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Chairman: Councillor D.J. Lloyd
Vice-Chairman: Councillor K. Girling

Members of the Committee:

Councillor D. Batey
Councillor M. Cope
Councillor Mrs R. Crowe
Councillor Mrs G.E. Dawn
Councillor G.P. Handley

Councillor P. Peacock*
Councillor A.C. Roberts
Councillor F. Taylor
Councillor T. Wendels
Councillor Mrs Y. Woodhead

Substitutes

Councillor Mrs K. Arnold
Councillor Mrs M. Dobson
Councillor P.C. Duncan
Councillor N. Mison
Councillor B. Wells

AGENDA

MEETING: Economic Development Committee

DATE: Wednesday, 14 September 2016 at 6.00pm

VENUE: Room G21, Kelham Hall

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Helen Brandham on 01636 655248.

AGENDA

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PART 2 – ITEMS FOR INFORMATION

None

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NEWARK & SHERWOOD DISTRICT COUNCIL

Minutes of the **ECONOMIC DEVELOPMENT COMMITTEE** held on Wednesday, 15 June 2016 in Room G21, Kelham Hall at 6.00pm

PRESENT: Councillor D.J. Lloyd (Chairman)
Councillor K. Girling (Vice-Chairman)

Councillors: Mrs K. Arnold (*substitute for D. Batey*), R.V. Blaney (ex-officio), M.G. Cope, Mrs G.E. Dawn, P.C. Duncan (*substitute for Mrs R. Crowe*), G.P. Handley, A.C. Roberts, F. Taylor, T. Wendels and Mrs Y. Woodhead

ALSO IN ATTENDANCE Councillors: Mrs A.C. Brooks, Mrs I. Brown, D. Staples and Mrs L.M.J. Tift

62. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: D. Batey, Mrs R. Crowe and P. Peacock.

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

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

64. DECLARATION OF ANY INTENTION TO RECORD THE MEETING

NOTED: that an audio recording was to be made of the meeting by the Council.

65. MINUTES OF THE MEETINGS HELD ON 23 AND 30 MARCH 2016

AGREED (unanimously) that the Minutes of the meetings held on 23 and 30 March 2016 be approved as a correct record and signed by the Chairman.

66. NATIONAL CIVIL WAR CENTRE – UPDATE AND PRESENTATION

The Committee considered the presentation by the Business Manager – Heritage, Culture & Visitors in relation to the National Civil War Centre. The presentation covered a number of topics and the rationale for the development project which were as follows:

Grade II* Listed Building:
repairs and maintenance;
access considerations;
improvement of museum facilities.

Opportunities to:
Provide on-site and improved learning offers;
Development of a cultural quarter in an area needing regeneration; and
Create a ‘must visit’ tourist destination.

The presentation provided Members with a pictorial guide as to how the centre looked following completion of the project; how the exterior of the building might be enhanced to provide a more eye-catching street scene and what future projects were being considered and the funding therefor.

A Member of the Committee queried whether any progress had been made in relation to working with the University of Sheffield and the use of a ground radar in and around the sponce area of the town. In response the Business Manager advised that the work would not commence until funds were found to pay for such works.

It was noted that previously the National Civil War Centre had fell within the remit of the Leisure & Environment Committee but following a change to the Committees' remits it now fell within Economic Development Committee.

AGREED (unanimously) that the presentation be noted;

67. NATIONAL CIVIL WAR CENTRE – NEWARK MUSEUM – PROCESS TO GAIN OFFICIAL ARTS COUNCIL ENGLAND ACCREDITATION

The Committee considered the report of the Business Manager – Heritage, Culture & Visitors in relation to the process and policies required to gain official Arts Council England (ACE) accreditation for the National Civil War Centre – Newark Museum (NCWC) and what would be expected of the NCWC by the official accreditation body. Attached to the report were three appendices as follows: NCWC – Newark Museum Forward Plan 2016/20; Collections Care & Conservation Policy; and Exhibitions & Display Policy.

AGREED (unanimously) that the following policies be approved:

- (i) National Civil War Centre – Newark Museum – Forward Plan 2016/20;
- (ii) Collections Care & Conservation Policy; and
- (iii) Exhibitions & Display Policy.

68. NOTTINGHAM TRENT UNIVERSITY – BRACKENHURST CAMPUS DEVELOPMENT – MEMORANDUM OF UNDERSTANDING

The Committee considered the report presented by the Business Manager – Planning Policy in relation to the proposed Brackenhurst Campus Development – Memorandum of Understanding. The Memorandum had been prepared by Nottingham Trent University in partnership with the District Council and Committee's approval was being sought to sign up to it.

The report provided information as to the proposal stating that it would provide context for decision making on individual applications, not as a policy document, but as a prospectus for change. It was noted that the Council's policy contained within the Core Strategy however was very much aligned with the contents of the memorandum as below:

“The District Council will work with Nottingham Trent University and other partners to:

- Support the development of new educational and research facilities at the Brackenhurst Campus;
- Encourage the development of businesses and companies locally which harness the education and research potential of the Campus; and
- Ensure that new development does not detrimentally affect the setting of the Campus or the town of Southwell.”

A Member of the Committee proposed that a slight amendment be made to the section on Design and Conservation by inserting the words “to and” so that the paragraph reads “Design proposals, their location and schemes of lighting, will be sensitive to landscape issues and will seek to ensure that the impacts on key views to and from Southwell are minimised and mitigated.”

Members agreed that the document was to be welcomed, noting that the Dean was very ambitious with his plans for the Campus and that the Council were supportive of this and the proposed enhanced relationship with the University.

AGREED (unanimously) that delegated authority be given to the Deputy Chief Executive to sign the Memorandum of Understanding with Nottingham Trent University as set out in Appendix A to the report, subject to the amendment to the wording of the Design and Conservation Section as set out above.

69. LOCAL DEVELOPMENT SCHEME – PROGRESS REPORT

The Committee considered the report presented by the Business Manager – Planning Policy in relation to the progress of the various elements of the Local Development Framework (LDF), including the Community Infrastructure Levy (CIL), contained within the Local Development Scheme (LDS) timetable. The report sought Committee’s approval for the amended approach.

A Member of the Committee queried whether investors and developers viewed the LDF and whether the delay would have any subsequent impacts. In response Officers advised that it was unlikely that sites which were deliverable would be deallocated and that they were aware that the CIL review required completion. It was also reported that discussions had been held with the Business Manager – Economic Growth and Totally Locally in relation to a Retail Town Centre Study.

AGREED (unanimously) that:

- (a) progress towards meeting the timetable of the adopted Local Development Scheme be noted;
- (b) the proposed approach set out in Section 3 of the report be approved; and

- (c) delegated authority be given to the Deputy Chief Executive in consultation with the Local Development Framework Task Group and relevant Ward Members, together with the Chairman and Vice-Chairman of the Economic Development Committee to finalise and consult on the Plan Review Preferred Approach and the Community Infrastructure Levy Preliminary Draft Charging Schedule for public consultation.

70. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 JANUARY 2016

The Committee considered the report of the Director – Resources in relation to the net expenditure for the Economic Development Committee for the period ending 31 March 2016 with the profiled budget for that same period.

The report identified direct expenditure such as employee costs and running expenses, both of which could be controlled by budget officers, noting that central recharges and capital charges were not reported as these were largely outside their control. The report noted that income was shown separately but that the figures did not include recharges for support services. Variations from the profiled budget to 31 March 2016 were itemised within the report together with performance commentary thereon.

