

Agenda

Cabinet

Date: **Thursday 4 November 2021**

Time: **2.00 pm**

Place: **Council Chamber**

For any further information please contact:

Alec Dubberley

Democratic Services Manager

0115 901 3906

Cabinet

Membership

Chair Councillor John Clarke

Vice-Chair Councillor Michael Payne

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

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AGENDA

Page

- 1 **Apologies for Absence.**
- 2 **To approve, as a correct record, the minutes of the meeting held on 7 October 2021** 5 - 7
- 3 **Declaration of Interests.**
- 4 **Annual Health and Safety Report** 9 - 31
Report of the Health, Safety and Emergency Planning Officer.
- 5 **Economic Growth Framework** 33 - 64
Report of the Economic Growth Manager.
- 6 **Linby Conservation Area Character Appraisal** 65 - 155
Report of the Planning Policy Manager.
- 7 **Prudential Code Indicator Monitoring 2021/22 and Quarterly Treasury Activity Report for Quarter 2** 157 - 175
Report of the Head of Finance and ICT.
- 8 **Budget Monitoring (Q2) and Virement Report** 177 - 202
Report of the Senior Leadership Team.
- 9 **Gedling Plan Quarter 2 Performance Report** 203 - 226
Report of the Senior Leadership Team.
- 10 **Forward Plan** 227 - 233
Report of the Democratic Services Manager.
- 11 **Any other items the Chair considers urgent.**

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MINUTES CABINET

Thursday 7 October 2021

Councillor John Clarke (Chair)

Present: Councillor Michael Payne Councillor Jenny Hollingsworth
Councillor Peter Barnes Councillor Viv McCrossen
Councillor David Ellis Councillor Henry Wheeler
Councillor Gary Gregory

Officers in Attendance: M Hill, A Ball, A Dubberley and B Hopewell

39 APOLOGIES FOR ABSENCE.

None.

40 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 16 SEPTEMBER 2021

RESOLVED:

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

41 DECLARATION OF INTERESTS.

None.

42 EQUALITY AND DIVERSITY POLICY AND ACTION PLAN

The Director of Corporate Resources introduced a report, which had been circulated in advance of the meeting, following the public consultation on the draft Equality and Diversity Policy and Equality Framework and Action Plan, seeking approval for their adoption.

Members asked that staff involved in the creation of the policy were thanked for their hard work in bringing it together. The Chief Executive added that an update on how the policy is working would be brought back to Cabinet in due course.

RESOLVED to:

- 1) Note the responses to the public consultation on the Equality and Diversity Policy and Equality Framework and Action Plan; and

- 2) Approve the adoption of the Equality and Diversity Policy and Equality Framework and Action Plan (at Appendix 2 and 3 respectively), as detailed in the report.

43 FINANCIAL MANAGEMENT CODE

The Director of Corporate Resources introduced a report, which had been circulated in advance of the meeting, which presented the Financial Management Code that had been recommended for adoption by the Audit Committee.

Members paid tribute to the hard working staff in the finance department and asked that a letter of thanks is sent to them.

RESOLVED to:

Approve the initial assessment, set out in Appendix 2 to the report, of the Council's assessed level of compliance with the standards in the Code and the resulting actions required.

44 REVIEW OF COMPLAINTS RECEIVED BY THE COUNCIL AND ANNUAL REVIEW LETTER – LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN

The Chief Executive introduced a report, which had been circulated in advance of the meeting, presenting details of complaints and compliments received in the 2020/21 year and seeking approval of amendments to the various policies as detailed in the report.

Again Members commented that they were appreciative of the hard work done by staff that deal with complaints and asked for their thanks to be passed on. It was also particularly pleasing to note the number of compliments received about the Leisure Service.

RESOLVED to:

- 1) Note the details of the Annual Review letter from the Local Government and Social Care Ombudsman and the information in relation to the number of complaints dealt with by the Council through the internal complaints procedure in 2020/21;
- 2) Approve the amendments to the Council's Complaints, Compliments and Comments Policy as shown at Appendix 2 to the report; and
- 3) Approve the amendments to the Council's Unreasonably Persistent Complainants Policy as shown at Appendix 4 to the report.

45 FORWARD PLAN

Consideration was given to a report of the Democratic Services Manager, which had been circulated prior to the meeting, detailing the Executive's draft Forward Plan for the next four month period.

RESOLVED:

To note the report.

46

ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 2.35 pm

Signed by Chair:

Date:

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Report to Cabinet

Subject: Corporate Health and Safety Annual Report 2020/21

Date: 2 November 2021

Author: Health, Safety and Emergency Planning Officer

Wards Affected

Borough wide

Purpose

To present the Corporate Health and Safety Annual report 2020/21 to Cabinet.

Key Decision

This is not a key decision.

Recommendations

THAT:

- 1) The Corporate Health and Safety Annual Report 2020/21 be noted.

1 Background

- 1.1 The Health and Safety at Work etc. Act 1974 imposes a number of obligations on employers, employees and others in regards health, safety and welfare in connection with work activities. In relation to the Council's role as an employer, these are executive functions that fall within the remit of Cabinet. These statutory duties are separate from the Council's role as an enforcement body, which ensures that other employers within the borough comply with their obligation under the Act and other applicable Health and Safety (H&S) legislation. It is important to note that the Health, Safety and Emergency Planning Officer (HSEPO) is not responsible for enforcement of these activities of other employers within the borough where the Council is the responsible enforcement body. Those functions

are a non-executive functions falling within the remit of the Environment and Licensing Committee and the Public Protection service area.

- 1.2 Reporting annually on H&S performance is considered good practice by the Health and Safety Executive, the Institute of Directors and the Royal Society for the Prevention of Accidents (RoSPA). The Management of Health and Safety at Work regulations 1999 also requires all employers to periodically review their H&S management system.
- 1.3 Cabinet are asked to receive this annual H&S report to inform them of health and safety performance covering the period April 2020 – March 2021.
- 1.4 The Council manages a wide portfolio of services for a Borough of more than 117,900 people. Some of these services involve a potential significant risk of harm to our staff and others that our work activities could affect. To this end, to prevent injury and ill health, the Council's objective is to have a positive health and safety culture, a robust H&S management system and be committed to the principles of sensible risk management and compliance with our legal obligations.
- 1.5 To achieve this the Council has implemented a H&S management system that involves all staff, our partners, others and wider Council work activities. We retain a specialist Chartered Safety and Health Practitioner to maintain this system and train managers and staff to understand and control the risks that arise from our service to the community.
- 1.6 The HSEPO service and H&S Annual Report supports the Council's priorities and assists service areas in achieving the Council's overall vision of Serving People Improving Lives.

The HSEPO service supports the following Gedling Plan objectives:

- High Performing Council: To be a high performing, efficient and effective Council, to maintain a positive and supportive working environment and strong employee morale and improve use of digital technologies
 - Healthy Lifestyles: To promote the health and well-being of our residents, to improve health and wellbeing and reduce health inequalities.
- 1.7 The Annual report covers summarised findings of the impacts of the Coronavirus emergency and other factors that have all had a knock-on-effect to the HSEPO work programme and delivery of planned objectives. The report also covers HSEPO support of the Council's Risk Management Strategy and operational risk management.

- 1.8 In 2020/21, a significant proportion of the HSEPO's time was taken up handling the Council's response activity to the Covid-19 pandemic. This involved joint collaborative response and recovery work across the Council and with wider partners. This involved working with officers and Senior Leadership Team within the Council both directly and through the Council's Incident Management Team established to respond to the pandemic, as well as working with districts and the County Council through the Local Resilience Forum and other coordinating groups. The Council's response required additional emergency planning input from officers across the Council. Officers across all areas worked together to provide an outstanding response managing staffing and furlough, test centre mobilisation, humanitarian response, homeworking, remote meetings as well as responding at pace to changes in regulation, closure and reopening of services and in some areas maintaining services, such as waste collection under the most challenging of circumstances. The response required complete overhaul of risk assessments to mitigate the risk of infection from Covid-19, as well as a risk management around the changing ways of working with home working risk assessments required for a large proportion of staff. The HSEPO was instrumental in monitoring and assessing risk areas throughout the pandemic and supporting the ongoing delivery of the Council's functions throughout 2020/21.
- 1.9 Given the impact of the pandemic on health and safety resource, the year involved a significant re-prioritisation in work for the HSEPO. The pandemic also affected the number of accident and incidents (adverse events) reported through the Council's AssessNET system with a significant reduction in 2020/21 from 231 in 2019/20 to just 137 in 2020/21 this is attributed to the closure of the Council's leisure facilities for period through 2020/21. Staff work related injuries and ill health related cases did not see a decrease in 2020/21 and in fact increased from 45-61. These statistics however included injury associated with the pandemic, and those Covid-19 related incidents. In fact all but one illness and disease report related to Covid-19. Hazard reporting and property damage reporting also saw a reduction in 2020/21.
- 1.10 Whilst routine health and Safety training, usually delivered by the HSEPO was reduced through the pandemic, bespoke essential training provided by external organisations was undertaken in quarter 3 and 4 including fire safety, water safety and vehicle fire safety courses. In addition, throughout the pandemic regular safety briefings and guidance were issues to staff by the HSEPO. Additional training has already been put in place for 2021/22 to address risk areas with the provision of an eLearning package to be utilised for some essential training needs.
- 1.11 Occupational health management continued throughout 2020/21 with a change in external supplier. Some support was provided to the HSEPO temporarily to deal with the supplier change and support the organisation

with any necessary surgeries. The Covid-19 pandemic did affect the ability of certain occupational health sessions to be run but these have now been resolved.

- 1.12 The annual audit and inspection programme of the HSEPO was impacted by the Covid-19 pandemic, however individual risks to services were identified and addressed. In respect of business continuity, all services reviewed and updated business continuity plans in 2020/21 and the Council now has a robust business continuity plan which will be kept under regular review.
- 1.13 Risk management has remained a priority for the HSEPO throughout 2020/21 with a separate risk register created to capture Covid-19 risks. Effective utilisation of the risk management processes has enabled the HSEPO to prioritise work throughout 2020/21 and ensure that any significant risks are addressed. The workplan for 2021/22 whilst still linked to Covid-19 also addresses any risks which may have emerged due to the re-focus of resource in 2020/21 and involves an increase in audit and inspections as well as the delivery of training through eLearning and review of policies to ensure they remain up to date.
- 1.14 2020/21 was a challenging year for all with health and safety being at a higher profile across the organisation than ever before. Officers across the Council worked together to address risk and protect staff and customers throughout the year.

2 Proposal

- 2.1 It is proposed that the Corporate Health and Safety Annual Report 2020/21 at Appendix 1 be noted.

3 Alternative Options

- 3.1 Not to present an annual Health and Safety report, in which case Executive members will not be updated on H&S activity across the Council and understand whether the Council's commitment to the management of H&S risks are being managed effectively.

4 Financial Implications

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

5 Legal Implications

- 5.1 The Council must comply with a number of statutory obligations in the Health and Safety at Work etc. Act 1974 and other H&S legislation, Health and Safety Executive Guidance, Approved Codes of Practice and other

industry best practice.

6 Equalities Implications

- 6.1 There are no equalities implications directly arising from this report. Equality implications and any reasonable adjustments which may be required for staff and customers who fall within a protected characteristic category are considered as part of risk assessment, audit and policy review for specific functions of the Council and staff roles.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 There are no carbon reduction/environmental sustainability implications directly arising from this report.

8 Appendices

- 8.1 Appendix 1. Corporate Health and Safety Annual Report 2020/21

9 Background Papers

- 9.1 None identified.

10 Reasons for Recommendations

- 10.1 To ensure the Executive is updated in respect of Health and Safety activity across the Council in order to provide assurance of the Council's commitment to the management of health and safety and associated risks are being managed effectively.

Statutory Officer approval

Approved by the Chief Financial Officer

Date: 22 October 2021

Approved by the Monitoring Officer

Date: 26 October 2021

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CORPORATE ANNUAL HEALTH AND SAFETY REPORT 2020/21

1. Purpose of this report

1.1 This report provides a summary of health and Safety activity of the Council for the period of 1 April 2020 to 31 March 2021 in order to provide assurance of the Council's commitment to the management of health and safety risks and the Council's H&S management system. The report also provides an update on the following:

- The Council's compliance with legislative and regulatory requirements;
- H&S corporate management system summary;
- Accidents and incidents reported;
- Training delivered;
- Occupational health provision;
- Inspections and audits;
- Joint consultation;
- Partnerships;
- Key achievements for the period 1 April 2020 to 31 March 2021;
- Planned activity during 2021/22;
- Risk;
- Conclusions.

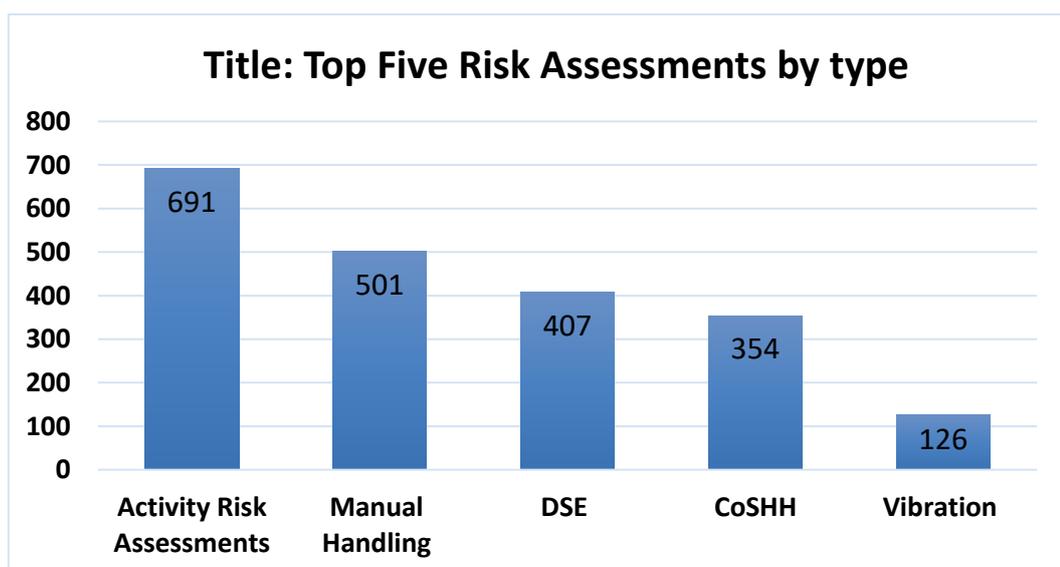
2. Background and Corporate Management

2.1 The health, safety and wellbeing (HSW) arrangements within the Council is of paramount importance. The Health, Safety and Emergency Planning Officer was a single officer service within the Council, who endeavours to continually monitor HSW performance within the authority in order that improvements can be identified and action taken to ensure legal compliance, financial efficiencies and, most importantly, to safeguard the safety and health of staff, customers, volunteers our contractors and others.

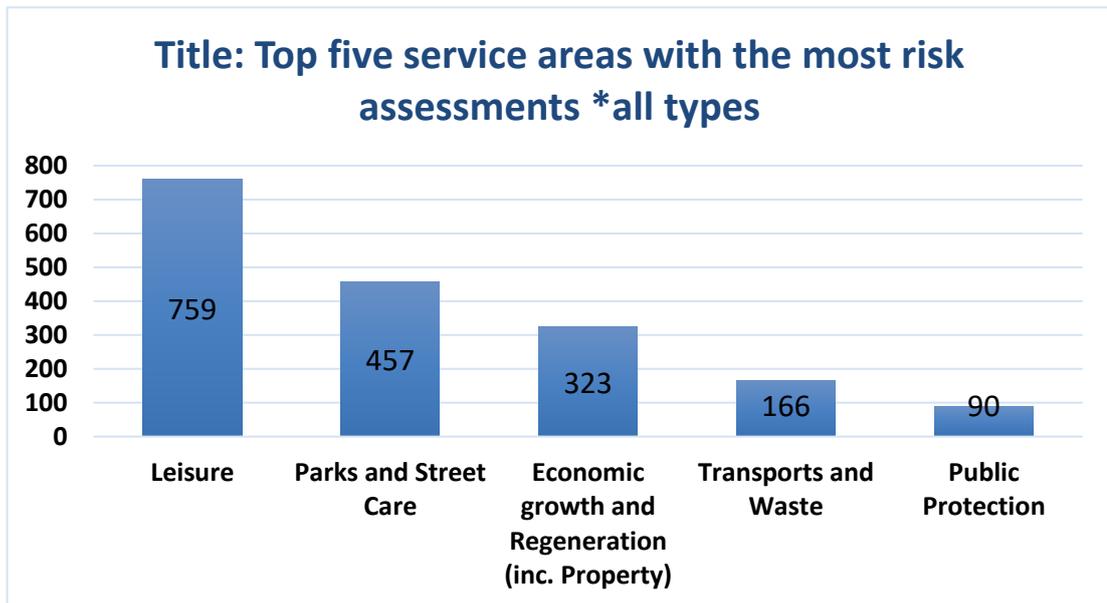
2.2 The Health, Safety and Emergency Planning Officer (HSEPO) completed work tasks using two comprehensive H&S and Emergency planning / Business Continuity work plans during 2020/21. A work plan is a workplace strategy aimed at helping to solve problems, boost drive and focus and is commonly implemented for a period of twelve months.

2.3 The HSEPO received temporary administration support to address the risk area of occupational health duties at the end of Quarter 2. The support lasted for 4 months, a couple of days a week from a personal assistance to the Senior Leadership Team (SLT).

- 2.4 The coronavirus pandemic required significant resource and maintained this high level of demand throughout the year. Unfortunately, due to the nature of the emergency, the pandemic required both 100% from the H&S part of the role as well as the emergency planning officer role simultaneously. This was the most challenging prolonged impact the HSEPO had ever experienced. Clearly, one officer could not resource both roles. Therefore, several proactive work areas were put on hold to focus on supporting the Council's response and recovery.
- 2.5 AssessNET is the Council's main H&S software. The risk assessment module on AssessNET is the location for activity risk assessments to be generated, stored and accessed. AssessNET remains the main single information depository through the AssessNET portal accessed through the Council's intranet page. AssessNET (activity Risk Assessments) saw a rise of 16% in activity assessments being generated in response to the Covid-19 emergency during the year 2020.
- 2.6 As a result of the **second** annual risk assessment return, the Council now has a better understanding of the risk assessment profile. At the end of data collection exercise a new total of **2346** risk assessments were recorded, at year end. The 2020/21 return reflected a 100 risk assessment increase (or 4% increase) compared to the 2019/20 overall return. Bar chart 1 below shows the five largest assessments by type at the Council. They are Activity Risk Assessments. Secondly, Manual handling, third Display Screen Equipment (DSE) assessments (DSE assessments consist of two types of assessments self-assessment and home worker assessments). The fourth highest assessment total was the Control of Substances Hazardous to Health (CoSHH) assessments and the fifth category was Vibration assessments.
- 2.7 Bar Chart 1. The top five risk assessments by type for the whole Council.



2.8 Bar Chart 2. The top five service areas with the most risk assessments for all types of assessments.



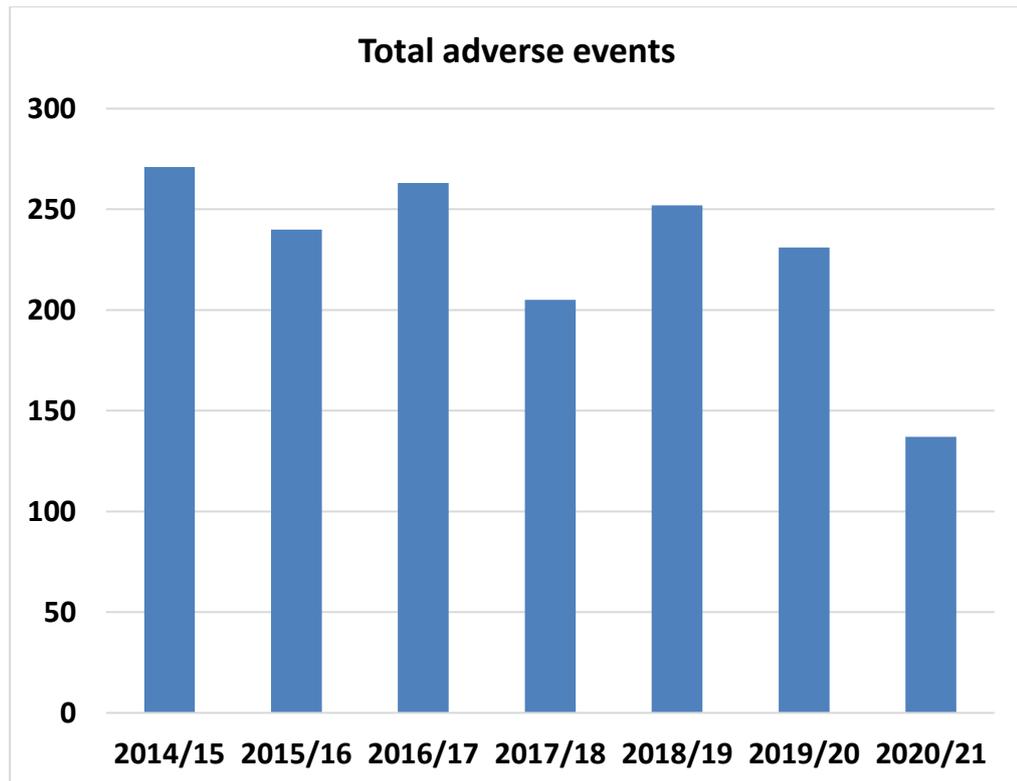
2.9 Due to restructures in 2020/21, there has been a change in departments that are in the top five service areas. Leisure and Parks and Street Care remain the top two. When both Leisure Services and Parks and Street Care risk assessments are combined together they total 1216 or 54% of Council H&S risk assessments. The five service areas listed combined together totals 1795, or 80% of Council H&S risk assessment profile. The remaining 20% of risk assessments amounts to all other remaining service areas not listed, or 451 assessments. In comparison to last year's return, it follows a similar pattern with the exception of Public Protection now replacing Customer services. Transport are likely to have been the realistic third position, but this year Economic and Regeneration is an amalgamation of four departments. (Property services, estates, welfare support and economic growth). The changes are more a result of Council restructures rather than increasing risk position of Public Protection or say a reducing picture in Customer services.

2.10 The HSEPO maintains and updates corporate H&S polices and guidance. The corporate policies and guidance documents are used by management and wider workforce to aid them in meeting Council and individual H&S responsibilities. It must be noted this work area was significantly affected by the coronavirus pandemic in terms of business as usual policy review work.

3. Accidents and Incidents Reported

3.1 AssessNET is the Council's main H&S software for recording accidents and incidents. The software enables an improved and immediate identification of any loss, liability or damage that may lead to a claim against the Council, together with any information or explanation required.

- 3.2 The HSEPO continued to collate, prepare and submit accident statistics and other safety reports for management to measure safety performance.
- 3.3 Information on accidents, incidents and ill health can aid the review of risk assessments, helping to develop solutions to potential risks. These records can also help to prevent future injuries and ill health and develop better training materials and mitigate costs from accidental loss.
- 3.4 Bar chart 3. Total number of Accident and Incident (All Adverse Events) for the last 7 financial years. From 2014/15 to 2020/21.



- 3.5 Leading up to 2019/20 the level of reporting for all types of adverse events was fairly consistent. There was a significant dip in 2020/21, due to the pandemic lockdowns, various tier restrictions, business closures including leisure centres, community centres and other venues. All accumulated in a lower level of adverse events. Of note, Leisure services saw a dip in total reports. Leisure services in normal operations will report the highest number of incidents in comparison to any other department. This is due to the nature of the activities and services they provide with the majority of incidents being sports or activity participation related. In terms of total numbers by year. They were as follows: 2014/15; 2015/16; 2016/17; 2017/18; 2018/19, 2019/20 and 2020/21 saw 271; 240; 263; 205; 252, 231 and this last year 137 adverse events reported respectively.

3.6 Bar chart 4. Employee Accidents and incidents (eight year totals)



3.7 Employee injury reports have an eight year mean of 47 accidents and incidents each year. In 2020/21 there was 61 employee accidents and incidents which resulted in an injury. There was 12 coronavirus related injuries, or 20% of the total injuries for 2020/21. With coronavirus related injured omitted the total for 2020/21 would have been 49. This represents a very marginal increase on the eight year average.

3.8 Accident Incidence Rate (AIR)

The H&S profession uses a Accident Incidence Rate Formula. Number of work-related injuries x 1,000, divided by the Average number of employees.

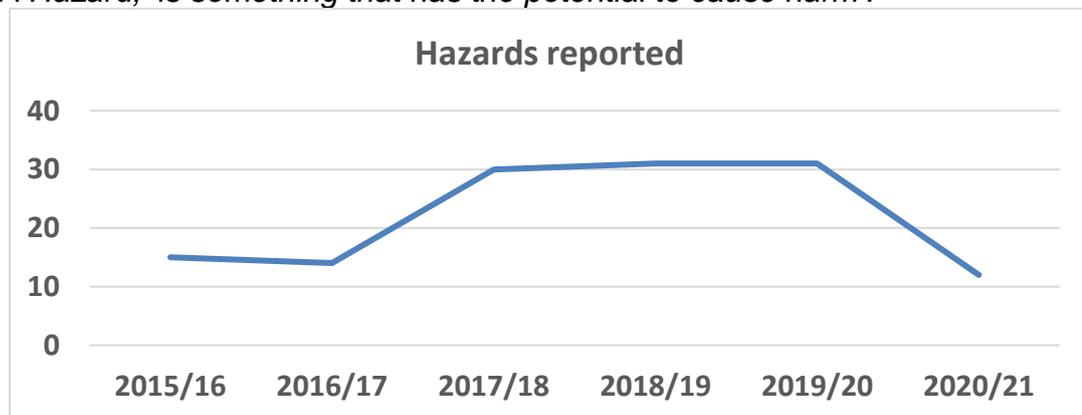
Financial Year	Total Number of employee accidents	multiplier	Average number employees	AIR
2020/21 (excluding Covid-19 injuries)	49	X 1000	480	102
2020/21	61		480	127
2019/20	45		512	88
2018/19	46		560	82
2017/18	31		610	51
2016/17	31		630	49

3.9 Employee injuries have shown a fluctuating level reporting historically. The HSEPO started in post in January 2014, a suite of accident and incident investigation training has been delivered year-on-year, with the exception of 2020/21. This may explain a degree of the decrease in the first few years

afterwards. Reporting became easier for employees and managers in January 2018 when AssessNET went live. This may explain the slight rises in 2018/19 and 2019/21, the exception of 2020/21 saw a large increase in coronavirus work related absences. All except one illness and disease report were attributed to covid-19, with one other relating to Carpal Tunnel Syndrome reportable disease to the HSE in 2020/21. Even with the coronavirus injured omitted the AIR stands at 102 for 2020/21.

- 3.10 Whilst the workforce has on average decreased in size, the AIR has seen a gradual increase. HSEPO believes 2020/21 can be in part accounted for by the increased level of employee accidents associated with the pandemic. Many factors are attributed to increasing AIR figures. This risk has been highlighted to management and future work to address this increasing trend will be advised. For example. The HSEPO recommends that as part of service planning H&S should be prioritised and placed at the heart of planning processes and staff appraisals. This has proven results, as the standards in Community Relations past audit reports previously identified.
- 3.11 A healthy reporting culture has high levels of hazard and near miss reporting. These are the adverse events that the Council wants to be identified to help prevent someone getting hurt or property being damaged. It is believed that the increase in reporting is not a reflection of a worsening position, more a better reflection of reporting events that were possibly not reported historically via the previous paper based system.
- 3.12 Line chart 2. Shows the number of Hazard reports reported between 2015/16 to 2020/21.

A Hazard, 'is something that has the potential to cause harm'.



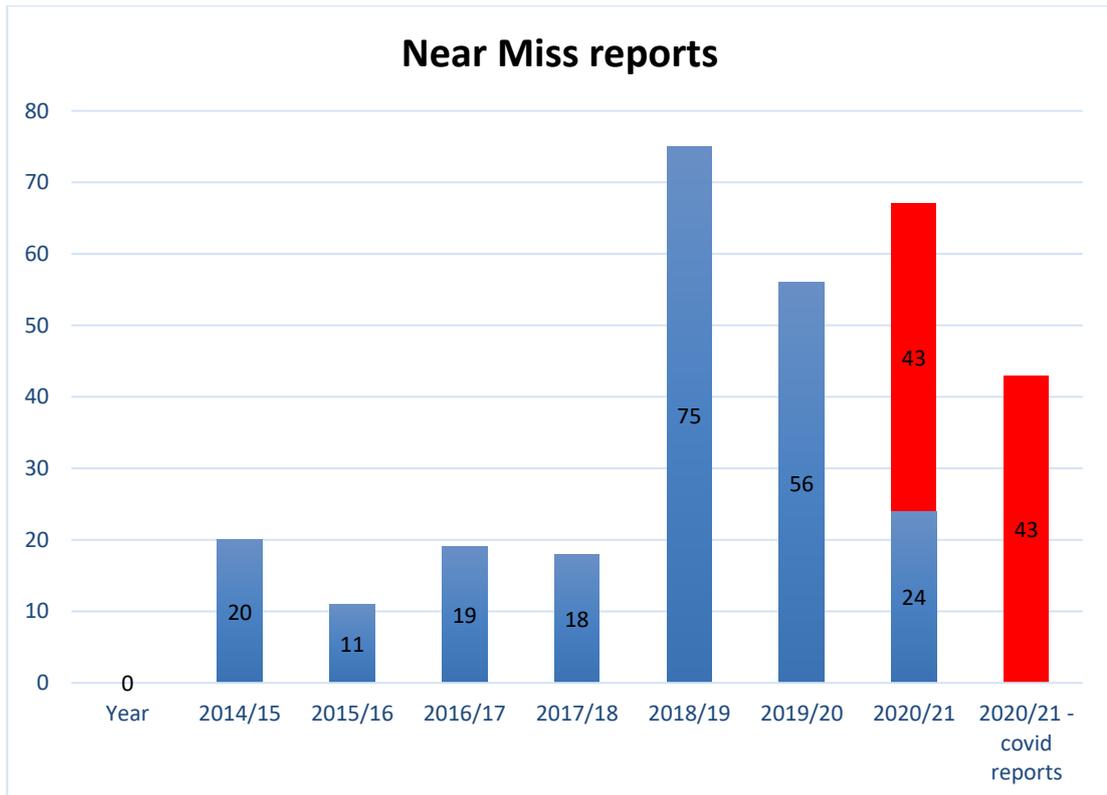
- 3.13 The year-on-year totals are as follows: 2015/16, 2016/17, 2017/18; 2018/19, 2019/20 and 2020/21 were 15, 14, 30, 31, 31 and 12 respectively. A high level of hazard reports can be viewed as reflecting a healthy improving reporting culture.
- 3.14 The number of hazards reported initially doubled when AssessNET was first introduced (January 2018). The last two years leading up to 2020/21 saw marginal increases in the levels of reporting. The hazards reported dropped to 12 for the last financial year. This is understood to be the 'covid affect' which saw the buildings, and other facilities largely closed during the lockdown and

Government restrictions encouraging home working. This effectively meant there was less officers in our buildings and premises to spot hazards. It is a reasonable expectation that hazard reporting should return to pre-covid reporting levels once the pandemic is over.

3.15 Bar chart 5. Total Near Miss reports for the last seven years

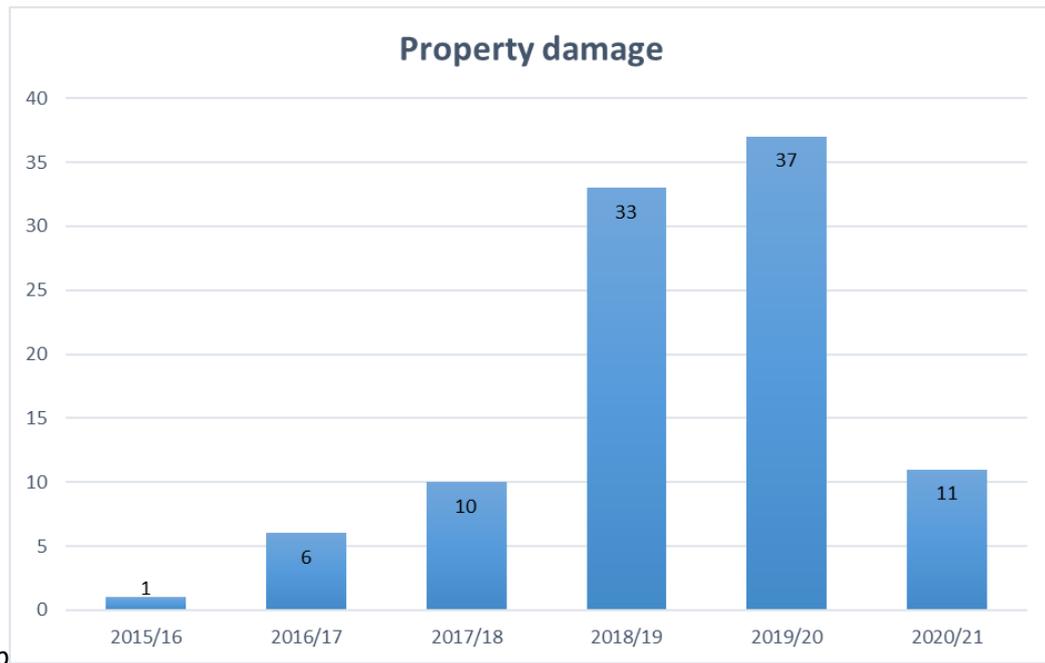
Definition of a Near Miss. A **Near miss** is an event that, while not causing harm, has/had the potential to cause injury or ill health

There was 67 Near Miss reports reported in 2020/21. See bar chart below.



3.16 A large proportion of near misses were associated with coronavirus illness/disease reports linked to potential covid-19 exposures. You will see in 2020/21 – covid reports amounted to 43 of the total 67 near miss reports in 2020/21 (or 64% of the total reports). Near miss reports were due to various reasons, including misunderstandings between customers disagreeing with or not following Council rules, non-compliance issues with Government coronavirus guidance and examples of enforcement action. Others related to verbal abuse and other violence incidents that occurred but those that did not result in an injury, these varied from members of public abusing staff due to missed bins, leisure activities and other property related near miss reports.

3.17 Bar chart 6. Property Damage reports for the last six financial years



3.18 There was 11 Property Damage reports reported in 2020/21.

3.19 It is believed that the level of property damage reports in recent years is not a reflection of a worsening position or that Council is seeing more damage to property or property being damaged by Council activities, nor that we have a more accident prone workforce. Between 2015/16 to 2020/21 the cumulative year totals for property damage reports were 1, 6, 10, 34, 37 and 11 respectively. The statistics are seen as an improving level of reporting by officers that is similar to the increase in hazards reported. It is therefore considered to be a better reflection of reality in comparison to under reporting in past years. Like with hazards reporting, the 'covid affect' has also been a factor with property damage reporting levels in 2020/21.

3.20 In summary, the property damage reports included:

- 1 Accidental damage / loss incident;
- 1 - Theft and Attempted theft incident;
- 9 - Vandalism / Malicious Damage incidents.

4. Training Delivered

4.1 The HSEPO delivered a reduced programme of training in 2020/21. This was due to training resource being diverted to the coronavirus pandemic emergency. In terms of H&S competence of officers, to ensure the Council has competent staff to identify and manage risk, it is important that competence is evidenced at all levels throughout the Council through training records. This is in part achieved through the provision of HSEPO delivered and commissioned H&S training. As new ways of delivering internal courses emerge it will be even more important that managers and supervisors attend training and ensure their teams complete training. For example. Completing modules on the forthcoming

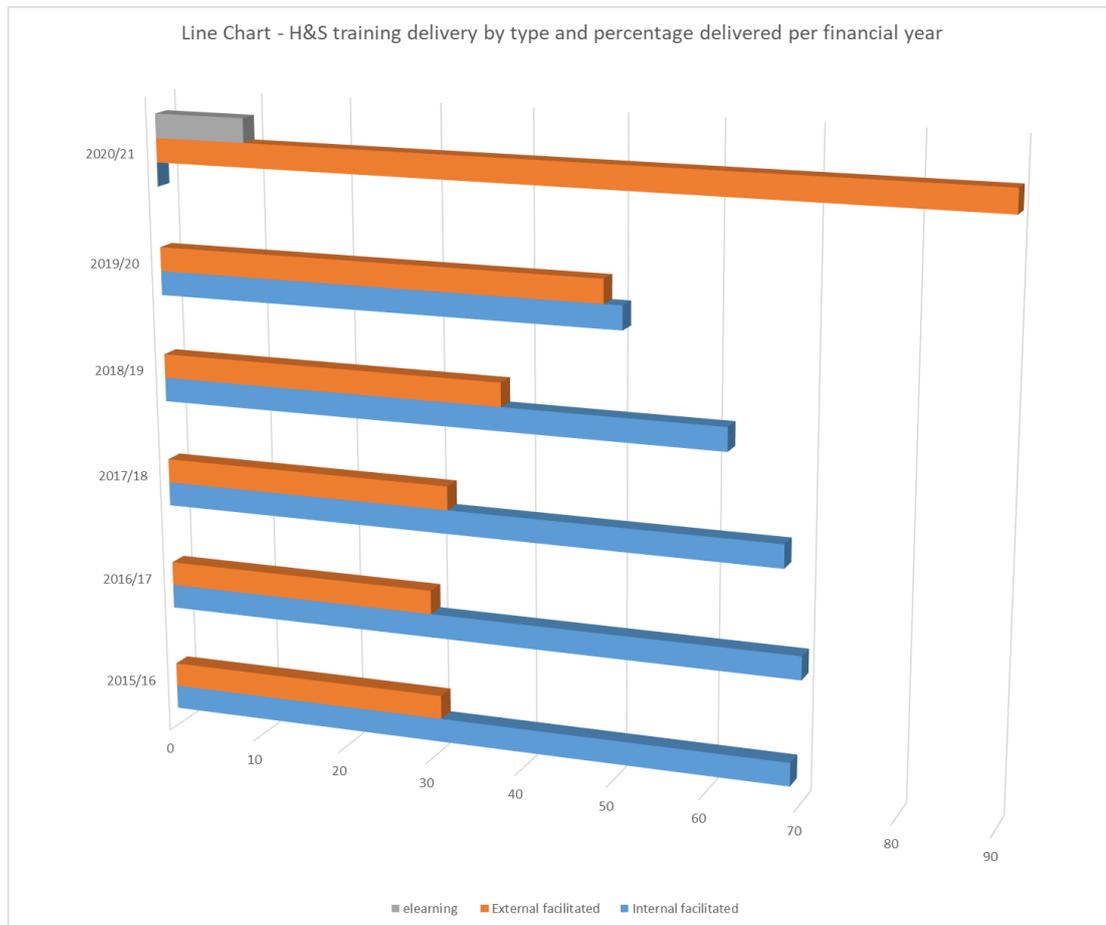
online eLearning platform. Training will refresh skills and knowledge, this will be particularly important for officers taking on new duties as a result of restructures.

- 4.2 External commissioned training was delivered from quarter 3 onwards, the sessions were completed in a bespoke manner. The providers were accredited and qualified to deliver specialist courses.
- 4.3 Both the manager's and employee duties to attend training is clearly outlined within the Council's H&S Policy. The Policy stipulates management duties to provide sufficient information, instruction, training and supervision, to this end to enable all employees to avoid accidents and hazards at work. The Policy clearly outlines that all employees have to attend all health and safety training sessions arranged on their behalf. It is generally understood in the workplace that employees will commonly avoid systems they do not know how to use, no matter how intuitive they may be, so training is a must and more often than not it is a statutory duty. However, in comparison to the last year, training attendance has improved. But this may be premature observation to confidently state a significant change has been made given the training programme was significantly reduced in comparison to previous years. Both late cancellations and non-attendance will need to continue to be closely monitored.
- 4.4 Course facilitated by the HSEPO during 2020/21.

<u>Course type</u>	Total employees /Councillors trained
<u>Course type (Internal training) – 0</u>	
	0
<u>Course type (external training) – 3</u>	
Basic Fire Safety training (Nov x 3)	29
Basic Fire Safety training (Feb And Mar)	21
Vehicle Fire Safety training (Feb and Mar)	21
Water safety training (Feb x2)	10
<i>Total External training sessions attended</i>	81
<u>Emergency Planning Training</u>	
Resilience direct refresher / familiarisation training	10
<i>Total Emergency planning sessions attended</i>	10
<i>Combined training grand total of all training types</i>	91

- 4.5 HSEPO resource available during 2020/21 was largely redirected to the coronavirus pandemic and other urgent ad hoc management, leadership requests along with flooding and recovery work streams. The limitations of one officer resulted in no internal training being delivered.

Bar chart 7. Breakdown of training by delivery type



Bar chart 7 shows training delivery by three main delivery types. In 2015/16 internal delivery stood at 69% and external delivery 31%. The percentage mixed started to first decrease in 2018/19 as external delivery increased accordingly. 2019/20 was nearly a 50:50 split, and was originally projected to move to a 40:60 (internal : external) split in 2020/21 and see a gradual decline as eLearning started to plug the gap in the training mix. The pandemic and other factors outside of the control of the HSEPO such as emergency response work reduced internal delivery in 2020/21 to zero, only a marginal commencement of eLearning was commenced in leisure services. Leisure have been a good example of using initiative to pilot the use of online eLearning. This has proven an effective way of training and also delivered efficiencies such as cost savings in covering shifts and travel times to attend courses. A certain degree of autonomy is also available for eLearning, where officers can choose quieter time of their days to complete training. eLearning will continue to be rolled out in 2021/22 onwards. In time the predicted delivery is expected to largely consist of 10% internal delivery (for example this will consist of familiarisation and other internal site specific training), along with eLearning delivery will likely consist of 30% of delivery and external facilitated training the remaining 60%. This of course is dependant on other factors regarding the future delivery model of the HSEPO role and the wider service.

