



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

Agenda

Council

Date: **Wednesday 20 September 2023**

Time: **6.00 pm**

Place: **Council Chamber**

For any further information please contact:

Democratic Services

committees@gedling.gov.uk

0115 901 3844

Council

Membership

Mayor

Councillor Julie Najuk

Deputy Mayor

Councillor Michael Adams
Councillor Roy Allan
Councillor Sandra Barnes
Councillor Stuart Bestwick
Councillor David Brocklebank
Councillor Lorraine Brown
Councillor John Clarke
Councillor Jim Creamer
Councillor Andrew Dunkin
Councillor Boyd Elliott
Councillor David Ellis
Councillor Rachael Ellis
Councillor Roxanne Ellis
Councillor Andrew Ellwood
Councillor Paul Feeney
Councillor Kathryn Fox
Councillor Des Gibbons
Councillor Helen Greensmith
Councillor Jenny Hollingsworth
Councillor Paul Hughes

Councillor Alison Hunt
Councillor Ron McCrossen
Councillor Viv McCrossen
Councillor Marje Paling
Councillor Michael Payne
Councillor Lynda Pearson
Councillor Sue Pickering
Councillor Catherine Pope
Councillor Grahame Pope
Councillor Kyle Robinson-Payne
Councillor Alex Scroggie
Councillor Martin Smith
Councillor Sam Smith
Councillor Ruth Strong
Councillor Clive Towsey-Hinton
Councillor Jane Walker
Councillor Michelle Welsh
Councillor Henry Wheeler
Councillor Russell Whiting
Councillor Paul Wilkinson

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SUMMONS

A meeting of the Borough Council will be held in the Council Chamber, Civic Centre, Arnot Hill Park on Wednesday 20 September 2023 at 6.00 pm to transact the business as set out below.



Mike Hill
Chief Executive

AGENDA

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- 1 Thought for the day
- 2 Apologies for absence
- 3 Mayor's announcements
- 4 To approve, as a correct record, the minutes of the meeting held on 12 July 2023 5 - 15
- 5 Declaration of interests

Test test
- 6 To deal with any petitions received under procedural rule 7.8
- 7 To answer questions asked by the public under procedural rule 7.7

Question 1:

Question to the Leader of the Council:

Regarding the proposed sale of land adjacent to the Hobbucks Nature reserve off Killisick Lane in Arnold. Despite the commitment from Gedling Borough Council Councillors just last year not to sell the land, why has the sale of this land been brought back to the table with a consultation that took place over the school summer holiday period with just 2 weeks for residents to respond? The consultation was made live on the 4th August with a close date of the 18th of August.

Question 2:

Question to the Leader of the Council:

Since the recent U-turn by Gedling Borough Council on the sale of land in Killisick Fields site H8, I have had cause to study documentation in relation to the Gedling Local Plan, including the Development Brief 2019. It is this document which made it apparent to me that the land within H8 had been green belt land, but was re-designated with the adoption of the Local Plan and included in the housing allocation for development. I have yet to find a resident who was aware of this at the time, many still being totally unaware. I have highlighted concerns around the processes implemented to bring this about in writing to Gedling Borough Council, and how, in my opinion, this has been used as a means to increase the value of their land – as well as that of the other landowners in whose interest it would be to sell simultaneously with Gedling Borough Council. This has led me to dig deeper... In the Development Brief 2019, there is a field to the east of site H8 beyond Darkey's Wood which is labelled as 'potential green belt recreation area' with suggestions of a LAP/LEAP (Locally Equipped Area For Play) and an ISF (Informal Sports Facility, also described as 'e.g. kick about area'). It also talks about the need for lighting etc. They even mention it in relation to present and future housing. Lo and behold, having queried ownership, Gedling Borough Council confirm this field is owned by them. This land is green belt (still) and protected as such – it is NOT included in the Local Plan under either nearby site, H7 or H8. Any such structures would not be in keeping with the green belt and, with the proposed sale/development of site H8 will further decimate the local environment, increasing the impact on the Hobbucks Local Nature Reserve and the resident wildlife.

What does Gedling Borough Council consider to be appropriate development within its green belt policy?

8 To answer questions asked by Members of the Council under procedural rule 7.9

1) Question from Cllr Whiting to the Portfolio Holder for Climate Change and Natural Habitat:

What steps is Gedling Borough Council taking to improve air quality?

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	Report of the Economic Growth & Regeneration Manager	
10	Appointment of Independent Remuneration Panel members	45 - 47
	Report of the Democratic Services Manager	
11	Overview & Scrutiny annual report	49 - 54

Report of the Democratic Services Manager

- 12 To consider comments, of which due notice has been given, under procedural rule 7.11**
- 13 To receive questions and comments from Members concerning any matter dealt with by the Executive or a Committee (procedural rule 7.10)**
- a Minutes of meeting Wednesday 21 June 2023 of Appointments and Conditions of Service Committee 55 - 56**
 - b Minutes of meeting Thursday 22 June 2023 of Standards Committee 57 - 59**
 - c Minutes of meeting Tuesday 27 June 2023 of Audit Committee 61 - 62**
 - d Minutes of meeting Thursday 6 July 2023 of Cabinet 63 - 66**
 - e Minutes of meeting Monday 10 July 2023 of Overview and Scrutiny Committee 67 - 70**
 - f Minutes of meeting Tuesday 11 July 2023 of Environment and Licensing Committee 71 - 72**
 - g Minutes of meeting Tuesday 25 July 2023 of Audit Committee 73 - 74**
 - h Minutes of meeting Wednesday 26 July 2023 of Planning Committee 75 - 97**
 - i Minutes of meeting Wednesday 2 August 2023 of Appointments and Conditions of Service Committee 99 - 100**
 - j Minutes of meeting Tuesday 8 August 2023 of Environment and Licensing Committee 101 - 103**
 - k Minutes of meeting Tuesday 29 August 2023 of Licensing Act Committee 105 - 106**
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and Licensing Committee

- n **Minutes of meeting Wednesday 6 September 2023 of Planning Committee** 113 - 117
- o **Decisions made under delegated authority** 119 - 126

14 To consider motions under procedural rule 7.12

Motion 1:

This Council notes:

- 1) The Overview & Scrutiny Committee has a vital role in scrutinising the work of the Cabinet
- 2) That to strengthen this role, it is appropriate for the Chair and Vice-Chair of the Overview & Scrutiny Committee not to be members of the Council's Ruling Group.

This Council therefore resolves:

- 1) To add the following words to the existing section of the Constitution at "Section 4- The Full Council: 7.22 Election of a Chair of a Committee":
"The Chair of the Overview and Scrutiny Committee shall be a member of the largest political group that is different to that of the Leader of the Council. The Vice-Chair of the Overview and Scrutiny Committee shall not be a member of the same political group as that of the Leader of the Council"
- 2) That the change to the Constitution to come into force at the 2024 Annual Meeting of the Council for the 2024/25 Council Year.

Proposer: Cllr Ellwood

Seconder: Cllr Hughes

Motion 2:

Gedling Borough Council notes the significant impact surface water run-off and flooding from housing developments under construction has on surrounding residential areas and local businesses.

This Council notes that the National Planning Policy Framework (NPPF) currently states that housing developers only have to ensure that permanent drainage is in place on a building site once the last house is completed.

Gedling Borough Council also notes that the Government are in the process of updating the NPPF and that the Secretary of State for Levelling Up, Housing and Communities said recently in the House of Commons that he hopes to see more about sustainable drainage systems in the updated National Planning Policy Framework.

In the meantime, to help mitigate any surface water run-off and flooding from housing developments under construction within Gedling Borough,

Gedling Borough Council resolves to:

- Continue imposing planning conditions requiring the implementation of measures to ensure that surface water run-off is mitigated during the construction phase of new housing development on elevated sites; and
- Recommends the introduction a Supplementary Planning Document (SPD) that ensures adequate drainage is installed first on any new housing development site before any other construction works are carried out.

This SPD should be presented to Cabinet for adoption early in the New Year and apply to future planning applications submitted and approved after its implementation date.

Proposer: Cllr Sam Smith
Seconder: Cllr Mike Adams

Motion 3:

This Council resolves to create a planning committee call-in procedure, whereby Councillors can require an application, within their ward, that would normally be determined under the delegated authority to be called in for determination by the Planning Committee.

A draft of this procedure should be presented at Planning Committee for consideration early in the New Year.

Proposer: Cllr Stuart Bestwick
Seconder: Cllr Jane Walker

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MINUTES COUNCIL

Wednesday 12 July 2023

Present: Councillor Michael Adams
Councillor Roy Allan
Councillor Sandra Barnes
Councillor David Brocklebank
Councillor Lorraine Brown
Councillor John Clarke
Councillor Jim Creamer
Councillor Andrew Dunkin
Councillor David Ellis
Councillor Rachael Ellis
Councillor Roxanne Ellis
Councillor Andrew Ellwood
Councillor Kathryn Fox
Councillor Des Gibbons
Councillor Helen Greensmith
Councillor Jenny Hollingsworth
Councillor Paul Hughes
Councillor Alison Hunt
Councillor Marje Paling
Councillor Michael Payne
Councillor Lynda Pearson
Councillor Catherine Pope
Councillor Grahame Pope
Councillor Kyle Robinson-Payne
Councillor Alex Scroggie
Councillor Martin Smith
Councillor Sam Smith
Councillor Ruth Strong
Councillor Clive Towsey-Hinton
Councillor Michelle Welsh
Councillor Henry Wheeler
Councillor Russell Whiting
Councillor Paul Wilkinson

Absent: Councillor Stuart Bestwick, Councillor Boyd Elliott, Councillor Paul Feeney, Councillor Ron McCrossen, Councillor Viv McCrossen, Councillor Sue Pickering and Councillor Jane Walker

In attendance: M Hill, F Whyley, E McGinlay and B Hopewell

16 THOUGHT FOR THE DAY

Council observed a minute's silence in remembrance of the victims from the recent attack in Nottingham City Centre and the 28th anniversary of the Srebrenica massacre.

The Mayor's chaplain was unable to attend, so she invited Councillor Sandra Barnes to deliver the thought for the day.

17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors V McCrossen, R McCrossen, Feeney, Bestwick, Elliott, Pickering and Walker.

18 MAYOR'S ANNOUNCEMENTS

The Mayor confirmed her Civic Service would be held on Sunday, 23 July 2023 at 2.00pm at the Church of the Good Shepherd and encouraged her fellow members to attend. The Mayor also thanked Democratic Services officers for their hard work in organising the event.

19 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETINGS HELD ON 25 JANUARY, 2 MARCH AND 24 MAY 2023

RESOLVED:

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

20 DECLARATION OF INTERESTS

None.

21 TO DEAL WITH ANY PETITIONS RECEIVED UNDER PROCEDURAL RULE 7.8

None received.

22 TO ANSWER QUESTIONS ASKED BY THE PUBLIC UNDER PROCEDURAL RULE 7.7

A question was received as follows:

“What plans do the council have to safeguard its financial funds against the risk of fraud?”

Response by Councillor Clarke:

Fraud is the most commonly experienced crime in the UK, and costs many billions of pounds every year. The impact of fraud and related offences can be devastating, and victims of fraud ranges from vulnerable individuals to smaller businesses, and to major corporations, as well as the public sector including central government.

Here at Gedling, like many councils across the country, fraud comes under the remit of the Audit Committee.

The Audit Committee is a key component of Gedling Borough Council’s corporate governance. It provides an independent and high-level focus on the audit, assurance and reporting arrangements that underpin good governance and financial standards.

The purpose of the Audit Committee is to provide independent assurance to the Council of the adequacy of the risk management framework and the internal control environment. It provides independent review of Gedling Borough Council’s governance, risk management and

control frameworks, and oversees the financial reporting and annual governance processes. It oversees internal audit and external audit, helping to ensure efficient and effective assurance arrangements are in place.

The Audit Committee has many responsibilities, but three key functions are as follows:

- To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
- To review the assessment of fraud risks and potential harm to the Council from fraud and corruption.
- To consider and monitor the counter-fraud strategy, actions and resources.

As Councillors and officers of Gedling Borough Council, we each have a responsibility to be continually aware of the potential for fraud, to ensure that effective controls are in place to prevent and detect fraud, and to report any suspicions that we may have. This equally applies to all contractors, suppliers and other internal and external stakeholders who have a business relationship with the Council.

The Council is committed to reducing fraud, bribery and corruption, and to the promotion of high standards of conduct, to ensure that funds are used as they are intended. The Council has a zero tolerance stance and will seek the appropriate disciplinary, regulatory, civil and criminal sanctions against fraudsters and where possible, will attempt to recover losses.

Referring back to the question, 'how does the council safeguard its financial funds?' the Council currently has several measures already in place:

- We have an approved 'Counter Fraud and Corruption Strategy', which sets out the Council's approach to combat fraud, bribery and corruption around seven key themes: culture, deterrence, prevention, detection, investigation, sanction and redress.
- We have a 'Whistleblowing Policy and Procedure' under which any disclosures or allegations of serious wrongdoing can be reported.
- All staff at the Council are expected to complete an online fraud awareness training course.
- We employ BDO as our Internal Auditors who report to every Audit Committee on their progress with the current Audit Plan, and their findings and recommendations resulting from their review of services, and the effectiveness of internal controls.
- We also have Mazars as our External Auditors, who audit the accounts and provide opinions on our value for money arrangements.

- All of these come under the remit of the Audit Committee which has cross party representation.
- Our Constitution sets out the Council's position in terms of Members' Code of Conduct, Declarations of Interest, Financial Regulations and Contracts and Procurement Rules.

And finally, the Council has a dedicated fraud awareness page for staff on its intranet, and also provides a page to report any possible fraud on its internet.

23 TO ANSWER QUESTIONS ASKED BY MEMBERS OF THE COUNCIL UNDER PROCEDURAL RULE 7.9

A question was asked of the Portfolio Holder for Sustainable Growth and Economy from Councillor Brown:

“Funding was allocated and a location identified for new business units in Calverton but nothing further has happened. Could the Portfolio Holder provide an update on when these new business units will be built and opened in Calverton?”

Response from Councillor Hollingsworth:

“In 2019 the Council identified the opportunity to extend the number of business units at the Hill Crest site. A planning approval was secured in 2020 to build 4 additional units and funding applications were submitted both to the ERDF and D2N2 programmes in 2019/20 and 2021 respectively. However, both programmes were oversubscribed and the Council was unsuccessful. The business case viability has always and continues to be dependent upon grant funding with funders requiring a match contribution from the Council.

In June 2023 D2N2 released the Economic Growth Fund Capital Programme and the Council submitted an application to this fund on the 30th June 2023. The project costs are anticipated to be £1.388m and an application of £0.694m has been submitted to D2N2. The Council's contribution is anticipated to be funded from a combination of both borrowing (£0.534m) and reserves (£0.16m), subject to Council approvals. It is to be proposed that the capital programme as part of the Q1 monitoring be adjusted and Hillcrest is to be reinstated as a project. If the grant application is successful a report will be submitted to Cabinet in August and to Council in September seeking approval to proceed with the scheme. A requirement of the grant is that works need to commence prior to the 31 March 2024. Preparations are also in place to resubmit a planning application in view of the expiry of the permission.

We are aware that there is a high demand for industrial units for start-ups and SMEs which is reflected in the low voids for these units across the Council's business/industrial parks. If the Council is successful then

subject to approvals building works will commence in early 2024 with completion late summer and occupation in the Autumn 2024.”

A question was asked of the Portfolio Holder for Environmental Services (Operations) from Councillor Adams

“What is the annual cost to the Borough and per resident for clearing up fly-tipping?”

Response from Councillor Paling:

“The total clean-up costs for Gedling Borough Council was £189,200 during 2022/23 which makes the cost to each resident roughly £1.61 annually.

The costs also depends on the job as each brings specific issues with them. Jobs containing asbestos for example can cost anywhere between £300 and £500 per occasion as they require a specialist contractor to attend to remove it.

The larger fly tips can come out at approx. £256.00 per occasion if we have to carry out resulting investigations into evidence of ownership and clean them up. The smaller ones, which usually are around 2/3 black bags being left can cost as little as £58.00. Some clean-ups can be done in half an hour, others take 3-4hrs.

Labour costs are billed to the general overall’ staff labour’ budget codes in ‘agresso’, so it would be difficult for finance to arrive at a figure without someone to go through all the Wardens and fly tip removal teams timesheets to collate the data.

In terms of fly tipping customer complaints during the financial year, the figures are below: please note these may include duplicate reports of the same fly tip:

18-19 – 1745
19-20 – 1812
20-21 – 2319
21-22 - 1379
22-23 - 1220

To confirm, we don’t collect all of those fly tips as some fly tips reported to the Council are on private land and therefore it is the landowner’s responsibility to remove them. The number of fly tips that the Council has removed is below:

18-19 – 1191
19-20 – 1369
20-21 – 1894
21-22 - 1379

22-23 – 1220”

A question was asked of the Portfolio Holder for Climate Change and Natural Habitat from Councillor Brown:

“The Football Foundation has identified Calverton Top Club as an ideal location for a 3G pitch which will cater for several football teams in and around the village. Calverton Parish Council has allocated £50,000 towards the cost. Will GBC allocate officer time to work alongside the Parish Council, Cllr Walker, Cllr Elliott and me to secure additional funding to help deliver this much needed facility?”

Response from Councillor Wheeler:

“The Health Development Officer in the Communities Team will be available to offer advice to the Clubs involved and signpost to any relevant funding options. That officer has already been in open dialogue with Calverton Miners Welfare FC about additional funding options. Finding additional funding for football facilities, beyond Football Foundation, unless they are part of a wider multi-sport approach remains incredibly challenging.

As part of its Strategic Review of Communities Facilities, the Council is currently reviewing the Playing Pitch Strategy and this will determine future priorities for investment in all outdoor sport provision based on a comprehensive assessment of the quality, quantity and demand for sport locally. Future investment will rely heavily on securing external funding. The local clubs based at Calverton Miners Welfare have been consulted as part of that process and we are now working with our partners Sport England, Nottinghamshire FA and the Football Foundation to finalise the priorities within the Strategy.”

A question was asked of the Portfolio Holder for Sustainable Growth and Economy from Councillor Greensmith:

“Each year, this Council spends over £200,000 of taxpayers’ money on B&B temporary accommodation with the average stay over four months. 85 affordable rent properties are expected at the Rolleston Drive development in Arnold. What impact, if any, will that site being ‘on hold’, while the manufacturer of the factory-built homes is sold, have on this Council’s housing waiting list and what financial implications will that pose?”

