaque over the door. It originally served as the home farm for Woodborough Hall, and the remains of its outbuildings have been converted to residential use. The principal house is of red brick with a plain tile roof and shouldered coped gables. The windows are mainly mullioned glazing bar casements. Although set slightly back from the road, the building is prominent on Main Street, largely as a result of its vertical emphasis.

11.11 To the east is no. 35 Main Street that sits to the rear of a large open field, and whilst this open space contributes to the overall character of the Conservation Area there is an extant planning permission for residential development on this site. Adjacent to no. 35 is Cottage Farm, a detached two storey dwelling with a prominent elevation to the street, that originally served as a public house (Figure 18). The house has distinctive mullion and transom casement windows with projecting brick rain hoods above the first floor windows. To the side of the house is a range of traditional farm outbuildings that sit within a narrow garden that extends back from Main Street, providing views to the countryside to the north of the village.



Figure 18: Cottage Farm on Main Street, a former public house

11.12 Further east on Main Street, a significant number of historically undeveloped fields have been infilled by mid-late 20th century houses. White's Croft lies within the Conservation Area boundary, but this late 20th century cul-de-sac is not in keeping with the historic plan form of the settlement. Continuing east, some 19th century cottages remain, but The Meadows (a cul-de-sac excluded from the Conservation Area boundary) further compounds the impact of infill development.

11.13 Back to the south of Main Street, sporadic infill development on land formerly owned by Woodborough Hall has taken place, occupying the former orchards. However, a large number of trees and the intermittent presence of the brook are a unifying presence. Park Avenue, a 1930s mid-20th century housing development built within the former grounds of Woodborough Hall presents a splayed frontage to Main Street that contains five substantial trees which contribute to the character of the Conservation Area and reflect the origins of this land as part of the Woodborough Hall grounds (Figure 19). Views along Park Avenue are channeled southwards providing views to the countryside and Stanley Wood to the south of the village.

11.14 West of what is now Park Avenue stood the Smithy, now demolished, and Primitive Methodist Chapel, now extended and converted into a dwellinghouse. Opposite Park Avenue is a small cluster of cottages that extends back from Main Street. Beyond Park Avenue the road twists south-east and from beyond no. 55 Main Street it provides the first views of the church tower over the open meadow of Taylor's Croft, which contributes to the setting of the listed church (Figure 14).



Figure 19: Trees at the entrance to Park Avenue that were originally within the grounds of Woodborough Hall

11.15 Moving east the Manor stands to the south of Main Street, somewhat shielded from the road by a thick blanket of tree cover and railings set above a stone dwarf wall. Infill development is present to the west of the Manor. To the north lies Manor Farm Buildings, Grade II listed, and the open meadow (Taylor's Croft) to the west contributes to the setting of this building. The more recent developments on The Meadows, Broad Close and Taylor's Croft have encroached upon this open space. Manor Farm Buildings themselves announce the change in character of the Conservation Area (Figure 8). Their large form, sitting hard to the back edge of the pavement, is unlike the other domestic properties at the west end of the village. These red brick, late 18th century former racehorse stables and barns dominate the streetscape with their monumental form, their shouldered gable ends prominent. Now converted to residential use, they convey the importance of the Manor Farm to the workings of the Hall. The dense verdant boundary of the Manor to the south acts as a foil to their imposing frontage.

11.16 Further east is the transitional zone of the Conservation Area. Main Street forms a junction with Roe Lane and Lingwood Lane. The Four Bells, dating from the 1920s, stands on the site of one of the earliest public houses in Woodborough. Previously known as The Eight Bells, the first licensee was recorded in 1762. The building is of fine Arts and Crafts style, employing timber framing, rendered and herringbone brick infill panels, red brick and tall twinned chimney stacks. In contrast with many historic buildings in the village, the roof is completed with slate. Its steep roof combined with transverse and half-timbered angled gables provide a pleasing palette of materials at this important focal point.

~~11.17 Moving north on Roe Lane, the car park to the north of The Four Bells is largely omitted from the Conservation Area, but the eastern side of Roe Hill originally housed a number of framework knitters' cottages, now replaced by bungalows. This site lies outside the Conservation Area boundary, but historical maps provide an insight as to the historical use of buildings in the settlement. South of these, and within the Conservation Area, is a terrace of surviving framework knitters' cottages at New Row on either side of which are the existing and former Methodist Chapels, the chapel standing adjacent to Main Street having been heavily altered in the mid-20th century following mining subsidence.~~

11.17 On the opposite side of Roe Lane to the Four Bells is the Methodist Chapel, that has

been heavily altered in the mid 20th century following mining subsidence. Moving north on Roe Lane, the car park to the north of The Four Bells is largely omitted from the Conservation Area, but the eastern side of Roe Hill originally housed a number of framework knitters' cottages, now replaced by bungalows. This site lies outside the Conservation Area boundary, but historical maps provide an insight as to the historical use of buildings in the settlement. South of these, and within the Conservation Area, is a terrace of surviving framework knitters' cottages at New Row.

11.18 To the south of The Four Bells lies the Governors Field recreation ground (Figure 10). This area of public open space is enclosed by wrought iron railings that continue along Main Street from the frontage of The Manor, and is accessed through a gate opposite the Church. The brook curves around the southern edge of the grounds, passing under Lingwood Lane, reappearing on the southern side of the churchyard.

Eastern end of Main Street, and parts of Lingwood Lane and Shelt Hill

11.19 The junction of Lingwood Lane with Main Street marks the start of the second character zone within the Conservation Area, which lies to the east of the church and follows Main Street to its junction with Shelt Hill and Lowdham Lane. The character of the Area changes significantly from a more open structure with tree-lined spaces, to one dominated by a higher density built form, both historic and modern. The Conservation Area boundary encompasses all the buildings along the north side of Main Street, including their long rear curtilages. To the south of Main Street the boundary excludes the late 20th century development on Pinfold Close and Small's Croft and only includes historic buildings at the eastern end of Main Street that directly front onto the street.