5. Occupational Health Provision

- 5.1 H&S occupational health management and surveillance continued to be managed. Please note, these functions are in comparison delivered by the human resource teams in other local authorities. The HSEPO requested resource support and this was agreed by SLT. The occupational health contract with the previous supplier Orchard Health came to an early end in the middle of 2020 ending our contractual agreement two years early. This also occurred at the height of one of the peaks of the pandemic. This created an urgent task for the Council notably the HSEPO in what was an already very challenging resource period.
- 5.2 A democratic services officer provided part-time temporary operational assistance for just under 4 months. They supported the HSEPO with occupational health clinics. Support tasks also included for example:
- Arranging the housekeeping arrangements with the new supplier David Barber (OH) Ltd to be established.
 - An employee records transfer
 - A data cleanse exercise
- 5.3 An example, of one of the benefits of using this new supplier has resulted in ongoing cost savings for the Council. All customer service advisors, with a few exceptions have been removed from audiometry surveillance. The new headsets now used in customer services no longer poses a hearing risk to employees, as they have built-in noise limiters. This has effectively removed an unnecessary 'tax' on the Council and taxpayer.
- 5.5 The HSEPO completed several health interventions to support employees and managers.
- 5.6 Eyesight test vouchers continued to be issued to employees. Eye sight test vouchers are also a legal requirement of the Display Screen Equipment Regulations. The Council's external supplier of eye test vouchers is Specsavers. The vouchers on redemption cover the cost of the eye test and dependant on circumstance may pay a contribution towards the cost of corrective eye wear.
- 5.7 The levels of vouchers can naturally vary due to personal circumstances such as an employee eye condition, officer discomfort and possible changes in vision, optometrists and other sources. The number of eye care vouchers issued are known to be lower than expected as some officers choose not to attend Specsavers and use other opticians that the Council does not provide financial support for.
- 5.8 Driver's vouchers were issued to any Council officer that use any Council fleet vehicle as part of their duties. Driver's eye care vouchers are effectively an incentive for our Drivers to encourage them to have their eyes tested and maintain their own legal duty to ensure they can see the legal distance and clarity whilst operating vehicles. There is no H&S legislation or Road Traffic

Act legal requirement on the workplace that requires the employer to pay for any drivers' eyesight test. The Council does not have to provide any form of contribution towards glasses, this applies to prescription sunglasses used for driving as well.

6. Inspections and Audits

- 6.1 The HSEPO normally completes a pre-agreed plan of H&S audits along with unannounced proactive periodic inspections. All H&S audits were suspended to divert resource to the emergency response and other urgent requests. Several unannounced inspections were completed but this key enabler risk reverted to a largely reactive service.
- 6.2 The HSEPO did continue to identify unsafe practices and complete reactive interventions during the financial year, but on a reduced level than normal.
- 6.3 Recommendations will be submitted to the head of service for Governance and Customer services and SLT in regards to resourcing audits moving forward once the pandemic has past.

7. Joint Consultation

- 7.1 There was three Corporate Health and Safety (CHAS) Group meetings held in quarters 2, 3 and 4 in 2020/21. CHAS meetings are important consultation and communication sessions with the wider workforce via CHAS representatives and the UNION safety representative. Every department has a CHAS representative that attends and represents their service. A briefing note was issued by the HSEPO for every quarter in 2020/21. Emergency response requirements meant the first quarter meeting was cancelled.
- 7.2 The HSEPO held a number of meetings with the UNION H&S representative to discuss H&S related matters throughout the year. They were also included in key instructions and updates to the workforce.

8. Partnerships

- 8.1 The HSEPO in 2020/21 moved to the Chairmanship of the Nottinghamshire Risk Management Group (NRMG), where he had held previously the secretary position for two years. This group is an important networking group of H&S practitioners and other H&S technicians from across Nottinghamshire, two Derbyshire local authorities areas, and two other non-local authority organisations. This is a valuable group for sharing good practice and learning. The NRMG members also provide mutual aid request assistance.
- 8.2 To enable continued competent advice to the Council, the HSEPO maintains his H&S professional membership with the Institute of Occupational Safety and Health (IOSH), who attended continuous professional development sessions.

- 8.3 The HSEPO also maintained his full membership of the International Institute of Risk and Safety Management (IIRSM); with designatory letters of MIIRSM.
- 8.4 The Council is a Corporate Member of The Royal Society for the Prevention of Accidents (RoSPA). This includes several benefits for Council employees. Such as, reduce external training course costs and legal advice amongst others.
- 8.5 The HSEPO manages two Service Level Agreements with both Nottinghamshire County Council and Newark and Sherwood District Council who provide assistance and support with certain Category 1 statutory functions, as required within the Civil Contingencies Act 2004. The partnerships and working relationships developed by the HSEPO have proven invaluable in the Local Resilience Forum (LRF) response and coordination needed for the coronavirus pandemic. The HSEPO throughout the pandemic has provided competent advice, guided management and input into coordinating and sub-group cell working groups.

9. Summary of Key Achievements

- 9.1 H&S practitioner advice was delivered to a high standard juggling business as usual requests and the ambitious project programme of the Council. A top achievement for the HSEPO was the ability to deliver both an H&S competent assistance and lead emergency planning and business continuity service throughout the year.
- 9.2 At the time of writing the report the coronavirus response and HSEPO outputs stood at:
- 80 - Weeks of Covid response / reset commitments.
 - 86 – IMT timeline decision logs.
 - 18 – H&S personal logs.
 - 435 - sets of risk assessment, operating procedures, advice and instructions.
 - 211 - emergency response and recovery teleconferences attended.
 - 270.5 hours – or 6.5 weeks spent on teleconference calls.
- 9.3 Face fit testing was prioritised and delivered for employees that required the use of close fitting respiratory protective equipment. The HSEPO arranged four face fit testing sessions. This work area was required to close a control gap identified by the HSEPO during past H&S audits and accident and incident investigations. The Council can now demonstrate and evidence improved statutory compliance with the Control of Substances Hazardous to Health, along with the Personal Protection Equipment Regulations. This work was completed in a covid secure manner.
- 9.4 As of the 10th August 2020 the HSEPO could use the prefix CMIOSH and Chartered Safety and Health Practitioner status. As a result of a rigorous assessment process and peer review the HSEPO obtained Chartered Status. Given the incredibly challenging year this was a noteworthy achievement. IOSH are a Chartered body for safety and health professionals and the

profession's largest membership organisation. IOSH is the only H&S organisation in the world where Chartered membership is offered. CMIOSH status is the 'gold standard' and means that those with CMIOSH are effectively at the top of their profession.

- 9.5 A new health surveillance provider was established. The health surveillance arrangements are now the most efficient they have ever been and also require less administration resource from the HSEPO. There are also other ongoing cost savings.
- 9.6 H&S Policy review work was able to be completed during some periods of respite from the heavy resource demands of the pandemic. Some notably improvements included the number of employees completing DSE assessments.
- 9.7 Accident and incident investigations were resourced throughout.
- 9.8 The HSEPO issued, reviewed and updated the following corporate H&S guidance throughout 2020/21:
 1. Volunteer Policy received a review after 8 months, to capture early learning since the Policy first went Live in March 2019 for the 'Giving for Gedling' work.
 2. Nottinghamshire Water Safety Partnership - Frozen water guidance was adopted as Council guidance.
 3. Covid-19 Thorough examination and testing guidance.
 4. Covid-19 Accident and Incident reporting, relating to RIDDOR reportable events.
 5. Several first aid guidance reviews, new covid re-occupation and step 4 risk assessment templates and instructions for management.
 6. Personal Protective Equipment (PPE) policy guidance, several other appendices issued.
 7. Face covering guidance and instructions.
 8. Contractor management instructions.
 9. Cleaning and decontamination instructions.
 10. Permit to work for the coronavirus was also issued.
- 9.9 The HSEPO wrote a new strategic Business Continuity Policy and associated appendices. These were approved by Cabinet in July 2020. All service areas completed a review of their BC plans by September 2020. The Council now has the most robust BC plans on file.
- 9.10 A Business Continuity Promotion page was established on the Council's main website. This provides advice and tools for businesses to consider to help prepare for emergencies.
- 9.11 Resource was directed to establish and administer the Council's Local Property Flood Resilience Recovery Scheme 2020. A portfolio report was submitted and delegations approved.

- 9.12 Resource was committed to monitor and manage the Council's Brexit implications during the implementation and transition periods.
- 9.13 The HSEPO completed a review of the Cold weather plan (annual review) in November 2020. In addition the Council's Emergency Plan also received a minor review to reflect changes to Council arrangements.
- 9.14 The Overview and Scrutiny – Flood Group, was also a significant task for meeting preparations and wider implementation work.
- 9.15 Storm Christoph (19th – 25th January 2021) and consequent flooding impacts resulted in flood response support whilst the HSEPO was on annual leave.
- 9.16 Key work stream highlights, where the HSEPO was directly involved in developing H&S strategies, risk assessment, instructions and wider arrangements includes:
- the Giving for Gedling – Distribution hub, food parcel service, humanitarian response.
 - redeployment of leisure staff to back-fill critical Council functions such as, waste collection and street cleansing duties.
 - Agile working implementation operational advice and scores of reasonable adjustment enquiries.
 - Re-writing the waste collection risk assessment, collection procedures and instructions with the Transport and Waste service manager.
 - Reviewing taxi inspection procedures and brake testing arrangements.
 - Pest control risk assessment and instructions.
 - Re-occupation instructions and assessment arrangements.
 - Civic campus and partner instructions.
- And many others.

10. Planned Activity for 2021/22

- 10.1 Due to significant emergency planning and business continuity commitments, the H&S work plan objectives for 2020/21 will include:
- A review of the H&S management system.
 - Accident and incident investigations as well statutory reporting to the HSE will continue.
 - Health and safety arrangements, such as internal and external facilitated training sessions will be planned and delivered in new covid secure ways.
 - Audits, inspections and site visits to support Council functions, will be delivered where possible or new delivery options recommended to SLT.
 - Corporate guidance and instruction delivery, will continue.
- 10.2 All service areas and departments will be required to complete an Annual Statistical return and declaration for their departmental risk assessments.

10.3 HSEPO will support the audit of the internal Health and Safety function will be conducted by the Council's internal auditors and answer follow-up enquiries to the previous audits. Any agreed recommendations will be supported.

10.4 Senior managers will be briefed on H&S expectations to ensure they are conversant and clear on their duties either to remind officers that have moved from service manager to Heads of Service roles or those newly promoted.

11. Risk

11.1 The HSEPO provided quarterly risk register updates on the five key H&S enablers throughout the year. This also include identifying emerging and changing risk ratings.

11.2 Risk registers were developed for both the Response and Recovery (reset) elements of the coronavirus emergency. The registers were maintained throughout the year. Moving into 2021/22, the risk registers will be updated and maintained and the remaining residual risks will be transferred and absorbed into departmental risk registers. If necessary a significant risk will be elevated to the corporate risk register after an assessment has been made. An exercise will be started towards the end of 2021/22 to commence the transfer of risks into departmental risk registers. This will be completed in a collaborative way with suitable instructions to support management. The transfer of risk will ensure that ongoing risks are not overlooked and will continue to be managed moving into the 'new normal'.

11.3 The Corporate Risk Register specifically includes 'Failure to Protect Staff, including Health and Safety'. Which was amber at year end with a target risk rating of green. This was predominately around the impacts of the pandemic on work streams and delays to development work. Officers continue to be engaged in assessing all of the potential risks, and identifying any ineffective systems, processes and equipment that can present danger to individuals or groups of employees. This is particularly relevant for service delivery and the associated H&S and financial impacts. Officers will determine how these can be mitigated and managed.

11.4 The HSEPO will continue to identify risk. Once the risk is identified, it will be assessed and prioritised for action and managed accordingly. These risks will be managed by applying the Council's Risk Management Strategy and Framework, then managed through the departmental risk register and work plans. Several risks were identified in 2020/21. Recommendations were and continue to be made to the SLT to address these known and emerging risks.

115 In 2020/21, a large amount of resource was directed to the coronavirus emergency response and recovery work. HSEPO was also the lead officer for implementing the Council's Local Property Flood Resilience Recovery Scheme 2020, this also included raising the profile of the flood impact assessments. Emergency incidents and the combined reactive nature of the H&S role will remain a significant factor in the delivery of future planned objectives in 2021/22.

- 11.6 Failure of employees to attend H&S training increases the risk to the Council. Management will need to closely monitor any employees that fail to attend planned training sessions. Looking ahead, eLearning should help address some factors of non-attendance issues experienced in past years. It is therefore important that attendance is monitored and action taken.
- 11.7 A key risk enabler that was significantly impacted by the high emergency and other business as usual requests was the delivery of H&S audits and proactive inspections. SLT will be advised on recommendations to address this risk moving forward. The proactive part of the HSE's HSG65's 'Plan, Do, Check, Act' model is auditing and inspecting workplaces, it is a crucial element of the H&S management system. Proactive work helps identify issues before H&S risks develop into reality and end in an adverse event. Followed by possible liability, fines, prosecutions or reputational damage. These tasks help check and challenge bad practice, corporate policy non-compliance and act as a key control to identify and address statutory non-compliance risks.

12. Conclusions

- 12.1 In summary 2020/21 was overall an exceptionally challenging year for maintaining the H&S management system. The HSEPO made every effort to maintain the professional standards and robustness of the H&S management system, given the limitations of a single officer and a periodic cycle of short-term temporary resource support. The service became in many respects a reactive service due to no spare capacity to juggle emergencies and other associated duties.
- 12.2 The years of preparation work to prepare the Council for an emergency has paid dividends. The exercises, briefings and other training sessions all contributed. All of which allowed the Council to respond and recover in a dynamic and efficient manner. The pandemic has shown the very best of the Council and how collaborative working is needed to get through tough periods. The HSEPO has proven how the H&S profession applies pragmatic, holistic H&S strategies and a higher level of strategic lateral thinking to the workplace. The HSEPO is very proud of what has been achieved.
- 12.3 In conclusion the HSEPO provided comprehensive coronavirus related advice, support and instructions along with the business as usual demands. This covered everything from helping interpret Government guidance, creating templates and instructions for management, coaching and guiding colleagues. In terms of the HSEPO resource committed to the coronavirus pandemic during the year, given the high death rates and the continuing prevalence of the virus, this is more than justified the resource given the severity of the pandemic that followed.

Grant Ilett
Health, Safety and Emergency Planning Officer

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Report to Cabinet

Subject: Economic Growth Framework

Date: 4 November 2021

Author: Economic Growth Manager

Wards Affected

All wards

Purpose

The purpose of this report is:

1. to seek approval for the Economic Growth Framework 2022-2027 and beyond.
2. To seek approval of appropriate delegations in relation to changes to the Economic Growth Framework 2022-2027 and beyond.

Key Decision

Yes this is a key decision as it will significantly affect residents in more than two Borough wards.

Recommendation(s)

THAT Cabinet:

- 1) **approves the Economic Growth Framework 2022-2027 and beyond, and**
- 2) **delegates authority to the Chief Executive in consultation with the Portfolio holder for Growth and Regeneration to approve future changes to the Economic Growth Framework 2022-2027 and beyond as detailed in this report.**

1 Background

- 1.1 Through the Gedling Plan 2020-2023 the Council identifies Priorities and Objectives linking through into delivery plans for services. The Economic Growth Framework seeks to provide a bridge between the Economic Growth Team's work and activity and how these meet the Priorities and Objectives. It goes further by looking at how other Council services also support economic growth.
- 1.2 The document shows the link from the Council Priorities upwards through County, regional and up to national level, as well as downwards. This clear link will assist the Council when seeking funding or support by showing how a project or activity not only meets local priorities but also hits regional or national goals. An example of this is the Levelling-Up Funding where clear outputs are identified by a funder; being able to clearly and comprehensively link together activities is key and the Framework provides this link.
- 1.3 The Framework is intended to be a working document that provides sufficient 'hooks' within it to allow it to be used by EGR and other Council services as a way of showing how projects fit together and develop the economy of the Borough. It is not designed to be detailed in nature.
- 1.4 The Framework was conceived in July 2019. A workshop was held with colleagues from Planning Policy, Economic Growth, Housing and Performance and Projects. The Communities team were also involved later in the process. A facilitated session was held to establish what issues the Borough may need to deal with over coming years. Following the session a series of officer interviews and follow-up sessions were held in order to shape the structure of the Framework and to get information about on-going work that needed to be referenced. A number of presentations were also held and feedback sought.
- 1.5 Whilst the work stalled when the pandemic hit, the pandemic raised the need for such a document to help identify how projects were interrelated and how they could be developed in a way that benefitted the Borough. This has become more apparent with funding streams announced, such as the Levelling-Up Fund which seek specific types of project and outputs. Having a Framework to show how a project fits in and has some strategic backing, rather than just responding to the Fund, is very useful in making a coherent case for investment.
- 1.6 The Economic Growth Framework, as attached at Appendix 1, will assist the Council in showing a clear link between the Council's Golden Thread and individual projects. It will be usable by a range of services and help to show how projects at delivery level achieve Council and other aims. It is not a strategy that seeks a specific set out outcomes,

rather it is a way of describing how work fits together to achieve a range of economic goals.

1.7 The Framework also shows how smaller individual elements can work towards and achieve higher aims which will be useful when bidding for funding by showing how, at a very low level, individual activities fit. The document is also designed to be a living document that can change over time.

1.8 The Framework is split into five sections covering:

- Opportunities for economic growth – focussed on physical economic development and the infrastructure to achieve this, such as business support.
- Working with partners – this focusses on communities and the partnerships needed to achieve economic growth.
- Visitor, heritage and leisure opportunities – not only is the visitor economy important as a sector but it also helps to sell the district as great place to live and locate.
- Increasing and enhancing the labour market – these are activities that make our population well skilled and placed to contribute economically.
- Infrastructure improvements – this is about making sure that Gedling is well placed and accessible to enable it to grow and grasp opportunities

Together these five themes establish what is needed to achieve economic growth in the Borough – good, accessible locations, an appropriately skilled workforce, a nice environment and a strong local partnership working together to achieve this. Activities should be able to fit into one of these themes. There are also a number of sub-themes under each one.

2 Proposal

2.1 It is proposed that Cabinet approves the Economic Growth Framework 2022-2027 and beyond.

2.2 It is proposed that that authority is delegated to the Chief Executive in consultation with the Portfolio holder for Growth and Regeneration to approve changes to the Economic Growth Framework 2022-2027 and beyond in order to ensure that the Framework can be adapted over time

as projects are delivered and new projects come forward.

3 Alternative Options

- 3.1 An alternative option would be to not approve the Economic Growth Framework 2022-2027 and beyond. This option would mean that there is no clear framework within which economic development activities fit. This may impact on the future ability to show the link between projects and the objectives of the Council.
- 3.2 An alternative option would be to instruct officers to develop and Economic Strategy: The Framework proposed is not a strategy – it does not seek to move the economy of Gedling from one state to another. An Economic Strategy would incorporate what is presented in the Framework but would require significantly more resources and time to achieve. As a current measure, the Framework provides some of the benefits in terms of having a document to work with to help with immediate work and is felt to be sufficient at this time. An Economic Strategy could be approved in the future.
- 3.3 An alternative option would be not to delegate authority to the Chief Executive to approve changes to the Economic Growth Framework 2022-2027 and beyond. However, this would place an unnecessary burden on Cabinet with regards to approving multiple changes to the Framework which is not only intended to be an overarching plan, but also a working document.

4 Financial Implications

- 4.1 Business cases for any project proposals arising from the Economic Growth Framework 2022-2027 and Beyond will be produced and subject to detailed analysis before consideration as part of the annual budget preparation process

5 Legal Implications

- 5.1 All project proposals would require assistance from legal to consider individual legal implications and to ensure that appropriate legal agreements are entered into in respect of each project.

6 Equalities Implications

- 6.1 There are no direct equalities implications as a result of this report.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 There are no direct carbon reduction or environmental sustainability implications as a result of this report. All carbon reduction and

environmental sustainability implications will be considered in respect of each individual project when approvals are sought.

8 Appendices

8.1 Economic Growth Framework 2022-2027 and beyond

9 Background Papers

9.1 None.

10 Reasons for Recommendations

10.1 To ensure awareness of activities from across Council areas that have an impact on the economic growth of the Borough and highlight how these are interrelated and fit in to the Gedling Borough Council Golden Thread delivery.

10.2 To ensure that the Economic Growth Framework 2022-2027 and beyond is able to be used within other plans and strategies and to support funding bids as appropriate.

To ensure efficient decision making and avoid Members from becoming overwhelmed with approvals for changes to the Economic Growth Framework 2022-2027 and beyond.

Statutory Officer approval

Approved by: Head of Finance and IT

Date: 12 October 2021

On behalf of the Chief Financial Officer

Approved by: Deputy Monitoring Officer

Date: 15 October 2021

On behalf of the Monitoring Officer

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Economic Growth Framework 2022- 2027 and beyond

Autumn 2021

Contents

1.0	Background	3
2.0	Context	4
	Wider context.....	4
	Gedling Borough.....	4
	Key statistics.....	5
	Impact of Covid.....	6
3.0	Purpose of the document	9
	A Golden Thread	9
	The Economic Framework.....	10
	The Structure.....	11
4.0	Theme 1: The opportunity for future economic growth	12
	What do we already know?.....	12
	Key statistics and information	12
	How we aim to improve	12
5.0	Theme 2: The need to work with partners	16
	What do we already know?.....	16
	Key statistics and information	16
	How we aim to improve	16
6.0	Theme 3: Visitor, heritage and leisure opportunities	18
	What do we already know?.....	18
	Key statistics and information	18
	How we aim to improve	18
7.0	Theme 4: Increasing and enhancing the labour market.....	21
	What do we already know?.....	21
	Key statistics and information	21
	How we aim to improve	21
8.0	Theme 5: Infrastructure improvements.....	23
	What do we already know?.....	23
	Key statistics.....	23
	How we aim to improve	23
9.0	What next?	25

1.0 Background

This Economic Framework sets out the key priorities for the Economic Growth and Regeneration Team at Gedling Borough Council, providing direction and focus on key activities that should be delivered and worked towards. This Framework will not be delivered in isolation but instead brings together key activities that together promote the economic development and wellbeing of Gedling, whether through direct work or indirect benefit.

The Framework is also not an exhaustive list of projects. It provides, as its name suggests, a framework into which activities can fit without being prescriptive. This allows flexibility as priorities, circumstances and funding can change over time. Many of the longer term projects will last beyond 2027, but inclusion here keeps the projects moving forward as opportunities arise to access funding or link in with others.

This Framework provides focus and direction on key economic issues for Gedling Borough Council. It provides assistance in determining the activities of the Economic Growth and Regeneration Team and why these are important to the economy of the Borough. It also takes into account, and has been refreshed as a consequence of, the pandemic. The projects remain valid although their focus may have changed and their emphasis shifted.

2.0 Context

Wider context

Gedling Borough Council does not work in isolation. It forms part of the Midlands Engine at supra regional level, D2N2 Local Enterprise Partnership at a regional level, and Nottinghamshire County at the sub-regional level. Each of these tiers work together to provide structure and direction, linking back to central Government. GBC also works, on a needs basis, with neighbouring Local Authorities at a more local level.

Within each tier are increasingly detailed activities, of which this Framework provides the most local. Viewed together, the activities within the Framework link up to meet Government priorities; if they don't there is a question of why the Authority deems them important. The Framework does allow for this and there are local priorities included which, when viewed holistically, do strengthen the Borough.

More locally, activities dovetail with local partnerships. It is home to key employment sites, it is a growing Borough with many residents and its location at a key junction between city and country all play a part in making Gedling a special place to live, work, play and invest. We need to be clear where the Borough wants to go and what needs to happen to make this a reality. This Framework provides this and allows the Borough to work in partnership to achieve its aims.

Gedling Borough

Gedling, located on the north-eastern edge of Nottingham City is a predominantly rural district with some 118,000 inhabitants. It has an older population although there are significant new housing developments attracting young families to the area. Although centred on Arnold its population is split across the urban areas of Carlton, Netherfield and Gedling, with significant rural populations in villages including Burton Joyce, Calverton, Lambley, Ravenshead and Woodborough.

The area does not sit on major transport routes although the Colwick Loop Road is a major entrance into Nottingham, along with the A60. It has a small number of minor railway stations. Its largest employment area, and indeed one of the most important for wider Nottingham, is Colwick Industrial Estate, home to over 100 businesses including Hillarys Blinds and Wilkin Print. A number of smaller employment areas can be found at Newstead and Calverton.

Education attainment and deprivation levels are average for this area although there are significant pockets of inequalities. Newstead and Netherfield particularly suffer from deprivation levels but there are also pockets around Arnold. The wards around Netherfield and Carlton are home to a significant number of young people. Due to the geography of the area, many of these look towards Nottingham for their services.

Key statistics

The Gedling Borough is home to around 118,000 residents mainly living in the urban areas in the south of the Borough on the outskirts of Nottingham. This is around 14% of the Nottinghamshire population. There are a number of more rural areas dotted with villages. These rural areas are largely within the greenbelt. The Borough covers 46.3sq miles and is bounded by Sherwood Forest to the north and the river Trent to the south.

There are pockets of industry across the Borough with a number of small industrial areas sandwiched within largely residential areas. Some of the outlying villages also have significant areas of employment, such as at Calverton and Newstead. Aside from these, the most important Gedling, and indeed the wider Nottingham and sub region, employment site is at Colwick. The Colwick Industrial Estate is home to around 120 businesses employing in excess of 7,000 people. Its location and size make it one of the largest employment areas in Nottingham and it is home to key businesses such as Wilkin Print, Xylem and Hillarys Blinds. As a result, workers travel from the surrounding Boroughs to work here. Despite this, the job density level – the number of jobs within the Borough – at 0.47 is significantly below the East Midland and Great Britain levels, both in excess of 0.80. This shows that people travel out of the area for employment, most likely to Nottingham.

The working age population of the Borough is around 72,200. This represents 61% of residents and is comparable to the East Midlands average, although slightly below the Great Britain average. Unemployment is above both the East Midlands and Great Britain averages at around 6.1%. There are some areas of the Borough that are more affected by unemployment traditionally.

In terms of qualification levels in the Borough, only 6% have no qualifications which is better than both East Midlands and Great Britain averages. However only 32% have NVQ4 and above which is below the East Midland (37%) and Great Britain (43%) levels.

Overall, Gedling has a key role to play within the region, both as a place for people to reside on the edge of Nottingham, but also as an area with significant employment. The greenbelt curtails some forms of development by limiting the areas that can be developed and focussing development at urban areas. There are opportunities to redevelop some of the business unit stock and where new developments are brought forward these tend to be let quickly showing demand and desirability. The location of Gedling on the east of Nottingham can mean it is not as accessible for some businesses as it is circuitous to reach major road networks such as the A1, M1 and A56.

[Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](http://nomisweb.co.uk)

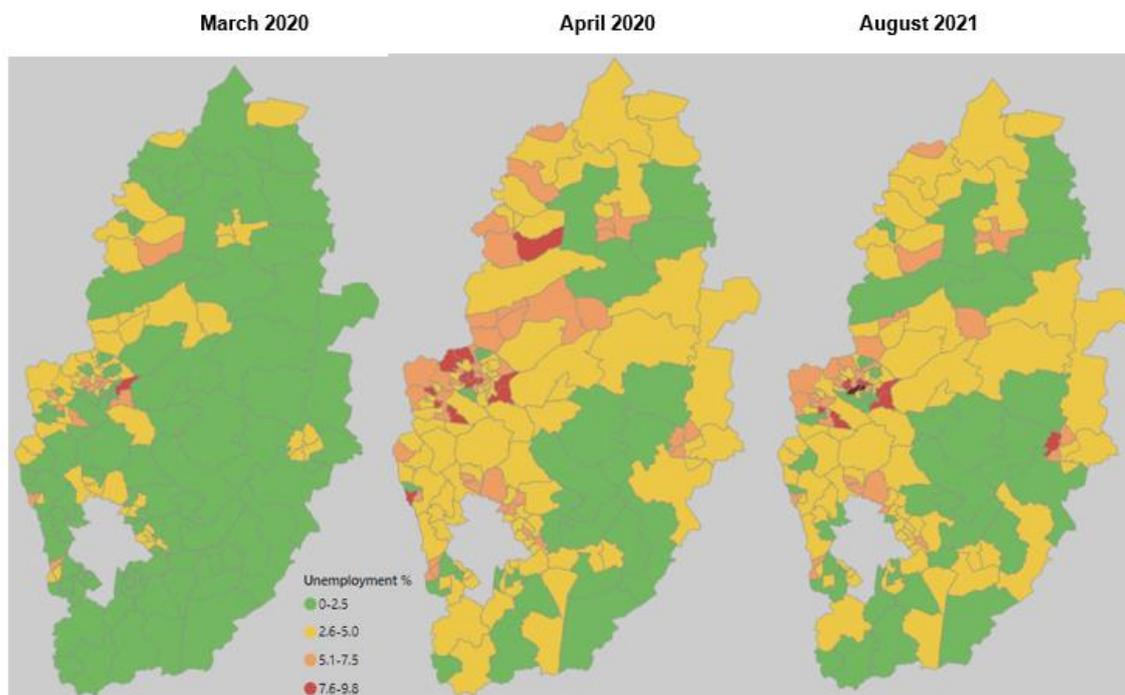
Impact of Covid

Covid has brought about a number of changes nationally. With increased desire for home, or at least flexible, working, the unprecedented move to on-line services and shopping, and changes to travel patterns, some of these trends were in existence before the pandemic but have been accelerated. This has started to lead to looking at the places in different ways to try and seek solutions. Changes to Permitted Development Rights and the reclassifications seen in the Use Class Order will lead to longer term impacts and a focus on new aspects of our built environment. Gedling has not been immune from these impacts.

Unemployment

In March 2020, the number of people in Gedling claiming JSA was 1,835; by May 2020 this has climbed to 3,860 as the pandemic took hold. This marked the zenith of claimants during the pandemic with the level having now decreased to 2,850 (August 2021). This level of increase and decline has been mirrored by all Nottinghamshire LAs over the same period. Around 2,500 people across Nottinghamshire were claiming JSA at the start of the pandemic compared to around 4,000 now (August 2021).

At ward level those areas with higher unemployment levels are generally in the south of the Borough – Carlton, Netherfield and Cavendish – with more rural wards including Dumbles, have the lowest levels. Across Nottinghamshire the levels of unemployment have increased since before the pandemic as the maps below show:



[Microsoft Power BI](#)

Business resilience

During the pandemic there was a call for people to work from home wherever possible. This led to a dramatic shift for many people with the setting up of home offices; this shift is likely to be felt going forward too as there is some reluctance from people to come back into offices full-time. This will impact on IT provision and travel patterns for years to come.

In terms of businesses ability to manage this change and throwing light on the make-up of local businesses, D2N2 and the University of Derby highlighted 'Employment Risks' in a paper of June 2020. This looked at the businesses in Local Authority areas and their ability to work from home as a measure of what any impact might be.

This categorised major occupation groups by their ability to telework. Unsurprisingly it highlighted that administration and secretarial jobs could be delivered remotely (around 69%) and processing and plant the least (1%). It also highlighted the number of people in each occupation group across D2N2:

Occupation Group	Percentage teleworkable	No. employed in D2N2
Admin and Secretarial Occupations	69%	116,000
Managers, directors and senior officials	67%	96,000
Associate professional and technical occupations	66%	121,000
Professional Occupations	63%	174,000
Caring, leisure and other service occupations	51%	88,000
Sales and Customer Services occupations	26%	88,000
Skilled Trades	7%	93,000
Elementary Occupations	2%	136,000
Process, plant and machine operatives	1%	76,000

(Dr E. Michaels (University of Derby) and V. Epuri (D2N2) 2020: D2N2 Covid 19 Economic Recovery Analytical Group – Employment Risks)

As can be seen a significant number of people do work in professions that can telework but there are significant numbers in lower occupational groups who cannot. The report went on to look at the propensity of these occupation types by Local Authority area to highlight those that could have a serious impact locally. What it also shows is the business make up of local authority areas.

Whilst the work comes with a number of caveats, and it was produced at speed, it shows that Gedling only had around 39% of its jobs being able to be delivered remotely (compared to Rushcliffe at 51% and Bassetlaw at 36%). This shows that the economic base in Gedling has significantly more lower occupations.

Vacancy rates

There has been a lot of focus on vacancy rates within town centres and the impact the pandemic has had on shop closures. Whilst there has been a longer term trend of our high streets declining, the move to in-line shopping through the pandemic has

hastened this to the extent that Government has released various funds aimed at revitalising high streets.

At the same time as this decline there has also been a move to work with the changes affecting high streets. More residential development, a branching out from traditional high street uses to other uses have both been allowed to an extent through changes introduced to Permitted Development Rights and the Use Class Order.

In Gedling, work has been undertaken to track the changes more effectively on our high streets. Arnold and Netherfield have the highest levels of vacancies within the Borough, whilst other areas have seen vacant units brought back into use. Issues of long-term vacancies in Arnold and Netherfield have been included within the Council's Levelling-Up Fund proposal which seeks to include a shop front improvement scheme and as well as looking at new uses.

Business Unit take-up rates

The pandemic led to a relatively settled spell regarding business unit take up and demand. The move to home working and the inability to build led to this lull. Innes England produce an annual update which showed this stable period. It did highlight there was a move to taking on buildings for 'other' uses, mainly leisure. [Market Insite Brochure 2021 final.pdf \(innes-england.com\)](https://www.innes-england.com/Market-Insite-Brochure-2021-final.pdf)

Whilst it identified a need for larger industrial units – over 100,000sq ft, at a local level there has continued to be more demand for smaller units in the start-up size category. People have started businesses or decided to make a move into business and are looking for smaller spaces, something that is always in short supply. A trend for smaller business units as people continue to hybrid work may be a trend that starts to emerge.

Business confidence is starting to rise once more as, anecdotally, businesses have held on to their buildings and are finding that business is reopening quickly. A number of units, such as those at Teal Close, are also coming forward for new investment. Other investment such as Sainsbury and a number of applications in the Colwick area also highlight that things may be getting back to normal.

Conclusions

Whilst the information presented here is just a snapshot, the pandemic has provided more information about the types of businesses in the Gedling area. There is a need to work to ensure that future shocks can be absorbed. Whilst unemployment has risen it could have been far higher (although the rolling back of the furlough and other employment schemes are yet to be felt). The pandemic has provided Officers with a better understanding of the businesses and their health and needs than was previously known. Capitalising on this knowledge and using it to shape interventions going forward will be key.

3.0 Purpose of the document

A Golden Thread

Across the work of Government there are a number of key principles that have been adopted to ensure that activities meet national outcomes. Meeting these outcomes will also assist in securing external funding. However, there are also a range of activities that have a more local impact and should also be delivered. This Framework seeks to do both – recognising the national mood whilst also responding to local issues. The table and diagram below show how the various tiers line up to influence what Gedling Borough does at the local level.

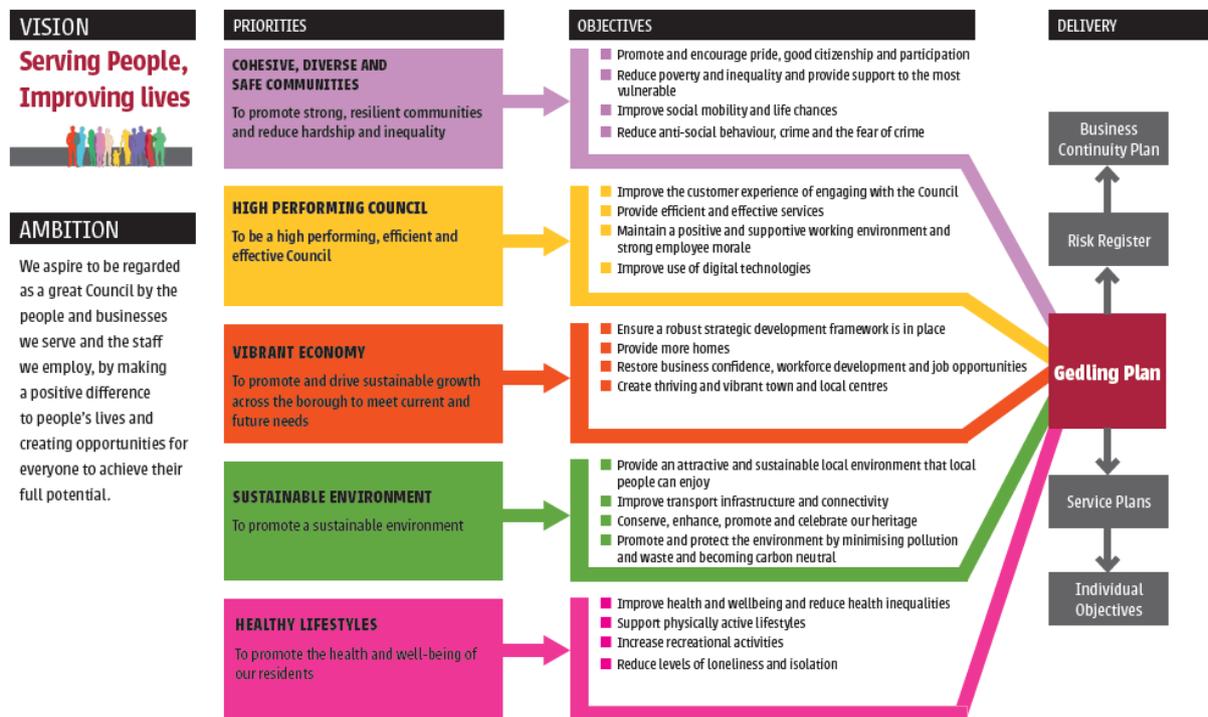
National level	
Building Back Better	Sets out the government’s plans to support economic growth through significant investment in infrastructure, skills and innovation.
Levelling Up Fund	Within Building Back Better, the Levelling-Up Fund presents an opportunity to reset the relationship between central and local government focussing spend on transport, town centres and cultural investments.
Shared Prosperity Fund	EU funding successor due to launch in 2022.
Supra Regional level (Midlands Engine)	
Vision for Growth	Connecting the Midlands, strategic infrastructure, growing international trade and investment, increasing innovation and enterprise, shaping places
Regional Level (D2N2 LEP)	
(Emerging) Local Industrial Strategy	Based on: ideas, people, infrastructure, place, business environment as well as AI/data, clean growth, ageing society and future of mobility
Strategic Economic Plan (Vision 2030)	Raising productivity, raising earnings, narrowing inequality, sharing prosperity
Strategic Investment Framework	Focused on delivering EU funding priorities around business growth, innovation, skills.
Recovery and Growth Strategy	Strategic document to 2030 containing a focus on: Low Carbon Growth, Productivity, and Connectivity and inclusion as a result of the pandemic
County level (Nottinghamshire County Council)	
Economic Development Strategy (2014-2018)	Creating conditions for growth, raising wages, unlocking development, enabling jobs, infrastructure provision
Covid 19 Crisis Economic Recovery Action Plan 2020-2022	Document focussing on what has happened and what the County needs to focus on to recover, around people, place, visitor economy, infrastructure and place, identifying a range of actions
Local - Bounceback Plan (Gedling BC)	Internally, the Council has developed a range of documents to assist reopening. In EGR this has brought together work

through various funds as well as support offered to businesses

Gedling Borough Council Economic Framework

All of the activities of the Economic Growth Team should deliver key Council services and work towards the aims of the Council. The Council’s Gedling Plan outlines the strategic overview of the Authority. Beneath this sit Actions that together deliver the Gedling Plan. This Economic Framework sits below this, feeding into a number of the actions to deliver or part deliver these. The image below shows this:

Gedling Plan 2020-23 structure & golden thread



The Council has a number of strategies and plans that will impact on the economic development of the Borough and impact on how this happens. A key one is the Council’s Carbon Management Strategy 2021-2030 which outlines a number of priorities, a number of which mirror those in the Economic Framework. Where there is overlap these have been reflected within the document.

The Economic Framework

There are a range of actions across a vast range of Council services and many are interdependent or only move projects forward rather than completing them whilst others form complete programmes of work. The reason for this is that this Framework

is a collection of activities that together benefit the Gedling Borough area, focussed on those elements creating economic benefit.

Some sections are more rounded than others where the work is mainly economic; other parts have a more passing relationship to economic development. However, none of the activities are less important as all benefit the economic wellbeing of Gedling. For this reason users of this Framework are encouraged to look at other Plans and Strategies from other teams in order to get the full measure of the works outlined herein.

The Framework remains a living document and one that should provide the economic 'hooks' for your work and, as its name implies, a framework on which to hang a range of projects. It provides a key link back up into more regional and nationally relevant strategies.

The Structure

The structure of this Framework is around five key priorities, all of which are intertwined with the others:

- i. **The opportunity for future economic growth**, focussing on businesses and development
- ii. **The need to work with partners**, focussing on maximising the opportunity working with others across the Borough can bring
- iii. **Visitor, heritage and leisure opportunities**, focused on exploring the Borough and the visitor offer
- iv. **Increasing an enhancing the labour market**, focussing on the skills and employment opportunities
- v. **Infrastructure improvements**, focussed on the transport and infrastructure requirements

These themes have been developed through consultation with other Council services and reflect their input into the economic wellbeing of Gedling Borough.

Officers undertook a critique of the area and tried to identify key themes that are emerging and/or will impact on the way the Council functions and the way it provides services. This considered everything from ageing population and greening the Borough through to how digital and future technologies need to be addressed. Responding to these helped with

It should be noted that there is a lot of cross-over and interaction between the various themes and they should not be read in isolation.

At the back of this document is an action plan of identified activities. This outlines broad themes and work that should be useful to 'hook' into as required.

4.0 Theme 1: The opportunity for future economic growth

What do we already know?

This theme is primarily focussed on work which Economic Growth lead. It is therefore driven by creating the conditions for business growth and investment, encouraging businesses to consider Gedling as a location for their business and the mechanism to provide the support to enable this to happen. This has become all the more important after the pandemic which has shown a number of weaknesses in the local economy:

- Some sectors have been worse affected and this has had an impact on communities
- Business preparedness has been patchy
- Business knowledge by the Council has been patchy
- Business needs and indeed the needs of commuters and communities have changed. These changes may need to be reflected in developments going forward.

There are three main elements to this theme:

- Development opportunities
- Business support
- Use of Council Assets

Key statistics and information

- Of the four identified employment sites, one is being developed and two are actively being brought forward.
- Council assets being developed in Arnold through development of Arnold Market Place for retail units and business space.
- A Small Business Advisor has been retained to provide businesses moving into or located within the Borough, operational until March 2023.

How we aim to improve

Development opportunities

The Local Plan outlines the areas for all types of development, including for economic growth. There are currently a host of existing employment areas identified across the Borough, large and small at which redevelopment for employment would be permitted, as well as four allocated employment sites at:

- Top Wighay Farm (currently being brought forward)
- Gedling Colliery (dependent on the completion of the Gedling Access Road being constructed)
- Teal Close (currently being brought forward through the neighbouring housing development)

- Hoyle Road, Calverton (an expansion site for an existing business who no longer require it).