Members noted the figure contained within the report as to the net expenditure of underspend in the sum of £630,534 against profiled budget and queried whether improvements could be made to how the budgets were compiled in future years. Whilst noting that much of the underspend for the financial year had been in relation to staffing, the Chief Executive advised that he had held discussions with the Section 151 Officer as to the process of setting the budget for future years. It was noted that some of the underspend had been due to an over achievement of income but that a residual amount was due to a natural caution to save money by Business Managers. The Chief Executive also advised that some budgets contained an amount of ‘padding’ and that the discussions held with the Section 151 had addressed this with a view to removing this.

AGREED (unanimously) that the overall position of the Economic Development Committee net expenditure compared to budget at 31 March 2016 2016 be approved.

71. CAR PARKING

The Committee considered the report presented by the Business Manager – Markets & Car Parks in relation to car parking in the District and the performance of the Council’s various parking facilities. The report also sought Committee’s approval to make further car parking improvements.

The report provided information as to car parking specifically in Newark, car parking performance for the previous 2 years, cashless parking and proposed amendments to parking arrangements.

Having considered the report, Members raised a number of queries. In response to a query about damage to the bollards at the entrance to the Newark Market Place the Business Manager advised that using CCTV to identify the drivers had proved successful to-date. It was suggested that as the responsibility of the bollards had been transferred to Newark Town Council, that following the relocation of the CCTV Control Room responsibility for the bollards also be transferred to them.

In relation to Pelham Street, Newark it was reported that a residents parking street by Nottinghamshire County Council offering residents an annual on-street parking permit for £25.00 p.a. It was also reported that some residents had been given a free annual season ticket for parking in a 12 bay car park off Pelham Street but that this had been subject to some abuse. A Member of the Committee advised that he had been invited to speak with the residents of Pelham Street and requested that the Business Manager – Markets & Car Parks attend the meeting with him and that he was supportive of the proposed change to a contract scheme open to anyone for a payment of £500.00 p.a.

In relation to the parking of motorcycles, Members queried whether should the allocated bays be full, could they park elsewhere. It was reported that other local authorities provide a receptacle that allows riders to put the tickets they have purchased into it, however, there was a cost implication to the solution.

Members discussed the issue of cashless parking, querying whether the charge would be the same as if a user of the car park had paid with cash and that any additional charge levied would be by the provider and not the Council. Members were advised that increasingly the additional cost was borne by the customer but this would need to be made clear. It was noted that business and long stay customers would be better paying for their parking by using the cashless payments system.

A Member of the Committee advised that he had used a car park in another part of the country using a cashless payment system. He had been charged 50 pence for the initial set-up and then charged on an hourly rate. He had also received a text message warning him that he was reaching the time of when his payment terminated. He queried whether the system the Council were proposing to use would offer this same facility. The Business Manager advised that that level of detail had not yet been agreed but that it was likely that the customer would be asked if they wished to receive a reminder.

Councillor G.P. Handley left the meeting at 5.05 pm

AGREED (unanimously) that:

- (a) a 5 day (Monday to Friday) annual season ticket be made available on request for Riverside Car Park only for a fee of £350.00 pa;
- (b) free dedicated motor cycle areas be provided at the Wharfe, London Road, Riverside and Appletongate Car Parks with a prohibition of motor cycle parking in general bays;

- (c) urgent discussions be held by the Council with Newark Town Council, the Police and Nottinghamshire County Council to identify an effective solution to the current problem associated with unauthorised access into the Market Place area;
- (d) Subject to further consultation with Nottinghamshire County Council to determine whether sufficient on street parking is available for Pelham Street residents the Council 12 bay car park there be changed and offered for contract parking only; and
- (e) cashless parking is introduced in all Council car park in Newark by 1 September 2016.

72. ST. MARY'S GARDENS OPEN SPACE SCHEME

The Committee considered the report presented by the Business Manager – Strategic Housing in relation to an overview of the recent successful bid to Nottinghamshire County Council's (NCC) 'Supporting Local Communities Fund' to improve an area of open space at St. Mary's Gardens (general fund land) and to outline the approvals that were now required.

The report provided Members with the background to the scheme, details of the bid made to NCC and the proposals in order to facilitate the improvements of the open space.

The scheme was welcomed by all Members of the Committee with special thanks being passed to 2 particular Officers, Guy Collier and Terry Bailey.

AGREED (unanimously) that the proposed scheme, along with the process to be taken to implement it, be considered and approved as set out in paragraph 4.1 of the report.

73. OLLERTON & BOUGHTON NEIGHBOURHOOD STUDY

The Committee considered the report presented by the Business Manager – Strategic Housing in relation to an overview on the proposed approach to undertake the Ollerton & Boughton Neighbourhood Study which would build on the experiences and outcomes of the Bridge Ward and Hawtonville Neighbourhood Studies.

The report provided Members with general information about neighbourhood studies and how they are delivered, together with notes on governance and responsibility. A scope of the proposed Ollerton & Boughton Neighbourhood Study was also included together with the aim, activities, consultants, project plan and funding thereof.

The Ward Member for Boughton who was in attendance at the meeting indicated that Ollerton & Boughton Town Council welcomed the Study as did the CCG and Members and Officers from NCC's Health Sections.

AGREED (unanimously) that the model, scope and proposals detailed as set out in paragraph 5.1 and 5.2 of the report to undertake the Ollerton & Boughton Neighbourhood Study be approved.

74. RECONSTITUTION OF WORKING PARTIES AND TASK GROUPS

The Committee considered the report of the Chief Executive in relation to the appointing of representatives to the Local Development Framework Task Group and the reconvening and appointing of representatives to the Growth Investment Fund & Policy Monitoring Group.

The report set out the remit and memberships of both Groups and asked Committee to nominate Members for the forthcoming municipal year.

AGREED (unanimously) that:

- (a) the Growth Investment Fund & Policy Monitoring Group be reconvened in accordance with paragraph 2.3 of the report and the Members of the Group for the forthcoming municipal year to be:

Councillors: K. Girling; D.J. Lloyd; A.C. Roberts and T. Wendels.
(1 representative from the Labour Group outstanding); and

- (b) the Local Development Framework Task Group be reconvened in accordance with paragraph 3.3 of the report and the Committee's representatives for the forthcoming municipal year to be:

Councillors: K. Girling and D.J. Lloyd
(Chairman and Vice-Chairman of the Committee)

75. PERFORMANCE MANAGEMENT UPDATE – 2015/16 END OF YEAR UPDATE

The Committee considered the report presented by the Business Manager – Policy & Performance in relation to a selection of performance information falling under the remit of the Committee.

AGREED that the report be noted.

76. EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

77. TOURISM REPORT

The Committee considered the exempt report presented by the Business Manager – Economic Development in relation to the framework for decision making regarding the direction of the Tourism offer within Newark & Sherwood.

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

The meeting closed at 7.25pm

Chairman

PLANNING PROCESSES IN RELATION TO THE ADOPTION OF PUBLIC OPEN SPACE

1.0 Purpose of Report

- 1.1 To consider the adoption of an advisory note in relation to the Developer Contributions and Planning Obligations Supplementary Guidance (SPD) highlighting to developers the latest position in relation to Public Open Space adoption.