11.20 Lingwood Lane rises southwards from the church, heading towards Lambley. Moving past the church a row of possibly 18th century framework knitters' cottages stands south of the brook, their lack of curtilage indicative of their non-agricultural function (Figure 14). Further to the south, Lingwood Lane tells the story of the education facilities in Woodborough. The Old Vicarage on the west side was the location of the village's first endowed school from 1736. In 1878 a purpose built school was opened on the opposite side of Lingwood Lane, with the original building being extended to become the Vicarage. The former 18th century school sits hard to the back of the road, and is composed of red brick with a plain tile roof. There are few windows apparent in public views. In terms of its materials and form, it makes an important contribution to the streetscape.

11.21 To the east of Lingwood Lane, a new pre-fabricated CLASP school building replaced the 1878 school and it remains in use as the village school. These pre-fabricated, modular CLASP buildings were popular in coal mining areas as any sections damaged by mining subsidence could be easily replaced.

11.22 The 1878 school building is typical Victorian, composed of red brick with a steep plain tiled roofs featuring a series of transverse gables. The former school building has now been converted to residential use, with the extant school being housed in single prefabricated structures to the north.

11.23 St Swithun's Church, Grade II* listed, stands at the junction of Main Street with Lingwood Lane and it marks the centre of the Conservation Area (Figure 1). The church dates from at least the 12th century, with alterations in the 13th, 14th, 15th and 19th centuries. It is composed of coursed and squared rubble and dressed stone. The west tower is square, and somewhat diminished in height, rising only marginally above the ridge of the main roof. The churchyard, which is bounded by the brook on its southern and eastern sides, is elevated above street level and enclosed by a red brick wall. Next to Woodborough Hall, the church constitutes one of the largest structures in the village, and is the earliest in date.

11.24 Along the north side of the Main Street opposite the church is a series of two storey single span cottages that are built of red brick with steeply pitched roofs, and with their gables fronting onto Main Street (Figure 15). The linear form of these cottages reflects the narrow ~~post-Enclosure~~ narrow historic plots that the properties sit on (see para. 6.8 above). Two of these cottages, the Old Post Office and no. 105 Main Street, appear to have served as shops as shown by the surviving shop front in the gable of no. 105 and the single entrance doors tucked into the side elevations close to the road frontage (Figure 20). Some of these cottages also have barns and other outbuildings within their curtilages, which contribute to their significance and understanding of their agricultural history. Examples include the Grade II listed pigeoncote and stables at no. 121 Main Street.

11.25 Some of these cottages diversified from agricultural to domestic industrial use in the 18th and 19th centuries, when many of the villagers were engaged in the framework knitting industry. The chief manifestation of this use was the introduction of long horizontal windows affording natural light to the workspaces, such as at no. ~~117a~~117 Main Street (The Old Frame

Cottage) where the presence of long narrow windows towards the rear of the building indicates a former knitters workshop (Figure 21).

11.26 Interspersed with the historic buildings are several modern infill developments. Whilst there are also several buildings of local interest in this area, the modern developments have degraded the immediate setting of these buildings and the character of the Conservation Area.



Figure 20: Historic former shop front at no. 105 Main Street

11.27 Along the south side of Main Street, east of the Church, the site of the former Co Op store is vacant and its future appears to be in doubt. This area of unkempt open land detracts from the appearance of the Conservation Area and from the setting of Church Row immediately to the east, a terrace of 19th century framework knitters' cottages, which are unusual in having no apparent external curtilages (Figure 16).

11.28 Moving east along Main Street, the Pinfold, Grade II listed, dates from the early 19th century, and has been restored as a communal space for the Queen's Diamond Jubilee in 2012 by the Woodborough Community Association. Opposite Pinfold Close is a large

detached former farmhouse, no. 121, Main Street, that is set back from the road behind a large garden that provides an attractive open space in the street frontage and it sits behind a low Bulwell stone boundary wall that runs along the street frontage. To the east of the house is the Grade II listed dovecote and alongside that a former threshing barn, now converted to a dwellinghouse, that has its end gable against the back edge of the pavement.

11.29 Beyond Pinfold Close the historic character of Conservation Area on the north side of Main Street becomes more fragmented, the building line is less distinct and more recent developments become more prevalent, sitting between the more historic cottages. The Conservation Area does however extend onto the south side of Main Street to include the former agricultural cottages at nos. 150 & 152/156 Main Street, both of which are Grade II listed, that are built in red brick with plain and pantiled roofs and date from the early 19th century.

11.30 At the southern end of Main Street, its junction with Shelt Hill is framed by an L-shaped grouping of traditional cottages (nos. 173-185 Main Street) that extend around an open garden, which has a low Bulwell stone boundary wall to the pavement side (Figure 22), and opposite lies the Nag's Head public house, a 19th century hostelry with an open car park bordering Lowdham Lane and Main Street.

11.31 The Conservation Area boundary extends north along Shelt Hill and includes the Baptist Chapel, dated 1831, on its western side (Figure 23) and former Desborough's framework knitting factory on its eastern side (Figure 12). This building has been converted to residential use and it stands high above Shelt Hill and provides an impressive gateway feature at this entrance to the Conservation Area.



Figure 21: Framework knitters workshop at the rear of The Old Frame Cottage on Main Street

11.32 The historic setting of this eastern part of the Conservation Area has been altered by modern housing development immediately south of Main Street, including the Small's Croft development, and north west of Shelt Hill, including Dover Beck Drive.



Figure 22: L-shaped range of traditional cottages at nos. 173-185 Main Street



Figure 23: The Baptist Chapel on the western side of Shelt Hill

12.0 ARCHITECTURAL AND HISTORIC QUALITIES OF THE BUILDINGS

Essential Characteristics

12.1 Woodborough's built environment presents a diversity of architectural styles, forms and features that underline the major phases in its historic development. The typical architectural forms and characteristics are:

- Large number of vernacular buildings mostly related to farmsteads, workers' cottages and local historic trades including stores/trade buildings and community facilities relating to worship, education and recreation;
- Domestic scale of the village, mostly 2-storey, lower in height than modern residential development, with steeply pitched roofs and narrow plan forms (with the exception of the Church, Hall and Manor Farm outbuildings);
- A mix of detached, paired and terraced housing;
- A variety of chimney-stacks;
- Historic properties which sit with gable ends to the Main Street;
- Historic streets, lanes and byways that remain legible today.