Response from Councillor Hollingsworth:

“The news that Ilke Homes went into administration was a shock to the council. The collapse was not foreseen by the council and came less than 2 weeks before the first properties were due to be occupied. It will

obviously have a negative effect on an already stretched housing waiting list as those people who has been allocated properties will now have to be housed elsewhere.

The Rolleston Drive development was due to provide 85 affordable homes - these properties would have been allocated to 85 households from Council Homesearch Housing Register.

There are currently 604 live applications on the Homesearch system. 80 off these are in the highest priority Band 1, with 266 in Band 2 and 258 in Band 3.

The allocation of 85 properties would have seen the current number of households on the Homesearch waiting list reduce by 14%. Clearly this is not a true reflection as new applications are received daily and the full allocation of properties was not do to be concluded until January 2024.

Homeless applications rose from 567 in 2018/19 to 874 in 2022/23 with figures set to rise. As at the 10th July 2023, the Housing Option section has already received 227 new applications for financial year 2023/24.

The council would like to recognise and acknowledge staff who work tirelessly with social landlords and mortgage providers to present people becoming homeless wherever they can.”

24 BUDGET OUTTURN AND BUDGET CARRY FORWARDS 2022/23

Consideration was given to a report of the Senior Leadership Team, which was referred by Cabinet to present the budget outturn and budget carry forward for 2022-23 to members.

RESOLVED to:

- 1) Approve the overall method of financing of the 2022/23 capital expenditure as set out in paragraph 3.4; and
- 2) Approve the determination of the minimum revenue provision for the repayment of debt as set out in paragraph 3.5.

25 ANNUAL TREASURY ACTIVITY REPORT 2022/23

Consideration was given to a report of the Senior Leadership Team, which was referred by Cabinet to inform members of the outturn in respect of the 2022/23 prudential code indicators and to advise members of the outturn on treasury activity.

RESOLVED:

To approve the Annual Treasury Activity report for 2022/23, as required by the regulations.

26 AMENDMENT TO COMMITTEE SCHEDULE FOR 2023-24

Consideration was given to a report of the Democratic Services Manager, informing members of a proposed change to the schedule of meetings for the current year.

RESOLVED:

To approve the changes to the schedule of meetings, as at appendix 1.

27 AMENDMENT TO COMMITTEE MEMBERSHIPS FOR 2023/24

Consideration was given to a report of the Democratic Services Manager, informing members of the change to the allocation of seats held by committee members.

RESOLVED:

To approve the following changes to representation on committees:

- 1) Remove Councillor Welsh from Planning Committee; and
- 2) Add Councillor Barnes as a member of the Planning Committee; and
- 3) Remove Councillor Rachael Ellis from Appeals and Retirement Committee; and
- 4) Add Councillor David Ellis as a member of the Appeals and Retirement Committee; and
- 5) Remove Councillor Barnes as a member of the Overview and Scrutiny Committee; and
- 6) Add Councillor Roxanne Ellis as a member of the Overview and Scrutiny Committee.

28 MEMBER ALLOWANCE SCHEME AND RECRUITMENT TO INDEPENDENT REMUNERATION PANEL

Consideration was given to a report of the Head of Governance and Customer Services which sought to consider amendments to the member Allowance Scheme for 2023/24 and to seek approval to recruit 2 new members to the Independent Remuneration Panel to enable a review of the Member Allowance Scheme for 2024/25.

RESOLVED to:

- 1) Thank the Independent Remuneration Panel for its work; and
- 2) Accept the recommendations of the Independent Remuneration Panel contained in the report; and
- 3) Agree the schedule of members' allowances for 2023/24 as attached at appendix 1 to this report; and

- 4) Authorise the Monitoring Officer to make appropriate amendments to section 29 of the constitution to reflect any changes to the members' allowances scheme agreed and publicise any amendment; and
- 5) Agree to launch a recruitment exercise to fill the current vacancy on the Independent Remuneration Panel, and recruit one additional panel member; and
- 6) Agree to establish a cross party interview panel of 3 Members to interview suitable candidates for the Independent Remuneration Panel as detailed in the report, and make recommendation to Council as to appointment.

29 REVIEW OF PROCEDURAL STANDING ORDERS

Consideration was given to a report of the Head of Governance and Customer Services, which sought approval to establish a working group to support the review of the Council's procedure rules.

RESOLVED to:

- 1) Approve the establishment of a cross party working group of 6 Members to facilitate a review of the Council's Procedure Rules for Council within the Council's Constitution; end
- 2) Agree that Business Managers or Group Leaders will send details of the two working group volunteers from their groups to the Monitoring Officer.

30 TAXI LICENSING FEES REVIEW

Consideration was given to a report of the Head of Governance and Customer Services which sought to update members on the position in respect of the review of fee setting for vehicle, driver and operator's licences as part of the Council's licensing function and to update Council on the action taken to remedy historic charging errors.

RESOLVED to:

Note the report and endorse the steps already taken by officers in relation to the review of licensing fees and reimbursement of certain licensing fees.

31 TO RECEIVE QUESTIONS AND COMMENTS FROM MEMBERS CONCERNING ANY MATTER DEALT WITH BY THE EXECUTIVE OR A COMMITTEE (PROCEDURAL RULE 7.10)

None received.

32 TO CONSIDER COMMENTS, OF WHICH DUE NOTICE HAS BEEN GIVEN, UNDER PROCEDURAL RULE 7.11

None received.

33 TO CONSIDER MOTIONS UNDER PROCEDURAL RULE 7.12

Councillor Ellwood, seconded by Councillor Hughes, proposed a motion in the following terms:

This Council notes:

1) The Overview & Scrutiny Committee has a vital role in scrutinising the work of the Cabinet

2) That to strengthen this role, it is appropriate for the Chair and Vice-Chair of the Overview & Scrutiny Committee not to be members of the Council's Ruling Group.

This Council therefore resolves:

1) To add the following words to the existing section of the Constitution at "Section 4- The Full Council: 7.22 Election of a Chair of a Committee ":

"The Chair of the Overview and Scrutiny Committee shall be a member of the largest political group that is different to that of the Leader of the Council. The Vice-Chair of the Overview and Scrutiny Committee shall not be a member of the same political group as that of the Leader of the Council"

2) That the change to the Constitution to come into force at the 2024 Annual Meeting of the Council for the 2024/25 Council Year.

This Council further notes:

That in line with paragraph 7.31 of the Procedure Rules for Full Council that as this motion proposes an addition to the said procedure rules, that once proposed and seconded the motion shall stand adjourned without discussion to the next ordinary meeting of the council.

Proposer: Cllr Ellwood
Secunder: Cllr Hughes

As the motion relates to a change in the procedure rules, the motion stood adjourned without discussion until the next ordinary meeting of the council.

The meeting finished at 7.00 pm

Signed by Chair:
Date:

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Report to Cabinet

Subject: Hill Crest Park, Calverton – extension to business units

Date: 7 September 2023

Author: Economic Growth & Regeneration Manager

Wards Affected

Calverton

Purpose

To seek approval to develop Hill Crest Park in Calverton (the Site), a small close of eight, Council owned, brick-built business units in a range of sizes aimed at Small Medium Enterprises (SME's) and to recommend to Council that budget approval is given for this development. The objective of this project is to provide 4 additional small business units for SME's in the local area, which will provide further employment opportunities. These are to be constructed on the existing site, joined to the two rows of units.

Key decision

This is a key decision as it is likely to incur expenditure in excess of £500,000.

Recommendation:

THAT Cabinet:

1. Approves the Hill Crest Park Extension project business case subject to funding and budget approval.
2. Approves Officers to continue with the funding approval process with D2N2 LEP.
3. Delegates authority to the Chief Executive in consultation with the Legal Services Manager to sign off the business case submission and enter into a legal agreement with the D2N2 LEP to deliver the scheme should the business case be successful.
4. Recommends that Council approves the addition of this project to the capital programme for 2023/24, and establishes a budget of £1,387,769 to be funded from a combination of borrowing, external funding and earmarked reserves.

1 Background

1.1 The Site at Calverton is under-developed and has been highlighted as being capable of supporting the four proposed additional business units. The current 8 units on site are all occupied at present and historically void periods on these units has been low.

1.2 The Council has carried out a desk-top exercise by reviewing the Council’s property portfolio and searching the commercial market using the CoStar system. This has evidenced the lack of existing comparable space as well a limited pipeline of supply but confirms evidence of demand. At the point of carrying out the search in CoStar (17/08/2023) low current availability along with the lack of any planned developments under 20,000sqft demonstrates a lack of supply.

1.3 The Council is committed to supporting businesses through a variety of activities. The Gedling Plan has the overarching vision of “Serving People, Improving lives” and all services provided by the Council work towards this. There are four identified priorities including, the Economy, with the objective of “A local economy that attracts new business investment enabling growth and the creation jobs”. Clearly, the delivery of these units would create jobs and opportunities as well as work towards making Calverton a more thriving place for residents, raising their aspirations.

The Council has previously submitted bids to secure ERDF/LEP funding for the development of additional business units to extend the Hill Crest Park, which were unsuccessful. Designs were drawn up to support these earlier bids – see Appendix 2.

The Council had the opportunity to submit a fresh bid for funding to D2N2 on 30/06/2023, to build an additional four new units to the existing buildings (two at each end), with net zero carbon measures included (Photo Voltaire panels (PV), electric charging point); in addition, PV panels would also be added to the existing units.

1.4 As part of the funding application, supporting evidence was provided by Gleeds Cost Consultants, as well as information from Kada Research demonstrating the Gross Value Added (GVA) impact of the development. The independent Value for Money Green Book assessment considered economic benefits in terms of jobs, land, and carbon savings. In summary, the assessment shows that based on the floorspace provided and the evidence from the existing units, 18 gross jobs are expected to be created, generating over £800,000 gross GVA per annum. Table 1 shows the local economic benefits.

Table 1: Local Economic Benefits

	Gross	Net
Jobs	18	14
GVA (per annum)	£0.872m	£0.574m
NPV GVA over 10 years	n/a	£2.986m

- 1.5 On 30/07/2023, the Council were informed that the bid had been shortlisted for approval. The next step is for D2N2 to take the shortlisted bids to their Investment Board on 07/09/2023.
- 1.6 The original planning permission for the site expired on the 18th June 2023. A new planning application has been submitted, with a decision expected in September 2023.
- 1.7 The indicative timeline for the Project is as follows:

June 2023	Submit proposal to LEP
July 2023	Re-submit planning application
July/August 2023	Funding Available (assumption)
September 2023	Planning Committee Meeting
September 2023	Secure Approval for Funding Cabinet
September 2023	Approval from D2N2 LEP Investment Board to move to full business case
September 2023	Develop full Treasury Green Book compliant business case with D2N2
September 2023	Secure Approval for Funding from Full Council
October 2023	Confirmation of funding from D2N2 Investment Board
October 2023	Enter Framework Agreement with Contractor
January 2024	Start on site
March 2024	Market Premises
August 2024	Undertake snagging
August 2024	Take possession of site
August 2024	Completion of Project
September 2024	Occupation

D2N2 Funding

- 1.8 The D2N2 confirmed the Council's proposed allocation of £641,491k, subject to approval of a full Treasury Green Book compliant business case by their Investment Board in October 2023. Up to this point, the funding is not guaranteed, and an element of work will be at risk. The Business case at Appendix 2 to this report will be the basis for an enhanced business case to be submitted to D2N2.
- 1.9 A condition of the funding is that the project must start in the current financial year – this can include “prelims” (e.g., installing welfare facilities). The timescale for the funding means that the build element should be complete by June/July 2024, with tenants occupying the units by August/September 2024. In view of the tight timescales, the Council is intending to procure through a compliant Framework to mitigate against potential clawback.
- 1.10 A condition of the funding is that monies are claimed back in arrears via a quarterly claim; as part of the audit processes, the Council will be asked to provide a 10-15% sample of the invoices paid as evidence.

2. Proposal

- 2.1 Gedling Borough Council owns and manages the existing development of 8 small business units in Calverton. These units are currently all let with very few voids. They are also very popular with regular enquires to take on a unit.
- 2.2 The proposal is to build four new units, covering 462sqm, with PV panels on the roof of the existing, as well as the new units, and an additional EV charging point.
- 2.3 Having analysed the existing tenants and the number of employees across the existing site, it is anticipated that 4 new units would create an additional 18 jobs.
- 2.4 The Business case at Appendix 2 provides detailed analysis of the project which meets the Council's Gedling Plan priorities by improving job opportunities for local people as well as encouraging business growth in the area. It is proposed that cabinet agrees the progression of the business case subject to funding and budgetary approvals.
- 2.5 It is proposed that Members agree to officers progressing the funding process with D2N2 to enable funding for the project.
- 2.6 As the next phase of funding will require submission of a business case, and if approved the completion of a funding agreement, approval is sought to delegate these matters to the Chief executive in consultation with the Legal Services Manager to ensure swift progression of the project within timescales should funding be obtained.
- 2.7 The project does not currently form part of the capital programme for 2023/24 and as the budget is to be established from borrowing as well as funding and reserves, Council approval will be needed in accordance with Financial regulations.

3 Alternative Options

- 3.1 There are several options open to Gedling Borough Council:

Option 1: Decide not to go ahead with the funding or the build:

The structure of the D2N2 funding means that there is an element of risk until the formal confirmation of the funding. The Council may decide that this is too great and to withdraw from the approval process. This would mean that there continues to be under-provision of smaller units to support Gedling businesses with the danger that then locate outside of the area.

Option 2: Build the project without funding:

The Council would need to acquire the full capital funding to develop the site either through Council resources or through borrowing. Viability for this option would need to be assessed via a business case. However, as noted under the financial section, this project is not viable without the available grant funding.

Option 3: Shelve the project and develop at a later date:

With planning permission approval anticipated in September 2023, the project is at a stage where it could secure other funding; no other sources, other than those outlined in this report, are currently known about. However, it would be ready to go with the documents to start on-site quickly. This would deliver the project but would mean that a timescale is not known. Another funding source may not become available for some time, and future constraints/conditions are unknown.

Option 4: Continue with the D2N2 LEP funding approval process:

The Council continues to move through the D2N2 funding approval process, working with their team to develop the full case for presentation to the Investment Board.

3.2 Preferred option: continue with the funding approval process:

The preferred option recommended to SLT is to continue with the D2N2 LEP funding approval process and implement the proposals in the business case subject to budgetary approvals.

4 Financial Implications

4.1 A full financial appraisal have been conducted assuming a successful bid for D2N2 funding in which the Council must match fund.

4.2

The project is anticipated to cost £1,387,800, based on Gleeds Cost Consultants plan. The funding bid is for £641,500 which equates to 46% of the estimated project costs. Council intends to fund the entire project as follows:

D2N2 Grant Funding (Bid submitted)	£641,500
Earmarked Reserves (NNDR Pool)	£160,000
Prudential Borrowing	£586,300
Estimated project cost	£1,387,800

4.3 The financial appraisal indicates the Net Present Value (NPV) of the project is £140,200 over the 40 estimated life of the asset. A positive NPV indicates a project is a viable investment. However, this is only on the basis of a successful funding bid.

4.4

A 5 year cash flow has been produced and this indicates there will be a small annual subsidy averaging £2,400 however by year 6 this will become a net surplus and will have a payback on investment by year 30. The cashflow analysis is based on current interest rates which are at a current high, should rates fall the units will pay back quicker.

For further financial details please see Business Case.

5. Legal Implications

5.1 As the project is funded from a variety of sources, external, reserves and borrowing and is not included in the current capital programme for 2023/24 approval from Council will be required to establish the project as part of the capital programme. Consideration

will also need to be given to any potential funding conditions which could result in clawback, legal advice will be provided on any such conditions should funding be awarded.

- 5.2 The project must be delivered at pace, the Council will need to ensure appropriate procurement routes are followed in terms of the appointment of a contractor, a potential framework has been identified but ongoing procurement and legal advice will be provided.
- 5.3 The Council currently owns and manages the existing units on site, as commercial landlords appropriate rental agreements and market terms in respect of rent will need to be applied to ensure best value. The site was originally developed in partnership with the County Council and The development Commission. There are ongoing discussions in relation to the extension of the site with the County Council as this is a variation to the original scheme. Whilst the agreement in relation to the Development Commission has expired, the consent of the County will be required for the extension. This is referenced within the business case and it is considered unlikely that approval will not be obtained.

6. Equality Implications

There are no specific equality impact implications. However, as Gedling Borough's business community is predominantly SME's, and, more importantly, micro businesses (those employing between 0-9 employees), and there is low availability of smaller, more affordable units, which impacts on the growth potential of those organisations. The development of these smaller, affordable units will support new businesses and existing businesses looking to grow.

7 Carbon Reduction/Environmental Sustainability Implications

The new units will be installed with Photo Voltaire (PV) panels on the roof; in addition, the existing units will also have PV panels installed (subject to survey). An electric car charging point will also be installed.

8. Appendices

- 8.1 Proposed Plans
- 8.2 Business Case

9 Background Papers

- 9.1 None identified

10 Reasons for Recommendations

- 10.1 The site at Calverton is currently under-developed and there is a dearth of units aimed at SME's in the Borough. Developers are unlikely to build such of the size proposed due to the low return and it is a market that Councils have historically filled.
- 10.2 There is a lack of funding to develop capital projects such as the one proposed at Hill Crest Park and, therefore the funding, and level of funding, offered by the D2N2 LEP means that this project is viable for the Council. However, it comes with tight timescales for spend and deliverability.
- 10.3 The project also contributes to the Council's priorities, as detailed in the Gedling Plan.

Statutory Officer approval

Approved by the Chief Financial Officer

Date:

Approved by the Monitoring Officer

Date: 31.08.2023

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Gedling Borough Council

Full Business Case

Project Title: Calverton Enterprise Units

Lead Department: Economic Development

Estimated Value: £1,387,769

Estimated Project Duration: 12 Months



DOCUMENT CONTROL

BC Author	Hev Bingley
Project Sponsor (contact details)	Tanya Najuk Tanya.najuk@gedling.gov.uk
Project Manager (contact details)	Hev Bingley Hev.bingley@gedling.gov.uk
Date	08/08/2023
Document / Project ID	

Version	Status	Revision Date	Summary of Changes	Sign-Off
Version 5	Final	30/08/2023	Final Business Case Sign Off	Tanya Najuk

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1. PURPOSE OF DOCUMENT

Hill Crest Park is a small close of Council owned, brick-built business units in a range of sizes aimed at SME's. The objective of this project is to provide 4 additional small business units for SME's in the local area, which will provide further employment opportunities. These are to be constructed on the existing site, joined to the two rows of units.

2. EXECUTIVE SUMMARY

The proposal outlined here is for a Capital project to build four new small business units for SME's (see Appendix A). The current units are owned and managed by Gedling Borough Council and let on commercial rates, are well used, and are fully occupied with low void rates.