These four sites lie in a rough arc across the Borough and are all being brought forward or are immediately available. This means that new sites need to be identified to accommodate future growth. In order to ensure sustainability a good range and type of development sites need to be identified to appeal to a wide range of businesses in sustainable locations.

For this reason Economic Growth will work with colleagues to identify key sites that offer a range of opportunities in a range of locations. As well as this EGR will work to secure redevelopment opportunities to renew, change and intensify business uses on existing sites whilst maintaining their long term future.

A greater range, diversity and location of sites is required, rather than a small number of large sites. The current allocations make it difficult for smaller businesses to move on to sites and a small number of businesses that have wanted to relocate within the Borough have struggled. As trends change and there is more local development of business, there will continue to be a need for smaller and grown-on space to come forward requiring smaller sites, a trend as a result of the pandemic.

This will take place through working with the Planning Policy team as part of the preparation of the Greater Nottingham Strategic Plan (Part 1 Plan) which will look at the strategic need for employment land to 2038. EGR will work with the Planning Policy team on the review of Part 1 and Part 2 Local Plan to identify a range of employment sites are available in the future.

Opportunities to redevelop vacant buildings, such as retail units, into enterprise space and other uses should also be explored. This sort of change can help to bring life back to high streets as well as keeping units in commercial use. The changing nature of high streets needs to be more dynamic and receptive to new uses. Similarly, under used/unused buildings could be repurposed into commercial spaces.

Work has already commenced to explore how vacant units could be brought back in to use especially in the town and district centres through the Levelling-Up Fund, which is also looking at a shop front improvement scheme. Similarly in rural areas the use of existing premises to better support local people and their needs is also being considered and explored.

At the same time there are likely to be impacts of the change to Permitted Development Rights and the changes in the Use Class Order which will have an impact on high streets over the coming years and which need to be factored in and adapted to.

Business support

The business support offer is crucial. Not only will it assist in encouraging business to locate to the area, it will also assist local businesses to thrive and grow. The support offer includes not just direct business support but also the web page for the Service, supporting businesses through business visits as well as partnership opportunities of where businesses can engage.

The current offer includes the use of a Small Business Advisor. This role, through a contract, provides ad hoc and independent advice to businesses in the Borough or seeking to move to the Borough. This role has developed over a small number of years and the on-going nature of it is now reaping rewards.

A dedicate web page to promote and sell the area to inward investors is still required. This will bring together a range of information as outlined above into one more easily understood place. It will also allow a better image of the area to be portrayed, one that is attractive to businesses. The site will also contain links to support available and that offered by the Council and its services.

The use of hubs in the community for service provision for both businesses and residents has been explored. Rural communities and residents, without a need to travel far may find that social interactions decrease. These rural hubs provide a way for people to get together whilst also allowing businesses to meet and thrive.

Use of Council Assets

This final element supports the business of the Council, through identifying opportunities to increase income, but also where the Council can support business growth through acquisition of sites and premises either for its own portfolio or to encourage development by third parties.

The Council does have a small portfolio of business premises including two sets of small business units. There is a 'shovel ready' project to expand one of these with additional units, as well as potential to consider taking a headlease on new premises being developed. The development of such smaller units is something that commercial owners are often reluctant to do but which are required if Gedling seeks to 'grow its own'. Given the pandemic and the impact this has had there is a real opportunity to provide for business needs.

Developments by the Council should consider how they can be made energy efficient and include low carbon technologies where possible. This technology use should also be promoted to other businesses to also adopt, something that will be easier of the Council is seen to lead on this. Any initiatives and opportunities can be promoted through business support channels.

Town Centres

Within Arnold and Netherfield particularly, vacancy rates have climbed and there are notable gaps left by vacant shops. Work is being undertaken to see how these gaps can be mitigated, which has also led to an examination of the wider of fabric, offer and feel of centres across the Borough, looking to identify projects that can assist with these.

Once such project, included with the Levelling-Up Fund submission of the Council, is a Shop Front Improvement Scheme. Following the traditional concept of providing part funding to private owners to improve the appearance of shop fronts, this could be rolled out more widely.

Town centres also present a great opportunity for further investment and re-use of vacant premises for economic / commercial purposes. They should be regarded as economic centres and therefore should be priority investment areas.

Suggested further reading

- Gedling Local Plan
- Carbon Management Strategy 2021-2030

5.0 Theme 2: The need to work with partners

What do we already know?

This theme is focussed on the range of work undertaken in the various localities in Gedling, focussing on community works, activities and geographically based works. There is a focus on a number of areas already including Netherfield, Carlton, Arnold, Killisick and Newstead, activities across the wider Borough that impact communities are included here.

There are three main elements to this theme:

- Civic Pride
- Localities
- Partnerships

Key statistics and information

- Arnold and Netherfield centres have been identified as key areas within the Levelling-Up Fund bid submitted by Gedling Borough Council.
- Work to engage with and improve communities in rural areas is at an early stage. If approved this will seek to engage with local partners to work together with the Council to provide local services.
- Work to get a better understanding of the Borough through statistics and information is underway.
- Close working with other agencies to deliver local events such as through DWP and Employment and Skills Group.

How we aim to improve

Civic Pride

Gedling Borough encapsulates a wide range of communities from those on the edge of Nottingham to rural villages based on mining and affluent later suburbs. The unique nature of these should be brought out and the identity of these areas in their own right promoted whilst also feeling an integral part of Gedling Borough.

Localities

Three areas are currently covered by Locality Workers – Netherfield, Newstead and Killisick, to the north of Arnold. These have been identified as priority areas within Gedling where there are significant areas of deprivation. A number of initiatives are already focussed here and these will be built upon and they continue to be a focus for activity. However, the rural areas of Gedling have also come under closer scrutiny, especially in relation to changes caused by the Covid pandemic.

The use of high street shops has been impacted by the pandemic with footfall reducing markedly. This has exacerbated a long-term decline, creating noticeable holes in high streets, further highlighting underlying issue of build quality in some of Gedling's high

streets. Reimagining the high streets is likely to be a key activity moving forward as we seek to diversify town centre uses, look to bring units back into use and generally consider what shape and role town centres should have.

Work is also taking place to ensure that rural areas of the Borough have access to services and utilities required to work successfully. A paper has been produced outlining the issues faced, focussing specifically on IT issues, access to services and support for rural areas and seeking to find ways of providing local access points.

Thought and action also need to be given to employment opportunities across all Borough areas, especially those that are more remote from opportunities, or that are within our most deprived communities; access to employment opportunities need to be available to all. Targeted activities in more deprived communities that encourage access to employment through training and support should be supported and opportunities for local creation of jobs provided.

Alongside these, all localities in Gedling should be engaged to ensure cohesive communities and prosperity and a feeling of Civic Pride. Activities that span the Borough should be considered with the uniqueness of areas accentuated.

Partnerships

In order for our communities to thrive and prosper a number of the activities, not only in this theme but across them, need to be undertaken in partnership. This is especially important for communities where there are often instances of the Council working alongside community and voluntary groups to deliver activities locally. New partnerships have been nurtured through the pandemic with positive working taking place to build relationships. These need to continue to be nurtured as we move into the post pandemic phase

Suggested further reading

- Gedling Local Plan
- Communities' links
- Emerging work on Gedling statistics
- Carbon Management Strategy 2021-2030

6.0 Theme 3: Visitor, heritage and leisure opportunities

What do we already know?

This theme focusses attention on why people come to the Borough and what they can experience or be involved with when here. The Borough has a rich history, a number of attractions as well as leisure facilities serving its populace.

There are three main elements to this theme as well as a small number of individual projects:

- Borough-wide heritage and visitor route
- Arts and Leisure provision
- Events and Festivals

In addition there are small unique projects focussed on providing public facilities across the Borough where possible as well as input into national schemes such as tree planting.

Key statistics and information

- Work on leisure facilities in Arnold included within Council Levelling-Up Fund proposal.
- STEAM figures assess that some 15,000 FTE jobs are supported by tourism in Nottinghamshire (excluding City) and that visitors bring in £1.24bn to the local economy. An average day visitor spends £38 (2019 figures).
- Gedling has a number of tourism sites that could be developed and supported further including various country parks, Patchings and the annual art event, and historic properties such as Newstead Abbey and a number of Pumping Stations.
- Gedling has been named as one of the top 50 places to live in Britain (2020).

How we aim to improve

Borough-wide heritage and visitor route

There has been a long-standing desire to promote the heritage of Gedling Borough and to encourage visitors to come and experience it. Whilst there are a number of existing heritage assets across the area, these are not necessarily coherently connected to form a compelling whole that can be promoted for people to enjoy.

The Borough-wide heritage and visitor route specifically tackles this by working, over the long term, to create a circular route around the borough. Along it may be attractions or other visitor economy functions, helping to provide much needed employment and business opportunities. Overall, such a route also provides good opportunities for the residents of Gedling to experience the area in which they live and learn about things they didn't know.

A well-developed part of this is the Mineral Line, seeking to reuse the former railway line to link up communities, some of our most deprived, with countryside and employment. At the same time it provides a leisure link for residents to enjoy.

Arts and Leisure provision

The Council owns and operates five leisure centres across the Borough. These provide communities with much needed leisure opportunities and physical activity without the need to necessarily travel very far. They also allow the Council to promote healthy lifestyles and exercise through memberships.

A longer-term ambition exists to redevelop and renew facilities in the Borough. This includes reviewing the facilities at Arnold Leisure Centre, part of the recent Levelling-Up Fund proposal submitted. This would seek to provide new leisure facilities in the same location and act as a hub for a leisure quarter in Arnold. Similarly, the Richard Herrod Centre is also under scrutiny to ensure it provides for local communities.

Both of these link in to a wider look at Council buildings and their use to ensure that the Council provides, more widely, the services residents and businesses need in a way that is effective and efficient. There are therefore opportunities to work with communities on local provision. This work is still in its infancy but is one that could impact communities and provide employment and skills opportunities.

As well as this, Gedling is home to the Bonington Theatre. Part of the Arnold Leisure Centre, this space provides for theatre performances as well as a very popular cinema. The facilities, whilst small, are well used and popular and form a key attraction in encouraging people to visit Arnold town centre.

The relatively new Gedling Country Park, based at a former colliery, has quickly become a popular attraction for residents and visitors alike. A small café overlooks the site which is traversed by paths popular with walkers and runners. The location, on the edge of Arnold, affords fine views over the city but also the greenbelt to the north of Nottingham. This attraction's popularity will continue to increase, as demonstrated by the recent car park expansion. It again provides a unique selling point for Gedling.

In addition, the Gedling Country Park is part of the Green Lung Corridor footpath project, linking it to Mapperley Golf Course. This is one of the corridors within Gedling that form part of the Greater Nottingham Blue and Green Infrastructure Strategy (GBI). The GBI seeks to integrate blue and green infrastructure provision with the Greater Nottingham Strategic Plan.

Events and Festivals

Underpinning a range of activities within this Framework is the need to promote the area and encourage visitors and residents to return. A key feature of this will be the co-ordination of events and festivals. Whilst there are already a wide range of events throughout the year these are not necessarily co-ordinated, promoted and integrated

to best effect. A healthy range of events, cleverly and consistently promoted helps to show residents the vibrancy on offer and instil pride in Arnold.

Arnold Town Centre already has a number of annual events aimed at drawing in visitors to the town centre. From the Christmas Market and lights switch on to events held during the summer holidays and at the market place, all combine to create an events calendar.

Additional Projects

In addition small number of projects do not neatly fall into the themes. This section here picks up projects that will ultimately help to provide infrastructure or support to help the Borough develop and provide for its residents, businesses and visitors. A key project is the provision of public toilet provision. Utilising external funding where possible, provision of safe secure and well managed toilet facilities assists in encouraging people to visit places and spaces. Projects to bring forward in town centre conveniences also supports work to get people to reengage with their High Streets.

Suggested further reading

- Link to Heritage Way
- Greater Nottingham Blue and Green Infrastructure Strategy
- Leisure Strategy
- Play pitch strategy
- Levelling Up Fund link
- Annual STEAM figures ([STEAM model | Tourism Research | UK | Global Tourism Solutions \(UK\) Ltd](#))

7.0 Theme 4: Increasing and enhancing the labour market

What do we already know?

This theme is solely focussed on ensuring that the workforce within Gedling Borough is well trained, well skilled, with opportunities for personal growth, all ensuring that the residents in the Borough are well placed to access employment now and in the future as business needs change and develop. This theme therefore brings together schemes currently operating and seeks to be ready to develop as skills change over time.

The emphasis of this theme has changed over the course of the pandemic and there is a need to work with partnerships that have grown closer, work in methods not previously anticipated, and to target interventions better. There is also a long-term dimension to ensure that the skills businesses require in years to come are nurtured and provided and set in place at a relevant time.

For this reason, this theme provides actions in two ways:

- Firstly, it looks at how we need to change the way we work and the skills and provision required to do this
- Secondly, the medium and longer term activities that need to be put in place, covering the end of the Framework period and beyond.

The timeous nature, coupled with the not knowing precisely how skills needs will change or in what direction, means that this Theme seeks to raise awareness that changes will happen and will be acted upon without knowing specifically what. It is understood that there will be different effects on different groups e.g. working age people may require re-skilling or upskilling whereas new entrants are likely to come with the right skills but not the experience.

Key statistics and information

- The number of people with no qualifications in the Borough is falling
- Nearly 89% of residents have NVQ1, higher than both the regional and national averages, however only 32% have NVQ4, significantly below regional and national levels.
- All the secondary schools in Gedling are involved to a degree within the well received and respected Schools programme. This provides students with exposure to employers through mock interviews and networking sessions.

How we aim to improve

Immediate Actions

The Covid pandemic has changed, very rapidly, how people engage with skills, training and employment, and also highlighted some additional issues as people get used to the new way of working. From an employment point of view, the needs and wants of employers is also changing. The Brexit issues have created skills shortages

and the pandemic has also exacerbated this, and we need to be ready to embrace these changes.

The pandemic has moved a lot of provision and support on-line. This has impacted on accessibility and led to consideration of work elsewhere in this Framework, such as hubs and assistance for rural communities. This change to on-line has meant that there is ever more content and support available and the difficulty comes from how to access it; from too little choice there may now be too much.

Activities like the annual Apprenticeship Fair, have moved on-line and are likely to have a hybrid provision in years to come with some activities being in person whilst others are virtual or pre-recorded. This sort of content also allows communities who previously struggled for access to be able to see it on-line.

Another element that has changed as a result of the pandemic is the way Local Labour Agreements are delivered. Developers have struggled to deliver in person training and opportunities and there is consideration of taking a financial contribution instead to enable training to be provided.

In all, the immediate change has been to one of being more targeted with interventions. The embracing of new working methods and technology means that we can target interventions more precisely. This means resources from the Council and partners can be more effectively targeted to help those people and communities most in need. This approach is being pursued with partners and is being developed in a broader Skills Plan at present. This uses data from wards to identify where partners should focus work, as well as linking in to the work on rural hubs.

Medium and Long Term Projects

As business needs will change and develop, these projects are less specific and focussed on the development of the workforce to enable them to keep pace with the changes. Newer entrants will likely have updated skills but those already in the labour market may require additional support and training.

The longer term projects are very broad at present. They will be continually developed and refined as business needs and skills needs change. There will be a timeframe for this which will allow more specific actions to be developed, working alongside partners.

Suggested further reading

- Data Hub link - [Information about our Borough - Gedling Borough Council](#)
- Employment and Skills Group documents and data
- Nomisweb - [Nomis - Official Labour Market Statistics \(nomisweb.co.uk\)](#)

8.0 Theme 5: Infrastructure improvements

What do we already know?

This theme is focussed on the transport and infrastructure needs of Gedling Borough, enabling the other themes to develop and making sure that the Borough remains well connected and attractive for residents, businesses and visitors alike. There is a timeous element here too as projects are developed and delivered.

There are three main elements to this theme:

- Gedling Access Road – making the most of the opportunities this affords
- Wider City Connectivity – bringing together wider transport and infrastructure projects
- Fourth Trent Crossing – work to bring forward a new crossing

Key statistics

- GAR to open autumn 2021 and is 3.8km long.
- Gedling has four railway stations – Carlton, Netherfield, Burton Joyce and Newstead.
- c10 miles between Lady Bay Bridge and Gunthorpe Bridge meaning traffic flows through the City or neighbouring villages.

How we aim to improve

Gedling Access Road

The Gedling Access Road (GAR) has taken many years to come to fruition. It provides a much needed link between the Colwick Loop Road and Mapperley Plain, effectively linking a major area of population to key employment sites along the River Trent. At the same time it opens up significant areas identified for new homes as well as a new allocated employment site.

The new road will also ease the traffic issues being faced making not only the new employment site but also existing sites more attractive to occupiers. As well as this, the significant number of new homes will provide a workforce. Gedling Borough Council needs to make the most of this and promote this unique offer to businesses whilst working to ensure long term sustainability.

Wider City Connectivity

This theme brings together a host of activities around public transport and services across the sub-region. Gedling Borough is fortunate to be on the edge of the Nottingham conurbation with a good workforce. It is also close to planned infrastructure through HS2. This position needs to be capitalised upon to provide good services for residents and businesses to make them attractive to employees, easy and convenient to reach, and for their products to reach the wider market. The activities in

this theme seek to ensure that Gedling is well placed to work with partners to achieve benefits for its residents and businesses.

Fourth Trent Crossing

Similar to the work undertaken to develop the GAR, a Fourth Trent Crossing has been long spoken about. The floods of 2019/2020 showed the issues around crossing the Trent with the temporary closure of a number of popular crossing points causing travel disruption. A new crossing, linking the A52 with the Colwick Loop Road is thought to ease this situation. It would greatly benefit the residents and especially the businesses of Gedling through easier and more direct access to the major road network.

A significant amount of study, work and persuasion still needs to be undertaken to move this project forward. It has been included here to provide the aspirational link to work towards. As work on other projects continues, the consideration of this project in the background will ensure that the project moves to a conclusion.

Suggested further reading

- Gedling Local Plan
- Links to GAR work
- Carbon Management Strategy 2021-2030

9.0 What next?

This Framework allows the Council to focus on delivering key activities that work towards achieving economic prosperity by focussing the work of Officers. The Framework provides a structured approach to this delivery whilst minimising work on activities that do not achieve the desired results. All activities undertaken, especially where there is a financial element included, should be making the most of public funds.

The Framework provides for this and allows flexibility to adapt and amend whilst holding true to underlying principles. It is meant as a living document; projects will be delivered and new ones added, priority will shift between projects as funds allow; but the underlying principle of delivering economic growth for the Borough remain.

The document will be regularly reviewed and updated to ensure it continue to be relevant, provide a work plan and, most importantly, remains relevant to Government legislation and strategies, so that it may continue to fulfil its role.



Report to Cabinet

Subject: Linby Conservation Area Appraisal and Management Plan

Date: 4 November 2021

Author: Planning Policy Manager

Wards Affected

Linby

Purpose

The purpose of this paper is to seek Cabinet approval to publish the Linby Conservation Area Character Appraisal and the associated Management Plan (attached as **Appendix 1**).

Key Decision

This is not a key decision.

Recommendation(s)

THAT:

- 1) Approve the appended Linby Conservation Area Character Appraisal and Management Plan at **Appendix 1**;
- 2) Authorise the Planning Policy Manager to publish the document; and
- 3) Delegate authority to the Planning Policy Manager to make any minor typographical, formatting or factual amendments to the Linby Conservation Area Appraisal and Management Plan as appropriate.

1 Background

- 1.1 Under Sections 69-71 of the Planning (Listed Buildings & Conservation Areas) Act 1990 (the 'Act') 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 Linby Conservation Area was designated in 1972 and a Conservation Area Appraisal was adopted in August 2011. The format for these documents has considerably changed since 2011 as has guidance and this document re-appraises Linby and its Conservation Area boundary in the light of changes over time. The document sets out guidance for the preservation and control of change in a Management Plan to ensure the Conservation Area continues to retain its special architectural and historic interest.
- 1.3 The Council's Conservation and Heritage Officer has been actively involved in the preparation of the Conservation Area Appraisal and Management Plan working alongside Planning Policy. The document has also been subject to informal consultation with Linby Parish Council who have provided valuable comments and assistance.
- 1.4 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. The purpose of a Conservation Area is not to prevent development but rather it is to manage change in an informed manner that preserves and enhances the Conservation Area without harming its special character and appearance.
- 1.5 The Appraisal also provides the opportunity to re-assess the Conservation Area boundary to ensure it continues to have special architectural or historic interest to warrant designation and to amend the boundary accordingly and include new areas where appropriate.
- 1.6 The adopted Appraisal will 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.
- 1.7 The Appraisal and Management Plan have been subject to public consultation between 12th July and 23rd August 2021 in accordance with the requirements of S71 of the 'Act'. Comments were received and addressed elsewhere in this report.

2 Proposal

- 2.1 It is proposed that Cabinet approves the Linby Conservation Area Appraisal and Management Plan attached at **Appendix 1**.
- 2.2 The main significant features that make up the special architectural and historic interest of Linby include:
- The rural setting of the village, highlighted by open and greenfield farmland landscape that surrounds the buildings in an historic harmonious relationship, with mature trees, field boundaries of hedgerows, stone boundary walls, together with the permeating waters of ancient streams that form the Linby Docks in the centre of the village.
 - The landform and topography that changes through the village to provide different views, together with the meandering roads and footpaths that result in enclosed views upon entrance in to Linby and opening up to the wider open spaces within the village core with green spaces and Linby Docks running either side of Main Street affording long views.
 - The linear pattern of development from its mediaeval origins to the present day, with the location of the church, farm houses and ancillary outbuildings close to the village centre, cottages aligning the Main Street, crofts, tracks connecting to the fields beyond and the later housing of the C18th, C19th and C20th to the village edges as the settlement expanded.
 - The influence of the railways and the relationship with neighbouring settlements
 - Most notably two intact post medieval stone crosses, one to each end of the village (Top and Bottom Cross) but within sight of each other.
 - The prevalence of vernacular buildings consistently using locally quarried stone and a combination of clay tile and natural slate roofing, with timber sash windows. These range from large farm houses, farmyards and associated agricultural buildings, barns, stables, mills, to smaller cottages and the School house.
 - The retention of historic architectural details, including plan form, door and window openings, timber horizontal sliding sash windows;
 - The high quality and well maintained public realm including a prevalence of natural York stone for footpaths and kerbs, local stone blocks to manage verge parking, the grassed areas on Main Street, low level of street clutter such as overhead wires and signs, Victorian style lamp columns.
 - The lack of commercial buildings, shops, offices.

Issues and Opportunities

- 2.3 The village of Linby has retained much of its original character and appearance with its early informal layout, mixture of plot sizes and uses, the variety of buildings, the influences of agriculture, transport, topography, geology and natural elements. The consistent use of natural materials; stone for walling, clay or slate tiled roofs, timber windows and doors which have been used over centuries with changing building styles against a rural backdrop setting provide Linby with its special character. Yet there is development that has occurred that does not respect the village character outlined.
- 2.4 Gateways and gate piers help formalise entrances to driveways into properties and provide a break in walling. They should be of the same materials as the wall to which they are attached, well designed with a suitable coping and finial, the piers sufficient in strength and size to hold attached gates and proportionate to their context reflecting the size/width of the entrance while bearing in mind the size and status of the property to which they belong.
- 2.5 Building features make an important contribution to the character and appearance of buildings and the Conservation Area. Where they reflect the age of the building in their style and design, they should be preserved. The use of natural materials, in particular stone for footpaths, enhances the setting of the street scene and buildings. Where the opportunity exists to extend the use of natural stone paving and kerbs throughout the village that should be taken.
- 2.6 The Borough Council monitors listed buildings at risk and in 2017 Nottinghamshire County Council on behalf of Gedling Borough Council, carried out a survey of all listed buildings in Gedling Borough including Linby. Three buildings/structures were recorded as being in poor condition with one located outside of the Conservation Area. Of the others, 21 Main Street remains vulnerable although window repairs have been undertaken. Since the Buildings at Risk survey in 2017 repair work has been undertaken to Bottom Cross thanks to the intervention of the Parish Council and in cooperation with Historic England to make the structure stable. Bottom Cross is no longer in poor condition and has been removed from the Historic England Heritage at Risk Register.
- 2.7 Significant green spaces (Map 8) and key views and vistas (Map 9) should be protected from harmful development that blocks or harms their significance.
- 2.8 The setting of the Linby Conservation Area is an important consideration in proposals for new development. Linby is surrounded by open countryside designated as Green Belt which helps preserve its setting and

important views in to and out of Linby. However, on the southern and western approaches to Linby the residential development at the former colliery is highly visible.

- 2.9 Fencing and signs as seen at Linby Colliery Welfare Football Club have a negative impact upon the setting of the Conservation Area. The situation could be significantly improved by planting with native species to screen the palisade fence from view. A similar strategy could be adopted elsewhere on the edges of the village. The use of appropriate species can help deter intruders in designing out crime.
- 2.10 The impact of highway signs can be detrimental to the Conservation Area. Wherever possible, highway signs should be discreetly located, sufficient to achieve their purpose but bearing in mind the important buildings and views in the part of the Conservation Area that they are located so that significance is not harmed. The Borough and Parish Councils should work with the County Council to mitigate the impact of statutory signs upon the Conservation Area.
- 2.11 Increasing pressures upon Linby come from the growth of nearby settlements, in particular Hucknall to the south. Increases in vehicular traffic from the surrounding areas may impact upon village life with Linby used as a route through from Hucknall towards the A60 east and south to Nottingham from junction 27 of the M1. The Gedling Local Plan identifies housing allocations at Hayden Lane and Top Wighay Farm.
- 2.12 Linby is washed over by Green Belt restricting new development proposals within and beyond the village settlement boundary as defined in the Gedling Borough Local Planning Document adopted 2018. This has restricted development within the village to infill plots and extensions to dwellings. The key is ensuring that new development complements the character of Linby Conservation Area. The Management Plan sets out a strategy for its preservation and enhancement.

Consultation

- 2.13 Consultation on the Linby Conservation Area Appraisal & Management Plan took place between 12th July and 23rd August 2020. The documents were made available on the Council's website for local residents to view and make comments. Paper copies could be viewed at Brooke Farm, Linby and the Civic Centre in Arnold. Letters were sent to all households in Linby living within or adjoining the Conservation Area boundaries (approximately 122 households). Posters were put up around Linby Village and an officer made a presentation to Linby Parish Council at their October meeting. Eight comments were received from two respondents

and these are summarised in **Appendix 2** together with the Council's response.

- 2.14 Comments were received from Linby Parish Council and one local resident. The comments from the Parish Council on the Conservation Area Character Appraisal related to the boundary itself. Their comments on the Management Plan referred to the impact of bad pointing, the impact of solar panels and the impact of fencing on top of stone walls. A working groups was requested, to discuss funding avenues to improve infrastructure within the conservation area.
- 2.15 The local resident identified a number of qualities of the conservation area. They also noted the importance of materials of street furniture and buildings as well as various impacts arising from traffic passing through the village. It was suggested that a new access road be created to the north of Linby and Papplewick.

Next Steps

- 2.16 As no changes to the Conservation Area boundary are proposed, there is no requirement for this to be notified to the Secretary of State (Communities) and advertised in the London Gazette. However, respondents will be notified to inform them that the updated Conservation Area Appraisal and Management Plan has been approved.

3 Alternative Options

- 3.1 An alternative option is not to approve the updated Conservation Area Appraisal and Management Plan. This would result in the Borough Council relying on an outdated version of the document and not meeting its statutory requirements under S69 (2) of The 'Act' to review Conservation Areas and to ensure Linby Conservation Area continues to be sufficiently relevant and informative, including only those areas of special architectural or historic character within its boundary.

4 Financial Implications

- 4.1 Any costs can be met from existing budgets.

5 Legal Implications

- 5.1 The Appraisal meets the Council's obligations required by the Planning (Listed Building and Conservation Areas) Act 1990. Under Sections 69 and 71 of the Act, the Council should review conservation area boundaries from time-to-time and formulate and publish proposals for the preservation and enhancement of any parts of their area which are conservation areas.

5.2 The principal legal effect of the designation of an area as a Conservation Area is control over demolition of buildings (including structures classed as buildings in planning legislation) and less generous permitted development rights, under the Town and Country Planning (General Permitted Development) Order 2015.

6 Equalities Implications

6.1 It is not necessary to carry out an impact assessment, as the main impact would be on the ability of people to alter or extend their property. In this case, no changes to the boundary of the Conservation Area are proposed and no additional residential properties are affected.

7 Carbon Reduction/Environmental Sustainability Implications

7.1 The document will help to protect the environment of the Conservation Area. There are no implications for climate change.

8 Appendices

8.1 **Appendix 1:** Linby Conservation Area Appraisal and Management Plan

Appendix 2: Summary of comments and the Council's response

9 Background Papers

9.1 None

10 Reasons for Recommendations

10.1 The reasons for the recommendations are:

- a) For the purpose of planning guidance.
- b) To comply with statutory requirements and to publicise the approved document.
- c) For the purpose of efficiently rectifying minor errors as appropriate.

Statutory Officer approval

Approved by:

Date:

On behalf of the Chief Financial Officer

Approved by:

Date:

On behalf of the Monitoring Officer

LINBY CONSERVATION AREA CHARACTER APPRAISAL



CONTENTS

PART 1: CONSERVATION AREA APPRAISAL.....	4
1.0 SUMMARY.....	4
2.0 INTRODUCTION.....	7
3.0 LOCATION AND PATTERN OF DEVELOPMENT.....	9
4.0 LANDSCAPE SETTING.....	13
5.0 THE HISTORICAL DEVELOPMENT OF LINBY.....	15
6.0 ARCHAEOLOGY.....	23
7.0 CHARACTER AND INTERRELATIONSHIP OF SPACES WITHIN THE CONSERVATION AREA.....	25
8.0 GREEN SPACES AND TREES.....	28
9.0 KEY VIEWS AND VISTAS.....	33
10.0 PREVAILING ACTIVITY AND USES.....	42
11.0 ARCHITECTURAL AND HISTORIC QUALITIES OF THE BUILDINGS.....	43
12.0 ISSUES, PRESSURES, THREATS AND OPPORTUNITIES.....	52
13.0 REVIEW OF THE CONSERVATION AREA BOUNDARY.....	59
APPENDIX A: DESIGNATED HERITAGE ASSETS WITHIN THE CONSERVATION AREA.....	60
APPENDIX B: KEY UNLISTED BUILDINGS WITHIN LINBY CONSERVATION AREA.....	62
PART 2: MANAGEMENT PLAN.....	63
1.0 INTRODUCTION.....	63
2.0 PLANNING POLICY CONTEXT.....	63
3.0 PLANNING APPLICATIONS FOR NEW DEVELOPMENT.....	64
4.0 HOUSEHOLDER EXTENSIONS AND ALTERATIONS.....	70
5.0 SOLAR PANELS, SATELLITE DISHES AND ALARM BOXES.....	71
6.0 DEMOLITION OF BUILDINGS WITHIN THE CONSERVATION AREA.....	72
7.0 PRESERVATION AND ENHANCEMENT OF HERITAGE ASSETS IN THE CONSERVATION AREA.....	73
8.0 HISTORICALLY SIGNIFICANT BOUNDARY WALLS AND RAILINGS.....	74
9.0 PROTECTION OF IMPORTANT OPEN SPACES AND TREES.....	74
10.0 PROTECTION OF IMPORTANT VIEWS.....	75
11.0 ALTERATIONS AND SETTING OF LISTED BUILDINGS.....	75

12.0 RECORDING	76
13.0 KEY UNLISTED BUILDINGS	77
14.0 ARCHAEOLOGY	77
BIBLIOGRAPHY	78

List of Maps

Map 1 – Existing Conservation Area Boundary.....	8
Map 2 – Chapmans Map 1774.....	20
Map 3 – Twenty miles around Mansfield Sanderson’s Map 1835.....	20
Map 4 – Linby 1880 OS Plan.....	21
Map 5 – Linby 1900.....	21
Map 6 – Linby 1914.....	22
Map 7 – Development of Settlement.....	24
Map 8 – Significant Natural Features and Green Space.....	30
Map 9 – Key Views and Vistas.....	35
Map10 – Significant Buildings and Walls.....	51

PART 1: CONSERVATION AREA APPRAISAL

1.0 SUMMARY

- 1.1 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. In February 2019, Historic England published its updated guidance entitled “Conservation Area Appraisal, Designation and Management Advice Note 1 (Second Edition)”. This updated Linby Village Conservation Area Character Appraisal and Management Plan follows the guidance set out by Historic England and meets the requirement of the 1990 Act.
- 1.2 Linby was designated as a Conservation Area in 1972. The Conservation Area boundary follows historic field boundaries to the north and south of Main Street and includes adjoining parts of Church Lane, Wighay Road, Quarry Lane and Linby Lane. In August 2011 a Conservation Area Appraisal was formally adopted. Since 2011 planning policy guidance has changed considerably and this document updates and re-appraises the Conservation Area and its boundary in the light of changes over time. An updated Management Plan sets out measures for the preservation and control of change to ensure that the Conservation Area continues to retain its special architectural and historic interest. Public consultation was undertaken on a draft Character Appraisal and Management Plan between 12th July and 23rd August 2021 and a public meeting held with the Parish Council on 4th October 2021. The appraisal was approved by Cabinet in November 2021.
- 1.3 This Character Appraisal assesses the historical development of Linby and describes the special qualities that contribute to Linby’s significance as a place of special architectural and historic interest. Gedling Borough Council’s approach to new development proposals in the Conservation Area is outlined, having regard to the relevant local and national planning policies at the time of writing. It is intended that future changes within the Conservation Area will be monitored and the Character Appraisal and the accompanying Management Plan will be reviewed every few years to ensure they continue to reflect up-to-date policies and the Conservation Area boundary continues to include only those areas of Linby that are of special architectural or historic interest.
- 1.4 The Character Appraisal identifies the main significant features that make up the special architectural and historic interest of Linby and which are set out as follows:

- The rural setting of the village, highlighted by open and greenfield farmland landscape that surrounds the buildings in an historic harmonious relationship, with mature trees, field boundaries of hedgerows, stone boundary walls, together with the permeating waters of ancient streams that form the Linby Docks in the centre of the village.
- The landform and topography that changes through the village to provide different views, together with the meandering roads and footpaths that result in enclosed views upon entrance in to Linby and opening up to the wider open spaces within the village core with green spaces and Linby Docks running either side of Main Street affording long views.
- The linear pattern of development from its mediaeval origins to the present day, with the location of the church, farm houses and ancillary outbuildings close to the village centre, cottages aligning the Main Street, crofts, tracks connecting to the fields beyond and the later housing of the C18th, C19th and C20th to the village edges as the settlement expanded.
- The influence of the railways and the relationship with neighbouring settlements
- Most notably two intact post medieval stone crosses, one to each end of the village (Top and Bottom Cross) but within sight of each other.
- The prevalence of vernacular buildings consistently using locally quarried stone and a combination of clay tile and natural slate roofing, with timber sash windows. These range from large farm houses, farmyards and associated agricultural buildings, barns, stables, mills, to smaller cottages and the School house.
- The retention of historic architectural details, including plan form, door and window openings, timber horizontal sliding sash windows;
- The high quality and well maintained public realm including a prevalence of natural York stone for footpaths and kerbs, local stone blocks to manage verge parking, the grassed areas on Main Street, low level of street clutter such as overhead wires and signs, Victorian style lamp columns.
- The lack of commercial buildings, shops, offices.

1.5 These elements and features combine to characterise and define the local distinctiveness that makes Linby a special place. A settlement that has grown from its medieval origins and characterised by the historic relationship of agriculture and landscape and the changes that have occurred in response to a changing economy and the area around it.

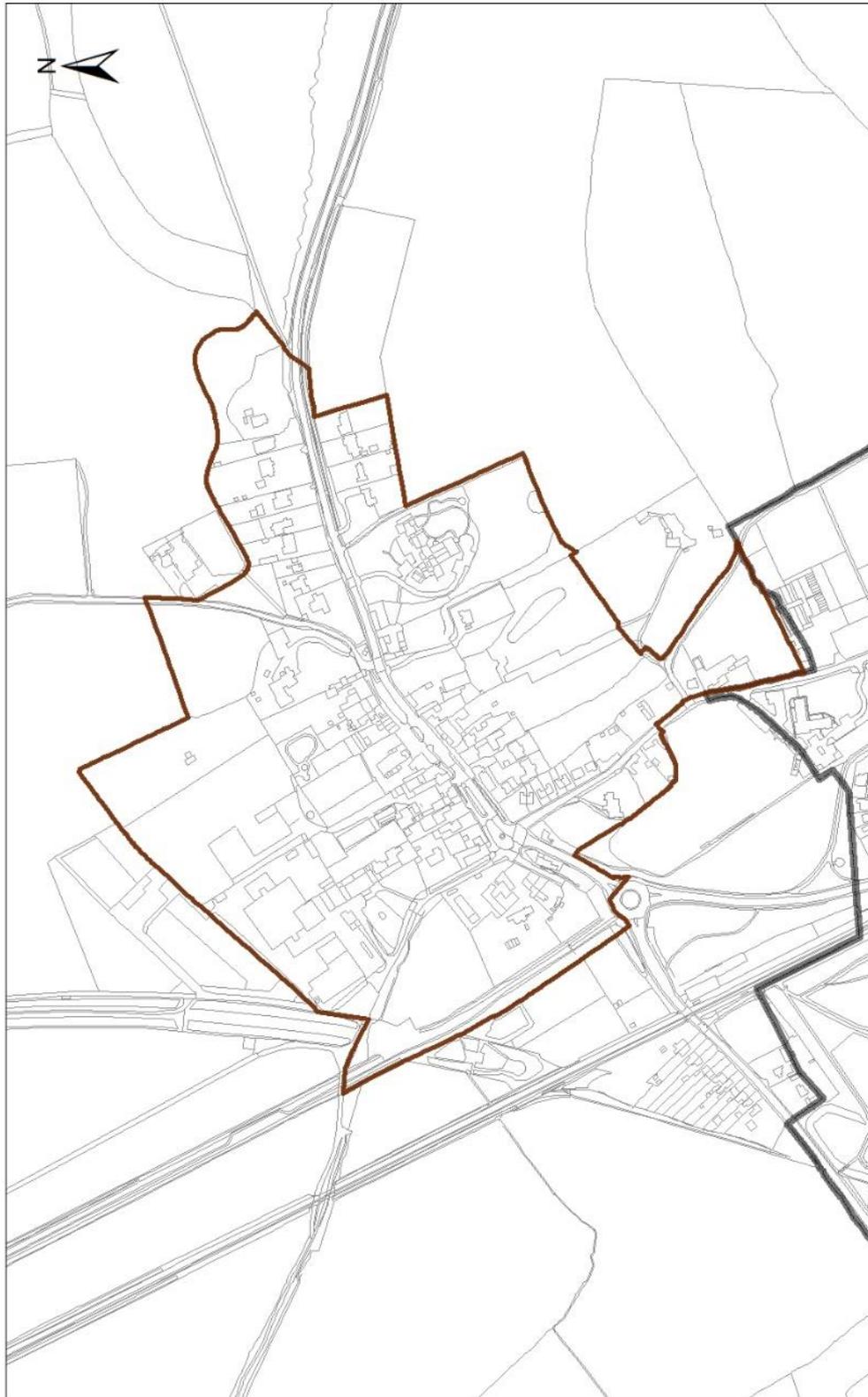
1.6 This document comes in **two** parts:-

- Part 1 comprises a Character Appraisal that describes the special interest of the Linby Conservation Area and assesses the boundary; and
- Part 2 comprises a Management Plan that sets out guidance, policies and proposals for the preservation and enhancement of Linby Conservation Area that can be carried out through the planning process.

2.0 INTRODUCTION

- 2.1 Linby Conservation Area has an existing boundary which encompasses the medieval core and includes C18th, C19th and C20th buildings within the centre and on the village edges. The boundary of the Conservation Area follows historic field boundaries and includes the most significant parts of the village where a number of important historic buildings are located, many of which are listed buildings. Such buildings include, farmhouses, labourer's cottages, threshing barns, mill buildings, stables and the like, a legacy of past farming practices. As the economy and transport developed so did its influence upon Linby with the coming of the railway and mining activity in the area. The existing boundary has taken account of this and is shown on **Map 1**. The boundary has been reassessed as part of this review taking into account the changes that have been made over time and the document updated in the light of national and local planning policy changes since the last review in 2011. The assessment has concluded that no changes are necessary to the existing boundary at this time.
- 2.2 The Character Appraisal assesses the historical development of the Conservation Area and describes its present appearance, identifying the specific qualities that contribute to its significance as a place of special architectural and historic interest in accordance with paragraph 191 of the National Planning Policy Framework¹. In particular, this Character Appraisal includes a description of architectural styles, forms and features that underline the major phases in the development of the village as well as important open spaces, which together make a substantial contribution to the character and appearance of the Conservation Area.
- 2.3 The Character Appraisal will inform decisions in relation to development to ensure proposals preserve and/or enhance the existing character and appearance of the Conservation Area and its setting.