Buildings Materials

12.2 There is a range of building materials in the Conservation Area, although red brick is the common building material, typically laid in a Flemish bond (alternating headers and stretchers) to add visual interest to the principal elevations of the properties (Figure 24). Historically the brick is likely to have come from the local brick yard near Bank Hill, which was active between 1750 – 1900, although in the later part of the 19th century brick also came in from Nottingham. These local bricks also had distinctive red/orange tones due to the high iron content in the clay and were typically waterstruck to give a smooth texture to the brick face.

12.3 Other building materials include the occasional use of render on roadside elevations, and stone, although this is more limited, being used in the principal building in the Conservation Area, the St Swithun's Church and for ashlar detailing on Woodborough Hall and Hall Farmhouse and more extensively for boundary walls. Dentilled brick eaves are also common, rather than soffits and fascia boards, and there is the occasional use of diapered brick.

12.4 Roofs are typically covered with clay pantiles, with lower courses in a plain tile. Chimney stacks are built of red brick with chimney pots from the local brick yards.

12.5 Given the variety of property types in the Area there is also a range of window styles including timber vertical and horizontal (Yorkshire) sliding sash windows (Figure 25), framework knitters' windows and casements. Arched brick openings are common. However a number of houses have lost their original timber windows and doors, which have been replaced by upvc that lacks the scale and proportion of the originals and detract from the appearance of the Area.

12.6 Throughout the Conservation Area the original stone and brick boundary walls are still evident to the front of the properties, defining the back edge of the pavement and enclosing the street scene. In the main these walls are constructed of either coursed Bulwell stone with half-round copings, or brick, with either half-round or triangular shaped copings.



Figure 24: Flemish bond at the Four Bells

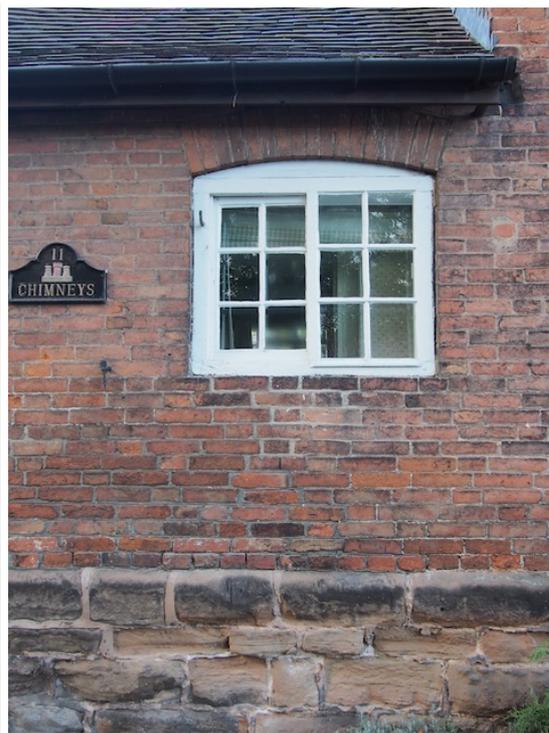


Figure 25: Yorkshire sliding sash at The Chimneys

13.0 CONTRIBUTION MADE BY GREEN SPACES AND TREES

13.1 Open space in the village is important as it reflects the former agricultural character of Woodborough. This includes open land and paddocks, for example: that west of the Manor Farm Outbuildings, and the remnants of strip fields, particularly on the northern side of Main Street. The Pinfold, albeit an enclosed space, is an important historic asset associated with the movement of livestock in the village.

13.2 The amount of open space in the middle of the village is a result of land associated with significant historic buildings – the churchyard around the Church of St Swithun, the recreation ground to the west of the Church, and land to the south of Woodborough Hall.

13.3 The tree stock in the Conservation Area is also exceptional in quality and extent and bears comparison with any Nottinghamshire village and it follows the principal character areas set out in this Conservation Area Appraisal with most of the principal trees to be found towards the western end of Main Street and within Woodborough Hall and its grounds. There is also significant planting outside the of the Conservation Area, for example the avenue of mature Sycamores out along the Lowdham Lane, which contributes the rural setting of the Conservation Area.

13.4 The backbone of the tree cover comprises numbers of mature deciduous trees from the late nineteenth and early twentieth centuries. Several Limes have attained great size and are allocated fairly generous space in the development around them.

13.5 There is as much planting, typically ornamental, from the mid to late twentieth century. Some of these trees, for example the unusual variegated Tulip tree (*Liriodendron tulipifera* 'Variegata') are located well away from houses and are placed to become the big old trees of the future.

13.6 Conifers such as the Cedar of Lebanon also form part of the mature tree stock, principally in the subsidiary character area around Woodborough Hall. There is a notable Monterey cypress (*Cupressus macrocarpa*) in Main Street. Monterey cypresses of this size are more typically found in Devon and Cornwall.

Trees West of St Swithun's Church, and within the grounds of Woodborough Hall

13.7 The oldest and most prominent trees throughout this character area are likely to have

been planted by incumbents of Woodborough Hall (excepting several Wellingtonia (*Sequoiadendron giganteum*) at Woodborough Manor). As individuals or groups these defined the limits of the formal grounds of the Hall, providing both shelter and privacy. The principal species are Beech (*Fagus sylvatica*) Oak (*Quercus robur*) and common Lime (*Tilia x europaea*).

13.8 Many of these trees are now in private gardens as the village has developed in the 20th century and it is encouraging that most have been allocated a generous space. Notable specimens include a Silver Pendent Lime (*Tilia petiolaris*) at 30 Main Street, which is possibly the tallest tree in Woodborough, and an ancient English Oak with a trunk circumference of 5.4 metres alongside the beck in the garden of 72 Main Street.