A desk-top exercise to review the Council's existing property portfolio as well as review of the wider commercial market highlights that there is a lack of supply of smaller units aimed at SMEs, not only in the Borough, but across the wider Nottingham area.

Private developers are not bridging this gap in the market due to the lack of economies of scale in this size bracket. Developers cannot gain the investment value to make construction viable.

Project Objectives:

With the current and planned development growth in Calverton, the objectives are to:

- Provide additional small business units to SME's in the local area.
- Provide further employment opportunities, lessening the need to commute to other areas.

Project Scope:

1. To develop existing land by building four new business units aimed at SME's, creating 462sqm of floorspace.
2. Create 18 new job opportunities.
3. Respond to the business community by addressing market failure through the provision of the units.

Project Value	£1,387,769
Total Project Cost	£746,278
External funding required	£641,491

3.1 Background of Business Need

Background

Hill Crest Park is a small close of Council owned, brick-built business units in a range of sizes but all aimed at SME's. They are set in two parallel lines on either side of the access, with parking and turning areas in between the two. The eight current units are all leased out individually to a range of companies, who employ approximately 34 staff in total.

The site is located within Calverton, one of the largest villages in the borough, in a wider area of other employment uses. The village has already undergone significant development and is identified for further growth within the adopted Local Plan, taking on an increasing importance within the Borough.

“A local economy that attracts new business investment enabling growth and the creation of jobs” is identified as a key priority in the Gedling Plan, which provides the basis to provide further employment opportunities within the area and to help support local businesses as well as lessen commuting to other centres.

Proposal

The proposal outlined here is for a Capital project to build four new small business units for SME's. The current units, owned and managed by Gedling Borough Council, and let on commercial rates, are well used and are fully occupied with low void rates.

Their small size, relatively high cost of management and smaller returns, make this type of unit not commercially viable for the private sector. Councils have traditionally been best placed to fill this part of the market. The proposed scheme will deliver 462sqm of floorspace and create 18 new job opportunities.

A funding bid has been submitted to D2N2, with a confirmation that the project has been shortlisted for investment, with approval expected to move to the full business case at the beginning of September 2023.

Market demand evidence

The Council has carried out a desk-top exercise by reviewing the Council's property portfolio and searching the commercial market using the CoStar system. This has evidenced the lack of existing comparable space as well a limited pipeline of supply but confirms evidence of demand. At the point of carrying out the search in CoStar (17/08/2023) low current availability along with the lack of any planned developments under 20,000sqft demonstrates a lack of supply.

The Council is committed to supporting businesses through a variety of activities. The Gedling Plan has the overarching vision of “Serving People, Improving lives” and all services provided by the Council work towards this. There are four identified priorities including, the Economy, with the objective of “A local economy that attracts new business investment enabling growth and the creation jobs”. Clearly, the delivery of these units would create jobs and opportunities as well as work towards making Calverton a more thriving place for residents, raising their aspirations.

3.3 Scope

Scope:

- To develop existing Council-owned land by building four new business units aimed at SME's, creating 462sqm of floorspace.
- Create 18 new job opportunities.
- Respond to the business community by addressing market failure through the provision of the units.

3.4 Constraints

Gedling Borough Council would match external funding up to a maximum 53/47 basis. GBC would most likely fund its element from reserves and prudential borrowing, which would require formal approval internally which has not been undertaken. Whilst no formal agreement has been made internally, early conversations have taken place with senior officers and the S151 officer establishing the principle of developing this scheme further.

3.5 Key Assumptions and Dependencies

The following assumptions have been made:

- 462 square metre of new business space created.
- £8.70 per square metre rental income.
- 3% annual rental increase. The Council's current Commercial Unit leases are on the basis of RPI Capped at 5%, therefore an annual increase of 3% is deemed prudent over the life of the asset.
- A 5% annual allowance for void units has been built in. This equates to 3 months every 5 years for all units.
- Recoverable service charges: 5% of rental income
- Borrowing term: 25 years
- Sinking Fund: 5% of rental income

The following dependencies have been identified:

- The other 8 units are fully occupied and be disrupted by the works.
- The original planning consent expired on 18th June 2023. The planning application has been re-submitted and a decision due in September 2023.
- D2N2 funding will be confirmed following a business case submission, with a decision expected October 2023.

3.6 Key Risks

Id.	Description of Risk/Mitigation	Impact	Probability
1	Planning permission refusal. Planning application has been submitted, with decision expected September 2023.	HIGH	LOW
2	Council funding needs to be approved internally. The overall premise of the proposal has been agreed. There is alignment between both Gedling Borough Council, Planning and D2N2 processes and timescales.	HIGH	LOW
3	Procurement and Construction Delay. Proposal is to use Pagabo Framework which will accelerate the timeframe for a start on site.	HIGH	LOW
4	External Funding to be confirmed External funding will only be confirmed when a Treasury Green Book Business Case has been submitted and agreed by the D2N2 Investment Board – anticipated October 2023.	HIGH	MED
5	Council to secure match funding This would most likely be through reserves and prudential borrowing. Full Council approval to be sought in September 2023.	HIGH	LOW
6	Local objection to the proposals Engagement with existing businesses and the local community will be undertaken through the planning process. There is broad support from local councillors.	MED	LOW
7	Timescale does not meet the External Funder Requirements A condition of the funding is that the project must start within the current financial year, failure to do so could result in potential clawback. This has been mitigated by the use of the Framework to appoint a contractor	HIGH	MED
8	Lack of tenants There is high demand for small units such as these for SMEs. It is not believed there will be a lack of demand. Once construction has started marketing of the units through various channels will be pursued.	MED	LOW
9	Construction cost escalation	HIGH	MED

	Cost consultants produced a cost plan, including construction inflation and risk/contingency		
10	Hill Crest Phase 1 Partner Agreement Dispute Discussions have taken place with the County Council, who were a partner and beneficiary of the original development. The County Council are supportive of the Phase 2 development, which sits outside of the original agreement	LOW	LOW

3.7 Benefits

The scheme will provide 462 sqm of floorspace and create 18 new job opportunities as well as income from the rental of the units. The Economic Development team regularly receive requests for property searches for smaller units, such as these, but there is a lack of available units. These will therefore provide a small number of new units for this market.

The installation of photovoltaic panels across both the new and existing units will make them more sustainable and possibly lead to lower energy bills for existing tenants. The installation of electric charging units for cars and vans will also enhance the scheme, in line with the commitment to Net Zero Carbon by 2030 and demonstrate that the Council is leading by example.

As highlighted earlier in this document, Calverton has, and will continue to, experience significant development, along with developments being undertaken in nearby areas, such as Ravenshead. Therefore, the units will provide opportunities for local people to either create new businesses or work for a new business in this location and reduce the need to commute to either other areas of the Borough or outside of the Borough completely.

The Council will receive a long-term income from this new asset, on top of the existing units, as well as a capital asset.

Whilst only a small development these units are required and could form a testbed of how to build sustainably going forward. The D2N2 funding stream will not exist going forward, and the Council would, therefore, not benefit from the level of support it offers.

4. ECONOMIC CASE (Value for Money)

1. Not to build: With the increased costs of raw materials since the global pandemic, it would not be cost-effective for the Council to bear the full costs of construction. This would mean that the site would remain under-developed and there would continue to be a shortage of smaller units with demand unmet by private developers. This would not

increase the business base of the Council, nor would it provide critical space for small businesses. No outcomes would be achieved in terms of businesses supported or jobs created. It may be that at some point in the future the development equation would make construction viable.

2. Build fewer units/in two stages: As the units are in two blocks of two, only building one block was considered. This would not be viable as the costs associated with building half the scheme would mean the cost of the built units would be too high for the resulting outcome. This would make the overall scheme more costly. The outcomes would be achieved, albeit in two parts with new jobs created and new businesses engaged. Timescales would be unclear as there would be two separate processes.

3. Fund complete build from capital reserves/borrowing: This would entail the Council funding the entire scheme itself, through borrowing the entire amount (or through securing some capital funds). The option to borrow the whole amount would make it difficult to create a coherent case for investment as it would mean a debt to be repaid over a significant period making the development unviable. The opportunity to secure capital investment is limited and would be in competition with other capital projects across the Council. This would provide new jobs and businesses at once and would see completion of the scheme most quickly.

4. Match funding 47%: The opportunity of accessing external funding at a contribution of £641,491 would make the scheme more attractive for the Council to invest in and deliver these much-needed units for small business growth. This would provide new jobs and businesses and would see the completion of the scheme quickly.

Option 4 is the preferred option. This is supported by the independent Value for Money Green Book assessment attached, conducted by Kada Research, and which considered economic benefits in terms of jobs, land, and carbon savings. In summary, the assessment shows that Based on the floorspace provided and the evidence from the existing units, 18 gross jobs are expected to be created, generating over £800,000 gross GVA per annum. Table 1 shows the local economic benefits.

Table 1: Local Economic Benefits

	Gross	Net
Jobs	18	14
GVA (per annum)	£0.872m	£0.574m
NPV GVA over 10 years	n/a	£2.986m

5. COMMERCIAL VIABILITY (planning and management of procurement)

In order to deliver this scheme quickly and within the timeframe of the external funders, it is proposed to use the Pagabo Framework to complete this project once planning

permission has been granted and funding secured. This will also streamline the overall process, bringing it within the required timescales. A discussion with the Framework provider has already been undertaken in readiness to proceed once planning and funding are secured. D2N2 as the funding body are aware of this approach.

6. AFFORDABILITY (Financial Case)

Capital Implications

The proposed scheme is projected to cost £1,387,800, based on a cost plan produced by Gleeds in June 2023 which includes provision for construction inflation, risk and contingency. The D2N2 bid is for £641,500 (46% Grant funding) with a 54% match funding from Gedling Borough Council. A summary of the funding is below:

D2N2 Grant Funding (Bid submitted)	£641,500
Earmarked Reserves (NNDR Pool)	£160,000
Prudential Borrowing	£586,300

The estimated life of the asset is 40 years and the financial analysis assumes borrowing over 25 years at a current Public Works Loan Board (PWLB) rate of 5.64%.

Financial Implications

The income and expenditure assumptions used are set in **3.5 Key Assumptions and Dependencies**.

The scheme has a positive Net Present Value (NPV) of £140,200 over the life of the Asset (40 years). A positive NPV indicates the project is a viable investment.

The table below is the forecasted impact on the Medium Term Financial Plan (MTFP). It is anticipated across the first 5 years following construction the cost to the council will average £2,400 per annum. However, following annual rental increases, estimated at 3%, by year 6 the scheme will create a net cash inflow to the Council.

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Income	(45,400)	(44,400)	(45,700)	(47,100)	(48,500)	(231,000)
Expenditure	4,400	4,300	4,500	4,600	5,200	23,000
Financing	44,000	44,000	44,000	44,000	44,000	220,100
Net Cost	3,000	3,900	2,800	1,500	700	12,100

Over the 40 year life of the asset, it is anticipated the net cash flow income to be approximately £1,830,400. Furthermore, the scheme is estimated to payback on investment in year 30.

Sensitivity Analysis

Some sensitivity analysis has been conducted around void levels and at what point would the NPV turn negative. The model above assumes 5%, which equates to 3 months every 5 years per unit. If the average annual void levels increase to 12%, which equates to void periods of 7 months every 5 years across all units, the NPV would turn negative. Therefore, void levels of 12% would not make the scheme viable. However, following the market review and low level of voids on the current units we anticipate void levels to be in line with those modelled.

7. ACHIEVABILITY (Project Management Case)

The Project Owner for this Project will be the Head of Welfare and Regeneration, with project oversight provided by CMT and SLT and Cabinet being the approval bodies.

The Project Manager – Business Case development will be the Economic Growth and Regeneration Manager.

The Project Manager – Delivery will reside with the Property Manager, supported by the Apprentice Property Surveyor. A dedicated Technical/Employer Agent will also be appointed, as part of the procurement processes.

In addition, an internal project team has been established and will be responsible for the day-to-day delivery of the project in line with PRINCEII principles to ensure clear lines of communication, appropriate client/design team relationship and management and control of timescale, quality, and cost.

A collaborative approach with regular team meetings will draw on a range of property, economic development, and financial expertise to understand market failure issues affecting the SME group identified and to develop appropriate property and business support intervention.

This team will continue to be involved in the delivery of the project and ensure that the product is fit of purpose and that it meets identified objectives and is supported by appropriate property, financial, legal, and economic skills throughout the life of the project. The property handover and business as usual (lettings) will be managed by Property Services. See also the description of project roles below.

Property Services Manager

The Property Services Manager has the following responsibilities: to manage the work of the Property Services section (including the Building Services Team Leader and Apprentice Property Surveyor) ensuring that work is properly allocated, co-ordinated, prioritised, planned, and completed in accordance with the Council's policies and procedures, relevant legislation, and professional codes.

The post holder has over 10 years' experience in the management of commercial properties and overseeing property management teams. This post will develop the lettings policy for the site and oversee day to day property management activities.

Apprentice Property Surveyor

The Apprentice Property Surveyor has the following responsibilities:

- To assist in the management of the Council's land and buildings.
- To maintain, update and develop accurate records of all assets held by the Council.
- To assist in the management of the Council's operational and commercial sites.
- Assist and support the Property Services Manager in the negotiation and agreement of leases, rent reviews, surrender and renewal of leases, schedules of condition and dilapidations with both tenants and solicitors.
- To produce reports, returns, and information on data enquiries either directly or through team managers, for internal and external audiences.

The post holder currently manages the units and leases of the existing tenants. This post holder will assist with day-to-day property management including marketing and lettings.

Buildings Services Team Leader

The Building Services Team Leader is responsible for the control and supervision of schemes through to completion, for new buildings, alterations, improvements, and extensions.

The post holder has in excess of 20 years' experience of project managing building development schemes from design to implementation. Examples include the King George V Changing Places Toilet and Lambley Lane Sports Changing facilities. This post holder will take the lead role for the client throughout the construction of the project.

Economic Growth & Regeneration Manager

The EGR Manager and the wider team are responsible for employer engagement, business support, recruitment and apprenticeship support provide support services to maximise business growth.

This post holder will take the lead on delivering tailored business support activities and employer engagement and assist in recording and reporting outputs associated with business growth following completion of the construction phase.

Financial Services Manager

The principal finance business partner is responsible for overseeing the financial management of the project and ensuring the appropriate financial procedures and controls are in place and adhered to by team members. This post holder will review the financial business case and grant claims during the life of the project. Responsibilities include:

- Leadership and Management of the Finance Business Partnering Team

- Lead the Council's Revenue and Capital planning, forecasting, and budgeting processes and contribution to MTFP.
- Proactively engage with business and lead the value for money agenda.
- Be integral to departmental decision making.
- To work with colleagues to deliver seamless outcomes to the business.
- To work with business to understand key drivers.
- To complete appropriate commercial analysis and support for ongoing investment.
- Contribute to closer integration between financial and performance information.

The post holder is CIMA qualified and has 30 years' experience working in Local Authority Finance.

Principal Finance Business Partner:

The Finance Business Partner will provide day to day financial support for the project including cost plan, payments, and grant claims.

Responsibilities:

- Proactively engage with business and lead the value for money agenda.
- Be integral to departmental decision making.
- To work with colleagues to deliver seamless outcomes to the business.
- To work with business to understand key drivers.
- To complete appropriate commercial analysis and support for ongoing investment
- Contribute to closer integration between financial and performance information.

The post holder is CIPFA qualified and has over 10 years working in Local Authority Finance.

Legal Services Manager, Deputy Monitoring Officer & Data Protection Officer

The Legal Services Manager provides and procures advice to the Council on legal matters associated with land, funding application conditions and contract matters. This post holder will review any grant offers to ensure that the Council is able to comply with any conditions and provide a strategic overview of procurement and construction contracts.

A wider team including finance and legal staff will provide support to the project.

None of the above posts is 100% funded by the project. Senior manager approval has been secured to ensure the above staff are able to allocate dedicated staff time to support the delivery of the project.

8. TERMS OF REFERENCE (Project Tolerances)

The following terms of reference must be met by the Project:

1. To deliver the project within the agreed total costs of £1,387,769 with an acceptable tolerance limit of 5% overspend
2. To deliver the project within the agreed timescales, with a deadline of September 2024. Any anticipated slippage of the project timescales beyond one month of the deadline shall be reported to the Project Board as soon as possible.
3. The project shall deliver the following, as a minimum:
 - o 4 new business units aimed at SMEs
 - o A new electric charging point
 - o Photo Voltaire units fitted to the roof of both the new and existing units
4. All work shall be carried out in accordance with the Pagabo Framework and meet the needs of the D2N2 LEP funding requirements.

Project Reporting

Project highlight reports shall be provided to the Corporate Management Team, who act as the Project Board at the end of each calendar month, detailing the project progress and highlighting any risks. If there is a forecast that is outside of the tolerances above, then this will be escalated to the Senior Leadership Team.

An Exception Report should be provided to the Project Board whenever any of the terms of reference defined above are **forecast** to be exceeded. It is critical that the Project Board receive notification of any forecast deviation as early as possible.

An Exception Report should also be produced when any significant event, or anticipated event, could impact the project adversely, or when any critical decision needs to be addressed by the Project Board.

An Exception Report should be accompanied by a recommendation as to the best way forward and a plan to avoid or deal with the deviation.

9. SUPPORT SERVICES COMMENTS

Governance and Customer Services		
No Impact.		

Democratic Services

As this is the Council applying for planning permission, the application will need to go through planning committee and can't be delegated (which will add time).
 The budget/spending will need to be established though cabinet/council due to the scale.
 This all looks to be covered in the brief. Advise keeping local Calverton ward members informed of what is happening as well as the parish council.

Financial Services

The comments in the financial implications have been provided by finance. This project is viable providing the funding bid is successful.

Scott Anderson	Principal Finance Business Partner	25/08/2023
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Health and Safety

Before works start/pre-construction phase

Please ensure that the corporate Client officer and construction guidance is fully complied with. Issue the 'pre-contract questionnaire', along with ensuring a robust pre-construction and construction phase plan have been produced and checked. These should consider all site hazards including the presence of hidden, underground services and overhead hazards too. Reasonable checks should be made to ensure suitable and sufficient arrangements are in place with the contractor and any sub-contractors i.e., that they have risk assessments and method statements (RAMS) in place, specific to the work and other necessary arrangements to manage the build.

Confirm the competency of the Contractors – as well as relevant RAMS ask for recent references, evidence of training, membership of trade associations, membership of regulatory professional bodies such as Gas Safe, NICEIC etc, what is their reliance on sub-contractors and how are these vetted, do they have ELI/PLI, do they have an up-to-date H&S policy. Assess the competence against the spec for the works.