¹ [The National Planning Policy Framework February 2019, Ministry of Housing, Communities and Local Government](#)



Linby Conservation Area Boundary
Borough Boundary

Map 1 - Existing Conservation Area Boundary

Gedling
Borough Council
Chic Centre, Amcote Hill Park, Amcote,
Nottinghamshire, NG6 8LU

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3.0 LOCATION AND PATTERN OF DEVELOPMENT

- 3.1 Linby Village is located 12 kilometres (7.5 miles) to the north of Nottingham city centre and immediately to the north of Hucknall which is within Ashfield District boundary. To the east and connected by road lies the village of Papplewick, some 0.75 km in distance and with which Linby is associated. Like Papplewick, Linby developed as an agricultural settlement, in a linear pattern of development, buildings erected along Main Street surrounded by relatively flat open farmlands, fields bounded with mature hedgerows and copses of woodland. The historic core of Linby remains relatively intact and retains much of its rural and agriculturally influenced identity.
- 3.2 Working farmsteads retain their activity to the rear of residential properties, connected to the centre by tracks that punctuate the street scene. Although historically influenced by farms and crofts fronting Main Street the village is now predominantly residential in character reinforced by the conversion of former farm buildings with the village shop and Post Office converted to residential use and later development. Farmland surrounding the village remains in use. The railway lines appeared in the latter part of the C19th as coal mining took hold in nearby villages at Bestwood and Newstead which shared the Leen Valley line with Linby but which has since been closed as has the Great Central line, leaving only the Robin Hood Line between Nottingham and Worksop active. This is located to the west of the village as is the M1 Motorway at 3.5 km away and with easy access from junction 27 of the M1 Motorway.
- 3.3 Two streams run through the centre of Linby (known as Linby Docks) and which are separated by the main road. The streams also known as North and South Side Brooks (**Photos 1 and 2**) meet at the eastern end of the village to form a tributary of the River Leen and provide Linby with a unique feature. The streams have carved out their path through the ancient rock formation of the area. Linby is located on a sedimentary bedrock formed in the Permian period approximately 252 to 272 million years ago in a shallow marine environment which resulted in a band of magnesian limestone up to 100m in depth that runs northwards through Doncaster and towards Wakefield and the north east ². Formed from the remains of sea creatures, the buff or honey coloured stone of Linby was quarried locally and used in the buildings of the village that make them distinctive. The consistent use of stone in buildings with natural clay plain or pan tiled or slate roofs, sash windows and timber

² British Geological Survey – Map viewer - https://mapapps.bgs.ac.uk/geologyofbritain/home.html?&_ga=2.245019653.1491196791.1615203031-702148324.1609411559

doors coupled with the natural stone used in paving and boundary walls provides a cohesive visual unity to the appearance of Linby.

Photo 1 – South Side Brook, Linby Docks, Main Street



Photo 2 – North Side Brook, Linby Docks, Main Street



In addition to the Docks, Linby is also characterised by having two village crosses, one at each end of the main street and both of which are Scheduled Monuments.

- 3.4 The boundary of the Conservation Area at its outer limits follows established field boundaries which are seen on the 1835 plan by George Sanderson (**Map 3**). The Conservation Area includes the core of the village which is chiefly residential in character but accompanied by a number of farm buildings, a former school, church, a vicarage and a public house all

combining and interacting with natural landscaped elements that feature prominently to provide a unique and special place. Together the buildings form an impressive display of vernacular architecture, reflecting social status and the economic prosperity of previous ages. The oldest and perhaps most significant of the farm houses is Hall Farm (Grade II* Listed Building) which dates at the very least from the C15th and is the remaining wing of a former manor house³. Ancillary farm outbuildings at Hall Farm include a former brew house, crew yard and mill barn (Grade II* listed) which together form a group along with a threshing barn (Grade II listed) and in the setting of a nearby dovecote and farmhouse known as The Limes (both Grade II). St Michaels Church Linby is located at the south west edge of the village on higher ground along Church Lane and dates to the C12th (Grade II* listed), its square tower seen from distance from a variety of places.

- 3.5 There is a lack of shops in the village with very few signs, those signs there are mainly being traffic signs. One key building of note is the C19th Horse and Groom public house (**Photo 3**) that commands views along Main Street and forms a social hub for the village and focal point for walkers and other visitors. Farmland around the village and in conjunction with working farms remains in use for arable purposes and so the agricultural influences of the past remain in the present day.

Photo 3 – The Horse and Groom public house



- 3.6 It is not just the buildings alone that make Linby special but it is also their relationship to each other, the green spaces and spaces in between buildings

³ Late medieval, it is one wing and all that remains of the early manor - P165 Nikolaus Pevsner 2nd Ed. By Elizabeth Williamson

with glimpses of the wider gently rolling farm landscape surrounding Linby. Bottom Cross stands on higher ground with the north brook running beneath it and Main Street very gently rising north east to south west through the village. Higher ground is evident on the south side of the road upon entrance in to the village from Papplewick with late C19th and mid C20th properties commanding the hillside, the C19th Linby House largely obscured by mature trees. The main road at its south west point climbs as it travels over the former Great Northern Railway line and the Robin Hood line before meeting with Wighay Road.

- 3.7 Main Street is broad, accommodating Linby Docks and the green spaces around them, while buildings hug the back edge of pavements long views are afforded from both ends of the village, enhanced by higher ground at each end of Main Street.

4.0 LANDSCAPE SETTING

- 4.1 The rolling landscape that provides the setting for Linby is born out of its geological formation and landform origins developed by its interaction with human activity over time. The influence of the landscape upon Linby cannot be over stated and it is the special relationship between the two that gives the village its identity. From the streams that run through the centre with buildings that are carefully situated to utilise and harness their power, mature trees and hedgerows that mark field boundaries, to the topography and the farmlands that provided a living for its inhabitants. All have combined in a unique relationship.
- 4.2 Surrounded by arable fields the village retains its close links to agriculture, a fact emphasised on its approach along Linby Lane from Papplewick to the east, Quarry Lane, the Linby Trail and the footpath from Papplewick.
- 4.3 The landscape has changed over time as earlier crofts and closes have opened up to form larger fields, however many field boundaries are of mediaeval origin and restrict views across open countryside with just the occasional glimpse of a wider landscape view. The green spaces of the fields seen in longer views around the village perimeter are reinforced by the green spaces within the village to provide a consistent visual connection between the village core and its surroundings.

Photo 4 - Farm landscape to the north-west



Photo 5 – Long view south east towards Hucknall



Photos 6 and 7 – The stream along Linby Lane to the east and North Brook at the western end of Linby are lined by mature trees.



5.0 THE HISTORICAL DEVELOPMENT OF LINBY

- 5.1 The historic development of Linby played a central role to its character and appearance and was set out in the 2011 Conservation Area Appraisal. That history remains relevant to understanding the pattern of development and building forms that are seen today. It is repeated and updated here.
- 5.2 Linby appears in the Domesday Book of 1086 as Lidebi which is Scandinavian (Norse or Viking) in origin meaning ‘farmstead or village where lime trees grow’⁴. This indicates that the settlement origins occurred before the Norman conquest of 1066. There is no known archaeological evidence pointing to an earlier phase of development.
- 5.3 From around 1232 onwards, Linby is mentioned in the Sherwood Forest ‘perambulations’ or walks around the forest boundary. The forest boundary ran along Main Street and up Hall Lane to follow the ‘Great North Highway’ towards Annesley. This meant that the north side of Main Street and the land beyond it was within Sherwood Forest, while the south side and land beyond was not. From 1505, the perambulations also refer to a cross in Linby. There has been much debate over which of Linby’s two crosses was the boundary marker. What is known is that Top Cross was damaged in the 17th century and ‘restored’ in 1869, while Bottom Cross appears on an estate map of the village drawn in 1692. Both have had their base dated as late medieval/early post medieval.

Photo 8 – Top Cross, post mediaeval Scheduled Monument



⁴ A Dictionary of Place Names A. D. Mills Oxford University Press, 1993

Photo 9 – Bottom Cross, post mediaeval Scheduled Monument



- 5.4 Local stone was used in the construction of the earliest buildings, those higher status buildings including earlier parts of St Michael's Church C12th (**Photo 10**) and possibly for the original Linby Hall C14th which was the former manor house, a remaining wing of which is now Hall farm. Early cottages and associated agricultural buildings were probably not of stone and may have been timber framed since none remain from the medieval period⁵. The layout of the existing historic buildings within the village, which date largely from the C18th and C19th, differs very little from the earlier linear development along Main Street. It may therefore be possible that earlier buildings were demolished and replaced with new buildings during the C17th, C18th and C19th. Like its neighbour Papplewick and many other villages within the Borough of Gedling, development was shaped by agriculture, with small farms and crofts fronting Main Street and farmland beyond. At either end of the village, lanes, or tracks running north or south provided access to the farmlands (and quarries) behind these buildings. These lanes are still in evidence to the east of the village in the shape of Quarry Lane, and the farm track running south along the boundary of Linby House.
- 5.5 The rich history of Linby is clearly seen in the Church, Hall farmhouse and the standing crosses but also in the farm houses, labourers' cottages and other dwellings within Linby.

⁵ The expense of dressing limestone in this period meant that it would have been reserved for higher status buildings such as Linby Hall and church.

Photo 10 - St Michael's Church



The Limes, a grade II listed farmhouse adjacent to Hall Farm dates from the late C17th and Western farmhouse grade II is late C18th. The C18th saw a range of farm buildings erected using the local stone, their presence still seen today. A number of labourer's cottages were built during the C18th and C19th including 5, 6, 7 and 13-19 Main Street which are grade II listed buildings. Linby also has its share of larger properties including the grade II listed Vicarage C18th, the C19th former School house (Hanson House) and Sherwood House built between 1841 and 1880. The C18th and C19th saw many stone buildings including mills and barns erected in response to agricultural needs, serving farms as the centre of the village expanded either side of Main Road. Linby Docks comprise two streams that run through the village. North Side Brook runs from a spring in Joe's Wood, past Hall Farm, and along the north side of Main Street, while South Side Brook runs from a spring near Top Wighay, past Tommywoods Cottage and along the south side of Main Street. These streams were used to drive water wheels for milling corn at what is now Hall Farm, Watermill Barn, and, later, at Colliery Farm (now the Old Mill and Western House). The Horse and Groom public house was also erected in the C19th in the centre of the village to serve the local population and commands views from both directions along Main Street.

- 5.6 Despite the opening of the Midland Railway in 1848 (Robin Hood Line), the colliery in 1871, the Great Northern Railway (GNR) Leen Valley line in 1882 and the Great Central c.1900, the historic core of Linby village remained relatively unchanged until the mid C20th. The railway lines passed by the village on its western boundary with the Midland railway station (now demolished) built between 1841 and 1880. Between 1880 and 1900, Main Street was diverted to the south to cross the new railway lines, with the GNR station and associated structures including the weighbridge building that is

now the Local Heritage Centre (**Photo 12**), the station house, and Linby House constructed.

Photo 11 – The Linby Trail



Photo 12 - Linby Heritage Centre



The Midland railway line (Robin Hood line) connected Nottingham to Worksop and runs roughly parallel to what was the Great Northern Railway Leen Valley line in a northwest and south east direction. Both lines were intersected by the Great Central Railway line running north to south. Only the Robin Hood line remains in use with the Linby Trail following the line of the former Great Northern Railway between Linby and Newstead and which since 1998 has designation as a Local Nature Reserve (**Photo 11**).

- 5.7 Later phases of development occurred throughout the C20th as some older buildings were altered and changed to new uses and new housing was erected. The early to middle part of the C20th saw housing built upon entrance in to the village from the east on the north side of the road. These large detached properties situated on the north side of Linby Lane display Arts and Crafts⁶ style detailing and access in to them is gained over individual bridges over the brook which runs parallel and adjacent to Linby Lane. C20th housing was developed along Church Lane on its east side opposite to the church, a row of semi-detached brick houses contrasting with the rest of the village core largely built in stone. The former station masters house, also in red brick and

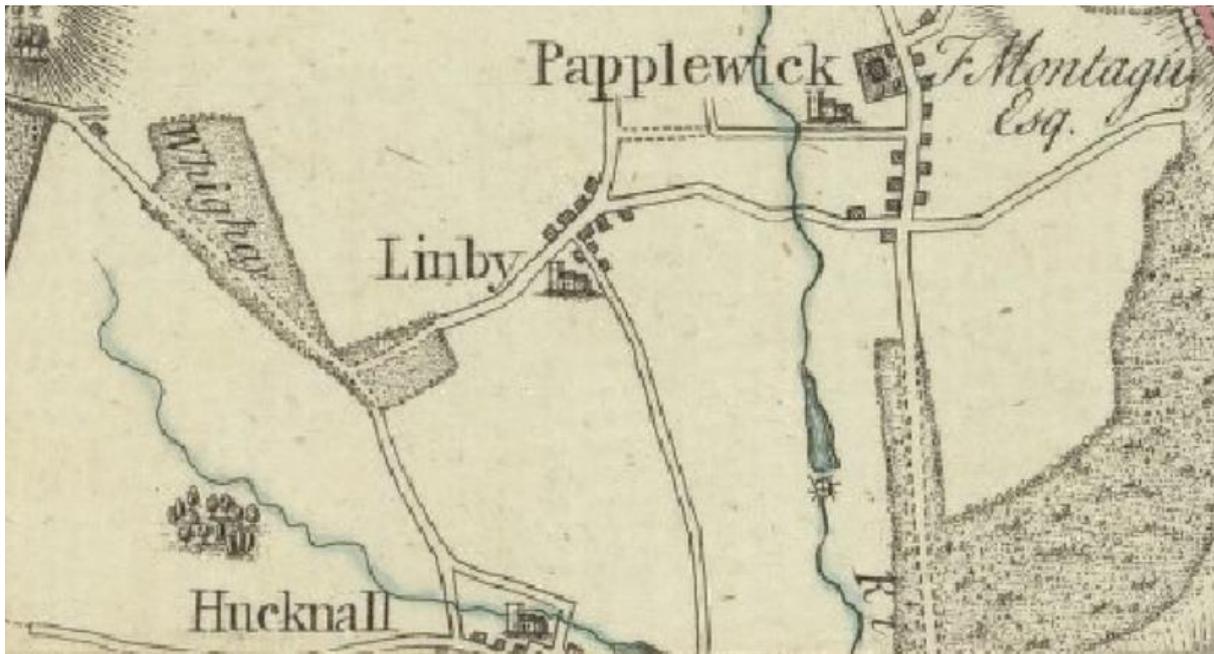
⁶ The Arts And Crafts movement had its origins in an admiration for traditional art and craftsmanship following the Great Exhibition of 1851.

late C19th stands on the west side of Church Lane at its entrance. On the whole Linby has retained its rural character despite changes made over time. Road links via Wighay Road lead to Annesley Road connecting the village to Hucknall to the south and the M1 via the A608 to the north-west resulting in busy traffic through the village, something Linby would not have seen in earlier times.

- 5.8 The population of the parish of Linby rose dramatically (from approximately 185 people to 515) during the second half of the C18th, probably largely due to the opening of cotton mills along the River Leen⁷. Although Linby has been described as having a 'vigorous' framework knitting industry prior to the industrial revolution, there is no architectural evidence of workshops or framework knitters' houses within the village and it would appear that knitting took place solely in the mills. Following the closure of the mills in 1828 the population declined again (reaching a low of 271 in 1841), framework knitters were 'discharged' from the parish and cottages which had housed them were demolished.
- 5.9 Between 1921 and 1931 the population of the parish doubled, increasing from 275 people to 557. Although this increase has been attributed to residential development, in particular along Papplewick Lane, there was again very little impact on the village core. The north side of Linby Lane began to be developed between 1920 and 1938. By 1955 four large detached houses had been constructed, with a further four to the south side of the lane. The east side of Church Lane was also developed between 1938 and 1956. The new school off Quarry Lane and a further four houses along the north side of Linby Lane had appeared by 1961.

⁷ Although a mill is referred to in the Domesday Book and in the perambulations of 1232 and 1538, this would have been a corn mill, probably on the site of either Linby/Castle/Top Mill, or Wauk/Warp/Walk Mill.

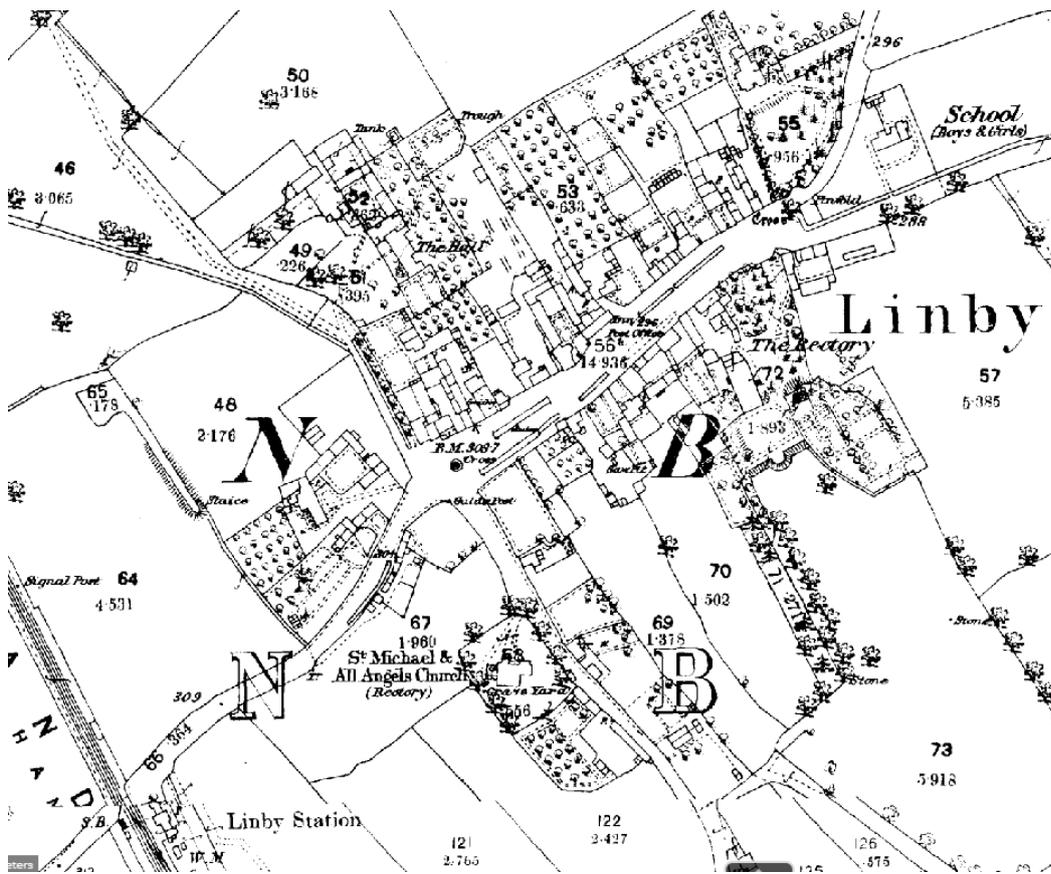
Map 2 – Chapmans Map 1774



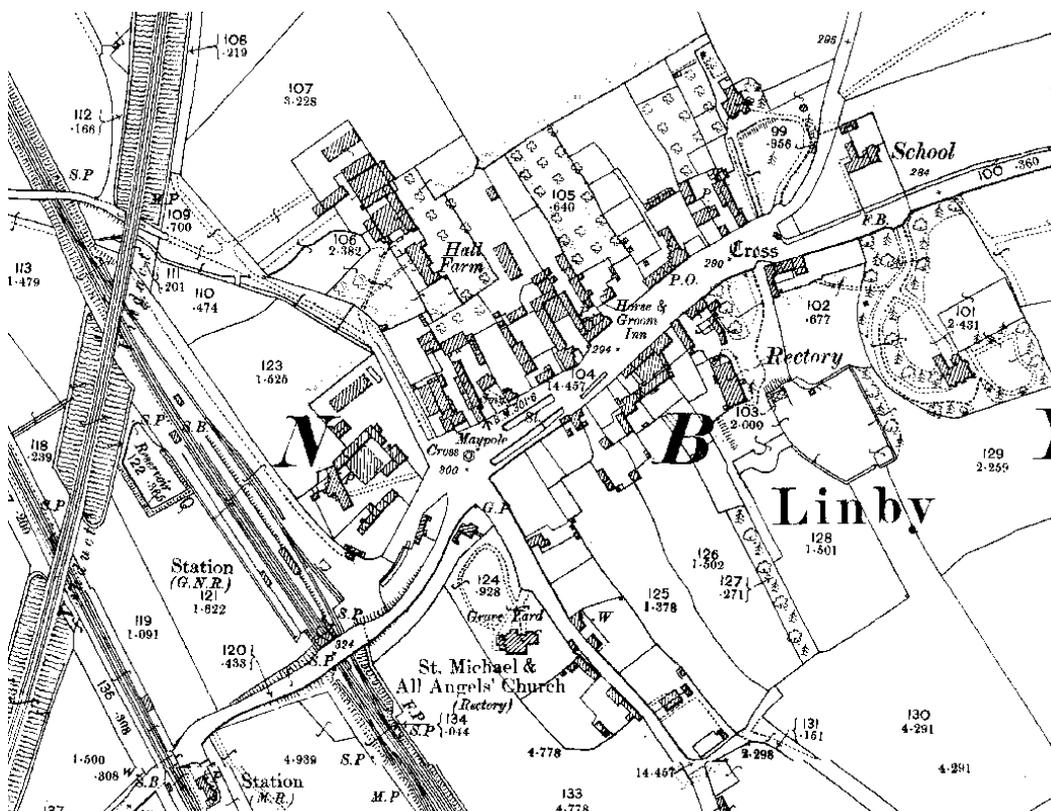
Map 3 – Twenty miles around Mansfield by George Sanderson 1835



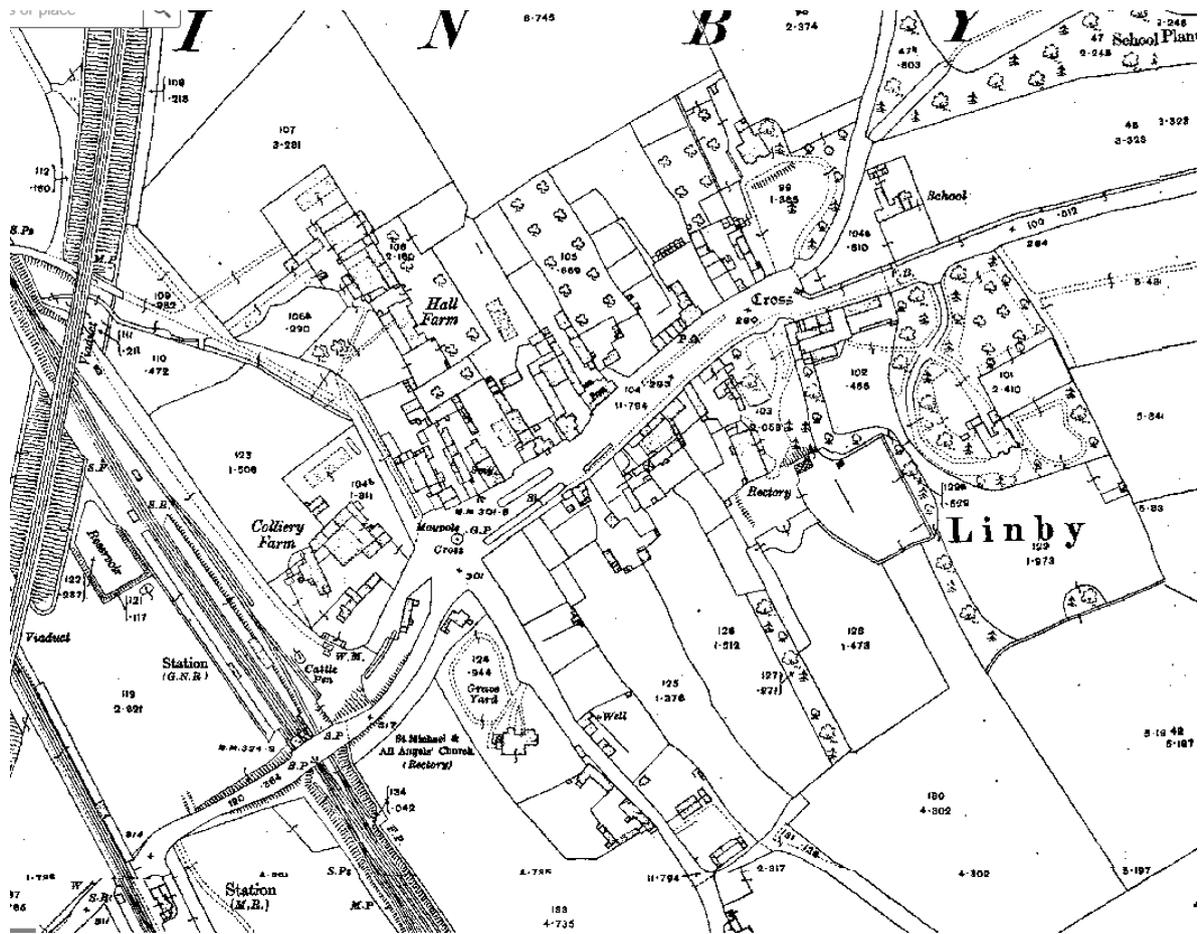
Map 4 – Linby 1880 OS Plan



Map 5 – Linby 1900



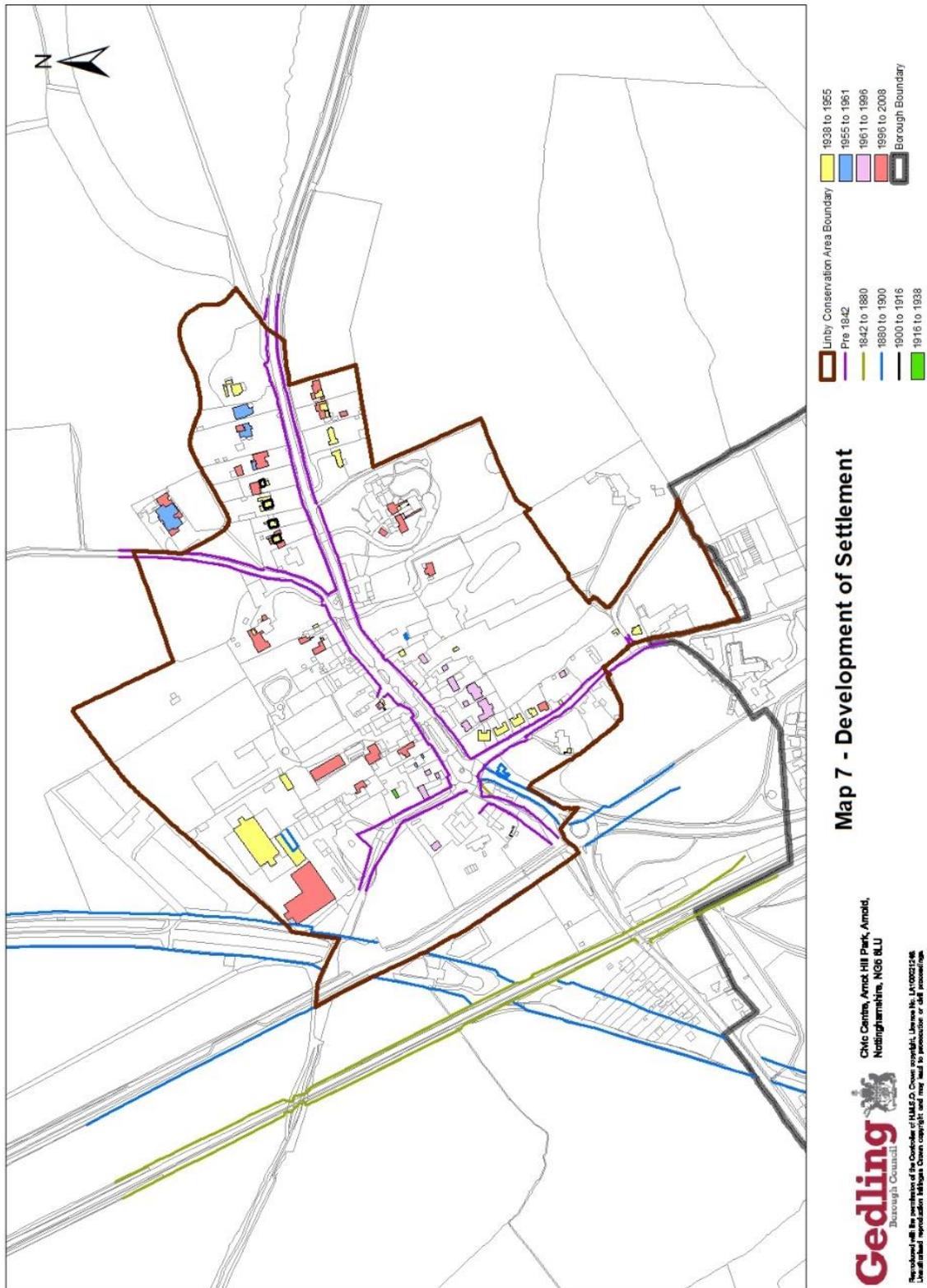
Map 6 – Linby 1914



6.0 ARCHAEOLOGY

- 6.1 The development of Linby may be traced by way of historic mapping. Its linear development, field boundaries and oldest buildings provide some tangible evidence of its known past. The field boundaries and earthworks provide some clues to the development of the village prior to and throughout the medieval period. To the north of Hall Farm, earthwork remnants of terracing, and 'ridge and furrow' provided evidence of medieval (or earlier) farming of the land. The remnant of a 'hollow way' (or sunken lane)⁸ is seen to the east of the village centre. The hollow way ran east from the village towards the Leen (and Papplewick beyond), and south along an ancient field boundary, probably to provide access to the farm land south of Main Street. Although still in existence in the late C18th century (it appears on a map of 1774), the road to Papplewick has been formed over the eastern extent of the hollow way so that it no longer remains.

⁸ A hollow way describes an ancient route, formed by regular use of a particular path, often over centuries.



7.0 CHARACTER AND INTERRELATIONSHIP OF SPACES WITHIN THE CONSERVATION AREA

- 7.1 The relationship of buildings to spaces and the wider countryside surroundings defines the character of Linby. This relationship is a function of its topography, historical development, land use and ownership. The core of the village developed in a linear form with buildings either side of Main street and this is evidenced as far back as Chapman's map of 1774 (**Map 3**). Older houses within the village dating from the C17th onwards including small dwellings and agricultural buildings fronted Main Street with crofts or small fields immediately behind. Following enclosure a number of properties had long narrow plots to the rear specifically to either side of the central part of Main Street while the larger spaces to the farms were on the village edges but with narrower tracks providing access to Main Street and vice versa to the fields for farm vehicles.
- 7.2 Linby Lane gently bends upon entrance in to the village from the east. Mature trees and hedgerows enclose the space either side of the road with glimpses of the fields on the south side between the trees until there is the sloping grassed embankment marked by a mature hedgerow on top and behind which are private garden spaces to houses that are set well back so that space opens out. In contrast the north side of the road is bounded by a line of tall mature trees and hedgerows adjacent to the stream that enclose the space upon entrance in to the core of the village. That space is again enclosed on the north side by the stone wall and mature woodlands of Linby house.

Photo 13 – Entrance into Linby from Linby Lane



- 7.3 At the eastern end of Main Street, the varying topography and open green spaces on the north and south sides of the road, both private and public around Hanson House, Bottom Cross, Linby Cottage, The Old Vicarage and to the front of 13-19 Main Street serve to provide a sense of openness within

the Conservation Area. These spaces between buildings, including the green areas and natural stone footpaths provide the setting to the stone buildings and their boundary walls which are set back from the road.

Photo 14 – Public and private green spaces make a significant contribution to the Conservation Area



- 7.4 On the north side the variety of space adds interest, shaped by the position and orientation of individual buildings set back with private garden space to the front including Vine House and Sherwood House. Quarry Lane is enclosed by mature hedgerows to each side, the long narrow space bends and straightens before it opens out in to open countryside to the north. The large space of the car park and forecourt to the Horse and Groom public house ensure it has a commanding position in the street scene where it is a focal point of the village. On the south side buildings and stone boundary walls abut the footpath, providing a sense of enclosure and continuity. There is a mixture of buildings that abut the footpath to enclose the space and private gardens of varying sizes from the vicarage to the cottages and houses further along Main Street to the west which open space out.
- 7.5 The position and orientation of houses, cottages, and former farm buildings, individually and in groups provide an eclectic mix of public and private spaces in gardens, courtyards and village green. The interaction of public and private spaces add to the special character of Main Street and Linby. Buildings and stone boundary walls enclose private garden spaces at the back edge of pavements. Private gardens provide a natural floral and green connection to the public green spaces of Main Street from where they can be viewed generally without obstruction. Wider public space is accentuated by the width of the road and building distances either side with their varying heights and widths, the road aligned by Linby Docks, the footpaths and the green spaces between that combine to provide a special and most attractive appearance of

its own. The gentle curvature of Main Street east to the west with buildings punctuated by space to provide glimpsed or longer views to back lands, the variable building line and the combination of enclosed and open spaces are an important feature that enhances the sense of intimacy and informality.

- 7.6 The gable end of Brook Farm encroaches towards the road. Opposite and west from here Linby Docks align the main road with the space opening out towards the entrance to Hall Farm and the western parts of the village.

Photo 15 – Main Street, Linby docks and Brook Farm



Both north and south sides of Main Street have private garden spaces set behind stone walls, their properties set well back. However the north side is punctuated by the farm yards or tracks leading to the farms and buildings to the immediate north providing narrower private spaces that contrast to the wider public spaces of Main Street. Top Cross and its green mark the point where the topography changes as the land rises to the west towards Wighay. The junction of Main Street with Church Street on the south side and private access to farms and cottages including Tommywoods Cottage, western house, the old Mill and Hall Farm on the north side, together with the green space around Top Cross provide a wide open space. From here there are views towards St Michael's church where the green space of the churchyard provides its important setting. The space along Church Lane narrows and becomes more enclosed by buildings and later hedgerows as it extends south towards Hucknall.

8.0 GREEN SPACES AND TREES

- 8.1 Grassed public spaces, mature trees, hedgerows and private garden spaces within and around the Linby Conservation Area provide a very natural setting for Linby and a reflection of its connections to the countryside around. Green spaces both public and private, trees and hedgerows lend considerable character and beauty to the appearance of Linby with hedgerows and trees marking boundaries that extend in to the village and out to the wider farmlands beyond along lanes and tracks providing the rural setting for the village. Those trees that are within the Conservation Area are protected and six weeks' notice in writing must be given to Gedling Borough Council for proposed work to lop, top or fell a tree. The most important green spaces have been highlighted on plan at **Map 8** and include those significant Local Green Spaces highlighted in the Gedling Borough Local Plan adopted in 2018.

Photo 16 – St Michael's Churchyard is a well maintained attractive and important green space.

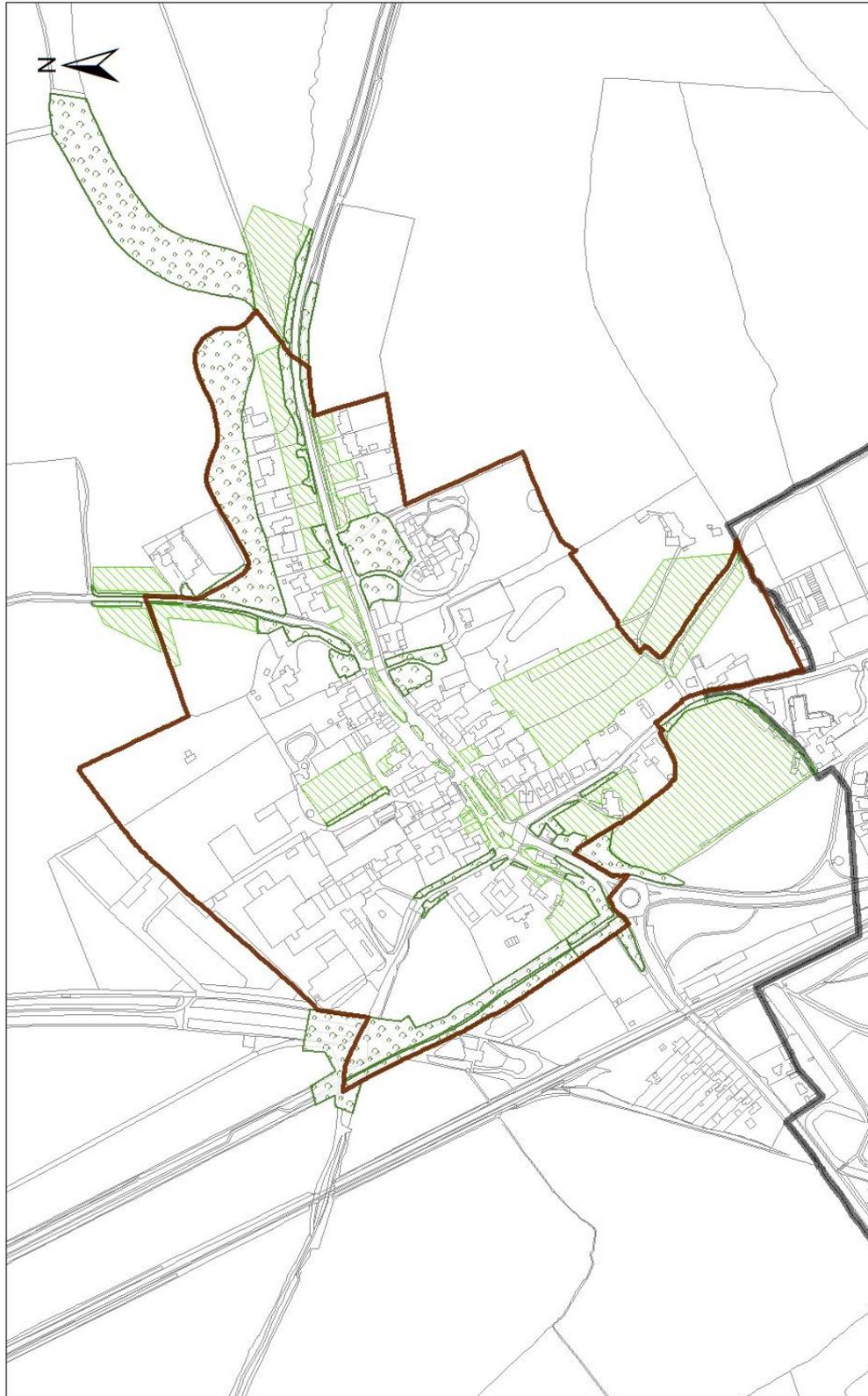


- 8.2 The development of Linby saw a number of larger properties erected in the C19th and C20th to the eastern end of the village. Linby House for example had its grounds landscaped and today its mature woodlands along with the grassed embankment to the front of 'Linview' and 'Linstone' announce entry in to Linby on its south side. Sherwood House and the Old Rectory also stand in large grounds set back in their plots and planted with what are now mature trees creating the illusion of standing in their own country estate and a symbol of their status. A marked contrast to the smaller cottages and gardens further along Main Street yet all making their contribution to the natural character of Linby. New development along the north side of Linby Lane in the late C19th and early C20th adopted Arts and Crafts style villa houses set deep in their plots with large front gardens having mature boundaries of trees, shrubs and hedgerows that combine to retain the rural character of the village.

- 8.3 The trees and hedgerows that are within the Conservation Area together with the green garden spaces of private properties, the schools and the church yard provide a transition along the lanes to the open fields where hedgerows mark the boundaries to the fields. The lawned areas to Hall Farm bounded by stone walls blend with the fields close by with hedgerows marking their boundaries and the transition from village to countryside can be seamless as spaces open out. Trees within and on the edge of the village play an important role to the natural setting of Linby in short and long views. Of particular note are the trees within the grounds of the Old Rectory and Linby House and in the case of the latter formally planted in the early C20th following the building of the Victorian Villa. Green spaces around Linby Docks, and the two crosses make a significant contribution to the character of Linby and crucially the setting for its buildings.

Photo 17 – Trees bound Linby Lane upon entrance from the east.





-  Linby Conservation Area Boundary
-  Significant Greenery
-  Significant Green Space
-  Borough Boundary

Map 8 - Significant Natural Features and Green Space

Chic Centre, Armit Hill Park, Arnold,
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Photo 18 – The stone wall, grassed area, hedgerows and trees combine to provide a natural view along Quarry Lane adjacent to Hanson House



Photo 19 – Fields are bounded by mature hedgerows on the edges of the village to the north.



Photo 20 – Front gardens make a significant contribution to the character of Linby.



9.0 KEY VIEWS AND VISTAS

- 9.1 Much of Linby is enveloped by a gentle rolling green field landscape as seen in long views to the south from the old track (Holloway) at the east end of the village (**Photo 21**).

Photo 21 – Long views south



There are key views into and out of the Conservation Area as well as within its boundary that are significant for their contribution to the positive character of Linby. Whether it involves a long view along Main Street that takes in its important buildings and spaces or a glimpsed view beneath an arched entrance or towards a landmark feature such as the two crosses, Linby Docks or the church. Important views provide a positive appreciation of the character of Linby and are accentuated by being unhindered. The meandering nature of Main Street and other roads in the village and upon entrance in to Linby afford longer views that terminate with traditional buildings or mature trees that define the special character of Linby. The quality of the streetscape and natural features make these views special.

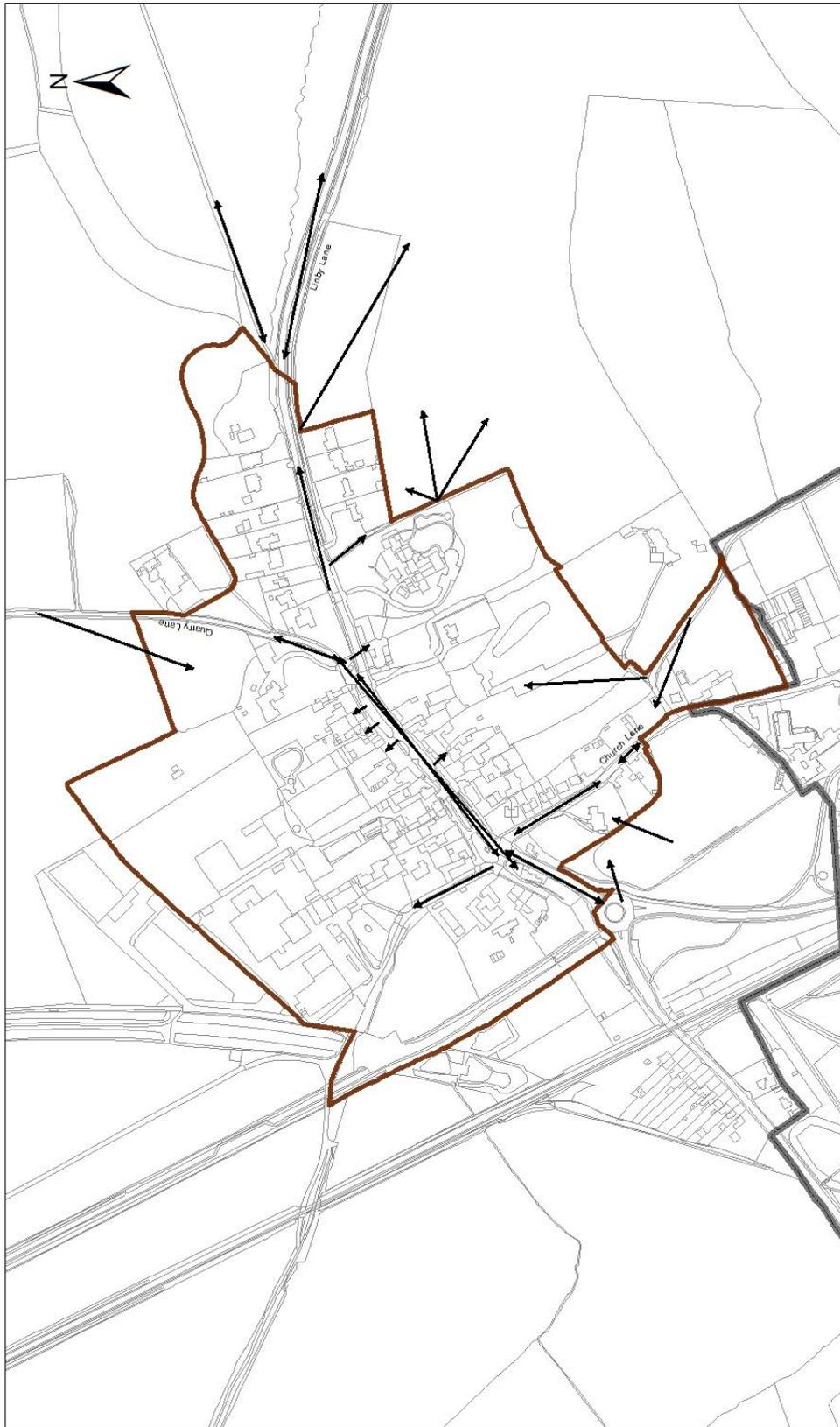
This Conservation Area Character Appraisal and Management Plan will seek to protect such views as highlighted on **Map 9**. A number of key views are highlighted here.