2.0 Background Information

- 2.1 As part of the sustainable development of new housing schemes it is important to secure good design and integrate appropriate greenspace. To that end the District Council requires developers to provide public open space on site in line with Policy DM3 of the Allocations & Development Management DPD and the Developer Contributions & Planning Obligations SPD (hereafter referred to as the SPD).
- 2.2 The SPD was adopted by Economic Development Committee in December 2013 and will be reviewed following the completion of the Plan Review (currently underway) in 2017/18. The SPD sets out in detail the types of open space required on site and the levels of financial contribution required to support maintenance of it over the medium term. It also sets out that in normal circumstances the District Council will take ownership of the open space upon completion.
- 2.3 Since the adoption of the SPD the District Council has begun a process of devolution, including offering to transfer public open space and associated maintenance contributions to Town and Parish Councils where they are willing to take on this responsibility. Given this approach, it is suggested that Town or Parish Councils should be offered the opportunity to take on open space as part of new development in their own communities rather than the District Council. Alternatively an applicant can elect (as is their right to do) to promote a Management Company, whereby the costs of future maintenance of open space (and communal areas) for a site are covered in perpetuity by costs levied at individual dwellings. Accordingly the District Council would in future, only take on responsibility for the maintenance of areas of open space as a point of last resort or where there were exceptional circumstances to justify it doing so (for example if an area of open space was strategically significant) Members should be aware that whilst, where responsibility is transferred to the Town or Parish or to the District Council, a commuted sum is received from the developer, this only covers future maintenance costs over a defined period (currently 20 years in accordance with the formula currently used by the Council), with the local authority meeting any maintenance costs thereafter. The continued adoption of open space by the District Council, without any amendment to the current policy, would therefore represent an ongoing and increasing future liability to the Council.
- 2.4 Whilst this change of approach is relatively small in scale in terms of the overall content of the SPD a number of developers have requested clarification of the District Council's position on the matter.

3.0 Proposals

- 3.1 Whilst any review of the SPD will address these policy changes this will however not be undertaken in the short term. It is therefore proposed to prepare a short amended section of the SPD in the form of an advisory note to reflect the Council's current approach. The proposed note's content is attached at Appendix A.
- 3.2 The note sets out that an applicant can explore either the option to transfer land (with an appropriate maintenance payment over 20 years) to the relevant Town/Parish Council(s) or promote a Management Company. For the avoidance of doubt an applicant can choose to explore either or both options (eg. some open space or community facilities could be transferred to the Parish with other areas such as open space or communal areas in apartment blocks being transferred into a Management Company). The note does set out that in certain circumstances it may be that the District Council will take on the land. This catch all statement is intended to ensure that there is always a back stop position. It also allows for circumstances where the new open space provision would expand an existing open space in the District Council's ownership or is a strategic piece of open space which is more appropriately maintained by the District Council. In these circumstances the District Council will inform the developer as soon as possible in the development process of this position.
- 3.3 It should also be noted that developers will continue to have the option, in all cases, to make their own arrangements for the maintenance of public open space through a management company as they are entitled to.

4.0 Equalities Implications

- 4.1 None identified

5.0 Impact on Budget/Policy Framework

- 5.1 The proposal sets out reflects the Council's approach to seek to devolve responsibility for the maintenance of open space where appropriate the Town and Parish Councils.

6.0 Comments of Director

- 6.1 Public open spaces play a vitally important role in ensuring the quality of 'Place' and have a direct impact on Wellbeing and Health. It is in recognition of this that Planning policies require the provision of public open space as part of a development. Once created the traditional model was for the District Council to take on the responsibility for and maintenance of these open spaces.
- 6.2 As the report states, it is proposed to change this traditional approach and offer such maintenance to local parishes or let the developer make their own maintenance arrangements with the District Council retaining a backstop position enabling it to adopt land in exceptional circumstances. What remains constant is the requirement for quality public open spaces to be created as part of any development.

7.0 RECOMMENDATIONS that:

- (a) the contents of the report are noted; and**
- (b) Appendix A be adopted as an Advisory Note to accompany the Developer Contributions and Planning Obligations SPD for the purposes of determining planning applications.**

Reason for Recommendations

To clarify for developers the current circumstances around the adoption of public open space secured as part of new residential development.

Background Papers

Planning Obligations & Developer Contributions SPD

For further information please contact Matthew Norton on Ext 5852 or Phil Beard on Ext 5714

Kirsty Cole
Deputy Chief Executive

Advisory Note in Relation to the Adoption of Public Open Space Secured as Part of New Residential Development

The purpose of this note is to clarify for developers and interested parties the current situation in relation to the adoption of Public Open Space secured as part of new residential development. The District Council does not now as a matter of course adopt new public open space. Indeed, the Council is going through a process of seeking to devolve responsibility for open space to Town & Parish Councils. For new open space the Council will in most cases work with applicants and (if required) Parish or Town Councils to secure the maintenance of open space, either via a Management Company (which remains within an applicant's gift to pursue) or via transfer to the relevant Town/Parish Council (together with an agreed commuted payment to cover maintenance costs).

Set out below is the relevant section of the Developer Contributions and Planning Obligations Supplementary Planning Document (SPD) referring to maintenance of open space (Page 28) which is amended to reflect the revised approach (additions are underlined and deletions crossed out). This amended section should be read in conjunction with the rest of the SPD which remains unchanged. The SPD will be updated to reflect this following the completion of the Plan Review process. This note was adopted by the Council's Economic Development Committee on 14 September 2016 for the purposes of determining planning applications.

<p>Maintenance of open space</p>	<p>Following the agreement of on-site provision, the District Council will need to satisfy itself that the open space has been properly laid out and completed and that suitable contractual arrangements for its long term maintenance have been put in place.</p> <p>Under normal circumstances this will involve either:</p> <ol style="list-style-type: none"> 1. The land being dedicated to the Town/Parish Council and a commuted sum being paid to cover its future maintenance for 20 years; or 2. An alternative arrangement being presented by the applicant, usually in the form of a Management Company to satisfy the Council that maintenance of the land will be guaranteed for the foreseeable future. <p>Should the latter option be pursued the Council would expect applicants to consider how Town/Parish Council views could be considered, including the ability for representation via governance arrangements on larger schemes.</p> <p>In exceptional circumstances the District Council may consider taking adoption of the open space. This will be determined on a case-by-case basis following discussion with the applicants and/or relevant Town/Parish Council(s).</p> <p>Under normal circumstances this will involve the land being dedicated to the Local Authority and a commuted sum being paid to cover its future maintenance. Council policy requires that the commuted sum cover maintenance for 20 years. This is considered an appropriate balance between the maintenance costs being covered by both the new development and ultimately the local authority.</p>
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~~If developers do not wish to dedicate the open space to the Local Authority then the District Council will want to be assured that the alternative arrangements will guarantee the maintenance of the land for the foreseeable future.~~

The costs for maintenance of the various areas are as follows (2016 prices):

	<u>£ Per m²</u>		<u>£ Per Dwelling</u>
Provision for children and young people (at 18m ² /dwelling)	57.29	=	1031.30
Amenity green space (at 14.4m ² dwelling)	19.63	=	282.79
Outdoor Sports facilities (at 52.8m ² /dwelling)	21.74	=	1148.05
Natural & Semi Natural green space	n/a		102.66
Allotments and community Gardens (at 12m ² /dwelling)	12.31	=	147.83

The full 20 year commuted sum is calculated by multiplying the relevant open space area(s) by the cost per square metre or by multiplying the cost per dwelling by the number of dwellings.

These costs will be revised annually in line with the index for the soft landscaping work category of the Building Cost Information Service published by the Royal Institute of Chartered Surveyors.

LOCAL DEVELOPMENT FRAMEWORK PROGRESS REPORT

1.0 Purpose of Report

- 1.1 To update Members on the progress of the various elements of the Local Development Framework (LDF), including the Community Infrastructure Levy (CIL), contained within the Local Development Scheme (LDS) timetable.

2.0 Background Information

- 2.1 The current LDS was adopted by Economic Development Committee on 31 March 2015. Committee agreed an amended approach to this, to enable elements of the Preferred Approach consultation to begin in July and other elements to occur in the September and October.

3.0 Progress

- 3.1 Work on the Plan Review and on the Community Infrastructure Levy review continues progress is as follows;

a) Plan Review – Preferred Approach – Strategy.

Consultation is ongoing on the Preferred Approach – Strategy. Recent consultation events have been held for Parish Councils and the public. Consultation closes on the 24 September.

b) Plan Review – Preferred Approach – Settlements & Sites.