13.9 To the south of the present settlement the fields have the feel of parkland with scattered open grown Oaks providing shelter for stock. Stanley Wood and Fox Covert to the south of the Hall appear open to grazing so they lack an understorey and the natural regeneration of tree seedlings is most unlikely. Stanley Wood mainly comprises Sycamore and Ash and is prominent in the landscape with glimpsed views from most directions.

13.10 There are 2 rows of common Lime trees planted in the village and both are impressive. The longer runs up the western side of Bank Hill from Hall Corner to no. 14, and it is understood that these were planted to celebrate Queen Victoria's jubilee in 1887 (Figure 17). There are now 14 trees, and a gap outside no. 6 has been closed with young Tulip (*Liriodendron tulipifera*) and Western Hemlock (*Tsuga heterophylla*), which is an imaginative choice, although it would have been more natural to infill the gap with Lime trees. The second row frames the entry to Park Avenue, comprising 5 tall trees with clean stems, and 2 adjacent trees of lesser stature (Figure 19). Lime is famously long lived and despite their size these trees should be regarded as no more than middle aged.

13.11 A more recent row of trees (Norway maple (*Acer platanoides*)) planted along the Main Street boundary of the recreation ground will make an additional fine feature, although consideration should be given to some selective removal to allow the better individual specimens to fill out and form their distinctive massive domed canopies (Figure 10).

13.12 The grounds of Woodborough Hall are mainly coniferous with a typical selection of species planted in mixed groups to form copses along Bank Hill and to the east of the present

~~boundary. Most of these trees are of Victorian or Edwardian origin, and some are in decline.~~
These trees appear to be mainly Victorian in origin, most likely planted by Mansfield Parkyns (c. 1852) or John Taylor (c. 1865), and some are in decline. The principal planted species are various Cedars (*Cedrus spp*) and Austrian pine (*Pinus nigra var Nigra*) with smaller numbers of Wellingtonia, Coast redwood (*Sequoia sempervirens*), Lawson's cypress (*Chamaecyparis lawsoniana*), Scots pine (*Pinus sylvestris*), Blue Colorado spruce (*Picea pungens 'Glauca'*) and others. Self seeded Yew (*Taxus baccata*) is common throughout, forming an understorey which provides seclusion and privacy.

13.13 The formal gardens are laid out with trees chosen for yellow or variegated foliage, mostly varieties of Lawson's cypress, Yew and Holly, interspersed with the finely cut foliage of Japanese maple (*Acer palmatum and japonicum spp*). The tallest trees, which include a fine specimen on the lawn, are *Chamaecyparis lawsoniana* 'Erecta'.

Trees East of St Swithun's Church

13.14 Whilst naturally enough there are plenty of smaller ornamental trees throughout the gardens of Woodborough, bigger trees are largely absent from the village Conservation Area to the east of Swithun's church, although the Monterey cypress (*Cupressus macrocarpa*) at no. 153, Main Street is a notable exception.

13.15 Despite this change in character a number of Yew trees, and Copper beech (*Fagus sylvatica purpurea*) in particular, reflect some themes of the western area. The Copper beech planted into shrubbery at the junction of Small's Croft and Main Street has the potential to become a focal point in the village.

13.16 The principal trees in this area are those in St Swithun's churchyard (Figure 1). They include Yews and Lime, several Cedars, a mature Oak beside the beck, and a young Walnut (*Juglans regia*). Woodborough possesses several old Walnuts, a relatively short lived tree which is decrepit and full of character in old age. These include a specimen in the garden of no. 72, Main Street, and one outside the conservation area at no. 6, Old Manor Close. Although grown for nut production, crops are far less reliable than in more westerly parts of England.

Summary

13.17 Overall, pressure on trees may be expected from climate change, pests and diseases, and encroaching development. There is a natural churn of ornamental trees that are short lived or of modest size, which should be managed with a light touch by the local planning authority. However the primary aim for the management of the principal trees within the Conservation Area should be to secure the future of trees that are long lived and to afford them the space in which to become large, rather than being cramped by new development.

14.0 ISSUES, PRESSURES, THREATS AND OPPORTUNITIES

14.1 Certain elements within the Conservation Area can detract from its special character and these include such changes as the loss of original windows and doors, creation of openings in historic building lines to create access to new houses, and the existence of unattractive gap sites.

Land and Buildings of Poor Visual Quality

14.2 More recent development in the Conservation Area has had an impact on the character and appearance of the Area. Infill development has resulted in the loss of significant strip fields, paddocks and open land around historic buildings. In particular, the culs-de-sac north and south of Main Street's eastern end have eroded a large part of the Area's agricultural setting. Within the Conservation Area infill development to the north and south of Main Street's western end has resulted in the loss of open space around the Manor and Manor Farm outbuildings, Woodborough Hall and farmhouses. The majority of these mid-late 20th and early 21st century houses have not been comfortably assimilated into the Conservation Area as their design, scale and appearance do not fit with the prevailing architectural styles.

14.3 The site of the Co-operative store, east of the churchyard to St Swithun's, has not been redeveloped. In its current state it detracts from the character and appearance of the Area (Figure 16).

14.4 Whilst the two remaining public houses, the Nag's Head and The Four Bells contribute to the vitality of the village, their associated car parks are neutral. In particular, that serving The Four Bells has a harsh finish and sense of openness uncharacteristic in the Area. However, the car park serving the Nag's Head does afford views out of the Conservation Area (Figure 12).

14.5 The form, materials and massing of the 1960s schoolhouse is not in keeping with the architectural character of the Area. It is unfortunate that the late 19th century school did not remain in educational use, however, it is acknowledged that its conversion to residential has retained the building.

Alterations

14.6 The character and appearance of the Conservation Area has also been eroded by often well-intentioned home improvements that do not require planning permission, such as

the insertion of upvc double-glazed windows and doors that have replaced more traditional detailing.