Photo 22 – Mature hedgerows line the footpath from the south with a glimpsed view of St Michael’s church tower in the distance.



Photo 23 - Church Street looking north-west. The view is closed by a line of trees behind the stone wall as the road bends, with buildings and hedgerows enclosing the space.





-  Linby Conservation Area Boundary
-  Key Views and Vistas
-  Borough Boundary

Map 9 - Key Views and Vistas


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Photo 24 - Views from Church Lane terminate with traditional buildings, trees and Top Cross within a setting of green space.



Photo 25 – The long view east terminates with buildings and trees together. Traditional stone buildings, boundary walls, grassed verges and Linby Docks provide an attractive character and appearance.



Photo 26 – Views west towards the round about where the view terminates with mature trees.



Photo 27 – Top Cross is a landmark from where long views along Main Street eastwards embrace buildings both sides of the street and terminate with trees.



Photo 28 – Well maintained grass verges enhance the setting of the stone buildings and walls in views eastwards.



Photo 29 – Linby Docks, natural paving and stone buildings combine in attractive views on Main Street



- 9.2 Within the village there are a number and variety of shorter or glimpsed views in addition to the longer views along Main Street. For example, on both north and south sides of Main Street are glimpsed views through archways and on the north side longer views along farm entrance yards to Hall Farm, Brook Farm and the playing field, a designated local green space to the rear of the Horse and Groom public house.

Photo 30 – Glimpsed view through the archway at Town End farm.



Photo 31 – Stone buildings hug the back edge of the pavement on the south side of Main Street in contrast to the north side where the buildings are set back behind grassed verges. The view closes with trees and buildings.



Photo 32 – Quarry Lane meanders out of Linby towards Papplewick to the north east. Trees and hedgerows constrain views so that immediate views of fields are glimpsed between trees, the skyline drawing the eye to open countryside beyond



Photo 33 – View of Main Street from Bottom Cross.



- 9.3 The well managed green spaces upon entrance in to the village and throughout provide a visual connection to the countryside and landscape beyond, adding to the rural natural character of the village and enhancing views. The varied orientation of buildings and the spaces between along yards, footpaths and roads affords long, short and glimpsed views across gardens, private lands and public spaces accentuated by the change in landform levels at both ends of the village. At the western edges of Linby the colliery welfare football ground (a local green space) provides a green open space buffer between St Michael's Church, its churchyard, the roundabout and Waterloo Road. Linby is relatively well hidden in longer views from the

wider area as a result of the landscape character and landform and this adds to the sense of intimacy and seclusion only disturbed by the flow of traffic.

Photo 34 – The Horse and Groom closes the view on entrance into Linby from Linby Lane.



10.0 PREVAILING ACTIVITY AND USES

- 10.1 The historical development of Linby from the medieval period onwards arose chiefly from its agricultural origins and the association of buildings with the land. Many early buildings up until the C19th were tenanted including farm houses, labourer's cottages, barns, watermills, a dovecote and smithy. Many buildings associated with the farms have since been converted to residential use. Collectively, they have retained their overall character and the variety in position and orientation provides a pattern of development that is varied in plot sizes with buildings facing the road, either set back or abutting the pavement or gable end on, separated by garden or yard space, some with crofts behind. The Church, old school (Hanson House) and the Horse and Groom offer traditional uses commonly seen in rural villages helping to sustain local communities.
- 10.2 While the buildings of the early C19th and before that were commonly associated with agriculture, later developments were not so influenced. For example the late C19th grand villa style houses of Linby House and Sherwood House, set back within large mature landscaped plots were built at the eastern end of the village where sufficient space allowed. Today, Linby House has been converted into apartments and Sherwood House has been converted into a care home and both have been extended considerably to their rear. C20th buildings are commonly residential in use and main phases of development are seen upon entrance from Linby Lane to the east in the earlier part of the century and Church Lane in the mid to latter part, both phases displaying the national architectural fashions of their time. The move away from the vernacular is also seen at 30 Main Street (Station House), built in the late C19th of common red brick yet retaining its Victorian form. So it is that later buildings within Linby bear a more regional or nationally influenced architecture. The earlier buildings have however retained their character and conversion and extension has helped sustain some of them in use to the benefit of the village and its vitality.

11.0 ARCHITECTURAL AND HISTORIC QUALITIES OF THE BUILDINGS

- 11.1 The pattern of development, early building forms and architectural styles originate from the medieval and post medieval period, heavily influenced by their connection with farming activity and access to local building materials. The vernacular architecture was added to with later phases of development in the C18th, C19th and C20th introduced building features and styles not uniquely found in Linby. Linby is characterised however by buildings, boundary walls and gate piers of coursed magnesian limestone. More recently, stone paving has been introduced to complement the buildings and walls. The consistent use of stone in buildings, boundary walls and some footpaths provide a unity and cohesion that harmonize the architectural qualities of Linby and only with more recent development has brick as the main building material been introduced along Church Lane.
- 11.2 Described in Nikolaus Pevsner's book⁹ as 'one of the prettiest villages on the north side of Nottingham'. Among the earliest of the buildings are St Michael's Church, Hall Farm and the two stone crosses. Top Cross (**Photo 27**) is medieval and has a base of seven steps and with a later stone shaft probably of 1869 (Pevsner). Bottom Cross (**Photo 33**) was repaired in 2019 and according to Pevsner dated 1663) Its position over the stream would have given it some logistical challenges in its build however the location may be symbolic as it stands on higher ground over running water.
- 11.3 St Michael's Church, a grade II* listed building dates in parts to the C12th with a Norman south door and was built of coursed and squared limestone rubble and ashlar (the smooth faced limestone blocks). The church comprises a west tower, nave, chancel, south aisle, vestries and north porch. It bears a fragment of C14th stained glass in the east window of the south aisle. The west tower dates to the C13th and C14th, being of two stages. The north porch is early C16th while the windows on the north side are late C18th. Pevsner notes that the stained glass in the northern windows are 1912 by Hardman.

⁹ The Buildings of England, Nottinghamshire, By Nikolaus Pevsner 2nd Ed. Revised by Elizabeth Williamson

Photo 35 - St Michael's Church



- 11.4 The Old Rectory is grade II listed and was built in the C18th, located at the opposite end of the village to the church. Erected in spacious grounds, it is a large grand house with a gabled front porch on steps to a solid timber panelled front door with an over light. Windows are predominantly a mix, of C19th and mid C20th. There are six over six paned vertical sliding glazing bar sashes with horns (brackets at each end of the meeting rail to support the upper sash), however the original C18th part has three stone mullioned windows in a part C17th rear wing (Pevsner).

Photo 36 - Six over six and four over four timber sashes having stone window surrounds.



- 11.5 Hall Farm (Linby Hall), a wing of the old mediaeval manor house is in active use as a farm house. It appears to have a complicated history architecturally, its floor levels changed in the C18th as rooms were divided and new windows inserted. The front elevation is of ashlar and it is seen in a group including stables, barns and brew house set around courtyards with 'The Limes' house close by and its attendant dovecote. All in coursed magnesian limestone and

listed buildings. Hall Farmhouse stands as an important legacy of the medieval period.

- 11.6 The age range of standing buildings in Linby spans almost 1,000 years. Building styles and fashions change over time and coupled with the informal pattern of development and variety in building uses they have created a place of considerable charm. Building features not only add to the character and appearance of buildings but also provide a clue to their age. There are for example a number of different types of window styles found in Linby, a result of national trends in building design. Most common to be found in older cottages are the C18th and C19th style Yorkshire horizontal sliding timber glazing bar sash windows as seen here in **Photo 37**.

Photo 37 – Horizontal sliding sashes which added to the horizontal emphasis of some cottages within the street



Photo 38 is a stone mullioned casement window with stone surrounds and lead comes used to hold the pieces of glass, a style going back to the C16th.



Photos 39 and 40 respectively show a timber vertical sliding sash with 'margin lights' (narrow glazed outer margins of the sash) dating to the end of the C19th and plain one over one sashes of the late C19th and early C20th set within canted bays. There are also C20th cross casement windows and other casement styles within Linby.



The retention of traditional windows is vitally important in retaining the character and appearance of older properties.

- 11.7 Roofing materials in Linby include plain clay, clay pantiles and Welsh slates. These natural tiles are commonly seen in Linby providing a consistency in appearance with the use of concrete tiles rarely seen. Natural roof tiles complement the natural walling materials of older buildings very well. Chimneys on roofs are mostly of red brick with some in stone. They are seen in a variety of styles, with some having elaborate cornice detailing with clay pots. The need to meet current building regulation standards has led to different chimney pot styles however, some older styles are still seen including the attractive crown top pots. **Photos 41-43** provide examples.
- 11.8 Roofscapes plays an important role in the character and appearance of buildings and add interest in a variety of landscape views. Enhanced by the spaces between buildings they are a feature of the Linby skyline.

Photo 41-43 – The detailing of chimneys, particularly in the late C19th or early C20th was a reflection of the Arts and Crafts providing a variety of styles.



Photo 44 – Chimneys on the terrace row at 13-19 Main Street are gabled end and ridge, regimented to provide a soldier like rhythm. They are an important element of building form and design. The colour of clay pan tiles provides a warmth that contrasts beautifully with the coursed honey yellow stone work.



Photo 45 – The Vicarage and nearby buildings respond to the landform and changing levels with a variety in roof scape and skyline. The grade II listed K6 type phone box and accompanying letter box to the foreground at the old Post Office.



Photo 46 - Doors also play an important role as the entrance in to a home and traditional door types and entrances reflect status and age. Here a C20th door with inserted glazed panel is used within an earlier opening. Above is an early C18th stone door hood. The more humble cottages often would have plain timber plank doors with higher status house doors displaying timber raised and fielded panels.



11.9 Stone boundary walls, gate piers and the public realm contribute to the significance of the character and appearance of Linby. Where stone walls provide boundaries between public and private space in an attractive way using natural stone, the use of gate piers formalises the entrance to some properties designed to make a statement regarding their status. Stone walls

also display a variety of stone copings throughout the village, including flat, half round and pyramidal copings.

Photos 47-48. Flat and half round coping stones to walls seen here on Main Street. **Photo 48** shows the tall stone entrance piers at the old Rectory.

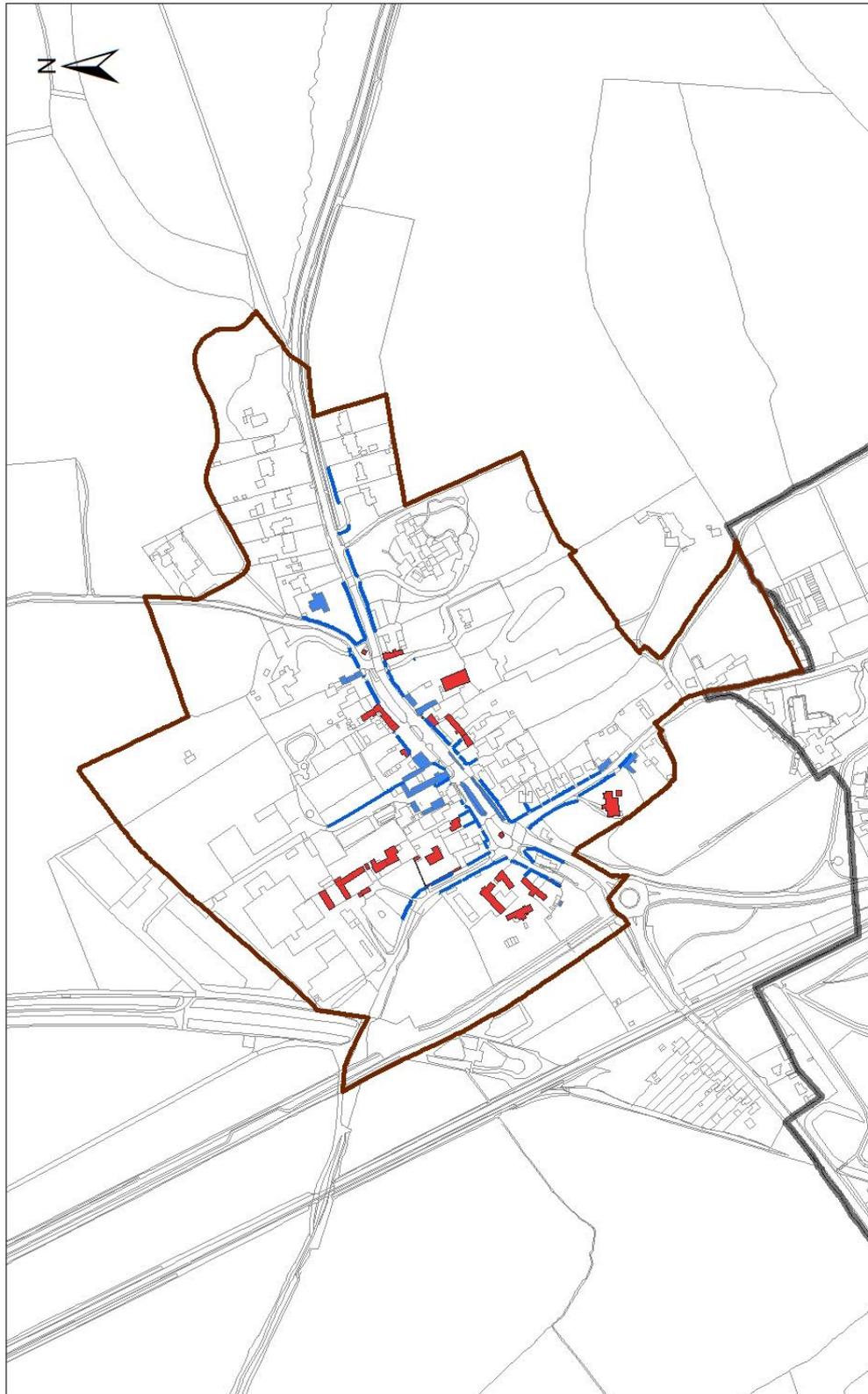


Photo 49 – A stone boundary marker within the wall at the Old Rectory, Main Street which reads “Boundary of Glebe” meaning Church land which was for the benefit of the Parish Priest.

11.10 The public realm in Linby is well cared for and clearly a source of pride. Neatly kept grassed areas combine with stone footpaths and kerbs. Victorian style lamp posts, black cast metal bins and finger post signs enhance the street scene and setting of the village centre.

Photos 50 – 52. Riven stone pavement and stone kerb adjacent to the discreet stone bus shelter, Main Street. Victorian style cast metal lamp post and traditional finger post sign.





-  Linby Conservation Area Boundary
-  Significant Walls
-  Listed Buildings
-  Local Heritage Assets
-  Borough Boundary

Map 10 - Significant Buildings and Walls


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12.0 ISSUES, PRESSURES, THREATS AND OPPORTUNITIES

- 12.1 The picturesque village of Linby has retained much of its original character and appearance with its early informal layout, mixture of plot sizes and uses, the variety of buildings, the influences of agriculture, transport, topography, geology and natural elements. The consistent use of natural materials; stone for walling, clay or slate tiled roofs, timber windows and doors which have been used over centuries with changing building styles against a rural backdrop setting provide Linby with its special character. Yet there is development that has occurred that does not respect the village character outlined.
- 12.2 Successful development will have special regard to its context and respond accordingly. Extensions and new buildings where unsympathetic can harm the special character and setting of existing buildings and the Conservation Area. Where extensions dominate their host building in size and/or position and are also unsympathetic in their use of materials or design they have a negative impact not only on the host building but also the wider Conservation Area. The late C20th rear extension at Sherwood House is a function of its use as a residential care home, however UPVC windows and the size and bulk of the extension together with its roof shape, dominate and harm the setting of the original building erected in the late C19th, this despite its rear location. Similarly, Linby House has been greatly extended to its rear to accommodate a change, in this case to apartments. In both instances the large mature garden plots help negate the impact.
- 12.3 Previously in the 2011 appraisal, the two side extensions added to The Red House, Linby Lane in the late C20th were also highlighted as being unsympathetic due to them being oversized and projecting forward of the main façade of the original building when they could have extended to the rear in a more appropriate manner. Instead, the garage door is seen as a prominent feature in the whole elevation. Garages and other ancillary buildings should be subservient and placed to the rear or side rear, set back where possible to ensure the primacy of the original dwelling.
- 12.4 Gateways and gate piers help formalise entrances to driveways into properties and provide a break in walling. They should be of the same materials as the wall to which they are attached, well designed with a suitable coping and finial, the piers sufficient in strength and size to hold attached gates and proportionate to their context reflecting the size/width of the entrance while bearing in mind the size and status of the property to which they belong. A grand entrance to a modest sized house can appear awkward and out of proportion. Historically, they were a mark of the status of the property. For example, **Photo 45** showing the stone gate piers at the driveway entrance to the old Vicarage are tall and of large ashlar blocks with stone ball

shaped finials, the vicarage being a large and important building in Linby with religious connections. In contrast, the entrance piers at Linby House although being of stone are poorly designed and appear to be a later addition. The stone sizes are too small and reflect the size of adjacent walling stone rather than following the example of those at the old vicarage. The gates exaggerate the width of the entrance, a function of highway requirements. Gate entrances along Linby Lane at 'Hi Fi' are oversized and out of context with the rural character off the boundary while the gate piers and entrance at Vine House are well designed and proportionate.

- 12.5 Perhaps one of the most significant of changes in the more recent past in Linby occurred in the mid to late C20th with the building of the semi-detached brick built housing on Church Lane, possibly inspired by the late C19th brick former station master's house on the opposite corner of Church Lane, but otherwise a complete departure from the stone used in the immediate environs over the previous few hundred years. Standing opposite St Michael's Church and at the junction of Church Lane and Main Street the houses appear out of place with the older buildings around them and accentuated by their elevated position. The use of brick is repeated at a later date further along Church Lane where a new building, poorly conceived in its choice of materials (roof apart) and location significantly encroaches upon its neighbour, the historic cottage at 28 Church Lane, harming its setting and the setting of the grade II* listed St Michael's Church opposite, the Conservation Area and the street scene. Future developments in the central core of the village should draw upon the building traditions of Linby established over the centuries, using natural stone for walling, clay or slate for roofing materials and timber windows. Stonework should be left exposed and not painted over as it harms the natural appearance of the stone and the collective contribution stone makes to the character and appearance of the village. Examples are seen within the medieval core where its impact is most keenly felt. On new development, careful consideration should be given to the spaces between existing buildings and protection of important views.
- 12.6 Building features make an important contribution to the character and appearance of buildings and the Conservation Area. Where they reflect the age of the building in their style and design, they should be preserved. For example, the consistent appearance of timber Yorkshire horizontal sliding sash windows in older cottages of the C19th is extremely characterful. UPVC in windows and doors, a common theme seen in buildings in Nottinghamshire and elsewhere are also seen in Linby as at Brook House, Main Street for example. The flat broad frames and design are unable to replicate the delicate finer mouldings of timber and in historic buildings harms their character, appearance and historic integrity. Where old windows have been replaced with modern equivalents and they in turn have deteriorated there is an

opportunity to enhance a building by reintroducing the original style window whether it be horizontal sliding or vertical sliding sashes for example. For terraced properties, not only is the consistent and appropriate style of window important but also their colour. The row of stone cottages at 13-19 Main Street (**Photo 41**) would benefit from a consistent approach in style and colour to windows. Historically correct styles and the same colour of window paint to each cottage in the terrace row will provide a unity and architectural consistency in appearance for the whole row, enhancing the buildings and Conservation Area.

- 12.7 The same principles apply to doors and gutters where designs and materials should match the age of the building they belong to or harmonise with it in the case of new buildings and extensions in order to make a positive contribution. Within the Conservation Area the use of natural materials is appropriate.
- 12.8 The use of natural materials, in particular stone for footpaths, enhances the setting of the street scene and buildings. Where the opportunity exists to extend the use of natural stone paving and kerbs throughout the village that should be taken. Church Street in particular could benefit from use of stone paving to enhance the setting of the church, buildings, walls and views along Church Street.
- 12.9 The Borough Council monitors listed buildings at risk and in 2017 Nottinghamshire County Council on behalf of Gedling Borough Council, carried out a survey of all listed buildings in Gedling Borough including Linby. Three buildings/structures were recorded as being in poor condition with one located outside of the Conservation Area. Of the others, 21 Main Street remains vulnerable although window repairs have been undertaken.
- 12.10 Since the Buildings at Risk survey in 2017 repair work has been undertaken to Bottom Cross thanks to the intervention of the Parish Council and in co-operation with Historic England to make the structure stable. Bottom Cross is no longer in poor condition and has been removed from the Historic England Heritage at Risk Register.

Photos 53-54 - Bottom Cross during and after repair in 2020.



12.11 Significant green spaces (**Map 8**) and key views and vistas (**Map 9**) should be protected from harmful development that blocks or harms their significance. A modern barn terminates the view along Hall Lane and as with modern barns constructed of materials including corrugated metal they have a high detrimental impact upon the Conservation Area. As and when the opportunity arises its removal or relocation would open longer views towards the countryside beyond enhancing and better revealing the visual connection between the core of the village and countryside beyond.

Photo 55 – Hall Lane



- 12.12 Those buildings and spaces that have a neutral impact upon the Conservation Area include tarmac surfaced footpaths. There are also driveways along Church Lane that have been widened to meet highway visibility standards, their impact mitigated by the narrow lane in longer restricted views. The loss of front garden space to hardstanding along Church Lane remains a concern. New buildings should complement the existing pattern of development in their building form but also in their features as noted earlier. For example, the oversized dormer window at Vine House as seen from Main Street appears out of proportion to the part of roof it sits within. It is therefore important for development to consider its context very carefully to preserve and enhance the Conservation Area.
- 12.13 The setting of the Linby Conservation Area is an important consideration in proposals for new development. Linby is surrounded by open countryside designated as Green Belt which helps preserve its setting and important views in to and out of Linby. However, on the southern and western approaches to Linby the residential development at the former colliery is highly visible.

Photo 56 - Fence adjacent to St Michael's church yard



Fencing and signs as seen at Linby Colliery Welfare Football Club have a negative impact upon the setting of the Conservation Area. Here, a visually unattractive steel palisade fence runs parallel with St Michael's church yard stone wall just beyond the boundary of the Conservation Area. The situation could be significantly improved by planting with native species to screen the palisade fence from view. A similar strategy could be adopted elsewhere on the edges of the village. The use of species such as hawthorn, holly or pyracantha can help deter intruders in designing out crime.

- 12.14 The impact of highway signs can be detrimental to the Conservation Area as seen at the junction of Church Lane and Main Street (west side). Here the sign is seen within the setting of Top Cross and stands prominent in views along Church Lane. Wherever possible, highway signs should be discreetly located, sufficient to achieve their purpose but bearing in mind the important

buildings and views in the part of the Conservation Area that they are located so that significance is not harmed. Nottinghamshire County Council Highways are responsible for the management of such signs and road markings. The Borough and Parish Councils should work with the County Council to mitigate the impact of statutory signs upon the Conservation Area.

Photo 57 – Traffic Sign on Church Lane



- 12.15 Increasing pressures upon Linby come from the growth of nearby settlements, in particular Hucknall to the south. Increases in vehicular traffic from the surrounding areas may impact upon village life with Linby used as a route through from Hucknall towards the A60 east and south to Nottingham from junction 27 of the M1. The impact of increased traffic upon historic fabric has not been measured but there is a potential threat of unsympathetic highway works resulting from statutory requirements.
- 12.16 The Gedling Borough Local Plan has allocated land to the south east (Policy LPD64 site H10 at Hayden Lane) for 120 houses. To the west at Top Wighay farm 8.5 Hectares of employment land (Policy LPD 71 site E3) close to the M1 motorway is allocated with office uses and land allocated for 840 dwellings. As the economy expands in the surrounding area so do traffic pressures upon Linby.
- 12.17 The main pressures and threats to Linby Conservation Area lie in proposed new developments and their ability to respect and enhance the special architectural and historic interest of Linby. The loss of traditional building features with the use of modern equivalent materials such as UPVC for doors and windows erodes the character of old buildings, their contribution to the street scene and setting of the Conservation Area. Linby is washed over by Green Belt restricting new development proposals within and beyond the

village settlement boundary as defined in the Gedling Borough Local Planning Document adopted 2018. This has restricted development within the village to infill plots and extensions to dwellings. The key is ensuring that new development complements the character of Linby Conservation Area. A Management Plan at Part 2 sets out a strategy for its preservation and enhancement.

13.0 REVIEW OF THE CONSERVATION AREA BOUNDARY

- 13.1 A review of the existing Conservation Area boundary has been undertaken and it is considered that the boundary remains robust and relevant in line with national and local guidance. It is important to only include those areas that are of special architectural and or historic interest which the current boundary does. Places may change over time as does legislation and guidance and it is why the area has been re surveyed to ensure it continues to be worthy of designation in accordance with the Planning (Listed Buildings and Conservation Areas) Act 1990. The Council invited views on this matter as part of the public consultation exercise.

APPENDIX A: DESIGNATED HERITAGE ASSETS WITHIN THE CONSERVATION AREA

Scheduled Monuments

Scheduled Monuments are among the most important historic buildings or structures in our country and given the highest level of protection in law. In Linby, both Top Cross and Bottom Cross have Scheduled Monument status. They also appear on the statutory list of listed buildings as grade II listed. All heritage assets are named below and highlighted on **Map 9**.

Listed Buildings

Listed buildings are those buildings recognised at a national level for their special architectural or historic interest and are statutorily protected. Linby is well represented by a number of listed buildings. Any work to a listed building that would affect its character will require listed building consent from Gedling Borough Council. Structures within the curtilage of a listed building may also be protected (including for example, outbuildings, boundary walls and garden features) which are not highlighted on the map. The National Planning Policy Framework at Section 16 and Gedling Borough Local Planning Document (adopted 2018) policies LPD 26 to 31 relate to the protection of heritage assets including listed buildings.

Listed Buildings within Linby Conservation Area

Grade II*

Church of St. Michael, Church Lane.

Brew house, crew yard and mill barn at Hall Farmhouse.

Grade II

Headstone 8 metres south of chancel at Church of St. Michael, Church Lane

The Limes, Hall Lane

Pigeoncote and boundary walls 30 metres south-west of Hall Farmhouse, Hall Lane (Formerly listed as Old Dovecote, now Garage, Main Street)

Hall Farmhouse, Hall Farm Cottage and boundary wall, Hall Lane

Threshing barn north of crew yard at Hall Farmhouse, Hall Lane
Castle Mill, Linby Lane
Western House, Main Street
5, 6, 7 and boundary wall, Main Street
The Old Mill, Main Street (formerly listed as former cart shed and loft and adjoining SW-NE
Outbuilding range at Colliery Farm
Water Mill and stables at Colliery Farm, Main Street
Top Cross, Main Street
Clematis Cottage, 9 Main Street
12 Main Street
13, 14, 15, 16, 17, 18, 19 Main Street
Bottom Cross, Main Street
21 and adjoining outbuilding, Main Street
The Old Rectory, off Main Street
Glebe boundary marker 110 metres south of the Old Rectory
Glebe boundary marker 150 metres south-east of the Old Rectory
The Old Post Office, 22 Main Street
Watermill Barn, 23 Main Street (formerly listed as part of No 23)
Town Farmhouse, 24 Main Street (formerly listed as No 23 Town Farmhouse)
Weir Mill House and adjoining weir
Mill Cottage, Quarry Lane
Barn, stable and cart sheds 100m north of Weir Mill Farmhouse, Quarry Lane
K6 telephone kiosk, Main Street.

APPENDIX B: KEY UNLISTED BUILDINGS WITHIN LINBY CONSERVATION AREA

Non-designated heritage assets of local interest

In 2019 the Council adopted criteria for recognising buildings of local interest in the Borough for the architectural and/or historic interest they hold. A recent review of such buildings across the Borough has highlighted their value. While these buildings do not merit listed status they are classed as being of local interest and afforded some protection through the National Planning Policy Framework and LPD 31 of the Gedling Borough Local Planning Document (adopted 2018). Those buildings of local interest in Linby are highlighted below as well as on **Map 9**.

28 Church Lane

32, Church Side and outbuilding, Church Lane

Outbuildings and Cottage to Sherwood House, Main Street

Brook Farm and converted farm buildings to rear, Main Street

Hanson House, Linby Lane

Farm outbuildings at the Old Vicarage

The Horse & Groom public house and outbuildings to rear, Main Street

Former office to the Leen Valley railway weighbridge, Linby Station (now a local heritage centre)

Linby Docks

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 Character Appraisal together with the Management Plan to inform the controlled management of change with regard to planning decisions so that new development can take place within the Conservation Area without harming its special character and appearance in accordance with national and local planning policies. In preparing this Management Plan the Council satisfies the duty placed upon local authorities by section 71 (1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 to formulate and publish proposals for the preservation and enhancement of any parts of their area which are Conservation Areas.
- 1.2 The Character Appraisal, covered in the first part of this document, describes the special architectural and historic interest of the Conservation Area. The aim of this 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 heritage policies set out in the Gedling Borough Aligned Core Strategy Part 1 Local Plan (2014), the Gedling Borough Local Planning Document Part 2 Local Plan (2018) and the Linby Neighbourhood Plan (2019). These being underpinned by the requirements set out in the National Planning Policy Framework.

2.0 PLANNING POLICY CONTEXT

2.1 Historic Environment

Conservation Areas are defined by section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990¹⁰ as areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Section 72 of the Act then requires local planning authorities 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

¹⁰ The Planning (Listed Buildings and Conservation Areas) Act 1990 sets out the legal framework for the protection of listed buildings and Conservation Areas.

17 of the Enterprise and Regulatory Reform Act 2013¹¹ makes it clear that it is a criminal offence to demolish an unlisted building in a Conservation Area without the benefit of planning permission.

- 2.2 Conservation Areas are designated heritage assets and paragraph 189 of the National Planning Policy Framework states that these assets are ‘to be conserved in a manner appropriate to their significance’. The 1990 Act requires local planning authorities to review their Conservation Areas from time to time which should ensure that they continue to hold the special architectural and historic interest that warranted their designation in the first place. The National Planning Policy Framework at paragraph 191 requires that the concept of conservation is not devalued through the designation of areas that lack special interest.
- 2.3 In coming to its decision in respect of development proposals within or adjacent to the Conservation Area the Borough Council will have regard to the guidance set out in the National Planning Policy Framework. Section 16 of the Framework published in 2019 relates to the historic environment. Further advice is also provided in the Government’s Planning Practice Guide. Proposals that affect heritage assets including the Conservation Area will also be assessed against the Aligned Core Strategy (Policy 11: The Historic Environment), the Gedling Borough Local Planning Document 2018 where policies LPD 26 -31 are relevant and the Linby Neighbourhood Plan.
- 2.4 Historic England has produced guidance in respect of decision taking in the historic environment¹² and in relation to the setting of heritage assets¹³; see paragraph 11.3 – 11.5.
- 2.5 This Character Appraisal and Management Plan provides important background evidence that will be a material consideration in informing Planning decisions and provides an effective tool in the protection and management of the Conservation Area in to the future. It may also help in securing funding to preserve and enhance Linby Conservation Area.

3.0 PLANNING APPLICATIONS FOR NEW DEVELOPMENT

- 3.1 The National Planning Policy Framework and the Aligned Core Strategy are supported by Policy LPD 28 of the Gedling Borough Local Planning Document

¹¹ The Enterprise and Regulatory Reform Act 2013 sought to uphold levels of existing heritage protection whilst simplifying the process

¹² Managing Significance in Decision-Taking in the Historic Environment Historic Environment Good Practice Advice in Planning: 2 – Historic England 2015

¹³ The Setting of Heritage Assets Historic Environment Good Practice Advice in Planning Note 3 (Second Edition) – Historic England 2017

and Policy CBH2 of the Linby Neighbourhood Plan (March 2019) in recognising that new development in Conservation Areas should preserve or enhance their character or appearance and within their setting. Therefore in order to properly assess the impact of new proposals, planning applications for development in or within the setting of the Conservation Area should be made in full and be accompanied by all of the necessary supporting information, such as a design and access statement¹⁴, heritage impact assessment¹⁵, tree survey report and landscaping proposals. Advice on this process may be obtained by contacting the planning department at Gedling Borough Council.

- 3.2 A heritage impact statement (see paragraphs 11.1-11.5) is required in accordance with paragraph 189 of the National Planning Policy Framework to describe the significance of the heritage asset being affected, including within its setting. The level of detail provided should be proportionate to the assets importance and sufficient to assess the impact of the proposals upon that significance, including recording (paragraph 12.1).
- 3.3 Outline planning applications for new development in the Conservation Area are not usually appropriate as they do not offer sufficient information to assess the potential impact of a proposal on the character and appearance of the Conservation Area. Where outline applications are submitted within or affecting the setting of a Conservation Area, 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. This enables the Council to require further details where it is of the opinion that these are required in order to consider an outline planning application.

3.4 **National and Local Policies**

Proposed developments within the Conservation Area and or its setting should take account of the following relevant planning policy criteria.

National Planning Policy Framework

- Section 16 – Conserving and enhancing the historic environment (Paragraphs 184-202)

¹⁴ A short report accompanying and supporting a planning application that explains the design of a development, its response to the site and setting and how it may be accessed.

¹⁵ A Heritage Impact Statement sets out the proposed development, the impact upon the Significance of heritage assets including from within their setting and where there is potential harm how that harm may, if possible be mitigated. An application may not be validated without a statement.

Gedling Borough Aligned Core Strategy Part 1 Local Plan (2014)

- Policy 11 -The Historic Environment

Gedling Borough Local Planning Document Part 2 Local Plan (2018)

- Policy LPD 26 – Heritage Assets
- Policy LPD 27 – Listed Buildings
- Policy LPD 28 – Conservation Areas
- Policy LPD 29 – Historic Landscapes, Parks and Gardens
- Policy LPD 30 – Archaeology
- Policy LPD 31 – Locally Important Heritage Assets

Linby Neighbourhood Plan (March 2019)

- Policy CBH1 – Designation of Local Green Spaces
- Policy CBH2 – Historic Character

3.5 Design Guidance

Within the Conservation Area opportunities for development are mostly limited to extensions, with one or two examples of individual plot development in the more recent past. Where proposals for new buildings are planned they should follow the existing form and patterns of development having regard to their context and being of appropriate design and scale. Linby is washed over Green Belt and so has benefitted from this in the protection of the character of the Conservation Area and its setting. However, there is a threat to the loss of building features through permitted development rights and with this in mind, the following guidance is provided.

- 3.6 Linby is characterised by a predominance of traditional buildings constructed of coursed natural magnesian limestone with gabled roofs on single or two storey buildings for the most part, covered using natural materials of clay pan tiles, plain clay tiles or slate. These buildings collectively provide a consistency and unified character that sits comfortably within the context of the natural landscape that surrounds and permeates through the village. Therefore, proposals for new buildings and extensions within the village core will be expected to harmonize with and respect the historic patterns of development. Proposals for new developments should place an emphasis on high quality design as influenced by context and setting, that will inform scale, height, siting, design, form, materials of construction and architectural detailing. Where more recent developments have been unsuccessful because they do not achieve this they should not be held as the standard for new development proposals.

- 3.7 While opportunities for new housing in Linby Conservation Area may be limited, proposals for new developments that do arise should be of a similar scale, height (including comparable height to eaves) and plan form to the neighbouring properties having regard to their use of materials, setting and surrounding space. With one or two exceptions most properties are a maximum of two storeys and built using high quality natural materials incorporating detailing commonly seen elsewhere. This provides character and interest, a template for new development to respect.
- 3.8 Stone for walling should be magnesian limestone which is coursed and square with a pitch face (rough faced stone). Smooth faced stone which is cut should be used for window and door surrounds. Modern man made composite versions will not weather in the same way as purely natural stone, their colour and appearance will differ over time. They should not be used on listed buildings or their extensions.
- 3.9 In all cases the mortar mix for pointing and repointing work should be lime based using a mixture of lime and sand. The use of hard cement mortar once set will cause moisture to be trapped unable to evaporate through the mortar joints and instead forcing its way through the stone face, leading to the face of stonework 'blowing' or crumbling away. The same applies to brickwork. Lime mortars are softer and more flexible, allowing moisture to find its way out through the mortar joints instead of the face of the stonework. It will also be important to use the correct type and colour of sand in the mix so that it complements the stone and existing mortar colours seen in the village. Raised mortar to joints known as 'strap' pointing harms the appearance of stonework as the mortar dominates the visual appearance of a wall rather than the actual stonework. The style of repointing is therefore vital in enhancing the visual appearance of a stone building or wall as seen here.

Photo 58 - Good quality repointing using a lime mortar and correct colour sand enhances the appearance of stonework.



Nottinghamshire County Council has produced guidance in respect of the pointing of stone and brickwork which may be obtained directly from them¹⁶. Alternatively, contact Gedling Borough Council for further advice.

- 3.10 In the centre of Linby the occasional building is rendered or rough cast and painted, notably the Horse and Groom public house, 8 Main Street and Brook House. Where buildings within the Conservation Area are erected and their original walling materials left exposed they should not be painted over if the village is to retain its sense of identity and leave the natural beauty of exposed stonework as the predominant material. The painting or rendering over of stonework designed to be left exposed is harmful to the overall character and appearance of the buildings and setting of the Conservation Area where within the historic core the majority of buildings are of natural stone. Where there are such treatments that are inappropriate the opportunity to remove paint from walling should be considered. The Borough Council may consider removing permitted development rights in relation to this.

¹⁶ A Guide to Repointing Stone and Brickwork – Nottinghamshire County Council

Photo 59 – Painting over stonework should be avoided



The C20th developments along Linby Lane use brickwork but are a distinctively separate group due to their edge of village location as a later phase of development. Within the historic medieval core, new developments should have regard to the existing character and pattern of development.

- 3.11 New buildings may employ gable end or brick ridge stacks or have stone chimneys and while modern houses have different methods of heating compared to older traditional buildings, the use of log burning stoves is common. Therefore, in older buildings they may use existing chimneys where this is possible rather than introduce a new flue for example. In general terms, vents and flues whether on old or new buildings should be as discreetly placed as possible to minimise their impact. Older buildings of the early C20th and before used cast iron for gutters on rise and fall brackets and downpipes and these should be retained or replaced with like for like with UPVC versions avoided. Where UPVC has been used for guttering on older unlisted properties owners should consider replacement with cast Iron painted black to greater respect the original design.
- 3.12 Roofs of new buildings should use natural materials and avoid the use of concrete tiles which will look out of place in Linby. Dormer windows should be in proportion in their size to the scale of the roof they are intended for. Oversized dormer windows will dominate the roof and harm the appearance of the building and its contribution to the Conservation Area. Roof lights should be of the conservation type, a style based on a Victorian design with frames to harmonize in their colour with the roof tiles and fitted flush to the plane of the roof. In the proposed conversion of old buildings, the use of dormer windows and roof lights should be minimised to leave unbroken roof elevations as far as possible.

- 3.13 In the conversion of farm buildings the use of existing apertures for windows or doors should be utilised as much as possible to allow light in to the building and only with convincing justification should a new aperture be created. Historic England has produced guidance on the conversion of farm buildings¹⁷.
- 3.14 Windows should be of painted timber and in older properties where they are rotten and beyond repair replacements should match originals where they exist in their materials, style and design or they may reinstate original designs that match the age of the property or window aperture. Modern equivalents such as UPVC windows and doors should be avoided as they neither respect the historic integrity of older buildings nor preserve their character as the finer mouldings of timber work cannot be replicated in UPVC which can appear as flat, wide and reflective in its appearance. The gradual erosion of historic building features by replacement with modern versions harms the character and appearance of the Conservation Area.
- 3.16 To maintain the character of the Conservation Area new developments (not listed buildings) should look to use timber casement windows or sashes that are designed with slim double glazing. Such windows can more closely copy original styles than UPVC and will respect the traditional character and appearance of the Conservation Area to a greater degree. Timber casement windows should use flush fitting opening lights that reflect the proportions of windows in historic buildings, with a regular arrangement of windows on the principal elevation.

4.0 HOUSEHOLDER EXTENSIONS AND ALTERATIONS

- 4.1 Householder extensions and alterations, whether built under permitted development rights or built with planning permission, have the capacity to damage the character and appearance of the Conservation Area. Permitted development rights within Conservation Areas are more restrictive and in most cases planning permission will be required for extensions and alterations. Cladding any part of the exterior of a dwelling will require planning permission. Householders are therefore advised to contact the planning department at Gedling Borough Council prior to starting any works to the exterior of the building.

¹⁷ Adapting Traditional Farm Buildings Best Practice Guidelines for Adaptive Reuse – Historic England 2017 and The Adaptive Reuse of Traditional Farm Buildings Historic England Advice Note 9

- 4.2 Proposed extensions should be subservient to the host building in their height and set back from the main elevation so they do not dominate and are subservient to the original building while also being sympathetic in form, size, texture, colour, detailing and use of materials. Alterations should be carefully considered to ensure the overall arrangement and significance of windows and doors is retained. The enlargement of windows or movement of a door for example can have a harmful and unbalancing impact upon the architecture of a traditional building.