At the time of writing work on site assessments continues alongside finalisation of elements of the evidence base which support site selection. It is anticipated that briefings for Ward Members will be held shortly.

c) Plan Review – Preferred Approach - Town Centre & Retail.

The initial findings of the Town Centre & Retail Study were presented to the Committee and LDF Task Group and various local stakeholders at a workshop on the 9 September. Work is now progressing on the finalised Preferred Approach consultation document.

d) CIL – Preliminary Draft Charging Schedule.

The whole plan viability assessment has now been completed and the Preliminary Draft Charging Schedule and the accompanying documentation are being prepared for consideration by the LDF Task Group.

4.0 Impact on Budget/Policy Framework

4.1 None identified.

5.0 Equalities

5.1 An Integrated Impact Assessment is being prepared alongside the Plan Review process to ensure that the impact on minority groups of the proposals are considered as part of the policy making process.

6.0 RECOMMENDATION

That the contents of the report be noted.

Reason for Recommendation

To update members on current progress toward reviewing the various elements of the LDF.

Background Papers

Local Development Scheme March 2016.

For further information please contact Matthew Norton on Ext 5852

Kirstin H Cole
Deputy Chief Executive

HAWTONVILLE COMMUNITY CENTRE UPDATE

1.0 Purpose of Report

- 1.1 To provide Members with an update on the future use of Hawtonville Community Centre further to completion of the Hawtonville Neighbourhood Study and the Centre's identification as a key 'Place' option.

2.0 Background Information

- 2.1 At the Committee meeting on 30th March 2016 Members were provided with a summary of the final report for the Hawtonville Neighbourhood Study, including detail on the 'People' and 'Place' options identified for implementation.

- 2.2 Particular focus was paid to two key options emerging from the Study, these being:

- 'People' Option: Community Development Worker Role
- 'Place' Option: Future of Hawtonville Community Centre

The Study demonstrated that local residents valued the Centre, though it was also underutilised and recognised the Centre has the potential to be a community access point/hub, delivering some of the wider 'People' options emerging from the Study.

- 2.3 Set against the Council's programme of devolving facilities in its ownership and given the level of resources required to make the Centre suitable for increased use it was considered preferable to promote the occupation of the building by a community organisation able to attract funds to invest in it.

- 2.4 At the meeting on 30th March 2016 the Committee were made aware of the interest registered by 'Newark & Sherwood Play Support Group' to become tenants of the Centre due to their need to occupy additional premises in Newark. In this respect the following approval was given:

'Place': In principle support for the occupation of the Hawtonville Community Centre by the Newark & Sherwood Play Support Group on a 5 year full repairing lease, with delegated authority given to the Director – Safety to agree the terms of the lease. This is subject to a successful bid submission being made by Newark & Sherwood Play Support Group to the Big Lottery's Reaching Communities Fund.'

- 2.5 The Group wish to renovate the Community Centre and deliver a range of activities including a scrap store and toy library. They are also keen to ensure that the Centre is used by other organisations and the community, along with engaging agencies that operate within Hawtonville.

- 2.6 The following sections will provide an update on how this matter has progressed.

3.0 Newark & Sherwood Play Support Group – Funding Application

3.1 Initial discussions with Newark & Sherwood Play Support Group identified the Big Lottery (Reaching Communities Fund) as the preferred source of funding to renovate the Centre and provide revenue support. Officers from the Council and Newark and Sherwood Homes (NSH) assisted the Group with their application through providing:

- Supporting documents.
- Expert advice including meeting with a NSH Quantity Surveyor.
- Support with bid writing.

3.2 Following advice from an external bid writing consultant and conversations with Big Lottery, the Group made the decision to focus the application on revenue support and to look for capital support from other funding sources.

3.3 An application to the Big Lottery was submitted in June 2016; unfortunately the Group were then informed at the end of July that the bid was unsuccessful.

3.4 The Group have still indicated to officers their commitment to the Community Centre and is currently examining alternative funding sources.

4.0 Hawtonville Community Centre – Wider Context

4.1 There is ongoing investment in the area around, and linked to, Hawtonville Community Centre. This includes:

Hawtonville Open Spaces Project

4.2 The Hawtonville Open Spaces project will regenerate the site of the former Little Angel's Nursery between Hawtonville Community Centre and the basketball court (MUGA). The Council is working with 'Groundwork Creswell, Ashfield and Mansfield' to engage with residents and stakeholders to redesign the space. The project will improve the appearance of the area and address concerns of anti-social behaviour. The project is being supported by the County Council's 'Supporting Local Communities fund' with additional support from the District Council's and Newark and Sherwood Homes.

Community Development Worker

4.3 A Community Development Worker was identified as a key 'People' option for delivery from the Study in order to support local initiatives, enable stakeholders to make better use of resources and build the capacity of the community to engage. It was recognised that renovation of the Community Centre could add value to the Community Development Worker role.

4.4 Newark and Sherwood Homes will be hosting the position for a 3 year period on a 3 days per week basis. The role will be working across all tenures in the neighbourhood. The appointment is being progressed by NSH and due to commence fully from September 2016.

5.0 **Next Steps**

5.1 Officers will continue to work with Newark & Sherwood Play Support Group and provide support when required.

5.2 The decision of the Big Lottery application will have an impact on timeframes for investment in Hawtonville Community Centre, anticipated usage, subsequent income and costs to the Council. As a result Officers are exploring additional options for supporting Hawtonville Community Centre to reach its potential, these are:

A. *Ongoing Projects*

Work with interested community organisations to explore the potential for projects to be based at the Centre for an interim period. This would ensure that the Centre is utilised in the short to medium term and serves the community, along with the Council receiving an income and allows time to appraise a long term arrangement.

B. *Increased Role for Newark and Sherwood Homes*

Initial conversations between the Council and NSH Officers have taken place around the Company's role in the management of the Centre, this would be very much linked to the activity of the Community Development Worker and NSH established presence in Hawtonville. These are at an early stage but could provide an alternative option for Member consideration.

5.3 These options, along with ongoing discussions with Newark & Sherwood Play Support Group, are being explored concurrently. Each will be appraised according to:

- The extent to which they meet the objectives identified in the Hawtonville Neighbourhood Study.
- The extent to which they provide for a sustainable future for Hawtonville Community Centre.
- Impact on Council resources.
- Their relationship with wider strategic projects including the Community Development Worker and the Hawtonville Open Spaces project.

6.0 **Proposals**

6.1 In noting the updates provided in this report on the future use of Hawtonville Community Centre, the Committee is asked to consider the following proposals set against available resources:

- a) Ongoing support is provided to the Newark & Sherwood Play Support Group to source alternative funding mechanisms to enable the Group to become tenants of the Hawtonville Community Centre, and;
- b) Work continues with interested organisations over the short term use of the Centre and with Newark and Sherwood Homes over the proposal to manage the Community Centre.

6.2 These activities will be undertaken to ensure effective utilisation of the Community Centre to benefit the local community and to maintain a revenue income contribution to the Council.

6.3 Officers will also continue to assess options as they arise and report to Members on progress.

7.0 Equalities Implications

7.1 The Devon Ward and Hawtonville area profile shows a relatively homogenous community (94% of residents were born in the UK) albeit with a significant distribution of ages, from a mean of 46 in the Bellmont Road/ Bailey Close area compared to a mean age of 29 in the Staunton Road/ Montgomery Road area. The Study was compiled in order to ensure that the needs of any groups within the community with protected characteristics are properly reflected.

7.2 Options are subject to further equalities reviews, including equality impact assessments.

8.0 Impact on Budget/Policy Framework

8.1 The Hawtonville Neighbourhood Study was formulated with regard to the Council's and other statutory stakeholder's policy framework, along with considering relevant national/local policies and guidance.