The close scrutiny of the pre-construction plan will aid with gaining assurance to the robustness of the plan and ensure your specification and quality of build materials are considered. Materials for use should be UKCA or CE marked.

A general note regarding timeframes, projects with relatively tight deadlines can run the risk of ‘rushing’ which may put any project at risk of breaching H&S legislation and potential reputational damage, high fines and punishments from the HSE.

If the project is expected to last longer than 30 working days and have more than 20 workers working at the same time, at any point or the project will exceed 500 person days, then it will be notifiable to the HSE and the F10 notice must be displayed on site. The NEC Supervisor may be able to assist with this notification, but it is a client duty to ensure the notification has been made.

Working at height, confined space, electrical, gas and hot works on Council premises requires strict controls as part of a permit to work system. (See Permit to work guidance).

Periodic meetings with the Principal contractor and site manager would be advisable and include HSEPO to discuss any H&S and welfare observations, any deviations from the H&S construction phase plans, incidents, near misses etc.

See ‘client’ statutory duties covered in the Client officer and constructions guidance.

Has consideration been given to the needs of neighbouring units during the construction phase e.g., for other ‘welfare’ facilities in the units such as running water, heating, potential ventilation, sanitary conveniences?

The construction phase

As the build will be on a live operational site with other commercial neighbours, traffic management including delivery, access and egress points, waste management, noise and potential dust issues will need to be carefully considered.

Any contractor should be made aware of the Council’s H&S rules and conditions for contractors i.e., that open unsecure skips and telescopic ladders are not permitted on our sites.

Close working with Property Services to consider the H&S arrangements such as, fire management in communal areas performance against the RAMS will need to continue throughout the project.

Asbestos considerations

Please review the management survey for site and ensure a Refurbishment and Demolition survey is completed where asbestos is presumed to be in place on the existing structures. Ensure compliance with the Council’s Asbestos management guidance.

Rebecca Hutchinson	Health, Safety & Emergency Planning Manager	22/08/2023
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Legal Services		
<p>Legal will need to input into contract preparation but the timescales set out are feasible subject to budget approvals being obtained. Advice on reports will be provided when necessary.</p> <p>We must ensure best value in terms of future rental and that market rent is achieved. Subsidy advice has already been sought in relation to the bid but legal will want to check any funding agreement, particularly in respect of claw back provisions.</p> <p>Whilst the Council own the site the original Calverton development was undertaken as part of a consortium with the County Council and The Development Commission. The agreement that we entered into with the consortium related to the original scheme of development on the site and each party contributed towards the capital sum for the development in return for a proportion of rent received for the first 15 years of the units' use. After 15 years any income was distributed between the County and Gedling only. There are restrictions in relation to disposal of the site and any variation to the scheme which would require consent of the consortium. Although the arrangement related to the scheme under the original planning permission. If this were seen as a variation to that scheme as it relates to the same land, consent from the consortium may be required to develop and to ensure income is retained by Gedling.</p> <p>Legal will need to ensure that any covenants in respect of the land are complied with or released.</p> <p>Also, there are potential risks if the site cannot be leased which may need to be included in the risks section.</p> <p>Finally legal will need to be advised in relation to any new rental agreements to ensure they are in place before the units are occupied.</p>		
Fran Whyley	Monitoring Officer	29/08/2023

Organisational Development		
No specific comments		
David Archer	Head of OD	29/08/2023

Procurement Services		
<p>Initial discussions with the procurement officers have been held for advice on suitable frameworks. Once there is approval for the scheme, further work will be required to agree the procurement process and associated timescales to fit into the project timetable.</p>		
Sandy Williams	Procurement Officer	29/08/2023

Property Services

The Property department is aware of this project and is able to provide support within required timeframes from existing resources. From local knowledge and business premise enquiries the team receives, we are confident that there is demand for these types of units.

Emma Wimble	Property Services Manager	17/08/2023
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10. SENIOR LEADERSHIP TEAM APPROVAL

Please select one of three options:

SENIOR LEADERSHIP TEAM APPROVAL

Approval / Rejection Options	Name	Role	Date
Programme definition approved			
Programme definition approved, pending minor changes			
Programme definition not approved, major changes required – must be re-submitted			

Comments:

Submitted to senior leadership team 22/08/2023, with approval to proceed to Cabinet and Council.

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Report to Council

Subject: Appointment of Independent Remuneration Panel members

Date: 20 September 2023

Author: Democratic Services Manager

Purpose

To seek approval to appoint Martyn Thorpe and Kelly Richardson as members of the Independent Remuneration Panel.

Recommendation:

That Members approve the appointment of Martyn Thorpe and Kelly Richardson as members of the Independent Remuneration Panel

1 Background

- 1.1 The Local Authorities (Member's Allowances) (England) Regulations 2003 requires that each council has an Independent Remuneration Panel, which consists of a minimum of three people.
- 1.2 At the July Council meeting, having received the report on the current year's remuneration and retirement of a member of the panel, members agreed to launch a recruitment exercise to fill the current vacancy and recruit an additional panel member. The recruitment exercise was launched on 1 August with a closing date of 25 August and the opportunities were advertised on the Council's website, through social media, to parish and borough councillors and to groups across the borough.
- 1.3 As per the agreement at the July meeting, a cross party interview panel was formed, which consisted of one member from each political party. The interview panel, consisting of Councillors Elliott, Rachael Ellis and Hughes interviewed applicants on the morning of Thursday 31 August and unanimously agreed to recommend two candidates, Martyn Thorpe and Kelly Richardson for appointment.
- 1.4 The candidates recommended by the panel have been notified and have both accepted the position, subject to the approval of Council. If approved then a meeting of all the panel members will take place in October, which will allow members to review and agree a process for the review of members allowances for the upcoming

year.

2 Proposal

It is proposed that Council agree to the appointment of Martyn Thorpe and Kelly Richardson as members of the Independent Remuneration Panel.

3 Alternative Options

Members could determine not to approve the appointments to the IRP, however three panel members are required in accordance with regulations and an additional member will ensure meetings are quorate.

4 Financial Implications

On appointment, the panel members will be entitled to an allowance of £300 per year, which can be met from existing budgets.

5 Legal Implications

There is a legal requirement to have an Independent Remuneration Panel. There is no requirement to have four members, however, it is helpful to ensure future meetings are quorate.

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

None

9 Background papers

Council report – Member allowance scheme and recruitment to Independent Remuneration Panel – 12 July 2023 [Develop and begin implementation of Action Plan for Arnold Town Centre, in partnership with Arnold Business Forum and other stakeholders \(gedling.gov.uk\)](#)

10 Reasons for Recommendations

To ensure the Council has a well-functioning Independent Remuneration Panel, as required by legislation.

Statutory Officer approval

Approved by the Chief Financial Officer

Date: 11.09.2023

Approved by the Monitoring Officer

Date: 11.09.2023

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Report to Council

Subject: Overview & Scrutiny annual report

Date: 20 September 2023

Author: Democratic Services Manager

Purpose

To present the Overview & Scrutiny annual report to council.

Recommendation

That members:

Note the Overview & Scrutiny annual report

1 Background

As part of its work programme the Overview & Scrutiny Committee is required to prepare an annual report, which highlights work undertaken by the committee over the preceding year, for submission to Council.

The Overview & Scrutiny annual report attached at **Appendix 1**. This includes a summary of work undertaken by the committee during 2022/23. Members are asked to note the report.

2 Financial implications

There are no financial implications arising from this report.

3 Legal implications

There are no legal implication arising from this report.

4 Equalities implications

There are no equality implications arising from this report.

5 Carbon Reduction/Environmental Sustainability implications

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

6 Appendices

Appendix 1 - Overview & Scrutiny Committee annual report

OVERVIEW AND SCRUTINY ANNUAL REPORT 2022/23



The Overview & Scrutiny annual report highlights activity and the work of the committee and its working groups during the preceding year.

What does the Overview & Scrutiny Committee do?

All local authorities operating a cabinet system will have at least one Overview & Scrutiny Committee. The overview and scrutiny role is carried out by non-cabinet members, Gedling has one politically balanced committee of thirteen. The committee meets roughly every eight weeks and like most council meetings it is open to the public.

The committee is not a decision making body but one which monitors and influences those that do it, is a mechanism for achieving open and democratic accountability.

The role of the Overview & Scrutiny Committee is to ask questions, to assure themselves that issues are being addressed and emerging risks are recognised and acted upon. Effective scrutiny utilises information and ideas from a wide range of sources and involves holding the Council and other organisations to account, providing 'critical friend' challenge to the councils' executive and other service providers. In doing this members seek to reflect the aspirations and concerns of local residents and communities.

Scrutiny is a flexible process and can be carried out in a variety of ways. Areas of enquiry can be drawn from:

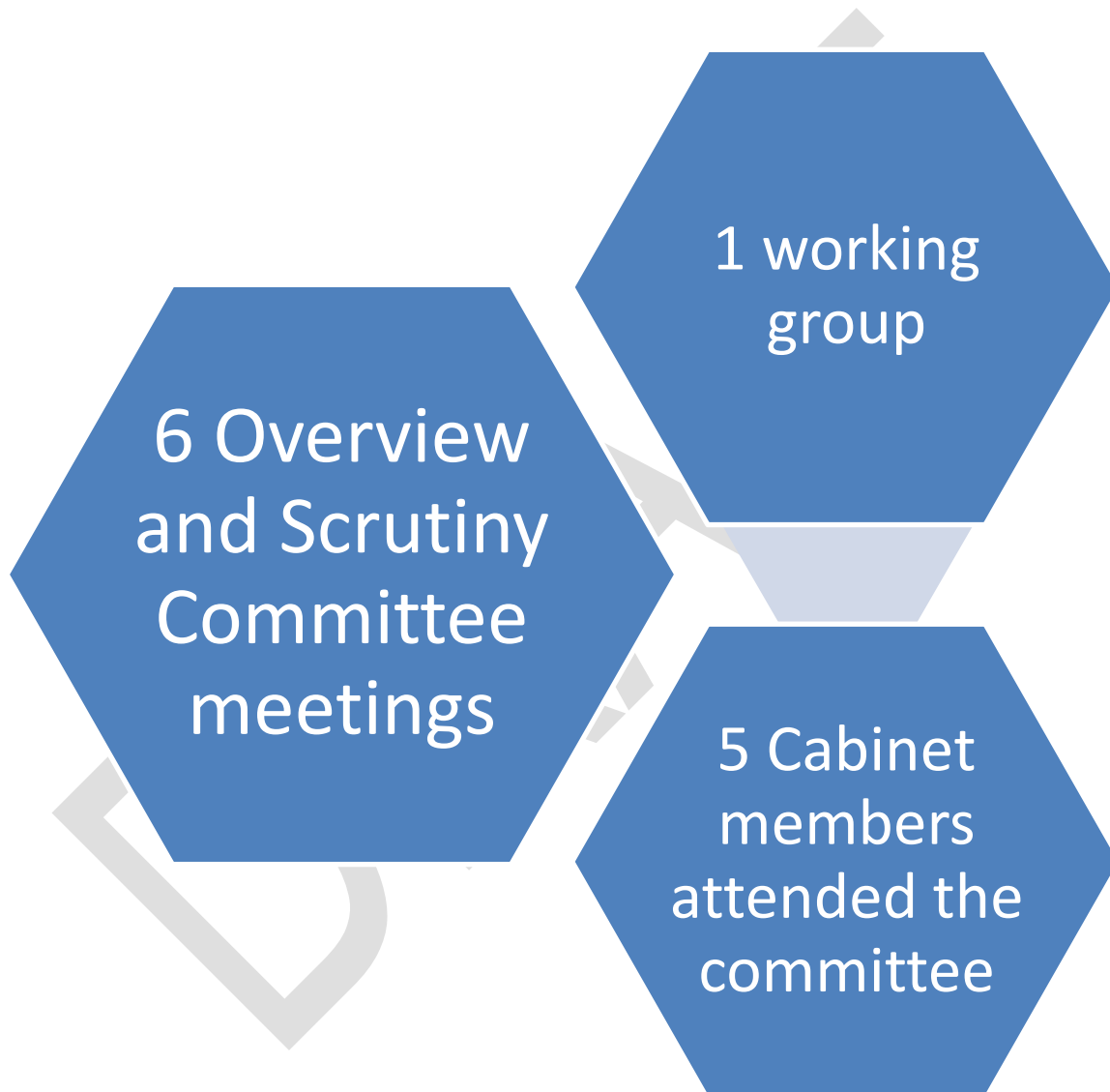
- Performance reports
- The Corporate Risk Scorecard
- Compliments and Complaints data
- The results of the Gedling Conversation
- Matters of local interest raised by members of the committee
- Issues raised by the wider Council membership
- Public and community engagement

At Gedling, the Overview & Scrutiny Committee's role in performance monitoring enables members to scrutinise detailed performance information on a quarterly basis to help identify areas of performance that require improvement. The committee also considers the Council's Forward Plan. The Forward Plan is a document that contains details of key executive decisions the Cabinet, cabinet members and officers are likely to take over a six month period, this enables the committee to monitor the executive decision making programme and undertake pre decision scrutiny if they consider there is an issue of concern.

What Overview & Scrutiny does not do?

The committee is not a mechanism for the investigation of individual complaints, the Council has a separate process for this. It is also not able to look at individual planning or licensing decisions.

Work carried out during 2022/23



Scrutiny Working Groups

Working groups do much of the work of the committee by providing members' with the opportunity to investigate issues in depth and recommend improvements through the gathering, and consideration, of evidence from a broad range of sources. This enables robust and effective challenge, as well as an increased likelihood of

delivering outcomes. The Overview and Scrutiny Committee reports its recommendations to the Cabinet which then decides whether the recommendations will be accepted and acted upon, and if not, why not.

Sewerage review working group

This working group was established to examine the impact of sewerage discharge into the rivers and waterways in the area and to review options and make recommendations to better the situation.

The group met five times and heard from the following stakeholders:

- Mike Avery, Head of Development and Place at Gedling Borough Council
- Kevin Nealon, Community Protection Manager at Gedling Borough Council
- Trent River Trust
- Environment Agency
- Severn Trent
- Wildlife Trust
- Sim Duhra, Climate Change Officer at Gedling Borough Council
- County Council officers

At each meeting, members heard how the sewerage issues affected each stakeholder differently, what measures they currently had in place to combat the issues and what they would recommend to be done to further aid these issues in the future.

Most of the information gathered during the review concluded that the most effective things the council could do were:

- help reduce the amount of water going into the sewerage system; and
- educate residents to reduce the disposal of damaging products into the sewerage system

Members were pleased to have had the opportunity to review the sewerage process and made the following recommendations to Cabinet:

- 1) Raises general awareness of pollution issues;
- 2) Promotes permeable driveways and surfaces;
- 3) Raises awareness on what the public can flush, endorsing existing relevant campaigns;
- 4) Ensuring that, where feasible, new developments utilise sustained urban drainage systems;
- 5) Consults Severn Trent on all major developments in the borough, to ensure they can give information on best placed drainage sites based on current systems in place;

- 6) Actively engages with Severn Tent through the established Gedling developers forum; and
- 7) Educates residents on money saving ideas regarding the installation of water flow and drainage devices

All recommendations were received and discussed at Cabinet on 6 July 2023 and a response will be given at the next Overview & Scrutiny committee meeting.

Future Work Programme 2023/24

The committee has recently agreed a new work programme for the forthcoming municipal year. Key to developing the overview and scrutiny work programme is ensuring that the issues that really matter to local residents are reflected in the work for the year ahead.

Scrutiny of cabinet members will remain central to the work of the committee and working with external organisations will play an important part of the committees work as it looks to find improvements to important local issues.

The work programme will be considered at each committee to enable it to remain flexible and to respond to current issues. The committee will strive to continue to deliver an interesting, varied and challenging work programme.

MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 21 June 2023

Councillor John Clarke (Chair)

Councillor Michael Adams
Councillor Paul Hughes

Councillor Marje Paling
Councillor Viv McCrossen

Absent:

Officers in Attendance: D Archer and C McCleary

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

No apologies were received.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 MARCH 2023

RESOLVED:

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

3 DECLARATION OF INTERESTS

None.

4 RECRUITMENT AND SELECTION TRAINING

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, informing Members of a summary training briefing in respect to recruitment and selection and recommending attendance at a more detailed interactive training session at the end of the meeting.

RESOLVED to:

- 1) Note the previously issued summary training/guidance paper at Annex 1; and
- 2) Attend the recruitment and selection training session being delivered at the close of the formal committee meeting.

5 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

6 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(a)(4) of the Local Government Act 1972 the public and press be excluded from the meeting during consideration of the ensuing reports on the grounds that the reports involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12a of the Local Government Act 1972.

7 REVIEW OF GIFTS AND HOSPITALITY CODE OF PRACTICE FOR MEMBERS AND OFFICERS

Consideration was given to a report of the Monitoring Officer, which had been circulated in advance of the meeting, seeking approval to commence consultation with Trade Unions on the proposed changes to the Gifts and Hospitality Policy and Code of Practice for Members and Officers.

RESOLVED:

To approve the draft Gifts and Hospitality Policy and Code of Practice at Appendix 1, to be circulated for consultation as detailed in the report, subject to additional wording in reference to obtaining details of the approximate value of a gift or hospitality invitation from the provider, wherever there is uncertainty.

The meeting finished at 10.30 am

Signed by Chair:
Date:

MINUTES STANDARDS COMMITTEE

Thursday 22 June 2023

Councillor Paul Feeney (Chair)

Councillor David Brocklebank Councillor Clive Towsey-Hinton
Councillor Andrew Ellwood

Absent: Councillor Stuart Bestwick, Councillor Boyd Elliott
and Rosalie Hawks

Officers in Attendance: C Goodall and F Whyley

1 APOLOGIES FOR ABSENCE

Apologies were received from Rosalie Hawks.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 15 DECEMBER 2022

RESOLVED:

That the minutes of the above meeting, having been circulated, be approved as a correct record, subject to a correction to add Councillor Michael Payne to the absentees list.

3 DECLARATION OF INTERESTS

None.

4 RECRUITMENT OF CO-OPTED PARISH REPRESENTATIVE

The Monitoring Officer introduced a report, which had been circulated in advance of the meeting, seeking approval to commence recruitment to fill the vacant post of co-opted parish representative.

The interview panel members agreed were Councillors Feeney (Labour) and Towsey-Hinton (Liberal Democrat), plus a councillor from the Conservative Party who were absent from the meeting. It was agreed that The Monitoring Officer would contact the remaining two members outside of the meeting and ask for a volunteer to join the interview panel.