5.0 SOLAR PANELS, SATELLITE DISHES AND ALARM BOXES

- 5.1 Planning permission is required for the installation of solar panels on domestic premises within a Conservation Area, where these would be installed on a wall which fronts a highway. Planning permission and/or listed building consent is required for the installation of solar panels on, or within the curtilage of, a Listed Building. Planning permission is not required for the installation of solar panels on the roof of domestic premises provided:-

- The solar panel would not protrude more than 0.2 metres beyond the roof plane or be higher than the highest part of the roof (excluding the chimney);
- The solar panel should be sited, so far as practicable, so as to minimise its effect on the external appearance of the building;
- The solar panel should be sited, so far as practicable, so as to minimise its effect on the amenity of the area; and
- The solar panel should be removed as soon as reasonably practicable when no longer needed.

- 5.2 The installation or alteration of satellite dishes (microwave antenna) within a Conservation Area may require planning permission, subject to the proposal meeting certain technical criteria. Applicants are advised in any case to contact the planning department at Gedling Borough Council prior to starting works. In any case, satellite dishes (microwave antenna) within a Conservation Area that face onto and are visible from a highway will require planning permission.

- 5.3 The installation of alarm boxes generally does not require planning permission. Proprietors should however seek to install such apparatus in line with the below recommendations.

- 5.4 In order to preserve the originality of the Conservation Area, the installation of solar panels, satellite dishes and alarm boxes should be carefully located so

as to minimise the impact on the character and appearance of the building and surrounding area. Usually this would mean installing apparatus that is discreetly located to side/rear elevations; that is not overly visually prominent in terms of positioning, materials and colour; and minimises the visibility of wiring within the façade of the building. Proprietors should be mindful of these considerations, even in cases where works are permitted development, in order to align with the objectives of this Management Plan.

- 5.5 Proposed work that would affect the character of a listed building or building or structure within its curtilage will require listed building consent in addition to any planning permission that may be required. Therefore, alterations or additions to a listed building, including extensions, alterations to windows and items such as alarm boxes, solar panels and satellite dishes will require listed building consent in addition to planning permission. To do work to a listed building without first having obtained consent is a criminal offence. It is therefore very important to consult the Borough Council before undertaking any such work.

6.0 DEMOLITION OF BUILDINGS WITHIN THE CONSERVATION AREA

- 6.1 There is a general presumption against the demolition of any buildings within a Conservation Area, including those that are not listed. It is a criminal offence to carry out the demolition of a building within a Conservation Area without planning permission, other than in the following circumstances:-

- The building has an externally measured cubic content of less than 115 cubic metres, or any part of such a building, other than a pre-1925 tombstone;
- Any gate, wall, fence or means of enclosure which is less than one metre high where abutting on a highway (including a public footpath or bridleway), waterway or open space, or less than two metres high in any other case; and
- Any building erected since 1 January 1914 and in use, or last used, for the purposes of agriculture or forestry.

- 6.2 The presumption in favour of retaining buildings ensures that buildings and structures that make a positive contribution to the character and appearance of the Conservation Area are not lost. Proprietors are advised to contact the planning department at Gedling Borough Council prior to demolishing any structures within the Conservation Area.

- 6.3 Where demolition is permissible, any replacement buildings will be required to enhance the character or appearance of the Conservation Area. 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 198 of the National Planning Policy Framework.

7.0 PRESERVATION AND ENHANCEMENT OF HERITAGE ASSETS IN THE CONSERVATION AREA

- 7.1 Where any buildings of architectural or historic interest within the Conservation Area are left unoccupied, resulting in their deterioration due to neglect and a lack of maintenance, the Council will work with owners to secure the appropriate repair and if appropriate, the re-use of the buildings to promote their long-term viability. The Borough Council monitors the condition of heritage assets which it shares with Nottinghamshire County Council and Historic England who have their own Heritage at Risk Registers. There is one unoccupied listed building while no others appear in the most at risk categories following repairs to Bottom Cross. The overall condition of heritage assets in Linby appears good.
- 7.2 If the Council considers that any listed buildings or unlisted buildings within the Conservation Area are not being properly maintained then it will consider serving urgent works notices to secure their preservation, as provided for by sections 54 and 76 of the Planning (Listed Building and Conservation Areas) Act 1990. This requires an owner to undertake certain emergency measures to protect the building as temporary support or shelter and where compliance is not forthcoming the Council has the power under the Act to do the work itself and reclaim costs from the owner.
- 7.3 Historic England co-ordinates a nationwide Heritage at Risk programme which includes assessment of Conservation Areas and Grade I and Grade II* listed buildings. No buildings in Linby were identified as being at risk following repairs to Bottom Cross and Linby is not classified as a Conservation Area at risk where surveys monitor condition and vacancy rates for example. For grade I and II* listed buildings an owner may approach Historic England for financial assistance, however unfortunately the Borough Council is unable to offer grants for repair or maintenance works but will offer advice and work with owners to seek a solution.
- 7.4 The Council also has the power to use Repairs Notices under section 48 of the Planning (Listed Building and Conservation Areas) Act 1990 to secure works considered reasonably necessary for the proper preservation of listed

buildings within the Area. Such a notice could lead to the compulsory acquisition of the listed building by the Council.

- 7.5 The Council may use its powers under section 215 of the Planning (Listed Building and Conservation Areas) Act 1990 to require areas of land that are untidy or derelict to be improved. The core of Linby is however very well maintained.
- 7.6 Section 77 of the 1990 Act allows local planning authorities to operate grant schemes that seek to preserve and enhance the Conservation Area. Such schemes that are normally managed by a local planning authority in partnership with Historic England or the National Lottery Fund could if appropriate be employed to help restore the character and appearance of buildings and public spaces within the Conservation Area. When opportunities arise and resources permitting the Borough Council will explore the potential for such schemes to enhance the Conservation Area.

8.0 HISTORICALLY SIGNIFICANT BOUNDARY WALLS AND RAILINGS

- 8.1 Linby is characterised by a number of stone boundary walls to front gardens that separate public and private space at the back edge of pavements. Individually and collectively they make a significant and positive contribution to the appearance of the Conservation Area as part of the setting of the buildings to which they relate. Paragraph 11.8 of this appraisal highlights their contribution and their ongoing presence is important for the village. The loss of such features is to be avoided. Railings are not so commonly seen except where they form the boundary on top of a low stone wall at Hanson House on entrance into Linby from Papplewick.
- 8.2 Planning permission is required for the demolition of boundary walls within the Conservation Area. As a matter of principle, the Council will resist proposals to remove any walls that make a significant contribution to the character and appearance of the Conservation Area. **Map 10** highlights important boundary walls.

9.0 PROTECTION OF IMPORTANT OPEN SPACES AND TREES

- 9.1 Significant green spaces are highlighted on **Map 8** of this appraisal. Three areas of protected open space are located on the edge of the Conservation Area and highlighted within the Local Plan. These are the sports ground and church yard, land to the south of Wighay Road and land around the primary

school, Quarry Lane. There are no trees protected by Tree Preservation Orders (T.P.O.) however as explained at paragraph 8.1 the Borough Council must be informed in writing of proposed works to trees within the Conservation Area 6 weeks in advance of works.

- 9.2 The potential impact of a development proposal on any trees in the Conservation Area is a material consideration in assessing that proposal. In addition any demolition proposals will also need to provide for the protection of important trees affected.
- 9.3 To maintain the presence of trees within the Conservation Area, unnecessary works to trees will be resisted. New buildings will not be permitted in close proximity to trees that contribute positively to the Conservation Area unless it can be demonstrated that this will have no significant negative impact upon the health of the tree. 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.

10.0 PROTECTION OF IMPORTANT VIEWS

- 10.1 Proposals for development should have regard to important views and vistas that contribute positively to the Conservation Area. Important views are highlighted on **Map 9** in the Character Appraisal and should be retained as far as possible. Where proposed development is going to block important views, thus harming the setting of the Conservation Area or significance within it, this will be resisted without clear and convincing justification provided.

11.0 ALTERATIONS AND SETTING OF LISTED BUILDINGS

- 11.1 Linby has a number of listed buildings within its Conservation Area, including the grade II* listed St Michael's Church which stands as a landmark with its tower visible in views from all around the Conservation Area at various vantage points. Top and Bottom Crosses are Scheduled Monuments afforded the highest level of protection. These structures make a significant contribution to the character and appearance of Linby. Works to a listed building that would affect its character require Listed Building Consent and to undertake work to a listed building without consent is a criminal offence. Works to Scheduled Monuments will require specific Scheduled Monument consent from Historic England/the relevant Secretary of State.

11.2 Heritage Impact statements

If plans are proposed that would affect a listed building then an application to the Borough Council is required, to be accompanied by a Heritage Impact Statement setting out the significance of the listed building and part to be affected, stating why the work is necessary, its impact upon the listed building and within its setting and if harm is going to be caused how that harm may be mitigated. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. There should be clear and convincing justification for the works proposed. Public benefits should also be identified where appropriate.

- 11.3 The National Planning Policy Framework recognises that the significance of a listed building can also be harmed by development within its setting. Setting is defined in the National Planning Policy Framework at annex 2 as “the surroundings in which an asset is experienced”. Historic England has produced guidance in respect of the setting of Heritage Assets entitled “The Setting of Heritage Assets Historic Environment Good Practice Advice in Planning Note 3 (Second Edition)”.
- 11.4 The setting of the Conservation Area (a designated heritage asset) plays an important role in its character and appearance and policies LPD 26 and 28 of the Gedling Borough Local Planning Document (adopted 2018) are designed to protect that setting. Development proposals within or within the setting of the Conservation Area requiring planning permission must also be accompanied by a Heritage Impact Statement, again setting out the need for the development, its impact upon the significance of the Conservation Area, how proposals seek to preserve and/or enhance the Conservation Area and mitigate potential harm.
- 11.5 Any development proposals within the setting of a Listed Building will need to demonstrate that their setting is not compromised by the proposed development, as required by the relevant national and local planning policies as set out in section 2 of this Management Plan.

12.0 RECORDING

- 12.1 Before approved building work commences, Gedling Borough Council will often require as a condition of any permission that the existing building, part of building or area affected is recorded to provide an historical record and a measure of change. The results may then be shared with the Nottinghamshire Environment Record (HER). The area or part of a building to be affected by proposals may be photographed and a measured drawing provided as part of

a Heritage Impact Statement. Historic England has produced guidance in relation to the recording of historic buildings which may be useful should development proposals affecting heritage assets be considered¹⁸.

13.0 KEY UNLISTED BUILDINGS

- 13.1 Non Designated Heritage Assets are those buildings, structures and important areas of landscape which although not statutorily protected, nevertheless make a significant contribution to the local area and are considered as heritage assets in the context of the National Planning Policy Framework.
- 13.2 As a result of a recent survey of all Non Designated Heritage Assets, also known as locally listed buildings a number have been identified and the list updated from the previous appraisal carried out in 2011. The Borough Council has now adopted its own set of criteria against which potential Non Designated Heritage Assets may be assessed. Those identified for Linby are included at **Appendix B** of the Appraisal. In addition, those other buildings of merit are recorded. All heritage assets in Linby whether statutorily listed or non- designated are highlighted on **Map 10**.

14.0 ARCHAEOLOGY

- 14.1 Policy LPD 30: Archaeology of the Local Planning Document Part 2 Local Plan (2018) sets out 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. 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. Within the Conservation Area and its setting, development proposals that may affect the areas around the former colliery will require an archaeological assessment.

¹⁸ Understanding Historic Buildings A Guide to Good Recording Practice – Historic England 2016 and....
Drawing for Understanding - Creating Interpretive Drawings of Historic Buildings – Historic England 2016

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APPENDIX 2 –Summary of Consultation Comments and GBC Response

Question 1: Do you have any comments on the wording of the Conservation Area Character Appraisal (pages 4 - 62)?

Document Reference	Comment	GBC Response
Page 59 parag 13.1	Our suggestion would be could the edge of the borough boundary and the conservation boundary near the Linby Kennels on Church Lane be one of the same. Would certainly bring cohesion. Also the quarries on the northern end of Quarry Lane, which are SSSI, would it be worth considering extending the boundary to include those.	Disagree. The borough boundary and conservation area boundaries have different purposes. The conservation area boundary should only include those areas that are of special architectural and/or historic interest. Extending the conservation area boundary to align with the borough boundary at Church Lane or include the SSSI would not include additional areas of special architectural or historic interest. Although the biological importance of the SSSI is fully acknowledged this is separately protected under the Wildlife and Countryside Act 1981 (as amended).
General comments	Beautifully kept stone crosses Linby Docks cleared and maintained very nicely and is a nice feature of the village Beautifully kept front gardens throughout village make a big difference to those passing through Brooke Farm and the Pub are fantastic assets in the village and show what the heart of the village is about	The listed qualities of the Conservation Area are noted.

	<p>Lampposts and signposts to be black Building materials to be consistent, eg concrete fences, plastic guttering, pvc windows. Speed restrictions upheld Safe passage of crossing, by Brooke Farm/pub/bus stops, and also by the school Ensuring the appropriate speed of heavy vehicles including lorries and farm vehicles Due to the volume of traffic and the speeds that are not monitored or limits upheld, the air and noise pollution could be damaging to the buildings and area and should be looked into to ensure longevity of the village Isn't there a limit to the weight on the road? This is not checked up upon. A better entrance to the village from Papplewick Road name signs to be consistent. Eg Church Lane, on one side is on the wall (preferred, in keeping), the other side is free standing.</p>	<p>The importance of materials of street furniture and buildings within the conservation area are noted within the appraisal.</p> <p>Speed and weight restrictions are a matter for Nottinghamshire County Council as highways authority to control and enforce. The appraisal notes the impact of traffic on the village and paragraph 2.15 identifies a number of increasing pressures on Linby including increases in vehicular traffic and the associated highway works.</p> <p>It is unclear how the entrance to the village from Papplewick could be improved.</p>
	<p>There seems to be clear desire and commercial reasoning to improve transport access from the A60 to the M1 via an access road to the North of Linby and Papplewick joining the top of the new Top Wighay development. This seems to have a clear route and will provide access for the logistics transport needed and the increased commuter traffic as well as future-proofing the Gedling</p>	<p>The construction of a new road to the north of Linby and Papplewick to link the A60 to the M1 would need to be delivered and funded as part of a development scheme. Such a route has not been identified as a requirement of the Top Wighay Farm development.</p> <p>It is noted that the land to the north of Linby and Papplewick includes a number of sensitive</p>

	development plans and infrastructure. In-fill development of Top Wighay land will then be possible for retail and industry, and for residential housing to flourish appropriately. This feels like the appropriate strategy for building back better holistically as we go forward.	designations including Local Wildlife Sites, Protected Open Space and the Linby Quarries SSSI. Account would also need to be taken of the need to cross the Robin Hood line.
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Question 2: Do you have any comments on the wording of the Conservation Area Management Plan (pages 63 - 78)?

Document Reference	Comment	GBC Response
Page 67 parag 3.9	I see lots of examples of bad pointing. How can we work together to reinforce the message	<p>The bibliography accompanying the Management Plan includes reference to 'A Guide to Repointing Stone and Brickwork' published by Nottinghamshire County Council. A link will be included to this document and also to the Historic England document 'Repointing Brick and Stone Walls'.</p> <p>The adoption of the revised Appraisal and Management Plan is an opportunity to raise the profile of this guide and the Parish Council could help to draw attention to the guide through the Parish website and other communications.</p>
Page 71 parag 5.1	I worry that non listed properties in CA do not require planning permission for solar	The installation of solar panels on non-listed buildings is permitted development. Permitted

	<p>panels on roof. Can that not be reinforced? They would ruin the feel of the CA if that occurred.</p>	<p>development rights within Conservation Areas are more restrictive and householders are advised to contact GBC prior to starting any works to the exterior of the building. Paragraph 5.4 of the Management Plan refers to the installation of solar panels and suggests installing apparatus to side/rear elevations in order to align with the objectives of the Management Plan.</p>
<p>Page 74 parag 8/1</p>	<p>We are starting to see houses that have stone wall frontages having fencing placed on top of stone walls - which completely impacts the street scene. Examples include 3 Church Lane and 30, Main Street (photo 26 in this document) Can that be highlighted in this point as impacting negatively on the openness of the CA.</p>	<p>The erection of fencing adjoining stone walls is permitted development. Permitted development rights within Conservation Areas are more restrictive and householders are advised to contact GBC prior to starting any works to the exterior of the building. Paragraph 12.13 of the Appraisal acknowledges the impact of fencing and suggests the planting of native species to screen fences from view.</p>
<p>General</p>	<p>Could we not have a working group to include NCC, GBC and LPC to discuss funding avenues that could be explored. The infrastructure in the CA, mainly the footpaths are in a bad state of repair and we find Via or utility companies just patch them up with tarmac or grey cement. This would add some teeth to the management plan instead of a document that says a lot but offers no action plan how to achieve this. Also, looking at point 12.14, 12.15 and 12.17 on pg. 57 - these are items that can be discussed and hopefully look at options how we can mitigate some of these negative issues on the impact</p>	<p>GBC will inform LPC of any funding avenues that become available to support the conservation area. Linby PC are encouraged to liaise with Notts County Council/Via to discuss concerns regarding the condition of footpaths. Under the Community Infrastructure Levy (Amendment) (England) (No. 2) Regulations 2019, 15% of CIL receipts are passed to the parish councils for the area where development takes place (the neighbourhood portion) and this portion is increased to 25% where a neighbourhood plan is in place, as in Linby. This is a source of funding could be used to support the conservation area.</p>

	of the CA.	
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Question 3: Do you have any other comments?

Document Reference	Comment	GBC Response (action in bold)

Question 4: Feedback – Please share your views about your experience of this consultation in order for us to improve our service.

Document Reference	Comment	GBC Response (action in bold)

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Report to Cabinet

Subject: Prudential Code Indicator Monitoring 2021/22 and Quarterly Treasury Activity Report for Quarter ended 30 September 2021

Date: 4 November 2021

Author: Head of Finance and ICT

Wards Affected

All

Purpose

To inform Members of the performance monitoring of the 2021/22 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy.

Key Decision

This is **not** a key decision.

Recommendation

That:

1. Members note the report, together with the Treasury Activity Report 2021/22 for Quarter 2 at Appendix 1, and the Prudential and Treasury Indicator Monitoring 2021/22 for Quarter 2, at Appendix 2.

1 Background

- 1.1 The Council is required by regulations issued under the Local Government Act 2003 to report on its Prudential Code indicators and treasury activity. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

1.2 For 2021/22 the minimum reporting requirements are that the Full Council should receive the following reports:

- An annual Treasury Strategy in advance of the year (the TMSS, considered by Cabinet on 11 February 2021 and subsequently approved by Full Council on 4 March 2021);
- A mid-year treasury update report (this report);
- An annual review following the end of the year describing the activity compared to the Strategy.

In accordance with best practice, quarterly monitoring reports for treasury activity are provided to Members, and this exceeds the minimum requirements.

1.3 The regulatory environment places responsibility on Members for the review and scrutiny of treasury management policy and activities. This report provides details of the position at 30 September 2021 and highlights compliance with the Council's policies.

2 Proposal

2.1 Economic update - UK

General:

The Monetary Policy Committee (MPC) voted unanimously at its meeting on 24 September to keep Bank Rate unchanged at 0.10%, and by a majority of 7-2 to continue unchanged the existing programme of quantitative easing (QE) - which is due to finish by the end of 2021. There was a major shift in the tone of the MPC minutes from that in August, which had indicated that some tightening in monetary policy was on the horizon but that the Bank did not want to stifle economic recovery by increasing Bank Rate too early – effectively putting the country “on alert”. A potential danger was flagged that labour shortages could push up wage growth by more than expected, and that as a result, CPI inflation would stay above the 2% target for longer - but that the Bank was prepared to “look through a temporary spike in inflation”. In September however, the MPC indicated that there had been a marked increase in concern that prices, particularly gas and electricity, would lead to faster and higher inflation expectations and underlying wage growth, which would in turn increase the risk that price pressures would prove more persistent next year than previously expected. The MPC reaffirmed its commitment to the 2% target, and financial markets are now pricing in a first increase in Bank Rate from 0.1% to 0.25% in February 2022, although this may be ambitious with only limited data available by then. By May the MPC will have a clearer indication of the likely peak of inflation, and action to raise rates may be more likely at that time.

The MPC's forward guidance on its intended monetary policy on raising Bank Rate versus selling bond holdings (QE) is as follows:

1. Placing focus on raising Bank Rate as “the active instrument in most circumstances”;
2. Raising Bank Rate to 0.5% before starting reducing its holdings;
3. Once Bank Rate is at 0.5% it would stop reinvesting maturing gilts;
4. Once Bank Rate had risen to at least 1% it would start selling its holdings.

Covid-19:

The UK’s Covid-19 vaccination programme has been a game changer, boosting confidence that life in the UK could largely return to normal during the summer after a third wave of the virus threatened to overwhelm hospitals in the spring. Household saving rates having been exceptionally high since the first lockdown in March 2020, and there is plenty of pent-up demand and purchasing power stored up for services in hard hit sectors like restaurants, travel and hotels. The key question remains whether virus mutations could develop which render current vaccines ineffective, as opposed to how quickly vaccines can be modified to deal with them and enhanced testing programmes be implemented to contain their spread.

2.2 Economic update – Rest of the World

US - During the first part of the year the Democratic party’s determination to push through a \$1.9trn (equivalent to 8.8% of GDP) fiscal boost for the US economy as a recovery package from the Covid pandemic unsettled financial markets, as this was in addition to the \$900bn support package already passed in December 2020. This was followed by an additional Democratic ambition to spend further huge sums on infrastructure and an American families plan over the next decade. Financial markets were alarmed that this stimulus was happening at a time when:

1. A fast vaccination programme had enabled a rapid opening up of the economy;
2. The economy had been growing strongly during 2021;
3. It started from a position of little spare capacity due to less severe lockdown measures than in many other countries;
4. The Federal Reserve (Fed) was still providing stimulus through monthly QE purchases.

These factors could cause excess demand in the economy, which could unleash strong inflationary pressures. This could then force the Fed to take much earlier action to start increasing the Fed rate from near zero, despite their stated policy being to target average inflation. At the September Fed meeting, members again moved forward their expectation of when the first increases in the Fed rate would occur. In addition, a shortage of workers appears to be stoking underlying wage inflationary pressures - which are likely to feed through into CPI inflation. A run of stronger jobs growth figures could be enough to meet the threshold set by the Fed of “substantial further progress towards maximum employment” for a first increase in the Fed rate.

EU - The slow rollout of vaccines initially delayed economic recovery in early 2021 but the vaccination rate has now picked up sharply. After a contraction of -0.3% in Q1 of 2021, strong growth of 2% followed in Q2 and this is likely to continue into Q3

– although some countries more dependent on tourism may struggle. Recent increases in gas and electricity prices have increased overall inflationary pressures but the European Central Bank (ECB) is likely to see these as being only transitory after an initial rise to around 4%, so is unlikely to raise rates for a considerable time.

World growth - World growth was in recession in 2020 but recovered during early 2021, until losing momentum more recently. Inflation has been rising due to increases in gas and electricity prices, shipping costs and supply shortages, although these should subside during 2022. It is likely that there will be a reversal of world globalisation and a “decoupling” of western countries from dependence on China to supply products, and vice versa. This is likely to reduce world growth rates from those in prior decades.

Supply shortages - The pandemic and extreme weather events have been highly disruptive of extended worldwide supply chains. At present there are major queues of ships unable to unload their goods at ports in New York, California and China. Such issues have led to misdistribution of shipping containers around the world and have contributed to a huge increase in the cost of shipping. Combined with a shortage of semi-conductors, these issues have had a disruptive impact on production in many countries. Many western countries are also facing difficulty in filling job vacancies. It is expected that these issues will be gradually resolved, but they are currently contributing to a spike upwards in inflation, and to shortages of materials and goods on shelves.

2.3 Interest rate forecast

The Council’s Treasury management advisers, Link Asset Services (LAS) provided its latest forecast of interest rates on 29 September 2021 and these together with the previous rates provided on 10 May are shown in the table below. PWLB rates in the table are based on the Certainty Rate which include a 0.2% reduction on the standard rates. A comparison of these forecasts shows that there are now three expected increases in Bank Rate, to end at 0.75%, instead of one rise to only 0.25%. However, many PWLB rates were significantly lower than forecast during the earlier part of Q2.

Link Group Interest Rate View		29.9.21								
	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.25	0.25	0.25	0.25	0.50	0.50	0.50	0.75
3 month ave eamings	0.10	0.10	0.20	0.20	0.30	0.40	0.50	0.50	0.60	0.70
6 month ave eamings	0.20	0.20	0.30	0.30	0.40	0.50	0.60	0.60	0.70	0.80
12 month ave eamings	0.30	0.40	0.50	0.50	0.50	0.60	0.70	0.80	0.90	1.00
5 yr PWLB	1.40	1.40	1.50	1.50	1.60	1.60	1.60	1.70	1.70	1.70
10 yr PWLB	1.80	1.80	1.90	1.90	2.00	2.00	2.00	2.10	2.10	2.10
25 yr PWLB	2.20	2.20	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.60
50 yr PWLB	2.00	2.00	2.10	2.20	2.20	2.20	2.20	2.30	2.30	2.40

Link Group Interest Rate View		10.5.21											
	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24	
BANK RATE	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.25	0.25	0.25	
3 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.30	0.30	0.30	
6 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.20	0.30	0.40	0.40	0.40	
12 month ave earnings	0.20	0.20	0.20	0.20	0.20	0.20	0.30	0.30	0.40	0.50	0.50	0.50	
5 yr PWLB	1.20	1.20	1.30	1.30	1.30	1.40	1.40	1.40	1.40	1.50	1.50	1.50	
10 yr PWLB	1.70	1.70	1.70	1.80	1.80	1.90	1.90	1.90	2.00	2.00	2.00	2.00	
25 yr PWLB	2.20	2.20	2.30	2.40	2.40	2.40	2.50	2.50	2.50	2.50	2.50	2.60	
50 yr PWLB	2.00	2.00	2.10	2.20	2.20	2.20	2.30	2.30	2.30	2.30	2.30	2.40	

The Covid-19 pandemic has done huge economic damage to the UK, and to economies around the world. After the Bank of England's emergency action in March 2020 to cut Bank Rate, first to 0.25% and then to 0.10%, it remained unchanged at subsequent meetings.

Bank Rate is not expected to rise rapidly after the initial increase as the supply potential of the economy has not in general taken a major hit during the pandemic, and should be able to cope well with meeting demand without causing inflation to remain elevated in the medium-term, or to inhibit inflation from falling back towards the MPC's 2% target after the surge to around 4% towards the end of 2021. Three increases in Bank rate are forecast in the period to March 2024, ending at 0.75%. However, these forecasts may need changing within a relatively short time frame for the following reasons:

- There are increasing grounds for viewing the economic recovery as running out of steam during the summer, and now into the autumn. This could potentially lead to "stagflation" (rising inflation combined with unemployment and sluggish growth) which would create a dilemma for the MPC as to what action to take;
- Key supply shortages eg. petrol and diesel, could cause economic activity in some sectors to take a significant hit;
- Rising gas and electricity prices in October and next April, and increases in other prices caused by supply shortages and increases in taxation next April, are already deflating consumer spending power without the MPC having to take any action on Bank Rate to cool inflation. The Government's upcoming budget could also further reduce consumer spending power;
- Consumers are holding around £200bn of excess savings left over from the pandemic, so some or all of this could be spent;
- 1.6 million people came off furlough at the end of September - some of those did not have jobs on 1 October and are therefore be available to fill labour shortages in many sectors of the economy. Supply shortages which have been driving up both wages and costs, could in theory reduce significantly within the next six months, and alleviate the MPC's current concerns;
- There is a risk that Covid could present further unpleasant surprises, on top of the flu season this winter, and this could depress economic activity.

In summary, with the high level of uncertainty on multiple fronts, it is likely that Link's forecasts will need to be revised again in the near future in line with the prevailing economic news. It should also be noted that Bank Rate being cut to 0.10% was an emergency measure to deal with the Covid crisis hitting the UK in March 2020. At any time, the MPC could decide to simply reverse that final emergency cut from 0.25% to 0.10%, on the grounds that it is no longer warranted, and as a step forward in the return to normalisation.

2.4 Investment strategy

The Treasury Management Strategy Statement (TMSS) for 2021/22, which includes the Annual Investment Strategy, was approved by Council on 4 March 2021, and sets out the Council's investment priorities as:

- Security of capital;
- Liquidity;
- Yield.

Whilst the Council will always seek to obtain the optimum return (yield) on its investments, this will at all times be commensurate with proper levels of security and liquidity. In the current economic climate it is considered appropriate either to keep investments short term to cover cash flow needs, or to extend the period up to 12 months with highly rated financial institutions, selected by the use of the LAS creditworthiness methodology (see below) which includes consideration of sovereign ratings.

Investment counterparty limits for 2021/22 are generally **£3m** per individual counterparty, however a higher limit of **£4m** per Money Market Fund is considered prudent since such funds are already by definition highly diversified investment vehicles. There is no limit on Investment with the Debt Management Office (DMO) since this represents lending to central government. The Chief Financial Officer has delegated authority to vary these limits as appropriate, and then to report any change to Cabinet as part of the next quarterly report.

Members are advised that no new variations have been made during Q2 of 2021/22, having been previously advised of an extension to £4m with Santander and a limitation to £3m with the CCLA PSDF, both for operational reasons. These variations remain in place.

Limits with investment counterparties have not exceeded the prevailing levels approved by the CFO during the period 1 April to 30 September 2021.

Credit ratings advice is taken from LAS and the Chief Financial Officer has adopted the LAS credit rating methodology for the selection of investment counterparties. This employs a sophisticated modelling approach utilising credit ratings from all three of the main rating agencies to give a suggested maximum duration for

investments. Accordingly it does not place undue reliance on any one agency's ratings.

The methodology subsequently applies an "overlay" to take account of positive and negative credit watches and/or credit outlook information, which may increase or decrease the suggested duration of investments. It then applies a second overlay based on the credit default swap spreads for institutions, the monitoring of which has been shown to give an early warning of likely changes in credit ratings. It also incorporates sovereign ratings to ensure selection of counterparties from only the most creditworthy countries. The current Treasury Strategy permits the use of any UK counterparties subject to their individual credit ratings under the LAS methodology. It also permits the use of counterparties from other countries with a minimum sovereign rating of AA. For information, the UK currently has a rating of AA minus.

The LAS modelling approach combines all the various factors in a weighted scoring system and results in a series of colour coded bands which indicate the creditworthiness of counterparties. The colour bandings are as follows:

- Yellow 5 years (UK Government debt or its equivalent)
- Dark pink 5 years for Ultra Short Dated Bond Funds (credit score 1.25)
- Light pink 5 years for Ultra Short Dated Bond Funds (credit score 1.50)
- Purple 2 years
- Blue 1 year (nationalised or semi nationalised UK banks only)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

Significant downgrades by the Ratings agencies have not materialised since the beginning of the Covid-19 crisis in March 2020. Where changes were made these were generally limited to "outlooks", however as economies have begun to reopen, there have been some instances of previous reductions to ratings being reversed.

Credit ratings are monitored weekly and the Council is also alerted to interim changes by its use of the LAS creditworthiness service, however ratings under the methodology, including sovereign ratings, will not necessarily be the sole determinant of the quality of an institution. Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.

The ultimate decision on what is prudent and manageable for the Council will be taken by the Chief Financial Officer under the approved scheme of delegation.

2.5 Treasury Activity during Quarter 2 of 2021/22

The Treasury Activity Report for the quarter ended 30 September 2021 is attached at Appendix 1, in accordance with the Treasury Management Strategy.

Members will note that investment interest of £32,315 was generated from MMF activity, term deposits with banks and building societies, and the property fund, during the period from 1 April to 30 September 2021. This represents an overall equated rate for the Council of 0.26% and outperforms the benchmark 7 day LIBID rate, which averaged negative 0.08% for the same period. In cash terms this represents additional income to the General Fund of around £42,300 (since at a negative rate there would have been a cost to the Council to place funds) and was achieved by positive investment management, and in particular a favourable return on the property fund (see below). Performance in respect of the longer 3 month LIBID rate, which averaged negative 0.05%, still represents additional income of £38,500.

During the period from 1 April to 30 September 2021, significant use was made of the Council's three Money Market Funds (MMFs). These are AAA rated investment vehicles which allow the pooling of many billions of pounds into highly diversified funds, thus reducing risk. The current rates of return on these funds are between 0.01% and 0.022%, which whilst exceptionally low, remain generally higher than overnight treasury deposit rates, and the rate obtainable from the Debt Management Office (DMO).

The Council made an investment of £1m in the CCLA Local Authority Property Fund (LAPF) on 1 December 2017. The LAPF is a local government investment scheme approved by the Treasury under the Trustee Investments Act 1961 (section 11). Dividends are treated as revenue income and have in previous years averaged around 4%. The fund performed better than expected during 2020/21 despite challenging economic conditions and a temporary suspension, and the equated dividend for the year remained at 4%. The dividend for Q1 of 2021/22 equated to 3.63%, so whilst falling slightly it remains the most significant factor in the overall investment return achieved to date. The dividend for Q2 has not yet been declared.

The LAPF investment allows the Council to introduce a property element into its investment portfolio without the risks associated with the direct purchase of assets. It should be noted however that the capital value is **not** guaranteed and can fall as well as rise, as was the case in 2020/21 when the certificated value of the investment fell from £936k to £930k. CCLA fully expect this position to recover, and by 30 September 2021 the value was £995k, however it serves to demonstrate that the investment must be seen as a long-term commitment (see 2.9 below).

Interest rates in the market remain exceptionally low, and this is likely to continue in view of the pandemic, as well as the ongoing uncertainty surrounding the full impact of Brexit and the ending of the transition period. As investments mature every effort is made to replace them at favourable rates, however security and

liquidity will always be the overriding factors in the Council's treasury management. LAS currently forecast that Bank Rate is unlikely to rise until at least February 2022, however there is much uncertainty and interest rates are then expected to rise only gradually, and not significantly.

It is currently anticipated that the outturn for investment interest will be broadly in line with the current approved estimate of £60,000 for 2021/22. Whilst rates in the market are generally below those used in the estimates, the level of cash balances for short term investment remains significantly higher than that estimated, and every effort has been made to maximise use of the most favourable rates available. In particular, the property fund and the extension to the counterparty limit with Santander are making significant contributions.

2.6 New borrowing

At 30 September 2021 new borrowing of £1m for 50 years from the PWLB at 1.81% had been undertaken, and it is currently anticipated that up to another £2m may be arranged during the coming months should conditions be favourable. The projected outturn for PWLB interest payable is £362,400, which is in line with the current approved estimate.

Advice will be taken from LAS with regard to the amount and timing of any additional borrowing, and should conditions become advantageous, some borrowing in advance of need will also be considered by the Chief Financial Officer. The Council's Capital Financing Requirement (CFR) represents its underlying need to borrow to finance capital investment. Due to favourable interest rates, borrowing in advance of need is sometimes desirable, with the result that the CFR can differ to the planned borrowing in the year. Investment guidance issued in February 2018 reaffirmed that Councils may not borrow in advance of need purely to profit from the investment of the extra sums borrowed, rather than prudent early borrowing for a demonstrable service objective, which is permitted.

Whilst HMT's review removed any possibility of using PWLB to finance commercial property investment, it also reduced interest rates by 1% across the board from 26 November 2020. However, investment rates remain exceptionally low, and serious consideration must be given to the cost of carrying any additional borrowing during the period prior to it being required for the financing of capital expenditure since this places a further burden on the General Fund.

2.7 Debt rescheduling

When the current day PWLB rate for the same term is higher than that being paid on an existing loan there is the potential for a discount to be receivable if the loan is repaid prematurely.

However, debt rescheduling opportunities are limited in the current economic climate, and due to the structure of PWLB interest rates. Advice in this regard will

continue to be taken from LAS. No debt rescheduling has been undertaken during the period from 1 April to 30 September 2021.

2.8 Compliance with Prudential and treasury indicators

It is a statutory duty for the Council to determine and keep under review the affordable borrowing limit. The Council's approved Prudential and Treasury Indicators (affordability limits) are included in the Treasury Management Strategy Statement (TMSS) approved by Full Council on 4 March 2021.

During the financial year to date the Council has at all times operated within the treasury limits and Prudential Indicators set out in the Council's TMSS, and in compliance with the Council's Treasury Management Practices. The Prudential and Treasury Indicators as at 30 September 2021 are shown at Appendix 2.

A) Prudential Indicators:

These indicators are based on estimates of expected outcomes, and are key indicators of "affordability". They are monitored on a quarterly basis, and Appendix 2 compares the approved indicators with the projected outturn for 2021/22, and shows variances on the indicators, as described below:

a. Capital Expenditure

The latest projected outturn shows that total capital expenditure is expected to be £10,111,400. This differs to the approved indicator of £10,868,300 due to the inclusion of approved carry-forward requests from 2020/21 and variations on the current year's capital programme.

b. Capital Financing Requirement (CFR)

The CFR represents the historic outstanding capital expenditure which has not yet been paid for from capital or revenue resources, and is essentially a measure of the Council's underlying borrowing need. The CFR does not increase indefinitely since the minimum revenue provision (MRP) is a statutory annual revenue charge for the economic consumption of capital assets.

At 30 September 2021 the projected closing CFR for 2021/22 is £13,955,300. This differs to the approved indicator of £15,290,400, due to savings and deferrals on the 2020/21 capital programme, as well as to variations to the current year's capital programme.

c. Gearing ratio

The concept of "gearing" compares the total underlying borrowing need (the CFR) to the Council's total fixed assets and the gearing ratio can provide an early indication where debt levels are rising relative to long term assets held.

The projected gearing ratio at 31 March 2022 is 34%, which is in line with the approved indicator and is broadly comparable with the average gearing ratio for councils of a similar size.

d. Ratio of financing costs to net revenue stream – service related and commercial property

These indicators identify the trend in the cost of borrowing net of investment income against the net revenue stream. Financing costs represent the element of the Council's budget to which it is committed even before providing any services.

The projected outturn of 18.65% for service related expenditure differs to the approved indicator of 17.70% due to additional direct revenue financing, offset by a reduction in MRP arising from savings and deferrals on the capital programme in 2020/21.

e. Ratio of commercial property income to net revenue stream

This indicator has been removed following the withdrawal of the Commercial Property Investment Strategy in 2020/21 and will no longer be reported.

f. Maximum gross debt

The Council must ensure that its gross debt does not, except in the short term, exceed the opening capital financing requirement, plus estimates of any additional CFR for 2021/22 and the following two financial years. This allows flexibility for early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes. The Council's gross debt at 30 September 2021 was £10.812m, which was within the approved indicator.

g. Ratio of internal borrowing to CFR

The Council is currently maintaining an "internal borrowing" position, ie. the underlying borrowing need (CFR) has not yet been fully funded with loan debt as cash supporting the Council's reserves and balances is being used as a temporary measure.

The projected outturn for internal borrowing is 8%, which is lower than the approved indicator of 16% due to variations to the capital programme - which in turn reduce the projected outturn for CFR and hence the difference between CFR and projected external borrowing.

B) Treasury Management Indicators:

These indicators are based on limits, beyond which activities should not pass without management action. They include two key indicators of affordability and four key indicators of prudence.

Affordability:

a. Operational boundary for external debt

This is the limit which external debt is not “normally” expected to exceed. In most cases, this would be a similar figure to the CFR, but it may be lower or higher depending on the levels of actual debt, and must allow for unusual cashflow movements.

b. Authorised limit for external debt

This limit represents a control on the “maximum” level of borrowing. It is the statutory limit determined under s3 (1) of the Local Government Act 2003 and represents the limit beyond which external debt is prohibited. The Authorised Limit must be set, and revised if necessary, by Full Council. It reflects a level of external debt which, while not desirable, could be afforded in the short term, but is not sustainable in the longer term. The Government retains an option to control either the total of all councils’ plans, or those of a specific council, although this power has not yet been exercised.

Prudence:

c. Upper limits for the maturity structure of borrowing

These are set to reduce the Council’s exposure to large fixed rate sums falling due for refinancing.

d. Maximum new principal sums to be invested during 2021/22 for periods in excess of one year (365 days)

All such investments are classified as “non-specified”. This indicator is subject to the overall limit for non-specified investments set out in the TMSS, and to the overall limit per counterparty.

e. Interest rate exposure

The latest Treasury Management Code requires a statement in the TMSS explaining how interest rate exposure is managed and monitored by the Council, and this is repeated below:

The Council has a general preference for fixed rate borrowing in order to minimise uncertainty and ensure stability in the charge to revenue, however it is acknowledged that in certain circumstances, some variable rate borrowing may be prudent, for example if interest rates are expected to fall. The Council’s investments are generally for cashflow purposes and accordingly a mix of fixed and variable rates will be used to maximise flexibility and liquidity. Interest rate exposure will be managed and monitored on a daily basis by the Chief Financial Officer.

Local indicators for the proportions of fixed and variable rate loans, have been retained by the Council for information purposes.

Appendix 2 shows the actual position as at 30 September 2021, and demonstrates that all activities are contained within the currently approved limits.

2.9 Other Issues

Access to PWLB – Changes following HMT Consultation

As previously reported the outcome of this consultation was published in November 2020 and confirmed that HMT will no longer allow local authorities to borrow money from the PWLB to purchase commercial property if the aim is primarily to generate an income stream (ie debt for yield).

- To access PWLB funds the Council must provide a high level description of its capital spending plans for the next 3 years including expected use of PWLB;
- As part of this the CFO must confirm there is no intention to buy investments assets primarily for yield at any point in the next 3 years;
- This restriction is on a whole plan basis – ie even if the Council intends to buy investments assets primarily for yield at any point in the plan and to finance them other than by borrowing or alternative funding sources, the PWLB will not lend to it;
- When applying for a new loan the Council will have to confirm that the plans they have submitted remain current and that the assurance on investments assets primarily for yield remains valid;
- HMT do not intend to routinely review individual loans but if it has concerns it may contact the Council to gain a fuller understanding. Access to PWLB could be suspended if deliberate misuse is found. In extreme cases full repayment of loans made may be imposed, although this is thought unlikely.

Following the HMT consultation and the imposition of a curb on lending for commercial debt-for yield projects, the PWLB certainty rate, for which the Council qualifies, fell by 1% across the board from 9am on 26 November 2020 which should allow access to cheaper borrowing for service investment where necessary.