8.2 There is revenue provision for Hawtonville Community centre within the Neighbourhood Centres budget. Running costs are approximately £20k per year, and the previous tenant (*Positive Futures – vacated March 2016*) contributed £6k per year. Whilst the property is empty all of the costs are borne by the Council.

8.3 Some of the anticipated loss of income has been offset by the subsequent use of the Centre for one-off community events, short term community activities and regular health and well-being sessions delivered by 'Everyone Health'.

9.0 Comments: Business Manager and Chief Financial Officer – Financial Services

9.1 Any proposal that emerges from the options requiring capital investment by the Council will need to be appraised in full to assess priority, viability and deliverability set against all other capital schemes, with a report coming back to this Committee.

10.0 RECOMMENDATION

That the Committee note the contents of the report and consider the proposals set out in Section 6 of the Report.

Reason for Recommendations

To guide delivery of the options from the final report of the Hawtonville Neighbourhood Study to the benefit and prosperity of the areas residential and business community, in addition to informing all stakeholders future policy development in the locality.

Background Papers

Hawtonville Neighbourhood Study

For further information please contact Rob Main, Strategic Housing – Business Unit on 01636 655930 or Guy Collier on 01636 655306.

Karen White
Director - Safety

NEWARK CASTLE GATEHOUSE TOWER PROJECT

1.0 Purpose of Report

- 1.1 To advise Members on progress on the project to carry out major improvements to the Gatehouse Tower at Newark Castle and to seek approval for a resubmittal of the Stage 1 Heritage Lottery Fund application.

2.0 Background Information

- 2.1 Newark Castle's Gatehouse is, according to Historic England, 'the most complete example of a Romanesque gatehouse in England'. However, following the slighting of the Castle after the end of the Civil War it is open to the elements and suffers from erosion and degradation due to the weather and the effects of pigeon roosting.
- 2.2 In order to prevent further deterioration of the Gatehouse Tower and to open up further areas of the tower to public access, plans to reinstate a roof, floors and windows have been drawn up. Access to the newly created rooms would be via the north-west tower of the Castle, allowing for a charge to be made to this particular area of the Castle. Displays and exhibitions would tell the rich history of the structure, where King John died 800 years ago. Linked with this a range of activities, including training, education, events and marketing, would take place.
- 2.3 Following discussions with officers from the Heritage Lottery Fund (HLF) reports were taken to the January 2015 Leisure & Environment and Policy & Finance Committees gaining approval for the submission of a Stage 1 HLF application and committing up to £20,000 of District Council Capital funding towards the estimated Stage 1 costs of £70,000.
- 2.4 Following further work on the project and discussions with HLF officers the Stage 1 bid was submitted in November 2015. In order to ensure that all aspects of the Stage 1 development were included the project costs were increased to £114,500, however the District Council contribution was kept at £20,000.

3.0 Proposals

- 3.1 In April of this year the Council received confirmation that the HLF bid had not been successful. The rejection letter stated that demand for HLF resources had exceeded the funds available and that the application had been rejected due to insufficient funds. However, the letter also highlighted areas where our application could be strengthened in any reapplication and these related to:
- Need and demand – support from the local community and visitors needed to be demonstrated more comprehensively
 - Outcomes – the plans for engagement required further development
 - Project delivery – some areas need clarifying and more resources needed to be allocated to activities

- 3.2 At a follow up meeting with HLF officers in June a possible reapplication was discussed and the HLF officers stated that they would welcome this and highlighted the support our application had received at the committee meeting. In particular they stressed that the building side of the project was strong and that the committee had supported the concept of adding a roof and floors to the Gatehouse. The heritage outcomes arising from the project were also felt to be well developed. Further discussions were held about areas where the application could be strengthened and these are all considered to be deliverable given that agreement can be reached on increasing the project costs.
- 3.3 The delay in the delivery of the project and the recommendations of HLF officers in relation to increasing the level of resources allocated to activities has resulted in a review of the project finances. Further to this it is proposed that the District Council's Capital contribution to the Stage 1 development phase application be increased from £20,000 to £25,000. Should this proposal be accepted a further report will be taken to the Policy & Finance Committee seeking approval for the increased Capital contribution. The costs of the Stage 2 delivery phase project were initially estimated at £800,000, with a suggested District Council Capital contribution of £181,000. However, further work on drawing up the Stage 1 application, together with the more recent comments received from HLF, has led to the estimated costs being increased to £1.16million with a suggested District Council contribution of £225,000 (which represents less than 20% of the total costs).
- 3.4 Following discussions with HLF officers it is proposed that the Stage 1 application be submitted to meet the next HLF deadline of 11 November 2016. A decision will then be received in March 2017.

4.0 Equalities Implications

- 4.1 The project will fully consider equalities implications and measures will be put in place to maximise access to the new facilities and activities.

5.0 Impact on Budget/Policy Framework

- 5.1 The business plan for the project (attached as **Appendix A**) demonstrates that the creation of a new, paying visitor attraction could have the potential to deliver a significant new income stream to the Castle budget. Based on 30,000 visitors per annum paying an admission fee of c£4.50, together with additional retail income, the net income would be in the order of £40,000pa.
- 5.2 In creating a significant new visitor attraction the project will also have a positive impact in relation to the Council's economic and tourism policies and priorities. The project will also result in volunteering, training and apprenticeship opportunities.

6.0 Comments: Business Manager and Chief Financial Officer – Financial Services

- 6.1 The current Capital Programme already has an allocation of £20k NSDC funding from the original application for Stage 1 works, an additional £5k would need to be allocated in order to pursue the revised Stage 1 as set out in this report. The works are anticipated to start in March 2017 so the majority of the £25k would be spent in 2017/18.

- 6.2 The current capital programme has no allocation for the Stage 2 project. This would require a contribution from NSDC of £225k if the proposal is agreed by HLF. The bid would not be submitted until November 2018, and if awarded, the works are anticipated to start March 2019 with the majority of the capital spend in 2019/20. It should be noted that there is considerable uncertainty around funding for local government in the medium/longer term and it is not possible to confirm that the Council will have funds available, or the capacity to service borrowing to enable this scheme to go ahead.
- 6.3 Both elements of capital spend for phase 1 and 2 are reliant on the successful applications to HLF. If applications are unsuccessful, the funding set aside in the Council’s capital programme will not be needed.
- 6.4 In respect of the impact on revenue, the income figures detailed within the report are based on successful completion of both Stage1 and Stage 2. There would be little impact on revenue budgets if only Stage 1 is completed. Completion of Stage 2 is estimated to be Spring 2020 so no impact would be felt until 2020/21 budgets.
- 6.5 The income figures are based on the capital works generating 30,000 visitors per annum to the new attraction. Based on existing visitors of 150,000 per annum, this represents 20% willing to pay for the new attraction (ignoring any additional visitors over and above 150,000 it will generate). However, it should be noted that the current visitor numbers are based on estimates and automatic counters located at the two entrances and for the majority of these, their reason for visiting is not known, nor is it possible to say if any of these are people leaving and re-entering. The break down is 131,771 informal visitors, 1,779 people taking guided tours, 17,450 people attending events.
- 6.6 Visitor numbers are notoriously difficult to predict and in light of the limited knowledge of reasons for visiting, a sensitivity analysis of income generation has been undertaken and is demonstrated in the table below.

Visitor Numbers	(Income)/Cost to NSDC
30,000	(£40,000)
20,000	£6,800
10,000	£36,000

- 6.7 The cost of service (including employee costs, marketing, cost of sales) totals £103k based on 20,000 visitors. If the volumes drop beyond 20,000 then the castle would need to be subsidised by the Council.
- 6.8 Any detrimental impact on current income/events due to works taking place has not been assessed. As users of the castle grounds includes wedding parties from the County registrars, people attending re-enactment events and those taking part in guided tours, consideration should be given to any loss of income which may be caused to other bodies.