14.7 These changes are undertaken under the permitted development allowances and without an Article 4 Direction to control these improvements the historic character and fabric of the Conservation Area will continue to diminish.

Boundary Treatments

14.8 The removal of traditional boundary treatments to create access to new housing developments creates gaps in the streetscape. Visibility splays and modern boundary treatments and hardstandings detract from the appearance of the area.

Opportunities for New Development

14.9 The local planning authority's approach to the consideration of new development proposals in the Conservation Area is set out in the accompanying management plan. On the whole the Conservation Area is in good order, most properties and open land are well maintained. As a result there are few obvious opportunity sites for new development as described in paragraph 137 of the NPPF, which encourages local planning authorities to look for development opportunities within conservation areas.

14.10 However the Appraisal has identified that the site of the former Co-op store alongside St Swithun's detracts from the character and appearance of the Area and is therefore a prime site for redevelopment. However any development proposals brought forward for this site will be expected to be of a high standard of design, scale and layout and use materials that are commonly found in the Conservation Area in order that the new development can be accommodated in a sympathetic manner into the Conservation Area and preserve the setting of this Grade II* building.

14.11 The need for high quality design should also extend to the development of sites that lie outside but on the periphery of the Conservation Area, where new development can also affect the overall character and appearance of the Conservation Area and its setting.

15.0 EXTENSIONS TO THE CONSERVATION AREA BOUNDARY

Extension 1: Grounds of Woodborough Hall and Land to the South of Main Street

15.1 The land to the south of Main Street, between Bank Hill and Lingwood Lane, contains the remnants of an historic landscape, and as well provide an open and rural setting that contributes to the character and appearance of the Conservation Area, this land also has historic and archaeological interest.

15.2 Whilst Woodborough Hall is included within the Conservation Area, its former open parkland that is situated to the south of the Hall is excluded from the Conservation Area. This open parkland is shown on historic Ordnance Survey maps as 'parkland' extending from the south side of the Hall and butting up to Stanley Wood and Fox Covert (see Figure 26). The remnants of this parkland are still evident in the landscape as open grazing land with a scattering of open Oaks, as identified in the tree survey (Figures 27 & 28 and see para. 13.9 above).

15.3 This former parkland was an integral part of the land holding attached to the Grade II listed Woodborough Hall and it provides an attractive setting for the Hall as well contributing to the character and appearance of the Conservation Area.



Figure 26: Extracts from the OS maps of 1899 that show the historic parkland attached to Woodborough Hall



Figure 27: View over the former parkland to the south of Woodborough Hall from Park Avenue



Figure 28: View over the former parkland and countryside on the south of Woodborough Conservation Area from Lingwood Lane

15.4 As consequence of this proposed extension the existing properties on Park Avenue would also be included within the Conservation Area. Whilst the properties in this cul-de-sac are of no special historic or architectural interest, they are built on land that was formerly within the grounds of Woodborough Hall and they illustrate the way in which land along the south side of Main Street belonging to Woodborough Hall was sold off for development in the 20th century.

15.5 In addition this former parkland butts up to a narrow strip of land on its eastern boundary. This strip is clearly shown on the Woodborough Enclosure Map and it is now a surviving example of the narrow agricultural strips that were a typical feature in the post-Enclosure landscape around Woodborough, and it is therefore of some historic and archaeological interest.

15.6 For these reasons it is considered that the land to the south of Main Street, between Bank Hill and Lingwood Lane, is the legacy of an earlier historic landscape and as a such it has considerable historic and archaeological interest that makes a substantial contribution to the character and appearance of the Woodborough Conservation Area and its overall significance.

15.7 **It is therefore recommended** that the Conservation Area boundary should be redrawn to incorporate the land to south of Main Street between Bank Hill and Lingwood Lane as shown on the proposed Conservation Area boundary plan.

Extension 2: Land Adjacent Bank Hill

15.8 At present the Conservation Area boundary runs along the west side of Bank Hill, and as a consequence a strip of land alongside Bank Hill (between Bank Hill and the service road to the front of nos. nos. 4 -14 Bank Hill) that contains a row of common Lime trees is excluded from the Conservation Area. It is understood that these trees were planted by the village as part of Queen Victoria's jubilee celebrations in 1887 and they have been identified as important specimens in the tree survey (Figure 17 and para. 13.10 above).

15.9 These trees are clearly of local and historic value and they make a significant contribution to character and appearance of the Conservation Area.

15.10 **It is therefore recommended** that the Conservation Area boundary should be redrawn along Bank Hill to incorporate these trees within the Conservation Area as shown on the proposed Conservation Area boundary plan.

APPENDIX 1: DESIGNATED HERITAGE ASSETS WITHIN THE CONSERVATION AREA

Listed Buildings

Despite having a range of historic buildings, only 16 buildings and structures within the Woodborough Conservation Area are designated as listed buildings and therefore afforded statutory protection.

These buildings are shown on the Conservation Area plan and they include the following:

- Church of St Swithun, Main Street (Grade II*)
- Woodborough Hall, Bank End (Grade II*)
- No. 16A, Bank Hill (Grade II)
- Chimneys, Main Street (Grade II)
- Manor Farm Buildings, Main Street (Grade II)
- No. 117 and Adjoining Workshop, Main Street (Grade II)
- No. 150, Main Street (Grade II)
- Old Coach House and Adjoining Garden Wall and Greenhouse at Woodborough Hall (Grade II)
- Elm Cottage, nos. 7 and 9, Main Street (Grade II)
- Hall Farmhouse, no. 29, Main Street (Grade II)
- Nos. 152 and 156, Main Street (Grade II)
- Water Pump in East Courtyard at Manor Farm Buildings, Main Street (Grade II)
- Water Pump and Trough at no. 121, Main Street (Grade II)
- K6 Telephone Kiosk, Main Street (Grade II)
- Pigeoncote and Adjoining Stables at no. 121, Main Street (Grade II)
- The Pinfold, Main Street (Grade II)

Development Plan Policies Relating to Listed Buildings

- Greater Nottingham Aligned Core Strategy (adopted September 2014)

Policy 11: The Historic Environment

- Gedling Borough Local Planning Document (*Publication Draft May 2016*)

Policy LPD 26 - Heritage Assets

Policy LPD 27 - Listed Buildings

APPENDIX 2: KEY UNLISTED BUILDINGS WITHIN THE CONSERVATION AREA

Contribution of Unlisted Buildings

In addition to the statutory listed buildings in the Conservation Area, many of the unlisted buildings within the Conservation Area make an important contribution to its character or appearance, and these can include, for example: landmark buildings; buildings that provide evidence of the chronological development of the Conservation Area; buildings that reflect important architectural elements or materials, or other characteristics, buildings that reflect former uses; or buildings that hold significance to the local community.