RESOLVED to:

- 1) Authorise the Monitoring Officer to commence the recruitment process for a co-opted parish council representative to join the Standards Committee
- 2) Establish an interview panel of 3 members drawn from the membership of the Standards Committee; and
- 3) Agree that the panel shall bring a recommendation as to appointment to the next meeting of this Committee

5 REVIEW OF THE CODE OF CONDUCT

The Monitoring Officer introduced a report, which had been circulated in advance of the meeting, seeking approval to commence a review of the Members Code of Conduct.

The Monitoring Officer informed the committee that Rosalie Hawks had expressed an interest in joining the working group. The remaining working group members agreed were Councillors Feeney (Labour) and Towsey-Hinton (Liberal Democrat), plus a councillor from the Conservative Party who were absent from the meeting. It was agreed that The Monitoring Officer would contact the remaining two members outside of the meeting and ask for a volunteer to join the working group.

RESOLVED to:

- 1) Agree to the establishment of a working group to support the Monitoring Officer in a review of the Member's Code of Conduct
- 2) Agree to a consultation on changes to the Code of Conduct with stakeholders and residents as detailed in this report

6 GIFTS AND HOSPITALITY 2022/23

The Monitoring Officer introduced a report, which had been circulated in advance of the meeting, informing the Standards Committee of gifts and hospitality received between 1 April 2022 and 31 March 2023 and to identify any issues arising from the annual review of the Register of Gifts and Hospitality.

RESOLVED:

To note the details of the annual review of gifts and hospitality.

7 CODE OF CONDUCT COMPLAINTS UPDATE

The Monitoring Officer introduced a report, which had been circulated in advance of the meeting, informing members of complaints received between 15 December 2022 and 22 June 2023.

RESOLVED:

That the report be noted.

8 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 6.25 pm

Signed by Chair:
Date:

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MINUTES AUDIT COMMITTEE

Tuesday 27 June 2023

Councillor Kyle Robinson-Payne (Chair)

Councillor Roy Allan	Councillor Paul Hughes
Councillor Sandra Barnes	Councillor Alison Hunt
Councillor Helen Greensmith	Councillor Ruth Strong

Absent: Councillor Jim Creamer

Officers in Attendance: C Goodall and M Hill

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillor Creamer. Councillor Allan attended as substitute.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 14 MARCH 2023

RESOLVED:

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

3 DECLARATION OF INTERESTS

None.

4 BDO (INTERNAL AUDIT) - PROGRESS REPORT

The Chair informed the committee that items 5, 6 and 7 on the agenda had been deferred as the reports prepared by BDO were received late and contained a number of errors, therefore he didn't feel it was beneficial to bring them to the meeting. He concluded that an extra meeting would be scheduled in July to receive those reports, so that members could read through them, digest the information and bring any questions or comments to that meeting.

5 BDO (INTERNAL AUDIT) - BUSINESS CONTINUITY AND EMERGENCY PLANNING REPORT

This item was deferred to a future meeting.

6 BDO (INTERNAL AUDIT) - DRAFT ANNUAL OPINION

This item was deferred to a future meeting.

7 MAZARS (EXTERNAL AUDIT) - AUDIT PROGRESS REPORT

The Chair moved this item forward on the agenda.

The External Auditor introduced the External Audit Progress Report for the year ended 31 March 2022 prepared by Mazars, the Council's External Auditor, which had been circulated in advance of the meeting.

RESOLVED:

To receive the Auditor's Audit Progress Report for the year ended 31 March 2022 prepared by Mazars.

8 CORPORATE RISK MANAGEMENT SCORECARD QUARTER 4 2022/23

The Chief Executive introduced the report, which had been circulated in advance of the meeting, updating members on the current level of assurance that could be provided against each corporate risk.

Following a request by Councillor Greensmith, the Chief Executive agreed to accommodate a closed session prior to a future committee meeting, in order to provide an update to committee members in relation to the ongoing alleged fraud investigation.

RESOLVED:

To note the progress of actions identified within the Corporate Risk Register.

9 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 6.50 pm

Signed by Chair:
Date:

MINUTES CABINET

Thursday 6 July 2023

Councillor Jenny Hollingsworth (Chair)

Councillor David Ellis
Councillor Kathryn Fox
Councillor Viv McCrossen

Councillor Marje Paling
Councillor Lynda Pearson
Councillor Henry Wheeler

Absent: Councillor John Clarke and Councillor Michael Payne

Officers in Attendance: C McCleary, T Adams, D Archer and F Whyley

7 APPOINTMENT OF CHAIR

Councillor Jenny Hollingsworth was elected as Chair for the meeting.

8 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Clarke and Payne.

9 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 8 JUNE 2023

RESOLVED:

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

10 DECLARATION OF INTERESTS

Non-pecuniary interests were declared by Councillors Hollingsworth, Paling and Pearson, in relation to item 5, as members of the sewerage review working group.

11 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 six month period.

RESOLVED:

To note the report.

12 SEWERAGE REVIEW WORKING GROUP RECOMMENDATIONS

Councillor Rachael Ellis introduced a report, which had been circulated in advance of the meeting, presenting recommendations of the working group that considered issues surrounding sewerage and waterways across the borough.

RESOLVED to:

- 1) Note the report and recommendations of the working group; and
- 2) Provide a written response to the Overview and Scrutiny Committee within 28 days of receipt of the report.

13 ANNUAL REPORT 2022-23

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking Cabinet agreement to the wide publication of the proposed Annual Report for 2022/23.

RESOLVED:

To approve the Annual Report for 2022/23 for wide publication internally and externally as described within the report.

14 GEDLING PLAN Q4 AND YEAR END PERFORMANCE REPORT

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, informing Cabinet of the position against improvement actions and performance indicators in the 2022/23 Gedling Plan at the end of quarter 4 and year end.

RESOLVED:

To note the progress against improvement actions and performance indicators for quarter 4 and the full year of 2022/23 Gedling Plan.

15 ANNUAL TREASURY ACTIVITY REPORT 2022/23

The Financial Services Manager and Deputy S151 Officer introduced a report, which had been circulated in advance of the meeting, informing Members of the 2022/23 prudential code indicators and to advise Members on treasury activity.

RESOLVED:

To approve the Annual Treasury Activity report for 2022/23 and refer it to full Council for approval.

BUDGET OUTFURN AND BUDGET CARRY FORWARDS 2022/23

The Financial Services Manager and Deputy S151 Officer introduced a report, which had been circulated in advance of the meeting, informing Members of the budget outturn and budget carry forwards for 2022/23.

The report also asked Cabinet to note the final outturn position for 2022/23 and:

- 1) Approve the movements on earmarked reserves and provisions;
- 2) Approve the Chief Finance Officer's recommendation to reclassify earmarked reserves into the General Fund Balance;
- 3) Note the capital carry forward budgets approved by the Chief Finance Officer in accordance with financial regulations;
- 4) Approve the carry forward of non-committed capital budgets from 2022/23 as additions to the 2023/24 budget in accordance with financial regulations; and
- 5) Recommend that Council approve the method of financing the 2022/23 capital expenditures which includes making the determinations required for the minimum revenue provision.

RESOLVED to:

- 1) Note the budget outturn figures for 2022/23;
- 2) Approve the Chief Finance Officer's decision to reclassify £253,500 of earmarked reserves to the General Fund Balance as detailed in paragraph 2.2 of the report;
- 3) Approve the movements in earmarked reserves and provisions as detailed in paragraph 2.6 of the report;
- 4) Note the capital carry forwards approved by the Chief Finance Officer included in appendix 6 to the report, being amounts not in excess of £50,000 and committed schemes above £50,000;
- 5) Approve the capital carry forwards of £2,186,100 included in appendix 6 to the report for non-committed schemes in excess of £50,000; and
- 6) Refer to full Council for approval:
 - i. The overall method of financing of the 2022/23 capital expenditure as set out in paragraph 3.4; and

- ii. The determination of the minimum revenue provision for the repayment of debt as set out in paragraph 3.5.

17 ANY OTHER ITEMS THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 3.13 pm

Signed by Chair:
Date:

MINUTES OVERVIEW AND SCRUTINY COMMITTEE

Monday 10 July 2023

Councillor Catherine Pope (Chair)

Councillor Russell Whiting	Councillor Paul Hughes
Councillor Roy Allan	Councillor Grahame Pope
Councillor David Brocklebank	Councillor Martin Smith
Councillor Lorraine Brown	Councillor Sam Smith
Councillor Rachael Ellis	Councillor Michelle Welsh

Apologies for absence: Councillor Sandra Barnes and Councillor Andrew Dunkin

Officers in Attendance: M Hill, B Hopewell and E McGinlay

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Barnes and Dunkin.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 23 MARCH 2023

RESOLVED:

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

3 DECLARATION OF INTERESTS

None.

4 CORPORATE RISK MANAGEMENT SCORECARD Q4 2022/23

The Chief Executive introduced a report, which had been circulated in advance of the meeting, updating members on the current level of assurance that can be provided against each corporate risk and to allow the committee to ask questions of the report.

Members discussed the recent announcement of VAT refunds for leisure activities and queried whether the funds will go back to the customer or kept by the council and if so, what the monies would be spent on.

The Chief Executive explained that it was being looked into and a definitive decision had not been reached but that it would be communicated with Members at the earliest opportunity.

Members raised queries surrounding the provisions for outdoor workers such as PPE and the facilities available for female employees.

The Chief Executive confirmed that this was something that would be looked into and where possible improved, noting that measures for Health and Safety would be prioritised.

Members asked for clarification on the equality review and asked whether this was on track to be completed.

The Chief Executive explained that the review is progressing well but informed members that some actions were still outstanding.

Members discussed the risk register and queried whether the council had targets in place for risks.

The Chief Executive explained that there were targets and these would be included when reporting against risks going forward.

RESOLVED:

To note the information.

5

GEDLING PLAN Q4 AND YEAR END PERFORMANCE REPORT

The Chief Executive introduced a report of the Senior Leadership Team, which had been circulated in advance of the meeting, informing members of the position against improvement actions and performance indicators in the 2022/23 Gedling Plan at the end of quarter 4 and year end.

Members discussed waste management and recycling and queried details of the Veolia contract, such as when it would be up for renewal and whether Gedling and other District Councils can influence the contract.

The Chief Executive informed members that the contract was not up for renewal for many years and noted that Gedling Borough Council would have limited, if any influence on the contract as it was the decision of Nottinghamshire County Council.

During the discussion around recycling, members noted it was hard to navigate what items could and couldn't be recycled and asked whether the council can offer residents some further information on this.

It was noted that recycling information was advertised in the Contacts magazine on a regular basis but that additional adverts could be looked into.

Members raised concerns surrounding the current waiting time for council housing, how many people were currently in temporary housing accommodation and what facilities were used to facilitate their accommodation.

The Chief Executive confirmed that temporary housing was an issue for all councils at this time and that performance indicators would reflect this. He noted that the council tracked key statistics relating to temporary accommodation for each family and that these were kept under review. It was confirmed that there was a shortage of available accommodation so that why bed and breakfasts were used by most authorities and why wait times were especially long for large families as large homes were less available.

Members requested that statistics for the councils housing waiting lists can be circulated to them, to which the Chief Executive agreed.

It was then agreed to make this subject an item of focus, inviting an officer to offer more information at a future committee. Members also asked for more detailed reporting of performance indicators to include details of when indicators were below target, the reasons for this and when targets would be met or revised.

Members questioned whether the complaints process was accessible and offered ease of use to residents or if this was considered as a reason for the reduction in complaints. They also queried whether the council monitored the diversity of the residents submitting complaints to inform their policy and its reach.

The Chief Executive confirmed he would ask that the process be reviewed to assess ease of use but did confirm that it was monitored in terms of equality.

RESOLVED:

To note the information.

6

SCRUTINY WORK PROGRAMME

The Democratic Services Manager introduced a report, which had been circulated in advance of the meeting, providing an update on the scrutiny work programme which has been drafted in consultation with the chair, vice chair and committee. It was noted that the Committee would need to review the draft work programme and identify their key priorities and any further areas for examination for the 2023/24 year.

Members discussed the proposed plan and confirmed they would also like to add some items, including reports on the council's equality action plan, the current state of the housing lists and policy. They also expressed their wishes to start a working group to scrutinise previous funding bids and what could be done to inform and improve future ones.

RESOLVED to:

Note the current work programme, adding items as discussed.

7 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 6.50 pm

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 11 July 2023

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Alex Scroggie
Councillor Lorraine Brown Councillor Martin Smith
Councillor Rachael Ellis Councillor Clive Towsey-Hinton
Councillor Des Gibbons Councillor Paul Wilkinson
Councillor Julie Najuk

Absent: Councillor Boyd Elliott and Councillor Sue Pickering

Officers in Attendance: J Brough, L Chaplin and B Hopewell

9 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillors Elliott and Pickering, Councillor Brown attended as substitute.

10 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 13 JUNE 2023

RESOLVED:

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

11 DECLARATION OF INTERESTS.

None.

12 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

13 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

14 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - MRQ

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for MRQ.

MRQ attended the meeting along with a representative and they both addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED:

To refuse MRQ's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

MRQ was advised of the right of appeal against the decision of the Committee.

15 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - AH

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for AH.

AH attended the meeting and he addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED:

To refuse AH's application for a Joint Hackney Carriage/Private Hire Driver's Licence.

AH was advised of the right of appeal against the decision of the Committee.

The meeting finished at 5.50 pm

Signed by Chair:
Date:

MINUTES AUDIT COMMITTEE

Tuesday 25 July 2023

Councillor Kyle Robinson-Payne (Chair)

Councillor Sandra Barnes	Councillor Paul Hughes
Councillor Jim Creamer	Councillor Alison Hunt
Councillor Helen Greensmith	Councillor Ruth Strong

Absent: None

Officers in Attendance: T Adams, C Goodall and F Whyley

Guests in Attendance: G Dulay (Internal Audit Director – BDO) and M Armstrong (Internal Auditor – BDO)

10 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

None.

11 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 27 JUNE 2023

RESOLVED:

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

12 DECLARATION OF INTERESTS

None.

13 INTERNAL AUDIT PROGRESS REPORT AND BUSINESS CONTINUITY AND EMERGENCY PLANNING INTERNAL AUDIT REPORT

The Internal Auditor introduced the Internal Audit Report and Business Continuity and Emergency Planning Internal Audit Report which summarised the outcome of internal audit activity completed by the BDO Internal Audit Team for the period March 2023 to June 2023.

RESOLVED to:

- 1) Note the Internal Audit Progress Report detailing the delivery of the 2022/23 Internal Audit Plan and the commencement of work for the 2023/24 Internal Audit Plan; and

- 2) Note the Business Continuity and Emergency Planning Internal Audit Report.

14 INTERNAL AUDIT DRAFT ANNUAL REPORT

The Internal Audit Director introduced a report providing the Head of Audit Opinion based on the outcome of the internal audit activity completed by the BDO Internal Audit Team in accordance with the approved 2022/23 Internal Audit Plan.

RESOLVED:

To note the draft Internal Audit Annual Report and Head of Internal Audit Opinion for 2022/23.

15 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 6.23 pm

Signed by Chair:

Date:

MINUTES PLANNING COMMITTEE

Wednesday 26 July 2023

Councillor Roy Allan (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Helen Greensmith
 Councillor Michael Adams Councillor Lynda Pearson
 Councillor Sandra Barnes Councillor Catherine Pope
 Councillor Stuart Bestwick Councillor Grahame Pope
 Councillor David Ellis Councillor Ruth Strong
 Councillor Andrew Ellwood Councillor Jane Walker
 Councillor Des Gibbons Councillor Henry Wheeler

Absent: Councillor Ron McCrossen and Councillor Sam Smith

Officers in Attendance: M Avery, N Bryan, C Goodall, C Miles and N Osei

12 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Smith. Councillor Adams attended as substitute.

13 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 21 JUNE 2023

RESOLVED:

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

14 DECLARATION OF INTERESTS

The Chair declared a collective non-pecuniary interest on behalf of all members of the committee in items 9 and 10 on the agenda, as Gedling Borough Council were the applicant.

15 APPLICATION NO. 2021/0934 - LAND NEXT TO PEPPERPOTS, MAPPERLEY PLAINS, MAPPERLEY

Erection of 8 detached dwellings and 3 apartment buildings (comprising 29 flats).

Ron Hodges, a Trustee of 3rd Woodthorpe St Marks Scout Group, spoke in objection to the application.

The Principal Planning Officer informed members that further to the publication of the report, additional comments had been received from Nottinghamshire County Council, who had identified that a contribution of £18,500 was sought towards bus stop improvements in the area. He had noted the additional letters from objectors as reported to members that raised concerns in relation to possible noise pollution, air pollution and the removal of hedges which raised no new issues.

He then went on to introduce the report.

He concluded that the application was recommended for approval subject to the signing of a Section 106 agreement to include contributions to public transport and subject to the conditions as outlined in the committee report.

Following debate, the Principal Planning Officer proposed an amendment to Condition 19 – in relation to boundary treatments as follows:

Condition 19

Prior to the commencement of the development, no part of the development shall be brought into use until details of all the boundary treatments proposed for the site including types, height, design and materials, have been submitted to and approved in writing by the local planning authority. Development shall be completed in accordance with the approved details.

RESOLVED:

To GRANT PLANNING PERMISSION: Subject to the owner entering into planning obligations secured through a s106 agreement with the Borough Council as the Local Planning Authority and the County Council as Education Authority to secure a local labour agreement, affordable housing and financial contributions towards public transport, education, primary care, public open space and maintenance of the same and monitoring fees; and subject to the updated conditions listed for the reasons set out in the report.