7.0 RECOMMENDATIONS that:

- (a) the re-submission of a Stage 1 Heritage Lottery Fund bid towards improvements to the Gatehouse at Newark Castle be approved; and**

- (b) the increase in project costs and the increase in the Council's Phase 1 contribution and potential Phase 2 contribution be supported and noted.**

Reason for Recommendations

To allow this significant project to proceed and to enable it to have the best possible opportunity of receiving financial support from the Heritage Lottery Fund.

Background Papers

None

For further information please contact Phil Beard on Ext 5714

Andy Statham
Director – Community

NEWARK CASTLE GATEHOUSE TOWER PROJECT – OUTLINE BUSINESS PLAN

The strategic context is that Newark Castle needs to be as self-funding as is possible in order to minimise the costs to NSDC. To do this it is anticipated that the Castle will become a charging heritage visitor attraction with visitors paying a fee to access the new Gatehouse rooms.

Current Visitor Numbers

Given the nature of a facility such as Newark Castle and Gardens which has 2 separate entrances and no particular paying point it is difficult to accurately measure visitor numbers. However we do have infra-red people counters on both main entrances and these, together with our knowledge of the number of people participating in guided tours and estimates of people attending events, enable us to make a conservative estimate that there are at least 150,000 visits per year to the Castle. Based on the figures below these can be broken down into:

- Informal visitors – 130,771
- People taking guided tours – 1,779
- People attending events – 17,450

Tour Numbers for 2015 were 1,779 broken down as follows:

- Adults – 385
- Children – 119
- Schools – 994
- Groups – 281

It is estimated that over 17,000 people attended 32 events in 2015 as follows:

- Brass Band Concerts (Sundays in July and August) – 4,000 people attended 8 concerts, with an average of 500 people per concert
- Brass Explosion with fireworks (30th August) 1,000 people attended the finale to the brass band concert season which always attracts a large audience
- Haunted Happenings – 220 people have attended 4 late night ghost hunts
- Weddings – 300 people have attended 7 wedding ceremonies
- Fortress Newark (3rd and 4th May) – 5,000 attended this living history event to mark the opening of the National Civil War Centre
- Newark Community Awards (2nd April) – 150 people attended the awards in a large marquee
- Lincoln University architectural display – 200 people attended a show displaying students' work
- Church in the Castle (28th June) – 180 people attended an outdoor service
- Handlebards Theatre Company (15th July) – 350 people attended an outdoor Shakespeare performance
- Regia Anglorum (25th and 26th July) – 2,000 people attended this living history event
- Blunderbus theatre company (20th August) – 300 people attended a children's out door theatre performance
- Historia Theatre Company (22nd August) – 50 people attended a play about the Magna Carta
- Books in the Castle (8th and 9th August) – 1,500 people attended Newark's first book festival

- Blues Festival (12th and 13th September) – 2,000 people attended both free and paid for performances
- Circus Skills Workshop (24th October) – 150 children participated
- Halloween party (28th October) – 50 cubs and scouts attended

New Gatehouse attraction

Based on opening hours of 10am – 4.30pm 7 days per week (April – October) and 10am – 4pm 4 days per week (November – March)

The development of the Gatehouse is anticipated to provide three interior spaces with potentially access to a roof walk and viewing area. Access to the Gatehouse will be via the North West tower, enabling the establishment of a visitor reception / shop area which would be designed for a single member of staff to control visitor numbers. Extension or rebuilding of the modern inserted stair would enable an interesting access to the Gatehouse and the upper level of the North West tower.

Benchmarking for similar historic monument experiences gives the following Adult prices:

Clifford's Tower – York - £4.30

Tattersall Castle – Lincolnshire - £5.64

Thornton Abbey Gatehouse – Lincolnshire - £4.60

Medieval Bishops Palace – Lincoln - £4.70

Middleham Castle – Yorkshire Dales - £4.60

Conisbrough Castle – South Yorkshire - £4.70

Peveril Castle – Peak District - £4.70

These would suggest an Adult price of £4.70 - £5 with reductions for concessions and children. This would lead to a yield of c. £3.50 per visitor (net of VAT).

With the visitor flow suggested via the North West Tower, through the shop at the start and finish of each visit and benchmarking with comparable attractions a retail spend per head of £1.20 (net) is achievable.

A catering yield of c. 40 pence per visitor is anticipated. This is high but reflects that many purchases will be made by Castle Park visitors who will not be paying to access the Castle Gatehouse.

Income from Education visits would reflect a baseline of one school coach (50) per school week at £3 per head. When combined with the Learning offer at the National Civil War Centre where the project is refurbishing two buildings which have the potential to be used at bases for schools, it would be practicable to ensure a combined and seamless offer based at the Centre which could use the Castle, Sconce & Devon Park and the assets of the town to provide a full day visit.

Donations, room hire and guided tours would contribute additional income which would reflect the delivery of all visitor based commercial activity at the Castle being undertaken by the team. This would include Guided Tours of the Castle and specialist tours / access of the Undercroft and Dungeons etc.

Income:

	20,000 Visitors	30,000 Visitors	40,000 Visitors
Admission Income (£3.50 net yield)	£70k	£105k	£140k
Retail income (£1.20 net yield)	£24k	£36k	£48k
Catering (£0.40 net yield)	£8k	£12k	£16k
Education visits	£3k	£3k	£3k
Donations, room hire, guided tours etc	£5k	£5k	£5k
Total income	£110k	£161k	£212k

Costs:

The sketch costs below are an outline for development. These allow for an assistant to undertake the basic visitor welcome and management function with a supervisor role for the volunteer recruitment, training, supervision, marketing, retail purchasing and property development elements.

Volunteer costs are anticipated to cover the costs for volunteers undertaking duties within the gatehouse such as visitor orientation/interpretation. It is anticipated that these would be different individuals to the existing Friends Group who could continue to be a fundraising vehicle.

	20,000 Visitors	30,000 Visitors	40,000 Visitors
Staffing – front of house assistant (NS5) x £11.52ph (inc on costs) 2240 hours	£26k	£26k	£26k
Castle Supervisor (NS7) x £14ph (inc on costs) – full time	£26k	£26k	£26k
	Total £52k	Total £52k	Total £52k
Marketing	£25k	£25k	£25k
Cost of sales – Retail (50% of income)	£12k	£18k	£24k
Cost of sales – Catering (40% of income)	£3.2k	£4.8k	£6.4k
Volunteer costs	£5k	£5k	£5k
Additional costs – till system, banking, shop sundries, till rolls, increased heat light power – 10% of turnover	£11k	£16k	£21k
Total Operational Costs	£103.2k	£120.8k	£133.4k
Potential Net Income	£6.8k	£40.2k	£78.6k

ECONOMIC GROWTH UPDATE

1.0 Purpose of Report

1.1 To provide an update for the Committee on current and planned activities within Economic Growth.

2.0 Background Information

2.1 In line with the Economic Growth Strategy agreed on 26th March 2014, the three main objectives of the strategy are:

- ❖ Objective 1 : **To develop and maintain an in-depth understanding of the Newark and Sherwood economies, business stock and sector strength.** This will ensure that all activities and resources available to support our vision are appropriately focused.
- ❖ Objective 2: **To develop appropriate place marketing to visitors and investors.** To achieve this we will work with partners such as Experience Nottinghamshire for Tourism and Invest in Nottingham and UKTI for Inward Investment opportunities.
- ❖ Objective 3: **To plan and support Growth for our district.** This incorporates a number of areas which the council can directly affect or can exercise influence.