Those unlisted buildings that make a particularly significant contribution to the Woodborough Conservation Area, and are included on the Council's local list (see also the Conservation Area plan), are:

- *Nos. 18-30 (evens only) Bank Hill* – a group of 19th century cottages with 20th century alterations. No. 24 is a small detached cottage set back from the others. Adjoining No. 18 is a Grade II listed former workshop with framework knitters' windows.
- *Old School, Lingwood Lane* – purpose designed school built in 1878, now converted to residential use. Much decorative brickwork and a plain tile roof. Some vertical sliding sash windows remain.
- *Old Vicarage and outbuildings, Lingwood Lane* – 18th/19th century house, accommodating the school in the 18th and 19th centuries, later becoming the vicarage. Both horizontal and vertical sash windows remain. The lowest, earlier, structure has dormer windows, whilst the later block has a turreted tower attached to it. Adjoining Victorian outbuildings have cast iron ventilators and tie bars.
- *Woodborough Manor, Main Street* – 19th century rendered L-shaped house, showing remains of an earlier lower house, with porch and six panel half glazed door in return angle. Iron finials on ground floor bay windows. The grounds are surrounded by a dwarf boundary wall with iron gates and railings.
- *The Old Post House, no. 101 Main Street* – 18th/19th century brick cottage with some original windows surviving.
- *Punch Bowl House, no. 111 Main Street* – 18th century former public house which appears as such in 19th century directories of the area.

- *Nos. 143-145 Main Street* – pair of cottages, rendered and altered during the 20th century. Some horizontal sliding sashes survive along with framework knitters' windows to No. 145.
- *No. 153 Main Street* – 19th century cottage with 20th century alterations. There is some diaper work to the street front. Single storey stables to rear.
- *No. 161 Main Street and adjacent barns* – brick farmhouse with tie bars, modern windows and evidence of a raised roof level. Adjacent barns have three A frames, two of which are dated 1785 and one dated 1841, which may have come from the milking parlour demolished in 1995. The main barn was converted to a dwelling around 1995-6 and the large feature windows were inserted in the previously bricked-up threshing door entrance.
- *Nos. 173, 175, 179, 181 & 185 Main Street* – group of brick cottages arranged in an L-shape. (No. 177 Main Street was excluded because of its late 20th century alterations.)
- *Bank Farm, Bank Hill* – Outbuildings and farmhouse surrounding crew yard.

Development Plan Policies Relating to Key Unlisted Listed Buildings

- Greater Nottingham Aligned Core Strategy (adopted September 2014)

Policy 11: The Historic Environment

- Gedling Borough Local Planning Document (*Publication Draft May 2016*)

Policy LPD 26 - Heritage Assets

Policy LPD 31 - Locally Important Heritage Assets

PART 2: MANAGEMENT PLAN

1.0 INTRODUCTION

1.1 The designation of a conservation area is not intended to prevent further development from taking place within the area. However, it is the purpose of the Woodborough Conservation Area Appraisal together with the Management Plan to inform and manage planning decisions so that new development can take place within the Conservation Area without harming its special character and appearance in accordance with the national and local planning policies.

1.2 The Character Appraisal, covered in the first part of this document, describes its special architectural and historic interest and the aim of the Management Plan is to set out broad planning guidance by which the objectives of preserving and enhancing the unique character and appearance of the Conservation Area can be pursued through the planning process. In particular, reconciling the key planning issues arising from the pressures for new development with the objectives of the Policy LPD 28: *Conservation Areas* of the Local Planning Document (*Publication Draft, May 2016*).

2.0 PLANNING APPLICATIONS FOR NEW DEVELOPMENT

2.1 Within the Conservation Area all proposals for new development are expected to either preserve or enhance its character and appearance. Therefore in order to properly assess the impact of new proposals, planning applications for development in the Conservation Area should be made in full and be accompanied by all of the necessary supporting information, such as a design and access statement, heritage impact assessment, tree survey report and landscaping proposals.

2.2 Outline planning applications for new development in the Conservation Area are not usually appropriate as they do not offer sufficient information to judge the potential impact of a proposal on the character and appearance of the Conservation Area. Where outline applications are submitted, the Council may request the submission of some or all of the reserved matters details as specified by Section 5 of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

2.3 Within the Conservation Area development proposals should be of an appropriate design and scale. The Conservation Area Appraisal has identified that as a result of its historical development the Area has a distinct grain or pattern of development that typically consists of single detached houses often built at 90° and sitting at the front of deep, narrow plots (see para. 6.8 of the Appraisal). This grain has given the Conservation Area great individuality, and it makes an important contribution to the character and significance of the Conservation Area. However it can be easily degraded and therefore future development proposals will be expected to protect and reflect this historic grain.