Consultations

As a follow-up to the process that started earlier this year, stage 2 consultations commenced in September in respect of proposed changes to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice. These consultations are due to close on 16 Nov 2021.

No other significant treasury management issues have arisen since approval of the TMSS on 4 March 2021 that should be brought to the attention of Members.

3 Alternative Options

An alternative option is to fail to present a quarterly Prudential Code Indicator Monitoring and Treasury Activity Report, however this would contravene the requirement of the Council's Treasury Management Strategy Statement (TMSS).

4 Financial Implications

No specific financial implications are attributable to this report.

5 Legal Implications

There are no legal implications arising from this report.

6 Equalities Implications

There are no equalities implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

There are no carbon reduction/environmental sustainability implications arising from this report.

8 Appendices

1. Treasury Activity Report 2021/22 for Quarter 2 (30 September 2021).
2. Prudential and Treasury Indicator Monitoring 2021/22 for Quarter 2.

9 Background Papers

None identified.

10 Reasons for Recommendation

To comply with the requirements of the Council's Treasury Management Strategy Statement.

Statutory Officer approval:

Approved by: Chief Financial Officer

Date: 25.10.21

Approved by: Monitoring Officer

Date: 25.10.21

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For Quarter ended 30 September 2021

	<u>Position @</u> <u>1 July 2021</u> £	<u>Loans Made</u> <u>During Q2</u> £	<u>Loans Repaid</u> <u>During Q2</u> £	<u>Position @</u> <u>30 Sept 2021</u> £
<u>Long Term Borrowing</u>				
PWLB	9,811,577	1,000,000	0	10,811,577
Total Long Term Borrowing	9,811,577	1,000,000	0	10,811,577
<u>Temporary Borrowing</u>				
Local Authorities	0	0	0	0
Central Government	0	0	0	0
Banks & Other Institutions	0	0	0	0
Total Temporary Borrowing	0	0	0	0
TOTAL BORROWING	9,811,577	1,000,000	0	10,811,577
<u>Long Term Investment</u>				
CCLA LAPF Property Fund	(1,000,000)	0	0	(1,000,000)
Total Long Term Investment	(1,000,000)	0	0	(1,000,000)
<u>Short Term Investment</u>				
Aberdeen Standard MMF	(4,000,000)	0	0	(4,000,000)
Bank of Scotland	0	0	0	0
Barclays	0	0	0	0
Blackrock MMF	(1,585,000)	(10,640,000)	8,225,000	(4,000,000)
CCLA PSDF (MMF)	(3,000,000)	0	0	(3,000,000)
Close Brothers	0	(2,000,000)	0	(2,000,000)
Debt Management Office	(8,200,000)	(11,320,000)	15,070,000	(4,450,000)
Goldman Sachs	(2,000,000)	0	0	(2,000,000)
HSBC Treasury	(3,000,000)	(9,395,000)	11,315,000	(1,080,000)
Local Authorities & Other	0	0	0	0
Nationwide	(2,000,000)	(1,000,000)	0	(3,000,000)
Santander	(4,000,000)	0	0	(4,000,000)
Total Short Term Investment	(27,785,000)	(34,355,000)	34,610,000	(27,530,000)
TOTAL INVESTMENT (See below)	(28,785,000)	(34,355,000)	34,610,000	(28,530,000)
NET BORROWING / (INVESTMENT)	(18,973,423)	(33,355,000)	34,610,000	(17,718,423)

Temporary Borrowing & Investment Statistics at 30 September 2021

Investment:

Fixed Rate Investment	(15,200,000)	(23,715,000)	26,385,000	(12,530,000)
Variable Rate Investment	(13,585,000)	(10,640,000)	8,225,000	(16,000,000)
TOTAL INVESTMENT	(28,785,000)	(34,355,000)	34,610,000	(28,530,000)

Proportion of Fixed Rate Investment	43.92%
Proportion of Variable Rate Investment	56.08%
Temporary Investment Interest Receivable	£ 32,315
Equated Temporary Investment	£ 12,570,046
Weighted Average Interest Rate Received (Interest Receivable / Equated Investment)	0.26%
7 Day LIBID (Benchmark) NB. Negative	-0.08%
3 Month LIBID (NB. Negative)	-0.05%

Borrowing:

Temporary Borrowing Interest Payable	£ -
Equated Temporary Borrowing	£ -
Weighted Average Interest Rate Paid (Interest Payable / Equated Borrowing)	n/a
7 Day LIBOR (Benchmark)	0.04%

	If LIBID	Better by
7 Day	(9,943)	42,258
3 Month	(6,214)	38,529

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Prudential and Treasury Management Indicators for 2021/22
1 April 2021 to 30 September 2021

Appendix 2

	2021/22 Original Estimate (Council 4/3/21)	2021/22 Position at 30-Sep-21
A) Prudential Indicators		
<u>Affordability:</u>		
a) Capital Expenditure	£ 10,868,300	£ 10,111,400
b) Capital Financing Requirement	£ 15,290,400	£ 13,955,300
c) Gearing (CFR to Long Term Assets)	34%	34%
Ratio of Financing Costs to Net Revenue Stream-Services	17.70%	18.65%
Ratio of Financing Costs to Net Revenue Stream-Commercial	0.00%	0.00%
d) Total Ratio of Financing Costs to Net Revenue Stream	17.70%	18.65%
e) Ratio of Commercial Income to Net Revenue Stream	0.00%	0.00%
f) Maximum Gross Debt	£ 16,964,900	£ 10,811,577
g) Ratio of Internal Borrowing to CFR	16%	8%
B) Treasury Management Indicators		
<u>Affordability:</u>		
a) Operational Boundary for External Debt:		
Borrowing	£ 18,000,000	£ 10,811,577
Other Long Term Liabilities	£ 1,500,000	-
Total Operational Boundary	£ 19,500,000	£ 10,811,577
b) Authorised Limit for External Debt:		
Borrowing	£ 19,000,000	£ 10,811,577
Other Long Term Liabilities	£ 1,500,000	-
Total Authorised Limit	£ 20,500,000	£ 10,811,577
<u>Prudence:</u>		
c) Investment Treasury Indicator and limit: Max. NEW principal sums invested for periods OVER 365 days (ie. non-specified investments), subject to maximum non specified per counterparty of £3m AND to the prevailing overall counterparty limit, AND to the TOTAL non specified limit of £5m.	£ 3,000,000	£ -
d) Upper & Lower limits for the maturity structure of outstanding Borrowing during 2021/22:		
Under 1 Year	40%	0%
1 Year to 2 Years	40%	0%
2 Years to 5 Years	50%	0%
5 Years to 10 Years	50%	0%
Over 10 Years	100%	100%
e) Upper limit for fixed interest rate exposure:		
LOCAL INDICATOR - Investment Only	100.00%	43.92%
LOCAL INDICATOR - Borrowing Only	100.00%	100.00%
f) Upper limit for variable interest rate exposure:		
LOCAL INDICATOR - Investment Only	100.00%	56.08%
LOCAL INDICATOR - Borrowing Only	50.00%	0.00%

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Report to Cabinet

Subject: Quarterly Budget Monitoring and Virement Report – Quarter 2
September 2021

Date: 4 November 2021

Author: Senior Leadership Team

Wards Affected

Borough-wide

Purpose

- To update Cabinet on the forecast outturn for Revenue and Capital Budgets for 2021/22. The budgets include all approved carried forward amounts from the 2020/21 financial year.
- To request approval from Cabinet for the changes to the budget as set out in this report.

Key Decision

This is a key decision.

Recommendation(s)

Members are recommended to:

- 1) **To approve the General Fund Budget virements set out in Appendix 1;**
- 2) **To note the use of reserves and funds during quarter two as detailed in Appendix 2;**
- 3) **To approve the changes to the capital programme included in paragraph 2.4.**

1. Background

- 1.1 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.2 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have all been brought together and are now embedded in the way the Council

works. Whilst the budget and performance information is presented in 2 separate reports, they are reported to Cabinet together and will appear on the same agenda.

2. Proposal

2.1 General Fund Revenue Budget Summary

The following table summarises the overall financial position of the General Fund Revenue Budget and the expected total spend for the year. This information has been compiled using the best information made available to Financial Services by the relevant spending officers as at 30 September 2021. The Council's General Fund outturn is projected to be overspent by £58,800 and this is primarily due to overspending in Environment.

In order to ensure Cabinet is maintained within its maximum, it is proposed that cabinet approve a transfer of £58,800 from the Efficiency & Innovation reserve. This reserve has been reviewed and confirmation received that this sum is available.

General Fund Revenue Budget 2021/22 – Change Analysis

	£
Net Council Budget for 2021-22 approved by Council on 5 March 2021 and Cabinet's Maximum Budget is:	11,654,300
Up to the end of September 2021 expenditure less income totalled	6,575,243
In the remaining 6 months of year we expect net expenditure to be	5,137,857
Total net revenue spend for the year is currently expected to be	11,713,100
Total Projected Revenue (Under) / Overspend 2021/22	58,800
Proposed Transfer From Earmarked Reserves For Approval	(58,800)
Total net revenue spend for the year is expected to be	11,654,300

Appendix 1 outlines how the General Fund Revenue budget is divided between the Portfolios of the Council and includes a detailed variance analysis identifying the current proposed changes for quarter two against the approved budget for each Portfolio area. Cabinet is recommended to approve these changes.

The quarterly budget monitoring report 2021/22 presented to Cabinet on 5th August indicated an overspend in first quarter of £22,700 to be met from Leisure Strategy reserve and is still anticipated that this is required to remain within the Cabinet Maximum 2021/22 Budget.

The major variances detailed in Appendix 1 include:

Expenditure:

- Additional Agency expenditure in Waste Services, Street Care and Fleet Management of £70,500 due to the cover of staff absent from sickness, in addition to £45,000 already approved at end of Quarter 1.
- Additional costs of recycling bins £55,000.
- Reduction of £35,900 in 2021/22 Minimum Revenue Provision (MRP) following lower than anticipated borrowing to finance 2020/21 capital expenditure.
- Expected vacancy saving of £36,000 from Corporate Director (Environment, Communities & Leisure) from December 2021 to March 2022.

Income:

- Additional income of £49,500 expected from the completion of the April to June 2021 Covid-19 Income Compensation Scheme.
- Reduced income of £24,600 expected from sale of scrap due to existing items retained whilst supply chain pressures exist.
- Additional £30,000 income for Cemeteries due to a greater than expected number of burials
- Reduced income of £22,000 on commercial tree team due to staff vacancies

Details of the budget virements authorising the usage of Earmarked Reserves and Revenue Budget Funds as approved by the Chief Financial Officer and relevant Corporate Director in accordance with Financial Regulations are set out in **Appendix 2**. No virements were approved by Portfolio Holders for amounts of £50,000 or less during quarter two.

2.2 Budget Implications arising from the Covid-19 Pandemic

- 2.2.1 The financial impact of ongoing Covid-19 related restrictions in 2021/22 is not expected to be as significant as that experienced in 2020/21. However, with cases continuing at a national level during the second quarter of 2021/22 there may still be a requirement to self-isolate. The Council services most affected are front line services.

The tables below detail the estimated additional expenditure pressures and estimated additional income losses for the full year of £10,200 giving a total estimated budget impact of £81,900 in 2021/22. These pressures are presented net of any related savings or additional income that have been identified.

2021/22 Covid-19 Related Expenditure and Income Losses	
Expenditure:	£
Covid related expenditure reported at Quarter 1	55,400
Reported at Quarter 2	0
Total Expenditure at Quarter 2	55,400
Income:	
Covid related income losses reported at Quarter 1	16,300
Democratic services room hire	10,200
Total Income at Quarter 2	26,500
Total Net Covid-19 Related Pressures at Quarter 2	81,900

There is uncertainty on how long cases will continue to rise and the need for self-isolation. The costs in the table above are based on a reasonable forecast for the first 6 months of 2021/22. If the Pandemic continues to spread throughout the year there is likely to be a further impact on budgets and this will be reviewed in detail in quarter 3.

Income Compensation Scheme Grant

In 2020/21 the Government announced the introduction of an income guarantee scheme in recognition of the impact the pandemic has had on income from sales, fees and charges. The Government further announced its intention to extend this scheme to cover losses incurred in the first three months of 2021/22. The income guarantee scheme operates on a principles-based approach and includes a 5% deductible rate based on the 2020/21 approved budget, with the government providing compensation for 75p in every pound of relevant loss thereafter.

Eligible income losses for 2021/22 were incurred in Leisure, Community Centres and off street parking, Regulatory Services, Building Control and Trade Waste. A claim form for £201,500 for the period April 2021-June 2021 has been submitted. This was £49,500 more than the £152,000 projected at quarter 1, due to the availability of more up to date information.

The Council has also claimed in 2021/22 for funding under the Government's Job Retention Scheme to cover for the cost of furloughing casual staff at the

Leisure Centres and Community Centres, estimated at **£50,700**.

Total Covid Related Impact on Net Council Budget

The Quarter 2 position of the total net budget impact of the Covid-19 Pandemic compared to that previously reported at Outturn is as follows:

Budget Implications Covid-19	Actual 2020/21 For Information	Q1 Revised Estimate 2021/22	Q2 Variance	Q2 Revised Estimate 2021/22
	£	£	£	£
Expenditure Pressures	644,900	55,400	0	55,400
Income Losses	3,260,900	1,072,300	10,200	1,082,500
Improvements In Leisure Income		(75,000)	0	(75,000)
Total Budget Pressure	3,905,800	1,052,700	10,200	1,062,900
Government Grant Funding:				
Emergency Funding	(1,570,000)	(534,700)	0	(534,700)
Income Compensation	(1,588,800)	(152,000)	(49,500)	(201,500)
Job Retention (Furlough)	(362,600)	(42,000)	(8,700)	(50,700)
Total Grants	(3,521,400)	(728,700)	(58,200)	(786,900)
Net Total Budget Impact	384,400	324,000	(48,000)	276,000

Covid Related Impact General Fund Financing Budget – Collection Fund (No Change from Quarter 1)

The original estimates for the 2021/22 Medium Term Plan General Fund Financing budgets includes the estimated impact of the Collection Fund 2020/21 related deficit (which exceptionally must be charged to the General Fund Balance over 3 years 2021/22 to 2023/24 to mitigate the adverse impact of Covid on collection rates) offset by the Government Local Tax Income Guarantee (TIG) Grant, totalling a net cost of £184,000.

However, as detailed in the 2020/21 budget outturn report to Cabinet in July, TIG of £318,900 has been recognised earlier in 2020/21, and subsequent to finalising that report an administrative error was identified by MCHLG in their claim process for TIG which further reduces the total amount of TIG due to Gedling Borough Council by £46,000 and which is to be accounted for in 2021/22.

The table below details the final position for the 2020/21 related Collection Fund deficit and TIG which will be recognised over 2020/21 to 2023/24, demonstrating a net budget impact over that period of **£311,100**.

Financing Budgets Implications Covid-19	Actual 2020/21 For Information	Original Estimate 2021/22-2023/24	Impact of 2020/21 Deficit Variance	Revised Estimate 2021/22-2023/24
	£	£	£	£
Council Tax	0	58,000	15,000	73,000
Business Rates		844,000	(333,000)	511,000
2020/21 Collection Fund Def.		902,000	(318,000)	584,000
Council Tax	(65,100)	(61,000)	61,000	0
Business Rates	(253,800)	(657,000)	703,000	46,000
Local Tax Income Guarantee Grant	(318,900)	(718,000)	764,000	46,000
Total Budget Impact	(318,900)	184,000	446,000	630,000

There remains an amount of uncertainty around the continued impact of the Covid-19 pandemic on both expenditure and income in 2021/22 due to:

- the ongoing potential for a resurgence of the virus in the community and the impact of staff self-isolating;
- uncertainty surrounding the capacity of, recovery of, and the future demand for, our chargeable services which will impact on the actual income received from sales, fees and charges. The key risk issue is leisure centre income which has been fully reviewed in light of the required re-occupation restrictions and potential demand but this will be further informed by actual attendance rates;
- the impact of the economic downturn on the demand for our services for those most directly affected e.g. by predicted job losses.

The impact of Covid will continue to be closely monitored throughout the year in order to mitigate the projected deficit, either by identifying in-year savings or the use of earmarked reserves.

2.3 **Efficiency programme – Progress Update**

Since 2014/15 the Council has approved five separate budget reduction programmes totalling £6.5m (net of risk provision), including the new programme of £584,000 approved during the 2021/22 budget process.

Of the total programme, £1,265,900 remains to be delivered over 2021/22 to 2024/25. In terms of 2021/22, the programme due for delivery is now £874,500 as set out in the table below:

Movements on Efficiencies 2021/22	
	£
Approved Efficiency Programme 2021/22	(905,800)
Quarter 1 Deferrals	0
Deferred Efficiencies to 2022/23 at Quarter 2	
Sponsorship and Marketing	17,300
Commercial Tree Team	4,000
Environment Services Administration	10,000
Total	31,300
Quarter 2 movements	31,300
Revised 2021/22 Efficiency Programme	(874,500)

Delivery of the 2021/22 programme will continue to be monitored and an update provided in future reports.

2.4 Capital Programme

Appendix 3 details the current projected position on the Capital Programme and its financing for 2021/22, analysed by Portfolio, and this is summarised in the table below. Cabinet is recommended to approve these changes.

Quarter 2 amendments to the current capital programme of (£237,000) are presented in the table below.

Capital Budget 2021/22 - Change Analysis	
	£
Original 2021/22 budget approved by Council on 4 March 2021	10,868,300
Council Approved Carry Forwards from 2020/21	1,787,400
Approved amendments to the programme in Quarter 1	(2,357,300)
Schemes Approved in Quarter 2	
The Green Lung Project (CIL funding approved)	50,000
Current approved budget for 2021/22	10,348,400
Proposed Amendments to the Programme at Quarter 2	
Vehicle Replacement Programme Deferral	(225,000)
Vehicle Replacement Programme Removal	(12,000)
Total Proposed Amendments	(237,000)
Revised Capital Programme 2021/22	10,111,400
Actual Expenditure to Quarter 2 2021/22	2,185,300
Estimated Expenditure Quarters 3 - 4 2021/22	7,926,100
Projected Outturn	10,111,400

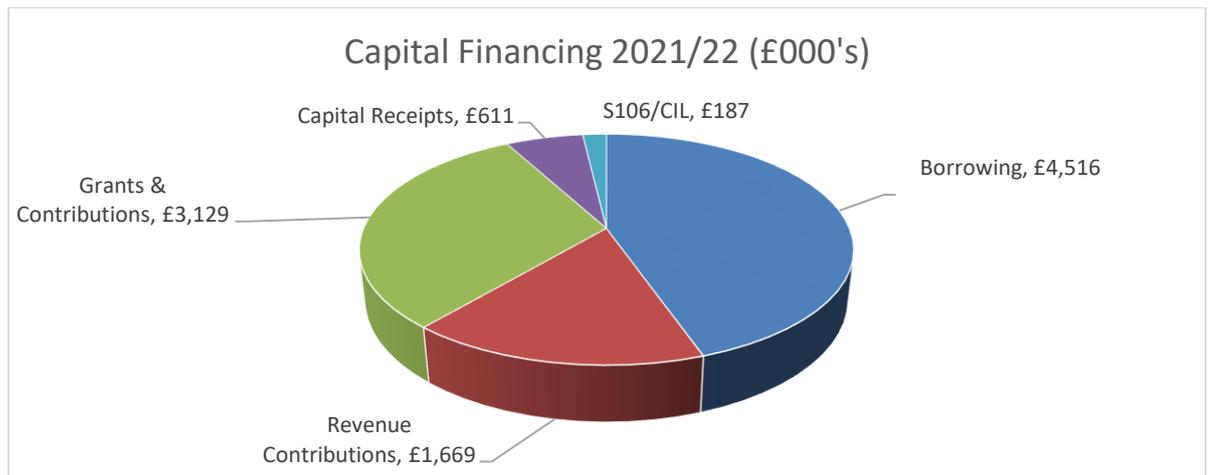
Total schemes proposed for deferral and removal total £237,000. The details as follows:

- Vehicle Replacement Programme Deferral (£225,000) – A number of vehicles currently in the replacement programme for 2021/22 will not arrive until 2022/23 due to extended lead times on delivery. Orders have been placed for the vehicles and they are now expected to be delivered early in 2022/23.
- Vehicle Replacement Programme Removal (£12,000) - A vehicle currently used in Revenue Services to assist with property inspections was due to be replaced in 2021/22. Other arrangements in support of this activity are to be implemented and the vehicle is no longer required.

Capital schemes are monitored on a quarterly basis and meetings are currently held between finance officers and service/project officers.

2.5 **Capital Programme Financing**

The projected method of financing the current capital programme requirement of £10,111,400 is detailed in Appendix 3 and summarised in the chart below.



2.6 **Capital Receipts Monitoring**

When the Council sells General Fund assets, it is permitted to use this income to fund capital expenditure. The initial capital receipts estimate for 2021/22 projects that £610,900 will be generated and used to finance the capital programme in 2021/22. There is no change to the capital receipts estimate projected at quarter 2 monitoring.

3. **Alternative Options**

Option – Not to amend the original Council approved budgets during the year to reflect the latest projected outturn position.

Advantages:

- The final outturn position of the Council can be easily compared to its original intentions when the budget was set and areas of budget risk identified.

Disadvantages:

- Budgets not aligned to current budget pressures resulting in increased likelihood of budget overspend and emerging Council priorities not being addressed;
- Restrict the effectiveness of medium term planning process and preparation of the forward budget if pressures and areas of efficiency are not readily identifiable during budget preparation;
- Budget not reflective of latest performance information.

Reason for rejection – the option is not likely to result in the best outcomes in financial management or support delivery of priorities.

4 Financial Implications

- 4.1 The nature of the report is such that it has significant resource implications across the Council. The report itself demonstrates how resources are being managed.

5 Legal Implications

- 5.1 None arising directly from this report.

6 Equalities Implications

- 6.1 None arising directly from this report.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 None arising directly from this report.

8 Appendices

Appendix 1 - General Fund Revenue Budget 2021/22 – Budgetary Control Report

Appendix 2 - Use of Reserves and Revenue Fund Budgets

Appendix 3 - Capital Programme 2021/22 – Budgetary Control Report

9 Background Papers

Detailed Quarterly Budgetary Control Exception Reports

10 Reasons for Recommendations

- 10.1 To align the budgets to the current pressures and priorities and ensure the delivery of Council objectives is supported.

Statutory Officer Approval

Approved by: Chief Financial Officer
Date: 26 October 2021

Approved by: Monitoring Officer
Date: 26 October 2021

Grand Summary**Revenue Quarterly Budgetary Control Report****Period Quarter 2 2021/22**

	Current Approved Budget	Profiled Budget	Actual to date	Variance	%	Projected Outturn	Projected Annual Variance
	£	£	£	£		£	£
Community Development	1,468,000	604,067	463,821	-140,245	-23	1,471,600	3,600
Housing, Health & Well-being	3,290,200	758,279	1,367,205	608,925	80	3,212,800	-77,400
Public Protection	1,458,900	403,200	378,659	-24,541	-6	1,458,900	0
Environment	4,793,300	1,146,720	1,000,915	-145,806	-13	4,956,600	163,300
Growth & Regeneration	838,900	305,942	343,950	38,008	12	855,900	17,000
Resources & Reputation	2,679,000	3,152,661	3,020,694	-131,968	-4	2,631,300	-47,700
Total Portfolio Budget	14,528,300	6,370,869	6,575,243	204,374	3	14,587,100	58,800
Transfer to/ -from Earmarked Reserves	-2,874,000	0	0	0	0	-2,874,000	0
Total General Fund Quarter 2	11,654,300	6,370,869	6,575,243	204,374	3	11,713,100	58,800
Net Projected Council Budget	11,654,300					11,713,100	58,800
Proposed Transfers from Earmarked Reserves							
Efficiency & Innovation Reserve						-58,800	-58,800
Net Council Budget (Cabinet's General Fund Maximum Budget)	11,654,300					11,654,300	0

COMMUNITY DEVELOPMENT PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<u>Democratic Mgt & Representation</u>	£'000	£'000			
Revenue Income	(10.2)	0.0		10.2	No income received, or expected, from letting of rooms or other services. Due to Covid-19 restrictions and increased use of new technology.
<u>Community Grants</u>					
Supplies & Services Revenue Income	207.1 (7.5)	260.1 (60.5)	53.0	53.0	Additional funding received from NCC to fund Holidays & Food (HAF) project
<u>Events</u>					
Supplies & Services Revenue Income	63.9 (15.7)	41.6 0.0	22.3	15.7	Arnold Carnival cancelled in current year
<u>All other budget heads</u> Including items previously reported	1,230.4	1,230.4			
PORTFOLIO TOTAL	1,468.0	1,471.6	75.3	78.9	Net Portfolio Total £3.6K Adverse

HOUSING, HEALTH & WELLBEING PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Leisure Centres</u>					
Income		(49.5)	49.5		Final claim submitted to Government for April to June 2021 Covid-19 Income Compensation Scheme greater than anticipated
<u>Calverton Leisure Centre</u>					
Employee Expenses	370.2	351.0	19.2		Salary savings due to reduced programme during recovery period post Covid
<u>Redhill Leisure Centre</u>					
Employee Expenses	395.5	389.6	5.9		Salary savings due to reduced programme during recovery period post Covid
<u>Richard Herrod Centre</u>					
Employee Expenses	313.3	304.5	8.8		Savings on casual staff due to Christmas and New Years Eve enhanced payments not required
Supplies & Services	56.9	44.2	12.7		Site still being used as a Vaccine Centre leading to some budgets not being required for this year
Revenue Income	(348.3)	(326.7)		30.3	Site still being used as a Vaccine Centre. This has impacted on income with reducing bar sales and sundries etc partially offset by additional income from NHS rental
			8.7		Additional income from furlough grant

HOUSING, HEALTH & WELLBEING PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Health & Wellbeing</u>					
Revenue Income	(73.3)	(76.2)	2.9		Mapperley Golf Club annual rent increase
<u>Housing Benefit Administration</u>					
Employee Expenses	402.9	449.4		46.5	Additional Test & Trace administration costs
Revenue Income	(421.8)	(472.8)	46.5		New Burdens Admin Grant for Test and Trace work
Revenue Income			4.5		Test & Trace Discetionary payments grant
Supplies and Services		4.5		4.5	Test & Trace support payment
All other budget heads Including items previously reported	2,594.8	2,594.8			
PORTFOLIO TOTAL	3,290.2	3,212.8	158.7	81.3	Net Portfolio Total £77.4K Favourable

PUBLIC PROTECTION PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
No variances to report	£'000	£'000			
<u>All other budget heads</u> Including items previously reported	1,458.9	1,458.9			
PORTFOLIO TOTAL	1,458.9	1,458.9	-	-	Net Portfolio Total

ENVIRONMENT PORTFOLIO

BUDGETARY CONTROL REPORT - SEPTEMBER 2021

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Waste Management</u>					
Employee Expenses	1,728.2	1,780.2		42.0	Additional agency cost incurred to ensure requirements of the service can be met
				10.0	Additional administration costs relating to garden waste
Supplies & Services	69.4	124.4		55.0	Higher than anticipated level of recycling bin issues
<u>Street Care</u>					
Employee Expenses	584.9	604.9		20.0	Additional Agency staff due to sickness and covering Waste HGV driver requirements

ENVIRONMENT PORTFOLIO

BUDGETARY CONTROL REPORT - SEPTEMBER 2021

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
Supplies & Services	70.9	80.9		10.0	Acquisition of replacement litter bin and increase in hazardous fly tipping
<u>Fleet Management</u>					
Employee Expenses	316.0	324.5		8.5	Cover for long term sickness absence
Revenue Income	(44.6)	(20.0)		24.6	Income from sale of scrap is unlikely to achieve the target due to need to keep equipment longer as a result of supply chain issues. This should result in reduced capital expenditure and lower borrowing costs
<u>Parks - External Works</u>					
Commercial Tree Team - Income	(148.3)	(126.3)		18.0	Reduced amount of work undertaken due to staff sickness and vacant Arborist post reducing capacity available for Commercial Work
				4.0	Deferred efficiency due to sickness and vacancies
<u>Parks - Ground Maintenance</u>					
Employees	640.5	635.5	5.0		Tree Officer vacancy being used to fund tree consultancy work in Planning

ENVIRONMENT PORTFOLIO

BUDGETARY CONTROL REPORT - SEPTEMBER 2021

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Cemeteries</u>					
Third Party Payments	4.0	10.2		6.2	Additional costs for renting equipment to replace stolen vehicle plus a further expenditure for resurfacing work at Carlton Cemetery
Income	(471.0)	(501.0)	30.0		Number of burials in 2021/22 expected to be greater than anticipated
<u>All other budget heads</u> (including items previously reported)	2,043.3	2,043.3			
PORTFOLIO TOTAL	4,793.3	4,956.6	35.0	198.3	Net Portfolio Total £163.3K Adverse

GROWTH & REGENERATION PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable £'000	Adverse £'000	
<u>Development Management</u>	£'000	£'000			
Supplies & services	22.4	27.4		5.0	Additional tree consultancy work with costs to be met by vacant Tree Officer post in PASC
<u>Land Charges</u>					
Income	(100.1)	(88.1)		12.0	Variance due to reduction in anticipated number of full and personal searches
<u>All other budget heads</u> (including items previously reported)	916.6	916.6			
PORTFOLIO TOTAL	838.9	855.9	-	17.0	Net Portfolio Total £17.0K Adverse

RESOURCES & REPUTATION PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Corporate Management</u>					
Supplies & Services	185.1	192.0		6.9	Increasing card processing costs due to growth in number of card payments
<u>Elections</u>					
Premises Related Expenses	16.5	21.9		5.4	Rental costs - covered by grant
Supplies & Services	80.5	106.0		25.5	Printing and Postages - covered by grant
Revenue Income	(200.0)	(230.9)	30.9		Additional grant due for additional expenditure
<u>Communications & Publicity</u>					
Revenue Income	(21.3)	(4.0)		17.3	Deferred efficiency relating advertising & sponsorship income
<u>Corporate Management</u>					
Employees	474.2	438.2	36.0		4 month vacancy saving assumed from Corporate Director (Environment, Communities and Leisure)
<u>Movement In Reserves (MIRS)</u>					
Capital Interest	2,245.5	2,209.6	35.9		MRP reduction based on 2020/21 capital programme.
<u>All other budget heads</u> (including items previously reported)	(101.5)	(101.5)			

RESOURCES & REPUTATION PORTFOLIO**BUDGETARY CONTROL REPORT - SEPTEMBER 2021****REVENUE ITEMS TO BE REPORTED**

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
PORTFOLIO TOTAL	2,679.0	2,631.3	102.8	55.1	Net Portfolio Total £47.7K Favourable

EARMARKED RESERVES

BUDGETARY CONTROL REPORT - SEPTEMBER 2021

REVENUE ITEMS TO BE REPORTED

Budget Head	Current Approved Budget	Latest Projected Outturn	Net Budget Variance		Reason for Variance (New Items Only)
			Favourable	Adverse	
	£'000	£'000	£'000	£'000	
<u>Transfer to/from Reserves</u>					
No variances to report					
<u>All other budget heads</u>	(2,874.0)	(2,874.0)			
Including items previously reported					
RESERVES TOTAL	(2,874.0)	(2,874.0)	-	-	Net Reserves Total £0K Net Contribution to/from Reserves

**Virements Approved for the use of Earmarked Reserves
Quarter Ended September 2021**

Usage of Earmarked Reserves		
		£
1	Housing Health & Wellbeing	
	H&S Fire Risk Assessments at leisure centres	3,500
	Contribution from Risk Management Reserve	-3,500
	Housing Framework project	5,000
	Contribution from Community & Crime Reserve	-5,000
3	Public Protection	
	Temp Housing and Health Coordinator	15,000
	Contribution from Community & Crime Reserve	-15,000
5	Resources & Reputation	
	Communications Equalities work	10,000
	Contribution from Community & Crime Reserve	-10,000
	Legal Locum	5,000
	Contribution from Community & Crime Reserve	-5,000
	Temp H&S Technical Officer	11,400
	Contribution from Community & Crime Reserve	-11,400
	H&S Corporate training	10,000
	Contribution from Community & Crime Reserve	- 10,000
	Jubilee House - replacement fencing	6400
	Contribution from Asset Managment Reserve	-6400
	Arnold Market Place - Marketing Budget	10,000
	Contribution from Economic Development Fund Reserve	- 10,000
	Communications & Publicity - Redundancy costs on restructure	5800
	Contribution from Transformation Fund Reserve	-5800
	Total Expenditure	£82,100
	Total Reserves	-£82,100

Usage of Revenue Budget Funds		
		£

	Nothing to report	
	General Fund Total	

Project	Original Capital Programme	Carry F/wds	Approvals to September	Qtr 2 Proposals	Revised Capital Programme Q2
	£000	£000	£000	£000	£000
Aid to parishes	0.0	3.7	0.0	0.0	3.7
Community Development	0.0	3.7	0.0	0.0	3.7
Burton Road - Affordable Housing	778.5	11.8	-740.3		50.0
Station Road - Affordable Housing	545.0	0.0	-495.0		50.0
Temporary Accommodation	1,154.0	0.0	0.0		1,154.0
ALC Replacement Theatre System	35.0	0.0	0.0		35.0
AMF - ALC Lift Repairs	0.0	43.1	0.0		43.1
Leisure General	75.0	0.0	0.0		75.0
Housing, Health & Well-being	2,587.5	54.9	-1235.3	0.0	1,407.1
CCTV - Conway Road	0.0	0.0	0.0		0.0
Disabled Facilities Grants	1,000.0	405.8	110.2		1,516.0
DFG staff salaries	0.0	0.0	0.0		0.0
Green Homes Grant Scheme	720.0	0.0	64.8		784.8
Public Protection	1,720.0	405.8	175.0	0.0	2,300.8
Drainage Works	0.0	36.1	0.0		36.1
Vehicle Replacement programme	895.0	163.0	-41.0	-237.0	780.0
Gedling Country Park	0.0	0.0	0.0		0.0
Community Garden - Georgia Drive Redhill	0.0	10.0	0.0		10.0
Conway Road Recreation Ground	0.0	0.0	0.0		0.0
Gedling Country Park Seating Area	0.0	0.0	0.0		0.0
Gedling Country Park Viewing Platforms	0.0	0.0	0.0		0.0
King George V - Provision of Public Toilets	120.0	0.0	0.0		120.0
Onchan Drive MUGA	74.5	0.0	0.0		74.5
Killisick Recreation Area	111.0	0.0	0.0		111.0
Arnold Flood Alleviation	50.0	0.0	0.0		50.0
Sand Martin Bank Bird Hide	60.0	0.0	0.0		60.0
Honour our Heroes Memorial	20.0	0.0	0.0		20.0
King George V Pavilion Refurbishment	50.0	0.0	0.0		50.0
Green Lung Project	0.0	0.0	50.0		50.0
AMF - Lambley Lane Changing Room & Pitch Re	160.0	5.0	0.0		165.0
Carlton Cem - Expansion/Car Park	0.0	13.3	0.0		13.3
Cemeteries Plant Safe	20.0	0.0	0.0		20.0
Environment	1,560.5	227.4	9.0	-237.0	1559.9
Calverton Enterprise Units	1,370.0	0.0	-1370.0		0.0
Hazelford Way Industrial Units	350.0	0.0	-350.0		0.0
Arnold Market	2,350.3	113.5	464.0		2927.8
Carlton Square Development	100.0	306.0	0.0		406.0
Carlton Square Service Yard	25.0	0.0	0.0		25.0
Growth & Regeneration	4,195.3	419.5	-1256.0	0.0	3358.8
Civic Centre Public Toilets	0.0	0.0	0.0		0.0
Depot security barriers/signage	0.0	51.0	0.0		51.0
Carbon Reduction Initiatives	100.0	89.1	0.0		189.1
Arnot Hill House Fire Safety Works	70.0	0.0	0.0		70.0
Civic Centre Fire Alarm	100.0	0.0	0.0		100.0
Civic Centre Lift Refurbishment	75.0	0.0	0.0		75.0
On-Street Residential Charge Points	0.0	83.9	0.0		83.9
Customer Service Improvements	100.0	0.0	0.0		100.0
IT Licences - Microsoft Office	100.0	85.4	0.0		185.4
Property Flood Resilience Scheme	0.0	130.0	0.0		130.0
AMF - Footpath Resurfacing	0.0	0.0	0.0		0.0
AMF - Hazelford Way Drainage	60.0	0.0	0.0		60.0
AMF - Sound System Civic Centre	0.0	38.0	0.0		38.0
AMF - Car Park Resurfacing	0.0	110.0	0.0		110.0
AMF - Roadway Resurfacing	0.0	88.7	0.0		88.7
AMF - Civic Centre Window Replacement	200.0	0.0	0.0		200.0
Resources & Reputation	805.0	676.1	0.0	0.0	1481.1
Total Programme	10,868.3	1,787.4	-2307.3	-237.0	10111.4

Capital Expenditure	Original Budget	Carry Forwards	Approvals to September	Qtr2 Proposals	Revised Capital Programme Q1
	£000	£000	£000	£000	£000
Community Development	0.0	3.7	0.0	0.0	3.7
Health & Housing	2,587.5	54.9	-1235.3	0.0	1407.1
Public Protection	1,720.0	405.8	175.0	0.0	2300.8
Environment	1,560.5	227.4	9.0	-237.0	1559.9
Growth & Regeneration	4,195.3	419.5	-1256.0	0.0	3358.8
Resources & Reputation	805.0	676.1	0.0	0.0	1481.1
Total	10,868.3	1,787.4	-2307.3	-237.0	10111.4

Capital Financing	Original Budget	Carry Forwards	Approvals to September	Qtr2 Proposals	Total
	£000	£000	£000	£000	£000
Borrowing	5,393.0	560.4	-1200.2	-237.0	4516.2
Revenue Contributions	1,139.2	382.6	146.9	0.0	1668.7
Capital Receipts	610.9	0.0	0.0	0.0	610.9
S06/CIL	882.8	0.0	-696.0	0.0	186.8
Grants & Contributions	2,842.4	844.4	-558.0	0.0	3128.8
Total	10,868.3	1,787.4	-2307.3	-237.0	10111.4



Report to Cabinet

Subject: Gedling Plan Quarter 2 2021/22 Report

Date: 4 November 2021

Author: Senior Leadership Team

Wards Affected

Borough-wide

Purpose

To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2020-23 Gedling Plan at the end of 2021/22 quarter 2.

Key Decision

This is not a key decision.

Recommendation

THAT:

The progress against the Improvement Actions and Performance Indicators in the 2020-23 Gedling Plan for the end of 2021/22 quarter 2 be noted.

1 Background

- 1.1 The Council has made a commitment to closely align budget and performance management. This is in line with accepted good practice.
- 1.2 To deliver this commitment, systems to monitor performance against revenue and capital budgets, improvement activity and performance indicators have all been brought together and are now embedded in the way the Council works. Whilst the budget and performance information are presented in two separate reports, they are and will be reported to Cabinet together and will appear on the same agenda.
- 1.3 In addition, performance reports now focus more directly on the Council's priorities and offer an "early warning" system of instances where targets may not be secured.

- 1.4 As usual, comprehensive details about current performance against the Gedling Plan can be accessed through the following link on the Council's website:-

<http://www.gedling.gov.uk/council/aboutus/prioritiesplansandperformance/howwere/doing/>

Members are recommended to view this document which provides valuable background detail to this summary paper. It provides a more in-depth review of indicators, actions and outcomes for 2021/22 quarter 2.

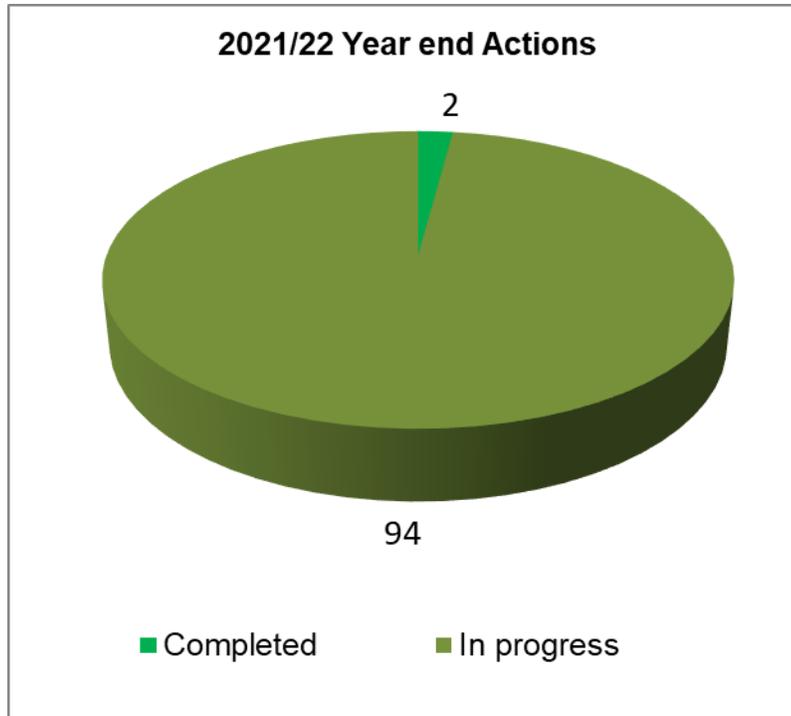
- 1.5 A full set of papers that appear on the website have been printed and these reports are available in the Members' Room. They contain explanations of variances from expected performance together with trend arrows for all the performance indicators within the Gedling Plan (note that an upward arrow indicates improved performance, irrespective of whether improvement is represented by a higher or lower value) and progress bars for all Gedling Plan actions showing progress made against project milestones.
- 1.6 The assessment criteria used for actions and indicators is based on red, amber and green traffic light symbols. To be assessed as green performance indicators must be in line with their expected performance at this stage of the year, whilst actions must be on target against the "completed" or "in progress" milestones determined within the performance management system, Pentana.

2 Proposal

- 2.1 It is proposed that Cabinet note the performance information for the Gedling Plan 2020-23 at the end of 2021/22 quarter 2 as set out below.