2.2 This report summarises progress relating to the strategy.

3.0 Proposals

3.1 Inward Investment and Business Growth

3.1.1 Inward investment and business growth enquiries received continue to show positive signs of expansion across the district. These vary from start-up enquires to established including those business wishing to employ apprentices, to “grow their own” staff team. Recently NSDC have worked closely with two businesses that have relocated into our district. There are significant proposals that are currently under development which involve close working with the Planning Team and other stakeholders.

3.1.2 MIPIM UK – October 2016. This will be a showcase event for Nottinghamshire and Derbyshire led by D2N2. NSDC are working in partnership with Nottingham City Council, Ashfield, Mansfield District Councils and Rushcliffe Borough Council. Representatives from these councils will attend to staff the stand during the event. This will maximise resources and ensure we can offer exciting propositions to businesses that are looking to locate/relocate to Newark and Sherwood.

3.2 Business Support

3.2.1 A total of 145 Businesses have received support via the Economic Growth team in the last 12 months. This is a combination of property enquiries, start-up business enquiries as well as requests for support regarding funding and advice.

Business Support Events

Over 80 business people attended our free “Business Support Events” held at two venues in Newark and Ollerton in September 2015. The main theme was to update on how social media can help their business and learn what support was available. The events offered valuable networking opportunities with other local businesses. The overall feedback was extremely positive with one noting in their feedback form that it was “Worth attending and investment of my time”.

Following on from these events two more have been organised for the end of September 2016 and October 2016. These will be held in Newark and Edwinstowe. The event will be an excellent networking and learning opportunity. The themes of this year’s events are Procurement and Business Support. The events have been organised with various partners who include NBV, Woodhead Enterprise, East Midlands Chamber and Nottinghamshire County Council. Normal promotional activities will be undertaken. This includes visiting businesses based on the Brunel Drive Industrial Estate to encourage attendance at the above events and update contact details with a view to holding a specific event in March 2017 for the Newark Industrial area.

NBV Mentoring

NBV Enterprise Solutions have been providing businesses with bespoke, targeted business support for over 30 years. With such a pedigree NSDC worked collaboratively to set up one to one business clinics held at Kelham Hall. Between September 2015 and April 2016 5 Business Clinics were held supporting 19 individuals, who received one to one support. The feedback from the clinics was extremely positive; even if this was not to start a business having identified that there was no room in their chosen market. To date 7 of those who attended the workshops have started trading. NBV have continued to offer support in Newark and Sherwood through Start up Business Workshops: a Business Assist programme available for trading businesses and the offer of grants of between £1000 to £2500 or up to a maximum of 25% of eligible costs for the purchase of capital equipment where it supports business expansion or diversification.

Think BIG Loan Fund

Whilst the Think BIG Fund has provided fewer loans than expected, there has been a material impact with 84 new jobs created and further new jobs are planned from loans approved. This figure has reduced recently due to one business having to reduce staff numbers for operational reasons. They have still more than doubled their workforce since 2015 and will be looking to recruit in the future.

In order to help position alternative options, a brief summary of the Think BIG Fund is given below:

15 loans approved, 12 loans drawn (1 loan offer not accepted by the company as it was for part of the amount requested pending the company demonstrating improvement; the other two loans will be drawn in 2016).

Total Loans Granted:	£1,236,762.53
Capital repaid:	£479,265.42
Capital outstanding:	£757,497.11
Interest paid:	£98,859.97
Fees paid:	£33,289.00

A12506 Growth Investment Fund		2012/13	2013/14	2014/15	2015/16	2016/17	Total
Think Big Fund Balance B/f		1,294,842.80	1,877,074.01	1,574,175.33	1,416,740.51	1,217,270.63	
Contribution to the fund							
From other balances		705,157.20	12,766.88				
Costs							
Professional Services		70,691.46	37,978.09	62,758.54	54,171.21	15,742.71	241,342.01
Internal Charges		6,502.84	2,456.46	2,705.28	3,192.11	632.22	15,488.91
Bank Charges from Streets			74.00	31.80	29.40	15.00	150.20
Total running costs of the scheme		77,194.30	40,508.55	65,495.62	57,392.72	16,389.93	256,981.12
Income							
Fees charged		-125.00	-6,575.00	-9,250.00	-10,464.00	-6,875.00	-33,289.00
Interest		-799.88	-17,751.22	-33,207.38	-36,890.21	-10,211.28	-98,859.97
Total Income		-924.88	-24,326.22	-42,457.38	-47,354.21	-17,086.28	-132,148.97
NET Costs of the scheme		76,269.42	16,182.33	23,038.24	10,038.51	-696.35	124,832.15
Loans							
Amounts loaned out		50,500.00	370,000.00	297,500.00	368,762.53	150,000.00	1,236,762.53
Principle Repaid		-3,843.43	-70,516.77	-163,103.42	-179,331.16	-62,470.64	-479,265.42
NET Loan Balance		46,656.57	299,483.23	134,396.58	189,431.37	87,529.36	757,497.11
Balance c/f		1,877,074.01	1,574,175.33	1,416,740.51	1,217,270.63	1,130,437.62	

The first potential loss has arisen in January 2016 with an outstanding loan of £34764 (net £23884 after interest and fees received). The value of our security through a Mortgage Debenture and personal guarantees has yet to be determined.

The Think BIG Loan fund has performed exceptionally well to date in comparison to National Grant and Loan schemes. The current cost of the Fund per job created is £9,017. This calculation is on actual jobs created to date and not anticipated or expected jobs and does not take into account capital and interest repaid to date.

It is notable that 2 businesses in the portfolio that had turnover in excess of £1m at the start of the loan have each created in excess of 30 jobs so far; those with turnover under £1m have created less than 10 jobs each so far.

Pathfinder Investment:

A new element is now available following agreement by the Growth Investment Fund Group and Policy and Finance Committee. This is for pathfinder investment of £5000 to £25000 for early stage businesses.

Small amounts of funding are made available, from £5000 at the first stage progressing to £25,000 for a business nearing revenue generation. These incremental (soft) loans are designed to support specific steps or projects, one stage at a time, to help a business start-up and in early trading. Common purposes include: product and market research, operational development of competitive capability of the business. Any business located in Newark and Sherwood District that demonstrates good prospects for growth can apply within the standard legal, moral and ethical grounds.

3.3 Technology

- 3.3.1 The Launch of Silicon Forest took place in October 2015. The business partnership initiative to establish the district as a centre of excellence for innovation and technology was launched at the Everyday Champions Centre in Newark. The day showcased new products and technologies, established Fab Labs – where product designers and entrepreneurs could test new ideas – and attract and develop tech businesses in the district. The launch, was attended by Gadget Show presenter Jason Bradbury, who invented the world’s first working jet-powered hoverboard, and included presentations and workshops.
- 3.3.2 Another aim was to create a meetup culture for innovation and technology individuals and groups in order to assist businesses in recruiting people with high level skills into the district. The first meet up of technology businesses was held in March 2016. There is also stakeholder activity through the LEP and other organisations which Silicon Forest to which is contributing in order to raise the profile of the County. NSDC is also working in partnership with the Magnus School in Newark by setting up a “Code Club” for students and this will be facilitated by an expert in this area. This can then be rolled out to other schools in the district following the pilot.

3.4 Employment and Skills

3.4.1 **Fork Lift Truck (FLT) training LLOP (Low Level Order Pickers) training – April 2016.**

NSDC have made a contribution to cover a combination of FLT and LLOP training, primarily to assist with Know How recruitment and on the understanding that people will have a 12-week minimum contract. This is a working partnership between NSDC, Ambitions Personnel and Know How. The training is for residents within Newark and Sherwood who are seeking employment. To date a total of 28 candidates previously unemployed have accessed the training course. 79% of those accessing the training are from Newark and 21% from Ollerton. The contribution has made a difference for those out of work to contribute to the local economy.