- 2.4 The emphasis for new proposals will be on high quality design and this can be influenced by the overall scale and form of the development, the materials of construction and architectural detailing, such as doors and windows (see section 12 of the Appraisal).
- 2.5 New developments should therefore be of a similar scale and plan form to the neighbouring properties and in Woodborough most properties are a maximum of two storeys and built with a narrow span with a predominantly linear plan form, as was largely influenced by the nature of the historic landholdings.
- 2.6 The use of high quality materials and detailing is also essential. The most common building materials in the village are brick with a pantile roofing tiles. As described in section 12 of the Appraisal the local brick has a distinctive red/orange appearance and a soft waterstruck face. New development should therefore look to specify bricks that reflect this prevailing colour and texture, and should be laid in a Flemish bond to reflect the common bonding pattern in the Conservation Area.
- 2.7 Roofs should normally be covered in pantiles, although in some cases plain clay tiles may be acceptable. However concrete roof tiles are out of place and visually intrusive and they should be avoided.
- 2.8 Dormer windows within roofs should be avoided as there is no precedent for them in the Conservation Area, and any rooflights should be 'conservation style' in design, materials and size and should be fitted flush with the plane of the roof.
- 2.9 New developments should also respect the traditional eaves details, which typically have a brick dentil course rather than soffits and fascia.
- 2.10 Windows and doors also make a very important contribution to the character and appearance of the Conservation Area, and there is a broad range of window and door types throughout the Conservation Area.
- 2.11 Original windows and doors should be retained and repaired in order to keep the integrity of the original design and to preserve the character and proportions of the host property, but overall the survival rate of original windows and doors has not been good and a substantial number of properties have fitted replacement upvc windows and doors which greatly detract from the appearance and character of the Area.

2.12 To maintain the character of the Conservation Area new developments should look to use timber casement windows, with flush fitting opening lights, which reflect the proportions of windows in the more historic buildings, with a regular arrangement of windows on the principal elevation, and timber panelled doors. The use of upvc nearly always leads to unsuitably detailed windows and doors and should generally be avoided in the Conservation Area.

3.0 HOUSEHOLDER EXTENSIONS

3.1 Householder extensions and alterations whether built under permitted development allowances or built with planning permission also have the capacity to damage the character and appearance of the Area. However permitted development allowances for properties in the Conservation Area are more restrictive and in many cases works to extend existing houses, such as side and rear extensions and roof alterations, will need planning permission. Cladding any part of the exterior of a dwelling will also need consent.

3.2 Therefore where such work needs consent, domestic extensions should remain subservient to the main building and not alter the form and composition of its main elevations, such as by changing or enlarging window openings or by moving doors. New extensions should always be built from materials that complement the host building in terms of quality, texture and colour as well as the method of construction.

4.0 SOLAR PANELS, SATELLITE DISHES AND ALARM BOXES

4.1 The installation of solar panels, satellite dishes and alarm boxes can have a detrimental impact on the appearance of a building and the wider area. Where possible they should be carefully located on side or rear elevations to minimise the impact on the character of the building, although planning permission is required to install solar panels and satellite dishes that face towards a highway.

5.0 DEMOLITION OF BUILDINGS WITHIN THE CONSERVATION AREA

5.1 There is an overall presumption in favour of retaining buildings and structures that make a positive contribution to the character and appearance of the Conservation Area. In addition planning permission is required to demolish most buildings and boundary walls within the Conservation Area and Schedule 17 of the Enterprise and Regulatory Reform Act, 2013 makes it clear that it is an offence to demolish an unlisted building in a conservation area without the benefit of planning permission.

5.2 Section 11 of the Conservation Area Appraisal has identified the importance of the more historic buildings to the character and appearance of the Conservation Area, these are buildings that generally originate from the 19th century and earlier. It is considered that given the survival rate and overall good condition of this building stock, no historic buildings in the village can be described as being vacant or in a derelict or deteriorating condition. Therefore any proposals to demolish any of the Area's historic buildings will need to be fully justified and demonstrate that the potential harm to the significance of the Conservation Area is offset by the public benefits of the proposals as required by paragraph 138 of the National Planning Policy Framework.

5.3 Where demolition is permissible, any replacement buildings will be required to enhance the character or appearance of the Area, and to avoid unsightly gaps in the Conservation Area, the Council will also seek assurances that all reasonable steps have been taken by the applicant to ensure that the new development proceeds following the demolition works, as advised by paragraph 136 of the National Planning Policy Framework.

6.0 HISTORICALLY SIGNIFICANT BOUNDARY WALLS

6.1 A prominent feature throughout the Conservation Area are the boundary walls that are built along the back edge of the pavement (see para. 12.6 of the Appraisal), and these are predominantly constructed of Bulwell stone, but also of brick. Planning permission is required for the demolition of boundary walls within the Conservation Area and the Council will resist proposals to remove any walls that make a significant contribution to the character and appearance of the Conservation Area.

6.2 In new development proposals, where alterations to any existing boundary walls are shown to be necessary, such as to form a new vehicular access, the Council will expect that the works will be limited to the minimum necessary and that any new openings are defined by gate piers.

7.0 PROTECTION OF IMPORTANT VIEWS

7.1 Development proposals should also consider the topography of the Conservation Area as described in the Appraisal (see sections 3 and 5) and the key views through the Area.

7.2 Section 9 of the Conservation Area Appraisal has identified a number of key local views (see also the Conservation Area plan), particularly of the Church tower along Main Street across Taylor's Croft, towards Stanley Wood from Park Avenue and from Shelt Hill over the Nag's Head car park, and also the numerous opportunities where glimpsed views of the surrounding countryside can be obtained between the existing buildings, which are also extremely important for connecting the village

with its wider rural setting. New development proposals will therefore be expected to identify and retain these key views through or out of the Conservation Area.

8.0 HISTORICALLY SIGNIFICANT OPEN SPACES

8.1 Sections 8 and 11 of the Conservation Area Appraisal have identified the importance the key open spaces within the Conservation Area to its overall character and appearance.

8.2 In particular Taylor's Croft, the former parkland associated with Woodborough Hall and the agricultural landscape to the south of Main Street, between Bank Hill and Lingwood Lane, have been identified as being historically important open spaces within the Conservation Area. These areas of undeveloped open land make an important contribution to the Area's overall character and appearance and also to the setting of its key historic buildings. Any new development proposals that would result in the loss of these important green spaces will be resisted.