2.2 Actions

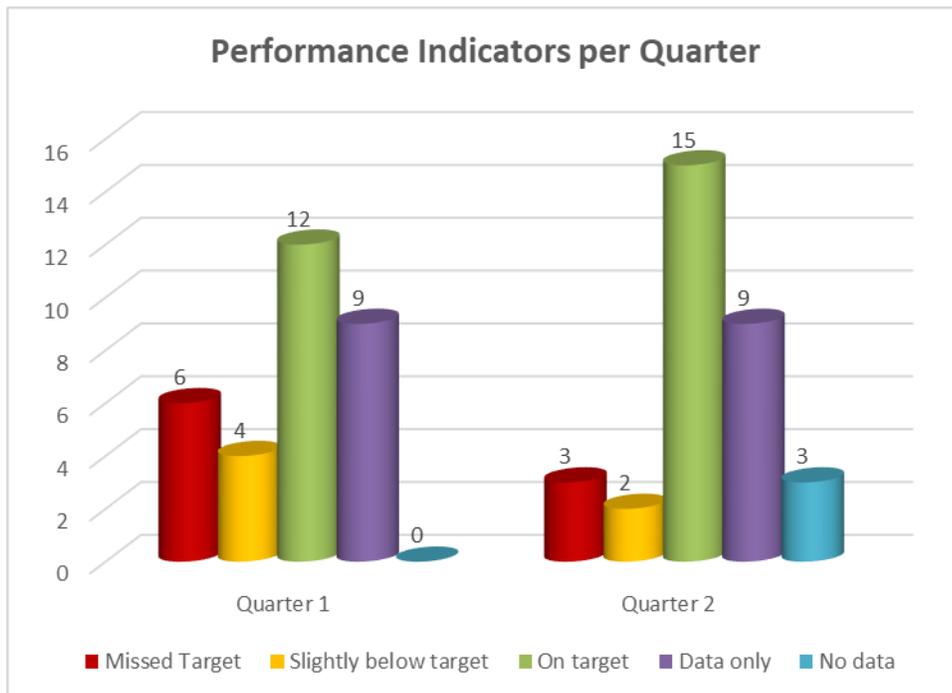
At this stage, of the 96 actions currently active in the Gedling Plan 2020-23, 2 are complete and the remaining either in progress or assigned to an Officer.



There is an ongoing requirement to continue to respond to the COVID pandemic across teams and departments, which continues to affect staff capacity to deliver actions planned for the first period of 2021/22. In addition there are now further risks being realised relating to the effects of the requirements for self-isolation, which is impacting the workforce and service delivery in particular for front line customer facing teams.

2.3 Indicators

Overall indicator performance at the end of quarter 2 shows that out of a total of 31 indicators, 15 were on or above target, 2 were slightly below target and 3 indicators missed their target.



At the time this report was uploaded no data was available for:

- Residual household waste per household
- Percentage of household waste sent for reuse, recycling and composting

A verbal update on these Performance Indicators will be given at the meeting.

In addition no verifiable figure is currently available for:

- Number of garden waste customers

2.4 Examples of particularly positive performance for quarter 2 include:

- 99.8% of fly tipping incidents removed within 4 working days against a target of 98%.
- Average time to process new Housing Benefit claims was 11 days against a target of 15 days
- 97.4% of calls to the contact centre answered (or call back made) - 12 month rolling total against a target of 94%.
- Another 30 long-term empty homes in the Borough returned to use as a result of Gedling Borough Council intervention against a target of 10.
- 100% of Major planning applications processed within 13 weeks.
- 96% of food premises scoring 4 or 5 in the national food hygiene rating scheme.

2.5 The following performance indicators missed their target at the end quarter 2 and are worthy of note.

LI086 Average length of time spent in temporary accommodation (in weeks) -

Previous highlighted issues regarding sourcing move on accommodation for certain households in temporary accommodation remain. However, the length of time spent in temporary accommodation has reduced this quarter from 28.4 weeks to 24.8 weeks and the Housing Needs Team have been working hard to reduce the number of people in Bed & Breakfast. Due to the building works being undertaken in the Borough, further new social housing should be made available to us over the oncoming months which will help reduce down existing temporary accommodation placements. We continue to struggle to source private rented move on accommodation but will continue to fund deposits and rents in advance wherever possible.

NI154 Net additional homes provided - Certain housing sites have not come forward as quickly as anticipated by landowners and developers. A Housing Delivery Action Plan has been published and includes measures to increase delivery of new

housing in Gedling Borough. In addition, the emerging Greater Nottingham Strategic Plan will allocate additional land for housing to meet future needs. There are a number of developments currently progressing that will help us to get closer to the target: Teal Close (Netherfield), Lendrum Court (Burton Joyce), Rolleston Drive (Arnold), Chase Farm (Gedling), Mapperley Plains, Park Road (Calverton), Vale Road (Colwick).

LI017 Percentage of Business Rates Collected - The collection rate at the end of Quarter 2 is lower than expected. The recovery process has been adversely affected by factors such as vacancies, long term sickness and staff being re-deployed to other activities such as the processing of Covid-19 business support grants. This has mainly impacted upon the debt recovery work.

Available resources have now been directed where possible towards debt recovery work. Recruitment exercises are underway to fill vacant posts and measures are being taken to appoint agency staffing support.

It is anticipated that the collection rate will see an improvement in the next quarter.

2.7 Achievements

A separate report has been produced highlighting additional key achievements delivered during quarter 2, focusing on areas where the Council has made a real difference to people's lives. This is attached as Appendix 1 and is available on the Council's website and in hard copy in the Members' Room. The following outcomes are identified for particular attention:

GBC Summer 2021 Events Programme - The events programme over the summer balanced the intention of the Council to provide family events and bring people together again, with the need to ensure activities operated safely and in line with current Covid guidance. The programme aimed to bring about greater opportunities to work collaboratively in community led settings, to reach the communities and individuals who would most benefit from participation, foster positive behaviour and engage much stronger investment from commissioned and community partners. The Service Level Agreement the Council has with Gedling Play Forum allowed for them to deliver activities at each of our events and to bring in other providers, partners and community organisations to provide appropriate activities alongside them in response to the needs of each community and venue.

Events included:

- **Picnic in the Park** - This event took place as part of 'Love Parks' week and engaged around 300 families, over 200 children and young people and a significant number of the older community attended and enjoyed the various activities and music provided on the day.

- **Netherfield St Georges Centre** – This event was based over two sites, with music, arts and crafts and healthy eating themed activities taking place at the St Georges Centre.
- **Gedling Country Park** - Over 300 children and family members interacted with the activities on the day.

Temporary Accommodation - Since cabinet approval in January for the temporary accommodation options appraisal, officers are now pursuing the purchase of 8 2/3 bedroomed properties and then leasing 7 2/3 bedroomed properties. Progress has been made and there are a number of bids that have been submitted for properties for sale and we are working on the options for some lease properties. Furthermore, officers also received approval to construct 17 units at the council owned sites at Burton Road and Station Road sites (7 of which are to be used for temporary accommodation).

Netherfield Intensive Weeks of Action – Our Public Protection team completed 3 weeks of intensification in Netherfield during September/early October, in partnership with Youth Services, Notts Police, Notts Fire and Rescue and Jigsaw Homes. Patch walks were carried out to identify locations of concern for environmental crime including dog fouling, fly tipping, rubbish accumulations and areas of disrepair. Our Parks and Street Care team allocated a cleansing crew to the area and our engagement officers completed face-to-face engagement with retail premises to promote development of Shop Watch and shared information on basic crime prevention to reduce shop theft. Our Neighbourhood wardens also installed signs with regard to CCTV, Neighbourhood Watch, Burglary and Vehicle Crime.

Carlton Hill Recreation Ground Memorial Woodland - A new Covid-19 memorial woodland at Carlton Hill Recreation Ground, Carlton, officially opened in July following a successful fundraising campaign. Organised by The Carlton Hill Community Action Group, the Gedling Borough Memorial Woodland has been created to remember the people of Gedling Borough who have tragically lost their lives due to the Covid-19 pandemic, and will be a place where people can pay their respects in quiet contemplation while enjoying the outdoor space. The memorial woodland includes native trees, wildflowers, seating areas, interpretation boards and a memorial. The group launched a fundraiser for the woodland online and received thousands of pounds in donations, as well as additional support with the installations and tree planting from Gedling Borough Council's Parks team.

Killisick Park Refurbishment - Works at the Killisick Recreational Ground in Arnold started early September, and are expected to be completed by the end of October. The park will be refurbished with new equipment, including a 30m zip line, basket swing, roundabout and multi play unit, as well as accessible play equipment such as a wheelchair friendly roundabout, pod swing, play house and more.

Improvements can be made thanks to funding from FCC Communities Foundation, a not-for-profit business that awards grants for community, conservation and heritage projects from funds donated by waste and resource management company FCC Environment through the Landfill Communities Fund. FCC Communities Foundation will be providing a grant. The funding bid was made jointly by Gedling Borough Council and The Friends of Killisick Park, a local residents' community group who undertook community consultation and identified a strong community need for the project.

Gedling Green Homes Scheme - The targeted scheme to improve the energy efficiency of low income and low energy performance homes in Netherfield has made good progress in identifying, assessing, and signing up eligible households. 100% of the target private sector homes (35) for external wall insulation has been achieved. 100% of the target of 20 social housing properties for solar pv roof installations has been achieved. Further targeted promotional work including letter drops and door-to-door visits is ongoing to sign up the remaining eligible privately owned households to achieve the full target for solar PV roof installations.

3 Alternative Options

- 3.1 Not to present an update on quarterly performance, in which case Executive members will not be aware of performance against the Gedling Plan 2020-23.

4 Financial Implications

- 4.1 There are no financial implications arising out of this report.

5 Legal Implications

- 5.1 There are no legal implications arising out of this report.

6 Equalities Implications

- 6.1 There are no equalities implications arising out of this report.

7 Carbon Reduction/Sustainability Implications

- 7.1 There are no carbon reduction/sustainability implications arising out of this report.

8 Appendices

- 8.1 Appendix 1 – Examples of Outcomes achieved during Quarter 2 2021/22.

9 Background Papers

- 9.1 None identified.

10 Reasons for Recommendations

10.1 To ensure Members are informed of the performance against the Gedling Plan 2020-23.

Statutory Officer approval

Approved by the Deputy Chief Financial Officer

Date: 26 October 2021

Approved by the Monitoring Officer

Date: 27 October 2021

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**GEDLING
PLAN
2020-2023**

**Examples of Achievements and
Activities**

During

Quarter 2 - 2021/22

Cohesive, Diverse and Safe COMMUNITIES

Promote and encourage pride, good citizenship and participation

NHS GoodSam Integration and Learning Pilot - Although the future of the NHS Volunteer Responders scheme in its current form will be coming to an end, the Council continues to work with VCSE, health and local authority partners to share the learning from the evaluation of the scheme in Gedling, and to advocate for the coordination of volunteer opportunities across the County. Nottingham CVS are concluding the evaluation of the programme in Gedling and will present the findings to the Personalisation Board of NNE CCG in October and to HAG partners. The Council continues to engage with NHS Improvement to influence the future direction of the national scheme and draw in support for the VSCE sector locally.

Gedling community money advice meeting - Community money advice services reps including St Wilfreds Church Mapperley, The Kings Church Arnold, The Ark, Carlton Food Bank hub, GBC CSC outreach and CA Nottm and District were brought together to identify and share challenges and opportunities to address gaps in money and welfare rights provision as we emerge from Covid. The group will look at models including potential peripatetic Debt Advice Workers employed by CA Nottm and District to add value to the less resource heavy welfare rights offer. An immediate outcome has been applications to the GBC VCS recovery fund and NCC Social Recovery Fund by the Ark and Hope Nottm, and an application from The Kings Church to the GBC Fund for their money advice service and community café, thereby significantly enhancing debt and money advice provision for Gedling residents as we go into winter.

Members grants awarded - 36 grants in the region of £16k, have been awarded to various community groups for example, Arnold Swimming club, Bestwood Village Park Run, Richard Bonington Primary & Nursery School, Friends of Lowdham and Burton Joyce Stations, 1st Daybrook Brownies, Gedling football Club, Carlton Town Football Club, Burton Joyce Girls FC, Harmless, WE R HERE and GBC locality projects.

Community E Newsletters - Five Community E-Newsletters were circulated to 7k community contacts between June and September. Information Shared included Equality & Diversity Consultation, Two's Company befriending services, Nottingham & Nottinghamshire Dementia Well Pathway, The Core Centre activities and services, The Big Vax weekend campaign, Artspeak creative and digital workshops, Netherfield Food Club, Holiday Activities & Food programme, Notts Help Yourself, Pride of Gedling Awards, Ageing Well Day, Help is at Hand booklet, Health for Under 5's, Inspire Autumn learning programme. Funding Opportunities shared included Cash 4 Clubs funding, magic litter grants, Inequalities Small Grants Fund for Communities, Miner2Major community grant, The Local Connections Fund. Volunteering opportunities shared for Goosedale Sports Club, Nottinghamshire Healthcare Trust.

Gedling Community Hubs and Partners meeting - The second meeting of this wider community partnership group, which includes a number of faith organisations, reviewed the successful coproduction of the Holiday Activities And Food programme, received and responded to the launch on 20th of August of the GBC Covid -19 VCS Recovery Grant as well as the two NCC Recovery Grant opportunities.

Youth Council engagement with Gedling Young People's Consultation - Two meetings have been held with Gedling Youth Council members, who engaged with the Portfolio Holder for Young People and Equalities to develop some mission statements and an action plan to respond to the recent young people's consultation. Proposals for a Careers event next year were also discussed and ideas put forward about the format.

Gedling Caribbean Elders restart - The Caribbean Elders were supported in holding their first face to face session, which included an exercise session and discussion about future activities, Windrush compensation and consultation on a national Windrush memorial.

Launch of Gedling Covid -19 VCS Recovery Grant Scheme - Following approval by the Leadership and PF Holder for Community Development of the amalgamation of the Spacehive fundraising balances, SPRING project underspends and our DEFRA CEV response allocation into a £50k grant pot, to enable community organisations to reopen and extend their services post-Covid restrictions, the grant application process was duly launched on 20th August. To date the following awards have been made, with a balance of just **£7,305** remaining.

- **St Wilfred's Church, Calverton £4,300**
- **Hope Nottingham – for Carlton Methodist Hub £6,000**
- **Netherfield Forum/St Georges £6,000**
- **The Kings Church x 2 – 1. Money Advice 2. Community Café £6,000 total**
- **The Ark – Phoenix Farm Open Door project £6,000**
- **Arnold Methodist Church MH Befriending project £1,000**
- **Salvation Army – community café £2,445**
- **Eagles Nest Community Centre £3,950**
- **Emmanuel church £3,000**
- **St Marys Church Arnold - £4,000 (top up of an early grant of £2,000 from the SPRING underspend)**

GBC Summer 2021 Events Programme - The events programme over the summer balanced the intention of the Council to provide family events and bring people together again, with the need to ensure activities operated safely and in line with current Covid guidance. The programme aimed to bring about greater opportunities to work collaboratively in community led settings, to reach the communities and individuals who would most benefit from participation, foster positive behaviour and engage much stronger investment from commissioned and community partners. The Service Level Agreement the Council has with Gedling Play Forum allowed for them to deliver activities at each of our events and to bring in other providers, partners and community organisations to provide appropriate activities alongside them in response to the needs of each community and venue.

Events included:

- **Picnic in the Park** - This event took place at part of 'Love Parks' week and engaged around 300 families, over 200 children and young people and a significant number of the older community attended and enjoyed the various activities and music provided on the day.
- **Netherfield St Georges Centre** – This event was based over two sites, with music, arts and crafts and healthy eating themed activities taking place at the St Georges Centre.
- **Gedling Country Park** - Over 300 children and family members interacted with the activities on the day.

Reduce poverty and inequality and provide support to the most vulnerable

Family FOOD Clubs in Gedling Borough - Netherfield food club has now been in operation since July and is almost at capacity with an average of 30+ food boxes being made up each week. Conversations are still in place around the alterations needed to ensure that Killisick Community Centre can support the equipment needed to host the food club. Conversations have also started to take place in other areas of the Borough to identify locations as the Children's centres may not be the most appropriate location.

Holiday Activities and Food Coproduction with Community providers - Exceptional geographical spread, community delivery partners' engagement, value for money, targeting and quantity of FSM /SEND children achieved in the rollout of this challenging but rewarding initiative over the Summer – highlights as follows:

- There have been a total of 1277 attendances at the HAF sessions over the summer (980 Non SEND and 297 SEND), with over 725 individuals participating in the programme.
- The following provided activities across the Borough – GBC Leisure (Calverton and Carlton), Next Level Coaching (Killisick and Bestwood Village), Mapperley All Stars (Gedling), Positively Empowered Communities (Killisick and Newstead Village), Netherfield Forum (Netherfield), JAPC Ltd (Gedling), Koala clubs (Netherfield) and Ravenshead out of school club (Ravenshead). We also blended the offer into GBC events at Netherfield, Gedling Country Park and Arnot Hill Park with mixed success.
- Where activity providers were unable to provide food as part of their offer, lunches for the sessions was provided by the following: St Georges Centre Netherfield, Morrison's Community Champion, Gedling Country Park Café and the Newstead Centre.
- All providers have reported positive feedback in the programme and have expressed a desire to be involved in future work.

Social Eating Countywide engagement - Through the Food Insecurity Network the following themes have been highlighted as key areas of work across the County, Social Eating, Community growing and data mapping. As part of the COVID recovery fund an allocation of funding has been made available to support community food initiatives across the County. This therefore creates an opportunity to explore potential social eating opportunities in the Gedling area to help to address Loneliness and social isolation, subject to a successful funding application.

Temporary Accommodation - since cabinet approval in January for the temporary accommodation options appraisal, officers are now pursuing the purchase of 8 2/3 bedroomed properties and then leasing 7 2/3 bedroomed properties. Progress has been made and there are a number of bids that have been submitted for properties for sale and we are working on the options for some lease properties. Furthermore, officers also received approval to construct 17 units at the council owned sites at Burton Road and Station Road sites (7 of which are to be used for temporary accommodation).

Reduce anti-social behaviour, crime and the fear of crime

Consultation of the Department for Transport's "Statutory Taxi and Private Hire Vehicle Standards" - The Department of Transport produced a document in July 2021 entitled "Statutory Taxi and Private Hire Vehicle Standards" to examine ways that Local Authorities, such as Gedling Borough Council, could change their procedures to further protect the public. The Licensing Team in partnership with the Legal Department reported to Committee the content of the document and its potential impact on policies and standards for taxis licensed by Gedling Borough Council. This led to several officer and member/officer groups and a significant amount of work for the Licensing and Legal Teams to produce a set of questions to go out to the trade and the public for consultation. The project is still ongoing with a view to any changes being implemented in the New Year.

Netherfield Intensive Weeks of Action – Our Public Protection team completed 3 weeks of intensification in Netherfield during September/early October, in partnership with Youth Services, Notts Police, Notts Fire and Rescue and Jigsaw Homes. Patch walks were carried out to identify locations of concern for environmental crime including dog fouling, fly tipping, rubbish accumulations and areas of disrepair. Our Parks and Street Care team allocated a cleansing crew to the area and our engagement officers completed face to face engagement with retail premises to promote development of Shop Watch and shared information on basic crime prevention to reduce shop theft. Our Neighbourhood wardens also installed signs with regard to CCTV, Neighbourhood Watch, Burglary and Vehicle Crime.

High Performing COUNCIL

Improve the customer experience of engaging with the Council

Gedling Lotto 1st Birthday - Since its launch in September 2020, the Gedling Lotto has raised almost £19,000 for the local community and more than £6,400 has been given away in winnings. So far, more than 31 local groups have signed up and been using the Lotto as a fun and effective way to raise funds for their valued services in the community.

Provide efficient and effective services

Employment Tribunal - The HR team has provided effective support to a service area to successfully defend a claim of unfair dismissal heard by an Employment Tribunal.

Legal Services team award - our Legal Team received an award at the Lawyers in Local Government awards ceremony. The team won the Community Champion and Public Health Award for their outstanding efforts to support the council and the community through the Covid-19 pandemic, being recognised by the judges for their exceptional work.

Legal Services – new matters have increased by 70% from the same period last year.

Flood Grants - We have started payment of Flood Grants on our Flood Grant Scheme which was set up to assist households damaged in Storm Ciara and Dennis in February 2020. The grant (funded from central government and administered by us) assists householders with the installation of flood prevention measures to protect properties from similar flooding events in future.

Customer Services – our Customer Services team have continued to maintain excellent targets throughout the second quarter.

Building Control Excellence - One of our Building Control Partners has been selected as a regional Local Authority Building Control Building Excellence Awards winner and is a shortlisted finalist for our People and Place Awards 2021, in the category of Best Residential & Small Commercial Designer.

Robust Planning Decision Making - Six planning decisions have been defended following appeals made to the Planning Inspectorate and a decision has been upheld following a High Court review.

Garden Waste - After the Revenues service provided a huge amount of additional resource to this area at the beginning of the year, we have continued to administer a large number of new customer accounts and changes as well as more recently a cancellation project to facilitate the garden waste system being moved over to a new platform.

Blocked Streets review – a review was undertaken of the issue of ‘parked vehicles blocking streets’, which prevents refuse vehicles emptying the bins, resulting in ‘missed bins’. Engagement with partners and the County Council has taken place, along with a review of the whole system to ensure it is as robust as can be, in dealing with this issue.

Maintain a positive and supportive working environment and strong employee morale

Agile Working - A report was been presented to Senior Leadership Team including details on what IT equipment is needed and how we can better set up staff for working away from the office. We have approved the budget for this and will begin rolling this out to staff in the near future.

Improve use of digital technologies

Projects and Upgrades - A number of projects and upgrades have been completed within IT including Windows 10 migration to new version, extension of Civic Centre Wi-Fi to whole building, successful DR Rehearsal, Terminal 4 (Web Content management) Migration and Upgrade, replacing of BACS solution (Bottomline) with AccessPay and obtaining PSN CoCo Compliance Certificate.

Vibrant ECONOMY

Provide more homes

Vale Road and Rolleston Drive – there has been good progress during quarter 2 with Vale Road and Rolleston Drive, both of which are delivering affordable houses (44 houses and 131 houses respectively).

Self-build Matchmaker Service - Our self-build matchmaker service, launched in August 2021, aims to match landowners who are considering selling their land with people who want to build their own home within Gedling Borough.

2021 Housing Delivery Action Plan - The action plan analyses the key reasons for the under-delivery of the Council's housing requirement and identifies positive and proactive measures the Council intends to undertake to increase delivery of new housing.

Drive business growth, workforce development and job opportunities

Employers Event - Gedling Borough Council and Arnold Jobcentre Plus hosted a free event at Eagle Square in August to engage with residents looking for a new work opportunity, whether that be help with training to take the next step on a career path or even a new job. Attendees were able to find out about some of the opportunities available and speak to both training providers and employers on the day. CT Skills, Futures, Inspire, Jigsaw Homes, Balfour Beatty Construction and many more were in attendance.

School Events – The Economic Growth and Regeneration team held two school events at Carlton Le Willows – mock interviews and speed networking (all Covid secure) and helped support a further event at Carlton Academy.

Support for Businesses - The Retail Business Advisor continues to engage with businesses in all the main retail areas within the Borough and support the safe re-opening of the high street. The Small Business Advisor has been re-commissioned for a further two years. She has supported 23 businesses in the last quarter, who were seeking business advice. There have also been four land and building enquiries.

Continued Grant Payments - The Revenues team continues to play a vital part in the Business Grants team that administers the ever changing Covid-19 business grants throughout the varying tiers, lockdowns and re-opening periods. The team has worked with 17 different grant schemes to date which have all been managed and administered to support businesses in the community. The Revenues Services team and the Financial Services team are administering these grants whilst still meeting statutory deadlines and maintaining performance in the day to day functions.

Grant Reconciliation - As well as managing the outgoing payments of grant funding, regular reconciliations must be done to ensure accurate spending of Government funds. To meet Government deadlines, in September, a large scale reconciliation exercise took place covering 7 of the grant schemes the team has administered over the recent months. This exercise took a huge amount of officer time but was successfully completed while maintaining service in all other areas.

Changes to Relief - From 1st July 2021 the previous 100% business rates discount for properties in the retail, hospitality and leisure and nursery sectors was cut to 66% with certain cap values. The Revenues team managed to work with a new software update which enabled the discount change and cap to be applied to properties impacted. Amended bills were issued with explanation inserts to provide as much information to the rate payer as possible.

Create thriving and vibrant town and local centres

Arnold Market development - Works on the steel frame of the new building at the market have been completed ready for the next stage. A “topping out” ceremony took place at Arnold Market Place during August, an occasion which traditionally takes place to mark the last steel beam of a new structure being installed. For the first time, the complete structure of the building is now visible, giving an idea of the scale and what the building will look like as it moves on to the next phase of construction, which includes brickwork, stairs, floors, windows and the installation of the building’s roof.

Carlton Square development - Significant progress has been made with the Carlton Square improvement scheme and the construction works have started, with works due to finish next quarter

Sustainable ENVIRONMENT

Provide an attractive and sustainable local environment that local people can enjoy

Killisick Park Refurbishment - Works at the Killisick Recreational Ground in Arnold started early September, and are expected to be completed by the end of October. The park will be refurbished with new equipment, including a 30m zip line, basket swing, roundabout and multi play unit, as well as accessible play equipment such as a wheelchair friendly roundabout, pod swing, play house and more.

Improvements can be made thanks to funding from FCC Communities Foundation, a not-for-profit business that awards grants for community, conservation and heritage projects from funds donated by waste and resource management company FCC Environment through the Landfill Communities Fund. FCC Communities Foundation will be providing a grant. The funding bid was made jointly by Gedling Borough Council and The Friends of Killisick Park, a local residents' community group who undertook community consultation and identified a strong community need for the project.

New Tree Trail at Gedling Country Park - A new tree trail, complete with handcrafted wooden sculptures, was unveiled at a special ceremony at Gedling Country Park on in July. Gedling Country Park's British native tree trail is thought to be the largest trail of its kind and features 50 native British trees, selected for the site by The Friends of Gedling Country Park group. The trail, named the 'near' route, follows a circular 1.4km (0.87 miles) wheelchair accessible and pushchair friendly footpath. Work is already underway on the 'far' route, which takes a more challenging 2.7km (1.68 miles) trail further into the park and will feature an additional 25 trees, with the route expected to be ready this autumn. They were named 'near' and 'far' after coal seams in the area dating back to 1630, honouring the mining heritage of the site. In total, over 50 trees and accompanying signposts were dug-in by Gedling Borough Council park rangers, with help from the Friends of Gedling Country Park, volunteers and students from Brackenhurst College.

Byelaws for parks and open spaces – draft Byelaws were produced (but not yet adopted) following extensive internal and community consultation.

Green Lung Project for Digby Park and Gedling Country Park development plan was finalised and due to be promoted in the Contacts magazine at the end of October. 2-3 year project to include restoration of the tree trail on Digby Park, new seating, interpretation signage and tree planting.

Bestwood Country Park - Three new interpretation panels were installed at Bestwood Country Park. The project improves the visitor experience with educational information about the history and ecology of the park.

Georgia Drive Landscaping improvement works – Contract started in September, and works completed early October. Landscaping improvements include:

- Installation of two benches on gravel surface and a bird feeding station.
- Installation of a 2m strip of wildflowers along the boundary of Georgia Drive and the green space.
- Removal of approx. 100m² of tarmac and replaced with topsoil and seeded with grass seed mix.
- A flat area ideal for the local residents to develop into a community garden.

Conserve, enhance, promote and celebrate our heritage

Carlton Hill Recreation Ground Memorial Woodland - A new Covid-19 memorial woodland at Carlton Hill Recreation Ground, Carlton, officially opened in July following a successful fundraising campaign. Organised by The Carlton Hill Community Action Group, the Gedling Borough Memorial Woodland has been created to remember the people of Gedling Borough who have tragically lost their lives due to the Covid-19 pandemic, and will be a place where people can pay their respects in quiet contemplation while enjoying the outdoor space. The memorial woodland includes native trees, wildflowers, seating areas, interpretation boards and a memorial. The group launched a fundraiser for the woodland online and received thousands of pounds in donations, as well as additional support with the installations and tree planting from Gedling Borough Council's Parks team.

Non-designated Heritage Assets - A full review has been undertaken of our local heritage list following the launch of a process to identify buildings that should be added and removed.

Promote and protect the environment by minimising pollution and waste and becoming carbon neutral

Gedling Green Homes Scheme - The targeted scheme to improve the energy efficiency of low income and low energy performance homes in Netherfield has made good progress in identifying, assessing, and signing up eligible households. 100% of the target private sector homes (35) for external wall insulation has been achieved. 100% of the target of 20 social housing properties for solar pv roof installations has been achieved. Further targeted promotional work including letter drops and door to door visits is ongoing to sign up the remaining eligible privately owned households to achieve the full target for solar PV roof installations.

The scheme is delivered in partnership with the council, Nottingham Energy Partnership who support the customer journey and EON who support the project management and deliver the scheme installations. Installations are due for completion before the end of March 2022.

Waste Policy – our waste policy has been drafted and consulted upon, and is now with Cabinet for authorisation.

HEALTHY lifestyles

Improve health and wellbeing and reduce health inequalities

Food hygiene inspections - The Food, Health and Housing team are making excellent progress in completing food hygiene inspections that were delayed following government guidance and restrictions during the pandemic. All 'A' and 'B' rated premises have been inspected ahead of the Food Standards Agency recovery plan targets for the end of March and June 2022. Officers are currently prioritising inspections of 'C' and 'D' rated premises that are due in accordance with the recovery plan before end of September and December 2022.

New food business registrations - The Food, Health and Housing team also successfully applied for Food Standards Agency funding and delivered a new project to contact all newly registered food businesses that emerged during the pandemic as the local economy adapted to the pandemic restrictions. 106 newly registered businesses were contacted in quarter 2. A new process was developed making more efficient use of staffing resource to assess new registrations to enable prioritisation of low, medium and high risk businesses for inspection in line with the council's statutory duties.

"Natasha's Law" - the Food, Health and Housing team have also been busy working with businesses during inspections and responding to enquiries to implement the new "Natasha's Law" requiring the full labelling of prepacked food which came into force on 1st October 2021. Officers have undergone additional training and are working with businesses to ensure compliance with their new legal duties to protect health of those suffering with food allergies. Further targeting of interventions and awareness raising is being developed for implementation in the near future to ensure key sectors of the food industry achieve compliance.

Health and Wellbeing E-Newsletter - Two Health and Wellbeing E-newsletters have been circulated during June and September to over 5900 recipients. Content in the Newsletters included the following: NHS Better Health campaign, HAF, One Step at a time, NHS COVID Vaccine Campaign, Change for life – Shake up your summer activities, Age UK social prescribing link worker role, Free Film making course for young people, Netherfield Food Club, ABL – Your health Your Way, The Macmillan beyond Diagnosis Gateway and the health for under 5s website.

NCC Grants awareness – NNE Gedling Social Prescribing Community Development Forum - The Community Partnerships Manager provided an overview and practical guidance session on the NCC Recovery Funds to this meeting and will follow this with an interactive funding workshop in November 2021. These will be mirrored in other ICP Districts with other District leads being asked to arrange.

South Nottinghamshire NHS Integrated Care Partnership (ICP) District Council Partners Group - Gedling led Social Prescribing Districts meeting This quarterly meeting with ICP Community Development support partners focussed on cementing and enhancing good practice being developed by the Social Prescribing / Community Development approach in order to secure ongoing commissioning of the CDW resource – also galvanising support for the new Community Development Forums, PCN groups and providing district level follow on funding for groups that have benefitted from the ICP Grass Roots Growth Fund. The two NCC social recovery and food recovery funds were also shared for that purpose. An outcome of the two recent meetings has been a growing focus on embedding community engagement principles within each of District Councils. The CDW 2022/23 Funding submission above was shared and received support from all four Districts.

Gedling Health and Wellbeing Coproduction Partnership meetings This bi-monthly operational meeting of commissioned partners operating in Gedling met twice in quarter 2. Members received updated community ward by ward community groups and services information for each meeting and had the opportunity to add their own offers to the spreadsheet. At the meeting in July, partners were made aware of the upcoming community events programme and offered the opportunity to participate – as a result, Jigsaw Homes, ABL Your Health Your Way and the NCC Youth Service supported some of the events. Discussion about the Carlton Insight and wider Social Prescribing CDW work at the meeting resulted in NCC Adult Social Care undertaking priority engagement with GBC to take forward their transition to Local Area Coordination and an early intervention/preventative Social Prescribing approach. The meeting in September focussed on coproduction with the Community. Plans for GBC CSC Outreach, The review of the Holiday Activities and Food joint community delivery and coproduction approach with events, along with a scan of NCC funding opportunities to stimulate reopening of community services, led to a dynamic discussion about local hub based intervention opportunities and partners including Macmillan Health, CA Nottm and District, Jigsaw Homes and NCC Youth Service and more all agreed to engage with a planned World Food month community meal at the RHC, as well as in future collaborative delivery, i.e. money and welfare rights advice.

Trampolining Funding - Carlton Forum LC and Carlton Academy worked on a joint bid to the government's "Opening Schools Fund" to purchase two trampolines. The new equipment will be used to provide an after school option for disadvantage children at the Academy as well as delivering opportunities to be more active to the wider community. The new classes will start at Carlton Forum LC in November.

Holiday, Activity and Food Project - During the summer holidays both Calverton and Carlton Forum Leisure Centres provided activities for local children on free school meals. The children had access to various facilities including, arts and crafts, inflatable fun, football, badminton and swimming lessons. As part of the provision they also had access to lunch every day. The project was a government backed initiative and will hopefully be delivered again in future school holidays.

Launch of "Good Boost" - The water based programme Good Boost started at Carlton Forum Leisure Centre. Running on Wednesdays at 8.45am the sessions provide an opportunity for people suffering from musculoskeletal conditions such as arthritis and joint pain to get moving with gentle water based exercise in a fun and social environment. The activities are tailored to the individual and have been built by experts to reduce pain and improve strength and mobility.

Support physically active lifestyles

Carlton Le Willows – Improver running sessions – There were a total of 436 attendances at the Gedling Running Community improver running sessions this summer with over 56 individuals that attended at least one session. The sessions ran for 16 weeks over the summer with many of the individuals using the sessions to train for the Robin Hood Half Marathon. Despite the challenges of Covid, the overwhelming feedback from participants was positive and had a real impact on participants' mental health as well as physical health. As ever, there was a real spread in participants from those who can run 5km in less than 20 minutes to those who take 45 minutes but despite this, all participants were able to gain something from the sessions.

Lambley Lane Changing Pavilion Project – Gedling Borough Council has been awarded £91,279.00 from the Football Foundation towards the improvements of Lambley Lane Recreation Ground Changing Pavilion, subject to the acceptance of the grant conditions. This funding will enable local football clubs to deliver grassroots football in a positive environment.

Carlton Insight Physical Activity Project - The first Carlton Community Conversation was held on 29th September at St Pauls Church in Carlton and was supported by Hope Nottingham (Carlton Food bank), Age UK SP Link Worker for Carlton Area, Jigsaw Homes, Carlton Care coordinator, OSAAT co-ordinator, Active Health coach, Gedling leisure, church volunteers and local residents. This provided an opportunity to share the insight captured so far from local partners/stakeholders and initial conversation with residents and to check for any gaps in the information. The next steps from the meeting are to enable partners represented to support with conversations around physical inactivity and health and wellbeing with local residents in the Carlton area.

New Leisure Management System - Following a recent procurement process a new system has been secured that will be used to operate the leisure centres. The new system will be operational from April 2022 and will provide improved self-serve options for customers, better online capability and digital communications which will improve the overall customer experience.

New Bike Storage at Carlton Forum LC - Mangers at Carlton Forum Leisure Centre have worked in conjunction with Carlton Academy and Nottinghamshire County Council on a new bike storage facility at the site in an effort to encourage customers to cycle to the site and reduce carbon emissions

Increase recreational activities

Children’s Summer Activities - Gedling Borough Council’s summer holiday programme was launched, featuring lots of free and affordable activities to suit children of all ages and abilities. The fun activities included roller discos, snorkelling, arts and crafts, a picnic in the park event, and some special movie-related events. Events took place at venues across the borough, including at Arnold, Calverton, Redhill, and Carlton Forum Leisure Centres, The Bonington Cinema, Gedling Country Park and Arnot Hill Park.

Reduce levels of loneliness and isolation

Ward by Ward Gedling community services database - The Community Relations Team maintains a ward by ward database of community led and commissioned services available across the Borough as we emerge from Covid restrictions. Updates to this resource are shared on a bi-monthly basis with commissioned and community partners. In quarter 2, this update included 52 community venues offering 142 different services/activities. Feedback from commissioned partners has been very positive, resulting in several partners adding their own services to the register, and has also resulted a series of engagement meetings with NCC Adult Social Care leads to integrate their upcoming Local Area Coordinator and ASC Care Team staff resource into the Borough.



Report to Cabinet

Subject: Forward Plan

Date: 4 November 2021

Author: Democratic Services Manager

Wards Affected

All

Purpose

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

Key Decision

This is not a Key Decision.

Recommendation(s)

THAT:

Cabinet notes the contents of the draft Forward Plan making comments where appropriate.

1 Background

- 1.1 The Council is required by law to give notice of key decisions that are scheduled to be taken by the Executive.
- 1.2 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.
- 1.3 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.

2 Proposal

- 2.1 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.

3 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.

4 Financial Implications

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

5 Legal Implications

- 5.1 There are no legal implications directly arising from this report.

6 Equalities Implications

- 6.1 There are no equalities implications arising from this report.

7 Carbon Reduction/Environmental Sustainability Implications

- 7.1 There are no carbon reduction/sustainability implications arising from this report.

8 Appendices

- 8.1 Appendix 1 – Forward Plan

9 Background Papers

- 9.1 None identified

10 Reasons for Recommendations

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

Statutory Officer approval

Approved by:

Chief Financial Officer

Date:

31/8/2020 (report content)

Approved by:

Monitoring Officer

31/8/2020 (report content)

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Gedling

Borough Council



FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 NOVEMBER 2021 TO 28 FEBRUARY 2022

This Forward Plan sets out the details of the key and non-key decisions which the Executive Cabinet, individual Executive Members or Officers expect to take during the next four month period.

The current members of the Executive Cabinet are:

Councillor John Clarke – Leader of the Council

Councillor Michael Payne – Deputy Leader and Portfolio Holder for Resources and Reputation

Councillor Peter Barnes – Portfolio Holder for Environment

Councillor David Ellis – Portfolio Holder for Public Protection

Councillor Gary Gregory – Portfolio Holder for Community Development

Councillor Jenny Hollingsworth – Portfolio Holder for Growth and Regeneration

Councillor Viv McCrossen – Portfolio Holder for Young People and Equalities

Councillor Henry Wheeler – Portfolio Holder for Health and Wellbeing.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each key decision, within the time period indicated.

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Open / Exempt (and reason if the decision is to be taken in private) Is this a Key Decision?
Draft Waste & Recycling Policy Seeking permission to consult on the draft waste and recycling policy	9 Dec 2021 Cabinet	Melvyn Cryer, Head of Environment	Officer Report	Portfolio Holder for Environment	Open Yes
Environmental Enforcement Policy Update to the approach to environmental enforcement policy to include priorities for enforcement and approaches	9 Dec 2021 Cabinet	Kevin Nealon, Community Protection and Pollution Control Manager	Officer Report	Portfolio Holder for Public Protection	Open Yes
Sport and Physical Activity Strategy The sport and physical activity strategy for Gedling Borough Council 2021	9 Dec 2021 Cabinet	Lance Juby, Head of Communities and Leisure	Officer Report	Portfolio Holder for Health, Housing and Wellbeing	Open Yes
Gedling Events Forward Strategy To advise Cabinet of proposals for the future design and delivery of events in Gedling.	9 Dec 2021 Cabinet	Jane Ansell, Community Partnerships Manager	Officer Report	Portfolio Holder for Community Development	Open No
Infrastructure Funding Statement 20/21	9 Dec 2021 Cabinet	Lewis Widdowson, Planning Officer	Officer Report	Portfolio Holder for Growth and Regeneration	Open Yes
Community Infrastructure Levy (CIL) Non-Parish Funding – Local Infrastructure Schedule Project Assessments and Proposed Funding 20/21	9 Dec 2021 Cabinet	Lewis Widdowson, Planning Officer	Officer Report	Portfolio Holder for Growth and Regeneration	Open Yes
Prudential Code Indicator Monitoring	27 Jan 2022	Sue Healey, Principal	Officer Report	Portfolio Holder for	Open

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private) Is this a key decision?
2021/22 and Quarterly Treasury Activity Report for Quarter 3 To inform Members of the performance monitoring of the 2021/22 Prudential Code Indicators, and to advise Members of the quarterly Treasury activity as required by the Treasury Management Strategy.	Cabinet	Accountant		Resources and Reputation	No
Quarterly (Q3) Budget Monitoring and Virement Report To update members on financial performance information for the 3rd quarter of the 2021/22 year.	27 Jan 2022 Cabinet	Paul Adcock, Head Of Finance and IT	Officer Report	Portfolio Holder for Resources and Reputation	Open Yes
Gedling Plan Quarter 3 Performance Report To inform Cabinet in summary of the position against Improvement Actions and Performance Indicators in the 2021/2022 Gedling Plan for the most recent quarter.	27 Jan 2022 Cabinet	Alan Green, Performance and Project Officer	Officer Report	Leader of the Council	Open Yes
Prudential and Treasury Indicators and Treasury Management Strategy Statement 2022/23 To present for Members' approval the Council's Prudential Code Indicators and Treasury Strategy for 2022/23, for referral to Council.	10 Feb 2022 Cabinet 3 Mar 2022 Council	Sue Healey, Principal Accountant	Officer Report	Portfolio Holder for Resources and Reputation	Open Yes
Capital Programme and Capital Investment Strategy To approve the capital investment strategy and capital spending programme for the next financial year.	10 Feb 2022 Cabinet 3 Mar 2022 Council	Alison Ball, Director of Corporate Resources	Officer Report	Portfolio Holder for Resources and Reputation	Open Yes
General Fund Budget 2022/23 For Cabinet to recommend to Council the revenue budget for the next financial year.	10 Feb 2022 Cabinet 3 Mar 2022 Council	Paul Adcock, Head Of Finance and IT	Officer Report	Portfolio Holder for Resources and Reputation	Open Yes

Description of the decision	Date decision is expected to be taken and who will take the decision?	Responsible Officer	Documents to be considered by the decision maker	Cabinet Portfolio	Public / Exempt (and reason if the decision is to be taken in private) Is this a key decision?