1. The development hereby permitted shall commence before the expiration of 3 years from the date of this permission.
2. This permission shall be read in accordance with the application form and following list of approved drawings:

N1538_127_L_ PROPOSED siteplan / roofplan
N1538_128_G_ PROPOSED ground floor (west)
N1538_129_K_ PROPOSED ground floor (east)

N1538_130_E_ PROPOSED Building B Elevations
N1538_132_E_ PROPOSED Building A Elevations
N1538_133_C_ PROPOSED Building A Ground floor plan
N1538_134_C_ PROPOSED Building A First floor plan
N1538_135_C_ PROPOSED Building A Second floor plan
N1538_136_C_ PROPOSED Building A Roof plan
N1538_137_E_ PROPOSED Building B Ground floor plan
N1538_138_E_ PROPOSED Building B First floor plan
N1538_138_E_ PROPOSED Building B First floor plan
N1538_139_D_ PROPOSED Building B Second floor plan
N1538_141_D_ PROPOSED Building B Roof plan
N1538_142_E_ PROPOSED Building C Ground floor plan
N1538_143_E_ PROPOSED Building C Upper floor plans
N1538_144_D_ PROPOSED Building C Elevations
N1538_145_E_ PROPOSED Long Street Elevations
N1538_146_E_ PROPOSED First floor house plans
N1538_147_C_ PROPOSED Sections through site
N1538_149_A_ Location Plan

3. Prior to above ground works commencing details of materials to be used in the external appearance of the development shall be submitted to and approved in writing by the Local Planning Authority. Development shall proceed in accordance with the details as approved.
4. No development shall be brought into use on any part of the application site unless or until junctions to the West/East of Colliery Way and access off Mapperley Plains have been provided as shown for indicative purposes only on the attached plan reference no. N1538-127-L.
5. No part of the development hereby permitted shall be brought into use until the parking/turning/servicing areas are provided in accordance with the approved plan reference no. N1538-127-L. The parking/turning/servicing areas shall not be used for any purpose other than parking/turning/loading and unloading of vehicles
6. None of the five dwellings to be accessed off Mapperley Plains shall be occupied until a Traffic Regulation Order banning right hand turning on exiting the site as shown for indicative purposes only on drawing ref TP2250549/40 has been processed. The scheme to prevent the right hand turn shall then be implemented in accordance with the approved details prior to first occupation.
7. No part of the development hereby permitted shall be brought into use until provision has been made within the application site for parking of cycles in accordance with details submitted to and approved in writing by the Local Planning Authority. The cycle facilities shall be located near to the main entrance to the

development, be covered, lockable and secure and that area shall not thereafter be used for any purpose other than the parking of cycles.

8. Prior to the commencement of development, the following shall be complied with:

Site Characterisation

An assessment of the nature and extent of any potential contamination has been submitted to and approved in writing by the Local Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. Moreover, it must include; a survey of the extent, scale and nature of contamination and; an assessment of the potential risks to: human health, property, adjoining land, controlled waters, ecological systems, archaeological sites and ancient monuments.

Submission of Remediation Scheme

Where required, a detailed remediation scheme (to bring the site to a condition suitable for the intended use by removing unacceptable risks to critical receptors) should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures.

9. In the event that remediation is required to render the development suitable for use, the agreed remediation scheme shall be implemented in accordance with the approved timetable of works. Prior to occupation of any building(s) a Verification Report (that demonstrates the effectiveness of the remediation carried out) must be submitted and approved in writing by the Local Planning Authority.
10. In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements above, and where remediation is necessary a remediation scheme, together with a timetable for its implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.

11. Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP.
12. The noise mitigation identified in the noise report submitted in support of the application (ref: 784-B038289, dated May 2022), contained in section 6.0, shall be completed prior to occupation of any properties identified as being affected.
13. Prior to above grounds works commencing, the acoustic fence shown to be re-located to the eastern edge of the site, as identified on drawing N1538-127-L, shall be in-situ.
14. A) No demolition/development shall take place/commence until a programme of archaeological work including a Written Scheme of Investigation has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:
 1. The programme and methodology of site investigation and recording
 2. The programme for post investigation assessment
 3. Provision to be made for analysis of the site investigation and recording
 4. Provision to be made for publication and dissemination of the analysis and records of the site investigation
 5. Provision to be made for archive deposition of the analysis and records of the site investigation
 6. Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.

B) No demolition/development shall take place other than in accordance with the Written Scheme of Investigation approved under condition (A).

C) The development shall not be occupied until the site investigation and post investigation assessment has been

completed in accordance with the programme set out in the Written Scheme of Investigation approved under condition (A) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.

15. No part of the development hereby approved shall commence until a detailed surface and foul water drainage scheme based on the principles set forward by the approved Flood Risk Assessment (FRA) and drainage strategy dated 24 May 2023 (ref: MPNH-BSP-ZZ-XXRP-C 0001-P02_Flood_Risk_Assessment), has been submitted to and approved in writing by the Local Planning Authority. Development shall proceed in accordance with the details as approved.
16. From the date of first occupation of plots 1-8 built on site shall be provided with access to electric vehicle (EV) charge point(s) in line with Part S of the Building Regulations. All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice

Prior to the occupation of building(s) A-C hereby permitted, details shall be submitted to and approved in writing by the Local Planning Authority as to the position within the development of a minimum of five (5) Electric Vehicle Recharging Points [minimum four EV points serving Buildings A and B (two at each) and minimum one to Building C]. Charge points must have a minimum power rating output of 7kW, capable of providing a safe overnight charge to an electric vehicle.

All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice.

17. The development hereby approved shall completed in accordance with the mitigation identified in para 6.2 of the updated ecological report (dated April 2023 ref TS 2023/03/700), namely a qualified ecologist shall be on-site during site clearance.
18. Prior to the commencement of development, a scheme of landscaping showing the location, species and size of specimens to be planted shall be submitted to and approved in writing by the Local Planning Authority. The scheme as approved shall be carried out in the first planting season following the completion of each development phase. Any trees, shrubs or plants that die within a period of five years from the completion of each development phase, or are removed and/or become seriously

damaged or diseased in that period, shall be replaced (and if necessary continue to be replaced) in the first available planting season with others of similar size and species.

19. Prior to the commencement of the development, no part of the development shall be brought into use until details of all the boundary treatments proposed for the site including types, height, design and materials, have been submitted to and approved in writing by the local planning authority. Development shall be completed in accordance with the approved details.
20. No part of the development shall be commenced until details of the existing and proposed ground and finished floor levels of the site and approved building[s] have been submitted to and approved in writing by the local planning authority. The development shall be carried out thereafter in accordance with the approved details.

Reasons

1. To comply with the requirements of Section 91(1) of the Town and Country Planning Act 1990 (as amended).
2. For the avoidance of doubt.
3. To ensure that the character of the area is respected and to comply with policy ACS10.
4. In the interests of highway safety and to comply with policy LPD61.
5. In the interests of highway safety and to provide adequate parking and comply with policies LPD57 and LPD61.
6. In the interests of highway safety and to comply with policy LPD61.
7. To encourage sustainable means of transport and comply with guidance within the NPPF.
8. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 183 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.
9. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 183 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.

10. To ensure the development is safe and suitable for use, thereby taking into consideration paragraph 183 of the National Planning Policy Framework and policy LPD7 of the Councils Local Plan.
11. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
12. To ensure that residential amenity is respected and to comply with policy LPD32.
13. To ensure that residential amenity is respected and to comply with policy LPD32.
14. To ensure compliance with policy LPD30.
15. To ensure that the site is suitably drained and to comply with policies LPD3 and LPD4.
16. To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
17. To ensure that any protected species are not harmed and to comply with policy LPD18
18. To ensure the character of the area is respected and biodiversity duly considered, and to comply with policies LPD18 and LPD19.
19. To ensure that the character of the area and residential amenity is respected and to comply with policies LPD32 and ASC10.
20. To ensure that the character of the area and residential amenity is respected and to comply with policies LPD32 and ASC10.

Notes to Applicant

All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015) and The Electric Vehicles (Smart Charge Points) Regulations 2021. The applicant should note that notwithstanding any planning permission that any development serving 5 dwellings, or more is subject to the Advance Payments Code under the highways Act 1980 (as amended). All private roads will need to be maintained under a management company and a s106 agreement will need to be entered into which

should include how the roads are to be managed and maintained. Once the landowner has completed the roads 'fit for purpose' and the above completed the landowner can then be exempted from the APC.

a) The Advanced Payments Code in the Highways Act 1980 applies and under section 219 of the Act payment will be required from the owner of the land fronting a private street on which a new building is to be erected. The developer should contact the Highway Authority with regard to compliance with the Code. It is recommended that the developer contact the Highway Authority as early as possible.

In order to carry out the off-site works required you will be undertaking work in the public highway which is land subject to the provisions of the Highways Act 1980 (as amended) and therefore land over which you have no control. To undertake the works, you will need to enter into an agreement under Section 278 of the Act.

Correspondence with the Highway Authority should be addressed to:-
hdc.south@nottscg.go.uk

16 APPLICATION NO. 2023/0091 - LAND OFF GEORGES LANE, CALVERTON

Construction of two open round barrows and a grass covered barrow for the placement of cremation urns, access path and landscaping.

Matthew Lymn Rose, Managing Director of AW Lymn, the applicant, spoke in support of the application.

The Principal Planning Officer informed members that since the publication of the report an additional letter of support had been received from the Reverend Canon Malachy Brett highlighting the need and desire for this type of burial provision. He then went on to introduce the report and concluded that the application was recommended for refusal, as outlined in the report.

RESOLVED:

To Refuse Planning Permission for the following reason(s):

- 1 The proposed development would represent inappropriate development in the Green Belt and would cause harm to the openness of the Green Belt. The proposal does not meet any of the criteria listed in paragraphs 149 or 150 of the NPPF which list certain types of development that are not considered inappropriate development in the Green Belt. Inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances. There are no special circumstances that outweigh the harm caused to the Green Belt. The proposal is therefore contrary to the National Planning Policy Framework (Section 13).

- 2 The proposed development would have an undue impact upon the visual amenity and landscape character of the area.

The development consists of a barrow 9 metres in height (Barrow 3) with a steep slope of 70-80 percent. This will appear as a tall, prominent and alien feature within the landscape. The proposal is therefore contrary to the National Planning Policy Framework (Section 15), Aligned Core Strategy Policy 10, Local Planning Document Policy 19 and Calverton Neighbourhood Plan Policy BE1.

17 APPLICATION NO. 2022/0009 - SARVAL, STOKE LANE, STOKE BARDOLPH

Erection of baggage storage facility on a raft foundation.

Dave Fox, Production Manager at Sarval Limited, the applicant, spoke in support of the application.

The Principal Planning Officer introduced the report.

The recommendation to refuse planning permission was not carried.

The Head of Development and Place had listened to the debate and noted that it was clear that members considered there were very special circumstances for granting development within the green belt, these being the need for the building to enhance the operational efficiency of the site, that it did not have an impact on the openness of the green belt, the whole area was an industrial estate, to support investment and future growth of the site and that it was a long-standing business.

He concluded that if members were to move an alternative proposal to grant planning permission, contrary to officer recommendation, they may wish to use the following proposed reason and condition for approval.

Proposed reason for approval:

The development whilst considered to result in an inappropriate form of development in this Green Belt location, very special circumstances have been demonstrated in this instance, these being the need for the building to enhance the operational efficiency of the site, supporting investment for the future growth of the site and the economy. It is also considered given that this is an expansion of the existing business at the site there are no other viable options to locate the development in an alternative location. Whilst the building is fairly large in scale it is also considered given the location of the building adjacent to other buildings on the site, the visual appearance of the development will not be unduly

visible in this location. In addition, given the submission of a Flood Risk Assessment, there are no flood risk issues arising in regard to the development. The development results in no contamination issues or highway safety issues. The development therefore accords with the aims of the NPPF 2021, policies 1 and 10 of the Aligned Core Strategy 2014 and policies LPD 3, 7, 32 and 61 of the Local Planning Document 2018.

Condition:

The development shall be retained in accordance with the details as set out within the application form received on the 5th January 2022, the location plan received on the 5th January 2022, the plans received on the 5th January 2022, drawing number 2020/025/03C, the Design and Access Statement received on the 16th January 2022, the Flood Risk Assessment by J Roberts Design Ltd dated May 2023 and the letter from IDPlanning, demonstrating very special circumstances, dated the 20th June 2023.

Reason: To define the permission

An alternative motion to grant planning permission was moved by Councillor David Ellis and seconded by Councillor Gibbons and it was

RESOLVED:

To GRANT PLANNING PERMISSION for the following reason:

Reason:

1. The development whilst considered to result in an inappropriate form of development in this Green Belt location, very special circumstances have been demonstrated in this instance, these being the need for the building to enhance the operational efficiency of the site, supporting investment for the future growth of the site and the economy. It is also considered given that this is an expansion of the existing business at the site there are no other viable options to locate the development in an alternative location. Whilst the building is fairly large in scale it is also considered given the location of the building adjacent to other buildings on the site, the visual appearance of the development will not be unduly visible in this location. In addition, given the submission of a Flood Risk Assessment, there are no flood risk issues arising in regard to the development. The development results in no contamination issues or highway safety issues. The development therefore accords with the aims of the NPPF 2021, policies 1 and 10 of the Aligned Core Strategy 2014 and policies LPD 3, 7, 32 and 61 of the Local Planning Document 2018.

Condition:

1. The development shall be retained in accordance with the details as set out within the application form received on the 5th January 2022, the location plan received on the 5th January 2022, the plans received on the 5th January 2022, drawing number 2020/025/03C, the Design and Access Statement received on the 16th January 2022, the Flood Risk Assessment by J Roberts Design Ltd dated May 2023 and the letter from IDPlanning, demonstrating very special circumstances, dated the 20th June 2023.

Reason for condition:

1. To define the permission.

18 APPLICATION NO. 2022/0338 - 4 DEABILL STREET, NETHERFIELD

Two storey rear extension, single storey rear extension to create a 6 bedroom property to be occupied by one household.

The Principal Planning Officer introduced the report.

The recommendation to grant planning permission was not carried.

The Head of Development and Place had listened to the debate and had noted that members had concerns in relation to the intensification of the use of the site and the impact this would have on the amenity of adjoining residents and the character of the area and concerns about the additional demand for very limited on street car parking. He advised members that there was no evidence to refuse the application on highways safety grounds and that any refusal in terms of highways should be directed towards the additional demand for limited on street car parking.

He concluded that if members were to move an alternative proposal to refuse planning permission, contrary to officer recommendation, they may wish to provide the following proposed wording:

Proposed reason for refusal:

The proposed development would, by reason of the intensification of the use of the site, have an adverse impact upon the residential amenity of adjoining and nearby residents and the character of the area. The proposal would also result in additional demands for very limited on street car parking, to the detriment of existing residents. The development would therefore be contrary to Policy LPD32 – Amenity.

An alternative motion to refuse planning permission was moved by Councillor Grahame Pope and seconded by Councillor Wheeler and it was

RESOLVED:

To REFUSE PLANNING PERMISSION for the following reason:

Reason:

The proposed development would, by reason of the intensification of the use of the site, have an adverse impact upon the residential amenity of adjoining and nearby residents and the character of the area. The proposal would also result in additional demands for very limited on street car parking, to the detriment of existing residents. The development would therefore be contrary to Policy LPD32 – Amenity.

19 APPLICATION NO. 2020/0581 - LAND TO REAR OF 169 MANSFIELD ROAD, PAPPLEWICK

Demolition of buildings (single storey arched and flat roof structures) and proposed 5no 3 bedroom bungalows.

Ann Incerti, a local resident, spoke against the application.

The Principal Planning Officer informed members that since the publication of the report an additional comments had been received from Papplewick Parish Council but these raised no new issues to those already contained within the report.

He then went on to introduce the report.

He concluded that the recommendation was to grant full planning permission subject to conditions set out in the report with two additional conditions in relation to off-street car parking and surface water drainage.

RESOLVED:

To Grant Full Planning Permission subject to conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 This permission shall be read in accordance with the application form received on 19th June 2020 and deposited plans, drawing no's SI21/1078/3-01A, SI21/1078/5-A, SI21/1078/2-D,

SI21/1078/4-B, SI21/1078/9 and SI21/1078/8, received on 31st March 2022. The development shall thereafter be undertaken in accordance with these plans/details.

- 3 Before development hereby approved is first commenced a landscape scheme shall be submitted to and approved in writing by the Local Planning Authority. The landscape scheme shall include full details of both soft and hard landscape works together with detailed landscape plans and particulars which shall include: (a) details of size, species, positions and densities of all trees, hedges and shrubs to be planted; (b) details of the boundary treatments, including those to individual plot boundaries; (c) the proposed means of surfacing access roads, car parking areas, and the frontages of properties such as driveways and footpaths to front doors, and (d) a programme of implementation. The landscape scheme would need to demonstrate compliance with Section 4 of Biodiversity Net Gain Metric and Section 5 of the Preliminary Ecological Assessment. The development shall be implemented in accordance with the approved details, which shall be retained for the lifetime of the development.
- 4 If within a period of five years beginning with the date of the planting of any tree or shrub, approved in relation to Condition 3, that tree or shrub, or any tree or shrub that is planted in replacement of it, is removed, uprooted or destroyed or dies, or becomes in the opinion of the Local Planning Authority seriously damaged or defective, another tree or shrub of the same species and size as that originally planted shall be planted at the same place, unless otherwise prior agreed in writing by the Local Planning Authority.
- 5 The access driveway shall be surfaced in a hard-bound material (not loose gravel) for a minimum of 10.0 metres behind the Highway boundary and 4.8m in width as shown on drawing no. SI21/1078/2-D, before development is commenced. The surfaced drive shall then be maintained in such hard-bound material for the life of the development.
- 6 No part of the development hereby permitted shall be brought into use until the bin storage/ store/ collection point has been constructed and positioned within 25.0m of the public highway.
- 7 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any order revoking and re-enacting that Order with or without modification), no development falling within Classes A, AA, B, C, D, E and/or F of Part 1 of Schedule 2 to that Order shall be carried out.

- 8 From the date of first occupation each dwelling shall be provided with access to electric vehicle (EV) charge point(s) in line with Part S of the Building Regulations 2010. All EV charging points shall meet relevant safety and accessibility requirements and be clearly marked with their purpose; which should be drawn to the attention of new residents in their new home welcome pack / travel planning advice.
- 9 Prior to the commencement of development the following shall be submitted to and approved in writing by the Local Planning Authority:
 - Site Characterisation: An assessment of the nature and extent of any potential contamination has been submitted to and approved in writing by the Local Planning Authority. This assessment must be undertaken by a competent person, and shall assess any contamination on the site, whether or not it originates on the site. Moreover, it must include; a survey of the extent, scale and nature of contamination and; an assessment of the potential risks to: human health, property, adjoining land, controlled waters, ecological systems, archaeological sites and ancient monuments and
 - Submission of Remediation Scheme: Where required, a detailed remediation scheme (to bring the site to a condition suitable for the intended use by removing unacceptable risks to critical receptors) should be submitted to and approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures.
- 10 In the event that remediation is required to render the development suitable for use, the agreed remediation scheme shall be implemented in accordance with the approved timetable of works. Prior to occupation of any building(s) a Verification Report (that demonstrates the effectiveness of the remediation carried out) must be submitted to and approved in writing by the Local Planning Authority.
- 11 In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements above, and where remediation is necessary a remediation scheme, together with a timetable for its

implementation and verification reporting, must be submitted to and approved in writing by the Local Planning Authority.