For example: A forklift truck driver paid at the basic rate of £7.78 per hour (not taking into account any shift allowance) working 37 hours per week, and salaried for 52 weeks per year would earn a gross salary of £14968.72 before Tax and National Insurance. The annual net amount earned by the employee after tax equates to £13.367.20 with the employer’s NI contribution of £950.54.

If this person was aged between 18-24, their weekly benefit totals £57.90 and over 52 weeks equals £3010.80. Not only would their income be increased by £10356.40 so would their skills set and their ability to contribute to the local economy.

3.4.2 **Mini-Bus Pilot**

The pilot for the mini bus service is set to run for a period of 6 months starting July 2016. The contract to supply passenger transport for this period has been undertaken by ODEF (Ollerton District Economic Forum). This opportunity has led to employment for the mini bus drivers as well as providing transport to cover the 12-hour shift patterns for those who have undertaken training for the FLT and LLOP at KnowHow. To date 4 people are using this service as this has only recently started. The Ollerton Outreach service is crucial in promoting and organising this additional service.

3.4.3 **HGV Pilot**

There are vacancies throughout the district for HGV Drivers and a national skills shortage in this area. A meeting with the DWP and the training provider ET Solutions took place in April. It was agreed to hold an HGV work academy open day at the Job Centre in Newark at the beginning of May.

This was a fantastic opportunity for local businesses to attend to not only determine the suitability of applicants wishing to undertake the Driving Goods Vehicle Apprenticeship Level 2 who they may wish to employ but for businesses to gauge if the training is something they may wish their own workforce to undertake. The only criteria for those undertaking the training is for them to live within the Newark and Sherwood district. Despite encouraging local businesses to attend the session, only 2 from the local area attended. 27 possible delegates attended the first event. The DWP in Newark are in dialogue with the provider and we are currently working to ensure this training for individuals commences as soon as possible.

3.4.4 **Future First Expo 2017**

Following on from the evaluation of the “What’s Next “career’s event held in October 2015, all parties agreed that the event needed a new focus. Feedback indicated the students who attended did not have the opportunities or the time to explore what opportunities are available. This reenergised event will:

- ❖ Showcase local businesses
- ❖ Provide opportunities for exploratory, taster sessions and workshops delivered by local businesses.
- ❖ Encompass traineeships and apprenticeships
- ❖ The space availability will allow businesses to offer “real” demonstrations.

The Expo will give those attending an exciting, inspirational and thought provoking experience. The event will take place on May 4th 2017 and is to be held at Newark Showground. Parties agreed that as the Apprentice Fair previously delivered in March of each year, clashed with the Jobs Fair held by Robert Jenrick MP, early May provides the opportunity to engage with the students prior to GCSE, AS and A Level examination. The change of venue allows for more audience participation as well as ease of access to the event. Interest in working collaboratively has been shown by Know How and Barcode Warehouse as well as many other businesses. The relevant secondary schools who have received the “Save the Date” poster are excited to find out more once the September term begins. NSDC continue to work in partnership with Lincoln College and the Newark Advertiser.

3.4.5 **Schools Project**

Networks and Partnerships: The driving principle behind our approach is the acknowledgement that the expertise and improvement almost always exists within organisations. The business leaders’ often lack the time to organise collaboration with their peers to extend joined up working between schools and local businesses. We believe our work is to bring the right people together for an agreed purpose and to support their meetings to deliver specified outcomes.

For Example: The Women in Engineering event of NSDC working in partnership with British Sugar, Hoval and Morgan Tucker to deliver two interactive sessions for female students in Year 10 at The Dukeries in Ollerton and Toot Hill in Bingham. Feedback from the pupils proved this was a great success and will go ahead in 2017. Emily, a Year 10 pupil from The Dukeries summed it up perfectly thus:

“I really enjoyed today because I was considering engineering and this session cleared the misconceptions I had and made me realise that I shouldn’t deny myself an opportunity in engineering”

Meetings have also been held with the local schools to ask which type of businesses would they like to work with: how long the ideal sessions would be and over what period and the best time of day for these to be delivered. In order for the pupils to make informed decisions when choosing their options, a guide to jobs available in local businesses is to be produced. A paper version and online version will be available for the pupils to access making it clear what job titles actually mean and what qualifications are needed for each role. NSDC are working with partners such as Together for Newark and the Employment and Skills group co-ordinate this activity.

Summary of meetings with schools

<u>Name of Secondary School</u>	<u>Date Visited</u>	<u>Working with NSDC to coordinate business activity</u>
TootHill	07/06/2016	Yes
Minster School	17/06/2016	Yes
Magnus Academy	28/06/2016	Yes
Joseph Whitaker	04/07/2016	Yes
Tuxford Academy	12/07/2016	Yes
Newark Academy	13/07/2016	Yes
The Dukeries	Date to be arranged	Due to staff changes an appointment is to be made for September 2016

In January 2016 the Business Leaders’ group met with local schools and reflected that they were keen to employ young people from the local area. However, the Business Leaders’ reflected that employability skills and preparation for work were areas requiring development and are willing to work with schools to support them in preparing students for work.

3.4.6 Skills Summit March 2016 for Newark Schools

The message emanating from the Skills summit was for businesses and schools to address the skills shortages. Looking to the long term, there is a need to predict what skills will be needed in 10 years’ time, which is hard to gauge but by at least trying to do this, we can try to prepare the future workforce.

More collaborative working is needed between employers and training providers who are supported through various funding sources (UK and Europe). Vitality, engineering supports 14.5 million jobs across the United Kingdom. In the Midlands 28.770 engineers are needed but there are only 10,787 Year 10 students who are pursuing this as a career. 26.6% of school leavers will need engineering skills just in the East Midlands. Research has shown that children begin to lose interest in STEM between the age of 11-14.

The challenges businesses face when employing young people are listed below:

- ❖ Employment readiness
- ❖ Soft skills—lack of communication
- ❖ Generational differences—in Boots they have a programme of reverse mentoring where the young recruits mentor the Generation X and Baby Boomers
- ❖ STEM skills (lacking)
- ❖ Language skills: lack of foreign language It is advantageous if knowledge even basic of the following can be used: French: German: Spanish

The links now beginning to be cemented between NSDC and the local schools is very important for the future of the region's employees.

3.4.7 **Tourism Update**

The Tourism strategies (one for Sherwood and one for Newark) are in the process of development and the draft vision and objectives are:

Vision: To champion Newark and Sherwood as a great place to holiday in a world class destination offering rich outdoor activities, civil war heritage and the great legend, Robin Hood

Overarching Objectives:

- ❖ To actively promote Newark (including Southwell) for its civil war, heritage and cultural offer
- ❖ To actively promote Sherwood for its legend Robin Hood and fantastic outdoor activities and rich history
- ❖ To maximise the potential for growth through tactical marketing campaigns
- ❖ To develop a successful thriving tourism industry
- ❖ To develop a consistent brands for the areas

In terms of timeframe, the draft strategies will be complete by 30 September 2016, with consultation taking place during October 2016, presentations to relevant Committees during November and final version with associated action plans complete by 31 December 2016.

4.0 **Equalities Implications**

4.1 The report outlines measures being taken which support those seeking employment and developing a business.

5.0 **Impact on Budget/Policy Framework**

5.1 All these activities are within existing budget.

6.0 **Comments of Directors**

6.1 No comment required.

7.0 RECOMMENDATION

That the Committee endorses the activities undertaken within the Economic Growth Team

Reason for Recommendation

To provide an update on aspects of the Economic Development Strategy

Background Papers

For further information, please contact Julie Reader-Sullivan on Ext 5258

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