9.0 PROTECTION OF TREES

9.1 Section 13 of the Conservation Area Appraisal has shown that tree stock in the Conservation Area is also exceptional in quality and these trees make an important contribution to the Area's character and appearance, but they also require proper management over time. Many of the trees in the Conservation Area are included within the extensive Tree Preservation Order (TPO) that covers Woodborough and its surroundings, but any trees omitted from the TPO are automatically protected by their inclusion within the Conservation area. Consequently notice must be given to the local planning authority before any works are carried out to any trees in the Conservation Area.

9.2 Furthermore the potential impact of a development proposal on any trees in the Conservation Area is also a material consideration in the consideration of that proposal.

9.3 To maintain the present degree of tree coverage within the village, unnecessary works to trees within the Conservation Area will generally be resisted. New buildings will not be permitted in close proximity to important trees, and to understand and minimise the impact of any new buildings on established trees the Council will require developers to follow the guidelines set out in the latest British Standards (BS5837:2012 *Trees in relation to design, demolition and construction*), particularly in respect of such matters as the proximity of new structures to trees, the implementation of tree protection plans and the submission of arboricultural impact assessments by suitably qualified arboricultural consultants.

9.4 In addition any demolition proposals will also need to provide for the protection of any important trees in accordance with the British Standards guidelines.

10.0 SETTING OF LISTED BUILDINGS

10.1 Appendix 1 of the Conservation Area Appraisal identifies the listed buildings within the Conservation Area. These buildings make a significant contribution to the character and appearance of the Area and listed building consent is required for any works of demolition, extension or alteration to a listed building that would affect its character as a building of special architectural or historic interest.

10.2 However the National Planning Policy Framework also recognises that the significance of a listed building can also be harmed by development within its setting (paragraph 132). Consequently any development proposals within the vicinity of any of the Area's listed buildings will need to demonstrate that their setting is not compromised by the proposed development, as required by Policy 11: The Historic Environment of the Greater Nottingham Aligned Core Strategy and Policy LPD26: *Heritage Assets* of the emerging Local Planning Document (May 2016).

11.0 KEY UNLISTED BUILDINGS WITHIN THE CONSERVATION AREA

11.1 Appendix 2 of the Conservation Area Appraisal identifies a number of key unlisted buildings within the Conservation Area. These buildings also make an important contribution to the character and appearance of the Area and the retention of these buildings and their setting will be encouraged. Consequently the impact of any new development on these key unlisted buildings will be taken into account in the assessment of the planning application as required by Policy 11: The Historic Environment of the Greater Nottingham Aligned Core Strategy and Policies LPD26: *Heritage Assets* & LPD31: *Locally Important Heritage Assets* of the emerging Local Planning Document (May 2016).

12.0 ARCHAEOLOGY

12.1 Policy LPD30: *Archaeology* of the emerging Local Planning Document (May 2016) recognises that in areas of high archaeological potential or an area which is likely to contain archaeological remains, new development proposals should take appropriate measures to either protect remains by preservation in situ, or where this is not justifiable or practical, applicants should provide for excavation, recording and archiving of the remains.

12.2 Section 7 of the Conservation Area Appraisal has indicated that there is likely to be a good potential for below ground archaeology within the Conservation Area. Consequently development proposals within the Conservation Area requiring excavation works should be preceded by a considered archaeological assessment and investigation in order to identify the potential of the site and prepare a suitable archaeological strategy.

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Report to Cabinet

Subject: Forward Plan

Date: 6 April 2017

Author: Service Manager, Democratic Services

Wards Affected

Borough-wide.

Purpose

To present the Executive's draft Forward Plan for the next four month period.

Key Decision

This is not a Key Decision.

Background

- 1 The Council is required by law to give to give notice of key decisions that are scheduled to be taken by the Executive.

A key decision is one which is financially significant, in terms of spending or savings, for the service or function concerned (more than £500,000), or which will have a significant impact on communities, in two or more wards in the Borough.

In the interests of effective coordination and public transparency, the plan includes any item that is likely to require an Executive decision of the Council, Cabinet or Cabinet Member (whether a key decision or not). The Forward Plan covers the following 4 months and must be updated on a rolling monthly basis. All items have been discussed and approved by the Senior Leadership Team.

Proposal

- 2 The Forward Plan is ultimately the responsibility of the Leader and Cabinet as it contains Executive business due for decision. The Plan is therefore presented at this meeting to give Cabinet the opportunity to discuss, amend or delete any item that is listed.

Alternative Options

- 3.1 Cabinet could decide not agree with any of the items are suggested for inclusion in the plan. This would then be referred back to the Senior Leadership Team.
- 3.2 Cabinet could decide to move the date for consideration of any item.

Financial Implications

- 4 There are no financial implications directly arising from this report.

Appendices

- 5 Appendix 1 – Forward Plan

Background Papers

- 6 None identified.

Recommendation(s)

It is recommended THAT Cabinet note the contents of the draft Forward Plan making comments where appropriate.

Reasons for Recommendations

- 7 To promote the items that are due for decision by Gedling Borough Council's Executive over the following four month period.

Issue	Key Decision or Council Decision?	Who will decide and date of decision	Documents to be considered (only applicable to executive Key decisions)	Who will be consulted?	From whom can further information be obtained and representations made?
Community Asset Transfer of Arnold Hill Community Centre to Eagle's Nest Church	Not Key	Cabinet 11 May 2017	Community Asset Transfer Policy Community Asset Transfer of Arnold Hill Community Centre to Eagle's Nest Church	A 6 week public consultation following the community asset transfer submission by Eagle's Nest Church. Consultation meetings with Arnold Hill Community Centre user groups.	Lance Juby, Service Manager Community Relations lance.juby@gedling.gov.uk
Woodborough Conservation Area Appraisal	Not Key	Cabinet 11 May 2017	Woodborough Conservation Area Appraisal		Graeme Foster, Principal Planning Officer Graeme.Foster@gedling.gov.uk

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