- 12 No development shall take place until full details of finished floor levels, above ordnance datum, of the ground floors of the proposed dwellings and all hard landscaped surfaces, in relation to existing and proposed ground levels and cross sections of the site have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved levels.
- 13 Prior to commencement of the development a Construction Emission Management Plan (CEMP) for minimising the emission of dust and other emissions to air during the site preparation and construction shall be submitted to and approved in writing by the Local Planning Authority. The CEMP must be prepared with due regard to the guidance produced by the Council on the assessment of dust from demolition and construction and include a site specific dust risk assessment. All works on site shall be undertaken in accordance with the approved CEMP.
- 14 Prior to above ground works commencing details of materials to be used in the external appearance of the development shall be submitted to and approved in writing by the Local Planning Authority. Development shall proceed in accordance with the details as approved.
- 15 Development shall proceed in accordance with the approved Arboricultural Implications Assessment and Arboricultural Method Statement (dated 09 June 2020) in respect of trees to retained and protective fencing to be erected.
- 16 Development shall proceed in accordance with the conclusions and recommendations outlined in Biodiversity Net Gain Metric report, dated 05 January 2023.
- 17 Prior to the commencement of development, a further badger survey shall be completed and submitted for written approval by the Local Planning Authority. Any mitigation identified in the approved report shall thereafter be adhered to.
18. No dwelling hereby approved shall be occupied until such time as all off street car parking spaces for each respective dwelling has been formed, together with the communal turning space, as detailed on plan reference SI21/1078/9. The turning area and car parking spaces shall remain in place for the lifetime of the development.
19. None of the dwellings hereby permitted shall be occupied until works for the disposal of surface water drainage and sewage

have been provided on the site to serve the development hereby permitted, in accordance with details that have first been submitted to and approved in writing by the local planning authority. They shall remain in place for the lifetime of the development unless otherwise agree in writing by the local planning authority.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 To ensure a satisfactory development in accordance with the aims of policy LPD 10 of the Aligned Core Strategy.
- 4 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy.
- 5 To reduce the possibility of deleterious material being deposited on the public highway (loose stones etc.).
- 6 To enable the bins to be collected by the refuse team on collection day.
- 7 In order to protect the openness of the Green Belt.
- 8 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Local Planning Document.
- 9 To ensure the development is safe and suitable for use, thereby taking into consideration the National Planning Policy Framework and policy LPD7 of the Local Planning Document.
- 10 To ensure the development is safe and suitable for use, thereby taking into consideration the National Planning Policy Framework and policy LPD7 of the Local Planning Document.
- 11 To ensure the development is safe and suitable for use, thereby taking into consideration the National Planning Policy Framework and policy LPD7 of the Local Planning Document.
- 12 To ensure a satisfactory development in accordance with the aims of Policy 10 of the Aligned Core Strategy.

- 13 To ensure the development is constructed in an appropriate sustainable manner which takes into consideration air quality with in the Borough, and takes into consideration the National Planning Policy Framework and policy LPD11 of the Councils Local Plan.
- 14 To ensure that the character of the area is respected and to comply with policy ACS10.
- 15 To comply with policies LPD18 an LPD19.
- 16 To comply with policy LP18.
- 17 To comply with policy LP18.
- 18 To ensure there are measures to pro-actively manage surface water including the use of appropriate surface treatments and to accord with Policy LDP4 of adopted of the Local Planning Document.
- 19 To ensure the development hereby approved include measures to pro-actively manage surface water including the use of appropriate surface treatments and foul drainage and to accord with the National Planning Policy Framework and Policy LPD4 of the Local Planning Document.

Reasons for Decision

It is considered, given the scale, design and layout of the proposal, the proposed scheme would be appropriate development in the Green Belt, it would conserve and enhance the landscape character of the area, it would not result in harm to protected species and it would be acceptable from a residential amenity and highway safety perspective; in accordance with Sections 5, 11, 12, 13 and 15 of the National Planning Policy Framework, Policies 8 and 10 of the Aligned Core Strategy and Policies LPD 7, LPD 11, LPD 18, LPD 19, LPD 32, LPD 35, LPD 40, LPD 57 and LPD 61 of the Local Planning Document.

Notes to Applicant

Positive and Proactive Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraph 38 of the National Planning Policy Framework. Negotiations have taken place during the consideration of the application to address adverse impacts identified by officers and/or address concerns raised by letters of representation submitted in connection with the proposal, addressing the identified adverse impacts, thereby resulting in a more acceptable scheme and a favourable recommendation.

The proposed development lies within a coal mining area which may contain unrecorded coal mining related hazards. If any coal mining

feature is encountered during development, this should be reported immediately to The Coal Authority on 0845 762 6848. Further information is also available on The Coal Authority website at www.coal.decc.gov.uk. Property specific summary information on past, current and future coal mining activity can be obtained from The Coal Authority's Property Search Service on 0845 762 6848 or at www.groundstability.com.

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website. The proposed development has been assessed and it is the Council's view that CIL IS PAYABLE on the development hereby approved as is detailed below. Full details about the CIL Charge including, amount and process for payment will be set out in the Regulation 65 Liability Notice which will be sent to you as soon as possible after this decision notice has been issued. If the development hereby approved is for a self-build dwelling, residential extension or residential annex you may be able to apply for relief from CIL. Further details about CIL are available on the Council's website or from the Planning Portal: www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil

All electrical circuits/installations shall comply with the electrical requirements of BS7671:2008 as well as conform to the IET code of practice on Electrical Vehicle Charging Equipment installation (2015) and The Electric Vehicles (Smart Charge Points) Regulations 2021.

When considering carrying out any work to trees it is important to consider the provisions made in the Wildlife and Countryside Act 1981, Conservation (natural habitats) Regulations 1994 and the Countryside Rights of Way Act 2000, which mean it is an offence to intentionally or recklessly kill, injure or take a bat, Intentionally or recklessly damage, destroy or obstruct access to any structure or place used for shelter or protection by a bat, Intentionally or recklessly disturb a bat while it is occupying a structure or place that it uses for shelter or protection, damage, destroy or block access to the resting place of any bat, Intentionally or recklessly kill, injure or take a wild bird, Intentionally or recklessly take, damage or destroy the nest of any wild bird when it is in use or being built, Intentionally or recklessly take, damage or destroy the egg of any wild bird. These points outline the main parts of the above legislation. If you are unsure about these issues, it would be advisable to contact an ecological consultant before undertaking any tree work operations.

As part of the approval of details reserved by Condition 3 it is necessary to demonstrate how each of the plots is to be accessed from the shared access by virtue of materials.

**APPLICATION NO. 2023/0385TPO - ALL HALLOWS CHURCH,
ARNOLD LANE, GEDLING**

14 Lime trees within G1 & G2 – Re-pollard back to old points. Remove epicormics growth up to grown break.

The Principal Planning Officer introduced the report.

RESOLVED:

To Grant consent subject to the following conditions:-

Conditions

- 1 The works must be carried out in within 2 years beginning of the date of this permission.
- 2 The works hereby permitted shall be carried out in accordance with the application form and details submitted to the Local Planning Authority on 5th May 2023.
- 3 All works are carried out in accordance with BS 3998 2010 and by good arboricultural practice.

Reasons

- 1 In order to comply with Section 17 2(d) of Part 4 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012.
- 2 For the avoidance of doubt and to define the terms of this permission.
- 3 In the interests of safety and good tree husbandry.

Notes to Applicant

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraphs 186 to 187 of the National Planning Policy Framework. During the processing of the application there were considered to be no problems for which the Local Planning Authority had to seek a solution in relation to this application.

When considering carrying out any work to trees it is important to consider the provisions made in the Wildlife and Countryside Act 1981, Conservation (natural habitats) Regulations 1994 and the Countryside Rights of Way Act 2000, which mean it is an offence to intentionally or recklessly kill, injure or take a bat, Intentionally or recklessly damage,

destroy or obstruct access to any structure or place used for shelter or protection by a bat, Intentionally or recklessly disturb a bat while it is occupying a structure or place that it uses for shelter or protection, damage, destroy or block access to the resting place of any bat, Intentionally or recklessly kill, injure or take a wild bird, Intentionally or recklessly take, damage or destroy the nest of any wild bird when it is in use or being built, Intentionally or recklessly take, damage or destroy the egg of any wild bird. These points outline the main parts of the above legislation. If you are unsure about these issues, it would be advisable to contact an ecological consultant before undertaking any tree work operations.

21 APPLICATION NO. 2023/0386TPO - LAND ADJACENT PAVILION ROAD, BESTWOOD

T! – Oak – Reduce lateral branches by 50% that are growing towards property fence.

The Principal Planning Officer introduced the report.

RESOLVED:

To Grant consent subject to the following conditions:-

Conditions

- 1 The works must be carried out in within 2 years beginning of the date of this permission.
- 2 The works hereby permitted shall be carried out in accordance with the application form and details submitted to the Local Planning Authority on 5th May 2023.
- 3 All works are carried out in accordance with BS 3998 2010 and by good arboricultural practice.

Reasons

- 1 In order to comply with Section 17 2(d) of Part 4 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012.
- 2 For the avoidance of doubt and to define the terms of this permission.
- 3 In the interests of safety and good tree husbandry.

Notes to Applicant

Planning Statement - The Borough Council has worked positively and proactively with the applicant in accordance with paragraphs 186 to 187 of the National Planning Policy Framework. During the processing of the application there were considered to be no problems for which the Local Planning Authority had to seek a solution in relation to this application.

When considering carrying out any work to trees it is important to consider the provisions made in the Wildlife and Countryside Act 1981, Conservation (natural habitats) Regulations 1994 and the Countryside Rights of Way Act 2000, which mean it is an offence to intentionally or recklessly kill, injure or take a bat, Intentionally or recklessly damage, destroy or obstruct access to any structure or place used for shelter or protection by a bat, Intentionally or recklessly disturb a bat while it is occupying a structure or place that it uses for shelter or protection, damage, destroy or block access to the resting place of any bat, Intentionally or recklessly kill, injure or take a wild bird, Intentionally or recklessly take, damage or destroy the nest of any wild bird when it is in use or being built, Intentionally or recklessly take, damage or destroy the egg of any wild bird. These points outline the main parts of the above legislation. If you are unsure about these issues, it would be advisable to contact an ecological consultant before undertaking any tree work operations.

22 ENFORCEMENT REF: 0070/2023 - LAND TO THE NORTH OF 15 PADDOCK CLOSE, CALVERTON

Unauthorised change of use from residential garden to storage of building materials/equipment with associated siting of storage containers.

The Principal Planning Officer introduced the report.

RESOLVED:

That the Head of Development and Place, be authorised to take all relevant planning enforcement action including the service of any necessary enforcement notices and in conjunction with the Head of Governance and Customer Services, issue of proceedings through the courts, if required, to ensure the cessation of the unauthorised change of use of the site a storage facility and removal of all associated storage containers.

23 FUTURE PLANNING APPLICATIONS

RESOLVED:

To note the information.

24 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

25 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 8.15 pm

Signed by Chair:
Date:

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MINUTES APPOINTMENTS AND CONDITIONS OF SERVICE COMMITTEE

Wednesday 2 August 2023

Councillor John Clarke (Chair)

Councillor Michael Payne Councillor Marje Paling
Councillor Paul Hughes Councillor Viv McCrossen
Councillor Jenny Hollingsworth

Absent: Councillor Michael Adams

Officers in M Hill, D Archer and B Hopewell
Attendance:

8 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

None.

9 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 21 JUNE 2023.

RESOLVED:

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

10 DECLARATION OF INTERESTS.

None.

11 COMMENCEMENT OF RECRUITMENT PROCESS- HEAD OF FINANCE AND ICT

The Chief Executive introduced a report which had been circulated in advance of the meeting, setting out the process to recruit to the post of Head of Finance and ICT and to seek authority from Committee to progress with the recruitment and selection to the post.

RESOLVED to:

- 1) Approve the filling of the vacant post of Head of Finance and ICT;
- 2) Approve the recruitment and selection of process to be applied and as identified in the proposal including the delegation of operational tasks to the Chief Executive to:
 - I. Determine the placement of advertising
 - II. Determine the selection processes to be applied
 - III. Set questions/ tests to be used at interview by Committee

IV. Shortlist candidates to be interviewed

- 3) Approve the supporting documents to be used for recruitment and selection purposes (the advert wording and the job description and person specification to be applied to the post);
- 4) Approve the wording of the job advertisement;
- 5) Approve the timetable to be applied and, within the bounds of the Council Constitution, the role of the Committee and of officers in the selection process; and
- 6) Note that the selection interview will be undertaken by the full Appointments and Conditions of Service Committee which will then be responsible for the appointment decision.

12 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

The meeting finished at 10.10 am

Signed by Chair:
Date:

MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 8 August 2023

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling
Councillor Rachael Ellis
Councillor Des Gibbons
Councillor Julie Najuk
Councillor Sue Pickering
Councillor Alex Scroggie
Councillor Martin Smith
Councillor Clive Towsey-Hinton
Councillor Paul Wilkinson

Absent: Councillor Boyd Elliott

Officers in Attendance: C Allcock, J Brough, B Hopewell and R Pentlow

16 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Elliott.

17 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 11 JULY 2023.

RESOLVED:

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

18 DECLARATION OF INTERESTS.

None.

19 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

20 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

21 APPLICATION FOR A ONE YEAR HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - NS

A decision was made by the Chair to move item 7 forward on the agenda.

Consideration was given to a report of the Head of Environment which had been circulated prior to the meeting, regarding an application for a one year joint Hackney Carriage/Private Hire Driver's Licence for NS.

NS attended the meeting and he addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED to:

Approve NS's application for a one year Joint Hackney Carriage/Private Hire Driver's Licence.

Issue a warning to the applicant that he must read carefully and adhere to the Joint Hackney Carriage/ Private Hire licence conditions in future.

22 CHANGE OF CIRCUMSTANCES OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVER - ND

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

ND attended the meeting along with his operator and they both addressed the Committee.

In making the decision the Committee applied the Council's approved Policy and Guidelines.

RESOLVED:

To revoke the Hackney Carriage/Private Hire Driver's Licence held by ND with immediate effect.

ND was advised of the right of appeal against the decision of the Committee.

The meeting finished at 6.20 pm

Signed by Chair:
Date:

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MINUTES LICENSING ACT COMMITTEE

Tuesday 29 August 2023

Councillor Alison Hunt (Chair)

Councillor Rachael Ellis
Councillor Martin Smith

Councillor Clive Towsey-
Hinton

Absent: Councillor Marje Paling, Councillor Boyd Elliott, Councillor Des Gibbons, Councillor Julie Najuk, Councillor Sue Pickering, Councillor Alex Scroggie and Councillor Paul Wilkinson

Officers in Attendance: C Allcock, B Hopewell and R Pentlow

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Elliott, Gibbons, Pickering, Scroggie and Wilkinson.

2 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 18 JANUARY 2022

RESOLVED:

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

3 DECLARATION OF INTEREST

None.

4 GEDLING STATEMENT OF LICENSING POLICY

The Community Protection Manager introduced a report of the Head of Environment, informing Members of the requirements of Section 5(3) of the Licensing Act 2003 in relation to the review of the Gedling Statement of Licensing Policy and to seek approval to consult on proposed amendments to the existing policy.

RESOLVED to:

- 1) Approve the proposed changes to the Gedling Statement of Licensing Policy which are attached at Appendix 1 to go out to consultation for a period of eight weeks in accordance with the Licensing Act 2003; and
- 2) Subject to there being no major amendments required to draft policy, and following the Members approval, the draft Gedling Statement of

Licensing Policy at appendix 2 be referred to full Council for final approval before publication in January 2024.

5 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

The meeting finished at 4.23 pm

Signed by Chair:
Date:

MINUTES JOINT CONSULTATIVE AND SAFETY COMMITTEE

Tuesday 29 August 2023

Present: Councillor Jim Creamer Councillor Paul Hughes
 Councillor David Ellis Councillor Jane Walker
 Councillor Rachael Ellis Councillor Russell Whiting

Unison: Susan Buchanan Alison Hunt

Absent: Councillor Michelle Welsh, Councillor Catherine Pope and
 Councillor Alex Scroggie

Officers in Attendance: D Archer, B Hopewell and R Hutchinson

8 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Pope, Scroggie and Welsh. Councillors David Ellis and Rachael Ellis attended as substitutes.

9 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 6 JUNE 2023

RESOLVED:

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

10 DECLARATION OF INTERESTS

None.

11 ANNUAL HEALTH AND SAFETY REPORT 2022-23

The Health, Safety and Emergency Planning Manager introduced a report, which was circulated in advance of the meeting, presenting to the Committee the Corporate Health and Safety Annual report for the year 1 April 2022 to 31 May March 2023.

RESOLVED:

To note the report.

12 CURRENT STAFFING ISSUES

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, highlighting any issues of particular interest relating to the council's workforce.

RESOLVED:

- 1) The Head of HR, Performance and Service Planning to write to East Midlands Councils to ask that it reports to the Local Government Association the view that central government should offer more financial support to enable district councils to support the costs of national pay awards. and
- 2) To note the report.

13 GENDER PAY GAP

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, highlighting the contents of the gender pay gap information that had been reported.

RESOLVED:

To note the report.

14 MINOR ESTABLISHMENT CHANGES

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, highlighting to the Committee any minor changes to the establishment proposed by the Senior Leadership Team for implementation outside the formal full JCSC process but following consultation with trade unions. Such minor changes will not have wide organisation impact and will be authorised for implementation by the Chief Executive under delegated powers.

RESOLVED:

To note the report.

15 SICKNESS ABSENCE

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, informing the Committee of the current levels of sickness absence within the organisation.

RESOLVED:

To note the report.

16 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT

None.

17 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing report on the grounds that the report involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

18 CONSULTATION CLOSURE - GIFTS AND HOSPITALITY CODE OF PRACTICE

The Head of HR, Performance and Service Planning introduced a report, which had been circulated in advance of the meeting, seeking approval to close formal consultation of the proposed revisions to the existing Gifts and Hospitality Code of Practice for Members and Officers and to seek comments and recommendation to inform the Appointments and Conditions of Service Committee prior to its decision relation to implementation of revised policy.

Members felt that the revisions to policy were sensible and would be happy to approve.

RESOLVED to:

Close formal consultation on the proposed revisions to the existing Gifts and Hospitality Code of Practice for Members and Officers (Appendix 1).

The meeting finished at 6.20 pm

Signed by Chair:

Date:

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MINUTES ENVIRONMENT AND LICENSING COMMITTEE

Tuesday 5 September 2023

Councillor Alison Hunt (Chair)

Present: Councillor Marje Paling Councillor Alex Scroggie
Councillor Boyd Elliott Councillor Martin Smith
Councillor Rachael Ellis Councillor Sam Smith
Councillor Des Gibbons Councillor Clive Towsey-Hinton
Councillor Julie Najuk Councillor Paul Wilkinson

Absent: Councillor Sue Pickering

Officers in
Attendance:

23 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

Apologies for absence were received from Councillor Pickering, Councillor Sam Smith attended as substitute.

24 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 08 AUGUST 2023.

RESOLVED:

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

25 DECLARATION OF INTERESTS.

None.

26 ANY OTHER ITEM WHICH THE CHAIR CONSIDERS URGENT.

None.

27 EXCLUSION OF THE PRESS AND PUBLIC.

RESOLVED:

That, the Members being satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information that under Section 100(A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting during the consideration of the ensuing reports on the grounds that the report involves the likely

disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

28

CHANGE OF CIRCUMSTANCE OF JOINT HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS LICENCE - IK

Consideration was given to a report of the Head of Environment, which had been circulated in advance of the meeting, regarding a change of circumstances following information received about the holder of a Joint Hackney Carriage/ Private Hire Driver's Licence.

IK did not attend the meeting.

RESOLVED:

To defer consideration of the application to the next available Committee to give IK another opportunity to appear before the Committee.

The meeting finished at Time Not Specified

Signed by Chair:

Date:

MINUTES PLANNING COMMITTEE

Wednesday 6 September 2023

Councillor Roy Allan (Chair)

In Attendance: Councillor Paul Wilkinson Councillor Lynda Pearson
Councillor Sandra Barnes Councillor Catherine Pope
Councillor Stuart Bestwick Councillor Grahame Pope
Councillor David Ellis Councillor Sam Smith
Councillor Andrew Ellwood Councillor Ruth Strong
Councillor Des Gibbons Councillor Jane Walker
Councillor Helen Greensmith Councillor Henry Wheeler
Councillor Ron McCrossen

Absent: None

Officers in Attendance: M Avery, N Bryan, S Fayaz, C Goodall and C Miles

26 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS.

No apologies for absence were received.

27 TO APPROVE, AS A CORRECT RECORD, THE MINUTES OF THE MEETING HELD ON 26 JULY 2023

RESOLVED:

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

28 DECLARATION OF INTERESTS

Councillor Sam Smith declared a non-pecuniary interest in application 2023/0468, item 4 on the agenda, as a Member of Nottinghamshire County Council, who were the applicant.

29 APPLICATION NO. 2021/0734 - WESTDALE LANE EAST, GEDLING

The Chair moved item 5 forward on the agenda.

Change of use of rear ground floor store to be incorporated into the existing ground floor flat to create a two bedroom flat and first floor extension to create a one bedroom flat with external steel staircase.

Yvonne Poxon, a local resident, spoke against the application.

The Principal Planning Officer introduced the report.

He went on to update members in terms of consultation responses from the Highways department who had clarified that they did not object to the application and the Environmental Health Officer did not object, but had highlighted that the development would need to comply with Approved Document E of the Building Regulations.

He concluded that planning permission should be granted in accordance with the officer's report and proposed an additional condition requiring details of a boundary treatment to enclose the proposed garden to be submitted to and approved in writing prior to the first occupation of the hereby approved first floor flat.

RESOLVED:

To GRANT PLANNING PERMISSION: subject to the following conditions:

Conditions

- 1 The development must be begun not later than three years beginning with the date of this permission.
- 2 The development shall be undertaken in accordance with the revised site location plan received on the 12th June 2023 and the revised elevation and floor plans received on the 10th May 2023, drawing number PO1A, B.
- 3 The first-floor flat hereby approved shall not be occupied until such time as details of the boundary treatment to enclose the proposed garden area have been submitted to and approved in writing by the Local Planning Authority, and installed in accordance with the approved details. The boundary treatment shall thereafter be retained for the lifetime of the development.

Reasons

- 1 In order to comply with Section 51 of the Planning and Compulsory Purchase Act 2004.
- 2 For the avoidance of doubt.
- 3 In the interests of residential amenity and in accordance with Policy CS10 of the Core Strategy and Policies 32 and 43 of the LPD Part 2.

Reasons for Decision

I am therefore satisfied that the development and use of the premises will result in no undue impact onto neighbouring properties or the area in general. The development will also result in no undue impact on highway safety and whilst no parking is provided to serve the flats, given the location of the site in a sustainable location I am satisfied that off road car parking is not required in this instance. The proposal therefore accords with the NPPF 2021, policies 6 and 10 of the Aligned Core Strategy 2014 and policies LPD32, LPD50, LPD57 and LPD61 of the Local Planning Document 2018.

Notes to Applicant

Your attention is drawn to the attached comments from the Council's Public Protection Officer: The resistance to the passage of sound in buildings must comply with Approved Document E of the Building Regulations 2010 which sets out standards for the resistance to airborne sound and impact sound between and within dwellings. Approved Documents E covers: Separating walls, floors & associated flanking transmissions for new buildings Internal walls, floors & stairs for new buildings Dwelling houses & flats formed by a material change of use Rooms for residential purposes Common internal parts of buildings containing flats or rooms for residential purposes. Approved Document E states that it is good practice to consider the layout of rooms in separate dwellings at the design stage to avoid placing noise sensitive rooms next to rooms in which noise is generated eg not situating living areas or kitchens above or next to bedrooms. This will reduce the likelihood of future complaints about impact noise."

The applicant is advised that all planning permissions granted on or after 16th October 2015 may be subject to the Community Infrastructure Levy (CIL). Full details of CIL are available on the Council's website at www.gedling.gov.uk. The proposed development has been assessed and it is the Council's view that CIL is not payable on the development hereby approved as the gross internal area of new build is less 100 square metres

The attached permission is for development which will involve building up to, or close to, the boundary of the site. Your attention is drawn to the fact that if you should need access to neighbouring land in another ownership in order to facilitate the construction of the building and its future maintenance you are advised to obtain permission from the owner of the land for such access before beginning your development.

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APPLICATION NO. 2023/0468 - LAND AT CHASE FARM (FORMER GEDLING COLLIERY) AND LAND OFF LAMBLEY LANE, GEDLING

Modification of the Fourth Schedule of the Section 106 Agreement at Chase Farm (2015/1376) in respect of the Primary School Contribution and Primary School Site.

Stephen Pointer – Team Manager of Planning Policy and Mike Sharpe – Team Manager, Strategic Pupil Place Planning of Nottingham County Council, the applicant, spoke in support of the application.

The Principal Planning Officer summarised the points raised by Members in an email from Councillor Payne and informed the committee that a petition signed by 121 people who were objecting to the application, had been received.

He then went on to introduce the report.

He concluded that, taking into consideration the matters raised by the previous speakers, it was still considered that it had been demonstrated the school would not serve a useful purpose given that there was capacity in nearby schools and therefore it was recommended that the application be granted permission with a Deed of Variation entered into to permit the reallocation of the money towards expanding the secondary school provision and for the provision of a new pedestrian crossing, as detailed in the committee report.

The Legal Officer set out the legal framework for the decision.

Councillor Catherine Pope, seconded by Councillor Grahame Pope, proposed a recommendation that the item be deferred to a future meeting until the committee had received more information and a more detailed response from Nottinghamshire County Council officers in relation to the points raised in the objection councillors had received by email.

(Councillor Greensmith left the meeting)
(Councillor Greensmith re-joined the meeting)

RESOLVED:

To defer the item to a future planning committee in order to obtain further information to inform the decision on the application.

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FUTURE APPLICATIONS

RESOLVED:

To note the information.

32 PLANNING DELEGATION PANEL ACTION SHEETS

RESOLVED:

To note the information.

33 ANY OTHER ITEMS WHICH THE CHAIR CONSIDERS URGENT.

The Chair informed the committee that Sara Fayaz, Legal Officer was leaving the Council after working at Gedling for the past four years. He thanked Sara for all the great work she had achieved and wished her well in her future career.

The meeting finished at 7.20 pm

Signed by Chair:
Date:

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Decisions made under delegated authority

Business (click to view decision)	Summary	Ref	Date	Portfolio	Was decision made under urgency provisions?
Proposed street names for the Land off Colwick Loop Road, Gedling, Nottinghamshire	Approval for street and development names	D1445	01/09/2023	Portfolio Holder for Sustainable Growth and Economy	No
New lease of 11 Hazelford Way, Newstead	Approval to grant a new lease at 11 Hazelford Way (“the Property”) to Assist Engineering Limited (“the Tenant”)	D1449	16/08/2023	Portfolio Holder for Corporate Resources and Performance	No
Redhill gateway signs	Approval to install signage on land owned by the Council to mark the boundary of Redhill.	D1451	15/08/2023	Portfolio Holder for Sustainable Growth and Economy	No
National Non-Domestic Rates - Discretionary Relief Application – We R Here	Approval for discretionary charitable relief under section 47 of the Local Government Finance Act 1988.	D1420	13/06/2023	Portfolio Holder for Corporate Resources and Performance	No
National Non-Domestic Rates – Relief Application – Party Occupied Property	Approval for relief under section 44A of the Local Government Finance Act 1988	D1429	20/07/2023	Portfolio Holder for Corporate Resources and Performance	No
Advertisement of disposal of Public Open Space	Approval to advertise the notice of the Council’s intention to dispose of public open space land at Killisick Lane in accordance with s.123 (2A) of the Local Government Act 1972.	D1447	26/07/2023	Leader of the Council	No
Calverton Industrial Units – Planning Application	Approval to submit a planning application for four new industrial units at Hill Crest Park in	D1446	26/07/2023	Leader of the Council	No

	Calverton owned by Gedling Borough Council.				
Transfer of S106 Developer Contributions for Open Space Development Projects	1) Approval to transfer the open space development contributions received under S106 developer agreements to Linby Parish Council to expend on capital projects which meet the requirements of the developer agreements; 2) To establish by virement the capital programme budgets for the delivery of open space development projects by the Parish Council, to be funded by S106 developer contributions.	D1430	20/07/2023	Leader of the Council	No
Pet Cremation Service and Fees and Charges Review 2023/24	Approval for the introduction of revised fees and charges for the Pet Cremation Service as detailed in Appendix 2 with immediate effect in support of ongoing delivery of the service	D1440	14/07/2023	Leader of the Council	No
Change of squash court use at Carlton Forum Leisure Centre	Approval for one squash court at Carlton Forum Leisure Centre to be permanently changed into an extension of the fitness suite	D1439	14/07/2023	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Approval of annual events programme 2023/24	Approval of the Community Events Programme 2023/24	D1403	10/07/2023	Portfolio Holder for Communities and Place	No
Public protection fees and charges 2023/24	Approval of the proposed Fees and Charges for 2023/24	D1421	10/07/2023	Portfolio Holder for Public Protection	No

Energy Company Obligation 4: Flexible Eligibility Statement of Intent	Approval to a adopt a Statement of Intent that will outline where the Council will target Energy Company Obligation 4 Local Authority Flexible Eligibility funding to support the thermal improvement of the least energy efficient private sector dwellings within the district	D1374	10/07/2023	Portfolio Holder for Public Protection	No
Public Space Protection Order in parts of Netherfield/Colwick and Gedling Access Road	Approval for a minor amendment to the Public Space Protection Order (PSPO) agreed by Cabinet on 8th June 2023 to ensure the restricted area is identified in the Order as well as on the attached plan	D1438	28/06/2023	Leader of the Council	No
15 Hazelford Way – lease renewal	Approval to grant a new lease at the above to the existing tenant and additionally to agree to the assignment of those lease interests to a new business tenant	D1422	05/06/2023	Portfolio Holder for Corporate Resources and Performance	No
Private sector housing grants and assistance policy 2023	Approval of the amended Private Sector Housing Grants and Assistance Policy 2023	D1408	31/05/2023	Portfolio Holder for Public Protection	No
Approval and authorisation to enter into a contract with Calverton Parish Council for the provision of grounds maintenance services for 2023/2024	Approval for the Council to enter into a one year contract with Calverton Parish Council to provide grounds maintenance services from 1st April 2023	D1410	26/05/2023	Portfolio Holder for Climate Change and Natural Habitat	No
Support for Gedling Indoor Bowls Club	Approval to enter into a 12 month lease with Gedling Indoors Bowls Club for 1 April 2023 to 31 March	D1406	10/05/2023	Leader of the Council and Portfolio Holder for Life	No

	2024 for the use of Richard Herrod Centre with annual rent set at £27,000.			Chances and Vulnerability	
Waste Services fee and charges 2023/24	Approval for the Fees and Charges for Waste Services for 2023/24 including garden waste charges for 2024/25.	D1416	21/04/2023	Portfolio Holder for Climate Change and Natural Habitat	No
Parks & Street Care, Cemeteries and Sports, Fees and Charges 2023/24	Approval for the Fees and Charges for Parks & Street Care and Cemeteries & Sports	D1385	17/04/2023	Portfolio Holder for Climate Change and Natural Habitat	No
The renewal of leases for two properties owned by Jigsaw Homes Midlands currently used for temporary accommodation within the borough	Approval of leases	D1388	03/04/2023	Portfolio Holder for Corporate Resources and Performance	No
Community Asset Transfer of Wollaton Avenue Community Centre to Gedling Play Forum	Approval to extend the timeframe for a decision report to Cabinet on the proposal to Summer 2023, to enable delivery of an agreed transition plan needed to effect a successful Community Asset Transfer.	D1396	24/03/2023	Portfolio Holder for Corporate Resources and Performance	No
Building Control (Discretionary) Fees and Charges 2023/24	Approval of the Building Control (Discretionary) Fees and Charges 2023/24	D1405	27/03/2023	Portfolio Holder for Sustainable Growth and Economy	No
Building Control (commercial) Fees and Charges 2023/24	Approval of the Building Control (commercial) Fees and Charges 2023/24	D1404	27/03/2023	Portfolio Holder for Sustainable Growth and Economy	No
Accessible public toilet – King George V Park	Approval, in accordance with the Council's Financial Regulations, for an addition to the capital budget to enable works to proceed in constructing new	D1407	24/03/2023	Leader of the Council	No

	accessible public toilets in Arnold town centre located in King George V Park				
Alterations to the terms and conditions of swimming lessons and the monthly direct debit fee	Approval of alterations to the terms and conditions of swimming lessons and the monthly direct debit fee	D1397	24/03/2023	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Transfer of the freehold interest in part of the open space land at Magenta Way, Stoke Bardolph and surrender the current facilities at Victoria Park, Netherfield, NG4 2PR	Approval to accept the part transfer of the freehold interest in the Open Space at Magenta Way, Stoke Bardolph, and surrender the current leases of the open space and facilities at Victoria Park, Netherfield, NG4 2PR to allow development of the site to commence	D1394	17/03/2023	Portfolio Holder for Corporate Resources and Performance	No
Bank holiday opening for leisure facilities 2023	Approval of the Bank holiday opening for leisure facilities 2023	D1400	17/03/2023	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Bonington Theatre and Cinema Fees and Concessions Report 23/24	Approval of the Bonington Theatre and Cinema Fees and Concessions for 23/24	D1401	17/03/2023	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Leisure fees and concessions report 23/24	Approval of the Leisure Fees and Concessions for 23/24	D1398	17/03/2023	Portfolio Holder for Lifestyles, Health and Wellbeing	No
Gedling Social Mobility Commission	Approval for the establishment of a social mobility commission for Gedling Borough Council	D1378	17/03/2023	Portfolio Holder for Life Chances and Vulnerability	No
Response to consultation on D2N2 Local Cycling and Walking Infrastructure Plan (LCWIP)	Approval for Gedling Borough Council's response to the consultation on the Local Cycling and Walking Infrastructure Plan for the D2N2 area.	D1391	03/03/2023	Portfolio Holder for Sustainable Growth and Economy	No
Public Space Protection	Approval to go to public	D1393	03/3/2023	Portfolio Holder for	No

Order in parts of Netherfield/ Colwick and Gedling Access Road	consultation to introduce a Public Space Protection Order in parts of Netherfield/ Colwick and Gedling Access Road			Public Protection	
Business Rates Retail, Hospitality and Leisure Relief	Approval of Business Rates for Retail, Hospitality and Leisure Relief	D1383	03/03/2023	Portfolio Holder for Corporate Resources and Performance	No
Business Rates 2023 Supporting Small Business Relief	Approval of Business Rates for 2023 Supporting Small Business Relief	D1384	03/03/2023	Portfolio Holder for Corporate Resources and Performance	No
Transfer of S106 Developer Contributions for Open Space Development Projects	Approval to transfer Section 106 Developer Contributions, which have been collected by Gedling Borough Council, to the Local Parish Councils to be spent on infrastructure projects in accordance with the terms and obligations set out in the relevant Section 106 agreements	D1389	02/03/2023	Leader of the Council	No
Council tax support fund	Approval of: a) The Council's scheme of discretionary discounts to deliver additional financial support in 2023/24 to council tax payers in the Borough of Gedling as detailed in the report at paragraph 2.1 and devised in accordance with the Council Tax Support Fund guidance issued by the Government; (b) The establishment, by virement, of a Council Tax	D1390	02/03/2023	Leader of the Council	No

	Support Fund budget of £172,600 to be funded by Government Grant				
Energy Bills Support Scheme Alternative Fund	Approval of the Energy Bills Support Scheme Alternative Fund	D1386	28/02/2023	Leader of the Council	No
Alternative Fuel Payment Alternative Fund	Approval of the Alternative Fuel Payment Alternative Fund	D1387	27/02/2023	Leader of the Council	No
Response to Government consultation – Levelling-up and Regeneration Bill: reforms to national planning policy.	Endorsement of proposed response to Government consultation – Levelling-up and Regeneration Bill: reforms to national planning policy.	D1381	22/02/2023	Portfolio Holder for Sustainable Growth and Economy	No
Homes for Ukraine Scheme – Housing and Homelessness Prevention Fund	Approval to: 1) Agree to enter into an agreement with Nottinghamshire County Council for the receipt and administration of the Homes for Ukraine Scheme Housing and Homelessness Prevention Fund. 2) Establish by virement of a budget of £95,000 for the Prevention fund to be funded by grant 3) Delegate authority to the Director responsible for Housing Needs to determine how the fund will be administered. 4) Delegate authority to the Director responsible for Housing needs to appoint a representative to the County/District Working group established to establish	D1377	27/01/2023	Leader of the Council	No

	guidelines for administration of the Fund.				
Supply of Electricity contract 2024 - 2028	Approval to award a contract to Total Energies Gas and Power Ltd via Leicestershire County Council, trading as ESPO's (ESPO) framework, reference 191_24, for the supply of electricity for the period 2024-2028 to a value of c£1,000,000	D1376	27/01/2023	Leader of the Council	No
Transfer of the freehold interest in the open space land at Plains Road and Arnold Lane, Mapperley, Nottingham.	Approval to accept the transfer of the freehold interest in the open space land at Plains Road and Arnold Lane, Mapperley, Nottingham.	D1371	18/01/2023	Portfolio Holder for Corporate Resources and Performance	No